



CITY OF NORTH PORT PROCUREMENT REQUEST FORM SOLE/SINGLE SOURCE/STANDARDIZATION



☒ **Single Purchase** (For current FY)

☐ **Change Order**

☐ **Amendment**

☐ **Blanket Purchase** (Ongoing purchases for current FY)

☐ **Contract/Quote Renewal (#_____)**

DEPARTMENT/DIVISION Public Works/Engineering NAME OF REQUESTOR Valerie Raney

Sections 2-407 of the City of North Port Procurement Code states a Sole/Single source purchase is defined as a non-competitive purchase of supplies, equipment and contractual services that is either: the only item that will produce the desired results; or is available from only one source of supply who possesses the unique and singularly available capability to meet the requirement of the solicitation (such as technical qualifications, ability to deliver at a particular time, or services from a public utility). Sole Source services must be available only from vendors (firms or individuals) who are uniquely qualified to perform such services. All Sole/Single source requests will be posted on DemandStar & the City's Purchasing site for seven (7) calendar days.

A. Please describe all products and/or services to be procured under this exemption: _____

Street and inventory condition for approximately 320 miles of pavement.

B. Vendor Information

Vendor Name: IMS Infrastructure Management Services, LLC

Address: 1820 W. Drake Drive Suite 104
Tempe, Az 85283

Contact: Don Hardt Phone: 847-506-1500 Email: dhardt@ims-rst.com

Will the Vendor accept Visa Card/E-Payables for this transaction? ☐ yes ☒ no

Is there an additional fee charged for credit card payments? ☐ yes ☐ no

- If yes, complete and attach the Visa Purchase Request Form, if applicable.

C. Please provide the estimated fiscal year expenditure for this product or service: \$ 139,535

Account # 107-5000-541.31-03 Project # _____

☐ **Various City Accounts:** _____

☐ **Utilized by Other Departments:** _____

D. Briefly explain why it is in the best interest of the City to exempt this procurement from competition:
(Do not leave blank - If additional space is needed, please attached separate memo)

IMS Infrastructure has proprietary rights to PavePRO Manager software and PavePRO Manager is
what was used in the past to set up the GIS and Lucity interface for Public Works staff. If a program other



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than Pavement Manager is used, the data would have to be reprogrammed to be used with the City's GIS and Lucity systems which would create a disruption in our workflow with Solid Waste and Operations.

- E. Attach documentation from the manufacturer certifying the vendor selected is the only distributor/dealer/contractor for the products or services in question and/or holds the production, unique capability, copyrights, trademark, and/or patent to the item, and check the following applicable statements:
- ☐ Patent, copyright or unique design restrictions (***Sole Source***) *Attach verification from Manufacturer*
 - ☐ Proprietary rights in technical data and/or product formulations (e.g. cleaning compounds, lubricating oils, paint, etc.), which can only be determined through extensive laboratory analysis and examination (***Sole Source***) *Attach verification from Manufacturer*
 - ☐ Only producer, such as utility supplier or construction material supplier, that will meet the specialized needs of the department or perform the intended function (***Sole Source***) *Attach verification from Manufacturer*
 - ☐ Direct replacement parts, equipment or supplies that must be compatible with original equipment already installed but available only from the original equipment manufacturer. Most manufacturers have more than one dealer or distributor for their products. When this is the case, competition between dealers and/or distributors may be possible, eliminating the "sole or single source" restriction (***Single Source***) *Attach verification from Manufacturer*
 - ☐ When tests and/or demonstrations of equipment, supplies, part, etc. under actual operating conditions reveal superior quality, performance, design or other characteristics in a product(s), which is available from only one source. Testing must be performed as often as practical (***Single Source***) *Attach verification from Manufacturer*
 - ☒ Maintenance, repair services or warranty which require specialized test equipment, procedures, and technical expertise available only from the original equipment manufacturer or authorized/licensed dealer/field service representative (***Single Source***) *Attach verification from Manufacturer*
 - ☐ The part(s)/equipment are required to permit standardization (***Standardization***)
Must provide justification. For brand-specific items, quotes should still be obtained
 - ☐ Other: None or some of the above apply. *Detailed explanation and justification for this sole/single source request must be attached to this form*

What steps were taken to verify that these features are not available elsewhere?



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Other brands/manufacturers were examined (please list name and phone numbers, and explain why they are not suitable for use by the City – attach additional pages as necessary, **do not leave blank**):

This service was bid on May 29, 2012 RFP 2012-26.

Other vendors were contacted (please list names and phone numbers, and explain why those contacted would not meet the needs of the City – attach additional pages as necessary, **do not leave blank**):

No other vendors were contacted. In a search for PavePRO Manager, Infrastructure Management Services is the only one that uses this proprietary software.

REQUESTING DEPARTMENT RECOMMENDATION:

I RECOMMEND THE COMPETITIVE QUOTING/BIDDING PROCESS BE WAIVED AND THE GOODS/SERVICES TO BE PURCHASED AS A SOLE/SINGLE SOURCE:

Requesting Department Director's Signature:

J. B. Bell

Date: 11/1/16

APPROVAL (For Procurement Division)

Verified By: _____ Dates Posted: _____

Approved By: _____ Date: _____

Sole/Single Source No. _____ Eff. Date: _____ Exp. Date: _____

Finance Director's Approval (If applicable): _____ Date: _____

City Manager's Approval (If applicable): _____ Date: _____

Commission Meeting Date (if applicable): _____

Vendor Tracking:

YTD Dept Exp. (Inclusive): \$ _____

To be completed by Purchasing:

YTD City Wide Exp. (Inclusive): \$ _____

Memo



IMS Infrastructure Management Services, LLC
1775 Winnetka Circle, Rolling Meadows, IL 60008
Phone: (847) 506-1500 Fax: (847) 255-2938
www.ims-rst.com

To:	Valerie Raney, Business Manager	Date:	October 26, 2016
From:	Don Hardt, IMS	Client:	City of North Port, Florida
Subject:	Pavement Management Program Update	Project No:	N/A

IMS is pleased to offer the following information for your consideration as a sole source candidate to update the City PavePRO Manager pavement management software, and provide additional structural information with non-destructive deflection testing. While many engineering companies can implement pavement management programs, only IMS can fully update the unique features of the City's comprehensive software. A significant compromise would occur with the use of non-RST data collection; the existing software was not designed to accept a less comprehensive or alternative source. It may require the City to start over and most 3rd party software programs work with surface data and have no capabilities to process deflection data, perform structural analysis, or identify base and subgrade conditions.

During the infancy of pavement management, the "sole-source" designation was as simple as asking if the company used laser or video technology, yes or no. Today, all vans may have one or more lasers, a video camera and other features but as a group may not be able to fully update a proprietary program. Different considerations must be included to determine true sole source status. We offer the following information for your consideration.

Best Regards,

IMS Infrastructure Management Services, LLC

A handwritten signature in black ink, appearing to read "Donald Hardt". The signature is fluid and cursive, written over a light grey background.

Donald Hardt
Client Services Manager

Introduction

IMS Infrastructure Management Services, LLC is a Florida licensed professional engineering firm specializing in comprehensive pavement management data collection and software implementation. Starting as a geotechnical engineering firm with heavy emphasis on all phases of pavement testing, we delivered our first pavement management program in 1976. Since it was the first of its kind and the municipality was using motor fuel tax as a funding source, it required an extensive review and approval by the Illinois DOT. We decided to specialize in pavement management and were the pioneers in this new and unique industry. IMS implemented its first pavement management software program for the City of Knoxville, Tennessee in 1985 and became the first full service pavement management company offering automated data collection, comprehensive analysis and our own PavePRO Manager software to public agencies throughout the U.S. and Canada. IMS has significant experience testing streets throughout Florida with thousands of miles along the Gulf Coast. Most import though is the knowledge we acquired through 2 rounds of testing of North Port's street network.

As the City prepares for the next round of pavement testing to update its IMS-based PavePRO Manager software and assess the condition of its street network including base and subgrade conditions via non-destructive deflection testing, we offer the following information for your review for sole source consideration. IMS is totally unique in our industry in the areas of automated data collection equipment, testing methodology for PavePRO Manager software, structural analysis using Dynaflect based deflection testing and PavePRO implementation, data configuration, loading, comprehensive analysis and user training. A brief description of our unique expertise in each area follows.

Automated Data Collection Equipment

The Laser Road Surface Tester (RST) is unique in the industry and available in North America only through IMS. It was originally developed by the Swedish National Road Authority and enhanced by IMS for use in the United States and Canada. It uses a combination of 11 lasers, multiple HD video cameras, GPS with inertial navigation, Digital Direct Condition Rating System, gyroscopes and more to perform accurate surface condition measurements and ratings. Just as all test vans are not the same, RST laser measurements differ from those used by other test vans. They perform more complete rutting surveys and are unique in crack measurements (counting and classifying cracks into various width and depth categories in real time). No other vans have this alternative with less accuracy and a sampling methodology to stay cost competitive.

The Dynaflect (deflection testing device) has been on the market for many years, but is difficult to find in recent years. IMS uses alternative equipment but prefers multiple-sensor Dynaflect for populating the City's PavePRO Manager software and conducting structural analysis. It has been used on thousands of miles of testing in Florida and a previous survey in North Port.

Testing Methodology for PavePRO Manager Software

IMS conducts continuous network level RST surface condition surveys using the same stationing used in previous surveys. IMS, with the PavePRO Manager software, provides the only approach to test major streets in both directions and report the results as individual directions instead of averaging the conditions. Deflection testing is performed on each block (test section) and are combined with RST data and traffic. All data is GPS referenced, loaded to PavePRO and linked to the City's GIS module.

Dynaflect-based Structural Analysis

IMS deflection testing uses all 5 Dynaflect sensors with temperature correction and seasonal adjustments. This methodology is unique to the industry and provides a more complete needs assessment, condition of the base and subgrade, location of problem areas, more accurate recommendations for rehabilitation strategies, timing for implementation and a true cost benefit analysis.

PavePRO Software, Data Configuration, Data Load and Training

IMS developed the City's PavePRO Manager software. It was designed for RST data collection and is the only program written to analyze Dynaflect based deflection data for structural analysis. It was later modified by IMS to run with or without deflection data (a mix and match option used by the City during the second round of testing). IMS has the very best understanding of the City's PavePRO Manager software and will assist staff in achieving their information and reporting goals during training. Knowing this proprietary software is vital to the successful setup, data configuration, transfer of previous data, training of City staff and the development of multi-year budgets and rehabilitation programs.

In conclusion, IMS has the unique specialty equipment and expertise to provide the update services that will meet the City's goals for pavement management without compromise. Should the City wish to switch programs to Lucity in the future, please know that IMS works closely with Lucity and was instrumental in the development of their pavement management module.



IMS Infrastructure Management Services, LLC
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Phone: (847) 506-1500 Fax: (847) 255-2938
www.ims-rst.com

September 28, 2016

City of North Port
1100 N. Chamberlain Blvd
North Port, FL 34286

Attention: Julie Bellia, Public Works Director
Reference: 2016 Pavement Management Update

Dear Ms. Bellia:

IMS Infrastructure Management Services is pleased to submit our proposal to update the City's pavement management program. The project will include testing a portion of the City's street system. Network level testing using block-to-block referencing will be performed on approximately 320 test miles of pavement designated by the City. The field investigation will include a Laser RST surface condition survey, Dynaflect-based deflection testing, GPS referencing and a review of appropriate environmental and external factors. Digital images will be provided at 25' intervals. IMS will install the current version of the PavePRO Manager software with the updated field data. The pavement management software will be linked to the City's GIS and City staff will be trained in software operation and data interpretation.

A description of the elements of the proposed update program with corresponding cost summary is set forth on the following pages.

We look forward to our continued work with the City of North Port. If you have any questions regarding this proposal or new IMS services, please feel free to contact our office. We are available to make a presentation of our pavement or ROW asset services to you and/or other City departments upon request.

Very truly yours,

IMS Infrastructure Management Services, LLC

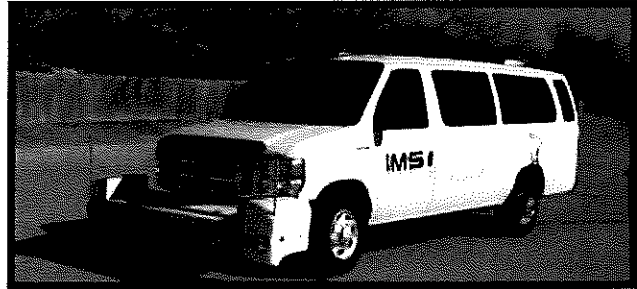
A handwritten signature in black ink, appearing to read "Donald L. Hardt". The signature is fluid and cursive, with the first name "Donald" being more prominent and the last name "Hardt" following in a similar style.

Donald L. Hardt
Manager of Client Services

PROJECT APPROACH

1. Surface Condition Survey

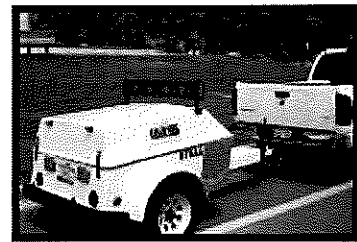
Surveys are completed using the Road Surface Tester (RST). The City will receive a continuous, objective, and accurate survey of the surface condition of the street network. Re-tests will be performed using previous sectioning where-ever possible. These network-level surveys with block-to-block test sections will be linked to the City's GIS. The RST provides a great deal of flexibility and can easily adjust test section lengths to meet any revised City goals. Single-direction testing will be performed on the two-lane streets. Two-direction testing will be used on divided streets and arterials and collectors with four or more lanes of traffic. The surface condition survey is conducted continuously over the entire length of the test section and is not based on sample sections. The information gathered in this survey includes inventory, roughness, rut depth, cracking, and texture. An environmental survey will be performed in conjunction with the surface condition survey.



To provide the City with a future ROW asset data collection option, IMS will collect continuous digital images during the surface condition survey. The RST combines an inertial navigation guidance system with GPS to geo-locate visible pavement and ROW features. The simultaneous pavement and ROW asset data collection capability of the RST is unique in the industry. It provides an efficient and cost-effective means to populate both pavement and asset management systems.

2. Deflection Testing

Each street test section surveyed by the Laser RST will receive a deflection test. This testing will be performed using the Dynaflect device and the results of this testing will permit an analysis of the structural capabilities of the existing street section. IMS utilizes all five sensors of the Dynaflect in its structural analysis. This provides valuable information on the capabilities of the pavement, base and subgrade sections, and the interaction between these sections.



3. Digital Images

In conjunction with the surface condition survey, each test section is recorded on digital videotape with a forward-directed video camera and used as part of IMS' Quality Control and Quality Assurance procedures. Additional cameras can be used to expand the viewing area or include features of special interest to the City. IMS will provide digital images at City specified intervals of 25' for viewing in



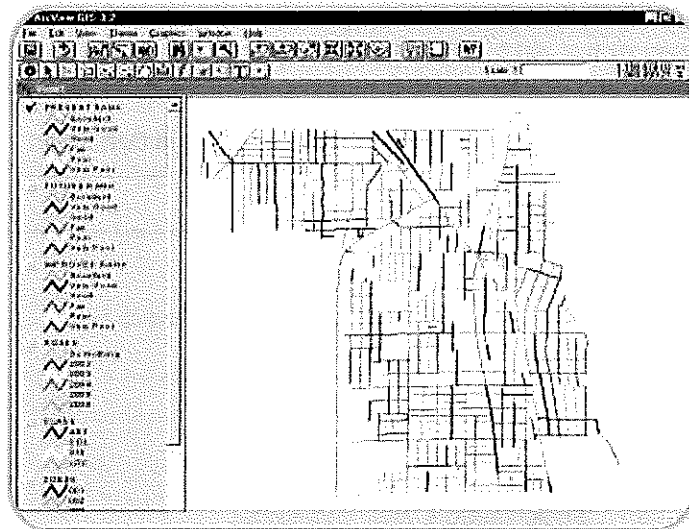
City of North Port

2016 Pavement Management Update

PavePRO Manager and/or through the City's GIS. Many agencies find these images valuable as a "point-in-time" record of their streets and as a source of information for a variety of engineering, legal/investigative, and administrative uses. They can also be beneficial in assessing damage from a natural disaster or unforeseen event.

4. GIS and Pavement Management Linkage

IMS will provide a link between the City's GIS program and the pavement management data to enable the City to display and generate color-coded maps based upon existing pavement conditions, street rehabilitation plans or most any of the data in the pavement management program. The City can use the query function of its mapping program to display the pavement management data. It may also be possible to use your mapping program to make queries of other infrastructure plans in conjunction with your street rehabilitation plans to determine if conflicts exist between plans.



To most effectively maintain this link, IMS will require a copy of the City's current electronic centerline map prior to field data collection activities.

5. Right-of-Way Asset Management System (Optional)

Although the pavement management software provides for pavement inventory, IMS can provide ROW asset management software for the acquisition of additional pavement and ROW features. Signs and supports, trees, sidewalks, ADA ramps, curbs and gutters, inlets, manholes, traffic signals, light poles, pavement markings, pavement and ROW hardware, trees, and more can be included to a level of detail determined by the City. Data collection for an expanded inventory can be performed as a future assignment using the GPS referenced video from the RST surface condition survey or through a variety of techniques using City and/or IMS staff. This eliminates the need to re-drive the entire street network and can significantly reduce the data collection cost.

6. Project Timing

The data collection phase of the proposed update program including the RST survey and deflection testing will be completed within a four-week period. Data processing, GIS linkage, and digital images will immediately follow the fieldwork. The current version of PavePRO Manager Software with updated test results will be delivered within 60 days of completion of the field-testing. The training program will be scheduled at a time that meets the City's needs.

City of North Port
2016 Pavement Management Update

7. Cost Summary

IMS has developed the following cost summaries on 320 test miles. The cost summary includes deflection testing on all streets included in the update. IMS has also included a PavePRO training program for the update.

IMS is pleased to provide the City of North Port with a sole source / recurring client discount for this year's pavement management program update. As a result, the cost summary is based on the same unit prices used in the 2012 data collection contract. We take pride in developing long term partnerships with our clients and look forward to our continued work with the staff of North Port.

2016 Pavement Management Update with Full Deflection

Task	Activity	Quantity	Units	Unit Rate	Total
1a	Project Initiation and Scope Definition	1	LS	\$3,500.00	\$3,500.00
1b	Network Referencing Update & Inventory Development	320	T-Mi	\$7.50	\$2,400.00
2a	Mobilization/Calibration - RST	1	LS	\$3,500.00	\$3,500.00
2b	Mobilization/Calibration - Dynaflect	1	LS	\$2,500.00	\$2,500.00
3	RST Field Data Collection	320	T-Mi	\$120.00	\$38,400.00
4	Video Data Collection (3 views)	320	T-Mi	\$10.00	\$3,200.00
5	Dynaflect Field Data Collection	320	T-Mi	\$115.00	\$36,800.00
6	Survey QA/QC & Width Confirmation	320	T-Mi	\$10.00	\$3,200.00
7	RST Data Processing, Format & Load	320	T-Mi	\$20.00	\$6,400.00
8	Deflection Data Processing, Format & Load	320	T-Mi	\$20.00	\$6,400.00
9	Digital Images @ 25' intervals (3 views)	320	T-Mi	\$30.00	\$9,600.00
10	PavePRO/GIS Linkage	320	T-Mi	\$12.50	\$4,000.00
11	Implementation Meeting (on-site)	1	LS	\$2,500.00	\$2,500.00
12	Software Training/Report (2-day session)	2	EA	\$2,500.00	\$5,000.00
13	PavePRO Update & Annual Support	1	LS	\$2,400.00	\$2,400.00
14	Project Management	1	LS	\$9,735.00	\$9,735.00

Pavement Management Update Total: \$139,535.00

Services are provided on a unit-price basis. The cost summaries are submitted with the assumption that the City of North Port will provide or assist IMS with the following information and services:

- Street list and GIS centerline file of streets to be surveyed complete with functional classifications.
- Safety vehicle to trail optional deflection-testing equipment on arterials and collectors, if requested.
- Notification and coordination with other City departments or agencies, if required

City of North Port
2016 Pavement Management Update

PROJECT APPROVAL

This proposal is submitted in duplicate with each copy being considered as an original. Acceptance is constituted by signing and returning one copy to our office.

Pavement Management Update (please check off selected services)

☐ 2016 Pavement Management Update Total with Full Deflection (\$139,535.00)

ACCEPTED:

City of North Port, FL

By: _____

Title: _____

Date: _____