

HONOLULU AUTHORITY FOR RAPID TRANSPORTATION  
CITY AND COUNTY OF HONOLULU

ADDENDUM NO. 2

TO THE

REQUEST FOR QUALIFICATIONS

FOR THE

HONOLULU RAIL TRANSIT PROJECT  
GENERAL ENGINEERING CONSULTANT  
PROFESSIONAL SERVICES CONTRACT  
REQEUST FOR QUALIFICATIONS NO. RFQ-HRT-651603

ISSUED: AUGUST 15, 2013

NOTICE TO ALL PROSPECTIVE OFFERORS:

This Addendum is hereby made a part of the Request for Qualifications (RFQ) for the HONOLULU RAIL TRANSIT PROJECT (HRTTP), GENERAL ENGINEERING CONSULTANT PROFESSIONAL SERVICES CONTRACT, and it shall amend the said Request for Qualifications in the following respects:

**ITEM NO. 1 – PRE-SUBMITTAL CONFERENCE ATTENDEES LIST**

A copy of the attendees list for the Pre-Submittal Conference held on August 14, 2013 is available for download on the City's Purchasing website located at <http://www.honolulu.gov/pur>.

**ITEM NO. 2 – PRE-SUBMITTAL CONFERENCE PRESENTATION**

A copy of the Pre-Proposal Conference Microsoft PowerPoint presentation is available for download on the City's Purchasing website located at <http://www.honolulu.gov/pur>.

**ITEM NO. 3 – QUESTIONS AND RESPONSES**

Question #1

In order to save space, is it acceptable to print the Statement of Qualifications (SOQ), financial documents, and corporate information double sided?

Response #1

**Yes, it is acceptable to print the SOQ, financial documents, and corporate information double sided.**

Question #2

If our firm already has Articles of Incorporation and Balance Sheet information on file from previous submittals, is it necessary to resubmit?

**Response #2**

**Yes, it is necessary to resubmit for each proposal.**

**Question #3**

If answer to Question #2 is "yes" can this information be included in a separate volume to easily separate and mark as "confidential"?

**Response #3**

**Yes.**

**Question #4**

If acceptable to put the Balance Sheet information and Articles of Incorporation into an Appendix (volume), is it also acceptable to submit only one (1) copy instead of one (1) original and seven (7) copies of the second volume?

**Response #4**

**Yes.**

**Question #5**

Is HART's Master Interface Plan one of the documents available for viewing at HART's office? If not, can it be made available?

**Response #5**

**Yes. Appointments to view documents are required.** Please e-mail [transitmailbox@honolulu.gov](mailto:transitmailbox@honolulu.gov) to schedule appointments.

**Question #6**

Will the General Engineering Consultant (GEC) staff be collocated with the corresponding HART staff in Ali'i Place or should the GEC plan on providing separate office space near or adjacent to the HART office?

**Response #6**

**A determination regarding the preferred location has not yet been made. Generally, HART does not intend to provide office space, equipment or services to GEC staff, but if HART does provide office space, equipment or services it is expected that the company's overhead cost for such staff will be reduced accordingly.**

**Question #7**

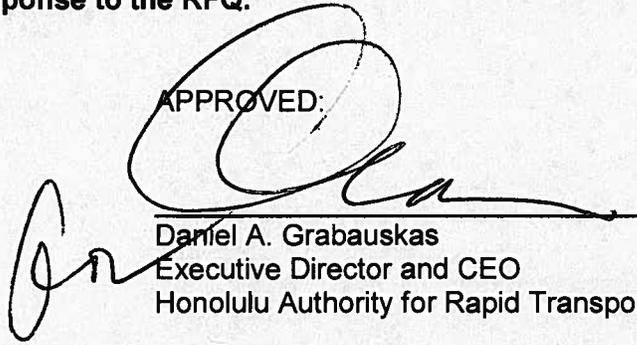
We are a State of Hawaii certified Disadvantaged Business Enterprise (DBE) and there is no possible way DBEs can contact the primes (& vice versa) in order for any DBEs to have any meaningful part of this project, unless a sufficient amount of time is provided for both the potential primes and DBEs to engage with each other. We respectfully request a minimum of one week extension of the due date to allow for DBEs to participate in this solicitation.

**Response #7**

**At this time we are not able to extend the deadline for submission responses as requested. Please note that the RFQ included an indicative list of tasks of the work that will be required. The full scope of services will be developed during negotiations with the top ranked firms. Accordingly, the precise work to be done and the schedule of performance has not been fully defined. As described in the RFQ the evaluation and ranking process will consider the prime consultant and its designated major-subconsultants. HART will not preclude the firm who is**

awarded the contract from proposing to add qualified subconsultants to its team even though they were not named in the initial response to the RFQ.

APPROVED:

A handwritten signature in black ink, consisting of a large, stylized 'D' followed by 'A. Grabauskas' in a cursive script.

Daniel A. Grabauskas  
Executive Director and CEO  
Honolulu Authority for Rapid Transportation

# **Honolulu Rail Transit Project General Engineering Consultant Services Contract**

**RFQ-HRT-651603**

**Pre-Submittal Conference  
August 14, 2013**

# Agenda

- **General Information**
- **Procurement Schedule**
- **Procurement Rules**
- **Disadvantaged Business Participation**
- **Scope of Services**
- **Evaluation Process**
- **Closing**
- **Questions**

# Presenters

- **HART Director of Engineering and Construction** – *Lorenzo Garrido*
- **HART Procurement & Contracts** – *Paula Youngling*
  - **HART Civil Rights** – *Charles Bayne*
- **HART Project Controls** – *David Sagherian*
- **HART Director of Planning/Utilities/ROW** – *Elizabeth Scanlon*
- **HART Deputy Director of Design** – *In-Tae Lee*

# RFQ-HRT-651603

- Submittals are due:

**August 23, 2013 (2:00 p.m.)**

Honolulu Authority for Rapid Transportation

1099 Alakea Street, Suite 1700

Honolulu, HI 96813

- With submission of RFQ the solicitation process becomes “Confidential” until Contract Award
- Specify by RFQ# on your submittal

# General

- **This is a non-mandatory meeting**
- **Submit written questions in accordance with RFQ**
- **Questions and official response will be provided in addendum**
- **Copy of presentation and attendance roster will be provided via addendum**

# Procurement Schedule

(Subject to Change)

<b>Issue RFQ</b>	<b>25 July 13</b>
<b>Pre-Submittal Conference</b>	<b>14 August 13</b>
<b>Final date to submit questions</b>	<b>19 August 13</b>
<b>Submittal Due Date</b>	<b>23 August 13</b>
<b>Discussions with firms (tentative)</b>	<b>03 September 13</b>
<b>Award of Contract (tentative)</b>	<b>04 October 13</b>
<b>Execute Contract and Issue Notice to Proceed</b>	<b>31 October 13</b>

# 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.**

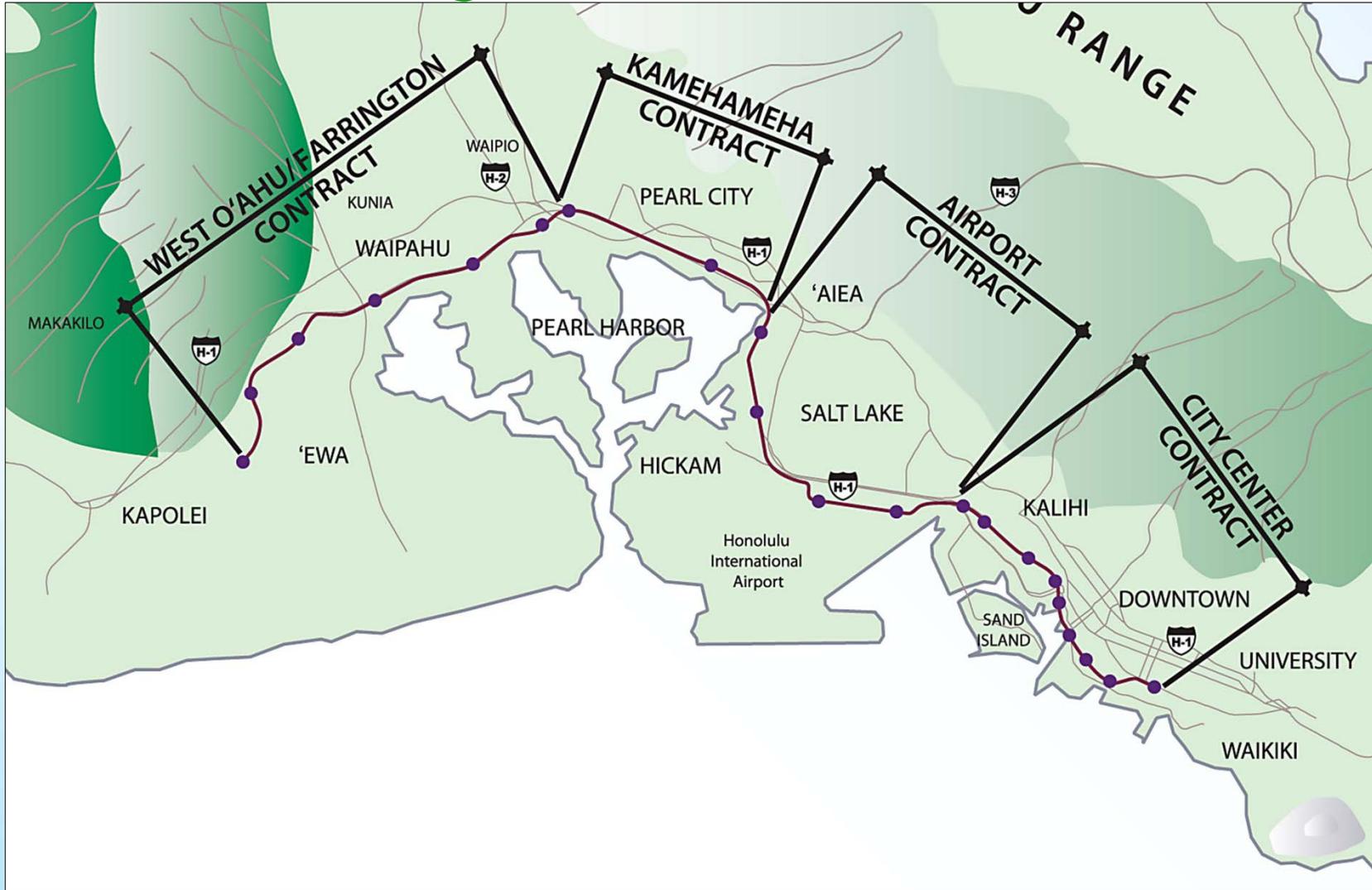
# Disadvantaged Business Enterprise (DBE) Participation

- HART has established a DBE program in accordance with the regulations of the U.S. Department of Transportation, Title 49, Code of Federal Regulations, Part 26
- The overall DBE goal of 13.00% has been established. *(A contract goal has not be established for this contract.)*
- Offerors and their subconsultants shall not discriminate on the basis of race, color, national origin, or sex in the performance of this Contract.

# DBE 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.

# Project Overview



HONOLULU RAIL TRANSIT PROJECT

[www.HONOLULUTRANSIT.ORG](http://www.HONOLULUTRANSIT.ORG)

**HART**

HONOLULU AUTHORITY FOR RAPID TRANSPORTATION

# Contract Packages

- **4 Design-Build Contracts**
  - 2 Guideway Segments (Active)
  - 1 Maintenance and Storage Facility (Active)
  - 1 Pearl Highlands Garage + Bus Transit Center (Future)
- **6 Construction Design Bid Build Contracts**
  - 3 Station Construction Contracts (Future)
  - 2 Utility Relocation Contracts (Future)
  - 1 Guideway Contract (Future)
- **1 Design-Build-Operate-Maintain Contract**
  - Core Systems & Vehicles (Active)
- **1 Manufacture-Install-Maintain for Elevators (Future)**
- **1 Owner Furnished Materials for Landscape (Future)**
- **Various Design and Management Services Contracts**

# Project Overview

- **Locally Preferred Alternative: 20-mile Route**
- **Transit Mode**
  - Fixed guideway in exclusive Right-of-Way
- **Alignment**
  - Now – East Kapolei to Ala Moana Center
  - Future – West Kapolei to UH Mānoa and Waikīkī
- **Vehicle Technology**
  - Steel wheel on steel rail – “Light Metro”
  - Widely used, durable, cost-effective
  - [www.HonoluluTransit.org](http://www.HonoluluTransit.org)

# GEC Services Contract Description

H O N O L U L U R A I L T R A N S I T P R O J E C T

[www.HONOLULUTRANSIT.ORG](http://www.HONOLULUTRANSIT.ORG)

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# Scope – Four (4) Tasks

- **Task 1** – Scheduling and estimating support
- **Task 2** – Interface support
- **Task 3** – Planning and environmental support
- **Task 4** – Design support

# Task 1: Scheduling & Estimating Support

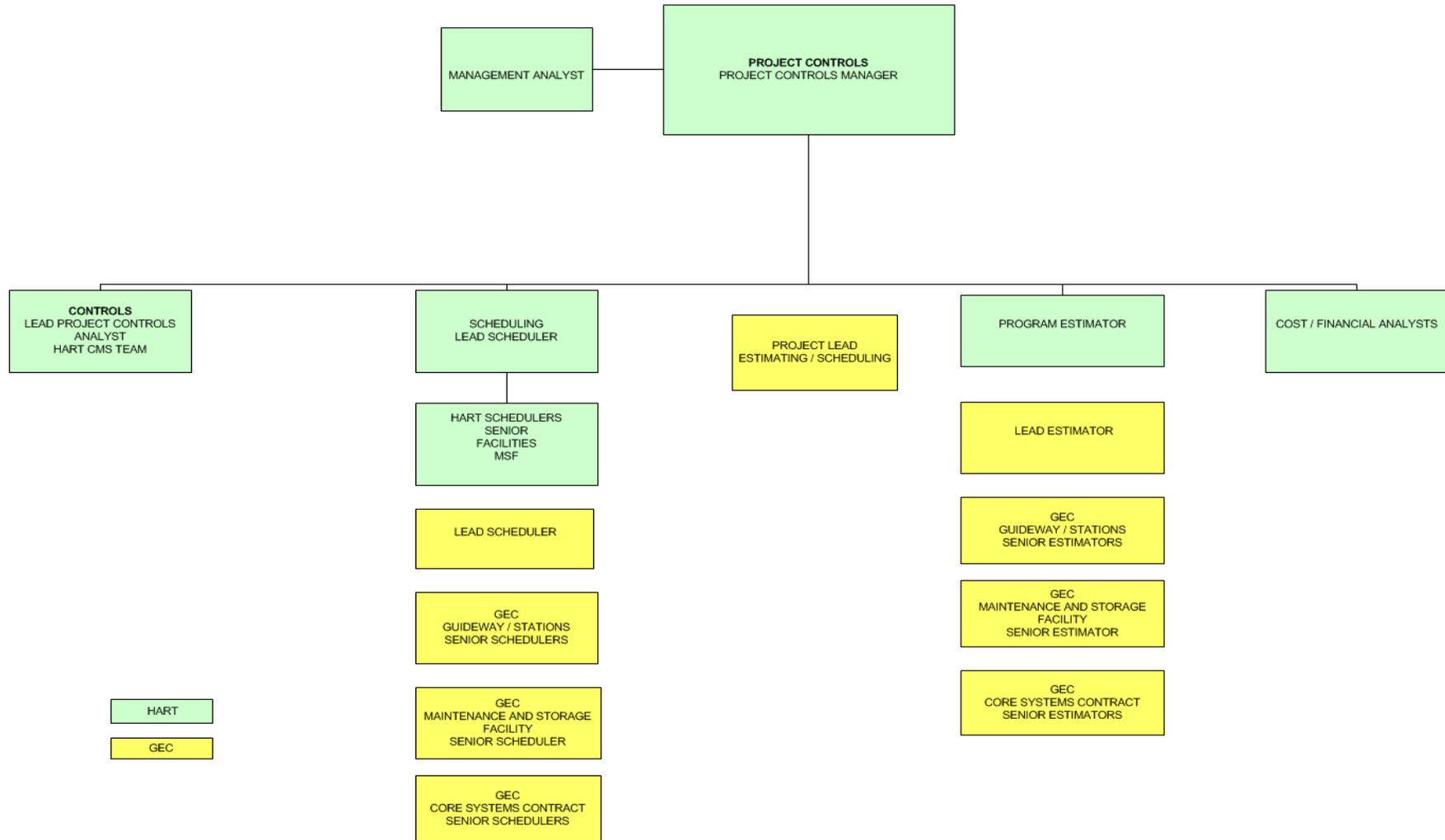
**Scheduling Support includes** (but is not limited to):

- Providing cost, schedule, and performance data and information
- Developing & updating the Master Project Schedule (MPS)
- Updating the Baseline Integrated Project Schedule (IPS)
- Providing cost control services

**Estimating Support includes** (but is not limited to):

- Providing cost estimating services
- Updating HART's capital cost estimate
- Evaluating contractor cost estimates
- Preparing independent cost estimates
- Preparing estimates related to changes

# HONOLULU AUTHORITY FOR RAPID TRANSPORTATION PROJECT SCHEDULING AND ESTIMATING



# Task 3: Planning & Environmental Support

**Planning Support includes** (but is not limited to):

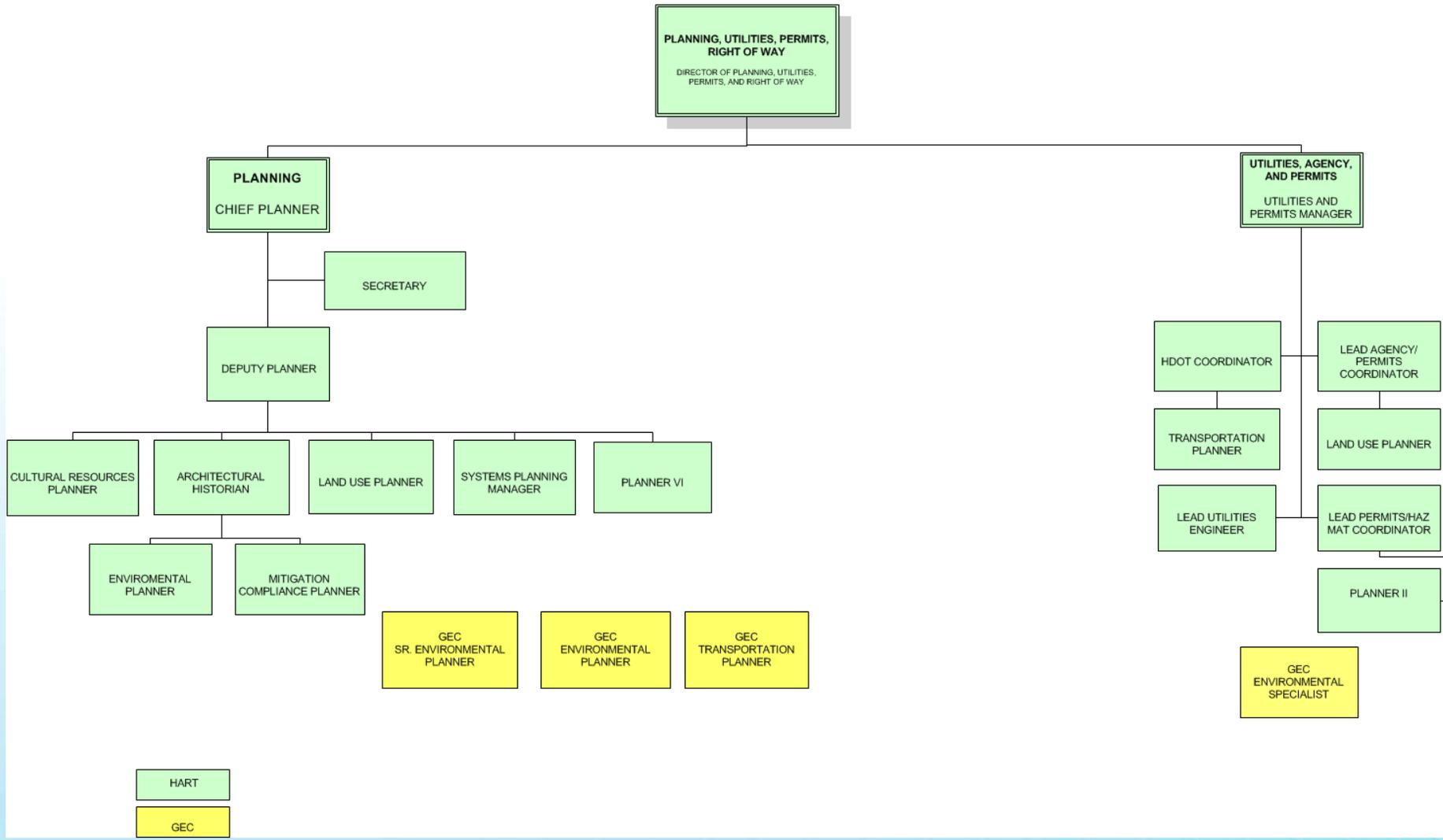
- Providing support for transportation planning aspects of the Project such as:
  - bus/rail integration;
  - travel demand modeling and support;
  - land use and transportation planning relative to stations and joint development; and
  - other associated activities.

**Environmental Compliance Support includes** (but is not limited to):

- Providing support to ensure mitigations identified in the FEIS / ROD and requirements of the PA are implemented.
- Providing support in preparing and implementing permits

EXHIBIT B

# HONOLULU AUTHORITY FOR RAPID TRANSPORTATION PLANNING, UTILITIES, PERMITS, RIGHT OF WAY



# Task 2: Interface Support

**Interface Support includes** (but is not limited to):

- Assisting in management of all activities described in the HART Project Master Interface Plan
- Including multiple levels of interface
  - identification,
  - coordination,
  - implementation, and
  - verification
- Overseeing interfaces during Contract term

# Task 4: Design Support

## **Design Compliance Reviews to include** (but not limited to):

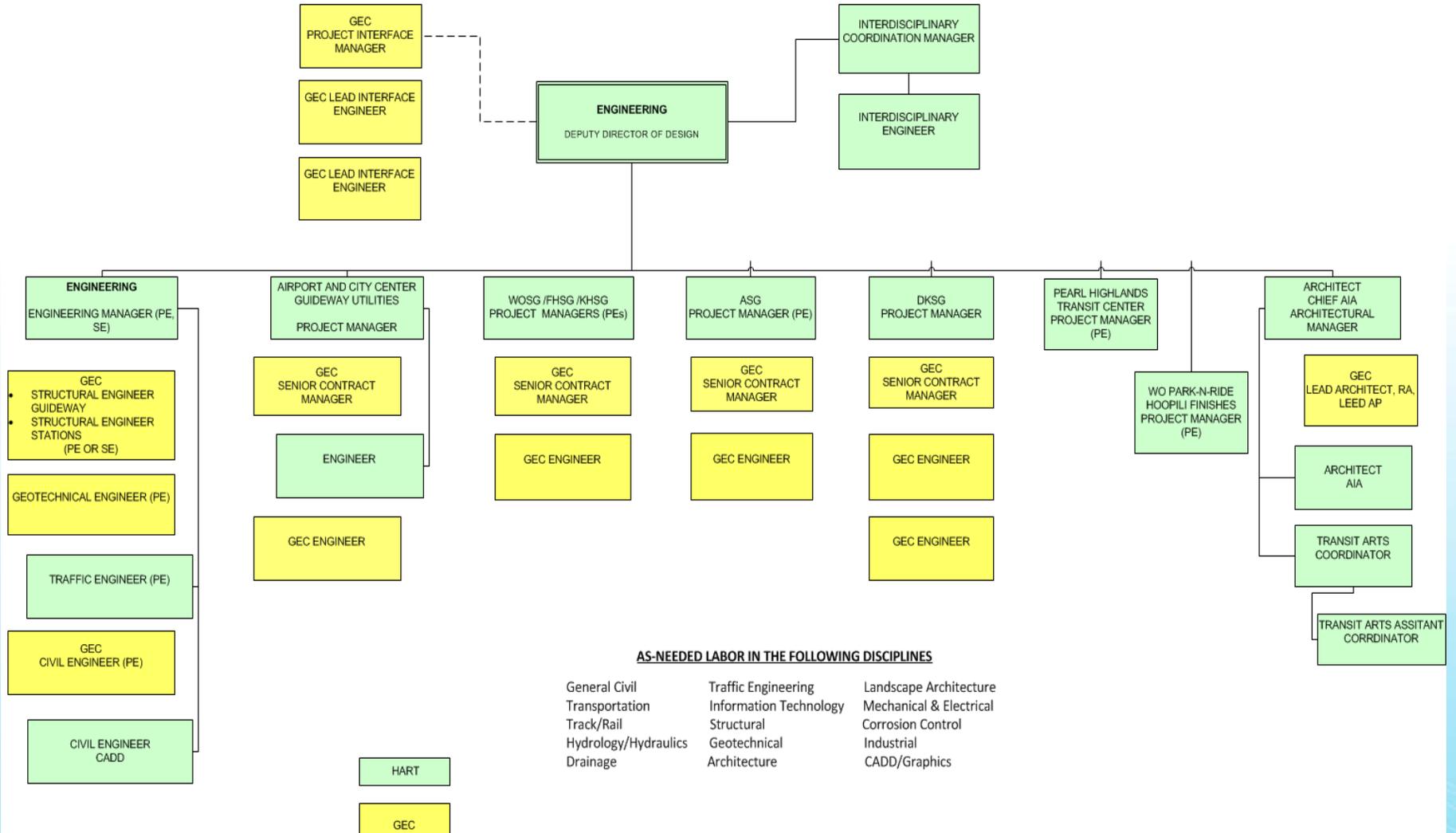
- fixed guideway,
- maintenance of traffic,
- signage,
- stations,
- maintenance and storage facility,
- elevators and escalators,
- landscaping, and
- other design-related contracts.

## **Final Design Services to include** (but limited to):

- landscaping,
- signage,
- drainage channels,
- utility connections, and miscellaneous.

# HONOLULU AUTHORITY FOR RAPID TRANSPORTATION ENGINEERING AND CONSTRUCTION

EXHIBIT B



# PROCUREMENT

# PROCUREMENT

## Compliance with Applicable Laws and Regulations

- This is a qualifications based procurement (HRS §103D-304)
- Federal Transit Administration (FTA) Requirements
- Hawaii Administrative Rules (HAR)
- Hawaii Revised Statutes (HRS)

# Procurement Process

1. Issue solicitation
2. Receive submittals
3. Responsive/non-responsive check
4. Evaluate, score and rank responsive submittals
5. Negotiate scope, schedule and fee
6. Submit contract documents for signature
7. Award, HART returns signed contract and issues NTP
8. Award is posted and notice sent to non-selected firms

# RFQ Requirements

- Letter of interest (must be signed in ink)
- Information on the Firm
  - ✓ Name(s) / legal structure (Joint Venture / Partnership, etc)
  - ✓ Organizational Documents
  - ✓ Annual revenues (5 years)
  - ✓ 5 client references (max)
  - ✓ Debarment / Default (w/in past 3 years)
  - ✓ Example “relevant projects” (up to 10) – w/in last 10 years

# RFQ Requirements (Continued)

- Key Individuals
  - ✓ Resumes (encourage “QC” of Subs resumes)
  - ✓ Registrations / certifications / licenses
  - ✓ References ( 3 max)
  - ✓ Work experience on “relevant projects” (up to 5)
  - ✓ Current Employer

# RFQ Requirements (Continued)

- Major Subconsultants – Teaming
  - ✓ Legal relationship (subcontract / teaming agreement)
  - ✓ Qualifications, capability, past performance evaluated along with Prime
- List of all Subconsultants

# RFQ Requirements (Continued)

- Organization chart
  - ✓ Key Individuals
  - ✓ Geographic location identified
  - ✓ Prime, Subconsultant identified
  - ✓ Interfaces (Prime/Sub & disciplines)

# RFQ Requirements (Continued)

- Financial capacity – Current Balance Sheet – “Certified True Copy”
- Demonstrated Capability:
  - Scheduling & Estimating
  - Interface Management
  - Planning & Environmental
  - Design Support
- Confidentiality/Proprietary Marking

# Evaluation Process

- Purpose: select Offerors that are *“Responsive” to the RFQ requirements*
  - *“Responsive” – Completeness* of the submittal responses to the requirements
- Evaluation of proposals will be conducted in accordance with Hawaii Administrative Rules §3-122-52 and §3-122-53

# Evaluation Process

## Selection 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;
  - Recent
  - Relevant
- Capacity to accomplish the work in the required time

\*Descending order of importance

# Evaluation Process – Discussions, Scoring & Ranking

- Discussions (tentative)
  - Confidential discussions regarding the services which are required and the services they are able to provide
  - No disclosure of any information derived from the competing professional service Offerors.
- Scoring & Ranking
  - Proposals are scored based on evaluation criteria
  - A minimum of three firms based on the selection criteria
  - Ranking sent to the HART Chief Procurement Officer (CPO)

# Negotiations

- The CPO or designee shall negotiate a contract with the 1<sup>st</sup> ranked firm
- Including fair and reasonable compensation based upon the
  - Scope
  - Schedule
  - Fee within Budget
- If Fee negotiations are not successful with 1<sup>st</sup> ranked, we will cease negotiations and go to 2<sup>nd</sup> ranked firm

# 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>

# Closing

- Current Balance Sheet – Certified True Copy
- General Excise and Use Tax will apply to this Contract
- No retention

# Questions

(Questions have been moved to Addendum No. 2)

# *Mahalo!*



*HONOLULU RAIL TRANSIT*

H O N O L U L U   R A I L   T R A N S I T   P R O J E C T

[www.HONOLULUTRANSIT.ORG](http://www.HONOLULUTRANSIT.ORG)

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HONOLULU AUTHORITY FOR RAPID TRANSPORTATION

# Honolulu Rail Transit Project

## General Engineering Consultant

Pre-Submittal Conference  
August 14, 2013



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Honolulu Rail Transit Project

General Engineering Consultant

Pre-Submittal Conference  
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HONOLULU RAIL TRANSIT

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# Honolulu Rail Transit Project

## General Engineering Consultant

Pre-Submittal Conference  
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### HONOLULU RAIL TRANSIT

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