

Addendum No. 1
Issue Date: 07/15/2022
RFQ 66325-2023-RFQ-001 – GDOT PI0019212
City of Buford

NOTE:

Please review the below information as there may be changes to the information to be provided. Failure to adhere to any changes addressed in the addendum may result in disqualification.

A signed acknowledgment of this addendum must be attached to your submittal for Statement of Qualifications Phase 1.

Firm Name: _____

Signature: _____ **Date:** _____

Typed Name and Title: _____

This addendum, including all questions and answers, shall become and form a part of the original RFQ package and shall be considered when preparing your submission.

The purpose of this addendum is to provide the answers to the written questions received during the question-and-answer period of the RFQ Phase and address any changes made to the RFQ.

Section 1: Written Questions and Answers

Q1: The cover lists the due date for submittal of qualifications as 8/15/22, but the Schedule of Events on Page 4 states 7/20/2022 for the Phase I. Please clarify the due date of the Phase I submittal.

A1: The 6/24/22 published schedule is replaced in its entirety by the attached version.

Q2: Page 15, Exhibit 1, Section 6 does not list any Key Team Leaders. Is it up to each consultant to select which KTLs they feel are most important, if so, how many are allowed? Or will the City specify required KTLs such as Roadway Lead, Structures Lead and Environmental Lead?

A2: The 6/24/22 published Exhibit 1 is replaced in its entirety by the attached version.

Q3: Please revise Exhibit 1, section 4.A (Prime Consultant Required Area Classes) to eliminate the Planning (1.##), Survey (5.##) and Geotechnical (6.##) area classes from the Prime requirements. These area classes are often provided by subconsultants and would still be included on the consultant team through Section 4.B. As currently written there are very few firms, if any, that are qualified in all the necessary areas to submit on this project.

A3: The 6/24/22 published Exhibit 1 is replaced in its entirety by the attached version.

Q4: Can you clarify which GDOT area classes are required for the Prime Consultant? The current list includes all requested area classes for the team.

A4: The 6/24/22 published Exhibit 1 is replaced in its entirety by the attached version.

Q5: Who are the Key Team Leaders? This area on page 15 is blank.

A5: The 6/24/22 published Exhibit 1 is replaced in its entirety by the attached version.

Q6: The City of Buford may find it difficult to receive responses to this RFQ based on the Prime Consultant prequalification requirements listed on Page 13, Section 4.A. Would the City of Buford consider changing the GDOT area classes list for the Prime Consultant? On a recent RFQ similar to this one (see attached), the following GDOT area classes were required of the Prime Consultant:

Number	Area Class
3.02	Two-Lane or Multi-lane urban Roadway Design
3.13	Facilities for Bicycles and Pedestrians

A6: The 6/24/22 published Exhibit 1 is replaced in its entirety by the attached version.

Q7: On Page 15 of the RFQ, Section 6, the Related Key Team Leaders are not listed. Which Key Team Leaders would the City wish to be included in our SOQ?

A7: The 6/24/22 published Exhibit 1 is replaced in its entirety by the attached version.

Q8: Which members of the design team do you anticipate being the KEY TEAM LEADS? See page 15, item #6.

A8: The 6/24/22 published Exhibit 1 is replaced in its entirety by the attached version.

Q9: Please confirm the due date; the cover states 08/15 and the schedule on page 4 states 07/20.

A9: The 6/24/22 published schedule is replaced in its entirety by the attached version.

Q10: Please confirm the required GDOT prequalification categories for the PRIME consultant. There appears to be no difference in the two charts on pages 13-14: one showing the requirements for the PRIME and the other for the TEAM.

A10: The 6/24/22 published Exhibit 1 is replaced in its entirety by the attached version.

Section II: Published RFQ Modifications

1. Cover page:
 - a. Remove "Qualifications Due: August 15, 2022"
 - b. Replace with "Qualifications Due: August 5th, 2022"
2. 6/24/2022 Schedule of Events replaced in its entirety with the attached 7/15/22 revised schedule of events.
3. 6/24/2022 Exhibit I replaced in its entirety with the attached revised 7/15/22 exhibit I.

Attachments:
7/15/22 Schedule of Events
7/15/22 Exhibit I

END OF ADDENDUM #1

ATTACHMENT 1

III. Schedule of Events

The following Schedule of Events represents the Community's best estimate of the Schedule that will be followed. All times indicated are prevailing times in Atlanta, Georgia. The Community reserves the right to adjust the Schedule as deemed necessary.

PHASE I	DATE	TIME
a. Issuance of public advertisement of 66325-2023-RFQ-001	6/24/2022	5 p.m.
b. Addendum 1 posted to GPR	07/15/2022	5 p.m.
c. Deadline for submission of written questions and requests for clarification	7/21/2022	12 p.m.
d. Last day for addenda	7/27/2022	5 p.m.
e. Deadline for submission of Statements of Qualifications (Phase I)	8/5/2022	5 p.m.
f. Completion of evaluation and Notice to Selected Finalists (NTSF)	TBD	
PHASE II		
g. Deadline for submission of written questions from finalists	TBD	
h. Interviews – As determined by the City of Buford	TBD	
i. Deadline for submission of Technical Approach (Phase II)	TBD	

EXHIBIT I

Project/Contract

1. PI Number: 0019212
2. Gwinnett County - City of Buford
3. Description: Buford Trail Ext From S Lee St to SR 13 - Ph II - LCI

Vision

The Buford Multi-Use Trail - Garnett Street Extension project will provide a new, safe and comfortable alternative for pedestrians to walk or bike between two areas commercial areas in the City. At roadway crossings, the project will accommodate bicycles and pedestrians by providing a pedestrian bridge over Buford Hwy, a pedestrian crosswalk with rectangular rapid flashing beacons at Maddox St, and ADA ramps at Old State Route 20.

Scope

The project will connect the City's existing sidewalks along Buford Hwy, Garnett St, and South Lee St, along with the Buford Multi-Use Trail Phase 1 project, which ends near the proposed pedestrian bridge over Buford Hwy. Given that a sewer line has already been constructed along the trail's corridor, clearing trees can be minimized. The approximately 1.75 mile trail can stand alone as a place for outdoor recreation along the path. However, it also leaves room for future connections that could continue north along Suwanee Creek toward Hamilton Mill Rd, expanding the sidewalk network along Buford Hwy, or widen the existing sidewalks on S Lee St to add to the trail network. In addition to the aforementioned logical termini criteria, this project also connects to existing pedestrian facilities on the south end of the project.

Technical – see Exhibit V

10' concrete trails and boardwalk along the sewer line. At three creek crossings, 10' pedestrian bridges will be constructed. Buford Highway's typical section will remain the same. However, where the trail crosses the road, a pedestrian crosswalk with rectangular rapid flashing beacons would be proposed. On Old State Route 20, the northbound direction will have one 10'-12' travel lane, 2.5' curb and gutter, and a 10' sidewalk. A portion of the northbound direction will also have a parking lot for the trail. The southbound direction will remain the same, with one 10'-12' travel lane, 2.5' curb and gutter, and approximately 100' of a 2' grass strip and 5' sidewalk. Construction, Engineering and Inspection (CEI) work will be inclusive in the project.

4. Required Area Classes:

Prime Consultants are defined as the firm submitting the Statement of Qualifications and the firm with whom the Community will contract. The Team is defined as the Prime Consultant and their sub-consultants, who are considered team members. The Prime Consultant must be prequalified in the Area Classes identified below in Section 5.A. The Prime Consultant or sub-consultant team members must be prequalified in the Area Classes identified below in Section 5.B. Respondents should submit a summary form (example provided in **Exhibit IV**) which details the required area classes for the Prime Consultant and all sub-consultants or joint-venture of consultants on the team listed in the Statement of Qualifications. The area classes listed on the summary form must meet all required area classes or the team will be disqualified. The Prequalification Expiration Date must be current by the deadline stated for this RFQ.

A. The **Prime Consultant MUST** be prequalified by GDOT in the area classes listed below:

Number	Area Class
3.02	Two-Lane or Multi-lane urban Roadway Design
3.13	Facilities for Bicycles and Pedestrians

B. The **Team** (either the Prime Consultant and/or one or more of their sub-consultant team members) **MUST** be prequalified by GDOT in the area classes listed below:

Number	Area Class
1.06(a)	NEPA
1.06(b)	History
1.06(c)	Air Quality
1.06(d)	Noise
1.06(e)	Ecology
1.06(f)	Archaeology
1.06(g)	Freshwater Aquatic Surveys
1.07	Attitude, Opinion, and Community Value Studies (Public Involvement)
1.10	Traffic Analysis
3.02	Two-Lane or Multi-lane urban Roadway Design
3.06	Traffic Operations Studies
3.07	Traffic Operations Design
3.08	Landscape Architecture Design
3.10	Utility Coordination
3.12	Hydraulic and Hydrological Studies (Roadway)
3.13	Facilities for Bicycles and Pedestrians
3.15	Highway and Outdoor Lighting
4.01(a)	Minor Bridge Design
4.04	Hydraulic and Hydrological Studies (Bridges)
5.01	Land Surveying
5.02	Engineering Surveying
5.08	Overhead/Subsurface Utility Engineering (SUE)
6.01(a)	Soil Survey Studies
6.02	Bridge Foundation Studies
6.03	Hydraulic and Hydrologic Studies (Soils & Foundation)
6.04(a)	Laboratory Testing of Roadway Construction Materials
6.04(b)	Field Testing of Roadway Construction Materials
6.05	Hazardous Waste Site Assessment Studies
8.01	Construction Engineering and Supervision
9.01	Erosion, Sedimentation, and Pollution Control Plan
9.03	Field Inspection for Erosion Control

Scope: The Consultant shall provide comprehensive design of all project elements, including field survey, civil, structural, geotechnical and engineering services, environmental impacts, design development, landscape architecture, lighting design, preparation of construction documents, detailed cost estimates of the work, bidding assistance and responses to Requests for Information (RFIs). The Consultant will report to the City of Buford's designated representative during the term of the contract. Firms of teams will be required to comply with all applicable regulations of the City of Buford, GDOT and FHWA. Submitting firms must demonstrate they have knowledge the Georgia Department of Transportation's (GDOT) Plan Development Process (PDP). Submitting firms must also be pre-qualified with GDOT. The features that shall be included in the functional design of the trail are as follows:

- ADA Accessibility
 - Gradual grade changes
 - ADA ramps at all driveways and crosswalks
- Safety
 - LED downlighting
 - Smooth surfaces with gradual grade changes
 - Crosswalk enhancements
 - Trail security surveillance
 - Emergency vehicle access
 - Connection to proposed Northlake BRT station
- Stormwater management
 - Infiltration basins and bioswales

The work to be accomplished under this contract is divided into the following tasks:

Task 1: Concept Report

A. Existing Conditions and Technical Analysis:

Conduct a thorough review and assessment of previous plans and existing conditions in the corridor and connecting communities. The focus of the assessment will include the following:

- A detailed survey of existing conditions in the area via a Phase I Site Assessment.
- Identify physical constraints such as topography, lack of right-of-way, impacts to potentially historic properties, environmental features and locations of utilities.
- Identify opportunities for connections to adjacent trail projects.

B. Public Involvement:

• Project information will be uploaded to a project page on the City website to provide basic project information to the public along with project materials and meeting summaries. Seek input from stakeholders via the website portal.

C. Conceptual Plan and Concept Report Development:

Prepare a Concept Layout, typical sections and a draft GDOT Concept Report for the project based on the existing conditions, technical analysis, and public involvement. Specific elements shall include:

- Preferred and alternative alignments and typical sections for each segment of the trail
- Concept location for potential storm water management features
- Preparation of draft GDOT Concept Report, which includes analysis of potential environmental impacts, ROW, utility and cost estimates.
- Summary of public involvement

Task 2: Data Collection and Survey Services

Prepare topographic and property survey in accordance with GDOT Automated Survey Manual. The selected consultant would be responsible for producing surveys in order to provide appropriate field information to produce easement, right-of-way and construction drawings. The survey information should extend 10 to 20 feet beyond the public right-of-way, should easements or property acquisition be required to implement the project. The following survey items are anticipated to be included in the scope of work:

- Provide spot elevations at centerline of road, top and bottom of curb, face of building (where applicable) every 50 feet along the length of each street.
- Provide property lines and rights of ways (including roadways and swales within ROW).

- Provide boundary lines between adjoining properties and identification of owners, including name, mailing address, and phone number.
- Provide spot elevations at corner face of building and parking lot at each cross street and at each curb cut (handicap ramps, driveways, etc.).
- Provide exact location of existing striped centerline of street, location and width of each travel lanes.
- Provide all above ground built elements including but not limited to guard rails, headwall, light standard, fencing, location of existing overhead and freestanding signage structures, other signage, fire hydrants, utility boxes, vault covers, manhole covers, etc.
- Field-verify as-built underground utility information.
- Provide location of all utilities including but not limited to drainage structures, storm and sanitary sewer, power and communications poles, gas lines, water lines, fire hydrants, location of all existing roof drain pipes which are located in sidewalks between building face and curb, etc.
- Provide same utility information on all private utility providers for gas, water, telephone, cable, etc. The surveyor is responsible for acquiring both private and public utility information and shall coordinate getting this information from private agencies.
- Provide existing rim and invert elevations of storm drainage system and catch basins.
- Identify type of material in all storm drain lines.
- Within the sidewalk area, provide location for all existing horizontal or vertical elements located in existing sidewalk areas including but not limited to subterranean vaults, surface grates, light poles, telephone poles, disused sign, pole or other exposed footings and anchors, historic features or any other existing elements.
- Provide line of existing building, edge, alignment of building face along main and side streets. Include delineation of doorways, awnings, setbacks, or any other variation from building face along ROW. In addition, provide threshold spot elevation at all entrances to each building.
- Provide existing parking striping in all locations parking is present, whether on public or private property.
- Provide location of existing natural elements. Provide tree caliper, species of existing trees, and edge of canopy of existing vegetation and existing major tree species.
- Provide all of the above survey information in electronic data formatted to GDOT specifications. No reproducible plots will be required.
- The selected consultant will be responsible for developing right-of-way certification drawings for City Attorney and GDOT review and approval. In addition, the design firm must provide drawings for all easements required, to include adjoining property boundaries, easement boundary and size in acres, and owner name, address and phone number.

This list is not intended to be exhaustive but a guide for the consultant.

Task 3. Preliminary Design per the GDOT Plan Development Process

- a. Prepare updates to the Concept Report. Facilitate associated meetings, submittals and approvals. Coordinate with project stakeholders including City of Buford and GDOT.
- b. Prepare preliminary design documents per the GDOT Electric Data Guidelines.
- c. Prepare detailed cost estimates of the work.
- d. Attend preliminary field plan review (PFPR). Address comments from City staff, GDOT and other parties.
- e. Prepare, reproduce, and distribute the required National Environmental Policy Act (NEPA) documentation and attain GDOT and Federal Highway Administration (FHWA) approval per the GDOT PDP process.
- f. Prepare MS4 Report and Documentation.
- g. Prepare all documentation and displays for public meetings.
- h. Prepare utility plans and coordinate with utility owners.

Task 4. Right-of-Way Plans

Prepare right-of-way drawings and site specific easement drawings describing the areas of permanent or temporary easements and the installations therein, suitable for recording, for each property fronting the Project Area for which an easement is necessary – either permanent or temporary/construction. A property-specific drawing will be required for each individual easement/parcel to be acquired.

Task 5. Final Design per the GDOT Plan Development Process

- a. Prepare final design documents and required documentation.
- b. Attend final field plan review (FFPR). Address comments from City staff, GDOT and other parties.
- c. Finalize utility coordination and relocation plans.
- d. Prepare all necessary documents for approvals, including, but not limited to, final plans, specifications, special provisions, certification packages.

Task 6. Permitting

Prepare all necessary documentation for permits from the City, GDOT, Georgia EPD, Gwinnett County, utility owners and others, as necessary.

Task 7. Meetings and Coordination

- a. Attend project meetings with GDOT per PDP.
- b. Attend City meetings.
- c. Attend public meetings.

DELIVERABLES

Final design plans, CAD files and supporting documentation to meet GDOT PDP requirements. These documents are including, but not limited to:

- A. Concept Report
- B. Database
- C. NEPA documentation
- D. Preliminary Plans
- E. Right-of-Way Plans, Plats and Exhibits
- F. Final Plans
- G. Utility certification

5. Related Key Team Leaders:

- A. Design
- B. Environmental
- C. Utilities
- D. Structural / Bridge

6. The following milestones are proposed:

- A. Preliminary Engineering Notice to Proceed – FY 2023
- B. Limited Scope Concept Report Submittal – FY 2025
- C. PFPR – FY 2026
- D. FFPR – FY 2028
- E. Let Construction Contract – FY 2028