

City Council – Action Request Form

Date: June 11, 2024

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

From: Aaron King, Assistant City Manager
Keith Huff, Field Operations Director
Darren Redfield, Purchasing Director

Council Action Requested:

Items Related to Citywide Pavement Condition Survey (city-wide):

- A. Resolution Awarding Contract for Professional Engineering Services for a Citywide Pavement Condition Survey
- B. Project Budget Ordinance Amendment to Appropriate Funds for Project Expenditures

Strategic Focus Area: Quality Transportation

Strategic Objective: Ensure Service Delivery Efficiency and Effectiveness

Strategic Plan Action Item: Yes

Key Work Item: Yes



Summary of Information:

Pavement Management is a critical function for maintaining and preserving the City street network. In addition, being efficient in allocating resources for street repairs and repaving contracts is a necessity, but sometimes difficult due to the variables involved. Performing a Citywide Pavement Condition survey allows for a uniform, unbiased perspective of the street system as a whole and allows allocation of funding to be applied objectively.

The City selects firms to provide architectural, engineering, and surveying services in accordance with public policy established in N.C.G.S. 143-64.31, which provides for a qualifications-based selection process. In March of 2024, City/County Purchasing advertised a Requests for Letters of Interest/Statement of Qualifications (RLOI/SOQ) for professional engineering services on the City’s website and on April 13, 2024, proposals were received from three firms: WithersRavenal (Cary, NC), Good Roads (Charlotte, NC), and Transmap Corporation (Columbus, OH).

Committee Action:

Committee	FC 06/11/2024	Action	Approval
For	Unanimous	Against	

Remarks:

Terms of the bid document specified detailed criteria upon which each proposal received would be rated, including M/WBE Commitment, Understanding of Project, Pavement Management Experience, and Pavement Feature Collection and GIS Integration. The M/WBE goal was set at 10% for this contract in accordance with City requirements.

An evaluation panel consisting of the Field Operations Director, Capital Projects Engineer, Civil Engineer, Streets Supervisor and Engineering Financial Manager reviewed the proposals received and determined that WithersRavenal was the most qualified firm to provide engineering design services for the road infrastructure improvements. See Exhibit A for the evaluation criteria and detailed scoring.

In accordance with N.C.G.S. 143-64.31, the City entered into contract negotiations with WithersRavenal, which included identifying the full scope of services to be provided and a proposed fee for this work. Staff is finalizing the scope work and schedule and the firm submitted a fee proposal not-to-exceed \$814,000. Based on the expansiveness and total scope of work, staff believes that this is a fair and reasonable fee.

It is recommended that a contract for Citywide Pavement Condition be awarded to WithersRavenal, the highest scoring proposer, in the estimated not-to-exceed amount of \$814,000. Funding will be made available through appropriated Powell Bill reserves to cover the full contract amount and any contingencies that may arise.

M/WBE comment: The bid opportunity was advertised on the City and State websites. There are no known M/WBE businesses who provide these services. See Exhibit B for workforce demographics.