

Worcester Regional Transit Authority



Request for Qualification (RFQ) #2025-02

On-Call Owner's Project Manager

RFQ Issue Date: October 11, 2024

Addendum #1

Addendum Issue Date: October 29, 2024

The Worcester Regional Transit Authority (WRTA) is issuing this addendum to the above-mentioned Request for Qualification (RFP) for the purpose of clarifying and answering questions submitted on or before the RFQ Questions, Comments, and Requests for Clarification Deadline of October 25, 2024.

**Questions & Clarifications**

**Question 1:** For the anticipated projects listed in the RFQ, can you clarify the current stage of these projects, as described in Section 5 on page 13? Specifically:

Conceptual Stage

Preliminary Engineering Phase

Scope/Statement of Work Stage

**Answer 1:** Per Section 5.3 (Anticipated Projects/Tasks) on Page 15, please see information below.

Conceptual Stage: Concrete repair/replacement at WRTA Transfer Center

Preliminary Engineering Phase:

Renovation of interior passenger waiting area at WRTA Transfer Center (30% design plans complete)

Battery Electric Bus infrastructure improvements at WRTA M&O Facility

HVAC Repairs at WRTA M&O Facility

Ongoing: Monitoring and subrecipient oversight for construction projects at Worcester's Union Station

**Question 2:** Does WRTA expect the selected consultant to assist with developing project scopes and providing support during preliminary engineering?

**Answer 2:** Depending on the scope of individual projects, firms may be responsible for various engineering disciplines including, but not limited to, survey, structural, mechanical, electrical, cost estimating, budget management, and related permit application preparation.

**Question 3:** To help us effectively manage staff workload and allocate resources, how soon after contract award will the successful consultant be notified of upcoming projects?

**Answer 3:** The projects/tasks listed in Section 5.3 (Anticipated Projects/Tasks) are already in-progress. The selected consultant will be integrated once a contract has been executed, and a task order has been furnished by the WRTA.

**Question 4:** Section 5.2 (Scope of Services) notes that the Owner's Project Manager will oversee all aspects of project planning, design, and construction of WRTA assets, as directed by the administrator. In line with Question 1, does WRTA anticipate the selected consultant's involvement in initial project scoping, conceptual designs, and preliminary engineering phases?

**Answer 4:** The selected firm shall provide services throughout the life of the project(s) and ensure that all aspects of the project are met and achieved as intended in the initial approved project design(s).

**Question 5:** What is the size ranges of tasks that might be issued?

**Answer 5:** The WRTA cannot provide a response without further clarification.

**Question 6:** Does the OPM scope of work include inspection services?

**Answer 6:** Depending on the nature of the project, inspection services may or may not be included in its scope of work.

**Question 7:** Is the OPM expected to have someone on site full time to monitor work being performed under a task?

**Answer 7:** The WRTA does not require a full-time presence, but expects the contracted vendor to monitor every aspect of the work being performed in-person to ensure contract compliance.

**Question 8:** What is the total value and number of tasks that may be issued?

**Answer 8:** The budget has not and will not be established in advance of receipt of qualifications. Section 5.3 (Anticipated Projects/Tasks) lists specific projects that are in-progress, and an ongoing subrecipient oversight and monitoring program. Other work that has yet to be identified may arise per WRTA's discretion on an individual task order basis.

**Question 9:** The RFQ states the WRTA reserves the right to retain more than one OPM firm. How many firms does the WRTA anticipate retaining?

**Answer 9:** The WRTA does not envision retaining more than one OPM firm, but does reserve the right to based on qualifications received.

**Question 10:** Is this a newly initiated project, or is it a continuation of an existing one?

**Answer 10:** A newly initiated project.

**Question 11:** If it is ongoing, kindly provide the names of the current service providers/incumbent vendors?

**Answer 11:** As this is a newly initiated project, the WRTA does not have a current agreement with any vendor for OPM services.

**Question 12:** Could you provide details on the previous expenditure associated with this contract?

**Answer 12:** Please see Answer #11.

**Question 13:** Could you confirm if it is possible to obtain the proposals or pricing details of the incumbent vendors?

**Answer 13:** Please see Answer #11.

**Question 14:** Are there any specific challenges or issues currently being faced with the existing vendors?

**Answer 14:** Please see Answer #11.

**Question 15:** Can you clarify the expected number of awards for this solicitation?

**Answer 15:** Please see Answer #9.

**Question 16:** Is there any preference or priority given to local vendors for this contract?

**Answer 16:** While there is no specific preference or priority for local vendors, as part of the Key Personnel scoring (30 points) in Section 3.2 (Evaluation Criteria), familiarity with local conditions relating to the Scope of Work is taken into consideration.

**Question 17:** How many battery electric buses are currently in service, how many are being added in the near future, and can you share any information about that chargers that are currently in your garage?

**Answer 17:** There are no BEBs in revenue service, though WRTA is scheduled to take delivery of seven 35' BEBs in Q4 2025. Procurement of charging equipment is in-progress as of this Addendum.

**Question 18:** For the submission of materials which forms are subconsultants responsible for completing?

**Answer 18:** Per Section 2.2 (Proposal Preparation & Submission), the Proposer is responsible for all material submission. Per Section 2.3 (Proposer-Prepared Documents), the Proposer is responsible for providing information about the prime consultant, or any subcontract firm or individuals anticipated to work on this procurement.

**Question 19:** The solicitation does not list a requirement for full page resumes. Are resumes for all staff required?

**Answer 19:** Resumes are not required. Please review Section 2.3 (Proposer-Prepared Documents) 'Key Personnel' for the WRTA's expectations regarding staff information.