

HART

HONOLULU AUTHORITY for RAPID TRANSPORTATION

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**Honolulu Rail Transit Project
West O‘ahu and Farrington
Highway Station Group
Construction Engineering and
Inspection (CE&I) Consultant**

**Pre-Submittal Conference
July 30, 2012**

Agenda

- **Objectives**
- **Procurement Rules**
- **Disadvantaged Business Participation**
- **Safety and Security**
- **Quality Assurance/Quality Control**
- **Guideway Contracts**
- **CE&I Discussion**

Agenda (cont.)

- **Evaluation Process**
- **Procurement Schedule**
- **Compliance**
- **General Information**
- **Future Opportunities**
- **Questions**
- **Closing**

Presenters

- **HART Deputy Project Officer Engineering and Construction - Harvey Berliner**
- **HART Systems Safety and Security - Henry Miranda**
- **HART Procurement and Contracts - Wes Mott & Paula Youngling**
- **GEC Contracts Manager - Tom Willoughby**

Pre-Submittal Conference Objectives

- Review RFQ Documents
- Establish Communications
- Provide Feedback
- Respond to Questions

General

- This is a non-mandatory meeting
- Oral responses are unofficial
- Submit written questions later in accordance with RFQ
- Hold questions until end
- Questions and official response will be provided in addendum

Rules of Contact

- Contact between the Offerors and HART only through designated representatives;
- No Offeror contact with other HART employees regarding this Contract;
- No Offeror contact with stakeholder staff regarding this Contract;
- Improper contact may result in disqualification; and
- HART is not responsible for any oral communication or any other communication outside the official communication process.

Disadvantaged Business Enterprise Participation

- HART's DBE Program is with FTA for Approval, which is expected soon.
- The City's DBE Program is being used by HART in the interim.
- 3.83% overall DBE goal, which is race-neutral. It is Mandatory that DBE firms and small businesses shall have an equal opportunity to participate.

Disadvantaged Business Enterprise Participation (cont.)

- All the FTA terms and conditions shall apply to this contract. Failure to comply with these requirements could result in a material breach of contract.
- There will be a requirement to report DBE participation/accomplishments with each invoice.

System Safety and Security

- Background
- Safety & Security Certification
- Certifiable Elements & Items
- Preliminary Hazard Analysis and Threat and Vulnerability Assessment
- Safety & Security Certification Process
- Keys to Success

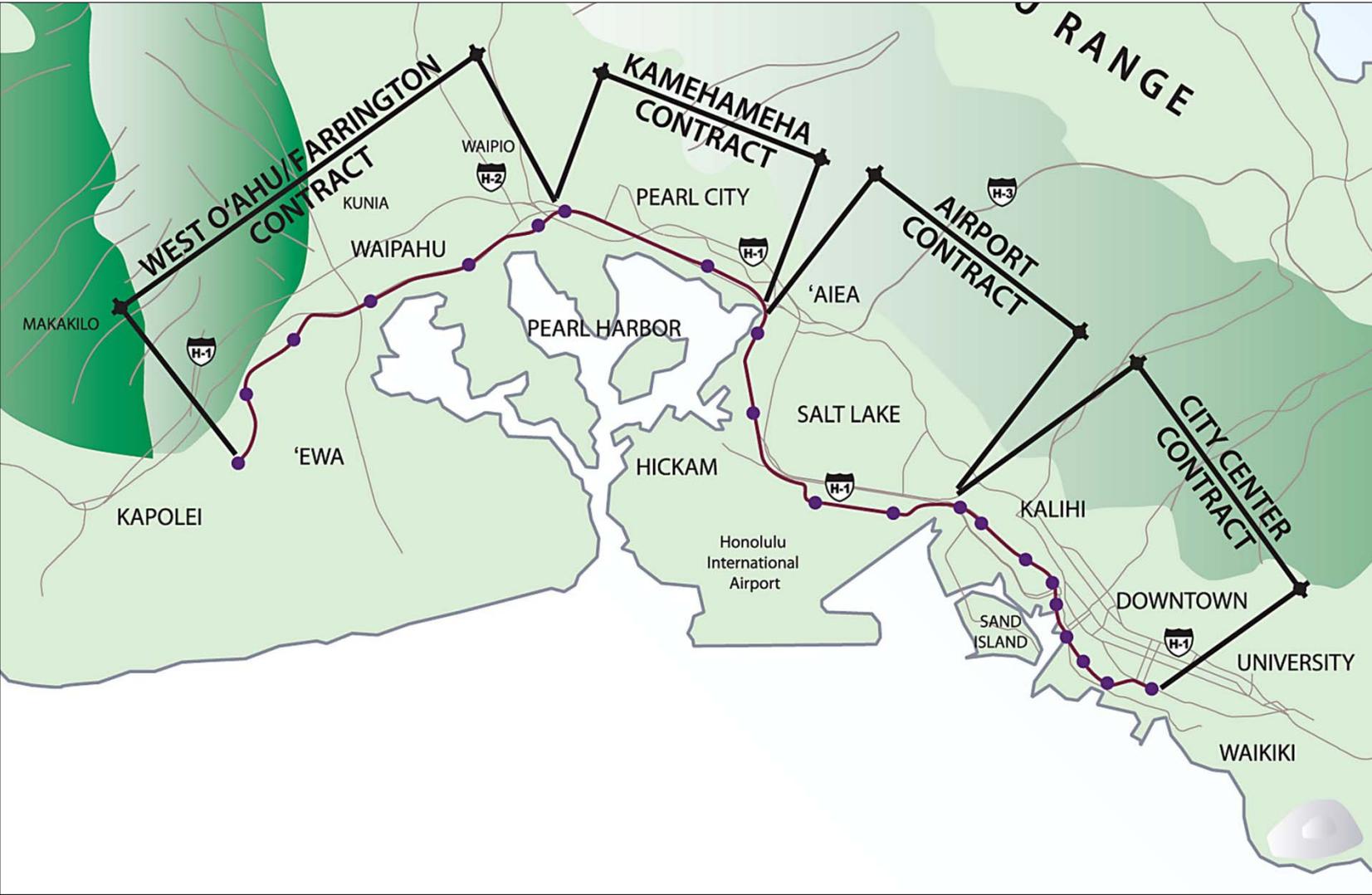
Quality Management

- This is a federally funded project and QA/QC will be required;
- The CE&I will develop and submit a Quality Assurance Plan (QAP) and Implementing Procedures to HART for approval;
- The CE&I QAP shall meet the applicable sections of HART's Quality Management Plan.

Teamwork: Cross-Contract Responsibilities

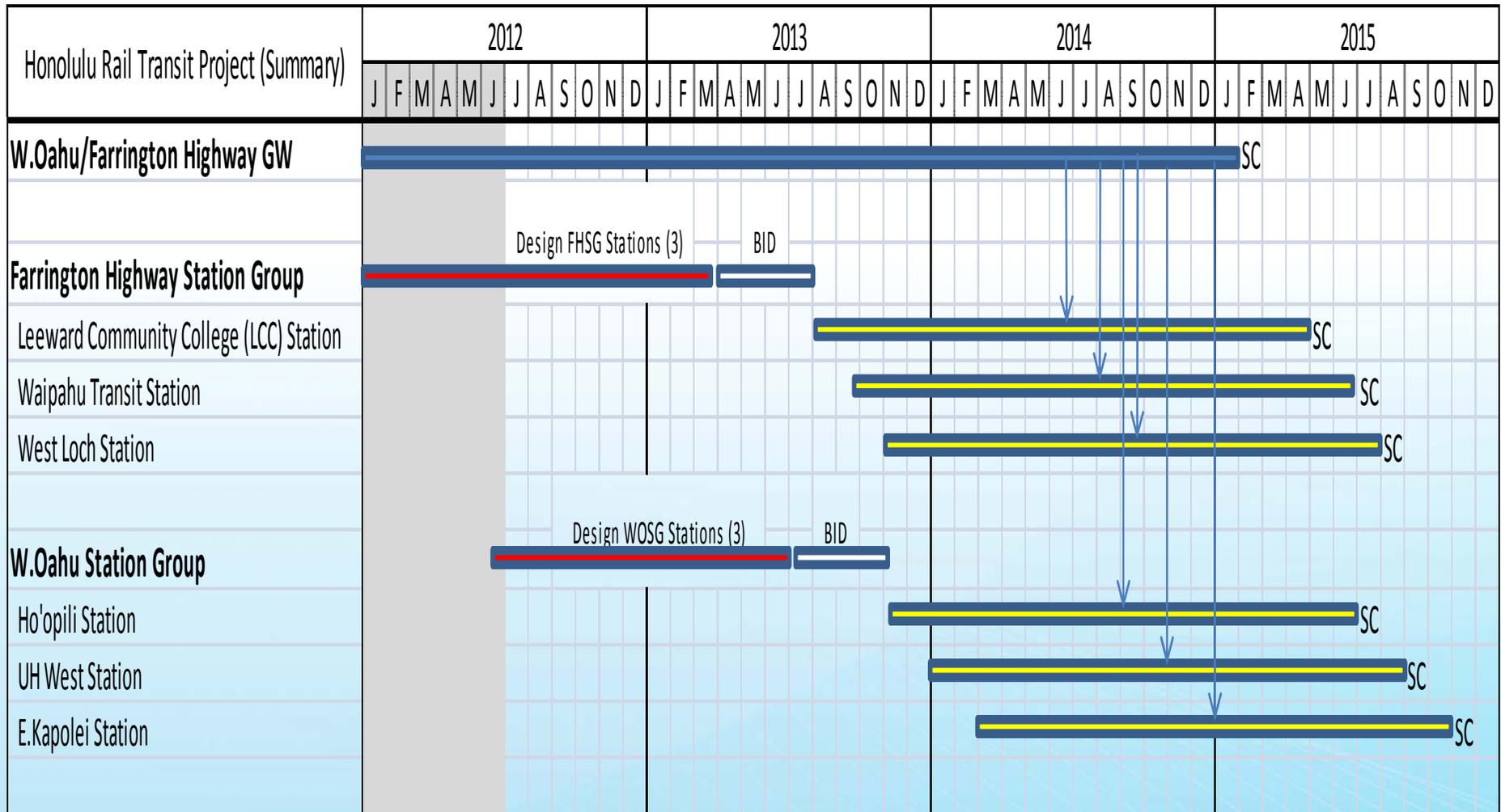
Final Design Contractor	CE&I Contractor	Construction Contractor
Respond to RFI and RFCs as it pertains to the Design. Support CE&I when Non-Conformance Reports (NCRs) involve Design	Perform Quality Assurance (QA) assuring Contractor's Q-Plan compliance to process and procedures	Perform Quality Control (QC) Inspection and Testing
Support CE&I in adherence to Design (Final Plans and Specs), as requested by CE&I or HART. Prepare revisions to Design Docs as appropriate for approved design changes.	Perform verification testing and inspection to validate Contractor's QC compliance	Maintain QC Records, available for CE&I review
Review and Approve Working Drawings, as they pertain to Design. Review and Approval submittals called out in the Contract Specifications as those submittals relating to Design	Facilitate timely response to RFIs and RFCs – with Final Design input when they pertain to Design. Review and facilitate Designer's involvement in submittal reviews pertaining to Design (as called out in the Construction Contract Documents)	Submit, with substantiation, RFI and/or RFCs as necessary. Prepare and submit for review and approval working plans and or other documents as specified in contract plans and specifications
Witness Final Acceptance Tests and Inspections	Facilitate mitigation of cost, schedule and quality impacts with Designer and Contractor	Mitigate cost, schedule, and quality impacts during the performance of Work
Review and Approval As-Built "Redlines" provided by Contractor	Facilitate resolution of Non-Conformance Reports (NCRs) with Designer and Contractor	Prepare and resolve Non-Conformance Reports (NCRs) in a timely manner with CE&I concurrence
Preparation of Record Plans and Specs	Review and comment on As-Built "Redlines" during preparation and at contract end. Facilitate Designer's production of Record Plans and Specs	Maintain As-Built "Redlines" that are available for CE&I review

Guideway Contracts



CE&I Contract Description

FHSG / WOSG Construction



Scope

Oversee construction of six (6) stations:

- East Kapolei Station
- UH West Oahu Station
- Ho'opili Station
- West Loch Station
- Waipahu Station
- Leeward Community College Station

Services

Provide services during last stage of Final Design through-out Construction, including:

- Administration and monitoring
- Pre-bid constructability reviews
- Verification inspection and testing of the work
- Oversee compliance to contract

Duties*

- Constructability and biddability reviews of design.
- Pre-Construction survey and activities.
- Monitoring conformance of construction work to plans and specifications.
- Verification testing and inspection.
- Monitoring quality of construction work.
- Maintaining consistent communication with HART, construction contractors, and Responsible Engineers.
- Oversight contractor coordination.
- Interface management.
- Monitoring progress against construction schedule

*Not comprehensive list

Duties (cont.)

- Documenting all project activities.
- Managing project documentation system (CMS).
- Analyzing all requests for information, changes, and payment.
- Administer change procedures that entails Independent Estimates, Pre-Negotiation Memos, Cost-Price Analysis, and Negotiations.
- Providing documentary records.
- Monitoring permit compliance.
- Monitor contractors' adherence to contract requirements.
- Evaluating and recommending payments.
- Conducting project close-out.

Key Personnel

- Contract Resident Engineer Manager
- Deputy Contract Resident Engineer
- Office Engineer
- Project Controls Specialist
- Document Control Specialist
- Lead Field/Utility Engineer
- Lead Inspector
- Constructability Review Specialist

Past Experience – Similar Projects

- Follow the guide in the RFQ
- List of relevant projects – up to ten (10) recent within the past ten (10) years
- Your role (prime, sub, JV, etc)
- Describe work performed
- Period of performance
- Final contract value

Past Performance

- Follow the guide in the RFQ
- Percent of work completed by your firm
- Contract value
- List any claims
- List any litigation
- Termination for cause
- Any debarment (firm, principals or key personnel)
- Did project involve federal funds

Capacity

- Average number of employees past five (5) years
- Annual revenue past five (5) years
- Current balance sheet certified to be true copy
- Ability to draw on additional resources if needed

Evaluation Process

- Brooks-Act Qualifications – based request for qualifications.
- Services directly in support, directly connected to or directly related to or lead to construction, alteration or repair of Real Property.
- Procedures in 40 USC Chapter 11 or Equivalent.
- Future Contracts maybe procured using an Annual List or Separate Solicitation.

Review and Selection Committee

- Experience in Field
- Approved by the Chief Procurement Officer
- Names remain confidential until Contract Award

Evaluation Criteria

- Experience and professional qualifications relevant to the Contract
- Past performance on projects of similar scope for public agencies or private industry, including corrective actions and other responses to notices of deficiencies;
- Capacity to accomplish the work; and
- Project Approach

Schedule

(Subject to Change)

- Issue RFQ 13July12
- Pre-Submittal Conference 30July12
- Final date to submit questions 09Aug12
- Final Addendum (if Applicable) 23Aug12
- Statement of Qualifications Due 31Aug12
- Ranking Completed (Tentative) 20Sep12
- HART Signs Contract (Tentative) 15Nov12

Compliance with Applicable Laws and Regulations

- Federal Transit Administration (FTA) Requirements
- Hawaii Revised Statutes (HRS)
- Hawaii Administrative Rules (HAR)

Hawaii Compliance Express

Required Compliance pursuant to HRS §103D-310(c)

- Tax Clearance with Hawaii Department of Taxation
- Tax Clearance with Internal Revenue Services
- Certificate of Good Standing with Department of Commerce and Consumer Affairs
- Labor Certificate from Department of Labor and Industrial Relations

Hawaii Compliance Express provides a single certificate for all of the above. Registration is available at:

<https://vendors.ehawaii.gov/hce/splash/welcome.html>

Future CE&I Opportunities

Contract Name	Planned RFQ Release	Construction Start	Construction Complete
Airport & City Center Utility Relocation	9/15/2012	7/15/2013	11/1/2015
Kamehameha Highway SG (3 Stations) & H2 Ramp2	4/01/2013	2/15/2014	12/30/2015
Airport & City Center Guideway	9/15/2013	8/01/2014	1/15/2018
Airport Station Group (4 Stations)	11/15/2013	3/01/2015	7/15/2017
Dillingham and Kaka'ako SG (8 Stations)	5/23/2014	11/15/2015	6/30/2018
UH West PNR and Ho'opili Station Finishes	10/21/2015	11/15/2016	8/15/2018
Pearl Highlands Parking Structure & Bus Terminal	1/05/2015	2/11/2016	6/29/2018

Oral Questions

Question

- “evidence of the signer’s authority to act on behalf of the Offeror to satisfy HART must be submitted.”
- Examples of such evidence
 - Notarized Powers of Attorney or
 - Corporate resolutions

Question

- “Document Control Lead” position. Is this position clerical in nature?
- The Document Control Lead will be required to manage all correspondence, deliverables, meeting minutes, and etc. regarding the contract using HART’s Contract Management System.

Question

- Please clarify whether the schedule is in calendar or working days.
- The schedule presented in “Terms of the Contract” are based on Calendar Days.

Question

- Key Individuals -- are we required to provide no more than one (1) resume for each of the nine key positions?
- HART expects offerors to identify one person for each Key Individual position

Question

- Will construction start during phase 1 (Pre-Construction Activities), or after?
- The CE&I Contactor is expected to work with the Construction Contractor reviewing Pre-Construction activities prior to the start of construction

Closing

- Multiple Notices to Proceed
- Current Balance Sheet
- General Excise and Use Tax will apply to this Contract

Mahalo!



HONOLULU RAIL TRANSIT

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