

RTP # **2023-02**

Project Name: **Algiers Ferry Buildings Renovation**

Project #: **2019-MA-01**

Project Type: **Administration, Operation and Transit Facilities**

To: **All firms pre-qualified through RTA RFQ #2020-035**

Issue Date:	August 4, 2023
Advance Questions Deadline:	August 16, 2023
Responses to All Questions Posted:	August 23, 2023
Deadline for Proposals:	September 1, 2023 by 5pm CST
Submit proposals to jfarley@rtaforward.org (see Section 6 for proposal requirements)	
Contract Intent Award Notification:	October 6, 2023

The New Orleans Regional Transit Authority (RTA) is soliciting proposals from firms pre-qualified through RTA's Request for Qualifications #2020-035 for On-Call Architecture and Engineering Services. RTA is issuing this Request for Technical Proposals (RTP) to a pre-qualified consultant pool per the Task Order assignment process to better assess expertise and qualifications for the following scope of services to provide design and engineering services to complete needed renovations and modernization on the RTA's Algiers Point Ferry Terminal and Lower Algiers Ferry Maintenance Facility. Consultant teams who are comfortable and qualified leading a project in the 'Administration, Operation and Transit Facilities' category are encouraged to apply. The terms and conditions of RFQ #2020-035 shall apply to all proposals submitted under this RTP. In addition, the representations in the responses made by the firms prequalified under RFQ #2020-035 are assumed to apply to this process unless firms notify RTA, in writing, and through proposals, of any possible relevant changes affecting prequalification eligibility such as ownership or staffing. RTA may request additional information it considers necessary to determine firm eligibility for continuing prequalification status.

RTA has been investing in major upgrades to the Mississippi River passenger ferry service. Two new passenger ferries went into service in 2020 and a new ferry terminal and barge at Canal St is operational and nearly complete. In 2019, RTA received an award from the Federal Transit Administration (FTA) Passenger Ferry Grant Program to rehabilitate the Algiers Point Ferry Terminal and Lower Algiers Ferry Maintenance Building. In 2022, RTA received an additional FTA grant to further enhance the scope and scale of renovations of the Algiers Point Ferry Terminal. This RTP will identify a firm with expertise in Transit Facilities complete design services for these activities.

The Algiers Point Ferry Terminal, located at 101 Morgan Street, New Orleans, LA 70114, is across from the new Canal Street Ferry Terminal that will be commissioned in early 2023. This RTP includes services to renovate the terminal to make it more operationally effective by removing the now obsolete pedestrian bridge; to upgrade the main passenger access ramps; to retrofit the site to improve site circulation, landscaping and stormwater retention; and to upgrade the interior for enhanced community use and administration offices. The current ceiling height of approximately 26' in the terminal is not energy or space efficient, and the proposal is to reduce the ceiling volume by adding a second floor. This will reduce operating expenses and double the usable square footage of the building. The main floor can then be used for concession or similar use to generate operating revenue. The RTA is also interested in providing infrastructure that may be needed during emergency situations, such as an Emergency Operations Center (EOC), and/or cooling and heating stations. This will be a coordinated effort with the local utility ongoing programs for Energy Smart savings. Many of the LEED design principles will be incorporated into the design effort, to assist with reduction of operating expenses.

The Maintenance Facility is a combination maintenance facility, storage warehouse and administrative offices located in Lower Algiers next to the Lower Algiers ferry landing. Most of the maintenance activities on ferries and barges occur at this facility. The exterior envelope of the building needs to be waterproofed by either replacing the roof and/or recoating the surface. The HVAC system needs to be replaced and there is some general deferred maintenance related to other building systems that need to be replaced or upgraded. There will also be some enhancements made to the building's floor plan to improve operational efficiency.

4. Purpose of this Request for Technical Proposals

The RTA is issuing this RTP to identify pre-qualified architecture and engineering firms to provide specific services in support of the design of rehabilitation and modernization activities at these facilities. This includes:

- Design of Algiers Point Ferry Terminal Renovation, including:
 - Community stakeholder engagement for developing site and building programming and final design requirements
 - Removal of pedestrian bridge
 - Improved pedestrian walkway, including decking and covering
 - Site circulation for pedestrians, cyclists, and vehicles, including a review of the “bus only” lanes and traffic configuration in the parking lot and in the 100 block of Bouny Street (in coordination with City of New Orleans Department of Public Works)
 - Addition of 2nd floor in the interior terminal space and office layoutRetrofit of main floor for community and commercial concession use
 - Addition of HVAC systems
 - Review of ADA compliance
 - Landscaping for improved natural environment and to support stormwater retention requirements
 - Resiliency upgrades to support building during emergency events and rapid restoration of services
- Design of Maintenance Facility Renovation, including
 - Waterproofing the facility
 - HVAC replacement
 - Floorplan improvements for operational efficiency

- Phased demolition plan and bid package(s) for the Algiers Ferry Terminal, including but not limited to selective forensic demolition activities at 30%
- Complete drawing packages for each building for construction bid
- Construction Support Services for Algiers Ferry Terminal Building and Lower Algiers Maintenance Facility renovation, including, but not limited to:
 - Review and approve all shop drawings as required
 - Respond to requests for Architectural Supplemental Instruction (ASI) and Request for Information (RFI)

5. Scope of Services

Total Project Budget: \$9,580,000

Desired Start Date: November 1, 2023

Estimated Contract Length: 21 months (not to exceed 9 months for design, estimated additional 12 months for construction support services).

Actual contract period may vary, depending upon service and project needs.

The goal of the project activities is to modernize and renovate the ferry terminal building by removing the pedestrian bridge from the existing terminal, adding a 2nd floor for office space, converting the 1st floor to air-conditioned space, and considering retail use for the 1st floor space.

This scope will also include the removal of the pedestrian bridge. Pedestrian boarding traffic will take place by utilizing the existing vehicular ramp and the main deck of the barge. A shelter on the existing vehicular ramp will need to be added to create a covered waiting area. Upgrades to the facility should also include the placement of a standby generator, exterior lighting, exterior electrical circuits, security cameras, signage, landscaping, and stormwater management. The agency would also like the A/E firm to present possible commercial utilization on the property. This spatial utilization should not adversely impact the normal flow of pedestrian traffic or affect the normal ferry operations. This concept seeks to provide business opportunities for local entrepreneurs. The proposal will include all required site preparation details. The selected Consultant firm will ensure that the construction is completed in compliance with the plans and specifications.

Project Deliverables and Additional Information

- **Conceptual Design Phase:**
 - Develop RTA's refined goals and detailed design requirements for each building
 - The selected consultant will participate in community engagement activities, organized by the RTA, to understand the preferences and needs of transit riders, adjacent residents, local businesses and other community stakeholders.
 - Detailed site and building condition assessment.
 - Develop up to 3 design concepts that address the needs and preferences of community, RTA design requirements and fit overall project budget for selection to next phase.
 - The Consultant will prepare materials for a review of the conceptual design by stakeholders. Materials include project information posters and handouts, website content, and PowerPoint presentations sufficient for a lay understanding of the conceptual design. The Consultant will work with RTA to publish and solicit feedback on the conceptual design and will participate in a public meeting.

- **Detailed Design Phase:**
 - The Consultant shall draft and provide a set of preliminary plans at 30%, 60%, and 90% for review and consideration by RTA. Additionally, draft specifications, construction cost estimate shall be provided with 30%, 60% and 90% plans for review and consideration by RTA. A high-level 10-year building operating costs and revenue pro forma will also be provided at each plan stage for the Algiers Point Terminal Building. All submittals shall include a summary letter detailing all of this and any other considerations RTA should be aware of.
 - The Consultant shall draft and prepare bid package(s) for phased demolition activities, including demolition activities following the completion of 30% design. These may include selective demolition and removal work necessary for complete site condition assessment, and selective structure demolition of the pedestrian bridge or other elements to be removed.
 - Following the RTA's acceptance of the 90% plans and draft specifications, the Consultant shall prepare and provide a set of final plans and specifications, construction cost estimate, estimated time for construction and a summary letter detailing all of this and any other considerations RTA should be aware of.
- **Construction Phase:**
 - Construction support services, as described in the scope of work above.

6. Proposal Requirements

Interested applicants must provide RTA with the following information and responses to questions stated below. RTA reserves the right to reject all bids. If a satisfactory contract cannot be negotiated in a reasonable time with the selected Respondent, then RTA, in its sole discretion, may terminate negotiations and reissue a Request for Quote, a Request for Qualifications, Request for Technical Proposals, or a Request for Proposals or it may determine that no project will be pursued.

Contractor Information (1 page)

- Contractor Name
- Contractor Address
- Name of Contact Person
- Contact Phone Number
- Contact Email Address
- Date Submitted to RTA

Project Understanding (maximum of 1 page)

Outline objectives of the project, significant opportunities and constraints and key issues.

Experience (maximum of 2 pages)

- Reference projects from submitted qualifications that demonstrate experience relevant to design services for building renovations and transit facilities
- List any additional projects considered relevant to this scope of work

Project Team (maximum of 2 pages)

- Describe the staffing structure proposed for services under this RTP

- Provide narrative information on the proposed project roles and responsibilities and qualifications of project principals and key staff members, including subcontractor staff.
 - You may propose team members not listed in the prequalification application. Changes to the staffing should be reflected in the current proposal document. For staff not included in the prequalification application, please also include:
 - A written assurance that all individuals not listed in the pre-qualification application and identified on the current RTP will be performing the work and will not be substituted with other personnel or reassigned to another project without RTA's prior approval.
 - A resume for each new staff person (page limit of 2 pages per staff person. These pages do not count towards 2 page section limit).

Proposed Project Plan (maximum of 5 pages)

Using the Background, Scope of Services and Project Deliverable sections above as a guide, propose a project plan, which details your proposed project approach. The proposed project plan will be subject to review and adjustment by RTA following a selection of a Contractor as part of a final negotiation of project and price. Include what provisions are identified for dealing with potential impacts, impediments, or conflicts.

Hourly Billing Rates

Firms should also submit:

- Hourly billing rates for permanent staff by project role (e.g. Project Manager, Analyst)
- For subcontractors, name of subcontractor and/or subcontractor firm, hourly billing rates by project role (e.g. Project Manager, Analyst). SUBCONTRACTORS MUST BE A PART OF THE TEAM ORIGINALLY SUBMITTED IN CONTRACTOR'S PROPOSAL FOR RFQ #2020-035, UNLESS CHANGES PREVIOUSLY APPROVED BY RTA IN WRITING.

Proposal and any questions regarding this RTP should be submitted to Joanna Farley jfarley@rtaforward.org.

7. Selection Criteria

Narrative responses to the Experience, Proposed Staff Qualifications and Proposed Project Plan prompts above will be reviewed and scored. Point allocations per prompt are as follows:

50% - Firm's demonstrated experience within the Transit Facilities category of work, particularly related to building renovation and modernization

50% - Firm's approach to meet the needs and deliverables described