

 <p style="text-align: center;">Council Communication Office of the City Manager</p>	Date:	August 26, 2013
	Agenda Item No.	29
	Roll Call No.	<u>13-1336</u>
	Communication No.	<u>13-426</u>
	Submitted by:	Jeb E. Brewer, P.E., City Engineer

AGENDA HEADING:

Accepting Proposal for a Street Sign Inventory and Sign Asset Management System and related implementation services from Data Transfer Solutions, LLC and authorizing the City Manager to negotiate and execute Agreements for the provision of same.

SYNOPSIS:

The City of Des Moines Purchasing Agent received Request for Proposals (RFPs) for a Street Sign Inventory and Asset Management System on April 22, 2013. A selection committee has reviewed the four (4) submitted proposals and recommends a contract for the project be entered into with Data Transfer Solutions, LLC, 3680 Avalon Park Boulevard East, #200, Orlando, Florida 32828, A. M. “Trey” Fragala, Chief Operating Officer.

FISCAL IMPACT:

Amount: The project cost is \$211,260 the first year for software licenses, hosting and maintenance fee for data and sign assessment field collection services, followed by an annual \$11,760 hosting and maintenance agreement fee that is fixed for the first five (5) years of the contract.

Funding Source: Funding for the first year project cost is the 2013-2014 CIP, Page Street - 49, Traffic Sign Inventory Program, TR098, and funding for the annual fee is the 2013-2014 Operating Budget, Page 80 Engineering Department – Traffic & Transportation-Sign Installation and Maintenance, EG062080.

ADDITIONAL INFORMATION:

In April of 2013, the City’s purchasing agent requested and received RFPs for a Traffic Sign Inventory and Asset Management Project. Four (4) firms submitted proposals: Cartegraph, Data Transfer Solutions, Facet Technologies, and 3M Corp. A six (6) member selection committee made up of Traffic Engineering Division staff and Information Technology (IT) Department staff reviewed the proposals and interviewed all four (4) firms. Based on the scoring procedure set forth in the RFP, the committee rated each firm and recommends that an agreement be entered into with Data Transfer Solutions for the project.

As part of a recent federal ruling, by June 2014, all public agencies are required to implement an assessment or management method that is designed to maintain regulatory and warning sign retro-reflectivity at or above the established minimum levels. This project will allow the City’s Traffic Engineering Division to conform to federal requirements to provide the required level of service for

sign replacements while also providing improved management abilities of its traffic sign assets. There will be ongoing costs associated with future sign replacement needs to meet federal regulations.

PREVIOUS COUNCIL ACTION(S): NONE

BOARD/COMMISSION ACTION(S): NONE

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS:

Maintain signage assets and retro-reflectivity at or above established minimum levels.

For more information on this and other agenda items, please call the City Clerk's Office at 515-283-4209 or visit the Clerk's Office on the first floor of City Hall, 400 Robert D. Ray Drive. Council agendas are available to the public at the City Clerk's Office on Thursday afternoon preceding Monday's Council meeting. Citizens can also request to receive meeting notices and agendas by email by calling the Clerk's Office or sending their request via email to cityclerk@dmgov.org.