

**ADDENDUM # 2 TO CATA RFP #2012-109  
CAPITAL AREA TRANSPORTATION AUTHORITY  
EAST LANSING MULTI MODAL STATION DESIGN, ENGINEERING, & CONSTRUCTION  
ADMINISTRATION**

Vendor Questions and Answers

Each question received from interested vendors in regard to the above Request for Proposal (RFP) is consecutively numbered 1-38 below and labeled "Q". Below each question is CATA's official corresponding answer labeled "A".

This Addendum including the associated Attachments A, B, C, D, and E, is enclosed within this correspondence, and is also available on the CATA website at [www.cata.org](http://www.cata.org), located under the heading "Doing Business With CATA".

- 1. Q: Please share how important experience in similar projects is to the awarding of this contract.**

*A: The selection criteria is listed in Section 1-O of the RFP and describes the capabilities and qualification of the key individuals and the capabilities and qualification of the prime Contractor and subcontractors that will be used in the evaluation.*

- 2. Q: How many firms received the RFP?**

*A: 24 firms received the RFP and it was posted on CATA's website for retrieval. The availability of the RFP was also advertised in the Lansing State Journal.*

- 3. Q: Can CATA provide more information on the "Project Costs"... how it is derived and what does it include?**

*A: The not-to-exceed total amount of funds available for all costs related to the total project is \$6.74 million including all aspects of the project such as design, engineering, construction, furnishings, demolition, utility work, etc.*

- 4. Q: What are the construction costs?**

*A: This is not known until the project has been designed and engineered.*

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5. **Q: What broad based assumptions have been made regarding the budget of various major components of the project (demolition, utility, site upgrades, and building and platform areas)?**

*A: No assumptions have been made regarding the budget of major components.*

6. **Q: In the past it has been our understanding that platform areas would be the design and construction responsibility of Amtrak but reference is made to them at the end of the third paragraph on Page 9. What does this mean?**

*A: The platform itself is not part of this project. Amtrak will be building the platform at the East Lansing Multi Modal Station in the near future. Areas around the platform to provide for customer waiting are part of this project.*

7. **Q: Is there a specific DBE requirement?**

*A: See Section 3-B Disadvantaged Business Enterprises of the RFP.*

8. **Q: While Section 1-G clearly depicts that types of contract being for AE services there are also multiple other areas within the RFP that refer to the Contractor and Subcontractor which is causing some confusion as to the real intent of the RFP. Is the true intent of this RFP for design only or is this a combination AE/CM team RFP or a hybrid design build project?**

*A: This RFP is seeking proposal for Design, Engineering and Construction Administration services. This RFP does not include construction, general contractor, or Construction Management. The services being requested are described in Section 2-C Statement of Work of the RFP. CATA uses the terms "Contractor" and "Subcontractor" generically to reference organization/businesses/firms that might provide proposals.*

9. **Q: Has a topographical survey of the target site been completed (showing all features and utilities) if so is it available in AutoCAD or if not are we responsible for providing this service?**

*A: A topographical survey has not been completed.*

10. **Q: Are there any known environmental issues on the proposed buildings to be removed or site?**

*A: CATA will provide the Phase I and Phase II Environmental Site Assessment with this Addendum which provide the details on the environmental issues regarding the buildings. Please see Attachment A to Addendum #2 labeled "Baseline Environmental Assessment".*

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**11. Q: Does CATA or Michigan State University have any environmental assessment reports for the proposed site?**

*A: CATA will provide the Phase I and II environmental assessment documents with Addendum #2. Please see Attachment A to Addendum #2 labeled "Baseline Environmental Assessment".*

**12. Q: Are we responsible for a hazardous material study of both the site and buildings scheduled for demolition?**

*A: No, the A&E firm is responsible for the building abatement as it applies to the demolition of the buildings.*

**13. Q: Does CATA have a traffic study for the proposed facility?**

*A: CATA does not have a traffic study for the proposed facility. The A&E firm will be required to conduct a traffic impact study for the project.*

**14. Q: Does CATA or Michigan State University have any geotechnical reports for the proposed site? If not are we responsible for providing a geotechnical survey/report for the site and proposed new building?**

*A: See Page 12 of the RFP where it stated the A&E firm is responsible for all soil borings for the structures.*

**15. Q: Are all necessary utilities available at the site?**

*A: The following utilities are available at the site: electricity, gas, telecommunications, data, storm, water. Water has to be brought to the site under the CN tracks as well as sanitary which is inadequate for this project.*

**16. Q: Does CATA have a proposed method of heating the building (will the existing underground steam tunnels be used)?**

*A: No determination has been made on the heating method for this building.*

**17. Q: Is there a breakdown of the estimated \$9.98 million available for review?**

*A: The total not-to-exceed project budget is \$6.74 million. This is to include all aspects of the project including but not limited to design, engineering, demolition, construction, utilities, landscaping, and furnishings. No further budget breakdown has been determined. Details of the budget breakdown will be developed by the selected contractor during the project.*

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**18. Q: Does our entire quality procedures manual need to be included at this time?**

*A: See Section 2H Proposal Requirements and Section 1-O Selection Criteria of the RFP. Contractors are to provide what they feel is necessary for CATA to evaluate their quality assurance methods and processes.*

**19. Q: Will Amtrak be designing and constructing the platform?**

*A: Yes, but their work has been delayed by two years.*

**20. Q: Are there any scheduling issues with Amtrak concerning the construction and design of the platform? Will this be done in conjunction with work related to this project?**

*A: No, work on the platform will not be part of this project. Amtrak will design and build the platform separately from this project.*

**21. Q: Can you clarify which buildings are scheduled for demolition?**

*A: Yes, four (4) buildings will be demolished, one (1), Storage Building B, is to remain standing. Please see Attachment B of Addendum #2 labeled "Existing Site Layout". Current concrete can be removed, and current asphalt can be removed to provide for a complete new design. The building for the multi modal facility will have parking, for at least 150 spaces. Auto circulation, the inter-city bus boarding area, inter-city bus circulation, bike storage, bike pathways, pedestrian pathways all have to go in that space.*

**22. Q: Are there any preliminary plans you can share?**

*A: There were conceptual designs developed by East Lansing and Michigan State University (MSU) for submission with the grants that appeared in the Lansing State Journal with the grant announcement in August. CATA is not wed to that plan in any way; it was just developed for the grant application. The design of the site and building is open.*

**23. Q: Were those preliminary designs done by a professional design firm? Is that firm submitting a proposal responding to this RFP?**

*A: Amr Abdel-Azim confirmed that MSU hired a professional consultant for a study. All firms are welcome to submit a response to this RFP.*

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**24. Q: Is the traffic impact study required work to be completed as part of the project?**

*A: Yes, it was just learned yesterday that East Lansing will require a traffic impact study. The A&E firm will be required to conduct a traffic impact study during the design phase of this project.*

**25. Q: The RFP refers to public art as a component part of the project? Please explain.**

*A: There may be two public art pieces. One is not a part of this project. There has been a safety issue identified by the railroads. People are crossing the track at various points that are not legal. They are not crossing exclusively at Harrison Road. CATA have been asked by the railroad and by the State to build a fence on the Northern side of the tracks. That piece is being procured separately; it is not a part of this contract. If it is determined that art is going to be incorporated at or in the facility, the decision will be made during the A & E process and become part of this contract. It hasn't been decided yet.*

**26. Q: Are you seeking LEED certification?**

*A: No, CATA does not anticipate getting a LEED certification because of the finite budget. While it is the desire to incorporate as much LEED concepts as possible, we are not seeking certification.*

**27. Q: Should research components be incorporated where possible?**

*A: Yes, where possible, areas where research can be conducted should be incorporated such as water retention areas, asphalt composition, landscaping, etc. This is not a building or facility; however, it is hopeful that an area can be created in a way that has some educational research function for study.*

**28. Q: Will CATA follow a Qualifications-Based Selection (QBS) process?**

*A: CATA is required by Federal Transit Administration (FTA) regulations to follow the Brooks Act when selecting design engineering architectural services. We will follow the Brooks Act. We will be evaluating these proposals based on qualifications and the list of selection criteria. Cost is not listed in the Selection Criteria in Section 1-O of the RFP. Once a selection has been made, a recommendation will be made to the CEO. Once the CEO has accepted the recommendation, we will then open the cost proposal of only that contractor. CATA will evaluate the cost proposal from that contractor and go into negotiations. Provided agreement can be reached, a contract will be executed. If agreement cannot be reached, the next most qualified contractor's cost proposal will be opened. That is the procedure that we will follow.*

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**29. Q: Will copies of the sign-in sheet be provided?**

*A: Yes, please see Attachment C of Addendum #2 labeled "Pre-Proposal Meeting Sign-In Sheets".*

**30. Q: What is the number of bus bays required for the station?**

*A: CATA has yet to secure agreements with all the tenants. At this point, we will be designing for three (3) bus bays. CATA service will remain on Harrison Road. Safe pedestrian access from northbound Harrison in a crosswalk to the site should be provided in final design work for the site.*

**31. Q: Is the length of the proposed new Amtrak platform known?**

*A: The position of the new platform relative to the crossing of the CN rail line with the CSX rail line and the crossing of the CN rail line with Harrison Road is known. Other details are still to be determined.*

**32. Q: Who performed that study for MSU?**

*A: Mitchell and Mouat Architects. To clarify, the work done by MSU was more than just a preliminary design for this project. It was to inform MSU about the condition and use of the existing building and to help them reach decisions about their property at this site. The work done by this firm lead to several designs that incorporated some or all of the existing buildings on this site. It was used to inform the grant development process.*

**33. Q: Is coordination needed with Amtrak to determine the profile grade of the platform and will Amtrak be at the table for discussions?**

*A: MDOT can bring Amtrak or represent them at meetings if needed. Minutes of the stakeholder meeting with MDOT, Amtrak and the bus service providers are Attachment D of Addendum #2 and labeled as "MDOT Stakeholder Meeting Minutes".*

**34. Q: Is an IT consultant handling the cabling and other electronic infrastructure for the project?**

*A: CATA is not sure, right now, what the IT (Information Technology) requirements will be. We strongly recommend Contractors have an IT person on your team. We know that there will be cash register transactions needs but we don't know how much of that is done by the internet. Internet cabling will need to be provided to the building and to the various rooms. There is discussion among the providers regarding some type of kiosk ticketing, it would be internet based. There hasn't been any discussion of external signage or "next time arrival" information to date.*

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**35. Q: Will there be a need for software integration or just providing data points?**

*A: There will not be any software integration required. The tenants have not mentioned a need for Wi-Fi at this point.*

**36. Q: We understand that the Owner will provide environmental reports and employ an environmental consultant for the site. Can the design consultant assume that the Owner's environmental consultant will prepare necessary Due Care Plans, and provide onsite environmental operations services if needed?**

*A: CATA is providing the Phase I & II environmental plan. Please see Attachment A to Addendum #2 labeled "Baseline Environmental Assessment". CATA did not state we would employ an environment consultant for the site. Any further environmental work that is needed will be the responsibility of the A&E firm under this contract. MSU will provide environmental oversight during the excavation phase of the project for the areas impacted. CATA is also providing the Due Care Plan with this Addendum. Please see Attachment E to Addendum #2 labeled "Due Care Plan".*

**37. Q: Will the area depicted as "low area storm water" on the site plan distributed at the Pre-Proposal meeting be available for storm water management facilities?**

*A: This will be determined during the design phase.*

**38. Q: Will the current station need to remain operational during construction?**

*A: Yes. All services currently provided will continue to operate during the construction.*

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Encl: Attachment A – Baseline Environmental Assessment.pdf  
Attachment B – Existing Site Layout.pdf  
Attachment C – Pre-Proposal Meeting Sign-In Sheets.pdf  
Attachment D – MDOT Stakeholder Meeting Minutes.pdf  
Attachment E – Due Care Plan.pdf