

**Agenda Item No.**

C-1

DATE SUBMITTED 04/24/2024  
 SUBMITTED BY COMMUNITY DEVELOPMENT DIRECTOR  
 DATE ACTION REQUIRED 05/01/2024

COUNCIL ACTION (X)  
 PUBLIC HEARING ( )  
 REQUIRED RESOLUTION ( )  
 ORDINANCE 1<sup>ST</sup> READING ( )  
 ORDINANCE 2<sup>ND</sup> READING ( )  
 CITY CLERK'S INITIALS ( )

**IMPERIAL CITY COUNCIL  
 AGENDA ITEM**

SUBJECT: DISCUSSION/ACTION: PAVEMENT MANAGEMENT SYSTEM (RFP NO. P2024-01)	
1. AWARD OF CONTRACT FOR PREPARATION OF PAVEMENT MANAGEMENT SYSTEM TO IMS INFRASTRUCTURE MANAGEMENT SERVICES.	
DEPARTMENT INVOLVED: COMMUNITY DEVELOPMENT DEPARTMENT	
BACKGROUND/SUMMARY: Request for Proposals (RFP) No. P2024-01 was released on February 16, 2024 inviting qualified firms to submit their proposals and background for the preparation of a Pavement Management System (PMS).  It's being requested that a street-by-street survey should be conducted as part of the PMS to determine the current level of pavement condition and recommend a course of action and time line with regards to maintenance and rehabilitation of all streets within the incorporated boundaries of the City.  In addition to publishing said RFP into the city website and several planrooms, the Community Development Department sent out the document to a total of 21 Local and Non-Local professional firms specializing in engineering and pavement management systems being IMS Infrastructure Management Services the only firm that responded, which is, by the way, the firm that prepared the previous PMS that was done in 2013.  See Exhibit 1, Detailed Cost Breakdown, attached herewith for details.  After a careful review of the proposal which included special attention to the firms' qualifications, responsiveness, technical approach to the Scope-of-Work and cost, staff concluded to move forward recommending the project be awarded to this firm.	
FISCAL IMPACT: \$ 34,725.00 from LTA Measure "D".	ADMIN SERVICES SIGN INITIALS <u>JMS</u>
STAFF RECOMMENDATION: Staff recommends City Council  1. Award a service contract to <b>IMS Infrastructure Management Services</b> in the amount of \$ \$ 34,725.00.	DEPT. INITIALS <u>DM</u>
MANAGER'S RECOMMENDATION: <p style="text-align: center;"><i>approve</i></p>	CITY MANAGER'S INITIALS <u>DM</u>
MOTION: SECONDED: APPROVED ( ) REJECTED ( ) AYES: DISAPPROVED ( ) DEFERRED ( ) NAYES: ABSENT: REFERRED TO:	

**EXHIBIT 1**  
**DETAILED COST BREAKDOWN**

Task	Activity	Qty	Units	Unit Rate	Total
1	Project Initiation & Kick-Off Meeting	1	LS	\$2,500.00	\$2,500.00
2	Network Referencing & GIS Linkage	75	CL Mi	\$20.00	\$1,500.00
3	Network Inventory Checks & Survey Map Development	75	T-MI	\$10.00	\$750.00
4	LCMS-2 RST Mobilization/Calibration (Includes IRI, Length & Width)	1	LS	\$3,000.00	\$3,000.00
5	LCMS-2 RST Automated Field Data Collection (2-pass Majors, 1-pass All Remaining Streets)	102	T-MI	\$105.00	\$10,710.00
6	Annual Fee: Downward Images in Inform Continuous Intervals (Web Based; No Crack Display)	Included in Base Activities (Yr. 1)			
	a. Data Fee for Hosting			Included in Base Activities (Yr. 1)	
7	Data QC Plan, QC/QA, Processing, Format	102	T-MI	\$25.00	\$2,550.00
8	Easy Street Analysis: Pavement & 5-Year Budget Development (In Lieu of StreetSaver)	1	LS	\$5,000.00	\$5,000.00
	a. "ESA - Easy Street Analysis" Pavement Management Spreadsheet Software	Included in Base Activities			
	b. Customizable Prioritization & Cost-Benefit Analysis	Included in Base Activities			
	c. Unlimited Access - Training Library	Included in Base Activities			
	d. Online ESA Spreadsheet Training via Teams	Included in Base Activities			
9	IMS Standard Draft Written Report	1	LS	\$2,000.00	\$2,000.00
	a. IMS Standard Final Written Report	1	LS	\$500.00	\$500.00
10	Right of Way Asset Data Collection (GPS & Camera Config. w/2-pass: Select Once w/Any Asset Below)	102	T-Mi	\$0.00	\$0.00
	e. Curb & Gutter Database Development	102	T-Mi	\$22.00	\$2,244.00
	c. Sidewalk Database Development	102	T-Mi	\$22.00	\$2,244.00
11	Project Management, Progress Updates	1	LS	\$1,727.00	\$1,727.00
<b>Project Total:</b>					<b>\$34,725.00</b>