

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS  
OF THE COUNTY OF SAN BERNARDINO  
AND RECORD OF ACTION**

August 25, 2020

**FROM**

**LUTHER SNOKE, Interim Director, Department of Public Works – Transportation**

**SUBJECT**

Contract with CycloMedia Technology, Inc. for Traffic Control Device Inventory, Video/LiDAR Data Collection and Extraction

**RECOMMENDATION(S)**

1. Approve a professional services **Contract No. 20-870** to CycloMedia Technology, Inc., in an amount not-to-exceed \$1,688,644 for the period of September 1, 2020 through August 31, 2025 for the purpose of conducting a mobile video/LiDAR survey to inventory the traffic control device and other roadway assets in the County Maintained Road System roadway/right-of-way (Project) and deliver a database of the inventory that is certified as spatially accurate.
2. Authorize a contingency fund of \$168,864 for the survey services.
3. Authorize the Director and/or Interim Director of Public Works to approve the expenditure of the contingency fund of \$168,864 for verified quantity overruns for this unit priced (per lane mile) survey and data extraction contract.
4. Authorize the Director and/or Interim Director of Public Works to order any necessary changes or additions in the work being performed under the contract for amounts not-to-exceed the \$168,864 contingency fund.
5. Authorize the Director and/or Interim Director of Public Works to accept the work when 100% of the survey data has been delivered and accuracy validated.
6. Authorize the Director and/or Interim Director of Public Works to execute the Software as a Service License Agreement.

(Presenter: Luther Snoke, Interim Director, 386-8729)

**COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES**

**Improve County Government Operations.**

**Operate in a Fiscally-Responsible and Business-Like Manner.**

**Provide for the Safety, Health and Social Service Needs of County Residents.**

**FINANCIAL IMPACT**

Approval of this item will not result in the use of Discretionary General Funding (Net County Cost). The Department of Public Works (Department) is funded by Gas Tax revenues, fees and other state and local funding. The asset inventory contract of \$1,688,644 and the contingency fund of \$168,864 will be funded with Gas Tax revenue. Sufficient appropriation and revenue are included in the 2020-21 Road Operations budget (6650002000) and will be included in future recommended budgets.

**BACKGROUND INFORMATION**

The Project scope consists of data collection, extraction and analysis services for the Traffic Control Device and roadway asset inventory. The County maintains roadway in the primarily

**Contract with CycloMedia Technology, Inc. for Traffic Control Device Inventory, Video/LiDAR Data Collection and Extraction  
August 25, 2020**

unincorporated areas of the largest county in the contiguous United States. The Project area will be limited to the land area within the right-of-way of the published County Maintained Road System. The primary goal of the Project is to collect accurate traffic control device asset location and current condition with asset data accessible to both office and field staff through cloud-based Software as a Service). The Department has recently taken steps to move towards an integrated Geographic Information Systems based approach to data management in order to align Department processes with best practices for Public Works Asset Maintenance Management and Capital Improvement Planning. This step is necessary to improve efficiency in the maintenance of roadway assets and planning of capital improvements by making this data accessible via ESRI webmaps to an Asset and Operations Management and Capital Improvement Project Planning System. Additionally, the California Department of Transportation (DOT), the County’s primary transportation funding source and regulator, requires that California Transportation agencies meet federal mandates for Model Inventory of Roadway Elements standards that must include geolocation of roadway elements by 2026. The County is currently listed as a ‘high precision County’ by the California DOT/Caltrans. To maintain that status and remain in compliance, the Department is required to upgrade roadway element data to include geolocation coordinates compatible with ESRI ArcGIS Online.

The Project aligns with the County and Chief Executive Officer’s goals and objectives to improve government operations, provide for the safety of County residents, and operate in a fiscally-responsible and business-like manner.

**PROCUREMENT**

This Project was released as Request for Proposals PWG-120-ADMIN-3535 (RFP) for professional services on October 16, 2019 through the County Electronic Procurement Network (ePro). On November 12, 2019, the Department received the following four proposals:

<u>Consultant</u>	<u>Location</u>	<u>Total Bid</u>
CycloMedia	Mill Valley, CA	\$1,688,644
Woolpert Consulting	Englewood, CO	\$2,051,595
Digital Transfer Solutions	Orlando, FL	\$2,329,800
Labyrinth Solutions, Inc. d/b/a LSI Consulting	San Diego, CA	\$3,279,528

A competitive evaluation panel comprised of subject matter experts from several divisions within the Department determined that CycloMedia best met the requirements outlined in the RFP. An intent to award letter and non-selection letters were sent on July 30, 2020. No protests and/or appeal letters were received.

Either party may terminate this Contract, for any reason, with a 30-day written notice of termination.

**REVIEW BY OTHERS**

This item has been reviewed by County Counsel (Suzanne Bryant, Deputy County Counsel, 387-5455) on April 2, 2020; Purchasing (Jason Cloninger, Lead Buyer, 387-8258) on April 2, 2020; Information Services (Larry Ainsworth, Chief Information Officer, 388-5800) on March 27, 2020; Finance (Jessica Trillo, Administrative Analyst, 387-4222) on August 4, 2020; and County Finance and Administration (Matthew Erickson, County Chief Financial Officer, 387-5423) on August 9, 2020.

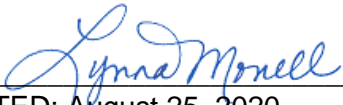
**Contract with CycloMedia Technology, Inc. for Traffic Control Device  
Inventory, Video/LiDAR Data Collection and Extraction  
August 25, 2020**

Record of Action of the Board of Supervisors  
County of San Bernardino

**APPROVED (CONSENT CALENDAR)**

Moved: Josie Gonzales Seconded: Robert A. Lovingood  
Ayes: Robert A. Lovingood, Janice Rutherford, Dawn Rowe, Curt Hagman, Josie Gonzales

Lynna Monell, CLERK OF THE BOARD

BY   
DATED: August 25, 2020



cc: PW/Trans- Walker w/agree  
Contractor- C/O PW/Trans w/agree  
File- w/agree  
la 09/8/2020