NOTICE TO CONSULTANTS
REQUEST FOR PROFESSIONAL SERVICES

The City and County of Honolulu (City) is seeking professional services in the fields of architecture and engineering for a Station Design Consultant (SDC) for the Honolulu High-Capacity Transit Corridor Project (HHCTCP). The SDC will provide services related to the design of three stations comprising the West O'ahu Station Group: East Kapolei Station, UH West O'ahu Station, and Ho'opili Station. The successful firm must be licensed to do business in the State of Hawai'i at the time of Contract award. The SDC contract will be supervised and overseen by the City and County of Honolulu Department of Transportation Services' Rapid Transit Division (RTD). The City intends to seek New Starts funding assistance from the U.S. Department of Transportation, Federal Transit Administration (FTA) and must comply with the statutory, regulatory, and administrative requirements for New Starts projects, including FTA third-party contracting requirements.

HHCTCP BACKGROUND

Purpose

The purpose of the HHCTCP 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 Project: East Kapolei to Ala Moana Center via the Airport

The Project is identified in the Draft Environmental Impact Statement (DEIS) as the Airport Alternative. It will include the design, construction and operation of a 20.5 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 in an exclusive right-of-way. The system will incorporate steel wheel on steel rail technology. The Project includes 21 stations, one maintenance and storage facility, and 76 light metro vehicles and associated core systems.

Planned Extensions

In addition to the Project, the Locally Preferred Alternative (LPA) includes four planned extensions connecting the Project to West Kapolei, UH Mānoa, Waikīkī, and Salt Lake. The extensions would receive separate detailed environmental review.

Additional information on the HHCTCP is found at: http://honolulutransit.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 EIS in the Federal Register.
- November 2008: The DEIS was released for public comment.

- February 2009: The public comment period ended.
- October 2009: FTA authorizes the Project to enter New Starts Preliminary Engineering phase.
- Early 2010: The Final Environmental Impact Statement is expected to be released.

PROJECT DELIVERY AND CURRENT PROCUREMENT EFFORTS

Guideway and Stations

The Project'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 Lagoon Station; and
- Section IV – City Center: Lagoon Station to Ala Moana Center Station.

The City has entered into a design-build (DB) contract for the West O'ahu/Farrington Highway guideway. The City is in the process of procuring a DB contractor for the Kamehameha Highway guideway.

All station groups will be implemented through the procurement of individual design firms, under service contracts, who will prepare design documents for individual construction packages to be procured using the design-bid-build method. The City is in the process of procuring a Farrington Station Group SDC.

Core Systems

The Core Systems will be constructed under a design-build-operate-maintain (DBOM) contract. The major subsystems and other end-products to be acquired under the contract over the eight year period include the revenue vehicles, train control, traction power facilities, fare collection, and manufactured products required for operation and maintenance of the system. The City is in the process of procuring the Core Systems DBOM contractor.

Maintenance and Storage Facility (MSF)

The MSF will be constructed under a DB contract. The MSF DB contractor will be responsible for: completing design; site work; construction of various maintenance buildings; and purchasing, storing, and distribution of rail, special trackwork, switch machines, contact rail and appurtenances for the entire 20.5-miles. The City is in the process of procuring the MSF DB contractor.

SCOPE OF WORK

An indicative listing of tasks relating to the scope of work for the West O'ahu Station Group SDC accompanies this notice. All SDC levels of effort, work, scope, and responsibilities are subject to the review and approval of the City, and may be adjusted at any time.

TERM OF CONTRACT

The term of the West O'ahu Station Group SDC contract is expected to extend from March 2010 to October 2014. The SDC contract is expected to have multiple notices to proceed (NTPs).

SUBMITTAL MATERIALS REQUIREMENT

1. Letter of interest. The letter of interest must include contact information (name, title, name of firm, mailing address and E-mail address) for the authorized representative(s) of the firm(s) signing 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, or other legal structure. Signing of the letter of interest attests that the information provided is current and factual.

2. Information on the firm. (In the case of a proposed partnership or joint venture, submit information for each firm.)

   A. Name of the firm, the year the firm was established under the current name, the principal place of business, and location of all its offices.

   B. Former firm names. Indicate any other previous names for the firm during the last five years and the year the name change was effective.

   C. Type of ownership or legal structure of the firm (sole proprietor, partnership, corporation, joint venture, etc.)

   D. The annual revenues and average number of employees over the past five years.

   E. The names and phone numbers of a maximum of five (5) clients who may be contacted, including at least two for whom services were rendered during 2009, preferably for projects similar to this Project.

   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 years.

   H. Provide a list of example projects which best illustrate the firm's relevant qualifications for this assignment. The list must not exceed ten (10) recent projects that include major SDC projects undertaken and completed within the past five years. Provide the following information for each project listed:
      1) Title and location of the project
      2) Project owner and owner's project number
      3) Primary role 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)
      9) Did the project involve federal funds (yes or no)

I. Any promotional or descriptive literature which the firm desires to submit.

3. Key individuals.

A. Identify the persons who will be assigned to the key positions listed below. Do not use nicknames.

1) Project Manager
2) Design Manager
3) Quality Assurance Manager
4) Chief Architect
5) Chief Facilities Design Manager
6) Chief Structural Engineer
7) Chief Landscape Architect
8) Mechanical Design Manager
9) Electrical Design Manager
10) Interface Manager (person who interfaces with other contractors)
11) Construction Services Coordinator
12) Public Involvement Liaison

B. Resumes for the persons identified above and for any other individuals deemed to have a major role in providing the services. The resumes must include:

1) Total years of experience and number of years with the current firm.
2) Education [highest relevant academic degree(s) and specialization for each degree].
3) Current professional registration (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) 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.
5) Names, titles, and contact information for a maximum of three (3) references.

C. Other related information:

1) Identification and roles of each subconsultant firm proposed to work on the contract. [This section must not exceed two (2) pages.]
2) An organization chart of the proposed SDC team which includes the key individuals identified in Section 3.A, above.
3) Any other pertinent information that should be considered in the evaluation of the firm's qualifications. [This section must not exceed five (5) pages.]

SELECTION

The City will evaluate submittals according to the criteria identified below. These criteria are listed with the most important criteria first and other criteria in descending order of importance. Contract negotiations will be conducted pursuant to Hawaii Revised Statutes §103D-304(h).

Evaluation Criteria in Descending Order of Importance

1. Experience and professional qualifications relevant to the Project.
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.
4. Any additional criteria determined in writing by the selection committee to be relevant to the City's needs or necessary and appropriate to ensure full, open, and fair competition

DEADLINE

An **original and seven (7) copies** of the SUBMITTAL MATERIALS packet shall be submitted not later than February 17, 2010, 2:00 p.m. Hawaii Standard Time, to:

Mr. Toru Hamayasu, Chief
Rapid Transit Division
RQS-DTS-1000854
Department of Transportation Services
1099 Alakea Street, Suite 1700
Honolulu, Hawaii 96813

No facsimiles will be considered. The SDC contract for the West O'ahu Station Group will only be awarded to a firm that demonstrates the ability to provide all of the services required for the Project. SUBMITTAL MATERIALS submitted for only parts of the required services will be considered non-responsive to this notice.

Any inquiry regarding the services required shall be directed in writing to Mr. Hamayasu, Rapid Transit Division, Department of Transportation Services, at the address above, or to Jill Mari Masunaga at e-mail address jmasunaga@honolulu.gov.

WENDY K. IMAMURA
PURCHASING ADMINISTRATOR
Department of Budget and Fiscal Services
City and County of Honolulu

ATTACHMENT TO

NOTICE TO CONSULTANTS REQUEST FOR PROFESSIONAL SERVICES
HONOLULU HIGH-CAPACITY TRANSIT CORRIDOR PROJECT (HHCTCP)
WEST O'AHU STATION GROUP DESIGN CONSULTANT
INDICATIVE LISTING OF TASKS RELATED TO THE SCOPE OF WORK

Project Description

The 6.8-mile West O'ahu/Farrington Highway Guideway portion of the HHCTCP alignment includes six stations: East Kapolei Station, UH-West O'ahu Station, Ho'opili Station, West Loch Station, Waipahu Transit Center Station and the Leeward Community College Station. The scope of work for the West O'ahu Station Group Design Contract will be limited the design of three stations: East Kapolei, UH-West O'ahu, and Ho'opili. Design of the West Lock Station, Waipahu Transit Center Station, and Leeward Community College Station is not included in the scope of work for this contract. The design of the guideway structure at these stations is also not included in this contract.

Description of the West O'ahu Station Group

East Kapolei Station: The elevated station guideway structure and 240-foot long center platform are located off-street at the intersection of the future North-South Road and future East-West Road. The elevated center platform structure straddles the future East-West Road. Station entrance structures are located on either side of North-South Road and include the Train Control and Communications room and other required ancillary and equipment rooms. The station entrance structures are connected by an elevated pedestrian walkway which straddles the future North-South Road at the station concourse level. The site design includes landscaping and a park-and-ride surface parking lot on 12 acres with approximately 900 parking spaces.

UH West O'ahu Station: The elevated station guideway structure and two 240-foot long side-platforms are located at the intersection of the future North-South Road and the future Campus Drive. The elevated side platform structure straddles the future Campus Drive. At-grade station entrance structures are located on either side of North-South Road and include the Train Control and Communications room and other required ancillary and equipment rooms. The station entrance structures are connected by an elevated pedestrian walkway which straddles the future North-South Road at the station concourse level. The site design includes landscaping, a park-and-ride surface parking lot on 11 acres with approximately 1,000 parking spaces, and a bus transit center.

Ho'opili Station: The elevated station guideway structure and two 240-foot long side-platforms are located within a planned future Transit-Oriented Development mixed-use development. The elevated side platforms are accessed directly from the at-grade entrance structures. The Train Control and Communications room and other required ancillary and equipment rooms are included within the entrance structure. The design includes landscaping of the station site, and it is anticipated that the site design work will include coordination with the developer's future roadway and landscaping plans.

Illustrative Scope of Work

Station Design Work: Station Design work includes the design and preparation of final construction plans, detailed specifications and other contract documents for the West O'ahu Station Group. The design work will be based upon the existing 30% design documents, the Signage Manual, and the City's Standard and Directive Drawings, Compendium of Design Criteria and the Design Language Pattern Book. All drawings will be done in accordance with the City's Plans Standards and CADD Procedures.

The Station Design work for this Contract includes, but is not limited to:

- Station public spaces and ancillary structures;
- Station finishes;
- Vertical circulation elements;
- Concourse and concourse supports, except within the limits of the guideway contract;
- Platform and platform canopy;
- Electrical and mechanical design;
- Site work, including demolition;
- Site landscaping and furnishings;
- Guideway permanent landscaping and furnishings;
- Coordination with the Transit Arts Program;
- Signage and graphics;
- Parking facilities and/or transit centers;
- Lighting, Heating, Ventilation & Air Conditioning (HVAC), electrical and other ancillary space equipment;
- Installation of security systems and alarms;
- Interface with other Contracts;
- Permitting; participation in community outreach and public presentations; and
- Sustainable design practices.

Sustainability: Utilize the HHCTCP Systemwide Sustainability Report and the principles of the U.S. Green Building Council's (USGBC) LEED Greening Building Rating System guidelines throughout the station design process. Note that the station structures will not be seeking LEED certification.

Design Support During Construction: Provide design support during construction including, but not limited to: shop drawing review and approval; material samples / mock-up review and approval; periodic inspections; development of punch lists; resolution of punch lists; final acceptance of finishes and preparation of as-built drawings based on mark-ups from the construction contractor(s); and participate in various meetings.

Professional Licenses

All work to be done under the supervision of architects, landscape architects and professional engineers licensed by the State of Hawaii Department of Commerce and Consumer Affairs.

Indicative Listing of Tasks

Project and Team Management

1. Interface with the City and its General Engineering Consultant.
2. Coordinate and manage subconsultants (including civil, electrical, structural, etc.).

Architectural Design

1. Develop and prepare schematic designs and presentation materials for public presentations.
2. Design and prepare construction documents for station public and ancillary spaces, architectural finishes, vertical circulation elements, and station site design, including parking facilities, transit center facilities, and artwork.

Civil Design

1. Design and prepare street restoration construction documents.
2. Prepare hydrology and drainage reports.
3. Design and prepare grading, drainage and paving construction documents for station site and station parking areas.
4. Design and prepare construction documents for demolition.
5. Prepare temporary traffic control plans.
6. Prepare right-of-way plans.
7. Prepare traffic signaling, roadway signing and striping construction documents for station areas that are not part of the West O'ahu/Farrington Highway Guideway Design-Build (WOFH DB) Contract.
8. Evaluate requirements to protect adjacent buildings or existing structures that may be affected by station construction.

Utility Design

1. Prepare composite utilities rearrangement plans, utility relocation and restoration construction plans and details.
2. Perform additional pothole investigation as needed.
3. Prepare street lighting plans for station areas that are not part of the WOFH DB contract.

Structural Design

1. Perform final structural analysis and design, including the preparation of contract documents showing structural details for all station structures (exclusive of the guideway) and architectural finishes, and artwork if provided as part of the contract.
2. Coordinate with the WOFH DB Contractor.
3. Evaluate requirements to protect adjacent buildings or existing structures that may be affected by station construction.

Landscape Architecture

1. Design and prepare final landscaping and irrigation construction documents for stations, bus transit centers, and park-and-ride facilities.
2. Design and prepare final design and irrigation drawings for medians and curb strips along the transit corridor connecting the stations. The West O'ahu Station Group Design Consultant's landscape architect will coordinate with the WOFH DB Contractor to identify landscape areas for design.
3. Design of the permanent landscaping along the guideway corridor from the East Kapolei Station (station 392+00) to approximately Farrington Highway (station 527+00) is a part of this contract. It is anticipated that the landscape design work will include coordination with the developer of the planned mixed-use project at Ho'opili Station.

Mechanical Design: Perform final mechanical calculations and design of mechanical systems and prepare Construction Documents for HVAC, plumbing and fire suppression systems.

Electrical Design: Design and prepare construction documents for lighting, power distribution, communication, security, fire alarm and grounding in the station area.

Specifications: Prepare detailed specifications for the construction bid documents using the City's Standard Specifications wherever possible.

Construction Staging Plan

1. Develop Construction Staging Plan to maximize the area available for construction, minimize traffic disruption for both vehicular and pedestrian, and maximize accessibility to adjacent properties and businesses.
2. Develop maintenance of traffic plans for construction.
3. Identify permits required and responsibility.

Public Involvement

1. Support the City in community meetings and workshops.
2. Provide illustrative materials such as plans, sketches, and/or models.

Interface with Other Contractors

Core Systems Contract: The Core Systems Contractor will be responsible for communications and control; traction electrification; train control and signaling; passenger vehicles; and fare vending. The Station Designer will design and prepare construction documents for embedded conduits and other embedded components, blockouts, structural supports and mountings, and other enclosures and finishes as needed for systems equipment.

WOFH DB Contract: Interface is required between the WOFH DB Contractor and the West O'ahu Station Group Design Consultant in the station areas. The design of guideway superstructure, columns and foundations, station platform structure, and concourse structure within the limits of the guideway structure, roadway and temporary landscaping within the guideway right-of-way is not included in the West O'ahu Station Group Design Contract.

Elevators and Escalators: The Station Group Design Consultant will interface with the contractor who will be procuring and installing escalators and/or elevators at the stations in the West O'ahu Station Group. The Station Group Design Consultant will incorporate Architectural Standard Plans for elevator cab and escalator cladding materials.

Transit Arts Program: The City's Transit Arts Program is intended to integrate art into transit station designs during the design process rather than add artwork after the process is complete. The Station Group Design Consultant will be required to work with the City's selected artist(s), to integrate artwork into the design of the stations and station site. The Station Group Design Consultant will coordinate with the City's Rapid Transit Division, the Mayor's Office of Culture and the Arts, community and art groups, and all activities related to the program, identifying art opportunities, selecting and commissioning the station artist(s) and artwork, and review construction documents related to artwork.