

**Columbus Consolidated Government
Council Meeting Agenda Item**

TO:	Mayor and Councilors
AGENDA SUBJECT:	Roadside Traffic Counters/Recorders (Annual Contract) – RFP No. 20-0016
INITIATED BY:	Finance Department

It is requested that Council authorize the execution of an annual contract with MetroCount (Fulton, MD) for the provision of roadside traffic counters/recorders to the Traffic Engineering Division on an “as needed” basis.

Roadside traffic counters will be used to provide traffic volume and other related data for traffic and speed studies for any City streets. The existing counters purchased in 2006 are no longer compatible with Engineering’s existing software. Roadside traffic counters/recorders are frequently damaged or vandalized due to their placement in areas of traffic. An annual contract is needed for this equipment to allow the department the ability to replace units and/or parts.

The contract term shall be for two (2) years with the option to renew for three (3) additional twelve-month periods.

Annual Contract History:

If approved, this will be a new annual contract.

RFP Advertisement and Receipt of Proposals:

RFP specifications were posted on the web page of the Purchasing Division, the Georgia Procurement Registry, and on DemandStar on April 30, 2020. This RFP has been advertised, opened and evaluated. Two proposals were received on June 3, 2020 from the following firms:

- MetroCount (Fulton, MD)**
- Peek Traffic Corporation dba Oriux (Houston, TX)

The following events took place after receipt of the proposal.

RFP MEETINGS/EVENTS		
Description	Date	Agenda/Action
Proposals	07/13/20	The Purchasing Division provided the RFP rules and process to evaluation committee members, and proposals were shared with each committee member to review. Information was requested from the committee for Purchasing to set up field tests with the vendors.

Field Test	7/23/20	Letters were sent to the vendors scheduling field test date and location.
Field Test	7/29/20	Letters were sent to the vendors re-scheduling field test location.
Field Test	7/31/20	Letters were sent to the vendors re-scheduling field test location.
1 st Evaluation Meeting	08/25/20	The Evaluation Committee discussed both proposals and determined requests for clarification were necessary from both firms.
Clarifications Requested	09/01/20	The requests for clarification were forwarded to both vendors.
Responses Received	09/01/20	Both firms provided clarification of their proposal.
Evaluation Forms Sent	09/09/20	Evaluation forms were forwarded to the voting committee members.
Evaluation Forms Returned	10/06/20	Evaluation forms were completed and returned to Purchasing for compilation of results.
Evaluation Results	10/22/20	Evaluation results were forwarded to the Evaluation Committee for review.
Recommendation	10/27/20	The committee members unanimously recommended award to the highest scoring vendor.

Evaluation Committee:

Proposals were reviewed by members of the Evaluation Committee, which consisted of two voting members from the Engineering Department, and one voting member from the Inspections & Code Department.

A Representative from the Engineering Department served as a non-voting advisor.

Award Recommendation:

The Evaluation Committee deemed the proposal from MetroCount as most responsive to the RFP specifications. Therefore, the Evaluation Committee, as reflected by their comments provided below, recommends award of the contract to MetroCount for the following reasons:

- The proposed unit was a lot simpler to set up in preparation to collect the traffic counts.
- The vendor's counters appeared to be very user friendly. The ease of setup was nice to see. The protective box that the counters are installed in seemed to be very durable and will last for an extended period of time. The fact that the counter tubes that lay across the street did not have to be fastened down unless they would be there for a while appealed to me.
- The MetroCount vehicle classifier system provided accurate traffic data and is compatible with the City's current analysis software. The field setup was safe, secure, and easy to install. The MetroCount reports provide extensive data such as vehicle classification, ADT, 85th percentile, and traffic volume.

Vendor Client References:

- Columbus City (GA)
Mr. Johnson Morris, Traffic Engineering, 601 11th Avenue, Columbus, GA
- Georgia DOT HQ
Ms. Shronica Holland, Program Manager, 5025 New Peachtree Road, Chamblee, GA
- South Carolina DOT
Mr. Todd Anderson, Traffic Engineering, 955 Park St., Room 534, Columbia, SC
- Florida DOT
Mr. Eric Griffin, Traffic Engineering, 2612 Spring Hill Road, Tallahassee, FL
- Fort Benning Military Police Activity (GA)
Captain Kevin Sparks, Traffic Officer in Charge, 215 Wold Avenue, Fort Benning, GA
- Bryan County (GA)
Ms. Paula Rogerson, Traffic Engineering, 500 Ledford Street, Pembroke, GA
- Athens-Clarke County (Unified Government of)
Mr. Jimmy Rowan, Traffic Engineering, 2795 Lexington Road, Athens, GA

The City's Procurement Ordinance Article 3-110 (Competitive Sealed Proposals for the procurement of Equipment, Supplies and Professional Services) governs the RFP Process. During the RFP process, there is no formal opening due to the possibility of negotiated components of the proposal. In the event City Council does not approve the recommended offeror, no proposal responses or any negotiated components are made public until after the award of the contract. Therefore, the evaluation results and cost information has been submitted to the City Manager in a separate memo for informational purposes.

Funds are budgeted each fiscal year for this ongoing expense: Paving Fund - Engineering – Highways and Roads – Capital Expend – Under \$5,000; 0203-250-2200-ROAD-7763.

A RESOLUTION

NO. _____

A RESOLUTION AUTHORIZING THE EXECUTION OF AN ANNUAL CONTRACT WITH METROCOUNT (FULTON, MD) FOR THE PROVISION OF ROADSIDE TRAFFIC COUNTERS/RECORDERS TO THE TRAFFIC ENGINEERING DIVISION ON AN “AS NEEDED” BASIS.

WHEREAS, an RFP was administered (RFP No. 20-0016) and two (2) proposals were received; and,

WHEREAS, the proposal submitted by MetroCount met all proposal requirements and was evaluated most responsive to the RFP; and,

WHEREAS, the term of the contract shall be for two (2) years, with the option to renew for three (3) additional twelve-month periods. Contract renewal shall be contingent upon the mutual agreement of the contractor and the City.

NOW, THEREFORE, THE COUNCIL OF COLUMBUS, GEORGIA, HEREBY RESOLVES AS FOLLOWS:

That the City Manager is hereby authorized to execute an annual contract with MetroCount (Fulton, MD) for the provision of roadside traffic counters/recorders to the Traffic Engineering Division on an “as needed” basis. Funds are budgeted each fiscal year for this ongoing expense: Paving Fund - Engineering – Highways and Roads – Capital Expend – Under \$5,000; 0203-250-2200-ROAD-7763.

Introduced at a regular meeting of the Council of Columbus, Georgia, held the _____ day of _____, 2020 and adopted at said meeting by the affirmative vote of _____ members of said Council.

Councilor Allen voting	_____.
Councilor Barnes voting	_____.
Councilor Crabb voting	_____.
Councilor Davis voting	_____.
Councilor Garrett voting	_____.
Councilor House voting	_____.
Councilor Huff voting	_____.
Councilor Thomas voting	_____.
Councilor Tucker voting	_____.
Councilor Woodson voting	_____.

Sandra T. Davis, Clerk of Council

B.H. “Skip” Henderson III, Mayor