



AFFILIATED AGENCIES

*Orange County
Transit District*

*Local Transportation
Authority*

*Service Authority for
Freeway Emergencies*

*Consolidated Transportation
Service Agency*

*Congestion Management
Agency*

July 24, 2024

**SUBJECT: Request for Proposals (RFP) 4-2219
RFP 4-2219 Preliminary Engineering and Design Services for
the Ortega Siding Project
Addendum No. 1**

Gentlemen/Ladies:

This letter and its attachments comprise **Addendum No. 1** to the above captioned RFP issued by the Orange County Transportation Authority (Authority).

1. Offerors are advised that a hybrid pre-proposal conference will be held will be held on June 25, 2024, at 9:00 a.m. at the Authority's Administrative Office, 550 South Main Street, Orange, California 92868, in Conference Room 08. All prospective Offerors are encouraged to attend the pre-proposal conference.

Participation via teleconference will also be available. Prospective Offerors may join or call-in using the following credentials:

- [Microsoft Teams Link](#)
 - OR Call-in Number: (916) 550-9867
 - Conference ID: 421 356 12#
2. Offerors are advised that a copy of the pre-proposal conference presentation is presented as **Attachment A** to this **Addendum No. 1**.
 3. Offerors who plan to attend the pre-proposal conference remotely are requested to submit via e-mail to sgettel@octa.net, no later than June 25, 2024, at 8:00 a.m., the Pre-Proposal Conference Registration Sheet which is presented as **Attachment B** to this **Addendum No. 1**.
 4. Offerors are reminded to acknowledge receipt of this **Addendum No. 1** in their Letter of Transmittal, which is to accompany the proposal.
 5. Offerors are advised that all changes addressed in this **Addendum No. 1** shall be incorporated into the final Agreement.

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Questions regarding this **Addendum No. 1** should be directed to the undersigned at (714) 560-5562 or sgettel@octa.net.

Sincerely,

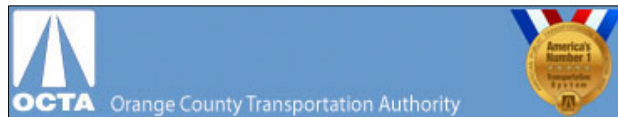
Sonja Gettel

Sonja Gettel
Senior Contract Administrator
Contracts Administration and Materials Management

Attachments

Attachment A: Pre-Proposal Conference Presentation
Attachment B: Pre-Proposal Conference Registration Sheet

Pre-Proposal Conference for RFP 4-2219 Preliminary Engineering and Design Services for the Ortega Siding Project

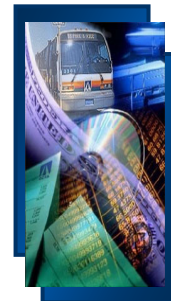


Orange County
Transportation Authority 

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Agenda

- Introductions
- Safety/Emergency Evacuation
- Online Business and Networking Tools
- Key Procurement Information & Dates
- Review of RFP Documents
- Scope of Work
- Questions and Answer



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CAMM NET Registration

Why register on CAMM NET?

<https://cammnet.octa.net/>

- To receive e-mail notifications of Solicitations, Addenda and Awards
- View and update your vendor profile
- Required for Award

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Online Business & Networking Tools

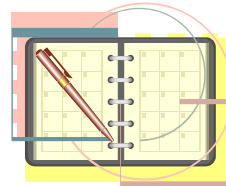
- CAMM NET Connect
 - <https://www.facebook.com/CammnetConnect>
- Working with OCTA
 - <https://cammnet.octa.net/about-us/working/>
- Planholder's List
 - <https://cammnet.octa.net/procurements/planholders-list-selection/>

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Key Procurement Dates

Written Questions Due:	June 28, 2024
OCTA Responds:	July 8, 2024
Proposals Due:	July 22, 2024, 2:00 PM
Interviews:	August 26, 2024
Board of Directors:	October 21, 2024



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Key Procurement Information

- All questions/contact with Authority staff should be directed to the assigned Contract Administrator, Sonja Gettel
- Next Addendum will contain a copy of the Pre-Proposal sign-in sheets
- Award based on prime-sub relationship, not joint ventures

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Guidelines for Written Questions

- Questions must be submitted directly to Sonja Gettel, Senior Contract Administrator, in writing, by: **June 28, 2024, 5:00 p.m.**
- E-mail recommended: sgettel@octa.net
- Any changes Authority makes to procurement documents will be by written Addenda only
- Addenda will be issued via CAMM NET
- Today's Verbal discussions today are non-binding

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Next...
Proposal Instructions

Followed by...
Review of Scope of Work

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Proposal Submittal Instructions

- Proposals are due by 2:00 p.m., July 22, 2024
- Proposals are to be submitted to the address specified in the RFP
- Submit **one (1) original** sealed and clearly identified on exterior of package as specified in the RFP.
- Proposers shall also include **one (1) electronic copy** of their submittal package in PDF format on a CD, DVD, or flash drive.
- Proposal package to be clearly marked with RFP number and title

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Proposal Submittal Instructions (continued)

- Authority has the right to:
 - accept or reject any and all proposals;
 - withdraw or cancel the RFP;
 - postpone proposal opening for its own convenience.
- Proposals received are considered public information
- Proposals are not to be copyrighted

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Proposal Content

- Letter of Transmittal
- Technical Proposal
 - a) Qualifications, related experience and references of Offeror
 - b) Proposed staffing and project organization
 - c) Work plan
 - d) Exceptions / Deviations (Technical vs. Contractual)

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Proposal Content (continued)

Cost and Price Proposal

- Only technical qualifications are to be submitted at this time
- No cost/price information is to be submitted
- Only highest ranked Offeror will be asked to submit a detailed cost proposal
- Negotiations will commence based on both the cost and technical proposals

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Proposal Content (continued)

Forms

Informational

- Exhibit C – Modified Level 1, 2 & 3 Safety Specifications

Submitted with Proposal

- Exhibit D – Status of Past and Present Contracts
- Exhibit E – Campaign Contribution Disclosure Form
- Exhibit F – Certification of Indirect Costs and Financial Management System
- Exhibit G – Proposal Exceptions and/or Deviations

Note: Forms excluded from 50-page proposal limit.

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Evaluation and Award

- All proposals, timely received, will be evaluated using the following evaluation criteria:

Qualifications of the firm	20%
Staffing and project organization	40%
Work plan	40%

- Evaluation Committee comprised of internal OCTA staff and external members

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Evaluation and Award (continued)

- “Short-Listed” firms will be invited to interview
- Interviews are scheduled for **August 26, 2024**
- Offerors are requested to keep this date available

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Award

- Award Process
 - Evaluation Committee recommends highest ranking Offeror to the LOSSAN Board of Directors (LOSSAN BOD)
 - LOSSAN BOD may accept/reject staff’s recommendation
 - All firms submitting a proposal will be notified of Award via CAMM NET

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Proposed Agreement

- Proposed Agreement
 - Please review the Proposed Agreement (Exhibit B) so you are aware of the contractual requirements of the solicitation
- Exceptions
 - Any exceptions/deviations must be identified in Exhibit G – Proposal Exceptions and/or Deviations Form and submitted with the proposal



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Proposed Agreement

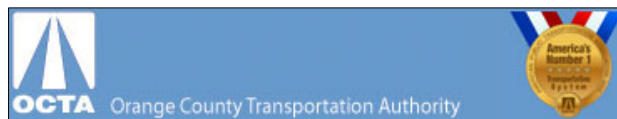
- Offerors are encouraged to review:
 - Article 3 - Scope of Work
 - Article 4 - Term of Agreement
 - Article 5 - Payment (Firm-Fixed Price)
 - Article 6 - Maximum Obligation
 - Article 9 - Insurance
 - Article 21 - Conflict of Interest
 - Article 22 - Code of Conduct
 - Article 38 - Prohibition
 - Article 40 - Limitation on Governmental Decisions
 - Article 42 - Health and Safety Requirement

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Health, Safety and Environment (HSE)

Olivia Salters
**Health, Safety, Environmental, and
Compliance Specialist**



Orange County
Transportation Authority



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Regulatory and Safety

- Please review OCTA's Health, Safety and Specifications for required submittal documentation. Plan to prepare and submit in 72 hours "upon request" the work the required safety submittal documentation.
- A qualified project Health, Safety, and Environmental (HSE) Representative compliant with requirements of OCTA's Level 3 HSE Specifications is required to ensure HSE compliance of regulatory, project and SCRRRA Rail requirements at all time during scope site activities.
- Multiple active scope locations shall require sufficient HSE Representative oversight for each separate worksite location.
- The Contractor's designated HSE Representative is a key position and is expected to participate in the initial pre-mobilization kick-off meeting.

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Regulatory and Safety (Cont.)

- Established programs and plans shall comply with California Code of Regulations (CCR) Title 8 regulatory standards, and applicable regulatory requirements.
- The Contractor's designated HSE representative shall review and acknowledge by signature the Contractor's submitted HSE documents prior to formal transmitting to the Authority for review, submittals should be in a complete submittal package.
- Contractor employees shall comply with scope training requirements (i.e., SCRRRA, BNSF, HAZWOPER, etc.) as determined by scope hazards.
- The Contractor's designated HSE Representative is a key position and is expected to participate in the initial pre-mobilization kick-off meeting.

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Regulatory and Safety (Cont.)

- Upon contract award, and within 10 business days of the Notice to Proceed (NTP) the contractor designate the on site HSE Representative shall provide to the Authority a resume upon request with in 72 hours, the qualifications (i.e., certification, experience, training, etc.) of Contractor's proposed health, safety and environmental (HSE) representative compliant with the level 3 safety specifications to the Authority project manager for review.
- HSE submittals shall comply with the most current applicable standards and be provided in an electronic format to the Authority Project Manager.
- At the determination of the Authority Project Manager, and the HSEC Department the Authority shall retain the right to require a safety professional to prepare and submit a scope Job Hazard Analysis (JHA), and Hazardous Chemical Control Plan, for the project by a Certified Safety Professional (CSP) in current standing with the Board of Certified Safety Professionals (BCSP), or a Certified Industrial Hygienist (CIH) with the American Board of Industrial Hygiene (ABIH) that has experience developing compliant written HSE scope policies, Job Hazard Analysis (JHA) plans, programs and procedures in the State of California.

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Regulatory and Safety (Cont.)

Submittals

- Company's Injury Illness Prevention Program, CCR Title 8, 3203
- Company HSE Policy/Procedure Manual
- Substance Abuse Prevention Program
- Hazard Communication Program, CCR Title 8, 5194
- Company Heat Illness Prevention Program, CCR Title 8, 3395
- NFPA 70-E training certificate(s)
- Health, Safety Environmental (HSE) Representative Resume
- A Detailed Site Specific HSE Work Implementation Plan
- Public Hazard Control Plan (ANSI/ASSE A10.34) (as Necessary)
- Storm Water Pollution Prevention Plan (SWPPP), Qualified QSP

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Regulatory and Safety – Capital Program BCSP Certifications

Certified Safety Professional (/Certifications/Certified-Safety-Professional)



A Certified Safety Professional or CSP is a safety professional who has met education and experience standards, has demonstrated by examination the knowledge that applies to professional safety practice, continues to meet Recertification requirements established by the Board of Certified Safety Professionals, and is authorized by BCSP to hold the Certified Safety Professional certification.

Associate Safety Professional (/Certifications/Associate-Safety-Professional)



An Associate Safety Professional or ASP is a certification awarded by BCSP. It denotes that an individual has met academic requirements and has passed the ASP examination—an examination that leads to the CSP.

Construction Health and Safety Technician (/Certifications/Construction-Health-and-Safety-Technician)



Construction Health and Safety Technician or CHST is a certification awarded to safety practitioners who meet and continue to meet all requirements established by BCSP. BCSP awards CHST certification to individuals who demonstrate competency and work part-time or full-time in health and safety activities devoted to the prevention of construction illness and injuries.

Source: <http://bcsp.org/Certifications>

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Regulatory and Safety (Cont.)

Monthly Safety Report Submittal:

- A monthly accident/incident summary report that includes number of workers on project, a list of subcontractors, work hours (month, year to date, & project cumulative) of each contractor, labor designation, OSHA Recordable injuries and illnesses segregated by medical treatment cases, restricted workday cases, number of restricted days, lost workday cases, and number of lost work days, and recordable incident rate.

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Regulatory and Safety (Cont.)

- Implementation and compliance with Storm Water Best Management Practices (SWPPP BMP's) is required.
- Contractor shall prepare and submit a project best management practices (BMP) plan for OCTA's review and acceptance and the Contractor shall implement its BMP plan and maintain the BMPs for the duration of the project.

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Scope of Work

(Refer to RFP Exhibit A)

David Berryman
Project Manager

Project Overview and Scope of Work

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Scope of Work

Background

LOSSAN Rail Corridor Agency

- Joint Powers Authority comprised of 9 member agencies
- Responsible for management and administration of Amtrak's Pacific Surfliner service
 - Includes operations of service and maintenance of equipment
- Operates over 351 miles between San Luis Obispo and San Diego
- Coordinates with host railroads, including SCRRA, NCTD, UPRR and BNSF on service and infrastructure changes and improvements

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Scope of Work

Project Need

- There is currently 16 miles of single main track from Santa Barbara to Seacliff without any possibility for trains to pass.
- Allows for the critical 7th Roundtrip to Goleta
- In emergency situations, trains must wait up to 30 minutes for track to be cleared.
- Lower than average reliability in this segment.
- Pacific Surfliner cannot achieve the goals set in the 2021 Optimization Plan without this project.

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Scope of Work



Project Location

- Approximately 3 miles north of the City of Carpinteria
- Within the County of Santa Barbara
- In a wooded area between Highway 101 and Padaro Lane

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Scope of Work

- Project consists of five (5) tasks
 - Task 1: Project Management & Meetings
 - Task 2: Preliminary Engineering
 - Task 3: Environmental Clearance – CEQA & NEPA
 - Task 4: Final Design / PS&E
 - Task 5: Design Support During Bidding and Construction
- Project schedule is anticipated to be about 27 months from NTP
- Innovations are encouraged to help reduce project schedule

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Scope of Work

LOSSAN Agency Expectations

- Key staff have experience and technical background working on commuter or intercity passenger rail maintenance facilities
- Consultant team should have the capacity to perform for the duration of the contract
- Assist LOSSAN with delivery of project on time and on budget and in compliance with all internal / external requirements
- Perform all work safely

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Vendor Video Training

- How to Submit a Responsive Proposal to an RFP
- Developing a Winning Proposal
 - Both videos available at: <https://cammnet.octa.net/vendor-training/>

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- Questions?



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- Reminder.... Proposals are due @ 2:00 pm on July 22, 2024
- Please sign in and leave a business card
- Please register on CAMM NET
- Thank you for your interest in OCTA! Feel free to stay and network.



PRE-PROPOSAL CONFERENCE REGISTRATION

RFP #: 4-2219

Date: June 25, 2024

Title: Preliminary Engineering and Design Services for the Ortega Siding Project

1. Company Name: _____

Attendee: _____

Address: _____

City, State Zip: _____

Phone Number: () _____ Registered on CAMM NET? ☐ Yes ☐ No

Prime ☐ Sub ☐

E-Mail Address: _____

2. Company Name: _____

Attendee: _____

Address: _____

City, State Zip: _____

Phone Number: () _____ Registered on CAMM NET? ☐ Yes ☐ No

Prime ☐ Sub ☐

E-Mail Address: _____

3. Company Name: _____

Attendee: _____

Address: _____

City, State Zip: _____

Phone Number: () _____ Registered on CAMM NET? ☐ Yes ☐ No

Prime ☐ Sub ☐

E-Mail Address: _____