



Butler County Regional Transit Authority



ADDENDUM #1

#2020-014 Architecture and Engineering Services for the Chestnut Street Multimodal Station & Shared Services Facility & City of Oxford Passenger Rail Platform

Issued: September 24, 2020

ADDENDUM 1

Changes to the Solicitation

All changes can be found in the revised solicitation, Version 5.0, available on the solicitation page at butlercountyrta.com.

- A. Page 48: Section 6, subsection K - Disadvantaged Business Enterprise Participation has been edited to reflect the most current BCRTA DBE Program information.
- B. Page 52: Section 6, subsection W – “Bonds & Guarantees” has been struck as it is not applicable to the services requested in this solicitation.
- C. Page 53: Attachment A has been revised to reflect new attachments required with the proposer’s submission.
- D. Pages 60 – 64: Attachments J, K, and L have been added.

Answers to Questions

- 1. Is there a specific DBE goal for the design phase of the project (are they separate for the respective contracts). Section K states that no contract specific goal has been established for this procurement?
 - a. *There is no specific DBE goal for any phase of the project. Both BCRTA and the City of Oxford desire strong DBE participation. BCRTA’s current system-wide, race neutral goal is 0.29%. Proposers should aim to meet or exceed this benchmark, although a project-specific goal does not exist for either entity.*
- 2. Per section C6.c, given the progressive procurement authorizations during the design phase, what should the dollar amount for each participating DBE reflect?
 - a. *BCRTA and the City will evaluate DBE participation holistically through all tasks and phases to account for under- or over-utilization in different tasks. Dollar amounts should reflect, at minimum, BCRTA’s system-wide, race neutral goal. If participation is not evident in proposer’s submission, the proposer should carefully detail how the goal will be met in other phases. Proposers with a plan to equally distribute DBE participation across all phases are likely to receive better scores for this criterion.*
- 3. Per Sections C6d through g, it does not appear that attachments J, K, L have been provided with the RFP documentation (please confirm if they are necessary).
 - a. *The required forms are necessary and have been added to version 5 of the solicitation document.*
- 4. Is there an EDGE goal for this project?
 - a. *No, there is no EDGE goal specific to this project. Miami University does seek a total 5% goal across all budget. 5% should be considered the benchmark for the scoring process, although it is not required. This is applicable to both contract as Miami is financially participating in both projects.*

5. Per C6.f, Do all DBE subs need to be prequalified with ODOT and if so do any specific ODOT prequalifications apply to this RFP and if so can you specify which ones apply?
 - a. *Yes, the City and BCRTA require that any subcontractors the prime desires to be recognized as DBE's must be certified with ODOT or another Ohio certifying body. BCRTA's current DBE goal is race neutral. Any firm qualified and listed in the Ohio Unified Certification Program shall qualify.*

6. Per Section K.e Is there a specific DBE reporting format or procedure used for reporting DBE during the period of performance?
 - a. *BCRTA reports DBE participation semi-annually in April and October. Information on DBE participation and other subcontracting firms (both number of firms and dollars awarded to each) will be gathered by the DBE Liaison Officer during those times for FTA reporting purposes. A sample form demonstrating data and formats required by the DBE Liaison Officer can be found at <https://www.transit.dot.gov/regulations-and-guidance/civil-rights-ada/dbe-reporting-form-excel>.*

7. Per Section W.A., Please confirm that a performance guarantee is required. If so, what contract value should be used given the progressive authorization specified and the separate cost estimate submittal? Will separate bonds be required for the respective contracts and if so how will the budgets be allocated?
 - a. *Section W - Bonds & Guarantees is not applicable to this solicitation for professional services and is hereby rescinded.*

8. Per Section W.B, Please confirm that a labor and materials bond is required and can you provide a list of acceptable surety companies. Again, how will the full contract value be determined and allocated between contracts?
 - a. *Section W - Bonds & Guarantees is not applicable to this solicitation for professional services and is hereby rescinded.*

9. Is the goal to choose one (1) contractor for both agencies/contracts?
 - a. *Yes, BCRTA and the City of Oxford desire to select the same contractor to ensure cohesive design and share common knowledge of both projects. However, it is the intent of both entities to execute separate contracts.*

10. Who designed the concept designs originally and why are they being re-issued?
 - b. *The original design concept for the multi-modal station is located online at butlercountyrta.com/oxford-multimodal-facility/. Although the conceptual needs are addressed, the layout and flow inside the building does not meet best practice needs or represent what BCRTA believes to be the best use of space and most creative solution. The concept may also no longer reflect BCRTA's current budget. Original concepts were created by SmithGroup.*

11. What are the Budget Goals for BCRTA & the City of Oxford?
 - a. *BCRTA's current funds allocated to the total multimodal facility is approximately \$11M.*
 - b. *The City of Oxford's current funds allocated to the total Rail Platform project is \$700K*

12. What is the extent of maintenance to occur in the maintenance area?
 - a. *BCRTA's primary need is for preventive maintenance: primarily light maintenance, fluids, and the use of portable lifts. Pre-trip inspections and vehicle cleaning will take place inside the building. Good indoor lighting is essential. Some parts storage and plumbed fluid distribution is desired.*

- b. *Talawanda School District needs are similar: Two work bays with lifting equipment and some parts storage would be necessary.*
 - c. *Miami University desires to store box trucks and heavy equipment indoors, 2- 5 vehicles.*
 - d. *All partners desire a fully functional drive through bus/truck wash adaptable to each agency's equipment as well as a double-sided fuel island for diesel fuel with 2 pumps.*
13. Are there currently tanks on the property? What Type?
- a. *Two underground tanks currently exist on the site, both for diesel fuel. One tank holds 5,000 gallons and the other is 10,000 gallons. Age of the tanks is unknown but assumed original to the now demolished Talawanda High School that existed on the site before 2014. The tanks are served by two, double-nozzle pumps installed in 2014. BCRTA anticipates the fueling site will need to be removed and replaced as part of this project.*
14. Pricing requested is only for the multi modal station and shared service facility?
- a. *The City of Oxford is requiring design pricing in the proposal and a construction cost estimate as part of the scope of work as noted on page 32.*
15. Are there schedule constraints with Grant dollars?
- a. *Yes, BCRTA's funding is constrained. \$4.5M of the project dollars are not available until FFY 2024 (October 2023). BCRTA is working with officials to move this money forward but may require a phased building plan.*
 - b. *The City of Oxford would like to start one year after signing of contract. Project is constrained due to amenities being tied to the multimodal transit center.*
16. Is the site available for touring?
- c. *BCRTA does not own the subject property. Visitors should contact the purchasing agent in advance of any site visit as the site is used by multiple stakeholders in daily operations. BCRTA will accommodate reasonable requests with advanced notice for site tours.*
17. What type of vehicles will be located onsite?
- a. *BCRTA has 35' Gillig transit buses, 25' Eldorado cutaways, 30' Eldorado cutaways, and Braun Entervan Minivans in the fleet. BCRTA anticipates a blend of up to twenty of these vehicles being onsite at any given time and parked inside the facility. Secure overflow outdoor parking should be included as part of any design.*
 - b. *Forty-five (45) Talawanda School buses and fifteen (15) vans will be parked outside of the facility in a secure area.*
18. Can we please have a copy of the sign in sheet from the preproposal meeting for the Chestnut street multimodal station and shared services facility and City of Oxford passenger rail platform project?
- a. *Please see the attached list of registered proposers.*
19. We are submitting on this project and were wondering due to COVID, do you still want hard copies or electronic?
- a. *The original specification is accurate. Please refer to section 1, subsection D - "Proposal Submission" of the solicitation for details.*
20. [We] request the contract(s) templates to be used by BCRTA and City of Oxford so we may see all the terms and conditions.
- a. *BCRTA's general terms and conditions are available at <https://www.butlercountyrta.com/doing-business-with-us/terms-conditions/>. Project*

specific FTA conditions and clauses have been included in the solicitation. BCRTA and the City will require that the solicitation and accepted proposal are included as instruments of any ensuing agreement. No other standard contract template exists for this solicitation. Proposers are encouraged to submit their firm's desired boilerplate language with their proposal for review.

21. Has a CSX contact person been determined?

- a. The City of Oxford is currently relying on Amtrak to be our CSX liaison. The City of Oxford is open to direct contact with CSX if preferred by the selected consultant.*

22. Has an Amtrak project manager been assigned?

- a. No, not at this time.*

Company/Organization	First Name	Last Name	Job title	Email address for solicitation correspondence	Company Street Address	Company City	Company State	Company Zip Code
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