

PRE RFQ-SUBMITTAL MEETING MINUTES
Request for Qualifications (RFQ) No. 12-31-034-00
for
Construction Management Services, Materials Testing, and Construction Surveying Services
for
Construction of the I-215 Widening
Scott Road to Nuevo Road, Project
January 4, 2012 at 2:00 p.m.

1. GREETINGS/INTRODUCTIONS (Matt Wallace)

The purpose of this meeting is to provide a forum for potential offerors to discuss the project, to introduce attendees to the RCTC project team, and respond to any questions that potential offerors may have. Please be advised that any response provided by RCTC during this meeting is preliminary and does not qualify, change or amend any portion of the RFQ. The Commission's formal responses to questions presented to staff will be addressed in a formal written response and posted on the RCTC website. Any changes to the RFQ will be made with the issuance, if necessary, of an addendum. Any addenda issued by RCTC will be posted on the website.

Introduction of Project Team

Lisa DaSilva	Capital Projects Manager - RCTC
Marlin Feenstra	Capital Projects Delivery Director - RCTC
Rosemarie Stevens	Project Administrator – Bechtel
Matt Wallace	Procurement Manager - RCTC
Bob Wunderlich	Program Manager – Bechtel

Any communications or questions that you might have regarding this RFQ must be sent to Matt Wallace, Procurement Manager. You may contact Matt via email (mwallace@rctc.org) or fax (951-787-7906) and he will ensure that your questions are addressed by the appropriate technical staff. Please do not contact any of the other team members.

2. PROCUREMENT ISSUES (Matt Wallace)

This will be a cost plus fixed fee contract.

Some of the highlights of the RFQ are:

- The Project Description (page 5).
- Addenda (page 6). Any addenda will be posted to the RCTC website at www.rctc.org. It is the offerors responsibility to check the Commission's website to determine if any addenda have been issued, and acknowledge said addenda in its SOQ.
- Requests for Clarification/Exceptions/Deviations (page 7). Requests for Clarifications, that is, any questions you have to the Scope, Model Agreement, and the procurement process must be submitted by Friday, January 13, 2012.

- Submittals of RFQ (page 9) are due by 2:00 p.m. on February 9, 2012.
 - Offerors shall submit one original, six copies, and one CD of its SOQ.
- SOQ Format and Content (page 12). SOQs shall be typed and submitted on 8.5" X 11" paper. Charts and schedules may be included in 11" X 17" format which will be counted as 2 pages and included toward the total page count. SOQs may use both sides of a page, but each side will be counted as a page. SOQs shall not exceed 50 pages.
 - RCTC is requiring a letter of transmittal, which will include an acknowledgement of any addenda that have been issued by RCTC. If you don't acknowledge the addenda that are issued by RCTC, your submittal could be deemed nonresponsive and eliminated from consideration. Make sure that you reference the website (www.rctc.org) frequently and look for any addenda associated with this RFQ.
- Technical Proposal - Qualifications, Related Experience and References (page 13). Brief profile of the firm. Include a general description of your firm's financial conditions, experience, identify consultants, and project references.
- Proposed Staffing and Project Organization (page 14). Include education, experience, credentials, your proposed staff, resumes, and organization chart.
- Project Understanding and Approach (page 14). We would like a narrative and a staffing plan. Describe your approach and any ideas or issues RCTC may not have considered.
- Insurance Requirements (page 15). We need proof that you are able to provide adequate coverage as described in the sample contract form.
- Once the submittals have been received, we will be evaluating them based on the stated Evaluation Criteria (page 16). The criteria includes: Corporate Qualifications of the Offeror and Team; Qualifications of Key Team Personnel; Construction Management Organization and Staffing; Project Understanding and Approach; Materials Testing, Construction Surveying, and Public Relations Services.
- The interview portion is heavily weighted. Initially, we will be scoring based on your submittal, we will shortlist to an acceptable number of firms, and then we will interview those firms. The interview will be scored based on the same criteria; however, it will be weighted 65% of the total point value.
- Negotiations will be opened with the highest ranked firm. If we can't come to an agreement with the highest ranked firm, RCTC will terminate negotiations with the highest ranked firm and open negotiations with firm No. 2.
- Exhibit A – Scope of Work (page A-2). Provides the background information, which includes the 95% Plan Set, Special Provisions and Engineer's Estimate. A tentative construction schedule is included on the first page of the SOW.
- Equipment and Materials to be provided by Offeror (Page A-20). Make sure to review this portion. Some of these elements include office space, telephones, desks, chairs, computers, and the like.

- Exhibit B – Model Professional Services Agreement (page B-3). This is essentially the cost plus fixed fee contract that we will be entering into with the successful firm. In that model agreement you will find the insurance requirements on page B-13. Again, with your submittal we will need to see proof that you are able to provide the levels of coverage that are outlined therein.
- Exhibit C – Disclosure of Campaign Contributions (page C-1). Make sure you include this form with your submittal.
- Because we are entering into negotiations soon after the ranking occurs, a pre-award audit will be required. We will be auditing your overhead rates so you might want to make any subs you have are aware of this. We have an audit firm that we will utilize to do the audit.

3. PROJECT OVERVIEW (Lisa DaSilva)

This widening project between Scott Road and Nuevo Road is approximately 12.5 miles long and runs through the cities of Menifee and Perris and the County of Riverside. The existing facility in this project's area has two asphalt lanes in each direction up to D St. From D St to Nuevo there are three general purpose lanes. The project proposes to add a third general purpose lane up to D St. and an auxiliary lane between D St. and Nuevo Rd. This project is one of many projects RCTC is currently working on in the area.

For approximately 8 miles between Scott and SR 74 eastbound toward Hemet, the new lane will be constructed in the median. From SR 74 eastbound to Nuevo, both inside and outside widening will be necessary to accommodate the additional lane. The new lane will be Hot Mix Asphalt (HMA) to match the existing lane material. The project will be responsible for crown correction and modifications to the cross slope. At completion of the project, the roadway will drain to the outside median at a 2% cross slope. The Open Grade on the existing pavement will be removed and replaced over the new and existing lanes. A new median barrier will be constructed through the length the project.

The project impacts six bridge type structures on the project. Four - Salt Creek Br, Ethanac OC which is a flood control channel, Ethanac OH, and San Jacinto River Br will be widened. Two - Perris OC and the D St on-ramp will be replaced. The D St. on-ramp construction calls for a full closure of the ramp. The D St. on-ramp requires a MSE wall. There are several retaining walls between the SR74/I215 Interchange and D St. Soundwalls will be constructed between McCall and Ethanac on the SB side of the Interstate and between D St. and Nuevo.

The project also includes drainage, electrical, and utility coordination. There will be modifications to the drainage in order to tie into to the existing system and to handle the additional run off. The electrical work consists of ramp metering D St. and lighting along Perris Blvd. Perris Blvd. contains several utilities that will be relocated just prior to and during construction.

There are twelve (12) parcels the project is acquiring right of way from. One is a fee take at the Laurel Palms Apartment and the eleven (11) others are easements. The projects is in the middle of right of way acquisition and anticipates a right of way certification of June 1, 2012.

Along with the coordination with other RCTC projects, there will be some interface with the County's Scott Rd and Newport Rd Interchanges that are currently in design but do not have a start of construction date. Also, much of the construction work will be done in Pechanga sensitive areas which

will require tribal monitoring. RCTC has a separate monitoring agreement with the tribe. However, it will be the construction management team's responsibility to coordinate these services. This is also the case with the California Highway Patrol for COZEEP services and RCTC's environmental monitoring firm. The project runs through the City of Perris and Menifee.

Several environmental permits are required to construction the project. They are 401, 404, 1602. All permits will be acquired prior to the start of any construction activity.

The project has submitted the 95% PS&E package to Caltrans with an anticipated PS&E approval in July with advertise in August/September.

Construction surveying, materials testing, and public outreach will be the responsibility of the Construction Management Team.

The project is funded with State / Federal RIP - \$62+mill, RSTP - \$4mill, Measure = \$95mill total.

4. QUESTION AND ANSWER SESSION

Question No. 1

Is there a DBE requirement for this project?

Response No. 1

There is no DBE goal for this contract. RCTC strongly encourages the use of small businesses and DBE firms. The awarded firm will be managing a construction contract which will have federal money on it so it needs to be aware of all of the federal requirements that the contractor must follow.

Question No. 2

The RFP lists a requirement for professional certifications (Professional Engineer Licenses). What format would you like them in and are they included in the 50 page limit?

Response No. 2

Proposers are required to submit the professional certifications to RCTC. The certifications need to be readable and they count as part of the 50 page limit.

Question No. 3

Is the Commission providing the environmental services?

Response No. 3

RCTC is going to have an outside consultant perform the environmental monitoring. RCTC also has separate agreements for several other construction support services such as the Pechanga Tribe for monitoring, Freeway Service Patrol (FSP) for towing, CHP for COZEEP, source inspection, and labor compliance. It will be the construction management firm's responsibility to coordinate these services with the construction contractor.

Question No. 4

Can you expand on the source inspection and the labor compliance scope?

Response No. 4

Caltrans has changed their policy regarding source inspection. They are no longer going to provide source inspection for oversight projects such as this one. Therefore, RCTC will be issuing an RFQ to bring on a source inspection firm. The construction management team will be responsible for this coordination. There have also been some changes in who does labor compliance. It will still be the responsibility of the construction management team to gather all the labor compliance documents and conduct field investigations.

Question No. 5

Is there a project labor agreement for this project?

Response No. 5

There is no project labor agreement for this project.

Question No. 6

Can the source inspection firm be the same firm that the CM is using for materials testing?

Response No. 6

No.

Question No. 7

The full guidelines have not been released yet by Caltrans. Is that correct?

Response No. 7

The final guidelines for source inspection by local agencies have not been released.

Question No. 8

Is there a requirement for a landscape architect?

Response No. 8

A Landscape Architect is required due to the landscaping at the D Street on-ramp.

Question No. 9

In regards to eRooms or InfoWorks, it says the commission will provide training. Will the commission be providing the software for the CM to use or is the CM supposed to purchase that? Are there any annual fees or subscriptions?

Response No. 9

These are web based programs that are not proprietary software and there are no annual fees or subscriptions.

Question No. 10

Can you expand a little bit on the public relations leader role and what are their primary duties? Will there be any interaction with the tribes?

Response No. 10

The public relations effort will include both a groundbreaking and a ribbon cutting ceremony, establishing and monitoring an 800 number for public inquiries, updating and issuing the project

newsletter, developing and issuing traffic advisories in both English and Spanish, and any other communications that would impact the public.

Coordination with the Tribe will be the responsibility of the Construction Management Team's Resident Engineer or his designee.

Question No. 11

Regarding the work schedule, is there going to be any night work on this project?

Response No. 11

The SSPs contain the working restrictions. It will be up to the lowest bidder to propose when and how the work will be completed.

Question No. 12

What is the engineer's estimate?

Response No. 12

The 95% estimate which includes supplemental and contingency is approximately \$95 million.

Question No. 13

When will the bridge plans be made available? Do you have the bridge general plans?

Response No. 13

The bridge general plans are available on the CD for purchase. No other plans will be available for Offerors to review.

5. REVIEW OF CALENDAR OF EVENTS

Request for Qualifications Issued	Monday-December 12, 2011
Pre-Submittal Meeting	Wednesday – January 4, 2012
Request for Clarifications Due	Friday – January 13, 2012
Qualifications Submittal	Thursday – February 9, 2012
Short Listed Firms Notified	*Wednesday – February 29, 2012
Interview and Selection	*Wednesday – March 14, 2012
Commission Approval	*Wednesday – May 9, 2012

*Tentative Date

Meeting Adjourned: