



BRIEFING: OCTOBER 11, 2016 BOARD MEETING AGENDA ITEM #6

TO: Chairman Richard and Board Members

FROM: Melissa DuMond, Director of Planning and Integration

DATE: October 11, 2016

RE: Consider Providing Approval to Release a Request for Qualifications for Fresno Station, Operations Control Center and Related Design Services

Summary of Requested Action

Staff is recommending that the Board approve the issuance of a Request for Qualifications to obtain Statements of Qualifications from qualified offerors to provide Fresno Station and Related Design Services, in order to select a consultant team to enter into a contract for the work for a term of six years and a not-to-exceed contract amount of \$11,000,000.

Background

Staff is seeking the Board's approval to issue a Request for Qualifications (RFQ) to procure an architectural and engineering design consultant team to provide the final design and construction documents for the Fresno Station and the High-Speed Rail Operations Control Center, and to additionally provide other design-related services within the project.

The Authority has been working with its station cities to plan for high-speed rail stations by providing funding to envision and plan for land use, zoning changes, and major infrastructure priorities in the station area. As a result of these contracts, the City of Fresno is working on a master plan for the station area and has concurrently updated its zoning code to guide growth and development of the station area that will complement and attract riders to high-speed rail. This work with our station cities to create and design the station itself will increase the potential to attract and capture foot traffic and increase the residential population in downtown Fresno.

The stations will meet the Authority's expectations for highly energy and water efficient facilities that are easy to maintain. These expectations are laid out in our high-performance design criteria and in the Board-adopted Sustainability policy from March 2016. These include achieving net-energy positive and certification through the US Green Building Council's Leadership in Energy and Environmental Design (LEED) system at a platinum level.

To date, the Authority's primary construction has been delivered using a Design-Build method, where performance criteria are provided during the procurement phase and the contractor has the

responsibility to procure designers who can prepare design documentation adequate for them to permit and build the work. While well suited for documented designs, we plan to proceed with this procurement as Design Bid-Build which is the appropriate method of construction for facilities where extensive scope, design, sustainability, regulatory, cost, and schedule issues need to be developed together, as is the case at high-speed rail stations. Design-Bid-Build is the most common way to deliver these types of facilities, is well understood by the facilities design and construction industry.

There are three principal contractual entities in the Design-Bid-Build process: the Architect, the Owner and the Contractor. The Architect, also referred to as the Designer or Consultant, is responsible for developing a design concept, obtaining all required approvals, translating their concepts into documents that the Contractor can build from, supporting and advising the Authority in the procurement of a construction Contractor, including responding to questions that arise during the bid and later during construction. The Owner is the Authority, responsible for establishing the project scope (facility functions, performance requirements etc.), the project schedule, and the project budget. The Contractor is responsible for executing the scope of work established by the Designer in conjunction with the Owner, in accordance with the documents and relevant regulatory requirements.

Design to construction is a progressive elaboration and implementation of ideas from the abstract into the physical. The progression of activities below is the typical method for delivery of facility projects, like our high-speed rail stations:

- **Planning:** The Owner has the responsibility to develop its Owner's Project Requirements (OPR) that encapsulates its goals, objectives, and construction requirements.
- **Programming:** The Designer responds to the OPR by investigating and analyzing the site to develop multiple design concepts for the Owner to evaluate.
- **Design:** Using an Owner approved concept, the Designer develops, integrates, coordinates, and documents the concept to industry recognized standards that allows for a Contractor to execute.
- **Review:** At each stage of design, the Designer will present their work to the Owner who will evaluate to determine if they are meeting their goals, objectives, and requirements to an appropriate level of development.
- **Bidding:** At this stage the Owner, with support by the Designer, will procure a Contractor.
- **Construction:** The realization of the design expressed in the construction documents into a physical structure.
- **Commissioning:** Once the facility is complete and ready to be activated, commissioning is the structured process to bring the facility online, to "tune" it to optimum performance, and to ensure the systems were properly constructed.
- **Fit-Out:** This stage is the moving in process, which includes furniture, loose finishes, phones, computers etc.
- **Test Operations:** Due to the complexity of the facilities and their need to work seamlessly with the trainsets, we allow for a test operations period to ensure that on the day we begin

operations the facility, the train, and all the operation personnel are ready to work together.

The State is the primary regulatory authority/reviewer for the station design pursuant to Health & Safety Code section 18902 (CA Building Standards Code (CBSC)). The design team hired as part of this procurement will work with the Department of General Services, Division of the State Architect and the Office of the State Fire Marshall to ensure fire life safety, structural, access and energy compliance of the building. The design team, which includes the architect of record, will also obtain all necessary permits and approvals. In addition, said consultant will ensure compliance with the Secretary of Interior's Standards for the Treatment of Historic Properties and work with the State Historic Preservation Office, State Historical Buildings Safety Board (under DGS), and the Federal Railroad Administration.

The Authority will closely work with the City of Fresno during the RFQ procurement phase, including having a City representative on the selection committee. In addition, during the design process, milestone evaluations will be brought before the Board, offering an opportunity for the public and the City to weigh in. Staff is committed to working with the City and its stakeholders throughout the process to ensure the facility is a high-performance station with the latest in technological advancements and is also respectful and representative of the local design vernacular. The station design work will build upon an existing relationship with Fresno as the City advances their vision and plans for the area around the station.

Prior Board Action

There has been no prior action by the Authority Board related to this request.

Discussion

Authority staff seeks Board approval to issue a RFQ to procure architectural and engineering services to develop final plans and specifications for the Fresno High-Speed Rail Station. In addition, the design team would provide final design services for the Operations Control Center facility to be located in the Central Valley. Finally, the contract also includes an additional amount, estimated at approximately \$1 million, to provide other related design services for stations to address pre-design issues or identify consistency related issues between the various stations as appropriate. The RFQ will be issued, and a contract will be awarded to the most qualified Offeror design team at fair and reasonable compensation with a not-to-exceed amount of \$11 million over a six-year term.

The \$11 million estimate for the RFQ and resulting contract was developed based upon an industry-recognized 6% for design services, 4% for pre-design and commissioning support and other design services for an estimated construction cost projected at \$100 million. The projected total project cost is \$111 million for design and construction of the Downtown Fresno Station (\$80 million; 120,000 sf) and the Central Valley High-Speed Rail Operations Control Center (\$20 million; 30,000 sf), and \$11 million for the gross design fee.

Design is presently anticipated to commence in early 2017 and be completed mid-2019. The primary driver of this schedule is the Operations Control Center, which needs to be fully

functional and certified for: (1) testing the system (static testing); (2) testing the trains (dynamic testing); and, (3) testing the Silicon Valley to Central Valley line (trial run). After contractor selection, construction is anticipated to be completed in the summer of 2021. This allows for systems/operator and test operations work through 2024 so that the Fresno Station and Operations Control Center are ready for passengers and operation in January 2025.

Procurement Process

This is a qualification based contract and the procurement will be governed by Architecture & Engineering (A&E) procurement requirements. The Authority will proceed in accordance with Government Code sections 4525, et seq., the Authority's A&E regulations, Board policies for RFQs, and other applicable state and federal requirements.

Procurement Schedule

The anticipated schedule for the subject RFQ procurement is as follows:

Issue Request for Qualifications	October 14, 2016
Pre-Bid Conference and Fresno Site Visit	November 1, 2016
Deadline for Offeror Questions on the RFQ	November 4, 2016
Authority to Post Responses to Offeror Questions	November 10, 2016
SOQ Due Date	December 1, 2016
Discussions	December 15-16, 2016
Notice of Proposed Award	December 19, 2016
Contract Negotiations	January 9, 2017
Authority Board consideration of Agreement	February, 2017
Notice to Proceed	February, 2017

Scope of Work

The Station Design Consultant will provide services to the Authority for final design of the Fresno Station and the Operation Control Center (OCC) in the Central Valley as follows:

Task 1: Contract Administration

- Develop a management plan to document how they will ensure they meet the requirements, goals, and objectives of the Authority.
- Project Management Plan: develop an integrated project management approach documenting how the project will be planned, executed, monitored and controlled, and closed addressing general management, scope, schedule, cost control, quality assurance and control, human resources, communications, risk, procurement, and stakeholder management.
- Building Information Modeling (BIM) and Asset Management Plan: develop a Building Information Modeling and Asset Management Plan defining how the building data will be developed, organized, and managed.
- Sustainability Management Plan: develop a Sustainability Management Plan defining how the project will meet requirements, goals, and objectives for high performing, zero net energy, and achieving LEED Platinum certification.

Task 2- Pre-Design Services

- Collect and analyze information about the site(s) and the Facility Program to develop three initial concepts for the Authority to review and approve.
- Site Investigation: investigate, identify, and document all existing conditions of the site(s) and surrounding areas.
- Site Analysis: using the information collected during the Site Investigation and Facility Programming, define opportunities to efficiently develop the site and integrate it with the surrounding community and define constraints that limit the site or create risks for the delivery of the facilities.
- Facility Programming: engage with the Authority and its stakeholders to develop the Owners Project Requirements (OPR) addressing performance criteria and the Facility Space Program, the Basis of Design (BOD) identifying regulatory requirements, systems descriptions, and design criteria, and prepare three preliminary design concepts for the site and facility organization.
- Cost Estimate: prepare a cost estimate for the Consultants preferred Preliminary Design Concept and lead value engineering workshops with the Authority to evaluate the three Preliminary Design Concepts.
- Schedule: Prepare a construction schedule that identifies the sequencing of the facility(s) systems.

Task 3- Design Services

- Prepare the Design Documents required to define, permit, bid, and construct the facilities.
- Schematic Design: develop the approved Preliminary Design Concept further to illustrate relationships of spaces, initial building systems descriptions, and the integration of the facilities to the Track and Systems infrastructure.
- Design Development: complete the major site and building systems final design criteria resulting in a complete, coordinated graphic description of all aspects of the site, building envelope, interior construction, and building systems and primary services equipment and routing.
- 50% Construction Documents: begin the development, coordination, and detailing of the building systems for the purposes of permitting, bidding and construction. All building systems and materials selections are finalized.
- 100% Construction Documents: complete the documentation and coordination of the building systems for the purposes of permitting, bidding and construction.
- Regulatory Approvals and Permitting: prepare all required documents required to submit for permit, manage the process, and make all required revisions to the work to satisfy the regulatory agencies.

- Ready to Bid: incorporate approved permit documents and Authority procurement requirements into a Ready to Bid (RTB) package.

Task 4- Bid Support:

- Assist the Authority during the procurement process to procure a Contractor.
- Design Support: respond to Bidder's Requests for Information (RFI), prepare Addendums, and support Authority in addressing issues regarding the design and bidding
- Meetings: lead Pre-Bid and Site Visit; participate in procurement work and other meetings as required with Authority and Bidders.
- As Bid Documents: incorporate all design corrections and clarifications issued during Bid Phase into the Design Documents and BIM.

Task 5- Construction Administration Support

- Support the Authority to ensure the project is constructed in accordance with the contract documents and regulatory requirements. The Authority will procure a Project Construction Manager (PCM) who will act as the Authority's agent during construction. The PCM will observe the work, monitor and report progress, address deficiencies, and review submittals.
- Request for Information (RFI) Responses: Where the PCM and Authority cannot address an RFI and/or where the RFI requires a revision to the As Bid Documents, the Consultant shall prepare a response including are required information as required.
- Submittal Review: where the PMC and Authority cannot evaluate a Submittal or where there is a regulatory requirement, the Consultant shall review.
- Site Observation: visit the site to attend on-site meetings and/or to view construction as required supporting the Authority, the PCM, and the Contractor in addressing design issues.
- Shell and Core Substantial Completion Evaluation: visit the site to inspect the work for defects and/or incomplete items that require correction by the Contractor prior to the Authority's acceptance of the facility.

Task 6- Commissioning Support

- Support for commissioning for the Shell and Core, Track and Rail Integration Fit-out and Project Close Out.
- The Commissioning Agent(s) shall be procured by the Authority.
- Shell and Core Commissioning: results in a properly operating facility ready for the Operator to fit out the facility including install their fixtures, furnishing, equipment, software, and test the building for passenger.
- Integrated Facility Commissioning: results in a properly operating facility including all Operator fit-out and the facility is ready for passenger revenue operations.

- Project Close Out: complete all remaining work documentation and support Contractor in preparation of As-Built Documents.

Task 7- Other Services

- The Authority may require the Consultant to provide similar design services at other station locations.

The entire scope of work is more detailed in the final draft RFQ and contract, which accompanies this memorandum.

Procurement Evaluation Criteria

The RFQ process will be coordinated by the Authority. Statements of Qualifications (SOQs) submitted by the design team offerors will be reviewed by the Authority to ensure that all requisite qualifications and requirements are met. The SOQs will then be technically evaluated by the Authority pursuant to established criteria in Attachment B of the RFQ, which include the following:

	Criteria*	Maximum Score	Actual Score
1.	PAST PERFORMANCE AND EXPERIENCE a. Has the Offeror successfully delivered on past projects of similar scope and complexity?	30	
2.	ORGANIZATION AND KEY PERSONNEL a. Does the proposed project organization present a clear and logical framework? b. Does the management approach reflect an integrated team and is responsive to the RFQ requirements? c. Does it demonstrate a high level of commitment and resource availability? d. Does it address the full expanse of potential tasks in the scope? KEY PERSONNEL AND ROLES a. Are the personal qualifications and professional skills of the project manager, senior professionals and Key Personnel nominees appropriate for the roles assigned? b. Is their past experience applicable and indicative of success on this project? c. Does the project manager have sufficient authority within their organization to effectively lead and manage the project?	30	
3.	UNDERSTANDING OF PROJECT REQUIREMENTS	30	

	<ul style="list-style-type: none"> a. Has the Offeror demonstrated a thorough knowledge of the project? b. Is there sufficient evidence of analysis to lend credibility to the commitments made? c. Has the Offeror given clear evidence through narratives and examples of prior work that it has the capability to carry out the Project for a project of this complexity and magnitude with innovation and autonomy? 		
4.	SMALL BUSINESS PARTICIPATION <ul style="list-style-type: none"> a. Does the approach to Small Business utilization demonstrate the Offeror's responsiveness in meeting the Authority's Small Business goal objectives? 	10	
Total SOQ Score		100	
Total Weighed Score with 60 percent Weighting Factor (SOQ Score x 0.6)		60	

*NOTE: These criteria are 60 percent of the final score

This evaluation may be followed by oral discussions/interviews, which will be evaluated by the Authority pursuant to the following criteria in Attachment C of the RFQ:

	Criteria	Maximum Score	Actual Score
1.	PRESENTATION <ul style="list-style-type: none"> a. Quality and appropriateness of the presentation b. Logic of the chosen speakers relative to project challenges c. Project Manager control over the team 	25	
2.	PROJECT MANAGER PARTICIPATION <ul style="list-style-type: none"> d. Clear and responsive answers to questions e. Understanding of Project challenges and requirements f. Perceived level of involvement with SOQ structure, content and presentation plan 	25	
3.	KEY STAFF PARTICIPATION <ul style="list-style-type: none"> g. Clear and responsive answers to questions h. Understanding of assignment challenges and requirements i. Perceived level of involvement with SOQs preparation j. Demonstration of an integrated team displaying awareness 	25	

	and understanding of the design process		
4.	UNDERSTANDING OF PROJECT k. Does Offeror convey an understanding of the critical project success factors? l. Is the Offeror able to provide evidence of successful small business utilization for this project? m. Is the Offeror able to provide evidence of prior project experience, including lessons learned or challenges, with projects of this magnitude and complexity?	25	
Total Discussions Score:		100	
Total Weighted Discussion Score with 40 percent Weighing Factor (Discussion Score x 0.4)		40	

NOTE: These criteria are 40 percent of the final score

At the conclusion of the SOQ review and the Discussions, the Evaluation Committee will rank the Offerors on the basis of total weighted SOQ score (60%) plus total weighted Discussion score (40%), and recommend to the CEO the Offeror with the highest final score for award of the contract. The total scoring calculation is as follows:

Total Score for Statement of Qualifications and Discussion	Maximum Score
Total Weighted SOQ Score	60
Total Weighted Discussion Score	40
Final Score	100

The resulting contract issued for the Fresno Station, OCC and Related Design Services will include the Board's adopted 30 percent Small Business participation goal.

Legal Approval

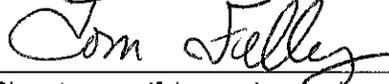
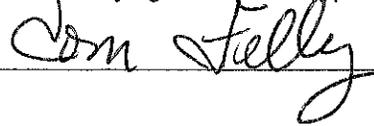
Chief Counsel's office approves the requested RFQ and affirms the Authority's ability to issue this procurement and resulting contract under its A&E regulations, policies and procedures, as well as Government Code sections 4525, et seq. and state contracting law.

Budget Implications

The funds associated with this request include both state and federal sources for the first two years from ARRA Task 3 budget and other state sources for the remainder of the contract. This request is consistent with the cost projections contained in the Authority's 2016 Business Plan.

Recommendations

It is recommended that the Board adopt the Resolution approving issuance of a Request for Qualifications to obtain Statements of Qualifications from qualified offerors to provide Fresno Station and Related Design Services, in order to select one consultant to enter into a contract for the work for a term of six years and a not-to-exceed contract amount of \$11,000,000.

APPROVED BY	
Reviewer Name and Title: Russell Fong, CFO	Signature verifying review and approval: 
Reviewer Name and Title: Tom Fellenz, Chief Counsel	Signature verifying review and approval: 
Reviewer Name and Title: Melissa DuMond, Director of Planning and Integration	Signature verifying review and approval: 

for

Attachments

- Draft Resolution #HSRA 16-28
- Final Draft of the Request for Qualifications for Fresno Station, OCC and Related Design Services