

Department of Purchasing & Contracting
1300 Commerce Drive, 2nd Floor
Decatur, Georgia 30030
Fax: (404) 371-7006

Date: November 15, 2022

Request for Quotation No. 22-3003788

Countywide Traffic Counts

I. Proposed Term:

Annual Contract with (2 Options to Renew)

II. Attachments:

- A. Scope of Work
- B. Quote Form
- C. Bidder Contact Information
- D. Reference Form and Reference Check Release Statement
- E. Bidder Affidavit
- F. Insurance Requirements

III. Payment Terms:

Net 30

IV. Scope of Work:

See Attachment A

V. Federal Work Authorization Program:

All qualifying contractors and subcontractors performing work with DeKalb County, Georgia must register and participate in the federal work authorization program to verify the work eligibility information of new employees. In order for a Quotation to be considered, it is mandatory that the Quote Form – Attachment B, Reference Form – Attachment D, and Bidders Affidavit E be completed with bidders proposal.

VI. Due Date:

All questions are due to Monique C. McCrear via email at mcmccrear@dekalbcountyga.gov on or before 3:00 p.m. EST on November 18, 2022.

Additional Information/Addenda

The County will issue responses to inquiries and any other corrections or amendments it deems necessary in a written addenda issued prior to the due date. Bidders should not rely on any representations, statements or explanations other than those made in this RFQ or in an addendum to this RFQ. Where there appears to be a conflict between the RFQ and any addenda issued, the last addendum issued will prevail. It is the responsibility of the Bidder to ensure awareness of all addenda issued for this solicitation. Please acknowledge the addenda and submit to the DeKalb County Department of Purchasing and Contracting as requested. Bidders may contact the above listed contact person to verify the number of addenda prior to submission. Addenda issued for this RFQ will be posted on DeKalb County's website, <https://www.dekalbcountyga.gov/informalbids>. Bidder should regularly check the County's website for addenda.

Quotes are due on or before 3:00 p.m. EST on November 22, 2022. Bidder must complete and return the quote form, reference form, bidder affidavit and provide a copy of Bidder's valid business license to DeKalb County by email to the attention of **Monique C. McCrear** or email to mcmccrear@dekalbcountyga.gov.

All quotes are to be provided on Attachment B, Quote Form.

Thank you for your interest in doing business with DeKalb County.

Sincerely,

Monique C. McCrear

Monique C. McCrear
Procurement Technician
Department of Purchasing and Contracting

ATTACHMENT A

SCOPE OF WORK

The DeKalb County Transportation Division is seeking a potential proposer to provide traffic count data collection services, in relation to collecting, formatting, organizing, and providing the prescribed traffic data information for further traffic analysis and forecasting. The purpose of this quote is to provide the Transportation Division with professional services for routine annual recurring traffic volumes and selected classification counts to subsidize the Georgia Department of Transportation (GDOT) Count Stations within DeKalb County. This data will be shared with GDOT for its use.

This RFQ seeks to obtain unit rate-based cost proposals for the following types of counts:

- Forty-eight hour (48) Bi-directional traffic volumes
- Forty-Eight Hour (48) Bi-directional traffic volumes with 13 FHWA classification scheme

These services include, but are not limited to the following:

1. Provide all equipment, materials, accessories, transportation, traffic control devices, and incidentals that are required to perform the services.
2. Identify count locations with COUNT ID, location description as provided (See EXHIBIT I – Roadway Count Location Description Table) and provide actual field Global Positioning System (GPS) point coordinates (i.e., latitude and longitude coordinates) for each count location on the count data sheet.
3. Provide electronic files and documentation as outlined herein, or as directed by DeKalb County or their designated representative.
4. Participate in initial coordination meetings as requested by DeKalb County, or their designated representative.
5. Submit all requested collected traffic data in a format as outlined herein, or as directed by DeKalb County or their designated representative.
6. Perform all tasks in accordance with the safety procedures described in the Manual of Uniform Traffic Control Devices (MUTCD).
7. The awarded contractor shall comply with DeKalb County's lane closure restrictions/requirements, as needed.
8. Collect traffic data that includes but is not limited to the following:
 - a. Forty-eight (48) hour, bi-directional vehicle volume/classification count, 13 FHWA category scheme.
 - b. Forty-eight (48) hour, bi-directional, volume count.
9. Duration of traffic data collection:
 - a. All data collection should be performed only on Tuesday, Wednesday, or Thursday of a typical week. No counts are to be performed on weeks with federal holidays or during special events, like Halloween or college commencement dates, when traffic patterns are not typical. All counts must be taken when the DeKalb County School System and area colleges are in session.
 - b. Forty- eight (48) consecutive hours for bi-directional volume/classification counts.
 - c. Forty- eight (48) consecutive hours for bi-directional volume.
10. All specified traffic data collection and processing associated with the vehicle counting services defined herein need to be accomplished and submitted, as detailed, within 60-calendar days from issuance of Notice to Proceed, unless otherwise directed by DeKalb County.
11. The awarded contractor shall provide the following with respect to materials and equipment:
 - a. Provide all materials and equipment required to complete all work for this project including traffic counters, cable assemblies, sensors, and all accessories.
 - b. Use traffic data collection equipment with the capability of detecting, storing, and time-stamping the individual axle strikes for every vehicle i.e., event recording.
 - c. Use video detection type traffic data collection equipment for all arterial vehicle classification counts in high volume areas where placement of road tubes and the associated portable traffic

- counters are not practical.
- d. Submit a current annual certification of all counters prior to installing data collection equipment into service.
 - e. Ensure that all traffic counters utilized are clearly marked with the name and telephone number of the Proposer.
12. To assure quality, the awarded contractor must abide by the following:
- a. A typical week is any week (Tuesday thru Thursday)
 - i. Starting after first week in January, while avoiding weeks with public school and government holidays.
 - ii. Avoid days with major events, construction, and/or incidents.
 - iii. Avoid day of, or immediately after, significant inclement weather events.
 - iv. Regarding major events, construction, and/or incidents events, conditions that could affect traffic data shall be reported to DeKalb County, or designated representative.
Examples include but are not limited to accident, construction, and sporting events, etc.
 - b. Acknowledge that random inspections may be conducted by the DeKalb County, or designated representative, to verify data collection efforts.
 - c. Monitor traffic data instruments for accurate operation before leaving the traffic data collection site after equipment set-up.
 - d. All traffic data collection equipment (e.g., tube) locations contained on the EXHIBIT 1 – Roadway Count Location Description Tables, are approximate in nature. To ensure the accuracy of the counts, locations may be adjusted along the specified roadway segment based on field conditions.
13. Awarded contractor shall provide the specified processed traffic count data in both excel and PDF formats.

End of Specifications

ATTACHMENT B
Quote Form

ITEM	Description	Unit	Quantity	\$/Unit	Extended Price
1	Forty-eight (48) hour, Bi-directional arterial volume count	Each	52		
2	Forty-eight (48) hour, Bi-directional arterial volume count with 13 FHWA Classification Category scheme.	Each	25		
<p>Bid price shall include all labor, equipment, materials, and incidentals required for the completed of this project. A bid price must be provided for each line items. Instances where the Unit Price and the Extended price are incompatible, the Unit price will prevail.</p> <p>All work must be completed 60 calendar days from issuance of Notice to Proceed.</p>					
Total Bid Amount					

Exhibit 1 - Roadway Count Location Description Table

Street Name	Limits		Classification
	From	To	
E. Conley Rd	Cedar Grove Rd	County Line	Y
Moore Rd	Cedar Grove Rd	Henrico Rd	Y
Moore Rd	Henrico Rd	Bouldercrest Rd	Y
Henrico Rd	Moore Rd	Moreland Ave	Y
Moreland Ave	Cedar Grove Rd	County Line	Y
Key Rd	Moreland Ave	Fayetteville Rd	Y
Fayetteville Rd	Key Rd	Constitution Rd	Y
Bouldercrest Rd	Cedar Grove Rd	Panthersville Rd	Y
Bouldercrest Rd	Panthersville Rd	County Line	Y
Continental Way*	International Park Dr	Bouldercrest Rd	Y
International Park Dr	Constitution Rd	Continental Way	Y
Panthersville Rd	Clifton Springs Rd	River Rd	
Oakdale Rd	Panthersville Rd	River Rd	
River Rd	Waldrop Rd	Flakes Mill Rd	
Boring Rd	Cocklebur Rd	Flat Shoals Pkwy	
Cocklebur Rd	Rainbow Rd	Boring Rd	
Kelley Chapel Rd	Wesley Chapel Rd	Flat Shoals Pkwy	
McAfee Rd	Candler Rd	2nd Ave	
Tilson Rd	2nd Ave	Candler Rd	
Whites Mill Rd	Candler Rd	Lloyd Rd	
Lloyd Rd	Whites Mill Rd	Flat Shoals Rd	
Snapfinger Rd	Columbia Dr	Auston Dr	
Austin Dr	Snapfinger Rd	Covington Hwy	
Elam Rd	Rowland Rd	South Hairston Rd	
Ellis Rd	Rowland Rd	Redan Rd	
S. Indian Creek Dr	Redan Rd	Covington Hwy	
Martin Rd	Rockbridge Rd	Redan Rd	
Shadow Rock Dr	S. Stone Mountain Lithonia Rd	S. Stone Mountain Lithonia Rd	
Young Rd	Panola Rd	Redan Rd	
Young Rd	Covington Hwy	Panola Rd	
Marbut Rd	Panola Rd	Wellborn Rd	
Rogers Lake Rd	S. Deshon Rd	Lithonia Industrial Blvd	Y
Henderson Mill Rd	Evans Rd	Midvale Rd	Y
Briarcliff Way	Henderson Mill Rd	Briarcliff Rd	Y
Parklake Dr	Northlake Pkwy	Lavista Rd	
Oak Grove Rd	Briarcliff Rd	Lavista Rd	
Briarcliff Rd	Lavista Rd	Clifton Rd	Y
North Decatur Rd	Clifton Rd	Clairmont Rd	Y
Clifton Rd	Oxford Rd	Ponce de Leon Ave	
Flowers Rd	Mercer University Dr	Mercer University Dr	
Fair Oaks Rd	Oak Grove Rd	Lavista Rd	
McClendon Dr	Lawrenceville Hwy	East Ponce de Leon Ave	
N Decatur Rd	Church St	DeKalb Industrial Way	Y
Northern Ave	Church St	N Decatur Rd	
Indian Creek Way	Northern Ave	N Indian Creek Dr	
Norman Rd	City Limits Clarkston	Rays Rd	
Rays Rd	Central Dr	E Ponce de Leon Ave	
Central Dr	Rays Rd	Hambrick Rd	
Central Dr	Hambrick Rd	N Hairston Rd	
Central Dr	N Hairston Rd	Goldsmith Rd	
Hambrick Rd	Central Dr	E Ponce de Leon Ave	
Hambrick Rd	Central Dr	Memorial Dr	
Mountain View Dr	Sheppard Rd	Memorial Dr	

Sheppard Rd	Rockbridge Rd	City Limits of Stone Mountain	
Midway Rd	Columbia Dr	S. Candler St	
E. Ponce de Leon Ave	Brockett Rd	Juliette Rd	
Rockbridge Rd	N. Clarendon Ave	Northern Ave	
Rockbridge Rd	Northern Ave	N. Indian Creek Dr	
Laredo Dr	E Ponce de Leon Ave	City Limits of Avondale	Y
N. Clarendon Rd	Rockbridge Rd	Church St	
N. Hairston Rd	Memorial Dr	E Ponce de Leon Ave	Y
Panola Road	Covington Hwy	Young Rd	Y
Bermuda Road (to the east)	Stewart Mill Rd	Gwinnett County Line	Y
Bermuda Road (to the north)	Stewart Mill Rd	Gwinnett County Line	Y
Clifton Church Rd	Flat Shoals Rd	Clifton Springs Rd	Y
Lithonia Industrial Blvd	Rogers Lake Rd	Rock Chapel Rd	Y
Orion Dr	Lawrenceville Hwy	Bridge	
Birch Rd	Sweet Briar Rd	North Druid Hills Rd	
Mistletoe Rd	Mall Ring Rd	North Druid Hills Rd	
Cliff Valley Way	Briarcliff Rd	Northeast Expressway Access Road	

Local Cut through Roads we would like to monitor

Shepherds Lane	Briarcliff Rd	Lavista Rd	
Desmond Dr	Park Ln	Clairmont Rd	
Alderbrook Rd	Lavista Rd	Briarcliff Rd	
Harcourt Dr	Atterberry Pl	Lawrenceville Hwy	
Spring Creek Rd	N Druid Hills Road	Burnt Creek Rd	
Ridgecrest Rd	E Lake Rd	DeKalb Ave	
Ridgecrest Rd	E Lake Rd	Ponce De Leon Ave	

ATTACHMENT C

BIDDER CONTACT INFORMATION

1. Are you a DeKalb County Firm? Yes No

2. Has your firm been in Chapter 7 during the last ten (10) years? Yes No

Signed, sealed, and dated this _____ day of _____, 20__

Name of Business

By: _____
(Signature of Business Representative)

Name (Typed or Printed)

Title

Responder's Mailing Address

Phone Number

Fax Number

E-Mail Address

Attachment D

Reference Form and Reference Check Release Statement

List below at least three (3) references, including company name, contract period, contact name, email address, telephone numbers and project name of individuals who can verify your experience and ability to perform the type of service listed in the solicitation.

Company Name	Contract Period
Contact Person Name and Title	Telephone Number (include area code)
Email Address	
Project Description	

Company Name	Contract Period
Contact Person Name and Title	Telephone Number (include area code)
Email Address	
Project Description	

Company Name	Contract Period
Contact Person Name and Title	Telephone Number (include area code)
Email Address	
Project Description	

REFERENCE CHECK RELEASE STATEMENT

You are authorized to contact the references provided above for purposes of this RFQ.

Signed _____ Title _____

(Authorized Signature of Proposer)

Company Name _____ Date _____

Attachment E

CONTRACTOR AFFIDAVIT

By executing this affidavit, the undersigned verifies its compliance with O.C.G.A. § 13-10-91, as amended, stating affirmatively that the bidder submitting a bid, contractor, firm or corporation which is contracting with DEKALB COUNTY, GA, a political subdivision of the State of Georgia, has registered with and is participating in a federal work authorization program* [any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603, in accordance with the applicability provisions and deadlines established in O.C.G.A. § 13-10-91, as amended]. The affiant agrees to continue to use the federal work authorization program throughout the contract period.

The undersigned further agrees that, should it employ or contract with any subcontractor(s) in connection with the physical performance of services pursuant to this contract with the COUNTY, contractor will secure from such subcontractor(s) similar verification of compliance with O.C.G.A. § 13-10-91, as amended, on the Subcontractor Affidavit form. Contractor further agrees to maintain records of such compliance and provide a copy of each such verification to the COUNTY, within five (5) days from when the subcontractor(s) is retained to perform such service.

BY: Authorized Officer or Agent

Federal Work Authorization
Identification Number

(Company Name)

Enrollment Date

Title of Authorized Officer or Agent of Bidder

Printed Name of Authorized Officer or Agent

Company Address (do not include a post office box)

SUBSCRIBED AND SWORN
BEFORE ME ON THIS THE

_____ DAY OF _____, 20__

Notary Public

My Commission Expires: _____

ATTACHMENT F

INSURANCE REQUIREMENTS

IMPORTANT NOTICE

IMPORTANT – PLEASE READ CAREFULLY & FOLLOW INSTRUCTIONS LISTED HEREIN

Insurance must meet the County’s requirements and will be furnished by the successful Bidder(s) upon award.

1. Successful Bidder(s) will advise their insurance agent of the County’s requirements as listed below and that they may not proceed with any work until insurance is provided that is in compliance with these requirements.

2. Contractor’s insurance company or agent must mail, email, or bring an Original certificate of insurance and applicable declarations or endorsements to the DeKalb County address listed within this Insurance provision. Insurance must be from companies able to do business in Georgia and acceptable to the County as follows:
 - a. Certificates must cover:
 - i. Statutory Workers Compensation
 - ii. Employer’s liability insurance by accident, each accident **\$1,000,000**
 - iii. Employer’s liability insurance by disease, policy limit **\$1,000,000**
 - iv. Employer’s liability insurance by disease, each employee **\$1,000,000**
 - v. Business Auto Liability Insurance with a minimum \$500,000 Combined Single Limit/Each Occurrence (Including operation of non-owned, owned, and hired automobiles).
 - vi. Commercial General Liability Insurance
 1. Each Occurrence - \$1,000,000
 2. Fire Damage - \$250,000
 3. Medical Expense - \$10,000
 4. Personal & Advertising Injury - \$1,000,000
 5. General Aggregate - \$2,000,000
 6. Products & Completed Operations - \$1,500,000
 7. Contractual Liability where applicable

 - b. DeKalb County, GA shall be named as Additional Insured under any General Liability, Business Auto and Umbrella Policies. Coverage shall apply as Primary and non-contributory with Waiver of Subrogation in favor of DeKalb County, Georgia. Such additional insured coverage shall be endorsed to Contractor’s policy by attachment of ISO Additional Insured Endorsement forms CG 20 10 10 01 (ongoing operations) and CG 20 37 10 01 (products- completed operations), or form(s) providing equivalent coverage.

- a. This insurance for the County as the additional insured shall be as broad as the coverage provided for the named-insured Contractor. It shall apply as primary insurance before any other insurance or self-insurance, including any deductible,
- b. Contractor agrees to waive all rights of subrogation and other rights of recovery against the County and its elected officials, officers, employees or agents, and shall cause each Subcontractor to waive all rights of subrogation for all coverages.
- c. Certificates shall state that the policy or policies shall not expire, be cancelled or altered without at least sixty (60) days prior written notice to the County.
- d. Contractor understands and agrees that the purchase of insurance in no way limits the liability of the Contractor.
- e. The insurance carrier must have a minimum A.M. Best's rating of not less than "A" (Excellent) with a Financial Size Category of VII or better.
- f. Certificates to contain policy number, policy limits and policy expiration date of all policies issued in accordance with this contract.
- g. Certificates to contain the location and operations to which the insurance applies.
- h. Certificates to contain successful contractor's protective coverage for any subcontractor's operations. If this coverage is included in General Liability, please indicate on the Certificate of Insurance.
- i. Certificates to contain successful contractor's contractual insurance coverage. If this coverage is included in the General Liability, please indicate this on the Certificate of Insurance.
- j. Certificates shall be issued and delivered to the County and must identify the "Certificate Holder" as follows:
- k. The successful contractor shall be wholly responsible for securing certificates of insurance coverage as set forth above from all subcontractors who are engaged in this work.

**DeKalb County, Georgia
Director of Purchasing & Contracting
The Maloof Center, 2nd Floor
1300 Commerce Drive
Decatur, Georgia 30030**