

KANSAS CITY AREA TRANSPORTATION AUTHORITY
REQUEST FOR PROPOSALS (RFP) #19-7001-39C
REGIONAL TRANSIT AND MOBILITY NETWORK DESIGN
ADDENDUM #2

Issue Date: December 18, 2018

This Addendum is hereby made a part of the Request for Proposals and Project Documents to the same extent as if it was originally included therein and is intended to modify and/or interpret the bidding documents by additions, deletions, clarifications or corrections. The Contractor shall acknowledge receipt of this Addendum in their Proposal on the "Receipt of Addenda" form issued with Addendum #1 and include the form in Volume III.

CLARIFICATIONS/ADDITIONAL INFORMATION

1. The Proposal Schedule, Section 1, has been changed as follows:

RFP Closing January **9**, 2019
2:00 p.m.

Short Listed Firms Notified for Interviews (Tentative and if Required)..... January 14, 2019

Interviews (Tentative and as Required)..... January 21-23, 2019

2. The supplemental information referenced in the RFP may be reviewed at the following link:

<https://kcata.sharepoint.com/sites/FTP/pro/rtnmd>

At the login prompt enter:

Email: Bid_19-7001-39C@kcata.org

Password: 2018Kcatab1d (the number "1" replaces the "i" in the word bid)

3. Link to MARC - Peer Cities Report:

<http://marc.org/Transportation/Plans-Studies/Transit-Mobility/Peer-Cities-Transit-Report>

4. The list of attendees at the Pre-Proposal Conference held December 11, 2018 is located at the end of this addendum as Attachment 1.

PROPOSER QUESTIONS

Interested proposers were encouraged to submit questions regarding the RFP. KCATA's answers are included below and are considered part of the RFP.

	PROPOSER QUESTION	KCATA RESPONSE
1.	<p>The project schedule (9 months) doesn't allow a lot of time for a robust public involvement process, with community engagement and feedback.</p> <ul style="list-style-type: none"> • Is KCATA open to an extended project schedule and/or allocated additional resources to allow a more rigorous engagement process? • Entering into discussions and conceptual service agreements with Private sector mobility operators may also require an extended period. • What level of participation will KCATA have in developing private sector partnerships through this process? 	<p>See answers to Questions 10 and 11 below. KCATA intends to participate with the selected team in the discussions with private sector partners but expects the selected firm to use their experience and expertise to facilitate input and coordination with the private sector.</p>
2.	<p>Will KCATA be able to provide a summary of successes or lessons learned from new initiatives and pilot programs such as (Ride KC Freedom on Demand, Job Access, etc.)?</p>	<p>KCATA will be discussing results with the selected team but anticipates the team will assess these programs and make recommendations on how (or if) they should be expanded, revised or altered to integrate mobility regionally.</p>
3.	<p>Has KCATA collected any data from employers regarding the employee origins (zip code or other)?</p>	<p>KCATA does not have comprehensive data from employers.</p>
4.	<p>Is there an opportunity to pilot route/system efficiency recommendations within this project?</p>	<p>Depending on results and recommendations coming from the redesign, this can be discussed with the selected team.</p>
5.	<p>How do you view the relationship of this project to Smart Moves 3.0? Should the specific improvements outlined in that plan, such as new Fast and Frequent corridors and mobility hub sites, be taken as a given or refined through this process?</p>	<p>We expect the Smart Moves plan to serve as a guide – recommendations on implementation may include revising certain of the visions in Smart Moves to facilitate implementation.</p>
6.	<p>Does KCATA anticipate utilizing a public advisory or steering committee for this project?</p>	<p>KCATA has not decided on this issue and it can be discussed with the selected team.</p>
7.	<p>Is there a champion for the effort outside of KCATA that will help drive the project from the public perspective? If so, who?</p>	<p>This is to be determined.</p>
8.	<p>Can you please clarify the study area for this project? The RFP says very clearly that it includes the 10 jurisdictions that contribute to KCATA funding and service. Yet statements made during the pre-bid meeting suggest that it will be focused on the KCMO area. The difference in effort required for technical work and especially for public outreach, depending on which of these is true, is quite significant.</p>	<p>KCMO is the largest funder of transit in the region. As a result, most of the transit service in the region is in KCMO. More specifically, most of the local bus service and all the BRT services are within KCMO. As a result, the vast majority of current transit ridership is either within KCMO or destined to or coming from KCMO. One of the focal points for redesign is reviewing these existing routes and an obvious focus will be in KCMO. Assessing new mobility options beyond the areas covered by streetcar, bus and BRT is to recommend new efficient ways to provide mobility in areas not currently well served by traditional transit.</p>
9.	<p>The RFP describes KCATA's desire for a system that includes both "efficient fast and frequent" services, and "expanded geographic coverage." Has KCATA established how much of its service budget should be spent on "efficient," "fast and frequent" service, and how much should be spent on existing and additional "coverage" service?</p>	<p>This balance and funding will be an important recommendation coming out of this redesign study.</p>

	PROPOSER QUESTION	KCATA RESPONSE
10.	Please elaborate on the schedule requirements and specifically the eight-month time frame mentioned in RFP Section 2.2 Schedule and Deliverables for the “recommended bus and BRT plan”.	<p>KCATA believes that work already done in the region including the updated Smart Moves plan allows for quicker plan development than might normally be expected. However, KCATA also recognizes that the eight-month timeframe for producing an updated bus and BRT network plan is very aggressive.</p> <p>The reason for KCATA’s desire for information about the plan in the first eight months is so it may be considered in finalizing the agency’s 2020 operating budget. KCATA is considering service adjustments at some point during calendar year 2020 (specifics TBD) and desires that any changes proposed be consistent with the new mobility plan. This does not mean that the full mobility plan needs to be completed within eight months. It does mean that KCATA desires to understand the direction of the mobility plan, particularly as it relates to bus and BRT services, such that any service changes considered for calendar year 2020 might be evaluated with the overall mobility plan in mind.</p> <p>KCATA expects that it will take more than eight months to complete the full redesign plan and allow adequate time for consideration of stakeholder input, discuss options and assess new approaches. Proposers should address the time needed for plan development, milestones for production of intermediate products and the anticipated overall schedule in their proposal. It will be important for KCATA to understand what information about the redesign plan might be reasonably available in the first eight months after NTP and this should also be explained by proposers.</p>
11.	What is the KCATA’s budget for this work?	<p>KCATA has updated the budget for this activity and established an upper range of \$300,000 to \$350,000 for this activity. A cost proposal is to be included with vendor submissions and will be one of the evaluation factors considered in selection.</p> <p>The possible follow-on phase of work mentioned in the RFP for additional consultant assistance in assessing impacts and implementing recommendations will be budgeted separately.</p>
12.	How does transit oriented development (TOD) figure into this study?	KCATA desires that the selected team will have expertise in the TOD area that would allow an assessment of how RideKC development policies and projects might complement, provide funding, add density or otherwise interface with the mobility plan and provide benefits to the community and to regional mobility.

	PROPOSER QUESTION	KCATA RESPONSE
13.	Who is KCATA's fare collection vendor and when does the current contract expire.	<p>KCATA utilizes GenFare Odyssey fareboxes purchased in 1998. There are three separate but compatible systems for KCATA, Independence, MO and Johnson County, KS.</p> <p>KCATA entered into an agreement with Trapeze Group for a mobile ticket app pilot program in 2017. This pilot has expired, and an RFP for a permanent solution will be issued in early 2019.</p> <p>An RFP for Ticket Vending Machines is currently in process, with an estimated implementation in late 2019.</p>
14.	<p><u>Cost Proposal:</u></p> <ul style="list-style-type: none"> • RFP Section 4.2 (Cost Proposal) asks for proposers to submit "Overhead rate supported by the most recent statement of Direct labor, Fringe Benefits and General Overhead, prepared in accordance with Title 48 CFR, Part 31 of the Federal Acquisition Regulations." Few small firms have completed audits under the Federal Acquisition Regulations, and small firms are rarely required to do so. We are a small business with 10 FTE. Is KCATA only seeking in proposals from larger businesses with audited overhead rates? • Can profit be applied to rate inclusive of overhead? • Do rates need to be based on raw direct pay rate times overhead? 	<p>No. KCATA will accept unaudited financial statements from smaller firms and will review them to ensure that the overhead rates that are being proposed fall in line with FAR 31.</p> <p>Labor rates should be listed exclusive of any overhead and profit. Separate line items should be included to calculate the amount of OH and profit.</p>
15.	Section 4.3(E)(4) of the RFP states that both the prime proposer and subconsultants shall provide a financial status and credit worthiness statement, in the form of a D&B rating or audited financial statements, in Volume II (Technical Proposal). However, Section 4.4(1) states that financial statements from subcontractors are not required as part of Volume III (Contractual). Do the requirements mean that financial statements from subconsultants should be included in Volume II but not in Volume III? Can KCATA clarify whether financial statements from subconsultants are required at all, and if so, where they should be included in the proposal?	<p>Subconsultants are not required to submit financial statements as part of the RFP evaluation process (financial condition of the firm). The subconsultants will have to submit overhead rate information as part of the Cost Proposal.</p> <p>With respect to confidentiality, subconsultants may submit their overhead information directly to KCATA for review. The information may be submitted via email directly to Denise Adams and indicate which Prime Contractor they have partnered with for this project. This information must be submitted prior to the RFP deadline of 2:00 p.m. CST on January 9, 2019.</p>
16.	Is it acceptable to provide staff resumes as an appendix to Volume II – Technical Proposal.	Section 4.3.C lists the items that are not considered as part of the "page count" in the Technical Proposal. Firms may include firm resumes as an appendix, but resume length is limited to three pages per person.
17.	Can Technical Proposals be printed double-sided?	Yes.

	PROPOSER QUESTION	KCATA RESPONSE
18.	Which volume should we include the Receipt of Addenda form? Does this form need to be signed by subconsultants?	Please include the "Receipt of Addenda" form in Volume III – Contractual. The form does not need to be signed by subconsultants. KCATA will assume that the information provided in the Addenda will be shared with the Prime's team.
19.	If a subconsultant is already under contract with KCATA, do they need to resubmit the forms for Volume III – Contractual?	A firm does not have to resubmit the following forms if they have been <u>recently</u> (within one year) submitted for another proposal/contract: 1) Vendor Registration Form; 2) Affidavit of Civil Rights; 3) EEO-1/Workforce Analysis Report; and 4) E-Verify Affidavit and DHS Memorandum of Understanding. KCATA asks that the Proposal indicate that these forms were previously submitted and are on file with KCATA. The Debarment and Lobbying certifications/affidavits are <u>project specific</u> and must be submitted with the proposal by both the Prime and Subs.

ATTACHMENTS

- Pre-Proposal Conference List of Attendees

ATTACHMENT 1

KANSAS CITY AREA TRANSPORTATION AUTHORITY

RFP #19-7001-39C - REGIONAL TRANSIT AND MOBILITY NETWORK DESIGN

Pre-Proposal Conference ~ December 11, 2018 ~ 8:30 a.m.
KCATA's Breen Large Conference Room ~ 1200 East 18th Street ~ Kansas City, MO 64108

SIGN-IN SHEET – PLEASE PRINT

Name: Jared Gulbranson Company Name: WSP

Phone Number: 913-754-5556 Email Address: jared.gulbranson@wsp.com DBE? YES / ☒ NO

Name: Dan Berez Company Name: Nelson\Nygaard

Phone Number: 857-305-9083 Email Address: dberez@nelsonnygaard.com DBE? YES / ☒ NO

Name: Joe Kocour Company Name: Hg Consult, Inc.

Phone Number: 9137478239 Email Address: jkocour@hgcons.com DBE? ☒ YES / NO

Name: Bridget Moss Company Name: KCATA

Phone Number: x1339 Email Address: bmoss@kcata.org DBE? YES / NO

Name: Ron Achelpohl Company Name: MARC

Phone Number: 8164744240 Email Address: rona@marc.org DBE? YES / NO

Name: Lisa Kerk Company Name: Grandswell Consulting

Phone Number: 816-312-6373 Email Address: lisa@grandswellconsulting.net DBE? ☒ YES / NO

KANSAS CITY AREA TRANSPORTATION AUTHORITY

RFP #19-7001-39C - REGIONAL TRANSIT AND MOBILITY NETWORK DESIGN

Pre-Proposal Conference ~ December 11, 2018 ~ 8:30 a.m.
KCATA's Breen Large Conference Room ~ 1200 East 18th Street ~ Kansas City, MO 64108

SIGN-IN SHEET – PLEASE PRINT

Name: Matt Wells Company Name: TBD

Phone Number: (913) 237-8119 Email Address: mattwells68@gmail.com DBE? YES / (NO)

Name: John Looney Company Name: AICGP

Phone Number: 785-550-2860 Email Address: johnlooney@hotmail.com DBE? YES / (NO)

Name: Mark Swape Company Name: Transitivity, LLC

Phone Number: 816 718-3719 Email Address: enswape@outlook.com DBE? YES / (NO)

Name: Bryan Beck Company Name: KCATA

Phone Number: x1302 Email Address: bbeck@kcata.org DBE? YES / NO

Name: Lauren Reiman Company Name: HNTB

Phone Number: 913-907-0978 Email Address: lreiman@hntb.com DBE? YES / (NO)

Name: David Rowe Company Name: Burns & McDonnell

Phone Number: 816-695-8307 Email Address: drowe@burnsmcd.com DBE? YES / (NO)

KANSAS CITY AREA TRANSPORTATION AUTHORITY

RFP #19-7001-39C - REGIONAL TRANSIT AND MOBILITY NETWORK DESIGN

Pre-Proposal Conference - December 11, 2018 - 8:30 a.m.
KCATA's Breen Large Conference Room - 1200 East 18th Street - Kansas City, MO 64108

SIGN-IN SHEET - PLEASE PRINT

Name: Jon Moore Company Name: Olsson

Phone Number: 816-442-4094 Email Address: jmoore@olsson.com DBE? YES / NO

Name: Bobby Hosack Company Name: HNTB

Phone Number: 816-527-2318 Email Address: bhosack@hntb.com DBE? YES / NO

Name: James Pfeiffer Company Name: BMM

Phone Number: 816 898 4047 Email Address: j.pfeiffer@bmm.com DBE? YES / NO

Name: Jason Lemp Company Name: Cambridge Systematics

Phone Number: 512 736 9158 Email Address: jlemp@camsys.com DBE? YES / NO

Name: Kelly Varelders Company Name: STANTEC

Phone Number: 260 260 9927 Email Address: Kelly.Varelders@stantec.com DBE? YES / NO

Name: Don Bradin Company Name: KCATA

Phone Number: _____ Email Address: _____ DBE? YES / NO

KANSAS CITY AREA TRANSPORTATION AUTHORITY

RFP #19-7001-39C - REGIONAL TRANSIT AND MOBILITY NETWORK DESIGN

Pre-Proposal Conference ~ December 11, 2018 ~ 8:30 a.m.
KCATA's Breen Large Conference Room ~ 1200 East 18th Street ~ Kansas City, MO 64108

SIGN-IN SHEET – PLEASE PRINT

Name: Petrune Parker Company Name: KCATA

Phone Number: _____ Email Address: _____ DBE? YES / NO

Name: Phiana Weibert Company Name: KCATA

Phone Number: _____ Email Address: _____ DBE? YES / NO

Name: Jolene Taylor Company Name: KCATA

Phone Number: _____ Email Address: _____ DBE? YES / NO

Name: Mike Goodman Company Name: KCATA

Phone Number: _____ Email Address: _____ DBE? YES / NO

Name: David Johnson Company Name: KCATA

Phone Number: _____ Email Address: _____ DBE? YES / NO

Name: MICHAEL GARDNER Company Name: TALIAFERRO & BROWN INC

Phone Number: 816 283 3456 Email Address: MGARDNER@TB-ENG[•]COM DBE? YES / NO

KANSAS CITY AREA TRANSPORTATION AUTHORITY

RFP #19-7001-39C - REGIONAL TRANSIT AND MOBILITY NETWORK DESIGN

Pre-Proposal Conference - December 11, 2018 - 8:30 a.m.
KCATA's Breen Large Conference Room - 1200 East 18th Street - Kansas City, MO 64108

SIGN-IN SHEET – PLEASE PRINT

Name: Whitney Munn Company Name: KCATA

Phone Number: _____ Email Address: _____ DBE? YES / NO

Name: ASHLEY Z. HAND Company Name: CITYFI

Phone Number: 917-974-1891 Email Address: ashley@cityfi.co DBE? YES / (NO)

Name: Lisa Wmack Company Name: KCATA

Phone Number: _____ Email Address: _____ DBE? YES / NO

Name: TAMIE MCGRAHAN Company Name: KCATA

Phone Number: 816-346-0386 Email Address: tmcgrahan@kcata.org DBE? YES / NO

Name: _____ Company Name: _____

Phone Number: _____ Email Address: _____ DBE? YES / NO

Name: MADELINE SHEPARD Company Name: FORD MOTOR COMPANY

Phone Number: 313.323.0515 Email Address: MSHEPH25@FORD.COM DBE? YES / NO

KANSAS CITY AREA TRANSPORTATION AUTHORITY

RFP #19-7001-39C - REGIONAL TRANSIT AND MOBILITY NETWORK DESIGN

Pre-Proposal Conference ~ December 11, 2018 ~ 8:30 a.m.

KCATA's Breen Large Conference Room ~ 1200 East 18th Street ~ Kansas City, MO 64108

SIGN-IN SHEET – PLEASE PRINT

Name: CORINNE DONAHUE Company Name: OLSSON

Phone Number: 402.970.2344 Email Address: C.DONAHUE@OLSSON.COM DBE? YES / NO

Name: LEAH KATZ Company Name: TMD TRANSPORTATION MANAGEMENT & DESIGN INC.

Phone Number: 760.476.9600 ext 103 Email Address: lkatz@tmdinc.net DBE? YES / (NO)

END OF ADDENDUM 2