



QUESTIONS & ANSWERS

REQUEST FOR PROPOSALS

**Project
Patapsco Regional Greenway: Elkridge to Guinness
20T05**

Updated on October 25, 2019

The Baltimore Metropolitan Council (BMC) provides written responses to questions regarding requests for proposals (RFPs). The following are questions and answers concern the above-referenced RFP.

Any questions regarding BMC's standard contract will be answered individually on a case-by-case basis. Please note that the RFP requires all questions regarding the contract to be submitted as part of the proposal.

Q1. Could you please provide a definitive starting/ending point for this project in Elkridge. Does the project include Main Street in Elkridge, or just the northern edge?

A1. Proposers have the flexibility to identify the best point within the Main Street/Furnace Ave area to tie in for access to Main Street. In addition, while access to Main Street is strongly preferred, proposers have the flexibility to bypass Main Street if the connection there proves to be infeasible (see Section 2B2 of the RFP, and Maps 17 and 18 (pages 63-67) and Section ID #21, #22, and #23 of the Patapsco Regional Greenway Plan).

Q2. With regard to the three potential river crossing options and one Howard County side alignment – this would imply that all three river crossings meet at the same point in Howard County. Please clarify/confirm whether or not the river crossings would also include the approach to connect up with the one alternative in Howard County. Also please clarify whether or not an evaluation of bridge types is needed along with the alignment/approach?

A2. Each potential river crossing option would include an approach from each side that meets at the ends of the bridge. Each alignment option referred to in 2B1 and 2B2 need not connect with all of the river crossing options, but enough options should be developed to identify a recommended complete alignment throughout the project corridor (as stated in Section 2B4 of the RFP). Evaluation of bridge types is necessary to the extent needed to determine the feasibility and estimated cost of the various river crossing options.



Q3. In Sections IV and V of the RFP, the submission criteria for the proposal conflicts. Just so no assumptions are made, is the criteria: 5 paper copies of the Technical Proposal and 1 paper copy of the cost proposal (in a sealed envelope) as well as one digital copy.

A3. That is correct. Five paper copies of the Technical Proposal, one paper copy of the Cost Proposal that is sealed, and one electronic copy of both the Technical and Cost Proposal.

Q4. In section IV, the submission date provided of Friday, October 11, 2019 conflicts with the submission date listed in Section VI. Just so no assumptions are made, is the submission date for all proposals Wednesday November 13, 2019 at 2:00pm?

A4. We apologize for the confusion. The due date for the Elkridge to Guinness proposals is on Wednesday, November 13 by 2:00 P.M. The date on page 11 incorrectly listed the issue date.

Q5. Who is responsible for advertising for the public outreach meetings? BMC or the consultant? Are notifications of adjacent/affected property owners required? If consultant is responsible for advertising/notification, can more specifics about who is to be notified be provided?

A5. At the preliminary design stage, BMC does not require individual property owner notification. Regarding advertising, the selected firm/team will design a flyer/ad and BMC with partners will conduct the public meeting outreach.

Q6. Are historical and archeological resource investigations anticipated beyond the desktop GIS review level?

A6. Desktop-only is required at this stage.

Q7. Will federal funds be used for this project and is NEPA-level document preparation anticipated?

A7. Yes, federal funds are being used for 80% of this project. No NEPA documentation is required in this contract but the level of future NEPA documentation should be reviewed in Task 6. Information from this effort will be used in future NEPA documentation. We are looking for documentation that supports a preliminary cost estimate.

Q8. Will the environmental survey be based on GIS information or do you anticipate a formal delineation of wetlands, floodplain, and WOUS? Does this also include tree and forest stand delineations?

A8. Desktop-only is required at this stage.



Q9. Is there a minimum number of project descriptions and resumes to be included in the Experience and Qualifications section?

A9. No, there is no minimum. Proposers should be guided by information that they feel is relevant for the review team.

Q10. Page 7 (Task 5.a) - what is the expected or required topo survey detail/resolution in feet and/or type?

A10. Should be MDOT SHA standard and should develop 1-foot contours and a DTM. If 1-foot contours cause the proposal cost to exceed the estimated available funds then these costs should be highlighted.

Q11. Page 7 (Task 5.c) - define in more detail what deliverables or outputs are required/expected for the "prelim. Geotech investigation"?

A11. As stated in Section 5C of the RFP, the goal of the preliminary geotechnical investigation is to "more accurately locate stormwater management facilities and identify areas where structures (boardwalks, retaining walls) will be located." This likely requires a number of borings to know what type of soil is present. This effort under this contract should identify likely locations of stormwater management facilities and structures. Boring costs should be estimated per boring and the recommended number and location should be identified after the preferred alignment selection as a potential extension to the contract.

Q12. Page 7 (task 5.d) - Clarify if acceptable environmental survey can be desktop/GIS-based, or must require agency-reviewed field delineations.

A12. Desktop-only is required at this stage.

Q13. Page 7-8 Task 6 - What CADD standards and workspace should be used for the preliminary design?

A13. MDOT SHA CADD Standards and MicroStation, since the project is located under and near SHA and MdTA facilities.

Q14. Page 10 (Project Management section) - Are "key staff" and "key personnel" meant to mean the same? Is redundancy info from the resumes in "Exp. & Quals" section expected?

A14. Yes, key staff and key personnel mean the same. While some information may be repeated, the section on Experience and Qualifications showcases a range of projects and the project



manager. The section on Project Management is specific to this proposal and should add any additional information to clarify skills.

Q15. Page 4 of the proposal refers to “the Howard County XXX” – can you clarify what the “XXX” is referring to?

A15. That should read: Howard County Design Manual.

Q16. Is meeting the 31.7% DBE goal a requirement for proposal consideration?

A16. It is a consideration as follows: The proposal should be clear about DBE participation: the name of the firm, the types of tasks to be performed and by whom, and the percent of the total budget directed to the DBE firm. If a proposer has limited participation or no participation from a DBE firm it needs to be clear that the proposer has searched the [MDOT DBE Directory](#) for qualified firms (by NAICS Code), contacted some amount of them and provide evidence that these firms are unable or unwilling to participate.

Q17. Are there any specific sub goals for the DBE participation goal? Specific goals for WBE or MBE?

A17. No, there are no subgoals related to the DBE participation goal.

Q18. On Page 9, under Section IV, PROPOSAL CONTENT AND REQUIREMENTS is there a maximum total number of pages allowed for both the technical and cost proposal sections?

A18. The Technical Proposal is limited to 30 pages. In the Cost Proposal the Affidavit is 3 pages, we have not specified a limit on the Project Budget.

Q19. On page 9 and 10, under Experience and Qualifications there’s an 8 pages maximum limit. Is this limit for resumes only or for both resumes and sample project sheets combined?

A19. The 8 pages is for both resumes and project sheets.

Q20. In reference to the DBE Participation section of the proposal:

- a. Is there a page limit.**
- b. Is a narrative required describing how we will utilize our DBEs**
- c. Should DBE certification forms be included in this section.**

*A20. a. There is no limit stated.
b. Discussion of the DBE is typically included, as appropriate, in the Work Program, Experience and Qualifications, and possibly Project Management.*



c. *The DBE certification forms are included in this section.*

Q21. Is there a page size limit, can we include folded 11" x 17" pages.

A21. Pages are typically 8 ½ x 11, however 11 x 17 may be used for the Project Budget.

Q22. Task 5 Survey deliverables. Could you provide more detail. Are only electronic files required. Is there an expectation of reports summarizing environmental/endangered species/historical/cultural impacts.

Q22. The initial work depends on desktop review. The report is typing up what is found online.