



City of Raleigh

Request for Qualifications #: 274-2024-TD-01 RFQ

Title: Request for Architectural/Engineering Firms to provide design services for GoWake/GoRaleigh Access Transit Facility

Proposal Due Date and Time: 02/22/2024, 3:00 PM EST

ADDENDUM NO. 1

Issue Date: 01/29/2024

Issuing Department: Engineering Services, Construction Management- Public Safety & Special Projects Division

City of Raleigh
Addendum No. 1 to 274-2024-TD-01 RFQ
Issue Date: 01/29/2024

To: All Proposers

This Addendum, containing the following additions, clarifications, and/or changes, is issued prior to receipt of submittal packages and does hereby become part of the original RFQ documents and supersedes the original RFQ documents in case of conflict.

Receipt of this addendum must be acknowledged by signing in the area indicated below. Please make the follow additions, clarifications, and/or changes to the RFQ as listed below and **sign and return this addendum with your submittal package.**

Point of clarification:

The deadline to submit questions is **02/13/2024 by 4:00 pm EST.**

The mandatory pre-submittal conference was held on **01/25/2024**. The sign-in sheet, and the pre-submittal conference presentation are provided as “**Attachment A**”.

Corrections to the RFQ

1. Appendix VIII, paragraph 1.8 Supplemental Construction Phase Services.
Replace sub-paragraph e. in its entirety with the following:

Process and certify contractors’ applications for payment promptly for payment of authorized work including review of DBE documentation, sales tax form and compliance with Davis-Bacon Act, including collecting payrolls from the contractor and reviewing them for accuracy, conducting interviews as necessary, and submittal of certified payrolls for the city final review and approval.

Questions:

1. “Is LEED certification required for this project?”.

Yes, the City of Raleigh has a policy that new municipal buildings over 10,000 square feet be certified at least at LEED Silver levels.

Sign below and return this addendum with your proposal.

Proposer Name & Company: _____ **Date:** _____

Signature: _____ **Title:** _____

Attachment A

Request for Qualifications # 2024-TD-01 GoWake/GoRaleigh Access Transit Facility
Pre-Submittal Conference

Meeting Date: January 25, 2024

Time: 1:00 pm

Location: GoRaleigh Administrative Building
4104 Poole Rd, Rm # 123,
Raleigh, NC 27610

	NAME	ORGANIZATION	PHONE	EMAIL
1	GIL JOHNSON	GoMIE/6W	919-744-9383	GIL.JOHNSON@raleighnc.gov
2	Sara Tromba	City of Raleigh	984-301-3464	Sara.Tromba@raleighnc.gov
3	Javier Rivera	AECOM	919-854-6200 631-291-5144	javier.rivera@aecom.com
4	Christian Creswell	Wendel	804-310-5766	ccreswell@wendelcompanies.com
5	Nicolas Kressmann	ARCADIS	919-616-1068	Nic.Kressmann@ARCADIS.com
6	Meghan Weismiller	Arcadis	812-290-4203	Meghan.Weismiller@arcadis.com
7	Julia Entz	Neighboring Concepts	919-260-8092	julia@neighboringconcepts.com
8	Khelsey Lemon	Timmons Group	804.200.6530	khelsey.lemon@timmons.com
9	John Caliendo	Arcadis	(717) 272-7444	johnny.caliendo@arcadis.com
10	DEAN RAINS	LS3P	919-760-0462	deanrains@ls3p.com

	NAME	ORGANIZATION	PHONE	EMAIL
11	Bill Wagner	RATP Dev / Go Raleigh	817-939 5334	bill.wagner@goraleigh.org
12	PATRICK SITES	EPSTEIN	919 337 0823	PSITES@EPSTEINGLOBAL.COM
13	Sholes Homewood	WM Jordan	919-696-0103	shome wood@wmjordan.com
14	CHRIS COBB	LYNCH MYKINS	858-245-5763	CCOBB@LYNCHMYKINS.COM
15	Emily Flickinger	Lynch MyKins	443-931-6000	eflickinger@lynchmykins.com
16	Adan Quesada	HDR	919-232-6663	adan.quesada@hdrinc.com
17	Dana Smith	COL	919 996 3973	danasm.th@raleighnc.gov
18				
19				
20				
21				
22				
23				
24				
25				



Engineering Services
Construction
Management
Division

Mandatory Pre-Submittal
Conference for
Design RFQ
for
GoWake/GoRaleigh
Access Transit Facility

Thursday, January 25, 2024
1:00 p.m.





Agenda

- Welcome and Introduction
- Project Description
- Disadvantaged Business Enterprise Program
- RFQ Process
- Design Scope Of Services

Welcome





Raleigh

Welcome

Engineering Services Construction Management Public Safety & Special Projects
Division

Project Manager: Alex Shapiro alexander.shapiro@raleighnc.gov, 919-417-0980

Transportation Department/ Go Raleigh:

Sara Tromba sara.tromba@raleighnc.gov, 984-301-3464

Gil Johnson gil.johnson@raleighnc.gov, 919-744-9363

To all participants:

Please make sure you sign in the provided sign-in sheet, as this will be the proof of your firm mandatory attendance



Agenda

- Welcome
- Project Description
- Disadvantaged Business Enterprise Program
- RFQ Process
- Design Scope Of Services

Project Description





Project Description

RFQ Purpose

The City of Raleigh is soliciting Requests for Qualifications (RFQ) from architectural and engineering firms with expertise in the design and construction of transportation facilities for the following project:

Design and construction of a new Para-Transit facility. This facility will replace the existing facility located at 1430 S. Blount Street, which is at the end of its useful life. The City recently acquired a site at 4401 Poole Rd, which meets the requirements set out in the GoWake/GoRaleigh Access Programming Report (included as RFQ Appendix IX).



Project Description

Budget

This project is anticipated to be fully funded and the budget will be developed at the project start up. This budget will include, but is not limited to, design, construction, surveys, geotechnical, commissioning, testing, permits, special inspections, contingencies and other soft costs. Professional fees are dependent on the scope of work as negotiated and will be included in the contract. Progression of the design and other services will be dependent on appropriate funding being made available.



Project Description

Federal Funding Requirements

The services to be provided under this contract will be financed in whole or in part with Federal funding. As such, Federal laws, regulations, policies, and related administrative practices apply to this contract. The most recent of such Federal requirements, including any amendments made after the execution of this contract, shall govern this contract, unless the Federal Government determines otherwise.

Please refer to RFQ Appendix VI for Federal Provisions and Requirements



Agenda

- Welcome
- Project Description
- Disadvantaged Business Enterprise (DBE) Program
- RFQ Process
- Design Scope Of Services

Disadvantaged Business Enterprise Program (DBE)





DBE Participation

APPENDIX IV
DBE PARTICIPATION FORM

IDENTIFICATION OF MWBE PARTICIPATION FOR PROFESSIONAL SERVICES

The Identification of DBE Participation Form captures information regarding DBE participation in the providing professional services as defined by NCGS §143-64.31, et seq. DBE participation is encouraged for all City of Raleigh contracting opportunities. Please refer to the City's DBE Policy for any contract specific requirements. *Copy this Form as needed.*

COMPANY NAME			
PROJECT NAME			CITY DEPARTMENT
PROJECT NUMBER		RFQ SUBMITTAL DATE	

Section 1: PROFESSIONAL SERVICES PROVIDED – PRIMARY CONTRACTOR

CONTRACT IS FOR PROFESSIONAL SERVICES. Please complete the following:

COMPANY NAME			
PROFESSIONAL SERVICES PROVIDED	<input type="checkbox"/> Architectural <input type="checkbox"/> Engineering <input type="checkbox"/> Public-Private Partnership Construction	<input type="checkbox"/> Design-Build <input type="checkbox"/> Surveying <input type="checkbox"/> Construction Management at Risk	
<input type="checkbox"/> PRIMARY CONTRACTOR IS MWBE	Classification: _____ <input type="checkbox"/> Certified with NCHUB <input type="checkbox"/> Certified with NCDOT-DBE	RESIDENT FIRM	<input type="checkbox"/> YES <input type="checkbox"/> NO

*DBE Classifications: American Indian (AI), Asian American (AA), Black/African American (B), Hispanic (H), Non-Minority Female (NMF), Socially/Economic Disadvantage (D)

Section 2: PROFESSIONAL SERVICE PROVIDER – DBE SUBCONTRACTORS

Complete the chart below for all DBE subcontractors that you intend to use for this Contract regardless of dollar amount.

COMPANY NAME			
PROFESSIONAL SERVICES PROVIDED	<input type="checkbox"/> Architectural <input type="checkbox"/> Engineering <input type="checkbox"/> Public-Private Partnership Construction	<input type="checkbox"/> Design-Build <input type="checkbox"/> Surveying <input type="checkbox"/> Construction Management at Risk	
DBE CLASSIFICATION		RESIDENT FIRM	<input type="checkbox"/> YES <input type="checkbox"/> NO

*DBE Classifications: American Indian (AI), Asian American (AA), Black/African American (B), Hispanic (H), Non-Minority Female (NMF), Socially/Economic Disadvantage (D)

Complete and submit the DBE Participation Form (Appendix IV) with your qualification package. The City of Raleigh's Transit Division has a goal of 13% DBE participation.



Agenda

- Welcome
- Project Description
- Disadvantaged Business Enterprise Program
- RFQ Process
- Design Scope Of Services

RFQ Process





RFQ Timeline (see RFQ page 4)

RFQ Process	Date and time
RFQ Advertisement Date	01/16/2024
MANDATORY Pre-Submittal Event and Conference	01/25/2024; starting at 1 pm, ending by 3 pm GoRaleigh Administrative Building 4104 Poole Rd, Rm # 123, Raleigh, NC 27610
Deadline for written questions	02/13/2024
City Response to Questions (anticipated)	02/15/2024
Submittal Due Date and Time	02/22/2024 by 3:00 pm
Interview Notifications (anticipated)	Allow Two- weeks post submittal. Firms selected for interviewing will be contacted by the Project Manager
Interviews (anticipated)	3/11//2024 – 3/15/2024
Selection Announcement (anticipated)	3/21/2023



RFQ Process

Response Content and Evaluation

Responses to the RFQ– both paper & electronic submittal required (see RFQ page 6)

The format should be as follows (see RFQ page 9):

1. Response Cover Letter and Statements. Letter must acknowledge receipt of all addenda.
2. Corporate Background and Experience.
3. Financial Information (Confidential Submittal- see RFQ pages 6 & 9-10)
4. Project Understanding, Approach, & Schedule.
5. Firm Team Members, Experience and Certifications/Qualifications
6. Any projects where there were legal or technical problems encountered and final resolution(s).



Raleigh

RFQ Evaluation Criteria Matrix

(see RFQ page 12)

Criteria	(a) Weight	(b) Score (0-3)	(a) x (b) Weighted Score
Corporate Background and Experience	20		
Firm Financial Stability	5		
Project Understanding	20		
Project Approach	20		
Team Firm, Experience, and Qualifications	30		
Legal Issues and/or Technical Problems	5		
Final Score			

Score Points

0 - Missing or Does Not Meet Expectation 2 - Meets Expectation
1 - Partially Meets Expectation 3 - Exceeds Expectation



RFQ Process

Prohibited Communication (see RFQ Page 7)

All communications of any nature regarding this RFQ with any City staff, elected City officials, evaluation committee members are strictly forbidden from the time the solicitation is publicly posted until award. Questions must be submitted in writing to the individual designated in Section 1.1 Purpose, prior to the deadline provided in Section 1.3 RFQ Timeline.

Violation of this provision may result in the firm's proposal being removed from consideration.



RFQ Process

Addenda

Addenda will be published on the North Carolina electronic Vendor Portal (eVP). It is the Respondents responsibility to ensure that all addenda have been reviewed and, if required signed and returned.

Questions (see RFQ page 4)

Last day for written questions to be submitted is Tuesday, February 13, 2024 by 4 pm

Final response to written questions will be issued on Thursday, February 15, 2024 by close of business.



Agenda

- Welcome
- Project Description
- Disadvantaged Business Enterprise Program
- RFQ Process
- Design Scope Of Services

Design Scope Of Services





Raleigh

Design Scope of Services

General Requirements:

The purpose of this RFQ is to invite architects and engineers to express interest and demonstrate qualifications in providing professional design services for the GoWake/GoRaleigh Access Transit Facility project.

These professional services may be defined as programming, architectural design, interior design, furniture layout, landscape architecture, urban design, plumbing, electrical and mechanical engineering, structural engineering, site and civil engineering, LEED commissioning, geotechnical engineering, building system controls engineering, design features, land surveying, maintenance and service equipment, vehicle wash equipment facilities, and other tasks not defined or mentioned herein.



Raleigh

Design Scope of Services (cont.)

The project phases will include programming and concept design, schematic design, design development, construction document phases, permitting, bid phase, and construction administration services. Proposers must prove that they possess the necessary experience, skills, technical and administrative capability in directing and managing a multi-disciplinary team approach to project delivery.

During the programming phase, the selected team shall update the 2019 HDR report to reflect latest staffing and usage requirements, and provisions for the addition of 10-20 future EV Van charging facilities. Staff and visitor parking EV charging dispensers should equal roughly 10% of the total parking.

The project involves Federal funding. The selected team should have experience with FTA - funded projects, including provisions of the Davis Bacon Act, and Buy America compliance.



Design Scope of Services (cont.)

The new GoWake/GoRaleigh Access Transit Facility, located at 4401 Poole Rd, will replace the existing facility located at 1430 S. Blount Street, which has reached lifecycle capability it has. The project targets the current operational functions and future expansion of GoWake/GoRaleigh paratransit fleet.

Programs identified for the project in the HDR Report include:

- Administration/Operation Area/Building, totaling approximately 18,000 sf.
- Maintenance/Service Area/Building, totaling approximately 34,500 sf.
- GoRaleigh storage warehouse w/loading dock, totaling approximately 10,000 sf.
- Exterior Area, totaling approximately 3,500 sf
- Parking Area, totaling approximately 223,000 sf

The selected team shall provide up to three conceptual plans for review and approval, including benefits and challenges of each plan.



Raleigh

Reminder:

RFQ Response Submission Due:

Thursday, February 22, 2024

no later than 3:00 PM



Written Questions

Deadline for Written Questions | 02/13/2024
Final Addendum Publication | 02/15/2024
Submittals Due | 02/22/2024 by 3:00 pm

<u>DELIVERED BY US POSTAL SERVICE MAIL:</u>	<u>DELIVERED BY OTHER DEIVERY SERVICES:</u>
Attn: Ms. Alondra Roata City of Raleigh Engineering Services /Construction Management Division PO Box 590 Raleigh, NC 27602-0590 (Allow adequate time for US postal service delivery)	Attn: Ms. Alondra Roata City of Raleigh Engineering Services/Construction Management Division One Exchange Plaza 219 S. Fayetteville Street, Suite 801 Raleigh, NC 27602



Project site walkthrough