

PORTSMOUTH PUBLIC WORKS DEPARTMENT

ADDENDUM NUMBER 1:

RFP No. #32-17

Traffic Sign Inventory and Management System Professional Services

Issued: March 31, 2017

This Addendum forms part of the original document marked RFP#32-17 Traffic Sign Inventory and Management System Professional Services.

The following questions were asked and answered:

Q: How many road miles are covered by this project? Do you know the total number of signs along the roadway and how many of them are street name signs? Do you have an insight on a sign estimate for the total number of signs that will be covered under this project? Does the City have an estimate of the number signs within the public ROW?

A: No. The City does not have an exact number of road miles covered by this project, or the number of signs.

Q: For the street address of the signs, is the City looking for the closest building address? Since we will obtain the latitude and longitude of each sign, can the latitude/longitude be substituted for the sign's street address?

A: Whenever possible, provide the street address for the signs. The street address will help City crews locate a sign in the field. Street addresses are available on-line using the City's website and MapGeo.

Q: There are signs on mast arms. Do we need to engage a bucket truck and an MPT company to protect the surveyors or will the City provide this equipment/personnel? Please verify if signs installed overhead at traffic signals (whether City-maintained or State-maintained) should be included in the collection, reporting, and evaluation for this project. If yes, does the City have an estimate on the number of overhead signs? The RFP indicates that Retroreflectivity be recorded using a retroreflectometer device. Does this apply to overhead signs as well? This would require possible lane closures, police details and providing a bucket or lift truck. Would the city accept an FHWA approved visual assessment method for the night assessment (reflectivity) of overhead signs?

A: The City does not have an estimate on the number of overhead signs. Overhead signs need to be included, but an FHWA approved visual assessment method will be acceptable for the night assessment. Any sign on state highway does not need to be inventoried. The City will not provide a bucket truck or flaggers.

Q: When you refer for a vehicle mounted system, are you referring to the use of a vehicle mounted system to capture only GPS position for the signs and posts? Will vehicle based systems that offer accurate GPS positioning (sub foot) and measurement accuracies of 1-3 cm be acceptable? Would contractors be able to use a vehicle mounted camera to capture images of the sign to fulfill data delivery? Under Scope of services, it's mentioned that the use of a vehicle mounted collection system shall not be acceptable. Can you please explain why this method is not acceptable? Are the images required for the signage not permitted to come from a vehicle mounted camera system?

A: Vehicle based systems will not be acceptable for the GPS positioning or imaging. Due to the congested and dense downtown area, it is critical for the inventory to be collected manually to ensure an accurate and reliable product.

Q: Does the City's GIS system currently include signs? If so how many signs are included in the database? Is there an existing sign inventory database, or is this the first inventory?

A: No. There is no existing inventory of signs, and the City's GIS system does not currently include signs.

Q: Has the City installed signs with barcodes/identifiers on the signs that can be scanned while in the field?

A: No.

Q: The sign attribute data list in the RFP includes a number of items, some of which are available with field review and some that may not be.

- Unique Sign ID Number – is this already defined by the City or to be defined by the Vendor?
- Unique Sign ID Number to be defined by the Vendor.
- Sheeting material – is the City looking for the ASTM sheeting type, sheeting manufacturer, or some other criteria?
- No. A general description of the type of sheeting, whether beaded or prismatic, will be sufficient.
- Sign condition – does the City have a rating system that the Vendor is to use or will the condition evaluation be Vendor-defined?
- The condition evaluation will be vendor-defined.
- Sign visibility obstructions – how is the City defining an obstruction – clear sight line to the sign for some distance?
- Signs should be continuously visible for at least 100 feet in advance of the sign.

Q: How about pedestrian pushbutton signs at traffic signals?

A: Yes, ped buttons at signals should be included.

Q: In several instances the RFP refers to a sign inventory database and software.

- Please clarify the reference to software as a deliverable?
- **The sign inventory database shall be delivered to the City as a file that can be utilized by the City for future maintenance and updates, using non-proprietary software.**
- Is the City's intent to procure an asset management solution for the management of signs, or is the intent to have reporting capabilities in addition to the database/GIS deliverable?
- **The City's intent is to have reporting capabilities in addition to the database/GIS deliverable.**
- Is the City's intent to incorporate the sign inventory in their GIS system and maintain the inventory in the future, or is the City looking for a hosted solution?
- **The City's intent is to maintain the inventory in the future, not to be required to contract out for future updates.**

Q: Page 3, bullet 5 GIS System:

- What is the current software version of the City's GIS system?
- **10.4.1**
- Does the City currently use Web GIS (ArcGIS Online/Portal)?
- **Yes, to view data in the field and to collect new assets.**

Q: Bullet 14 of the Submittal Requirements indicates that other direct costs or charges to the City need to be stated. Would use of police details for traffic control be provided by the City or should they be included as a direct cost to be carried by the Vendor?

A: **Police details or flaggers should be included as a direct cost to be carried by the Vendor.**

Q: Has the City established a project schedule for completing the sign inventory?

A: **No.**

Q: The RFP indicates that the inventory may be provided to the City using MS Excel or Access, and ArcMap GIS project file formats. Is this requiring both GIS and either Excel or Access formats or is an ArcMAP GIS database system acceptable?

A: **The inventory can be provided entirely within an ArcMap GIS database. The use of Excel or Access is optional, but an ArcMap GIS project file is required.**

Q: The RFP asks for the pricing for the project in a separate envelope, but also requests rate sheets. Are the rate sheets to be included in the Technical Proposal, only in the sealed Price Proposal or both?

A: The rate sheets are to be included in the sealed Price Proposal only.

Q: Please clarify the accuracy specified in requirement 7. Is this accuracy of sign location, size and type of sign, etc. or is it accuracy of collecting the assets (number collected vs actual number in field), or other?

A: The City is looking for the accuracy of sign location, size, categorization and collection.

Q: Schedule – Are there any critical dates the city has that the consultants should be aware of that could jeopardize funding, implementation, etc.?

A: No.

Q: What is the rationale for the retroreflectivity collection? Would the City entertain an alternative data-driven approach that meet sign management and replacement requirements at lower cost?

A: The City is looking to determine the number of signs that meet retroreflectivity requirements today and which ones need to be brought up to current standards.

Q: What is meant by "maintain the program" on page 4, number 12?

A: If the vendor proposes to provide the City with an annual maintenance of the inventory database, what will those costs be?

Please acknowledge this addendum within your proposal. Failure to do so may subject a vendor to disqualification.

End of Addendum#1