progressive ae

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
Сору:	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.
- 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.

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Progressive AE | 1811 4 Mile Road NE | Grand Rapids, MI 49525 | 616.361.2664 | progressiveae.com

Prebid Sign-In Log

Date: April 8, 2021

File No.: 88760002

Project: BATA – Headquarters Facility and Transfer Station

Name (Please Print)	Company Name	Office No.	Mobile No.	Email
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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

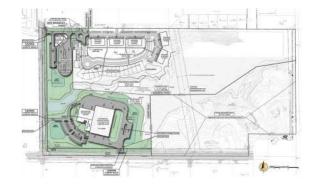
FEDERAL AND STATE GRANT AWARD

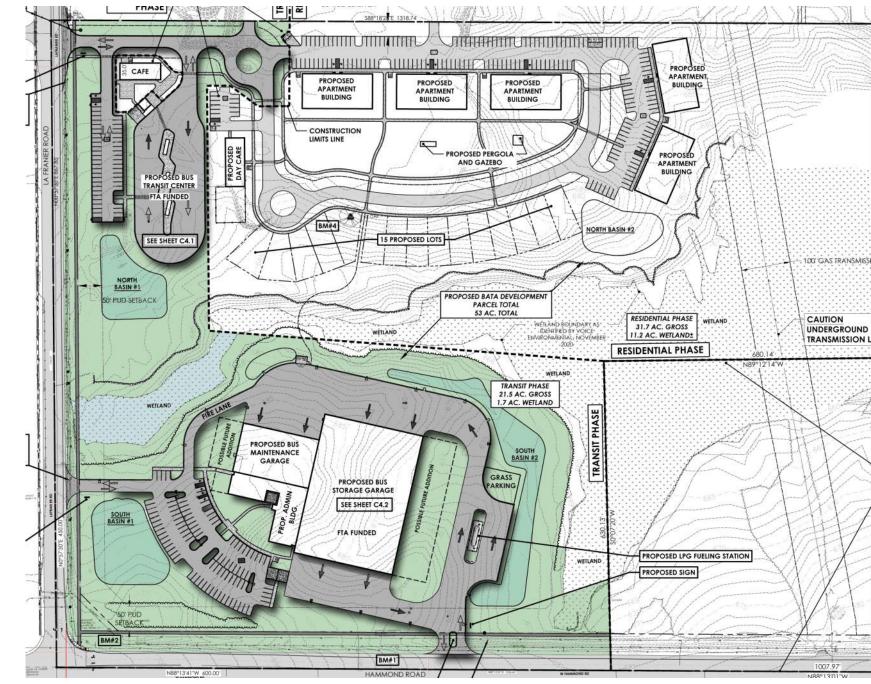


LOCATION OF PROPERTY



SCOPE OF WORK SITE PLAN CONCEPT





SCOPE OF WORK CONCEPTUAL FLOOR PLAN





SCOPE OF WORK BUILDING CONCEPTUAL RENDERING



SCOPE OF WORK BUILDING CONCEPTUAL RENDERING



SCOPE OF WORK TRANSFER STATION CONCEPTUAL RENDERING



SCHEDULE pro	ogressive <mark>l</mark> ae				Bay Area Transportation Authority New Operations Center Proposed Project Schedule Bay Area Transportation Authority
ID	Task Name	Duration	Start	Finish	2,2020 Half 1,2021 Half 2,2021 Half 1,2022 Half 2,2022 Half 1,2023 Half 2,2023 A S O N D J F M A M J J A S O N D J F M A M J J A S O N D J F A A M J J A S O N D J F M A M J J A S
1	Project award	1 day	Mon 8/31/20	Mon 8/31/20	Project award
2	Kick off meeting	1 day	Fri 9/11/20	Fri 9/11/20	Kick off meeting
3	PUD Process	268 days	Mon 9/14/20	Tue 10/5/21	PUD Process
12	NEPA	140 days	Mon 9/14/20	Thu 4/8/21	NEPA
13	Design	296 days	Mon 9/21/20	Fri 11/19/21	Design
14	Concept Design	20 days	Mon 9/21/20	Fri 10/16/20	Concept Design
22	Estimating	5 days	Mon 10/19/20	Fri 10/23/20	Estimating
23	Owner review of Concept Package	5 days	Mon 10/26/20	Fri 10/30/20	Owner review of Concept Package
24	Schematic Design	35 days	Mon 4/19/21	Fri 6/4/21	Schematic Design
25	Estimating	5 days	Mon 6/7/21	Fri 6/11/21	T Estimating
26	Owner review of schematic package	5 days	Mon 6/14/21	Fri 6/18/21	Owner review of schematic package
27	Design development	40 days	Mon 6/21/21	Fri 8/13/21	Design development
28	Estimating	5 days	Mon 8/16/21	Fri 8/20/21	Estimating
29	Owner review of design development package	5 days	Mon 8/23/21	Fri 8/27/21	Commer review of design development package
30	Construction documents	60 days	Mon 8/30/21	Fri 11/19/21	Construction documents
31	Construction	385 days	Mon 11/22/21	Fri 5/12/23	Construction
32	Bidding	30 days	Mon 11/22/21	Fri 12/31/21	Bidding
33	Concstruction award	15 days	Mon 1/3/22	Fri 1/21/22	Concstruction award
34	Mobilization	10 days	Mon 1/24/22	Fri 2/4/22	
35	Construction	300 days	Mon 3/21/22	Fri 5/12/23	Construction
36	Move in	15 days	Mon 5/15/23	Fri 6/2/23	Move in

REQUIREMENTS FOR RFP

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



FEDERAL CERTIFICATES

- DBE Participation
- Lobbying
- Debarement
- Buy America

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	Bay Area Transportation Authority Commencing Real
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