


WASHINGTON METROPOLITAN AREA TRANSIT AUTHORITY
600 Fifth Street, NW, Washington, DC 20001
AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. AMENDMENT / MODIFICATION NO 02	2. EFFECTIVE DATE June 28, 2016		
3. ISSUED BY Office of Procurement and Materials 600 Fifth Street, NW, 3 rd Floor Washington, DC 20001	4. ADMINISTERED BY (if other than block 3) Charlene Spollen Contract Administrator		
5. CONTRACTOR NAME AND ADDRESS	6. FORM TYPE (CHECK ONLY ONE) <input checked="" type="checkbox"/> AMENDMENT OF SOLICITATION No FQ16101 DATED May 31, 2016 (see block 7) <input type="checkbox"/> MODIFICATION OF CONTRACT NO. _____ DATED _____ (See block 9)		
7 THIS BLOCK APPLIES ONLY TO AMENDMENTS OF SOLICITATIONS <input checked="" type="checkbox"/> The above numbered solicitation is amended as set forth in block 10. The hour and date specified for receipt of Offers <input checked="" type="checkbox"/> is extended. Offerors must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation, or as amended, by one of the following methods; (a) By signing and returning 1 copies of this amendment, or (b) by acknowledging receipt of this amendment on each copy of the offer submitted which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE ISSUING OFFICE PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If, by virtue of this amendment you desire to change an offer already submitted, such change may be made by request, provided such request makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.			
8. ACCOUNTING AND APPROPRIATION DATA (if required) <p style="text-align: center;">N/A</p>			
9. THIS BLOCK APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS (a) <input type="checkbox"/> Change Order is issued pursuant to _____. The Changes set forth in block 10 are made to the above numbered contract/order. (b) <input checked="" type="checkbox"/> The above numbered contract/order is modified to reflect the administrative changes (such as changes in paying office, appropriation data, etc.) set forth in block 10. (c) <input type="checkbox"/> This Supplemental Agreement is entered into pursuant to _____.			
10. DESCRIPTION OF AMENDMENT/MODIFICATION. <p style="text-align: center;">The due date for proposals is extended to Wednesday, July 13, 2016.</p> <p style="text-align: center;">Answers to contractor questions are attached to this Amendment No. 02.</p> <p style="text-align: center;">All other terms and conditions of the initial RFP FQ16101 remain in full force and effect.</p> <p style="text-align: center;">END OF AMENDMENT No. 02</p> <p style="text-align: center;">(Except as provided herein, all terms and conditions of the document referenced in block 6, remain in full force and effect through the contract period.)</p>			
11. CONTRACTOR/OFFEROR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN 1 COPY(IES) TO ISSUING OFFICE.	11. <input type="checkbox"/> CONTRACTOR/OFFEROR IS NOT REQUIRED TO SIGN THIS DOCUMENT		
12. NAME OF CONTRACTOR/OFFICE BY _____ (Signature of person authorized to sign)	12. WASHINGTON METROPOLITAN AREA TRANSIT AUTHORITY BY  (Signature of person authorized to sign)		
13. NAME AND TITLE OF SIGNER (Type or print)	14. DATE SIGNED	15. NAME OF CONTRACTING OFFICER (Type or print)	17. DATE SIGNED
		Norie A. Calvert	June 28, 2016

FQ16101 – Threat Vulnerability Assessment

Questions from Contractors and Answers from WMATA

1. Question: Is the scope limited to Phase I: vulnerability assessment or the entire 4 phases i.e. Phase 2: Comparison; Phase 3: Mitigation; and Phase 4: Implementation combined?

Answer: This question is unclear. Need identification of “Phase I” and “the entire 4 phases.” WMATA does not understand this question.

2. Question: Can WMATA enumerate the number of facilities/locations as well as the major systems to be covered under the scope of vulnerability assessment?

Answer: See Appendix A for facilities/locations. WMATA does not have a comprehensive list of all major systems.

3. Question: Can WMATA indicate an indicative budget for this project or for multiple phases?

Answer: No.

4. Question: The RFP includes a definition of the position of architect. Please clarify whether inclusion of an architect on the proposal team considered a requirement for award. It is our understanding that a professional engineer with the required “building and safety code analysis” expertise stated in the definition of architect can aptly perform the tasks required to fulfill the RFP.

Answer: Contractors should propose labor categories to match their technical approach. Contractors may change the labor categories on the Unit Price Schedule to meet their technical proposal, however, all proposed labor categories must meet the evaluation criteria of the RFP.

5. Question: It is our interpretation of the scope of work that the site work involves inspection only, and the work done will not involve installation or physical alteration of existing systems. Will the work performed on this contract qualify for the WMATA Blanket RRP Program Option mentioned in Chapter VII Section 2.III of the RFP? Or is the bidder required to obtain separate, outside RRP coverage?

Answer: Yes. Contractors may procure Railroad Protective Insurance through WMATA’s policy or provide their own.

6. Question: Is survey of existing infrastructure for Task 1, DCMF Phase 2 - Package A structures required, or is the intent for drawings to be reviewed and TVA developed therein?
- If survey is required, is it to be a 100% survey or a survey of a representative portion of facility types?
 - For existing infrastructure, are the entirety of the underground tunnels to be surveyed?
 - For existing infrastructure, do above-ground tracks need to be surveyed (e.g. perimeter fencing)?

Answer: Task 1 involves examination of drawings only. No physical surveys are required for Task 1

7. Question: Part C.1 under Task 2 states that the contractor shall "review existing risk and vulnerability assessments provided by WMATA." Is the entirety of Task 2 (Metro-wide) intended to be solely an audit of previously developed threat vulnerability assessments or a new stand-alone threat assessment using past work only as background material?
- Were all facilities outlined in Task 2 included in the previous threat assessments?
 - Will previous threat assessments be provided to the winning bidder?

Answer: Task 2. C.1. is a new standalone assessment using past work only as background material.

- No.
- Yes.

8. Question: Page 10, Section 10 (a) – "*Proposals must be a maximum of 20 pages*". Does this page limit include resumes, corporate overviews, and required contractual forms? Does it only apply to Volume II technical proposal?

Answer: The 20-page page limit includes all documents provided by the contractor. It does not include forms already included in the RFP that must be completed and returned to WMATA in the proposal. WMATA requires a 20-page proposal. This includes all volumes.

9. Question: Page 12, Section 14: The minimum qualification of key personnel seems more suited to construction projects rather than a threat and vulnerability assessment. Will WMATA waive, adjust, or modify the minimum qualifications for a firm that provides staff members with adequate knowledge, skills, and abilities and demonstrated experience conducting risk assessments for similar transit system to WMATA?

Answer: WMATA will not waive, adjust, or modify minimum qualifications of Key Personnel. Contractors should propose labor categories to match their technical approach. Contractors may change the labor categories on the Unit Price Schedule to meet their technical proposal, however, all proposed labor categories must meet the evaluation criteria of the RFP.

10. Question: Page 87, 1 (b) "*The contractor shall employ and assign full time to the work a Safety Superintendent.*" Is this applicable to the scope of work on this project, given that it does not involve construction and provided that the contractor adheres to WMATA Safety Requirements?

Answer: Yes, this is required in the RFP.

11. Question: Attachment C – As this is a firm fixed price solicitation, how should the bidders calculate hourly rate?

Answer: Submit your best proposal.

12. Question: Attachment D, Statement of Work, Page 2 - Can WMATA please provide further explanation regarding the requirement to perform a pre-risk and post-risk assessment for the Phase 2 – Package B? What is meant by pre-risk?

Answer: Pre-risk assessments are made against current drawings and design plans for planned facilities. Post-risk assessments will be identified in the gap analysis report after recommendations are assumed to be implemented.

13. Question: Attachment D, Statement of Work, Page 2 - Can WMATA please clarify the last sentence on Page 2 of the scope of work, which reads as follows: *“This TVA will include the following the rail Yard for DCMP.”* The last sentence of this paragraph appears to be missing words.

Answer: The sentence should read: “This TVA will include the Rail Yard for DCMP.”

14. Question: Does WMATA accept DBE certification for small businesses obtained through the Metropolitan Washington Airports Authority LDBE program?

Answer: No. See Sections 5(F) and 7(A) of Appendix B in the RFP.

15. Question: Can WMATA provide a list of monitoring or security devices/systems pre-award?

Answer: No.

16. Question: Is the 2012 report noted in the RFP available for review in the bid process?

Answer: No.

17. Question: Was the 2012 report the baseline report or an update or supplement to a prior assessment report?

Answer: Yes, however the TVA report prior to 2012 is no longer available.

18. Question: Who conducted the last vulnerability assessment (2012)?

Answer: The Volpe Construction Company

19. Question: Can you provide a definition of “rolling stock” to be included in this assessment?

Answer: Delete the term “rolling stock” from the Statement of Work. It is WMATA’s intent to assess facilities only, not rolling stock.

20. Question: Will the contractor that wins this work be allowed to bid on any follow-on work opportunities (design or build or both) that are derived out of the findings, byproducts or results of this work?

Answer: There is no requirement for follow-on work at this time.

21. Question: Specific to proposal format, we assume the 20-page limit is for the technical volume II—is this correct?

Answer: The 20-page page limit includes all documents provided by the contractor. It does not include forms already included in the RFP that must be completed and returned to WMATA in the proposal. WMATA requires a 20-page proposal. This includes all volumes.

22. Question: Do appendices count as part of the 20-page limit?

Answer: The 20-page page limit includes all documents provided by the contractor. It does not include forms already included in the RFP that must be completed and returned to WMATA in the proposal. WMATA requires a 20-page proposal. This includes all volumes.

23. Question: In the RFP, what is the distinction between a “reference” (14. p.13 “Company Transit Infrastructure Experience” #1) and a “narrative” (14. p.13 “Company Transit Infrastructure Experience” #3)?

Answer: A “reference” requires a name and telephone number, at a minimum. A “narrative” is a description of the experience a contractor claims to have.

24. Question: Referring to a contracts question, on page 54 of the RFP, clauses 5 and 6 under the last paragraph heading “Business Auto Liability”. Are the MCS-90 Endorsement and Non-Owned Disposal Site Endorsement required?

Answer: No.

25. Question: Can you provide the contractor that did the prior Threat Value Assessment?

Answer: The Volpe Construction Company

26. Question: In the RFP contents, WMATA identifies a team structure consisting of a PM, Architect, Civil Engineer, Asset Specialist and Administrator for Task 1 and Task 2. For Task 1, can you please expand on how the Architect and Engineer are intended to evaluate security design vulnerabilities from the materials provided by WMATA? We typically utilize qualified security consultants for this task. We would also like to clarify the Architect and Engineer roles for Task 2. We typically engage these subject matter experts in the mitigation planning phase after initial vulnerability findings (gathered during onsite inspections) are completed. We perform onsite inspections and vulnerability evaluations by qualified security consultants with expertise in physical security, security management, security operations, antiterrorism, etc. We would utilize A&E capabilities if needed to design a physical security solution, included in the mitigation plan.

Answer: Contractors should propose labor categories to match their technical approach. Contractors may change the labor categories on the Unit Price Schedule to meet their technical proposal, however, all proposed labor categories must meet the evaluation criteria of the RFP.

27. Question: Does WMATA intend for architects and engineers to play a role in the onsite vulnerability inspection phase, i.e. structural integrity studies, blast effect studies or some other function? Or does WMATA foresee their use in the way in which we utilize them – in the mitigation planning phase, after the security consultants have performed desktop and/or onsite inspections?

Answer: Please refer to the Statement of Work. Assessments are required, no other functions.

28. Question: Is there going to be a date to solicit questions about the task?

Answer: June 10, 2016.

29. Question: Who is the WMATA Chief requesting this task? In other words, is this through WMATA IT or other?

Answer: This is a WMATA requirement.

30. Question: Do you know the potential prime contractors for this solicitation, so we can contact them for teaming?

Answer: WMATA has no list of potential prime contractors.

31. Question: What is a ballpark cost to prepay WMATA for railroad insurance coverage should we be awarded this contract?

Answer: \$5,000.00 to \$6,000.00

32. Question: PARAGRAPH 10. PROPOSAL FORMAT INSTRUCTIONS (Page 10)

10. (a)(4) Proposals must be a maximum of 20 pages.

Are the 20 pages an aggregate number to be inclusive for the full proposal with staff resumes, cost, and the technical proposal or is the 20 pages' limit just for the technical proposal?

Answer: The 20-page page limit includes all documents provided by the contractor. It does not include forms already included in the RFP that must be completed and returned to WMATA in the proposal. WMATA requires a 20-page proposal. This includes all volumes.

33. Question: PARAGRAPH 14. EVALUATION CRITERIA AND BASIS FOR AWARD (Page 12)

Minimum Qualifications and Experience of Key Personnel

Project Manager

License: Possession of, or ability to acquire, a District of Columbia, Maryland or Virginia motor vehicle operator's license issued from jurisdiction of resident.

If the Project Manager doesn't resident in District of Columbia, Maryland or Virginia is he or she required to obtain a license in one of these three jurisdictions or can they possess a license issued in the State of their residence?

Answer: A driver's license from any United States territory will suffice. A foreign driver's license will not suffice.

Engineer

License: Possession of, or ability to acquire, a District of Columbia, Maryland or Virginia motor vehicle operator's license issued from jurisdiction of resident.

If the Engineer doesn't resident in District of Columbia, Maryland or Virginia is he or she required to obtain a license in one of these three jurisdictions or can they possess a license issued in the State of their residence?

Answer: A driver's license from any United States territory will suffice. A foreign driver's license will not suffice.

34. Question: PARAGRAPH 18. PRE-AWARD MEETING (Page 15)

"The Authority reserves the right to require that a pre-award meeting be held with the apparent successful Offeror prior to award of a Contract..."

If a Pre-Award Meeting is required of the successful Offeror – is the successful Offeror permitted to submit an invoice for reimbursement of reasonable expenses for travel?

Answer: No.

35. Question: CHAPTER 1 - GENERAL PROVISIONS (Page 29)

1. AGREEMENT (6th Paragraph) - “Contractor shall provide appropriate mitigation measures including resources and milestones associated with implementation of its recommendations including all necessary or incidental work, labor and materials. The Contractor agrees to perform the Work in accordance with ...”

For clarity purposes – the Contractor performing the TVA with Analysis and Recommendations is to provide WMATA with a detailed itemized cost estimate for the work required to accomplish each of their recommendations?

Answer: Yes.

Also, are vendor names to be provided? Being that this is a DHS grant – is a Contingency allowance to be provided?

Answer: No and no.

Is the cost to accomplish this in addition to the Base Contract or to be included in the Base proposal?

Answer: Contractors must price Task 1 and Task 2 according to the Unit Price Schedule.

36. Question: CHAPTER VII – INDEMNIFICATION/INSURANCE/RISK OF LOSS (Pages 52-57)

2. MINIMUM REQUIRED INSURANCE: MINIMUM LIMITS OF INSURANCE

Are the minimum insurance limits correct? These limits are extremely high for a project of this type.

In particular - Railroad Protective Liability Insurance \$2,000,000 Each Occurrence and \$6,000,000 Aggregate for a consulting services contract that does not require access to the Right of Way (ROW). Additionally, the Commercial General Liability General Aggregate Limit of \$4,000,000

Will a request for waiver of the above mentioned requirements/limits be made available to the RFP respondents?

Answer: See the attached revised Exhibit A showing revised insurance coverage requirements.

37. Question: CHAPTER XII - WMATA POLICIES (Page 87)

1. SAFETY REQUIREMENTS (b) The contractor shall employ and assign full time to the work Safety Superintendent.

Is this Safety Superintendent position to be specifically identified with the proposal?

Answer: Yes.

38. Question: ATTACHMENT D - STATEMENT OF WORK (Page 2)

Task 1 – Dulles Corridor Metrorail Project

The Dulles Corridor Metrorail Project (DCMP) task must be completed by October 1, 2016

Considering the vast amount of work that must be accomplished by October 1, 2016 – will the successful contractor be afforded access to areas outside of the normal 8A – 5P work day to conduct the assessment, if needed?

Answer: No. Task 1 involves assessing design plans in the drawings only.

EXHIBIT A

I. MINIMUM REQUIRED INSURANCE: MINIMUM LIMITS OF INSURANCE

INSURANCE TYPE	LIMITS	BASIS
Workers' Compensation	Statutory	
Employers' Liability	\$500,000	Each Accident
	\$500,000	Disease Policy Limit
	\$500,000	Disease Each Employee
Commercial General Liability		
	\$1,000,000	Each Occurrence Limit
	\$2,000,000	General Aggregate Limit
	\$2,000,000	Products-Completed Operations Aggregate Limit
Business Auto Liability		
	\$1,000,000	Combined Single Limit

Railroad Protective Liability Insurance (RRP)		
	\$2,000,000	Each Occurrence Limit
	\$6,000,000	Aggregate Limit

Professional Liability		
	\$5,000,000	Each Claim