TO: All Prospective Proposers,

The Request for Qualifications for “BRT PROGRAM MANAGEMENT SERVICES” is hereby amended or clarified as outlined in the following manner:

Questions with Answers from the Meeting On 9/18/19

1. Who are the consultants doing the design currently?

   For the East and West end terminal stations, Wendel is the lead consultant. Additionally, Wendel is helping with the canopy design and site layouts for each of the platforms for the intown stations. There are two civil engineering firms working on the project. Barge Design Solutions is the lead civil engineer for the intown stations, and EDT is the lead engineer for the east and west corridor stations.

2. Is one of the consulting firms prime?

   Wendel is the prime on the East and West terminus stations. Barge is the prime on the intown stations, and EDT is the prime on the east and west corridor stations.

3. Is there a lapse date on the Tiger funds?

   September 2022 is the official sunset date on our grant.

4. Initial approach was for a program manager. Why is it for a construction manager now?

   The City definitely intends to use a program manager to act as the owner’s representative to manage the overall project, including managing the consultants, the contractors, the FTA reporting, the
overall tracking, testing, startup, etc. There may be some confusion created by some of the terminology used in the RFQ. In the RFQ, there are several places where a Construction Manager at Risk (CMAR) is mentioned. Those references are no longer valid because of a recent change in the planned delivery method. The project will be delivered using a traditional design bid build format. For the program manager, there will be many more services needed beyond managing the contractor, although that coordination will be a major component. There will be significant reporting requirements for the FTA, and we need someone that can assist us with that work. There will be significant communication needed in working with the public, the Mayor’s office, the City Council, and our partners at the BJCTA. The City of Birmingham would provide access to the budget, schedule, and project files. The program manager would act as an owner's representative to assist in managing nearly all aspects of the project.

5. Who is managing the different IT systems?

The City of Birmingham and the BJCTA staff are collaboratively managing the design of the passenger information systems. The BJCTA team is specifically assisting in developing specifications for those systems so that the new system will integrate with their existing systems. The City of Birmingham will soon be issuing an invitation to bid for those systems. Also, the traffic signal priority system is being designed by Skipper Consulting.

6. Will Volkert be working in concert with the program manager?

The intent is that Volkert’s role as a program manager will phase out as the new program manager is ramping up. It should be noted that Volkert is also assisting with a NEPA re-evaluation process, but that work is intended to be completed around November or December of this year. Volkert has agreed to recuse themselves from pursuing the longer-term program manager role although they have done a great job in assisting the City through this immediate transition period. They are not eligible to be paid using the federal grant dollars because they were direct-selected by the City of Birmingham to assist in providing immediate service needs.

7. Are the two civil firms selected making sure all components come together?

Yes, all firms are coordinating closely on the project.

8. When will the design be completed?

We're actually extending the design schedule some based on the recent change in delivery method. We are going to build in additional time for estimating and QA/QC of the documents before the project is bid. Based on the updated schedule, the drawings will most likely be ready for bid around February or March of next year.
9. Will a Program Manager be on board by October?

   *We would like to have the program manager be under contract by November 8th.*

10. Is there a timeframe where Volkert’s role will overlap with the Program Manager?

   *Ideally, there will be an overlap period of a couple of months in order to ensure a smooth transition. We will have to evaluate that as we get the new program manager under contract.*

11. Will the construction begin in the second quarter of 2020?

   *That is the current schedule.*

12. What are the DBE requirements?

   *We are still confirming our official response to this question. Another addendum will be issued in the coming days with further clarification.*

13. How is FTA guidelines being met on this project?

   *The applicable FTA language as it relates to this procurement are provided in the back of the RFQ document.*

14. Does the City have a DBE program?

   *We are still confirming our official response to this question. Another addendum will be issued in the coming days with further clarification.*

15. Is the Buy America that’s referenced in the RFP required?

   *We have been advised by the FTA to include the standard language that is shown in the back of the RFQ document. In general, the program manager is not intended to perform any significant procuring directly. Regarding Buy America language, it is encouraged that the program manager be overall familiar with these requirements so that we can be successful in working with the contractors and vendors in delivering the project.*

16. What are the current design stages for the different components of the project?
The East terminus station is at around the 30% design level. The West terminus station is closer to 90%. The corridor stations are all at around the 60% design level.

17. Has the FTA assigned a PMOC?

   Yes. Her name is Jena Montgomery and she works for Atkins. Her office is in Denver.

18. Has all the land been acquired for this project?

   The majority of the project is being constructed within the City’s right-of-way, so property acquisition is limited. We cannot acquire the property until we fully complete the NEPA reevaluation. However, all of the pieces that are needed have been identified, and the owners have been contacted. In many cases, the prices for the acquisitions have already been negotiated. Approximately 14 different properties are being impacted, but in every case the impacts are relatively minor – meaning that only a few feet are needed.

19. Are the consultants doing the design excluded from bidding on the project?

   Yes.

20. Are you looking for a firm that’s local?

   The primary factor that we are looking for is experience with FTA projects – ideally BRT projects.

21. Do you anticipate a fare collection system?

   Yes. We intend to use fair collection kiosks at the platforms. We also intend to have a universal payment system (phone and web-based application). The universal payment system has not yet been identified.

22. Are the buses a part of the grant?

   We are using grant money to procure 11, 40 foot CNG buses. These buses will be the same overall type as what is currently used by the BJCTA, although the BRT buses will have some enhanced features.

23. Does the City have an assigned project manager?

   Yes. James Fowler is serving as the interim project manager and will be closely involved for the life of the project. The City of Birmingham is actively hiring a Deputy Director of Capital Projects that will be the permanent project manager when hired.
24. Who is responsible for inspection and procurement of buses?

   BJCTA will be responsible for those activities using their normal processes.

25. Is a separate facility going to be built to maintain the BRT buses?

   Since the new BRT buses will be the same make as the BJCTA buses that are already in use, they will all share the same maintenance facility. There is currently $1,000,000 allocated in the project budget that will be used to purchase additional equipment to support the increased fleet size. There is a separate initiative also underway for the BJCTA to identify a new maintenance facility location.

26. Will BJCTA oversee the maintenance of buses?

   Yes.

27. What is the current total project budget?

   Around $47 million. This includes $40 million from the TIGER grant (half grant, half local match) as well as a CMAQ grant, a New Starts grant, and several local allocations.

28. Any plans currently available for viewing?

   Please view the project website at https://www.birminghamal.gov/brt. There are several project boards shown under the Public Involvement section of the website. Those images should be useful in giving an overall idea of the design of the project.

29. Will a score sheet be provided for ranking of requirements?

   The evaluation criteria are identified in the RFQ. We do not intend to publish a point-based weighting system.

30. Will all in attendance receive a copy of the sign in sheet?

   Yes
31. Is this a combined RFP for fleet procurement and construction management services? It appears to have both included in pages 15-18

   This is a request for qualifications for overall program management services. Bus procurement is being handled through an interagency agreement between the City of Birmingham and the BJCTA.

32. Is it expected that the Construction Management firm shall provide manufacturing facilities and factory testing equipment as indicated in 2.7?

   No. Please see the responses from the pre-submittal meeting held on September 18th for further clarification regarding the use of the term “construction manager,” the intended project delivery method, the intended bus procurement method, and the intended bus maintenance facilities.

33. Is it expected that the Construction Management firm will provide the spare parts and distribution systems sufficient to support equipment maintenance?

   No. Please see the responses from the pre-submittal meeting held on September 18th for further clarification regarding the use of the term “construction manager,” the intended project delivery method, the intended bus procurement method, and the intended bus maintenance facilities.

34. What timelines are associated with the Program Plans included in the deliverables on page 18 associated with revising and obtaining FTA approvals?

   Based on how the project has evolved, many of those items will be either substantially completed or well underway by the time the program manager is under contract.

35. Project DBE goal percentage?

   We are still confirming our official response to this question. Another addendum will be issued in the coming days with further clarification.

36. Evaluation Factors?

   The evaluation criteria are identified in the RFQ. We do not intend to publish a point-based weighting system.
37. **DBE utilization requirements, reporting and termination applicable code sections.**

   *We are still confirming our official response to this question. Another addendum will be issued in the coming days with further clarification.*

38. **Section 2.6.2 Qualifications Submittal Format Requirements.** Does the twenty-five (25) page count include the RFP proposer forms?

   *No. Any required forms are not considered as a part of the twenty-five page count.*

39. **Section 2.6.2 Qualifications Submittal Format Requirements.** Item D4 – Design and Design Discrepancies. Will the design drawings and documents be available for a review thru addendum prior to submitting proposal?

   *Please view the project website at https://www.birminghamal.gov/brt. There are several project boards shown under the Public Involvement section of the website. Those images should be useful in giving an overall idea of the design of the project.*

40. **Section 2.6.2 Qualifications Submittal Format Requirements.** Item D5 – What format will be required for the project reporting?

   *The program manager should be prepared to provide a web-based project management system for the project. The City does not require a specific system to be used.*

41. **Section 2.6.4 Period of Performance.** If the contract is extended for twenty-four (24) months using two 1-year option periods, will the COB still hold the option to exercise each year given at least thirty (30) days prior to the end of the contract option year.

   *Yes.*

42. Please confirm if the City of Birmingham (COB) intends to deliver the project under CMAR or Design-Bid-Build construction method?

   *Design-Bid-Build*

43. When does the COB expect to have final NEPA clearance?

   *November or December of 2019*
44. Has the FTA or the PMO advised the COB if they will they need to review and approve design plans?

   *No, but some amount of review from the FTA and PMOC is assumed.*

45. Does the COB intend to award one or multiple construction contract(s)?

   *Multiple, but those packages have not yet been determined.*

46. Will the COB assign staff to streamline the construction process? This may include, but not be limited to fast tracking requests for lane closures and fast-tracking inspection?

   *This is a high priority project for the City of Birmingham so all departments will be supportive of streamlining the delivery.*

47. Does the COB plan to place any limitations on the contractor’s work?

   *This question is very general. The City of Birmingham intends to work with the contractor in a way that allows the contractor and the project to be successful.*

48. How does the COB plan to integrate the ITS and traffic signal elements of the project with the civically and structural elements?

   *All design consultants are working in coordination with each other with the close involvement of the City.*

49. What is the construction budget versus soft costs?

   *This is still being refined.*

50. What is the budget for this contract?

   *This will be negotiated after the qualifications-based selection has been made.*

51. Will the COB make the current plans and master schedule available with the addendum?

   *Please view the project website at [https://www.birminghamal.gov/brt](https://www.birminghamal.gov/brt). There are several project boards shown under the Public Involvement section of the website. Those images should be useful in giving an overall idea of the design of the project.*

   *The master schedule is being revised based on the recent change in delivery method. We are going to build in additional time for estimating and QA/QC of the documents before the project is bid. Based on*
the updated schedule, the drawings will most likely be ready for bid around February or March of next year.

52. Will the COB make minutes from FTA status meetings and management plans the COB has provided to FTA available with the addendum?

   No.

53. Will the COB make the project design criteria being used by the three design consultants available with the addendum?

   No. Please view the project website at https://www.birminghamal.gov/brt. There are several project boards shown under the Public Involvement section of the website. Those images should be useful in giving an overall idea of the design of the project.

54. Who will review and assemble the three designs and assemble them into one package for use in the contractor’s bid package?

   The collective project team, including the Design Consultants, City, and Program Manager, will review and assemble the construction documents for use in the construction bid package.

55. Will each of the three designers sign and seal their own designs?

   Yes

56. Who will assemble the contractor’s bid package and review it for completeness?

   The collective project team, including the Design Consultants, City, and Program Manager, will review and assemble the construction documents for completeness.

57. Is it the PMC or the contractor’s responsibility to public during construction?

   All public involvement matters will route through the City throughout the entire project.

58. Are the three design firms precluded from submitting for the PMC as either the prime or as sub-consultants?

   Yes
59. Is Volkert precluded from submitting for the PMC as either the prime or as a sub-consultant?

    Yes

60. Will a copy of the Tiger Grant be provided for review with the addendum along with a copy of funds expended against the grant to-date?

    No

61. What is the role of Birmingham Transit (MAX) in integration of systems and operations for the new BRT Program?

    The BJCTA is currently reviewing the integration of the two (2) systems to determine how they will operate in concert with one another.

62. How will fare collection systems and parking be addressed (if needed)?

    A separate passenger information technology system has been developed to address the fair collection systems. See RFP for P.I.T.S. on the City website.

63. What is the plan for operations and maintenance transition to MAX at completion?

    As the future operator of the BRT the BJCTA will address the operations and maintenance transition for both the BRT and MAX systems in the Operations and Maintenance Plan currently under development.

64. Will there be additional scope to support the bus garage needed to maintain the 11 new CNG buses?

    The maintenance facility will be addressed separately by the BJCTA.

65. What is the City of Birmingham’s DBE Goal percentage for this program?

    We are still confirming our official response to this question. Another addendum will be issued in the coming days with further clarification.

66. Is the COB willing to extend the proposal delivery date-Due beyond October 4, 2019?

    Pending receipt of a valid formal request for a time extension, including support documentation explaining the need for the extended timeframe, the City is open to extending the proposal delivery date.
ADDENDUM NO. 1 (CONT’D)

67. Is there a local business participation goal?

   The primary factor that we are looking for is experience with FTA projects – ideally BRT projects.

68. Is a local office required?

   No

69. What is the expectation for travel reimbursement?

   This may be negotiated.

70. Is the consultant PM expected to be a full-time position?

   The expectation is for PM services to be provided within the defined RFQ timeframe.

71. Can you provide the criteria for selection?

   See Section 2.7 – Qualification Requirements of the RFQ for evaluation criteria and firm selection information.

72. Please confirm that property acquisition and easements are not the responsibility of the PMC?

   The City is responsible for property acquisition and easements.

73. Will the COB handle all utility coordination or is that the responsibility of the PMC?

   The Program Manager will assist with utility coordination as the Owner’s Representative.

Receipt of acknowledgment for this addendum is required by signing and returning with your submitted response.

Note: Signature on this addendum does not substitute for your signature on the original RFQ document. The original RFQ document must be signed also.
**Birmingham Xpress**

**Request for Qualifications - Program Management Services Meeting**

**Bid #20-17**

**Sign-in Sheet**

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<th>Name (Print)</th>
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Address:  ________________________________________________________

Phone No:  ________________________________________________________

Authorized by:  ________________________________________________________

(Signature, Title & Date)