

KANSAS CITY AREA TRANSPORTATION AUTHORITY

REQUEST FOR QUALIFICATIONS (RFQ) #F21-7003-39A
KANSAS CITY AREA TRANSPORTATION AUTHORITY (KCATA)
PROJECT MANAGEMENT CONSULTING SERVICES

ADDENDUM #1

Issue Date: February 26, 2021

This Addendum is hereby made a part of the Request for Qualifications and Project Documents to the same extent as if it were originally included therein and is intended to modify and/or interpret the RFQ documents by additions, deletions, clarifications, or corrections. The Contractor shall acknowledge receipt of this Addendum in their Proposal on the "Receipt of Addenda" form (herein attached) and shall include the form in Volume III, "Contractual."

PROPOSAL CLARIFICATIONS

1. Section 2, Scope of Services: To clarify job duties and personnel requirements.

Anticipated Staffing. Staffing from the PMC to execute the scope of services will be negotiated but is anticipated to include a full time Project Manager to oversee the TIME 2020 project for the next two years, PMO Lead at approximately a 50% level to work with KCATA to establish the Project Management Office operations and a Project Controls Manager at approximately a 25% level. The PMO Lead and the TIME 2020 PM could potentially be the same individual with additional staff support as negotiated and as project budget allows.

2. DBE Goal: After careful review of the Scope of Services, it was determined that the DBE goal for this project was issued in error. Because there are no clear subcontractor opportunities defined for this scope of work, the DBE goal has been removed. All DBE participation will be considered race neutral for FTA reporting requirements. Future projects that may be awarded under this contract will be reviewed for DBE opportunities and if possible, DBE goals will be assigned.

The TIME2020 project has an overall DBE goal of 23% to be applied to the design consultant and construction projects.

3. The closing date for proposal submittals has been extended to **2:00 p.m. Central on March 16, 2021.**

4. Changes to Federal Contract Clauses:

- A. FTA updated the Master Agreement February 9, 2021 to include the new law requiring masks on public transportation. The reference in Clause 37.B has been updated to reference **MA 28 dated February 9, 2021.**
- B. The reference to regulations has been corrected in Section 4.4.F, "Federal Tax Liability," and in Clause 37.G of the Sample Terms and Conditions (Attachment B).

- C. The new regulations regarding “Prohibition on Certain Telephone Equipment and Surveillance Video Equipment” has been added to the federal regulations, (2 CFR § 200.216). Clause 37.L in Attachment B (Sample Terms & Conditions) has been updated. **Proposers and subconsultants are not required to submit Attachments J-1 and J-2.**

5. **KCATA Project FTP Site:** This site is not compatible with Firefox or Safari browsers. After accessing the SharePoint site, you must type in the email address that is provided (not your own) – you cannot use the hyperlink. Please note the “underscore” in the email. The password consists of only the highlighted letters/numbers/characters.

Site URL <https://kcata.sharepoint.com/sites/FTP/pro/pmccsc/SitePages/Home.aspx>

Bidder email Bid_F21-7003-39A@kcata.org (Bid_F21-7003-39A@kcata.org)

Bidder Password **z%9FF*j4T3** (zulu - Percentage - Nine - FOXTROT - FOXTROT - Asterisk - juliet - Four - TANGO - Three)

PROPOSER QUESTIONS

General Questions

1. Q: Does the DBE/SBE requirement/target apply to the PMC contract/scope, or only to the specific projects to be executed under?

A: The DBE goals apply to federally funded contracts including the TIME2020 project and other future assigned grant funded projects. DBE goals for future projects will be established at the time the project is assigned, prior to negotiation and execution of the project work order.
2. Q: While the PMC appears to be in a role to provide oversight, recommendations, and input, is it KCATA’s expectation that actual direction of work will come from KCATA to the contractors/sub-contractors, or that direction will come from the PMC or both?

A: The PMC will be an extension of KCATA staff and will manage projects by directing contractors and design consultants. All significant cost and schedule decisions shall include KCATA oversight staff and Project Managers as may be assigned to each project.
3. Q: The previous question becomes critical in regard to the project management scope, as to who would have/provide execution and/or stop-work direction?

A: KCATA’s Procurement department is the agency’s contracting department and will issue all project contracts, Notices to Proceed, Change Orders, Stop-Work Orders, etc., based upon recommendations and documentation prepared by the PMC.
4. Q: What future opportunities, if any, will the selected PMC be conflicted from pursuing as a prime and/or a subconsultant?

A: The PMC firm shall not be a prime or sub consultant on a final design contract the PMC is overseeing.
5. Q: Will the PMC team be required to co-locate with KCATA’s team? This of course will depend on continuous impact of Covid and KCATA return to office policy.

A: If/when KCATA returns to normal “on-campus” work, co-locating will be preferential as space allows.

6. Q: Our firm is considering submitting a proposal for the design consultant RFP. Will we be allowed to be a subcontractor on this project and be selected as the Prime for the design project?

A: No Prime Consultant can be a Prime or Sub-Consultant on any other contract related to this project. The anticipated contracts include:

- Project Management Consultant (PMC)
- Final Design Consultant (DC)
- Construction Manager/General Contractor (CM/GC)

Sub-consultants on this project may serve as sub-consultants on another related project if they have been approved in advance by KCATA and no conflict of interest exists.

Section 2, “Scope of Services”

1. Q: Section 2.2, 3. In regard to tools, is the PMC to utilize KCATA existing systems, the PMC tools/systems, or a combination of both?

A: This is to be reviewed and negotiated but likely It will be a combination of both.

2. Q: Section 2.2, 3. If KCATA does not have sufficient tools/systems or the existing tools are not sufficient is the expectation to utilize the PMC tools/systems?

A: Yes.

3. Q: Section G, 1. Is the PMIS to be hosted by others meaning a third- party hosted solution e.g., a Loadspring or Oracle as an example? Or does this mean a third-party software vendor that manages vs. hosting?

A: KCATA would lean toward a third-party cloud hosted solution that might be more conducive to remote working and dispersed management team collaboration on projects.

4. Q: Section G, 3, d. Does KCATA have a requirement of the software to be utilized for the Master Schedule Development? If so what?

A: For project schedules, MS Project or P6 may be used depending on project size and complexity. For Project Management Office scheduling, MS Project should be sufficient.

5. Q: Section G, 3,d. Are/will the requirements for sub-contractors be included in contract requirements to utilize the same software?

A: No. That is not essential but sub-contractor’s schedule tasks should be incorporated into project schedules.

6. Q: Section G, 3, d. A software like P6 is to be utilized, will KCATA be providing that or is the PMC required to provide?

A: P6 licenses and applications should be provided by the PMC.

7. Q: Section C, 1, A. Will prime contracts, procurement strategy, execution strategy etc. be in place to support the Project Management Plan development requirement within the first 60 days?

A: Most project strategies are known but some will need to be discussed.

8. Q: Section 2.3.A. While the TIME2020 project appears to be the primary (and/or initial) project under the PMC scope, can KCATA provide a definitive list of, or at least other project types that would fall under the PMC umbrella? This would be needed to properly identify those subject matter experts for other industries required for proper staffing identification.

A: KCATA cannot provide a definitive list of projects as they are contingent on annual budget approvals by the Board of Commissioners. Representative list: Regional Bus Stop design and construction. BRT -Type corridor planning, design, and construction. Typical Facilities upgrades and equipment replacements, Concrete pavement/sidewalk projects. Technology projects such as fiber and wireless communications, networking, electronic kiosks, etc.

Section 4, "Proposal Submission, Evaluation and Award"

1. Q: We plan to identify any exceptions, if any, to the sample terms and conditions (Attachment B) as required in the RFQ. However, we would like to better understand how will commercial exceptions be factored into the Proposal Evaluation Criteria?

A: Any exceptions to the contract terms and conditions will not be considered as part of the Evaluation Criteria. However, all contract negotiations must be completed prior to award recommendation to KCATA's Board of Commissioners.

2. Q: Please clarify when does Volume III – Cost/Price Proposal need to be submitted?

A: The Cost/Price Proposal is not required with the proposal submittals. KCATA will only request the price proposal from those forms that have been "shortlisted" for interviews. Proposals will be sent directly to Denise Adams. ***Only the price proposal from the highest ranked firm will be opened or reviewed.***

PRE-PROPOSAL CONFERENCE AND ATTENDEES

1. A video recording of the Pre-Proposal conference is available on KCATA's project FTP site (See address above).
2. The project distribution list, including those that attended the pre-proposal conference, is attached. There are highlighted updates from the list distributed on 2/19/2021.

ATTACHMENTS

- Distribution List/Pre-Proposal Conference Attendees
- "Receipt of Addenda" Form that must be included with proposal (Volume II)

END OF ADDENDUM #1

KCATA RFQ #21-7003-39A: PM CONSULTANT FOR KCATA PROJECTS

** First column indicates attendees at Pre-Proposal Conference*

PC?		Pre-Proposal Attendant Email or CEO/Firm Contact	MRCC DBE
*	3-T Design & Development, LLC	rturner@3t-kc.com	Y
*	Al Winder & Associates, LLC	alfredwinder1141@gmail.com	Y
*	Alliance - Texas Engineering Co. DBA Alliance Transportation Group Inc.	tsimon@emailatg.com	Y
*	Alliance - Texas Engineering Co. DBA Alliance Transportation Group Inc.	gheath@emailatg.com	Y
*	Alliance - Texas Engineering Co. DBA Alliance Transportation Group Inc.	alamanna@emailatg.com	Y
*	Alpha-Omega Geotech, Inc.	dflessner@AOGeotech.com	
*	Artin LLP	ellie@artined.com	Y
*	Bibb Engineers & Architects	dongardner@bibb-eac.com	
*	Briljent	ahook@briljent.com	
*	Burns & McDonnell	dhthurston@burnsmcd.com	
*	Burns & McDonnell	trosenbaugh@burnsmcd.com	
*	Burns & McDonnell	stkellerman@burnsmcd.com	
*	Burns & McDonnell	jmvalentino@burnsmcd.com	
*	Eskie & Associates	erin@eskieandassociates.com	
*	Filesolve	dknezevic@filesolve.com	
*	Harrison-Lee Consulting Group, LLC	cheryl@harrisonleedevelopmentconsulting.com	Y
*	HDR Consultants	jennifer.schwaller@hdrinc.com	
*	HDR Consultants	joseph.drimmel@hdrinc.com	
*	HDR Consultants	clarice.kinsella@hdrinc.com	
*	HDR Consultants	devonia.merino@hdrinc.com	
*	Hg Consult Inc.	dkocour@hgcons.com	Y
*	Inc U, LLC	kim@incullc.com	Y
*	J Vollbrecht Consulting	jvollbrecht@jvc-inc.com	
*	Jacobs Engineering	gregory.horn@jacobs.com	
*	Jacobs Engineering	Michael.McCarty@jacobs.com	
*	Jacobs Engineering	Andrew.Gayer@jacobs.com	
*	Jacobs Engineering	Aimee.Rowbottom@jacobs.com	
*	Kwame Building Group	mthompson@kwamebuildinggroup.com	Y

PC?		Pre-Proposal Attendant Email or CEO/Firm Contact	MRCC DBE
*	Kwame KC JV	jvstlk@kwamekc.co	Y
*	Luzco Technologies LLC	evelazquez@luzcotechllc.com	Y
*	Macy Consulting Services, Inc.	babette.macy@link2built.com	Y
*	MH Consulting	mikeandjeanhughes@gmail.com	Y
*	MV Transportation	stephanie.doughty@mvtransit.com	
*	MV Transportation	susan.bartz@mvtransit.com	
*	MV Transportation	laura.bailey@mvtransit.com	
*	OLH Inc.	pdambrogi@olhinc.com	
*	OLH Inc.	mfortino@olhinc.com	
*	Olsson Associates	dhoelzel@olsson.com	
*	Olsson Associates	jmckerrrow@olsson.com	
*	Olsson Associates	crotering@olsson.com	
*	Olsson Associates	cdonahue@olsson.com	
*	Project Advocates, LLC	radd@project-advocates.com	
*	Ricardo Vargas Consultant	ricardo@ricardo-vargas.com	
*	STV, Inc.	monica.barrow@stvinc.com	
*	Taliaferro & Browne Inc.	mlooney@tb-engr.com	Y
*	TranSystems	smfrost@transystems.com	
*	TranSystems	sjclark@transystems.com	
*	TranSystems	jlreeder@transystems.com	
*	TranSystems	flweatherford@transystems.com	
*	TranSystems	taugustyn@transystems.com	
*	TranSystems	rlcurtis@transystems.com	
*	United Region Transit Services	cscott@urts.support	Y
*	Virginkar & Associates, Inc.	guzzo.frank@va-inc.com	Y

KANSAS CITY AREA TRANSPORTATION AUTHORITY
REQUEST FOR QUALIFICATIONS (RFQ) #F21-7003-39A
KANSAS CITY AREA TRANSPORTATION AUTHORITY (KCATA)
PROJECT MANAGEMENT CONSULTING SERVICES

RECEIPT OF ADDENDA

Proposers shall return this form when submitting their proposal as part of Volume III – Contractual. The form shall be signed and dated by an authorized representative of the firm. Failure to submit this form may deem the proposer non-responsive. As additional addenda are issued, please notate date received below.

We hereby acknowledge that the Addenda noted below have been received and all information has been incorporated into the Invitation for Bid as required.

Addendum #1 dated February 26, 2021 Date Received _____

Addendum #2 dated _____ Date Received _____

Addendum #3 dated _____ Date Received _____

Company Name _____ Date _____

Address/City/State/Zip _____

Authorized Signature _____ Printed Name _____

Telephone _____ Fax _____ Email _____