

## City Council – Action Request Form

**Date:** October 14, 2019

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**To:** Mayor, Mayor Pro Tempore, and Members of the City Council

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**From:** Damon Dequenne, Assistant City Manager  
Toneq McCullough, Transportation Director  
Jerry Bates, Purchasing Director

**Council Action Requested:**

Resolution Awarding On-Call Contract for Pavement Markings & Signs Installation

**Strategic Focus Area:** Quality Transportation  
**Strategic Objective:** Improve Integrated Road Network  
**Strategic Plan Action Item:** No  
**Key Work Item:** Yes



**Summary of Information:**

The City of Winston-Salem has the need for an on-call contract to provide installation of pavement markings and signs on city streets. This service contract would include installation of thermoplastic lines of various widths, arrows, bike lane symbols, bike lane signs, various types of traffic signs, and removal of existing pavement marking lines. The awarded contractor would install these additions along certain city streets based on priority.

A Request for Proposals (RFP) for an on-call contract to provide installation of pavement markings & signs per bid specifications was prepared and required unit pricing for 70 line items. On September 24, 2019, one proposal was offered from Alamance Striping & Equipment, LLC, located in Snow Camp, NC.

Terms of the bid document specified detailed criteria upon which each proposal received would be rated and an evaluation panel of city staff reviewed the proposal received to select the contractor most qualified to meet the requirements of the RFP, which are price value, experience, manpower commitment, business location, and commitment to the City’s Minority/Women Business Enterprise (M/WBE) goals. See Exhibit B for the evaluation criteria and detailed scoring of the proposal.

**Committee Action:**

<b>Committee</b>	Finance 10/14/19	<b>Action</b>	Approval
<b>For</b>	Unanimous	<b>Against</b>	

**Remarks:**

The annual contract period is from date of award through June 30, 2020. Terms of the bid allow the City the right to extend the contract for as many as four additional annual periods (until June 30, 2024), if both parties agree and funds are made available for that purpose. Unit prices may be adjusted at the beginning of each additional annual period by an amount not to exceed the latest available Consumer Price Index for All Urban Consumers on the U.S. Department of Labor Bureau of Labor Statistics website at the time the extension is pursued.

The 2019 LOBS for Pedestrian Safety Projects include sufficient funds for this contract. Therefore, it is recommended that an on-call contract to provide installation of pavement markings and signs on city streets per bid specifications be awarded to Alamance Striping & Equipment, LLC, in the estimated annual amount of \$250,000, making the total possible award amount over five years in the estimated amount of \$1,250,000. Annual renewals will be based upon funding availability.

M/WBE comment: Notices were sent to 42 potential bidders from the City's vendor list and NCDOT website, of which four are minority-owned and nine are woman-owned businesses. The RFP was advertised on the City's website and with several electronic plan rooms. Alamance Striping & Equipment, LLC is a HUB-certified, minority-owned business.

See Exhibit A for a complete list of businesses notified and for workforce demographics.