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555 Lakeshore Blvd. Painesville Twp., OH 44077

Questions Received by Potential Proposers

Request for Qualifications - Design/Engineering/Construction Management for Redesign of Wickliffe Park-n-Ride lot & Electric Bus Infrastructure Installation

Date: 09 January 2019

Q: Under section 3.3 Wickliffe Park-n-Ride Reconstruction, an image of a reduced site plan has been provided. Is a larger drawing available and/or CAD file to help determine what is being illustrated?

A: A larger drawing can be provided (see attached). A CAD file is not available.

Q: Under section 3.3 the site plan provided appears to highlight improvements over the existing park-n-ride lot. Has a civil engineer already been hired to create the proposed layout shown? Can you identify who created the proposed layout as shown in the RFQ?

A: A civil engineer has not been hired. The site plan in the RFQ is a rough drawing made by Laketrans. This drawing is provided as an example, if helpful to the proposing firm(s).

Q: Will a current topographic survey indicating existing contours and utility information be provided by owner?

A: This will be the responsibility of the design firm.

Q: Can addition information (size, height, purpose etc) regarding the new "small building" be specified?

A: This will be the responsibility to the design firm.

Q: Is there an existing sanitary service available in the immediate vicinity for new tie-in purposes for the new bathroom?

A: There is not an existing sanitary service on the park-n-ride lot.

Q: Is there existing geotechnical information available that indicates foundation and pavement recommendations?

A: There is not current geotechnical information available.

Q: Due to the proposed improvements to the park-n-ride configuration, will new site lighting need to be incorporated into the design elements?

A: Possibly, if required at the discretion of Laketrans and winning firm.

Q: After reviewing the RFQ online it appear the intent is to have the traditional design-bid-build delivery method. Please confirm this is the intent. Would a design-build approach be considered for this construction?

A: Laketrans will not exclude any potential firms due to a different approach.

Q: I have reviewed the required forms that are to be submitted in our Bid (section 4.0). For typical engineering projects our qualification statement typically includes a project specific approach to show our understanding of the project, but this is not included in the list of six items in Section 4.0. The statement "Additional materials explaining your proposal may be submitted with your bid", but a statement in Section 1.14 seems to indicate that only the forms prescribed in Section 4 shall be included and that additional material will not be reviewed. **Can you clarify and list exactly what should be included in our submittal?**



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A: My apologies for the confusion. Please submit as much relevant information to make your case as to why your firm is the most qualified for the project. Explain your firm's experience with similar projects, or previous work with Laketrans or other public transit agencies. Explain the qualifications of your project team that will positively impact the project as described. Demonstrate your understanding of the project. Provide references that speak to the quality of your work, responsiveness, and timeliness.

Q: Can you confirm that a fee covering all aspects of design, bidding and construction management should be included in our submittal?

A: Do **not** include a fee in the submittal.

Per FTA regulations 4220.1f – “For projects related to or leading to construction, an FTA recipient must use the qualifications-based procurement procedures of 40 U.S.C. Chapter 11 (“Brooks Act” procedures) when contracting for A&E services and other services described in 49 U.S.C. Section 5325(b), which include program management, construction management, feasibility studies, preliminary engineering, design, architectural, engineering, surveying, mapping, or related services.

The following procedures apply to qualifications-based procurements:

- (a) Unlike other two-step procurement procedures in which price is an evaluation factor, an offeror's qualifications are evaluated to determine contract award.
- (b) Price is excluded as an evaluation factor.
- (c) Negotiations are first conducted with only the most qualified offeror.
- (d) Only after failing to agree on a fair and reasonable price may negotiations be conducted with the next most qualified offeror. Then, if necessary, negotiations with successive offerors in descending order may be conducted until contract award can be made to the offeror whose price the recipient believes is fair and reasonable.”

Q: If a fee is required, do you require a specific format? For example, do you want to see our fee for specific tasks such as survey, design, bidding, constructing oversight and prevailing wage documentation.

A: Do not include a fee. The winning firm will be required to provide all the above documentation during negotiations for cost analysis.

Q: Will Laketrans require full-time construction oversight or will part-time on-site inspection be permitted?

A: Part-time on-site inspection is sufficient.

Q: We are a DBE engineering firm interested in participating on this project. Is it possible that you can email to me all of the consultants you submitted the RFP letter to. We are interested in contacting some of them to indicate our interest.

A: Attached are the names and addresses of firms that were mailed the notice of the RFQ.

Q. Is it safe to assume that the scope of work will include primarily site work, electrical and maybe some shelters?

Answer: Per Section 3.3 of the RFQ, Laketrans is requesting a small building with bathroom as part of the design and reconstruction. Electrical will be an important component due to the electric bus charging infrastructure.

Q: Is there a list of registered Laketrans DBE Firms available online?



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A: Laketrans does not certify DBE firms. Please utilize the Ohio Unified Certified Program (UCP) to identify DBE businesses certified in the state. <http://www.dot.state.oh.us/Divisions/ODI/SDBE/Pages/DBE-Directory.aspx>

Q: Will there be a call-in number for the Pre-Proposal Meeting?

A: Yes. If you are unable to attend the Pre-Proposal Meeting in person, you can call in using the information below. The Pre-Proposal Meeting is not mandatory but highly encouraged.

Dial-in number: (605) 472-5625

Enter the access code: 684495

Join the online meeting: <https://join.freeconferencecall.com/aaaby>