



Commonwealth of the Northern Mariana Islands
Office of the Secretary of Public Works
2nd floor - Oleai Joeten Commercial Center
Saipan, MP 96950



**REQUEST FOR PROPOSALS
DPW21-RFP-032**

**DEPARTMENT OF PUBLIC WORKS PLANNING ROAD CONDITION AND FLOOD
HAZARD MAPPING PROJECT**

Governor Ralph Dlg. Torres and Lt. Governor Arnold I. Palacios, through the Department of Public Works (DPW) are soliciting sealed Proposals for the **Department of Public Works Planning Road Condition and Flood Hazard Mapping Project**, Saipan, Commonwealth of the Northern Mariana Islands.

This procurement is made in accordance with the CNMI Procurement Regulations, dated 2004 ed. Proposal procedures shall be in full compliance with **§70-30.3-210** of the regulations.

THE PROVISIONS OF THE CNMI PROCUREMENT REGULATIONS, NMIAC SECTION 70-30.3-725 AND 70-30.3-730 PROHIBITING GRATUITIES, KICKBACKS AND CONTINGENT FEES SHALL APPLY.

The RFP Package and Scope of Work is available on or after **September 08, 2021** at the at Technical Services Division, Department of Public Works, located on Second Floor, Oleai Joeten Commercial Center, San Jose, Saipan.

A Pre-Proposal Conference is scheduled for 9:00 a.m. local time at the Department of Public Works Conference Room, 2nd Floor, Oleai Joeten Commercial Center Office No. 207 Building Code Office on **September 24, 2021**. Questions regarding this RFP must be submitted in writing to Mr. Anthony A. Camacho, Director of Technical Services Division, no later than 4:30 p.m. local time **September 30, 2021**. Response to questions shall be shared with prospective proposers.

SELECTION CRITERIA: This procurement is made in accordance with **§70-30.3-210** of the CNMI Procurement Regulations, 2004 ed. Proposals will be evaluated based on the following criteria:

1. Experience and Qualifications in Similar or related project – 35%
2. Technical approach to meet deliverables and timelines of the project. Must be financially stable and must have adequate equipment and tools and technical staff – 30%
3. Project Approach – demonstrate understanding and ability to meet requirements- 25%
4. Fee Proposal – 10%

The entire Proposal must not be more than Twenty-Five (25) pages in length. A firm that submits a Proposal as a prime consultant cannot submit as a subconsultant on another Proposal.


However, a sub-consultant may submit as sub-consultant on proposals by more than one prime consultant.

The successful Proposer shall be subject to a responsibility determination in accordance with the CNMI Procurement Regulations, **§70-30.3-245**.

Proposals must be sealed and marked "**DPW21-RFP-032**". For Proposers located within the CNMI, one original and five (5) copies of sealed proposals must be submitted to the Director of Procurement and Supply, Ascencion Drive, Capitol Hill, Saipan, no later than 10:00 a.m. local time, **October 08, 2021**. Proposers located outside the CNMI may obtain an additional seven (7) working days for receipt of their proposal by submitting a Notice of Intent to Propose. Notices of Intent to Propose must be received by the Director of Procurement & Supply no later than 10:00 a.m. local time, **October 08, 2021**, and may be transmitted via facsimile to (670) 664-1515, or via e-mail to **joaquin.reyes@dof.gov.mp**. Note that failure to submit this Notice of Intent Form will be subject to the rejection of bid. For proposers located outside the CNMI, one original and five (5) copies of sealed proposals must be postmarked by the U.S. Postal Service or the official government postal service of a foreign country no later than **October 08, 2021** – AND must be received no later than **October 20, 2021**. Note that failure to submit the required number of copies may be cause for rejection of a proposal.

Discussion shall be conducted with at least three of the firms regarding the contract requirements and technical approach and selection made there from, in order of preference, of no less than three firms determined to be the most highly qualified to perform the services required. Fee proposals is solicited; however, this information shall not be considered in the selection of the most highly qualified Firms. Fee proposals may be used in determining a fair and reasonable price.

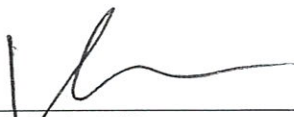
The government reserves the right to reject any or all Proposals and to waive any imperfections in any Proposal in the best interest of the Government. All Proposals shall become the property of the Government.



James A. Ada
Secretary of Public Works



Francisco C. Aguon
Acting Director Division of
Procurement Services



Virginia C. Villagomez
Governor's Authorized Representative (GAR)

CNMI DR-4404-51 Department of Public Works Planning Road Condition and Flood Hazard Mapping Project

This project will support the Department of Public Works (DPW) and Offices of the Mayors of Saipan, Tinian, and Rota to reduce flooded road hazards.

SCOPE OF WORK

- **Provide geospatial data that map and identify the current road conditions of primary and secondary roads on Saipan, Tinian, and Rota;**
- **Identify priority flood hazard risk reduction areas for incorporation into SSMP updates; and**
- **Provide policy guidance in addition to architectural and engineering (A&E) support to DPW and the Mayors Offices to develop shovel ready flood risk mitigation projects for implementation in subsequent grant cycles.**

I. Road Assessment and Mapping

DPW, the Mayors' Offices, and the Office of Planning and Development will work with a selected qualified contractor or firm to develop attribute characteristics, including road type, road condition, repair needs, and soil type(s), in an online geospatially referenced survey tool that will be used in the field. At least one on-boarding GIS training designed in coordination with the Floodplain Administrator, the project advisory team, and the selected consultant, to train new hires and expand mapping capacity of the CNMI's GIS Users Group. Mapping primary and secondary roads will include identification of depressional and flood-prone areas as well as assess current structural integrity of the roads using visual and compaction tests and evaluate current stormwater control infrastructure systems and practices. Data collection protocols will be established and applied to capture and analyze relevant information from extreme rainfall events and impacts to roads and drainage systems and identify hazardous road conditions. The accompanying analysis will be applied to support DPW and the Mayors' Offices in establishing a standard prioritization and operations protocol to mitigate risks posed by existing hazards as well as ensure all roads are receiving the regular attention they need to reduce risks of significant road and drainage system failures in the future.

II. Prioritization Matrix and Flood Hazard Risk Reduction Areas

Using observed data, DPW and the Mayors' Offices will work with a selected qualified contractor with road and drainage building and maintenance experience to discuss shared and unique needs of primary and secondary road systems and develop an appropriate prioritization matrix. By prioritizing projects based on criteria such as cost, severity of the need, and the number of community assets potential affected, a comprehensive project maintenance list can be generated. Using geospatial refencing data collected in

**CNMI DR-4404-51 Department of Public Works Planning
Road Condition and Flood Hazard Mapping Project**

the road mapping and condition survey, “challenging” road areas can be mapped. In areas where there are maintenance needs at a primary and secondary intersection, or where a primary and secondary road connection appear to be contributing to the problematic condition, it is possible that maintenance efforts may be aligned to create more lasting solutions. Map attributes such as “sinkhole” or “standing water” can also help prioritize follow-up site inspection and maintenance visits. As data collection continues clusters of problematic flooding DPW’s Floodplain Administrator will support further prioritization and benefit cost analysis conversations regarding flood hazard priority areas. The matrix and maps will be applied to identify and prioritize solutions to address “high risk” sites with potential erosion, flood risk, and stormwater control concerns. These areas will be included in future updates of the State Standard Mitigation Plan as well as relevant infrastructure and community development plans that are currently being updated or are in development.

III. Risk Mitigation Guidance and Capacity Building Support

The project consultant and project coordinator will work closely with DPW and Mayors Offices to ensure technicians receive necessary training to apply standard operating procedures to data collection and processing, building capacity of GIS Users in the CNMI. Key project deliverables include “guidance” and “standard operating procedure” development for road data collection, maintenance, and maintenance prioritization for primary and secondary roads. The project consultant and project coordinator will work closely with DPW and Mayors Offices to apply prioritization matrix and best practices in risk reduction to select and remedy concerns at a priority site on each island. This coordinated consultation process will leverage existing A&E capabilities in house at DPW resulting the delivery of at least three conceptual risk mitigation improvement plans for future implementation. Working together the selected contractor with CNMI-relevant road design and maintenance experience, Office of Planning and Development, DPW, and the Mayors’ Offices, will develop and adopt guidance on building and maintaining roads in CNMI. During this process, “island-specific” best practices to common challenges such as pothole-driven road failure, addressing undersized culverts, and installing and maintaining green swales will be summarized with recommended specifications provided for primary and secondary road types. The guidance development team will select at least one type of demonstration project for at least one priority site of each participating island for the development of conceptual hazard reduction designs; at least one of these projects will be specific to flood risk reduction that will be estimated to have a high (over 1.0) benefit cost analysis outcome as initially assessed by the Floodplain Administrator.

**CNMI DR-4404-51 Department of Public Works Planning
Road Condition and Flood Hazard Mapping Project**

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SCOPE OF WORK

- providing geospatial data that maps and identifies the current road conditions of primary and secondary roads on Saipan, Tinian, and Rota;
- identifying priority flood hazard risk reduction areas for incorporation into SSMP updates; and
- providing policy guidance in addition to architectural and engineering (A&E) support to DPW and the Mayors Offices to develop shovel ready flood risk mitigation projects for implementation in subsequent grant cycles.

Mapping will include

- identification of depressional and flood-prone areas as well as assess current structural integrity of the roads using visual and compaction tests,
- identification and evaluation of current stormwater control infrastructure systems and practices, and identify and prioritize future potential erosion, flood risk reduction, and stormwater control locations.

Working with the Office of Planning and Development, DPW, and the Mayors Offices, priority flood risk reduction action areas will be identified and conceptual mitigation designs will be proposed for at least three priority sites. These outcomes will increase road infrastructure resiliency and preparedness to natural disaster hazards as well as safely lessen response time for first responder by providing updated data on roadways and alternative road routes, identifying current and future potential hazard prone roads for future hazard mitigation, and providing important updated geospatial data and A&E for hazards management pilot projects that support disaster risk reduction planning updates moving forward.

NOTICE OF INTENT

(This ONLY applies to Bidders/Proposers located outside of the CNMI)

Dear Mr. Francisco C. Aguon,

_____, is submitting a Notice of Intent to Bid/Propose
Company Name

FOR _____
ITB No. / RFP No.

Provide the Following Information:

Last Name, First Name M.I.

Position Title:

Address:

Email:

Telephone No.

Fax No.

Signature:

Date:

Notice to all Proposers/Bidders located outside of the Commonwealth Northern Mariana Islands. This Notice of Intent MUST be filled out and submitted on or before the given ITB/RFP submission deadline to the Acting Director of Procurement Services via email to joaquin.reyes@dof.gov.mp or via facsimile to (670) 664-1515. Note that failure to submit this required document will be cause for rejection of bid/proposal.



**DEPARTMENT OF PUBLIC WORKS
CNMI GOVERNMENT**



**INVITATION TO BID
RFP NO.: DPW21-RFP-032**

SUBMISSION DATE: October 08, 2021 TIME: 10:00 A.M.

**"Department of Public Works Planning Road
Condition and Flood Hazard Mapping Project, Saipan"**

COPIES OF THE SPECIFICATIONS MAY BE OBTAINED AT THE TECHNICAL SERVICES DIVISION, DEPARTMENT OF PUBLIC WORKS, LOCATED ON SECOND FLOOR, OLEAI JOETEN COMMERCIAL CENTER, SAN JOSE, SAIPAN, DURING REGULAR WORKING HOURS.

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The project package will be available on or after **September 08, 2021** at Technical Services Division, Department of Public Works, located on Second Floor, Oleai Joeten Commercial Center, San Jose, Saipan.

There will be a **Pre-Proposal Conference** for this project on **September 24, 2021**, 9:00 a.m. local time at the Department of Public Works Conference Room 2nd Floor, Oleai Joeten Commercial Center Office, Saipan. The Prospective bidders are encouraged to familiarize themselves with the site. All question regarding this project must be submitted in writing no later than 4:30 p.m. local time on **September 30, 2021** to **Mr. Anthony A. Camacho, Director of Technical Services Division**, 2nd Floor, Oleai Joeten Commercial Center, Saipan or fax to (670) 234-3547. Response to questions shall be shared with prospective bidders.

THE CNMI GOVERNMENT RESERVES THE RIGHT TO REJECT ANY OR ALL BIDS, OR PORTIONS THEREOF, AND WAIVE IMMATERIAL DEFECTS IF TO DO SO WOULD BE IN THE BEST INTEREST OF THE CNMI GOVERNMENT.

**/S/ JAMES A. ADA
SECRETARY, DPW**

**/S/ FRANCISCO C. AGUON
Acting Director, Division of
Procurement Services**

**/S/ VIRGINIA C. VILLAGOMEZ
Governor's Authorized Representative (GAR)**