

Regulatory Parking Signs Inventory and Parking Space Count RFP

RFP-2018-04

Questions and Answers

1. What is the desired horizontal accuracy desired for the GPS coordinates 1'-3', 5'-10', < 30'?
 - GPS Coordinates are to be expressed in terms of Latitude and Longitude and New York State Plane East, NAD83 (feet); Allowable positional variation from actual sign and signpost location must yield an accuracy of +/- 1 meter, on the axis parallel to the roadway and ensuring correctness in both sequential order and position relative to the road, while maintaining relative positional accuracy between signs and posts.
2. Does the Authority currently have addresses for the signs?
 - No.
3. Will the Authority be issuing the successful vendor a special pass to avoid parking fees?
 - While the Authority will not provide a parking pass, the consultant will be given special consideration.
4. Does the Parking Authority of the City of Albany have a CAD map of the city street network?
 - The City's Planning Department has NYS street centerlines as a shapefile for use in GIS, which can be converted to CAD. Metadata for the streets can be found here: <https://gis.ny.gov/gisdata/inventories/details.cfm?DSID=932> (The City Planning Department currently uses AutoCAD 2013)
5. It was mentioned that parking signs should be located 12 to 14 feet apart. We noticed that the spacing seems to be greater. Can you please confirm this distance since it will affect the number of missing signs?
 - Parking sign spacing should be posted per the MUTCD, NYS Supplemental MUTCD, NYS Vehicle and Traffic Law as directed by the Chief of the Albany Police Department and the Police Department's Traffic Engineering Division.
6. Can you please provide attributes you want included in the inventory database? This will impact the pricing.
 - Please see Exhibit A provided in the RFP. This is a draft data dictionary for this inventory.
7. **By definition "legal on-street parking space" is a park-able space, not already restricted by official signage, restricted by local ordinance or NYS Vehicle and Traffic Law.**

Would this be limited to "striped spaces" that may, or may not, be metered?

 - No. This is to include every spot that is legal.

Would it include “non-striped” parking spaces within Cutis streets, such as those surrounding Washington Park?

- Yes.

Are residential streets that are not metered or striped to be included?

- Yes.

8. In Project Overview it states “bidder will provide exact coordinates and attributes of each regulatory sign”

Would the Trimble sub-meter receivers be sufficient?

- Yes, this is sufficient, however, you may want to log a minimum of 5-10 points per feature to get the +/- 1 meter accuracy.

Which format is preferred in the GIS deliverables DDD.MM.mmm, DD MM SS.ss, etc?

- ESRI ArcMap can read a variety of x,y data (see reference here: http://resources.arcgis.com/en/help/main/10.1/index.html#/Supported_notation_formats/001700000186000000/)
- Lats/Longs need to be in separate columns. Decimal degrees (DDD.dd) are preferred.

9. Does the Planning Department have a bigger database of all equipment you own or that the City owns?

- If you are inquiring about whether the City owns any type of equipment that would be pertinent to this inventory (software, hardware, GPS units, etc.)- and if that equipment would be available to the vendor- then no.

In regards to the signage, there is no list of signs. The City has some knowledge of where signs are and regulations are outdated, but not recorded in a database. Additionally, with on-going development in the City we want to understand what the actual on-street parking situation is.

10. Are the examples included in Exhibit A from an actual database?

- Exhibit A is provided as the draft data dictionary. The spreadsheet can be converted to a file geodatabase, or uploaded as a data dictionary to your GPS unit.

11. In the past, the City had done a database with 3M driving through, is there anything from that which is accurate, etc?

- From what we are aware of, no.

12. Is there criteria that will be given for unmarked parking spaces?

- Traffic Engineering will provide the criteria.

13. In the data dictionary there is a column for Retroreflectivity as well as photo. Are you looking to capture photos of the signs?

- As long as everything else is documented, a photo is not necessary at every location. However, since this is our first inventory, taking a photo for example

documentation, or in cases that warrant such documentation, is helpful for maintenance and/or regulatory decisions.

Are you looking to measure the retroreflectivity in the process?

- Regarding the photo, as long as everything else is documented we would not need a photo of every sign, but it wouldn't hurt to have.
- We are not looking to measure the retroreflectivity, only condition reports and regulation descriptions. It is our opinion that parking regulations do not need to have a retroreflective reading, however, an attribute field was left in the data dictionary as a placeholder for a potential reasonable condition evaluation such as Acceptable or Unacceptable, or Good, Fair, or Critical.

14. The assumption would be that you would use this base map as a starting point as you start to replace day to day in a GIS file?

- Yes.

15. Are there fields that would be expected not to be a part of this scope, like street sweeping and zoning/wards, etc?

- Street sweeping would not be the responsibility of the successful bidder, however noting the signs that show 'No Parking on [Day] between [Time] would be. While the signs aren't labeled 'Street Sweeping', these signs indicate the alleged street sweeping time. Same with plowing, etc. Additionally, it would not be necessary to integrate the zoning or wards fields.

As a side note, these fields are only included in the data dictionary (Exhibit A) as placeholders. These can be populated in-house by City staff, after the inventory is completed.

16. What is your definition of a regulatory sign?

- A regulatory sign is anything that could cause a vehicle to be ticketed if in violation of that sign. Examples would include but not limited to: No Stopping, Fire Hydrant, No Parking Here to Corner, Residential Parking Only, Loading Zones, etc. (Parking restrictions and metered parking signs are all defined in the MUTCD and NYS Vehicle and Traffic Law)

17. Would a fire hydrant be included even if it didn't have a sign?

- Yes. There should be signs at all fire hydrants indicating no parking or no stopping. We would want notation if there is not a sign and then it will be determined by the City if a sign is needed.

18. Would you like parking kiosks or meters located as well?

- The Authority already has those listed. Any of the Parking Authority's regulatory signs locations are documented. The primary focus is going to be on the City's regulatory signs.

19. Can the successful bidder obtain the documents the Authority has regarding the locations, etc. of the parking kiosks/meters?

- Yes. Any information will be given to the successful bidder.

20. In the proposal evaluation it is mentioned about “structural engineering”. Was this supposed to be included in the RFP?

- No. This was a typing error.

21. How would ‘missing signs’ be identified?

- There are specific distances between signs, which we will provide, that if that distance is not met with another sign would indicate the sign is missing. Additionally, most signs have an ending sign and if that is not located it is another indication that the sign is missing. It would be good to include a field in the data dictionary that can be used to symbolize those points representing ‘missing’ sign locations.

We need to follow the guidance described in the NYS Vehicle and Traffic Law and the MUTCD that describes proper signage distances. In general they shall not exceed 200 feet.

22. Would you want a table as opposed to having the consultant prepare something in GIS and provide you with the report?

- Yes. The GIS deliverable may not be compatible with what Planning has. Finalists will have an opportunity to meet with all entities involved; Planning, DGS, Traffic Engineering, to address all specifics.

23. Is there a protocol for identifying sign IDs or would you leave that to us?

- This would be up to the successful bidder. We prefer a unique identifier for each sign, which presumably can be created during the GPS logging. The project would be creating from scratch, a master list. The successful bidder will need to discuss their scheme with City and APA prior to instituting. This will need to be carried out for future signs.

24. Do you have a template or a recommendation on condition grading?

- Exhibit A of the RFP is a draft data dictionary. Possible sign condition grading might be Good, Fair, Damaged, Missing. Type of Damage: Pre-Fade, Faded (words are illegible and needs to be replaced), graffiti, other. We are open to other conditional factors but would like to keep conditions at a minimum.

25. How would graffiti or vandalism be rated?

- Exhibit A of the RFP is a draft data dictionary. We have included a field for ‘Type of Damage’. It would be important to add to the notes and if it affects the visibility of the lettering, it would be noted as damaged.

26. Would you want notes on if there needs to be immediate attention, a type of daily report?
- No. We would want a clean, full report. However, if there are signs missing that would affect quality of life we would consider those to need immediate attention. Having a bi-weekly status report would be ok.
27. Is there flexibility with the schedule?
- A 2-3 week variation from the schedule would be ok. It would be important to see some of the work done during the winter to look into plowing schedules, etc. The goal is to replace signs by Spring of 2019.
28. Do you anticipate interviews considering the dates being tight and with holidays that are throughout the proposed schedule?
- There may be one or two interviews with finalists depending on the bids, with the other entities involved. But that will be determined based on the information provided in the bids.
29. Is there a specific budget?
- There is not a defined budget as of yet.
30. Does the Parking Authority have a consolidated listing of locations where parking is restricted by local ordinances (i.e. locations not covered by official signage) that can be provided to the selected consultant?
- No. The Authority only has a listing of metered spots.
31. Does the inventory need to include signs at City-owned parking lots/garages, or just on-street?
- No.
32. If off-street lots/garages are to be included, does the consultant need to inventory the number of spaces in off-street lots/garages or is this data available from the APA?
- N/A.