AMENDMENT OF SOLICITATION / MODIFICATION OF CONTRACT

1. Contract Number	Page of Pages
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2. Amendment/Modification Number	3. Effective Date	4. Requisition/Purchase Request No.	5. Caption
Amendment 5	See Box 16C		**Architect & Engineering Services Schedule**

6. Issued by: Code
District Department of Transportation
Office of Contracting and Procurement
55 M Street, SE, 7th Floor
Washington, DC 20003

7. Administered by (If other than line 6)

8. Name and Address of Contractor (No. street, city, county, state and zip code)

Code Facility

9A. Amendment of Solicitation No.
DCKA-2017-Q-0003

9B. Dated (See Item 11)
10/14/2016

10A. Modification of Contract/Order No.

10B. Dated (See Item 13)

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☒ The above numbered solicitation is amended as set forth in item 14. The hour and date specified for receipt of Offers ☐ is extended. ☒ is not extended.
Offers 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 completing Items 8 and 15, and returning ___1_____ copies of the amendment: (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) BY separate letter or fax which includes a reference to the solicitation and amendment number. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS 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 may be made by letter or fax, provided each letter or telegram makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. Accounting and Appropriation Data (If Required):

13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTORS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14

	A. This change order is issued pursuant to (Specify Authority): The changes set forth in Item 14 are made in the contract/order no. in item 10A.
	B. The above numbered contract/order is modified to reflect the administrative changes (such as changes in paying office, appropriation data etc.) set forth in item 14, pursuant to the authority of 27 DCMR, Chapter 36, Section 3601.2.
	C. This supplemental agreement is entered into pursuant to authority of:
	D. Other (Specify type of modification and authority)

E. IMPORTANT: Contractor ☐ is not ☒ is required to sign this document and return _1_ copies to the issuing office.

14. Description of Amendment/Modification (Organized by UCF Section headings, including solicitation/contract subject matter where feasible.)

This amendment is issued to provide the following information:

1. Powerpoint presentation from pre-qualification meeting (44 pages)
2. Sign in sheets from pre-qualification meeting (23 pages)
3. Statistical data for period October 2013 thru December 2015 (2 pages) This information is being provided only for historical reference purposes and not as a guarantee of future spend.
4. Any reference to Standard Form 330 Part II is corrected to read Standard Form 330. Both parts I and II of Standard Form 330 are to be submitted.
5. All Standard From 330's are to be submitted electronically only to https://www.dropbox.com/request/HbUakYpjyPoeYFWMUYra

No hard copies are to be submitted and they will not be accepted as responsive to the solicitation.

Except as provided herein, all terms and conditions of the document is referenced in Item 9A or 10A remain unchanged and in full force and effect.

15A. Name and Title of Signer (Type or print)		16A. Name of Contracting Officer	
		Courtney Lattimore Deputy Chief Contracting Officer	
15B. Name of Contractor (Signature)	15C. Date Signed	16B. District of Columbia (Signature of Contracting Officer)	16C. Date Signed 11/28/16

A/E Schedule

District Department of Transportation
Architect and Engineering Services
Solicitation DCKA-2017-Q-0003

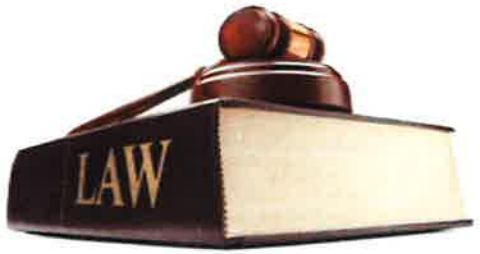
A/E Process Guidance

Reviewed the DDOT A/E process using the guidance of the federal governing statue, the Brooks Act and the District's 27 DCMR Chapter 26 (for local funds requests).

Selection Criteria

Legal Requirements

- Qualifications based process only – submission of SF 330
- Price shall not be used as a criterion
- Selection Criteria are prescribed by Federal/District law and regulations



Selection Criteria
48 CFR 36.602-1

Legal Requirements

(1) Professional qualifications necessary for satisfactory performance of required services, including professional qualifications of Key Personnel (20 points)

(2) Specialized experience and technical competence in the types of work required (40 points)

(3) Capacity to accomplish the work in the required time (20 points)

(4) Past performance on contracts with Government agencies and private industry in terms of cost control, quality of work, and compliance with performance schedules (20 points)

Documentation

Legal Requirement

Completed SF 330 required

Differences in Process

Differences in Schedule than previous A/E solicitations:

1) annual renewal submission of SF 330 qualifications and review of SF 330 submissions;

2) debriefings will be conducted (at the conclusion of the Schedule contract award process); and

3) depending on usage of existing Schedule contracts and the projected spend for an upcoming FY, DDOT will have continuously open solicitations. Thus, a Consultant may be permitted to resubmit qualifications for evaluation.

Qualifications Categories

A. Roadway Design

Perform design and prepare plans, special provisions, cost estimates, and bid documents for construction of streets and roads that are ADA compliant.

Perform streetlight and traffic signal designs to upgrade streetlights and traffic signals within the project limits.

Perform design for safety improvements, including signage and pavement markings.

Provide Maintenance of Traffic (MOT) plans for safe vehicular, bicycle, and pedestrian traffic during construction including developing mitigation strategies on alternate corridors/routes within the project travel shed.

Provide Constructability Reviews to check contract documents for accuracy, conformance with DDOT standards, constructability, phasing, scheduling, safety, conflicts, MOT, and ease of future maintenance and operations.

B. Streetscape and Conceptual Design Services

- Prepare, develop, and review streetscape design plans and illustrations to include urban, architectural, and landscape design of DDOT projects.

- Design elements should be based on established roadway and urban design best practices and follow the DDOT Design and Engineering Manual (DEM), National Association of City Transportation Officials (NACTO), and American Association of State Highway and Transportation Officials (AASHTO) design guides.

- Projects may include: traffic calming •street furnishings •transit amenities •wayfinding •landscaping •low impact development •public art •parking facilities

C. Bridge Design

Perform structural analyses and design of bridges, culverts, and other related structures.

Prepare plans, special provisions, cost estimates, and bid documents for construction of bridges and structures as per the latest AASHTO specifications and DDOT standards and design manuals.

Provide bridge architectural services by preparing, developing, and/or reviewing architectural drawings, and preliminary structural analysis and the design of bridges and other structures; and prepare bridge type studies and load ratings.

Develop, incorporate, and review urban design elements and concepts in bridges, retaining walls, fences, barriers, sign structures, bridge lightings, and other structures on DDOT projects.

Provide safety evaluation report. Provide emergency inspection of bridges, culverts, and highway structures including, but not limited to, appurtenant electrical and mechanical systems, and make recommendations for immediate actions.

D. Construction Engineering and Management Services

Provide management support and related services for construction projects.

Provide staff to assist DDOT personnel in the inspection and coordination of the project during the construction phase.

Oversee construction activities to ensure that the quality of materials and workmanship meet or exceed District standards.

Prepare construction manual and procedures. Aid DDOT staff in monitoring contractor performance on performance-based contracts and conducting performance audits on current programs.

E. Traffic Engineering (Streetlight and Traffic Signal)

Coordinate traffic signal and streetlight design.

Perform traffic signal and streetlight design and preparation of plans, specifications, and estimates (PS&E) for the following types of projects:

- designs for specific citywide programs to enhance signal and streetlight efficiency and operation; upgrade street and alley lights;
- traffic signal and streetlight design to complement specific bridge and roadway construction plans;
- install, remove, and/or relocate street lights in connection with road and bridge improvement projects; and
- design of tunnel, underpass, and under deck lights including the use of the latest streetlight monitoring and control system.

Traffic Engineering
(Streetlight and Traffic Signal)
continued

Traffic signal design generally includes the design and preparation of PS&E for:

- Installing new traffic signals.
- Relocating, replacing or upgrading existing traffic signals.
- Complementing various maintenance of traffic or detour stages.
- Installing new or rerouting existing traffic signal system communications cable and supporting hardware.
- Reconfiguring street intersections with channelizing islands to control and direct traffic movements.

F. Traffic Engineering (Operations and Safety)

Prepare engineering studies and design documents related to operations and safety. Services may include:

- Collecting and evaluating traffic data (turning movement counts, speed counts, automated traffic counts, crash data, etc.) and performing crash analyses and traffic calming assessments;
- Reviewing traffic operations (including capacity analyses /other multimodal performance) to determine existing traffic conditions and congestion, evaluating impacts of proposed changes to the roadways;
- Evaluating existing intersection control (including performing traffic signal and all-way stop sign warrant analyses, evaluating existing signal timings, and providing signal operation and optimization support);
- Planning for special events, including parking management plans, wayfinding signage, intersection capacity studies, and pedestrian and vehicular flow for pre- and post-event conditions.

Traffic Engineering (Operations and Safety) continued

Traffic studies contemplated by DDOT may include:

- intelligent transportation systems
- traffic calming, signal timing, neighborhood conditions
- traffic counts, origin and destination studies, calculation of roadway and intersection performance
- simulation modeling, collection and evaluation of crash statistics,
- traffic carrying capacity of roadways, and collection of information on existing traffic conditions and the level of traffic congestion.

G. Geotechnical Investigations and Studies

Perform soil borings, boring logs, test cores, laboratory tests, analyses, and recommendations for appropriate action.

Prepare Geotechnical Investigation Reports and Foundation Reports.

H. Environmental Engineering Investigations and Studies

Conduct studies to determine the environmental impact of proposed transportation facilities, including impacts on air quality, water quality, noise, vibration, neighborhood impacts, and impacts on cultural resources including, NEPA.

Environmental studies shall be conducted with appropriate public notification and opportunity for public participation and agency coordination.

Collect environmental data related to DDOT projects, evaluate environmental impacts, prepare draft reports, maps, and other documents to describe anticipated environmental impacts and mitigation recommendations.

I. Transportation Planning Studies

Conduct studies to determine transportation needs of residents, businesses, and visitors to DC, including: strategic plans, truck or freight management plans, parking evaluation plans, pedestrian and bicycle plans, bus transit plans, scenario planning, demand modeling, Transportation Demand Management, alternatives analysis, major multi-modal transportation facility plans, transportation assets, inventories, traffic studies, and parking demand and management.

Ability to analyze crash and other data sources, diagnose the problem, select countermeasures, prioritize projects, and prepare various safety plans.

Identify and evaluate transit service improvements, including bus- and rail-based transit. Identify and evaluate proposed development projects in the study area and determine daily and peak hour traffic generated by the new development and determine the impact on local streets, sidewalks, and other transportation facilities.

Transportation Planning Studies - continued

Perform economic and financial evaluations of transportation policy and capital proposals to make sound investment decisions and assure coordination with community development policies and objectives.

Prepare preliminary design plans of proposed transportation facilities.

Prepare computer simulations showing operating characteristics of proposed alternative traffic solutions.

Assist DDOT with community groups and businesses, and scheduling, conducting, and recording meetings to gauge public sentiments on proposed transportation projects.

J. Transportation Research and Technology Transfer

Conduct applied research studies, analyses, and evaluations of current and experimental practices to identify state-of-the-art technologies and procedures that can be utilized in the District to improve mobility, safety, and efficiency, and resource conservation.

Prepare reports that evaluate alternative technologies and methodologies and their applicability in the District. Conduct analyses of new demonstration projects to evaluate their effectiveness and efficiency in meeting design goals and DDOT objectives.

Identify innovative programs and work with District agencies to implement, advance, and support programs that can reduce crashes in the District. Provide support to District agencies and others in developing safety related grants and monitoring grantee performance according to federal guidelines.

J. Transportation Research and Technology Transfer: (cont'd)

- Construction: Includes tools, techniques, and processes for construction and construction management. Recent topics include geosynthetic reinforced soil, integrated bridge system, and trenchless undergrounding.
- Materials: Testing and quality control for materials used in construction, particularly newer materials and processes like pervious pavements and cold-in-place recycling of asphalt.
- Transportation Systems Operations and Management and Intelligent Transportation Systems (ITS): Operations of the transportation system, including areas like curbside management as well as ITS and signals, with research in areas such as simulation, modeling, and parking.
- Technology and Data: Encompasses enterprise data management, geographic information systems (GIS), and new technologies that can impact other topics areas (e.g. new data collection techniques).
- Business Processes: The means by which work is managed at the agency and might address contracting, streamlining of workflows or introducing new technologies.
- Asset Management: Covers all agency assets, from roadways and bridges to streetlights, parking meters, and traffic signals.
- Urban Forestry/Environmental: National Environmental Protection Act (NEPA) activities, tree health, and storm water are all areas of interest in this topic.
- Economics and Financing: Innovative project delivery methods like public-private partnerships, contracting models, and tools such as congestion pricing.

Transportation Research and Technology Transfer: (cont'd)

The following are areas of research that will reflect the urban, multimodal context of the District:

- Policy and Planning: Research related to planning practices, techniques, and policy approaches to implement planning goals. Topics include modal (bicycle, pedestrian, transit) and long-range planning.
- Design: Includes preliminary engineering and design-related practices, such as value engineering, 3D models, and alternative technical concepts.

K. Public Participation and Partnering:

Develop and implement public participation and partnering programs including materials for public meetings, including maps, brochures, videos, project specific website, and computer simulation models that describe the potential impacts of transportation projects.

The consultant shall also provide the services of a professional engineer(s) who can understand technical engineering documents and interpret them for lay audiences; and prepare project mailing lists of stakeholder groups and interested parties, develop project web sites and other methods of communicating project information to the public.

Develop public surveys, purchase media notices and advertising, and develop artwork and scripts. Develop public education campaign materials related to transportation issues that can be televised as written script or full videos on the local Public Broadcast Channels and local media channels and prepare evaluation reports on the effectiveness of the campaign.

Assist in the development and implementation of "partnering" activities, including the development of MOA with private organizations and other public agencies to share responsibilities in the development and implementation of projects.

L. Bicycle and Pedestrian Studies, Planning, and Design

Collect data and information regarding bicycle and pedestrian services and facilities. Prepare draft and final reports regarding bicycle routes and trails and pedestrian facilities to promote the safe and efficient movement of individuals with sufficient data to support its findings. Develop policies and plans to promote bicycle and pedestrian safety. Plan and design bicycle and facilities.

M. Railroad Consulting Technical Services

The services required relate to railroads operating on the rail system in the District such as CSX and Amtrak.

Subjects of technical consulting and planning advisory services may include:

- Assessment of rail carrier interests and positions
- Advice regarding railroad operations and facilities
- Identification of D.C. railroad objectives and interests
- Surface Transportation Board actions
- Estimation of costs of railroad construction/maintenance
- Capacity assessments of freight and passenger rail

N. Pavement Management and Infrastructure Data Collection Services:

Provide comprehensive pavement condition data collection and analysis service (distress, ride quality, and skid).

Perform both destructive/non-destructive condition assessment, using collected information and to analyze existing pavement material and condition and recommend appropriate action plan.

Provide infrastructure asset data (asset type, dimensions, exact location, etc.) collection services.

Perform pavement, pavement material, and related analysis and system improvement studies.

O. Right of Way Services

Prepare right-of-way (ROW) plans, manage the acquisition process such as clearances, determination of ROW needs, ROW authorization, Relocation Assistance, ROW changes, government land permission/permits, utility clearance, and supply expert services for the acquisition process.

P. Intelligent Transportation Systems (ITS)

Provide ITS services for planning, requirements analysis, conceptual design, final design, systems engineering, operations concepts and planning, maintenance planning, and performance measurement for existing subsystems such as:

- Transportation Management Center (TMC)
- Closed circuit television (CCTV)
- Traffic signals and detectors
- Highway Advisory Radios/Weather Information Systems, and
- Telecommunications.

P. Intelligent Transportation Systems (ITS) (cont'd)

Other areas include:

- New technology market studies and planning/design for future deployments
- Traffic signal optimization and simulation
- Geographic Information System (GIS)
- ITS/Commercial Vehicle Operations (CVO)
- Commercial Vehicle Information System Network (CVISN)
- Cost benefit studies
- ITS architecture, system engineering management plan

Work can include all phases in the system engineering life cycle with applications in ITS.

Work may also include emerging areas such as autonomous/connected vehicles, and leveraging of data from social media and third party data providers.

Q. Materials Testing

Conduct materials testing services for concrete, asphalt, soils and aggregates, and metals.

The testing lab shall be AASHTO accredited. Testing shall be conducted in accordance with current AASHTO/ASTM standard procedures.

Test reports shall be signed and stamped by a professional engineer licensed in the District of Columbia and shall be submitted to DDOT for review and records.

R. Stormwater Management and Green Infrastructure Design

Prepare design plans, special provisions, cost estimates, and bid documents to construct storm water management and green infrastructure practices in existing streets, roads, alleys, sidewalks, and public open space.

Storm water management and green infrastructure practices may include vegetated storm water collection and treatment practices, bio retention, permeable pavements, enhanced tree growing conditions, landscape areas, infiltration practices, water storage areas, green alleys, and drainage systems.

Perform hydrologic and hydraulic analysis of project areas to determine optimum placement and sizing of storm water management practices.

Stormwater Management/ Green Infrastructure Design - continued

Prepare plans and calculations needed for storm water permits.

Prepare planting plans for storm water collection areas and landscape areas.

Perform watershed and neighborhood scale site analysis to determine optimum and available locations for storm water practices using GIS mapping.

Develop and provide new and innovative storm water capture designs for use in public right-of-way areas.

S. Transit Consulting/ Technical Services

Provide services relating to transit operations (streetcar/light rail/bus) including consulting, planning, and oversight.

Provide assistance on transit operations and facilities (streetcar/light rail/bus) including construction and maintenance, passenger assessments, safety and security, and fare and enforcement.

Provide consulting services for contract administration relating to transit design, manufacturing, operation, and maintenance (streetcar/light rail/bus); Federal Transit Administration laws, rules and oversight; and communication with federal and outside agencies.

Provide consulting services on transit vehicle design (streetcar/light rail/bus), manufacturing oversight, and commissioning services, off-wire propulsion technology, track, traction power system, overhead catenary (curve of the cable) system, command center design, and system commissioning services.

T. Appraisal Services

Provide professional real property appraisal services.

Perform all services, certifications and preparation of all reports in accordance with Federal and District real property acquisition and appraisal laws and regulations.

Determine the fair market value (FMV) of the interests being acquired by evaluating all available factors and comparables.

Provide related litigation support.

U. Program Management

Provide comprehensive program management support including: project support, financial/budgeting, scheduling, and strategic planning.

Serve as an advisor for difficult/complex resource allocation situations.

Provide oversight of professional services and construction management firms under contract with DDOT, including progress reports, cost and schedule information, and identification of critical construction issues.

Provide public policy support and public engagement and coordination to ensure program status and direction are clearly and accurately understood by all stakeholders and the public, partners, consultants, and private entities.

Provide program scheduling and analysis, document control and electronic data collection management; oversee development and execution a master program schedule.

Evaluation Process

Evaluation Board

Legal Requirement

The Evaluation Board established pursuant to federal and District law and regulation shall perform [its] functions under the general direction of the contracting officer…

Evaluation Board

Legal Requirement

1. The contracting officer (CO) shall specifically appoint the Evaluation Board.
2. The Evaluation Board shall perform its functions under the general direction of the contracting officer.
3. The EB shall prepare and deliver a Selection Report to the contracting officer.

4. The Report shall recommend, in order of preference, at least three firms that are considered to be the most highly qualified to perform the required services.

5. The Report shall include a description of the discussions and evaluation conducted by the EB to allow the CO (selection authority) to review the considerations upon which the recommendations are based.

What All This Means at the Task Order Level?

- For Task Orders, the CO must appoint the EB. If DDOT has standing boards, the information can be presented to the appropriate board.
- Each board must make a recommendation to the CO who makes the final selection.
- The rules contemplate the Contracting Officer conducting the final negotiation, getting advice from the technical staff.

Importance of Past Performance

For each major task order issued, the program will complete a consultant performance report and add such to each consultant's file.

A/E Historical Spend and Usage

A/E Schedule Usage
Oct 2013 thru Dec 2015

- Total Award Amount:
  $89,817,799
- Local awards
  $18,568,475 (20%)

The majority of local tasks were for streetcar studies and alley/local pavement CM services

- Federal awards
  $71,249,324 (80%)

- Total number of firms evaluated: 141
- Total number of firms selected: 101
- Total number of firms used: 52
- Total number of Task Orders awarded: 195