

**HONOLULU AUTHORITY FOR RAPID
TRANSPORTATION**

HONOLULU RAIL TRANSIT PROJECT

**HISTORIC ARCHITECTURE
DESIGN SERVICES CONSULTANT
PROFESSIONAL SERVICES CONTRACT**

REQUEST FOR QUALIFICATIONS

NO. RFQ-HRT-610226

QUESTIONS RELATING TO THIS SOLICITATION, CONTACT:

**HONOLULU AUTHORITY FOR RAPID TRANSPORTATION
1099 ALAKEA STREET, SUITE 1700
HONOLULU, HAWAII 96813
TRANSITMAILBOX@HONOLULU.GOV**

**NOTICE OF REQUEST FOR QUALIFICATIONS
ISSUED PURSUANT TO HAWAII REVISED STATUTES § 103D-304
FOR
HISTORIC ARCHITECTURE DESIGN SERVICES CONSULTANT
HONOLULU RAIL TRANSIT PROJECT
PROFESSIONAL SERVICES CONTRACT
REQUEST FOR QUALIFICATIONS NO. RFQ-HRT-610226
HONOLULU AUTHORITY FOR RAPID TRANSPORTATION**

STATEMENTS OF QUALIFICATIONS responding to this Request for Qualifications (RFQ) will be accepted up to 2:00 p.m. Hawai'i Standard Time (HST) on April 15, 2013, addressed to the HART Executive Director and CEO, Honolulu Authority for Rapid Transportation, 1099 Alakea Street, Suite 1700, Honolulu, Hawai'i 96813.

Because the Honolulu Rail Transit Project will be funded with Federal assistance, the selected Offeror is expected to comply with applicable Federal Transit Administration (FTA) requirements.

DANIEL A. GRABAUSKAS
Executive Director and CEO
Honolulu Authority for Rapid Transportation

NOTICE TO CONSULTANTS REQUEST FOR QUALIFICATIONS

The Honolulu Authority for Rapid Transportation (HART) is seeking to obtain professional services in the fields of architecture and engineering for design, cost estimation, and permitting support services related to implementation of Stipulation IX.B of the Programmatic Agreement that applies to the Honolulu Rail Transit Project (HRTP). The Programmatic Agreement establishes a two million dollar fund for exterior improvements to both Project-related and other eligible or listed historic properties within the Project's Area of Potential Effect. Services provided under this contract will support the selection, design, contractor procurement, and permitting of the improvements to be completed by this fund.

The successful firm must be licensed to do business in the State of Hawai'i at the time of submission of Statement of Qualifications to this Notice. HART intends to seek funding assistance from the United States Department of Transportation, Federal Transit Administration (FTA) and must comply with the applicable statutory, regulatory, and administrative requirements including FTA third-party contracting requirements.

HRTP BACKGROUND

Purpose

The purpose of the HRTP is to provide high-capacity rapid transit in the congested east-west transportation corridor between Kapolei and the University of Hawai'i at Mānoa (UH Mānoa). This corridor includes the majority of housing and employment on O'ahu. The north-south width of the corridor is a maximum of four (4) miles, as much of the corridor is constrained by the Ko'olau and Wai'anae Mountain Ranges to the north and the Pacific Ocean to the south.

The HRTP: East Kapolei to Ala Moana Center via the Airport

The HRTP is identified in the Final Environmental Impact Statement (FEIS) a twenty (20) mile grade-separated fixed guideway transit system between East Kapolei and Ala Moana Center and also referred to as "the Airport Alignment." The HRTP includes the design, construction and operation of a twenty (20) mile grade-separated fixed guideway transit system between East Kapolei and Ala Moana Center. All parts of the guideway will be elevated, except near Leeward Community College, where it will be at-grade. The system will incorporate steel wheel on steel rail technology. The HRTP includes twenty-one (21) stations, one (1) Maintenance and Storage Facility (MSF), and eighty (80) light metro vehicles and associated core systems.

Planned Extensions

In addition to the HRTP, the Locally Preferred Alternative (LPA) includes four (4) planned extensions connecting the HRTP to West Kapolei, UH Mānoa, Waikīkī, and Salt Lake. The extensions would receive separate detailed environmental review. If funding is identified in the future, engineering design and environmental analysis of the extensions and the appropriate alternatives analysis will be undertaken. The HRTP, as evaluated in the FEIS, has logical termini and independent utility from any extension that may be constructed in the future.

The FEIS and additional information on the HRTP can be found at: <http://honolulustransit.org>.

Status of FTA Programmatic Requirements

- October 2006: Completion of an Alternatives Analysis.

- December 2006: The Fixed Guideway Alternative was selected as the LPA by the Honolulu City Council.
- March 2007: FTA publishes a Notice of Intent to prepare an Environmental Impact Statement in the Federal Register.
- November 2008: The Draft Environmental Impact Statement (DEIS) was released for public comment.
- February 2009: The public comment period ended.
- October 2009: FTA authorizes the HRTTP to enter New Starts Preliminary Engineering phase.
- September 2010: The FEIS was submitted to the State of Hawai'i Governor's Office for review.
- December 2010: The FEIS was signed by Governor Abercrombie.
- January 2011: The Record of Decision (ROD) was issued by the FTA.
- December 2011: FTA authorizes the HRTTP to enter New Starts Final Design phase.

PROJECT DELIVERY AND CURRENT PROCUREMENT EFFORTS

Guideway and Stations

The HRTTP's guideway and stations are planned to be constructed starting from the western terminus of East Kapolei in sections:

- Section I - West O'ahu/Farrington Highway: East Kapolei Station to Pearl Highlands Station;
- Section II – Kamehameha Highway: Pearl Highlands Station to Aloha Stadium Station;
- Section III – Airport: Aloha Stadium Station to Middle Street Transit Station; and
- Section IV – City Center: Middle Street Transit Station to Ala Moana Center Station.

HART has entered into design-build (DB) contracts for the West O'ahu/Farrington Highway Guideway and the Kamehameha Highway Guideway sections.

All station groups will be implemented through the procurement of individual design firms, under professional services contracts, who will prepare design documents for individual construction packages to be procured using the design-bid-build method.

Core Systems

The Core Systems will be constructed under a design-build-operate-maintain (DBOM) contract. The major subsystems and other end-products required under the contract over the eight (8) year period include the revenue vehicles, train control, traction power facilities, fare collection, and manufactured products required for operation and maintenance of the system. HART has entered into a DBOM contract for the Core Systems.

Maintenance and Storage Facility (MSF)

The MSF will be constructed under a DB contract. The MSF DB contract requirements include: completing design; site work; construction of maintenance buildings; and purchasing, storing, and distribution of rail, special trackwork, switch machines, contact rail and appurtenances for the entire HRTTP. HART has entered into a DB contract for the MSF.

SCOPE OF WORK

An indicative listing of tasks relating to the Contract Scope of Work (Work) for this RFQ is attached hereto as Appendix A. A final determination of levels of effort, work, scope, responsibilities and schedule will be negotiated with the selected Offeror pursuant to Hawai'i Revised Statutes (HRS) §103D-304(h) (Supp. 2010).

TERM OF CONTRACT

The term of this Contract will be negotiated with the selected Offeror. The Contract may be subject to multiple notices-to-proceed which will authorize portions of the Work under the Contract to commence. The estimated contract duration is from Notice to Proceed to May 1, 2016. Tentative phased design in accordance with FTA procedural requirements and contract durations consistent with current existing schedule constraints are included in Appendix A.

ORGANIZATIONAL CONFLICT OF INTEREST AND NON-DISCLOSURE REQUIREMENTS

- A) Each of the following circumstances will be deemed an organizational conflict of interest and the affected Offerors will be not considered:
- 1) Participation by Persons on more than one Offeror's team performing more than fifteen percent (15%) of the Work; or
 - 2) Participation of an Affiliate of any Person identified in subsection 1) above on another Offeror's team;
 - 3) All Offerors affected by any organizational conflict of interest will be not considered, even if the Person or Affiliate causing the conflict is intended to have a different or lesser role than that described above;
 - 4) A person or firm (at any tier) who is paid for developing or preparing specifications or work statements in the development of a solicitation package or any resulting contract is precluded from submitting an offer or receiving a contract for that particular solicitation in accordance with HRS § 103D-405(d) and HAR § 3-122-13(e);
- B) Non-Disclosure: The Contractor may be given access to records, which are confidential under State laws, solely for the purpose of performing the required services under the Contract. The Contractor may be required to sign a non-disclosure statement prior to receipt of such documents obligating each employee, agent, or Subcontractor of the Contractor not to make inappropriate use of or improperly disclose any of the contents of such documents.

DISADVANTAGED BUSINESS ENTERPRISE (DBE) PROGRAM

HART has established a DBE program in accordance with the regulations of the U.S. Department of Transportation (USDOT), Title 49, Code of Federal Regulations, Part 26 (49 CFR Part 26). HART has received federal financial assistance from USDOT, and as a condition of receiving this assistance, HART has signed an Assurance with the USDOT that it will comply with 49 CFR Part 26.

The CONSULTANT and its subcontractors shall not discriminate on the basis of race, color, national origin, or sex in the performance of this Agreement. The CONSULTANT shall carry out applicable requirements of 49 C.F.R. Part 26 in the award and administration of U.S. DOT-assisted Agreements. Failure by the CONSULTANT to carry out these requirements is a

material breach of this Agreement, which may result in termination of this Agreement or such other remedy, as HART deems appropriate.

HART has established an overall DBE goal of 13.00% for the duration of this agreement and a separate contract goal has not been established for this procurement. DBE firms and small businesses shall have an equal opportunity to participate in the agreement.

SUBMITTAL MATERIALS REQUIREMENTS

1. Letter of interest. The letter of interest must include contact information (name, title, name of firm, mailing address, phone number, and email address) for the authorized representative(s) of the firm(s) submitting the letter of interest. Please ensure that contact information is up-to-date because should HART need to contact you regarding your submittal materials it will be through the contact person named in the letter of interest. In the case of a team approach, the letter of interest must indicate whether the team members intend to form a partnership, joint venture, prime-major subconsultant or other legal or organizational structure. If the organizational structure is prime-major subconsultant, the prime firm, which could be a corporation, joint venture, partnership, etc., and the major subconsultant firm(s), must be clearly identified. The letter of interest must be signed by a representative who is authorized to commit the firm. For joint ventures the letter of interest must be signed by all joint venture partners. Signing the letter of interest attests that the information provided therein is current and factual.

Letter of interest must be signed in ink by a person or persons, in the case of a joint venture, authorized to act for the Offeror. Evidence of the signer's authority to act on behalf of the Offeror sufficient to satisfy HART must be submitted. The letter of interest or the Statement of Qualifications shall be date- and time-stamped by a HART officer or employee at the time of receipt by HART. It is the responsibility of the Offeror to ensure that the Letter of Interest and Statement of Qualifications is submitted on or before the time specified for receipt.

2. Information on the Offeror. The Statement of Qualifications shall include the following information regarding the Offeror. (In the case of a partnership or joint venture, submit information for the respective partnership or joint venture entity itself and for each member firm making up the partnership or joint venture. In the case of a prime-major subconsultant, submit information for the prime and the major subconsultant(s).)
 - A. Name of the firm, the year the firm was established under the current name, the principal place of business, the location of all its offices, and a copy of the firm's organizational documents (such as articles of incorporation, limited liability company, registration, etc.)
 - B. Former firm names. Indicate any other previous names for the firm during the last five (5) years and the effective date of the name change (resulting from not only a mechanical change of name, but also such events as succession, assignment, merger, or acquisition).
 - C. Type of ownership or legal structure of the firm (sole proprietor, partnership, corporation, joint venture, etc.). Provide a copy of the firm's organizational documents (such as articles of incorporation, operating agreement, partnership

agreement, and registration, etc.). Organizational documents may be submitted as an appendix to your qualifications.

- D. The annual revenues and average number of employees over the past five (5) years. A current Balance Sheet certified to be an accurate and true copy signed by the firm's Chief Financial Officer, or another corporate executive of the firm who has knowledge of the firm's financial position. The Balance Sheet must be dated to reflect the ending period to which the Balance Sheet information applies. At a minimum the Balance Sheet must reflect current assets, long term assets, current liabilities, long term liabilities, and owner's equity.
 - E. The names and phone numbers of a maximum of five (5) clients who may be contacted, including at least two (2) for whom services were rendered during the past twelve (12) months, preferably for services similar to those required for the Contract.
 - F. A statement as to whether the firm, its principals or key employees presently, or in the past, are, or have been, involved in any debarment or suspension proceedings.
 - G. A statement identifying any contract involving the firm that was terminated for default within the past three (3) years.
 - H. Provide a list of example projects which best illustrate the firm's relevant qualifications for this Contract. The list must not exceed ten (10) recent projects that include major projects undertaken within the past ten (10) years. Provide the following information for each project listed:
 - 1) Title and location of the project;
 - 2) Project owner and owner's project telephone number or other contact details;
 - 3) Specific roles of the firm;
 - 4) Brief description of the work;
 - 5) Period of performance (start and end dates);
 - 6) Final contract value;
 - 7) Percent of work completed by the firm under the contract;
 - 8) Identify any project claims and litigation involving your firm (if none, so state); and
 - 9) Did the project involve federal funds (yes or no).
 - I. Provide Exhibit 1 (Bidder Registration Form) completed by the Offeror (including its partner or members, if the Offerors is a partnership or joint venture). During the course of the contract, Exhibit 1 will be required for each subconsultant retained by the successful Offeror.
3. Key individuals.
- A. Identify the persons who will be assigned to the key positions listed below. For each person clearly state the *current* location of each person.
 - 1) Historic Architect
 - 2) Architect
 - B. Provide resumés for the persons identified above and for any other individuals deemed to have a major role in providing the services. The resumés must include:

- 1) Total years of experience, number of years with the current firm, name of the current employer, and current assignment location;
 - 2) Education (highest relevant academic degree(s) and specialization for each degree);
 - 3) For individuals who hold current professional registration, identify the registration number, state, and discipline. The name on the professional registration must match the name in Section 3.A above;
 - 4) Work experience on up to five (5) recent relevant projects. Include a brief description of the project (scope, size, cost, etc), the person's specific role on the project, the year the person's work on the project was completed, and the person's employer for the project; and
 - 5) Names, titles, and contact information for a maximum of three (3) references.
- C. Other related information:
- 1) Demonstrated capability to undertake the financial responsibilities associated with a professional services contract;
 - 2) A narrative on any unique approaches or design solutions the Offeror will undertake to accomplish the work;

In accordance with Hawai'i Administrative Rules (HAR) §3-122-63(b), the Statements of Qualifications and related information submitted by the Offerors (submittal materials), except those portions for which a written request for confidentiality has been made per HAR §3-122-58, will be open to public inspection upon posting of the award of this Contract. Offerors shall designate in writing those portions of their submittal materials that contain trade secrets, proprietary, or confidential commercial and financial information that are to remain confidential, subject to HAR §3-122-58. The specific proprietary information, trade secrets, or confidential commercial and financial information must be clearly identified as such. Material designated as confidential must be readily separable from the submittal materials to facilitate inspection of the non-confidential portion of the submittal materials. Designation of the submittal materials in its entirety as confidential is not acceptable.

SELECTION

HART will evaluate submittal materials according to the criteria identified below. The criteria are listed in descending order of importance.

Evaluation Criteria

1. Experience and professional qualifications relevant to the Contract Work;
2. Past performance on projects of similar scope for public agencies or private industry, including corrective actions and other responses to notices of deficiencies;
3. Capacity to accomplish the work in the required time; and
4. Project Approach including focus on restoration and repair of historic properties.

DEADLINE

An **original and seven (7) copies** of the submittal materials packet shall be submitted not later than April 15, 2013, 2:00 p.m. HST to:

HART Executive Director and CEO
RFQ-HRT-610226
Honolulu Authority for Rapid Transportation
1099 Alakea Street, Suite 1700
Honolulu, Hawai'i 96813

Submittals by facsimiles are not acceptable. The Contract will only be awarded to an Offeror that demonstrates the ability to provide all of the services required for the Contract. Submittal materials received for only part of the required services will be considered non-responsive to this notice.

Any inquiry regarding the services required should be directed in writing to Ms. Paula Youngling, Honolulu Authority for Rapid Transportation, at the address above, or to the Transit Mailbox at the following email address: transitmailbox@honolulu.gov.

All contact between Offerors and HART shall only be in writing to HART's designated contact or to the Transit Mailbox. Offerors may not contact HART employees or board members or HART's representatives concerning this RFQ while the solicitation process is in progress.

Any contact determined to be improper, at the sole discretion of HART, may result in disqualification.

APPENDIX A

Project Description

The selected Historic Architecture Design Services Consultant(s) of the H RTP will provide design, cost estimation, and permitting support services related to implementation of Stipulation IX.B of the Honolulu Rail Transit Project's Programmatic Agreement (PA). The scope of work for the Historic Architecture Design Services Contract (Contract) will be limited to services in support of the Historic Preservation Committee (HPC) program.

The HPC was created in compliance with Stipulation IX.B. The HPC administers a total of two million dollars (\$2,000,000) within the HRP budget. The HPC has established the goals, criteria, program guidelines, administrative procedures, and funding distribution approach for the disposition of these funds that are earmarked for exterior improvements to both Project-related and other eligible or listed historic properties (including contributing resources within historic districts) within the Projects area of potential affect consistent with the Secretary of the Interior's Standards for the Treatment of Historic Properties, 36 CFR pt. 68, accomplished through the grants provided under PA Stipulation IX.B.

Illustrative Scope of Work

The major duties of the Consultant(s) are to provide design services for exterior repair, rehabilitation, and restoration of eligible historic properties based on HART's receipt of pre-applications submitted to and selected by the HPC to submit full applications. The services include, but are not limited to:

- Preparing work-scope descriptions, conceptual designs, and preliminary cost estimates for exterior repair, rehabilitation, and restoration projects to eligible historic properties and selected to submit full applications for HART historic preservation funds as identified by the HPC.
- Completing design plans and bid documents for exterior repair, rehabilitation, and restoration projects to eligible historic properties identified by the HPC.
- Coordination with property owners as directed by HART.
- Prepare permit applications for exterior repair, rehabilitation, and restoration projects to eligible historic properties identified by the HPC.
- Make presentations or prepared reports on request to HPC.
- Oversee restoration contractor work in progress and contractor completion of work tasks.

Professional Licenses

All Work is to be performed under the supervision of historic architects licensed by the State of Hawaii Department Commerce and Consumer Affairs and must satisfy the

Secretary of the Interior's Professional Qualifications Standards for Historic Architecture established in 48 FR 44738-39.

Term of the Contract

The Contract is expected to have multiple phases, extending over multiple years, with the following phase durations as set forth below. The estimated contract duration is from Notice to Proceed to May 1, 2016.

Phase 1 – Initial Conceptual Designs – 30 to 60 days from NTP

This may include preparation of conceptual work-scope descriptions, conceptual designs, and preliminary cost estimates for multiple exterior repair, rehabilitation, and restoration projects identified by the HPC. One presentation to HPC is anticipated.

Phase 2 – Design and Bid Documents and Construction Oversight – 60 to 90 days

This includes all activities related to the specific design, cost estimation, and preparation of bid documents for contractor procurement. This may include consultation with property owners and preparation of required construction permits. Site visits to confirm completion of milestone tasks by contractors and written reports to HPC may be required.

Phase 3 – Second Year

Services provided in the first year may be repeated for additional historic resources identified by the HPC in the second year.

EXHIBIT 1
BIDDER REGISTRATION FORM

Pursuant to 49 CFR 26.11(c), the Honolulu Authority for Rapid Transportation (HART) is required to create and maintain a bidders list consisting of all firms that bid on prime contracts or quoting subcontracts on federal assisted projects. All interested parties (Consultants, Vendors, Contractors, Suppliers, Manufacturers, Truckers, etc.) are required to register with HART.

1. Bidder Information:

Name of Firm (dba if applicable)

Address City / State Zip Code

Mailing Address City / State Zip Code

Name of Contact Person Telephone Number

Email Address

2. Check all that apply to the bidder:

<input type="checkbox"/> Prime Contractor	<input type="checkbox"/> Subcontractor
<input type="checkbox"/> Consultant	<input type="checkbox"/> Material Supplier
<input type="checkbox"/> Manufacturer	<input type="checkbox"/> Other

3. NAICS Code: _____

4. Type of Work: _____

5. Currently Certified as a DBE? Yes No

6. Year that firm was established: _____

7. Check which best indicates the bidder's annual gross receipts:

<input type="checkbox"/> Less than \$500,000	<input type="checkbox"/> \$500,000 to \$999,999
<input type="checkbox"/> \$1,000,000 to \$4,999,999	<input type="checkbox"/> \$5,000,000 to \$9,999,999
<input type="checkbox"/> \$10,000,000 to \$16,999,999	<input type="checkbox"/> More than \$17,000,000