

## Minutes of Meeting

**Project:** BATA – Headquarters Facility and Transfer Station

**Date:** April 8, 2021

**File No:** 88760002

**Attendees:** BATA – Kelly Dunham, Kurt Braun  
Mansfield Associates – Doug Mansfield  
Progressive AE – Seth Horton

**Copy:** Those in Attendance

### ITEMS DISCUSSED

1. Introductions
  - a. BATA – Kelly Dunham, Executive Director; Kurt Braun, Fleet and Facilities Manager
  - b. BATA Board Members (online) – Heather Brady, Bob Fudge, Brad Jewett
  - c. Progressive AE – Seth Horton, Senior Project Manager
  - d. Mansfield Associates – Doug Mansfield, President
2. Background of BATA
  - a. Kelly provided some background on BATA and the need for the new facility.
3. Federal and State Grant Award
  - a. \$13.4M grant has been awarded by the FTA, \$3.5M grant from MDOT.
4. Location of property and PUD process
  - a. The property is at the SE corner of LaFranier and Hammond in Garfield Township.
5. Scope of work
  - a. Site work
    - 1) The site work consists of two components. The transfer station to the north and the operations center to the south.
    - 2) The housing component is not included as part of this project.
    - 3) Grading will be important on this project because of the constraints of the wetlands.
    - 4) LPG fueling will occur on the east side of the building.
  - b. Building
    - 1) The operations center consists of vehicle storage, vehicle maintenance and administration.
    - 2) The building is planned to be approximately 80,000 square feet.
    - 3) Exterior materials will primarily consist of glass, metal panel and masonry.
  - c. Transfer station
    - 1) The transfer station is a large concrete pad with raised center island to support six buses.
    - 2) The center island will house three shelters.
    - 3) A restroom facility for BATA staff is included with this work at the north end of the site.
6. Schedule
  - a. The schedule is published as part of the presentation that is included with these minutes.

- b. Construction is anticipated to last 14 months. Please advise if you feel a different schedule is necessary.
  - c. Based on what we know today, we anticipate that construction will start in the spring of 2022. PUD and MDOT approvals could shift that start time.
7. Requirements of the RFP
- a. Capacity to perform
  - b. Management
  - c. Proposal price
  - d. Previous work
  - e. Other:
    - 1) Proposals are due on 4/21/21 at 2:00 PM. If you are mailing them in, please account for shipping time.
    - 2) Questions or clarifications are due 4/14/21.
    - 3) Expect two rounds of estimating during design. One at the end of SD and one at the end of DD.
    - 4) The GMP will be set once bids for all trades have been received and evaluated.
    - 5) The agreement between the Owner and CM will be the AIA A133.
    - 6) Public solicitation for all work categories, following FTA procurement guidelines is required.
    - 7) Please use section 3.2 and 4.2 as your guide for formatting of your proposal.
8. Federal certificates
- a. DBE Participation
  - b. Lobbying
  - c. Debarment
  - d. Buy America
  - e. Other: Each of these certificates will need to be executed and included with your response, otherwise it may be considered non-responsive.
9. Close/Questions
- a. The RFP indicates that the CM is not to self perform any of the work. Is it allowed if the self performing group bids competitively?
    - 1) Response: No work is to be self performed. The CM bidding their own labor will not be allowed.
  - b. The RFP indicates a maximum response length of 25 pages.
    - 1) The page limit will not be strictly adhered to. We ask that if your response is more than 25 pages, you keep it concise and relevant to the project.
  - c. The presentation that was covered during the pre bid meeting is included as an attachment to the minutes.
  - d. A geotechnical report is complete and will be provided to the successful firm.

SDH/pny

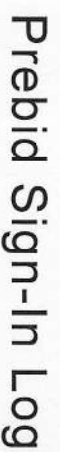
progressive | ae

## Prebid Sign-In Log

Project: BATA - Headquarters Facility and Transfer Station File No.: 88760002

Date: April 8, 2021

Name (Please Print)	Company Name	Office No.	Mobile No.	Email
DOUG MAZEPID	MAZEPID LAND USE	946-9310	218-5560	doug@mazeps.com
Scott Vene	Traverse Construction	616-247.6866	616-292.9437	Scott@pioneerinc.com
Stan ELENBARS	ERHARST Const	616 676 1222	616 890 9506	selenbas@erhardtcc.com
Jacob K. Lunk	Christian	231-944-8800	231-944-6800	jacob.k.lunk@christiancc.com
FRED GARNIER	Clark Const.	989-464-9398	989-464-9398	fredgarnier@clarkcc.com
Karen Kelly	Demaria	313-418-0905		Demarini@demariadbui.com
Brad Kranig	The Christmank	231-758-0061		bradley.kranig@christmankcc.com
MARC FEET	ERHARST CONST.	616-676-1222	616-893-3008	MFEET@ERHARSTCC.COM



Date: April 8, 2021

Progressive AE | 1811 4 Mile Road NE | Grand Rapids, MI 49525 | 616.361.2664 | [progressiveae.com](http://progressiveae.com)



Date: April 8, 2021

Name (Please Print)

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# Welcome!

**BAY AREA TRANSPORTATION AUTHORITY**

Pre Bid Meeting for Construction Manager At Risk

# AGENDA

- Introductions
- Background of BATA
- Federal and State Grant Award
- Location of Property and PUD Process
- Scope of Work
- Schedule
- Requirements of RFP
- Federal Certificates
- Close / Questions



# INTRODUCTIONS

- BATA
- Progressive AE
- Mansfield Associates

## BACKGROUND OF BATA

## FEDERAL AND STATE GRANT AWARD



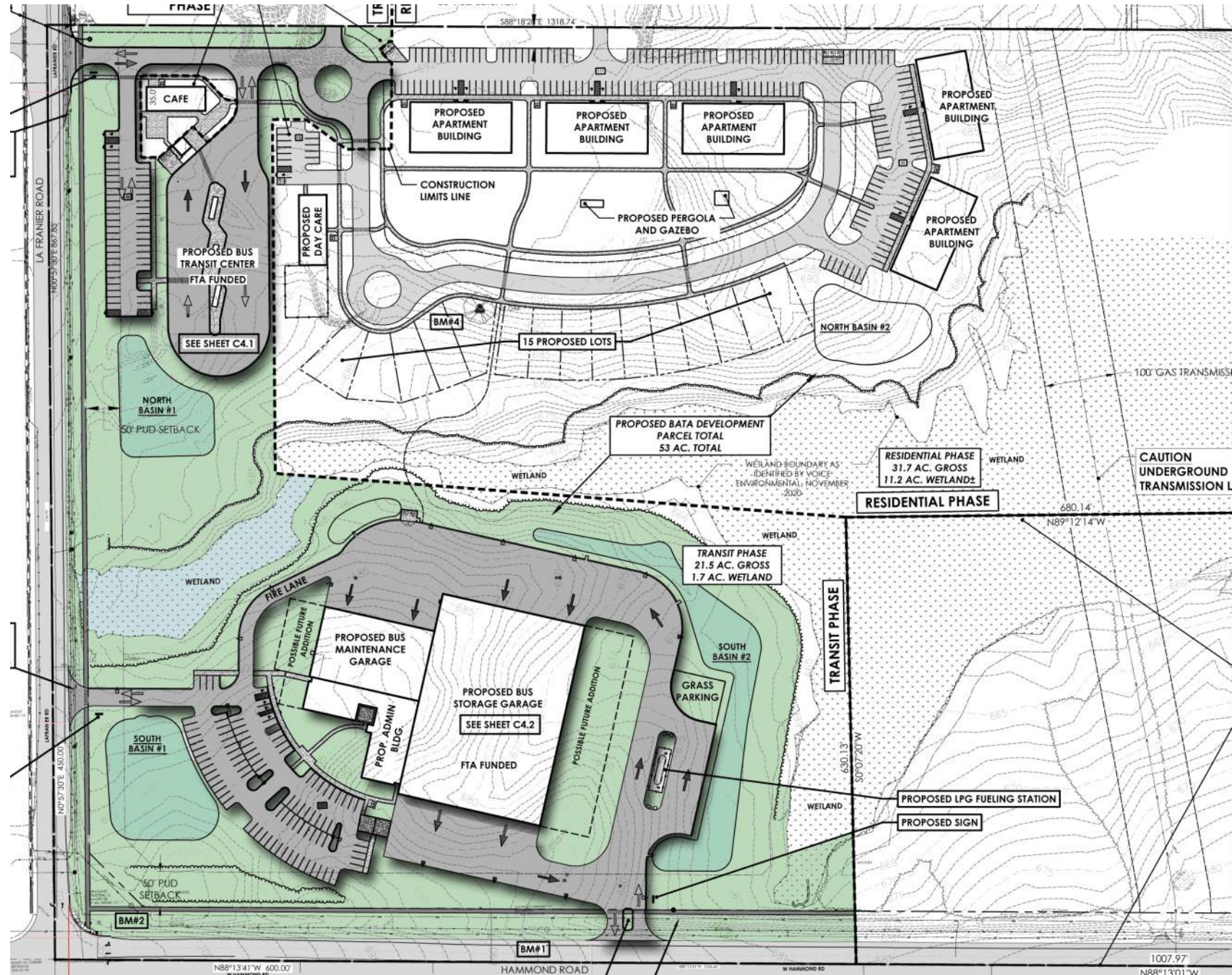
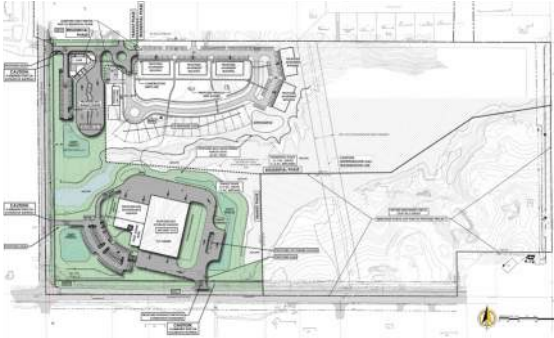


# LOCATION OF PROPERTY





# SCOPE OF WORK SITE PLAN CONCEPT





100



# SCOPE OF WORK BUILDING CONCEPTUAL RENDERING





# SCOPE OF WORK BUILDING CONCEPTUAL RENDERING



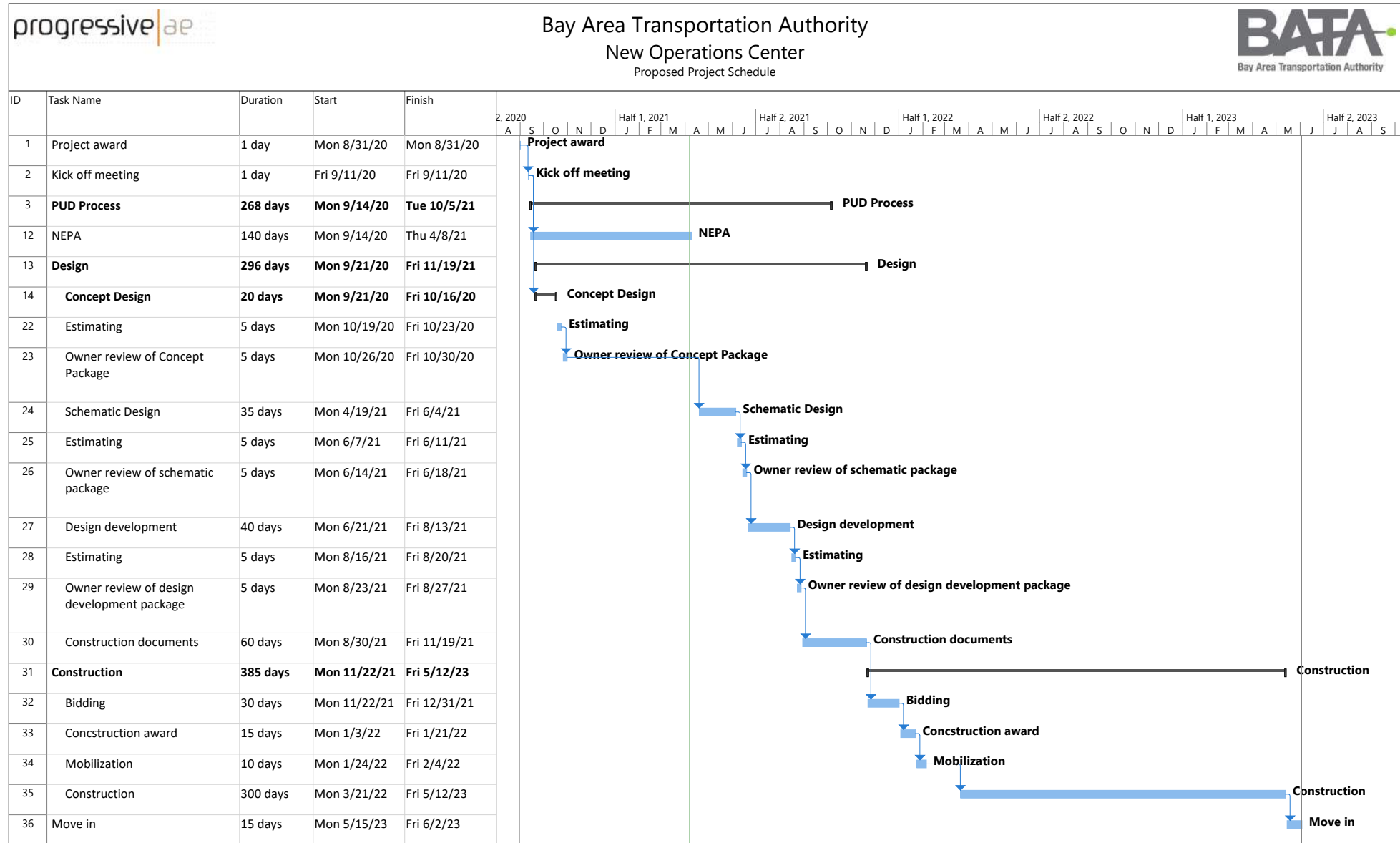


# SCOPE OF WORK

## TRANSFER STATION CONCEPTUAL RENDERING



# SCHEDULE





# REQUIREMENTS FOR RFP

- Capacity to Perform
- Management
- Proposal Price
- Previous Work





- DBE Participation
- Lobbying
- Debarment
- Buy America

Bay Area Transportation Authority  
Construction Manager at Risk

**BUY AMERICA CERTIFICATE**

Pursuant to Section 165 of the Surface Transportation Assistance Act of 1992, as amended by Section 317 of the Surface Transportation and Uniform Relocation Assistance Act of 1992, FTA regulations at 49 CFR, Part 661, and at 49 CFR, Part 662, and guidance issued by FTA, all bidders shall submit the following certificate with their bid or proposal. Failure to submit this certificate will automatically disqualify the bidder from consideration of a Contract award for this Project. An exception from the "Buy America" requirements may be granted by BAAFTA if goods are an exception listed.

Please check the appropriate box (661.3 or 661.33) then complete remainder of form.

☒ **661.3 Certification requirements for procurement of steel or manufactured products.**

If steel, iron, or manufactured products (as defined in 661.3 and 661.3 of this part) are being procured, the appropriate certificate as set forth below shall be completed and submitted by each bidder in accordance with the requirement contained in 661.33(b) of this part.

☐ **661.33 Certification requirement for procurement of buses, other Rolling Stock and associated equipment.**

If buses or other rolling stock (including train control, communication, and traction power equipment) are being procured, the appropriate certificate as set forth below shall be completed and submitted by each bidder in accordance with the requirement contained in 661.33(b) of this part.

Certificate of Compliance with Buy America Requirements

The bidder or offshore hereby certifies that it will comply with the requirements of 49 U.S.C. 5323(x)(1), and the applicable regulations in 49 CFR part 661 for Goods, or for 49 CFR 661.31 for Rolling Stock.

DATE: \_\_\_\_\_  
COMPANY: \_\_\_\_\_  
SIGNATURE: \_\_\_\_\_  
PRINTED NAME: \_\_\_\_\_  
TITLE: \_\_\_\_\_

Certificate of Non-Compliance with Buy America Requirements

The bidder or offshore hereby certifies that it cannot comply with the requirements of 49 U.S.C. 5323(x)(1), but it may qualify for an exception to the requirement pursuant to 49 U.S.C. 5323(x)(2), as amended, and the applicable regulations in 49 CFR 661.3.

DATE: \_\_\_\_\_  
COMPANY: \_\_\_\_\_  
SIGNATURE: \_\_\_\_\_  
PRINTED NAME: \_\_\_\_\_  
TITLE: \_\_\_\_\_

(21 FR 14417, Mar. 21, 2006, as amended at \_\_\_\_\_)

Bay Area Transportation Authority  
Construction Manager at Risk

**DBE PARTICIPATION FORM**

Separate information is required for each DBE subcontractor. This form may be duplicated as necessary.

1. DBE Firm Name: \_\_\_\_\_  
Address: \_\_\_\_\_

2. Dollar amount awarded: \_\_\_\_\_

3. Description of work to be performed: \_\_\_\_\_

4. **CONTRACTOR'S COMMITMENT TO USE DBE FIRM**  
\_\_\_\_\_, is committed to utilize the DBE contractor to utilize the above named DBE subcontractor/supplier in the manner and amount described on this form.  
Dated \_\_\_\_\_ (Authorized Signature)

5. **DBE'S COMMITMENT TO PARTICIPATE**  
\_\_\_\_\_, as a DBE firm, is committed to perform the work as described above for the amount specified.  
Dated \_\_\_\_\_ (Authorized Signature)

6. **NO SUBCONTRACT OPPORTUNITIES AVAILABLE**  
\_\_\_\_\_, has no subcontractor opportunities available for work to be performed.  
Dated \_\_\_\_\_ (Authorized Signature)

Bay Area Transportation Authority  
Construction Manager at Risk

**CERTIFICATION OF RESTRICTIONS ON LOBBYING**

I, \_\_\_\_\_ (Name) \_\_\_\_\_ (Title) \_\_\_\_\_ (Firm) \_\_\_\_\_, hereby certify on behalf of \_\_\_\_\_ that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress, in connection with the awarding of any Federal contract, the making of any Federal grant, the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress, in connection with the awarding of any Federal contract, the making of any Federal grant, the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-L.L., "Disclosure Form to Report Lobbying," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation in connection with the transaction for which this certification is required. It is a prerequisite for making or entering into this subject to a civil penalty or not less than \$10,000 for each such failure.

Dated \_\_\_\_\_

Bay Area Transportation Authority  
Construction Manager at Risk

**CERTIFICATION OF PRIMARY CONTRACTOR REGARDING DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS**

The Primary Contractor, \_\_\_\_\_, certifies to the best of its knowledge and belief, that it and its principals:

1. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;

2. Have not within a three (3) year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or Local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

3. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or Local) with commission of any of the offenses enumerated in paragraph (2) of this certification; and

4. Have not within a three (3) year period preceding this application/proposal had cause or default.

If the above named Primary Contractor is unable to certify to any of the statements in this certification, the Primary Contractor shall attach an explanation to this certification.

The Primary Contractor, \_\_\_\_\_, certifies or affirms the truthfulness and accuracy of the contents of the statements submitted on or with this certification and understands that the provision of 31 U.S.C. Section 3801 et seq. are applicable thereto.

Signature and Title of Authorized Official