

**COBB COUNTY
DEPARTMENT OF TRANSPORTATION
ENGINEERING DIVISION**

**April 23, 2021
Program Management Assistance 2022TIP
Project No. B2000**

ADDENDUM NO. 1

Proposals Received Until May 13, 2021 –12:00 Noon Local Time

The following addendum hereby amends and/or modifies the Request for Proposals as issued for this project. All proposers are subject to the provisions of this Addendum. **Proposers shall acknowledge receipt of this addendum.**

I. PRE-PROPOSAL CONFERENCE

Minutes of the Pre-proposal Conference held Friday, April 16, 2021 are included.



Michael Francis, P.E.
Transportation Division Manager

cc: Purchasing

Attachment: Pre-proposal Meeting Minutes
Sign-In Sheets
FTA - Government Wide Debarment and Suspension
FTA - Lobbying Restrictions
Addendum Acknowledgement Form

**PROGRAM MANAGEMENT ASSISTANCE FOR THE 2022 TIP
PROJECT NO. B2000**

**PRE-PROPOSAL CONFERENCE
April 16, 2021 – 10:00 a.m.**

DATE: April 23, 2021

ATTENDEES: See Attached Sign-in Sheet

MEETING MINUTES:

- (1) The meeting started with introductions from Cobb County staff members. Russ Ford led the meeting and gave an overview and highlighted details in the RFP.

This is the Pre-proposal Conference for Cobb DOT PROJECT NO. B2000, Program Management Assistance for the 2022 TIP. Proposals will be received until 12:00 noon on May 13, 2021 at Cobb County Purchasing Department, 122 Waddell St, NE, Marietta, Georgia. Proposals will be opened and read aloud at 2:00 p.m. at the Cobb County Purchasing Department. **NO PROPOSALS WILL BE ACCEPTED AFTER THE 12:00 NOON DEADLINE.** Those received late will be unopened.

DO NOT DELIVER TO COBB DOT.

Minutes of this pre-proposal conference will be issued as Addendum No. 1. Any questions and clarifications will also be discussed in the Addendum.

All additional questions must be submitted in writing to Purchasing, not DOT, no later than 12 noon on April 30, 2021 via email to purchasing@cobbcounty.org. A written response will be sent via email to all RFP holders.

- (2) Stephanie Brice, Purchasing Deputy Director, highlighted some important points regarding submitting proposals:
- All pertinent dates are on page 13 of the RFP. These are hard deadlines, **NO EXCEPTIONS.**
 - Submitting proposals early is encouraged.
 - Proposal openings can be streamed live on the County webpage, Facebook and Youtube.

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(3) Additional Information:

- This is a comprehensive non-cost technical proposal. Consultants will be ranked from most qualified to least qualified by a Selection Committee.
- This proposal is for the 2022 Transportation Improvements Program (2022 TIP) of the 2022 SPLOST. Funding for 2022 TIP portion is estimated at \$329 million from sales tax revenue.
- The scope of work consists of Program Management Assistance PreConstruction Services, Right of Way Acquisition Services, and Construction Management along with Transit Capital Improvement for Transportation.
- Transit Capital Improvements is new. Keep in mind it does not include any operation, just capital projects.
- The consultant must describe a transition plan from the current consultant teams to the proposed consultant and demonstrate ability to complete the carryover of 20011 and 2016 SPLOST projects.
- All firms and sub-consultants must be identified and must be prequalified with GDOT and Cobb DOT, in area of intended utilization, prior to entering into a contract with the County.
- DBE and local firm participation is strongly encouraged.
- Work authorization for the current SPLOST program ends at the end of this year. We anticipate the program to last approximately 8 years including construction. However, the awarded consultant will initially enter into a 2-year contract and following the 2-year period there will be a renewing of the contract on a biannual or 2-year basis based upon satisfactory performance.
- In the RFP, the County leaves the opportunity open such that we may pursue additional tax supported programs, if that is to occur, the RFP does mention that the County reserves the right to end this RFP contract and issue a new RFP to cover the both programs under one contract.

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- Proposal should include creative, fresh and innovative approaches to program delivery. We are always looking for more efficient and cost effective ways to deliver our program.
- Proposal does not limit number of pages, but be comprehensive and concise.

(4) Questions and Answers:

- Q. Attachment B in the RFP requires 4 forms to be completed and submitted with proposal. It appears that the *Lobbying Restrictions* form and the *Government-wide Debarment and Suspension* form were not included with the RFP. Please confirm that these forms are required and if so, please provide copies and instructions.
- A. Yes, both FTA forms “Lobbying Restrictions” and “Government-wide Debarment and Suspension” are required and shall be included with proposal submittal. Forms are attached as part of this addendum.**
- Q. The RFP states that all consultants, including subconsultants, shall be prequalified with GDOT and Cobb County DOT. Is this a requirement at the time of proposal submission or at contract award/execution? Example, if a subconsultant is prequalified with GDOT currently but not with Cobb County, can the subconsultant work to obtain Cobb County prequalification status before contract award to meet this requirement?
- A. The consultant and subconsultants must be prequalified with GDOT and Cobb DOT by the contract award/execution.**

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Q. Is there a DBE percentage that you are looking to achieve?

A. The County does not have a required DBE goal percentage, we strongly encourage DBE participation. However, we have a 7% FTA DBE goal. If federal dollars are used on or combined with these SPLOST projects, then we have to comply with the FTA DBE goal of 7%, that comes from the Federal Transit Administration.

Q. As you have added a transit component to this program are the Transit projects possibly going to be developed using the Federal process?

A. Yes, if we receive any transit or FTA dollars, then we have to follow those specific guidelines for FTA and their process.

Questions should be sent via email to purchasing@cobbcounty.org no later than 5:00 pm on Friday, April 30, 2021.

MF

Michael Francis, P.E.
Transportation Division Manager

Attachments: Attendee List (.pdf file)

COBB COUNTY DEPARTMENT OF TRANSPORTATION
Pre-Proposal Conference: 2022 SPLOST Program Management Assistance for
Transportation Improvements Program
April 16, 2021

NAME	COMPANY	PHONE NUMBER	EMAIL ADDRESS
Rustavius Ford	Cobb County DOT	770-420-6659	Rustavius.ford@cobbcounty.org
Kari Parramore	Atkins	6782373612	KARLPARRAMORE@ATKINSGLOBAL.COM
Greg Teague	Croy (as a member of the Atkins team)	770-971-5407	gteague@croyeng.com
STEFANIE TAYLOR	COBB COUNTY DOT	7705283661	Stefanie.Taylor@cobbcounty.org
Desiree Young	Cobb County DOT	7705283694	Desiree.Young@cobbcounty.org
Erica Parish	Cobb County DOT	7705281600	Erica.Parish@cobbcounty.org
Michael Francis	Cobb County DOT	7705283692	Michael.Francis@cobbcounty.org
Gabriel Colon Vega	Cobb County DOT	7705281670	Gabriel.ColonVega@cobbcounty.org
Andrew Raessler	Cobb County DOT	7705281600	Drew.Raessler@cobbcounty.org
Don Harris	KCI Technologies, Inc	404.431.4673	don.harris@kci.com
Adam Koziol	EXP U.S. Services Inc	+1.858.597.0555	adam.koziol@exp.com
Colette Collins	Willmer Engineering, Inc.	7703495978	collins@willmerengineering.com
Fletcher Hawkins	Engineering Design Technologies, Inc.	7709880400	fletcher.hawkins@edtinc.net
Erik Steavens	EXP U.S. Services Inc	4044013056	erik.steavens@exp.com
Jacob Hughes	BM&K Construction & Engineering	6785225601	jacob@bmandkinc.com
Sasha Ugi	Croy Engineering	770-971-5407	sugi@croyeng.com
Garrick L. Edwards	AECOM	4044144982	garrick.edwards@aecom.com
Kathi Hodgson	Atkins	678.247.2520	kathi.hodgson@atkinsglobal.com
Patrick Lewis	Cobb County DOT	7705281617	patrick.lewis@cobbcounty.org
Emily Loebach	Engineering Design Technologies, Inc.	7709880400	emily.loebach@edtinc.net
Cheryl Staple	Atkins North America, Inc.	813.281.7338	cheryl.staple@atkinsglobal.com
Caroline Levenda	CKL Engineers, LLC	3127632989	clevenda@ckleng.com
Anthony Taylor	Engineering Design Technologies, Inc.	7709880400	tony.taylor@edtinc.net
Kathi Hodgson	Atkins	4028508370	kathi.hodgson@atkinsglobal.com
Mae Whiteside	CKL Engineers, LLC	773-439-0519	mwhiteside@ckleng.com

Ahmad Mohsenzadeh	EDT	6789236780	ahmad.mohsenzadeh@edtinc.net
Anthony Kimore	Engineering Design Technologies, Inc.	770.988.0400	anthony.kimore@edtinc.net
Stephanie Brice	Cobb County Purchasing	7705288400	purchasing@cobbcounty.org
Michele Rall	Business Transformation Group	4044468241	michelerall@btgworks.com
Kimberly Lehner	Nova Engineering & Environmental, LLC	404-964-1810	klehner@usanova.com
Chris Williams	EFK Moen	770.575.0384	ctwilliams@efkmoen.com

GOVERNMENT-WIDE DEBARMENT AND SUSPENSION

2 C.F.R. part 180

2 C.F.R part 1200

2 C.F.R. § 200.213

2 C.F.R. part 200 Appendix II (I) Executive Order 12549

Executive Order 12689

The Consultant shall comply and facilitate compliance with U.S. DOT regulations, "Non-procurement Suspension and Debarment," 2 C.F.R. part 1200, which adopts and supplements the U.S. Office of Management and Budget (U.S. OMB) "Guidelines to Agencies on Governmentwide Debarment and Suspension (Non-procurement)," 2 C.F.R. part 180. These provisions apply to each contract at any tier of \$25,000 or more, and to each contract at any tier for a federally required audit (irrespective of the contract amount), and to each contract at any tier that must be approved by an FTA official irrespective of the contract amount. As such, the Consultant shall verify that its principals, affiliates, and subconsultants are eligible to participate in this federally funded contract and are not presently declared by any Federal department or agency to be:

1. Debarred from participation in any federally assisted Award;
2. Suspended from participation in any federally assisted Award;
3. Proposed for debarment from participation in any federally assisted Award;
4. Declared ineligible to participate in any federally assisted Award;
5. Voluntarily excluded from participation in any federally assisted Award; or
6. Disqualified from participation in ay federally assisted Award.

By signing and submitting its bid or proposal, the Proposer certifies as follows:

The certification in this clause is a material representation of fact relied upon by the COUNTY. If it is later determined by the COUNTY that the Proposer knowingly rendered an erroneous certification, in addition to remedies available to the COUNTY, the Federal Government may pursue available remedies, including but not limited to suspension and/or debarment. The Proposer agrees to comply with the requirements of 2 C.F.R. part 180, subpart C, as supplemented by 2 C.F.R. part 1200, while this offer is valid and throughout the period of any contract that may arise from this offer. The Proposer further agrees to include a provision requiring such compliance in its lower tier covered transactions.

_____ Signature of Consultant's Authorized Official

_____ Name and Title of Consultant's Authorized Official

_____ Date

LOBBYING RESTRICTIONS

31 U.S.C. § 1352

2 C.F.R. § 200.450

2 C.F.R. part 200 appendix II (J) 49 C.F.R. part 20

The lobbying requirements mandate the maximum flow down pursuant to Byrd Anti-Lobbying Amendment, 31 U.S.C. § 1352(b)(5).

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
3. The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

_____ Signature of Consultant's Authorized Official

_____ Name and Title of Consultant's Authorized Official

_____ Date

**COBB COUNTY
DEPARTMENT OF TRANSPORTATION
PRECONSTRUCTION DIVISION**

ADDENDUM ACKNOWLEDGEMENT FORM

We acknowledge receipt of the following addendum(s) for:

**Re: Request for Proposals for
Program Management Assistance 2022TIP
Project No. B2000**

ADDENDUM NO. 1

Printed Name

Date

Signature

Email Address

Consulting Firm

Telephone

Insert signed copy of this form in your final proposal after the cover letter.

This form does not count toward the total number of