

OFFICIAL TRANSCRIPT OF THE  
MARYLAND DEPARTMENT OF TRANSPORTATION  
MARYLAND TRANSIT ADMINISTRATION  
PRE-BID MEETING  
FOR  
METRO SHOT TOWER STATION STRUCTURAL  
PRESERVATION AND MISCELLANEOUS IMPROVEMENTS  
CONTRACT NO. T-1384-0140

April 11, 2013

10:00 A.M.

Maryland Transit Administration  
6 St. Paul Street, 7th Floor Conference  
Baltimore, Maryland 21202

Agency:

Rick Owens, MTA Procurement  
Robert Frazier, MTA Office of Safety  
John Haywood, MTA  
Kamran Nader, AECOM, MTA Engineering  
Dave Allison, RK&K, MTA Construction Safety  
Erich Smith, AECOM, MTA Office of Safety  
Frank Kernan, QA/QC  
Warren Squirewell, Office of Fair Practices  
Valerie Moore, Office of Fair Practices  
Bill Parks, MTA Fixed Guideway Engineering

Participants:

Frank LaMartina, IPS Scaffold  
Kevin Brooks, Concrete Protection & Restoration Incorp.  
George Vincent, Scaffold Resource, LLC  
Kevin Doherty, Parsons Brinckerhoff, Inc.  
Aaron Martin, Structural, LLC  
Omar Jouhar, Parsons Brinckerhoff, Inc.  
Will Strupp, Coatings Unlimited  
Allan Sylvester, Judlau Contractors  
Carl Scheffel, Simpson Strong-Tie  
Jon Raymond, Maxmore-Hill  
Dave Toggas, Concrete Services, Inc.  
John Stieb, Freyssinet, Inc.

Court Reporter:  
Elizabeth Finn-Annis  
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Hyattsville, MD 20784  
(301) 379-6607

1 MR. OWENS: Good morning. My name is Rick Owens. I  
2 will be the Procurement Officer for Maryland Transit  
3 Administration IFB No. T-1384-0140, Metro Shot Tower Station  
4 Structural Preservation and Miscellaneous Improvements. Today  
5 is April 11th, 2013, 10 o'clock. Everyone should have an  
6 agenda, if not let me know if you need one.

7 I want to make sure that everyone has signed in.  
8 There's a sign-in sheet for this conference and there's a sign-  
9 in sheet for the site visit immediately following. It is one  
10 station away.

11 We will go over the agenda. I will let you know from  
12 this point forward; any questions should be directed to me, no  
13 one else. Let me give you my e-mail address and my phone  
14 number. My e-mail address is [rowens@mta.maryland.gov](mailto:rowens@mta.maryland.gov). My phone  
15 number is 410-767-3360. With the exception of the DO  
16 requirements and the DBE requirements, then that department will  
17 actually give you information. But as far as anything else,  
18 please make sure everything is directed towards me. I don't  
19 want to kick anybody out for sending stuff to someone else  
20 that's not involved in this procurement. I want to make sure  
21 that it is run properly, that you get to submit your bid, and  
22 your qualifications, so everybody's on the same plane.

23 A few requirements. This is a multi-step  
24 solicitation. So you will submit your technical qualifications.  
25 It is based on a pass/fail in the solicitation. So it's easy

1 for our evaluators to look at your package. It's either yes or  
2 no. After that phase, everything's passed, it goes to the next  
3 phase. So if we get 10 bidders, all 10 meet the requirements,  
4 then what I will do is I will call all 10 and we will set up a  
5 bid opening. So the bids that I have that are responsive to the  
6 technical issues, we will then have a public bid opening. And  
7 based on that, we'll proceed from there.

8 Now the bids are due on April 25<sup>th</sup> at two o'clock. If  
9 you came to this pre-bid conference, my suggestion to you is to  
10 come and drop the bid. It is two o'clock. If it's 2:01, it  
11 will not be accepted. It will not be a public bid opening.  
12 That will be at a later stage. But please be here before two  
13 o'clock.

14 In the "Instructions to Bidders" on page 5, it  
15 actually goes over the steps of actually what we're going to do.  
16 Step 1 will be the Technical bid. And on page 2, you received  
17 the requirements that we need. Please follow that to the  
18 letter, submit your information along with your bid, and then we  
19 will proceed after evaluation. And if you look on page 4, it  
20 gives you the steps that, you know, when the solicitation was  
21 sent out, pre-bid is today. Step 1, Technical Bid and Step 2,  
22 Bid Price, both of them will be required together. Just make  
23 them in separate documents. And then after the firms are  
24 considered qualified, then I will call all the ones who are  
25 qualified and we will only open the ones who are qualified. If

1 you're not qualified, there's no need to come.

2 Are there any questions?

3 [There was no response.]

4 MR. OWENS: All right. We will follow the agenda.

5 And now I would like to introduce Mr. Kamran Nader who is the  
6 Project Manager.

7 MR. NADER: Yes. My name is Kamran Nader; I'm from  
8 AECOM representing MTA Engineering. The Scope of this contract  
9 is to install the security fence at the stream at Jones Fall  
10 Corridor at Route 83 and Howard Street Bridge close to Penn  
11 Station and installing FRP, Fiberglass Reinforcement Polymer  
12 with a part of ceiling at Shot Tower Metro Station. Sequence of  
13 construction in order to reach to the ceiling of Mezzanine level  
14 or bottom of concrete cell as shown in contract drawings has  
15 been suggested in contract drawings. This includes installing  
16 barrier at a staircases escalator, identifying utilities that  
17 needs to be replaced or removed from service while holding them  
18 safely in place temporarily without interruption to Metro  
19 operation and installing FRP or any other agreement option that  
20 contractor may suggest.

21 It is very important that contractor protect all the  
22 existing facility from any damage resulting from construction  
23 operation. All work interfacing with the existing Metro  
24 operations should be approved to minimize disruption to Metro  
25 operation.

1 Non-revenue work hours for this contract is from 1 to  
2 4 a.m. weekdays and 1 to 5 a.m. on weekends. A special work  
3 request can be considered with consideration and coordination  
4 with Metro.

5 We have a lot of utilities in electrical room. I have  
6 some pictures that we can share here. And it would be a  
7 challenge for contractor in their Technical proposal to suggest  
8 how he plans to install FRP about pre-cast plank with all the  
9 utilities and duct in place.

10 I can share these pictures?

11 MR. OWENS: Yes.

12 MR. NADER: The first picture that we see here is a  
13 staircase and escalator within the area that we are planning to  
14 install FRP.

15 Second photo again shows the escalator, a staircase.  
16 We have two staircases in the vicinity of the area that we are  
17 planning to work.

18 Third photo which is Number 8 photo is the entrance to  
19 the Shot Tower Metro Station at west entrance to Shot Tower  
20 Metro station. Again, the Shot Tower photo Number 9 is the same  
21 entrance.

22 Photo Number 10 shows the staircases and we are  
23 looking from Mezzanine level to the platform. The platform is  
24 the place that all the tracks are moving.

25 Picture Number 11 again is showing the staircases and

1 escalator.

2           Number 12 is the platform level with two tracks  
3 northbound and southbound.

4           As you may have seen the contract drawings there. We  
5 have architectural ceiling and in between is a drip pan and then  
6 we reach to the bottom of culvert cells. So there are some  
7 utilities in between that has been shown in some other pictures.

8           John, do you want to explain more on these or are we  
9 good?

10           MR. HAYWOOD: Let's see. We have a handful of  
11 pictures that are just showing miscellaneous locations with --  
12 in the drip pan area where you've got a drip pan that will have  
13 to be repaired or replaced, mechanicals that are going to be  
14 removed -- either need to be removed or reinstalled or repaired  
15 through the process of installing the FRP.

16           Got some pictures from foundation wall areas where the  
17 Polymer is going to wrap onto the foundations -- they're not  
18 real clear -- and some typical foundation walls. You may see  
19 some corroded ductwork -- miscellaneous ductwork that may or may  
20 not need to be removed or replaced depending on your means and  
21 methods. Typical spacings between the drop drip ceiling and the  
22 culvert drip pan and architectural ceiling. And then we get to  
23 some photos of the electrical room which has a concrete pre-cast  
24 ceiling that's going to need to be manipulated to install the  
25 fiber resin material above that. It's a pretty small clearance

1 and it's going to take some crafty workmanship to get the part  
2 in.

3 Any questions on any of the pictures that you saw?

4 MR. NADER: I can explain your question regarding the  
5 electrical room -- these pictures. This electrical room has  
6 been shown somehow in Drawing 10 -- sheet number 10. You can  
7 see here. And this is the pre-cast plank on the top and next to  
8 the ceiling of the Mezzanine level. And we have one foot  
9 clearance only. With all these utilities that you may see here,  
10 we can go and see the site too. So, this is a challenge for  
11 this project, how we're going to handle all these utility and  
12 install FRP.

13 These panels are 10 feet by six feet and can be  
14 removed, can be -- all these utility can be partially supported  
15 with temporary support or one of these pre-cast panels can be  
16 moved to the adjacent one or to the side and then you have --  
17 you may have access from one opening and do the FRP and then put  
18 it back while you are holding the utilities in place. These are  
19 the things that can be a challenge for what you may suggest.

20 Utilities are light fixture, loud speaker, LR system,  
21 mechanical ducts. You have seen in the drawing, they have  
22 mechanical ducts on the north and south. Those are rusted, has  
23 to be removed, and has to be replaced with a new one. We have a  
24 lot of electrical conduits. And please prepare to hold all  
25 these in place that we don't have any interruption to Metro

1 operation and do the work and install FRP. But some of this  
2 cannot be done so we look at your suggestion to see how we can  
3 handle it without any interruption. Thank you.

4           There is a picture that has been shown on the -- it's  
5 a Google map that you see how it is Route 83, right? And  
6 beneath -- underneath Route 83, there are three culvert cells  
7 that you may see in there.

8           Next pictures. These are the culverts for Jones Falls  
9 stream and we are doing fencing above these concrete walls --  
10 shared walls, let's say. So the security fencing that you see  
11 in the contract drawing is shown in here. And you may have seen  
12 it, how we can access through this area in our package.

13           MR. OWENS: Frank.

14           MR. KERNAN: I'm Frank Kernan from the MTA's QA and QC  
15 division and I've got handouts laying across the table in case  
16 you want to follow along.

17           The MTA earnestly and vigorously pursues quality in  
18 all of its construction projects. And to that end, Section  
19 01450, "Quality Assurance and Quality Control describes for 13  
20 pages, what is required of the contractor to achieve high  
21 quality. It's a paper-intensive exercise and demands particular  
22 attention.

23           It requires a Contract Quality Control Plan. Within  
24 seven days of NTP, it requires an Interim CQC Plan to cover all  
25 work done in the first 60 days be provided. And then within 30

1 days of NTP, it requires a detailed CQC Plan, addressing all  
2 work to be done on the project. The specifications for each of  
3 the CQC Plans is within the document.

4 The submittal and acceptance of the CQC Plan is  
5 considered incidental to mobilization. And it must include the  
6 name and the qualified person designated CQC Plan Manager and a  
7 copy of the letter of direction to that individual with  
8 authority to perform the stated responsibilities. Letters of a  
9 similar nature should be sent to all members of the assigned CQC  
10 staff. The CQC Plan Manager reports to and answers to an  
11 executive officer of the contractor's company and is not  
12 subordinate to the Project Manager or to the Project  
13 Superintendent.

14 Other specific requirements of the CQC Plan are  
15 defined in Section 01450, which also includes Part 4,  
16 "Measurement and Payment," in which it is explained that the  
17 contractor will be paid, or not paid, an allowance per day based  
18 on how the quality requirements of the contract are prosecuted,  
19 how successfully the contractor performs all of the requirements  
20 of the Section 01450 as assessed by the Resident Engineer.

21 Any questions?

22 [There was no response.]

23 MR. FRAZIER: Good morning. I'm Bob Frazier, the  
24 Environmental Manager for MTA; and I'm in the Safety department,  
25 as well. Two things. Five days after the Notice of Intent to

1 Award, then we would want to have your General Health and Safety  
2 Plan in the Office of Safety's hands for review. And then five  
3 days after NTP, we would want your Site Specific Health and  
4 Safety Plan in the Office of Safety for review.

5 And with us as well, we have Erich over here behind  
6 you. He's in the Office of Safety. And then, Mr. Allison over  
7 here is in the Construction Safety office. Do you guys have any  
8 safety related comments that you want to add at this time?

9 MR. ALLISON: (Unintelligible).

10 MR. FRAZIER: Okay, Erich?

11 MR. SMITH: Just to say a Safety Certification, you  
12 know, will be required which is just another sub-set of what you  
13 have on your Contract Data Requirements List. And you'll see, I  
14 think, the last column, the right most column, I think, it's a  
15 column for Safety and things to check there, and I think you  
16 just got to provide evidence of, you know, what you've done for  
17 to show you have met the safety requirements, just like you do  
18 for quality control. Nothing that is outstanding there. It's  
19 pretty normal.

20 So as you collect documents, these certifications for  
21 concrete or whatever it is, we just need to be able to audit  
22 that at specific times throughout the project life cycle just to  
23 make sure we're on track and that we will need safety  
24 certifications when the project is over. And the Office of  
25 Safety will issue a Letter of Conformance stating that this

1 project has been received from a safety standpoint. A  
2 certificate will be issued and that will finalize everything  
3 from a safety standpoint.

4 MR. FRAZIER: From an environmental perspective,  
5 looking just through some of the photos, if everyone would flip  
6 over to this photo, it shows some piping. If you notice, that  
7 pipe has a white wrapping on it. That material is suspected to  
8 be asbestos and you would have to follow the procedures to  
9 properly either abate that or to cover that before any work  
10 disturbs that piping.

11 And in of course the bid package, there's a fairly  
12 extensive environmental section which probably would point this  
13 type of thing out to you. There's another picture over here  
14 that has the label of, "Electrically Heated Pipe," that has some  
15 form of cover and wrap on that if that's something that you  
16 would be either disturbing that pipe or working in the area  
17 where you would disturb that then you would have to have the  
18 proper either -- have that covered appropriately or have your  
19 personnel have the proper asbestos respirator training and  
20 certificates. Also, the material that you're going to be  
21 applying, if you generate hazardous waste on-site -- and I don't  
22 know that this is in the bid package -- but if you were to  
23 generate hazardous waste on-site then MTA would provide the  
24 hazardous waste ID number for the site. And that would come out  
25 of (unintelligible). That's all I have.

1 MR. OWENS: Okay. Ms. Moore?

2 MS. MOORE: Good morning. My name is Valerie Moore  
3 and I'm with the Office of Fair Practices MBE/DBE Office. I  
4 would like to just go over the goal that's been established for  
5 this contract and the forms that you are required to submit.  
6 And the forms should be in your bid package.

7 There's a sixteen percent (16%) DBE goal that's been  
8 established on this contract. And the first form that you would  
9 have to complete is MDOT DBE Form A which is due at the time of  
10 bid submission. If the bidder fails to accurately complete and  
11 submit this Affidavit as required, the bid shall be deemed not  
12 responsive. Form A is the Certified DBE Utilization and Fair  
13 Solicitation Affidavit which is your commitment and  
14 understanding of the overall DBE participation goal. So on your  
15 Form A, you're basically saying, 'I understand that there is a  
16 sixteen percent (16%) goal and I plan to meet the sixteen  
17 percent (16%) goal' or if you decide that for some reason you  
18 can't meet it, that Form A also allows you to put that you want  
19 to request a waiver. And I'll go over that part towards the  
20 end.

21 The MDOT DBE Form B is also due at the time of bid  
22 submission. If the bidder fails to accurately complete and  
23 submit Parts 2 and 3 with the bid as required, the bid shall be  
24 deemed not responsive. Form B is the DBE Participation Schedule  
25 which lists the certified DBE firms that you will be utilizing

1 on this project. All DBE firms listed on Form B must be  
2 certified at the time of bid submission to perform the specific  
3 Scope of Work. So on Form B, you're basically going to list the  
4 subcontractors that you propose to use on this contract. You  
5 want to make sure that you -- when you -- you will go to MDOT's  
6 electronic directory for certified companies and you want to  
7 make sure when you list the company that you want to use, you  
8 want to make sure you use the right certification number, make  
9 sure that that subcontractor is certified under the correct  
10 NAICS code. You just want to be precise and accurate with what  
11 you put on that Form B as well. You can visit MDOT's website to  
12 access the electronic DBE Directory. There website is  
13 [www.mdot.state.maryland.gov](http://www.mdot.state.maryland.gov).

14           If you are notified that you are the apparent awardee  
15 or as requested by the Procurement Officer, you must submit MDOT  
16 DBE Forms C and D within 10 business days of receiving such  
17 notice. Form C is your Outreach Efforts Compliance Statement  
18 and Form D is the Subcontractor Project Participation Statement.  
19 So, basically, on your Form D, you're going to be listing the  
20 subcontractors that you previously listed on [Form] B. The only  
21 difference is on [Form] D, you're going to -- you have to get  
22 the signature of the participating DBE. There's also an area  
23 for you to sign as well. It's important that you obtain a  
24 signature from the DBE and just make sure all signatures are  
25 obtained on your forms.

1           And one other thing. There's a sixty percent (60%)  
2 rule -- a supply rule. When calculating your goals, there's a  
3 sixty percent (60%) rule for supply items. You may count your  
4 entire expenditure to a certified business supplier that  
5 manufacturers or produces goods from raw materials or that  
6 substantially alters goods before resale. However, you may only  
7 count sixty percent (60%) of the expenditures to certified  
8 suppliers who are not manufacturers. An example is you spend  
9 \$2500 on chemicals to clean surfaces of the building. In your  
10 calculation for credit, sixty percent (60%) of the 2500 is \$1500  
11 which would be the amount counted toward your DBE participation  
12 goal. Additionally, the DBE credited supplies may not exceed  
13 sixty percent (60%) of the entire contract goal.

14           And the last part is the DBE waiver if you want to  
15 request a DBE waiver. If you believe that your firm cannot  
16 achieve the established overall goal, you have the right to  
17 request a waiver. The request should be indicated in your  
18 initial bid package on that Form A that I mentioned earlier.  
19 The waiver request must be in writing and submitted within 10  
20 days following notification that your firm is the apparent  
21 awardee or low bidder. Your waiver request must include the  
22 following documentation -- a detailed statement of the efforts  
23 made to select portions of the work to be performed by certified  
24 DBE's; a detailed statement of the efforts made to contact and  
25 negotiate with certified DBE's; for each certified DBE that

1 placed a quotation or offer that was not acceptable to the  
2 bidder of offeror, a detailed statement of the reasons for this  
3 conclusion; a list of DBE's that were found to be unavailable  
4 which shall be accompanied by an Unavailability Certificate or a  
5 statement from the apparent successful bidder or offeror that  
6 the DBE refused to give the written verification.

7           So, basically, if you determine that you need to  
8 request a waiver, you will have to make sure you have all of  
9 this back-up documentation. You can't just send a letter saying  
10 'I request a waiver.' We've seen that before, just a one-page  
11 letter saying, 'Well, we want to request a waiver.' We need to  
12 have back-up to show that you actually put forth an effort to  
13 seek those DBE companies.

14           And that will be it for my presentation. I have some  
15 business cards. Our office is located here on the 20<sup>th</sup> floor.  
16 I'm not sure who's going to be filling out the forms for you,  
17 but it's really important that you understand how to fill them  
18 out completely. So we're there. I mean, if you get stuck, and  
19 you're not sure, give us a call, you know, we'll help you. And,  
20 I have my cards up here if you're interested.

21           MR. OWENS: Thank you, Valerie.

22           MS. MOORE: You're welcome.

23           MR. OWENS: Are there any questions?

24           [There was no response.]

25           MR. OWENS: I'll open up the floor for any questions

1 regarding the solicitation document, any for MTA staff.

2 [There was no response.]

3 MR. OWENS: Okay.

4 Again, let me go over the overview of the requirement.

5 I want to make sure that everyone has signed-in, left a business  
6 card. If you're going to the site visit, please sign the Site  
7 Visit form.

8 Let me say it, again. All correspondence must be  
9 directed toward me unless it requires DBE information which goes  
10 to Ms. Valerie Moore. **Bids are due April 25<sup>th</sup>, both packages at**  
11 **two o'clock.** It will not be a public bid opening. We will have  
12 the public bid opening after the Step 1 submittal is evaluated.

13 Are there any questions?

14 [There were no questions.]

15 MR. OWENS: If there are no further questions, then I  
16 would --

17 MR. HAYWOOD: -- I have a comment.

18 MR. OWENS: Go ahead.

19 MR. HAYWOOD: Anybody that's going to the site walk  
20 through, I have two forms for you. One is a release if you're  
21 going to use a lift or a ladder and the other is a general  
22 safety briefing for the site conditions there. I need you to  
23 take both forms today and then we'll do a site briefing on-site  
24 once we get there for safety.

25 MR. OWENS: If there are no further questions, good

1 luck. Follow Mr. Nader for the site visit and Mr. Haywood.

2 MR. HAYWOOD: It will only take a few minutes. We can  
3 all meet downstairs in the lobby there. And from there, we will  
4 walk to the closest --

5 MR. NADER: -- Are you going to do the safety briefing  
6 here because here is more private.

7 MR. HAYWOOD: I mean, we can do that. I mean,  
8 basically first, you know, our safety briefing here, we're going  
9 to be using ladders and lifts maybe to look into the ceiling or  
10 mechanical areas. There is potential for, you know, hand, foot  
11 injuries. You have eye protection considerations. We'll be  
12 using lifts. There will be fall protection required on the lift  
13 apparatuses and on platform areas so you all visit. You'll be  
14 looking into electrical sources and limited lighting. So  
15 eyeglasses and gloves might be considered. It's kind of dusty  
16 in the center. Other than that, you just have to be mindful,  
17 for the patrons will be visiting the area during service hours,  
18 revenue hours, and that's about it. You should have a safety  
19 vest so the patrons might be able to identify that you're part  
20 of the tour.

21 MR. OWENS: All right. Thank you, guys. Good luck.

22 MR. HAYWOOD: We'll meet in the lobby in about five  
23 minutes and then we'll walk across the street to the station.

24 (Pre-bid meeting was adjourned at 10:31 a.m.)

25 (There was a site visit immediately following the pre-bid)

CERTIFICATE OF TRANSCRIBER

I, hereby, certify that the Maryland Department of Transportation, Maryland Transit Administration Pre-Proposal Conference for Contract No. MTA T-1384-0140 held at 6 St. Paul Street in Baltimore, Maryland on April 11, 2013 was recorded by means of electronic sound recording.

I further certify that, to the best of my knowledge, that the foregoing pages represent a complete and accurate transcript of the electronic sound recording of the conference as transcribed by me.

I further certify that I am neither an employee of MTA or relative to any party, herein, and that I have no interest in the outcome of this solicitation and subsequent award.

In witness whereof, I have affixed my signature this 25th day of April 2013.

By:   
\_\_\_\_\_  
Lisa P. Campbell  
Transcriber