

**WASHINGTON METROPOLITAN TRANSIT AUTHORITY
600 FIFTH STREET, NW
WASHINGTON, DC 20001**

Tender Number: RFP-FQ16036/KKB
Date of Issuance: May 2, 2017
Tender Due Date: May 31, 2017

**ADDENDUM NO. 03
TO
REQUEST FOR PROPOSALS
FOR**

General Construction Services-MATOC, Tender Number FQ16036/KKB

TO WHOM IT MAY CONCERN:

The Request for Proposals for Proposal Documents accompanying RFP-FQ16036/KKB requesting proffers for above procurement action are herewith changed in part as listed below. This addendum modifies the experience requirements for construction Project Manager, Construction General Superintendent, and Quality Control Manager.

1. Division 01, Sub-division 01111-Contractor Key Staff

<u>DELETE</u>	<u>SUBSTITUTE</u>	<u>DESCRIPTION</u>
Request for Proposal, Sub-division 01111-1&2	Request for Proposal, Sub-division 01111-1&2 Addendum No. 03	Revised

2. There are no further changes.

3. THE SOLICITATION PROVISIONS ENTITLED "SOLICITATION AMENDMENT" IS APPLICABLE TO THIS ADDENDUM. THE CHANGES SET FORTH ARE HEREWITH INCORPORATED INTO THE ABOVE CITED SOLICITATION. THE HOUR AND DATE SPECIFIED FOR RECEIPT OF PROFFERS IN NOT EXTENDED AND WILL REMAIN MAY 31, 2017 AT 3:00 PM EST.

4. Acknowledgement: Offerors are required to acknowledge receipt of this addendum on Proposal Form in the space provided. Failure to acknowledge all Addenda may cause the proffer to be considered non-responsive to the invitation, which may cause its rejection.

Issued By: _____

Norie A. Calvert, Contracting Officer, Office of Procurement and Materials

SECTION 01111
CONTRACTOR KEY STAFF

PART 1 – GENERAL

1.01 SUMMARY

- A. This Section specifies key staff that forms the Contractor's team and identifies their basic functions.

1.02 REFERENCES

- A. United States Green Building Council (USGBC)
1. Leadership in Environmental Engineering and Design (LEED)
 - a. New Construction and Major Renovation
- B. Registrar Accreditation Board of the American Society for Quality (RABASQ)
- C. Occupational Safety and Health Association (OSHA)
1. Construction Safety Training
 2. First Aid/CPR/Blood Borne Pathogens Training

1.03 SUBMITTALS

- A. Submit the following within 10 Days of Award in accordance with Section 01330, SUBMITTAL PROCEDURES:
1. Evidence of qualifications and experience of Key Staff.

1.04 CONTRACTOR

- A. The Contractor shall be responsible for constructing the Project and for furnishing and managing the services of Subcontractors and vendors, to perform all manufacture, fabrication, installation, and construction to complete the Project in accordance with the Contract Documents, all applicable jurisdictional codes and regulations, the approved Quality Management System; the approved Safety Plan; the approved Systems Integration Testing Plan, and environmental and other applicable requirements to achieve Acceptance in accordance with the approved Project Schedule.
- B. All personnel involved in the performance of construction work shall be experienced and qualified to perform their trade, and all construction work shall be performed in a skilled and workmanlike manner.
- C. Individuals holding these key staff positions shall not be changed without written Authority approval for substitutions of key staff.
- D. Key Staff
1. Construction Project Manager
 - a. **Shall have a minimum of 10 years experience in managing complex multi-discipline heavy construction projects and a minimum of 5 years managing the construction of projects of a similar type and financial magnitude in the rapid transit industry.**

- b. Responsible for managing construction of all facets of the Project and has overall responsibility for its successful and timely completion.
 - c. Supervises the Key Staff, shall be the sole point of contact with the Contracting Officer Representative, shall be responsible for coordinating with outside agencies as required, shall be responsible for managing cost and maintaining schedule of the Project, shall be responsible for ensuring that QA/QC and Safety guidelines are followed, and shall be responsible for testing, commissioning, and close-out of the Project. Responsibilities include but are not limited to acquiring construction permits not furnished by the Authority; managing Subcontractors, independent testing companies, fabricators and Suppliers; development, management, and implementation of Project Schedule; preparation, submittal, and management of construction submittals; maintaining as-built documentation; and coordinating with outside agencies and Utility companies on construction related matters. The Construction Manager is responsible to ensure that construction is based on the Contract Documents and that all applicable codes and standards are complied with.
2. Construction General Superintendent
 - a. Shall have a minimum of 10 years experience in complex multi-discipline heavy construction, a minimum of 5 years in rapid transit industry, and a minimum of 3 years in a supervisory capacity supervising projects of a similar type and financial magnitude.
 - b. Responsible for oversight of day-to-day construction at the Site.
 - c. Responsibilities include but are not limited to supervising construction activity, overseeing coordination between Subcontractors, coordinating with Quality Manager and Safety Manager in the implementation of project Quality and Safety plans, and ensuring that construction is based on current Shop Drawings and Working Drawings. The Construction General Superintendent is also responsible for maintaining as-built documentation.
3. Quality Manager
 - a. Shall have a minimum of 10 years of related experience including a minimum of 5 years of management positions in a production, manufacturing, or construction environment performing QA/QC auditing. Transit industry experience is preferred.
 - b. Reports to one or more levels of management above the Contractor's Project Manager.
 - c. Responsible for the Quality Assurance (QA) and Quality Control (QC) for the Project and shall be fully familiar with the Federal Transit Agency's (FTA) Quality requirements.
 - d. Shall be a full time staff member of the Contractor and shall establish, implement, and maintain the Quality Management System, shall report directly to and be supervised by an Officer of the Contractor at a level above that of the Project Manager responsible for the Project, shall serve as a liaison officer with the Authority and the Jurisdictional Authorities on matters relating to the Contractor's quality system, shall be responsible for ensuring that the Quality Management System is effective in ensuring that the Contract requirements are satisfied, and shall be responsible for the oversight of onsite and offsite testing by the Contractor.
 - e. The Quality Manager may be approved as the Safety and Security Certification Manager as defined in Section 01115, SAFETY AND SECURITY CERTIFICATION.
 - f. Shall have some experience with LEED Rating System and be responsible for ensuring the LEED design and construction goals are met or exceeded.
4. Safety Superintendent