



Fair Park
Capital Projects
Program Management Services
Request for Qualifications

#8-092022

Questions and Answers

Release: September 19, 2022

A virtual, mandatory Pre-Submittal Conference for Fair Park Capital Projects Program Management Services Request for Qualifications #8-092022 was held via Zoom 2:00pm September 14, 2022.

Attendees:

1. Darren L. James FAIA, Fair Park First
2. Brian Luallen, Fair Park First
3. Alyssa Arnold, Fair Park First
4. Peter Sullivan, OVG360
5. Dee Ann Hirsch, OVG360
6. Doug Karr, Turner Construction
7. Ashley Langworthy, BRV
8. Asheya Warren, CPSM- PRAXIS
9. Spencer Clark - AG|CM
10. william dillard/ Building Solutions/Anser
11. Bryan Jackson - Russell / Project Control JV
12. Mina Deo - CSRS, LLC
13. Jerri Sumlin, H. J. Russell & Company, jsumlin@hjrussell.com
14. Dev Rastogi, AECOM
15. Wendy Riggs - VVA Project & Cost Managers
16. Abby Rauschenberger - AECOM Technical Services, Inc.
17. John Stevenson - The Projects Group
18. Ron Austin - VVA Project & Cost Managers
19. Lucas Frahm HJ Russell
20. Liz Harvey, Project Control
21. Lisa Elmhurst, Project Control
22. Jason Colley - AECOM
23. Callie Heimburger, The Projects Group, cheimburger@tpgfw.com
24. Alfred Walker - The Projects Group

25. Tom Bond, Project Control | PC Sports

26. Damian Lee - H. J. Russell & Company, dlee@hjrussell.com

Questions:

1) Would Fair Park find it acceptable for the bidder to include 11 x 17 pages with their response while adhering to the 40-page limit for graphics pages?

i) ANSWER: This is acceptable; however, the pages should be folded to fit within a standard 8.5x11 package format.

2) Please clarify which MWBE forms are required as well as where/how the MWBE forms and responses to the questions posed on page 4 of the RFQ are to be submitted. Does this get submitted separately and is not part of the page count? Is this part of the appendix?

There seems to be an issue with the initially provided forms link. To ensure we provide Fair Park First with the correct documents, can you please clarify the following:

a) Define what the Non-resident/resident certification is and where it can be located:

i) ANSWER: This document is available through the City of Dallas BID office and website.

b) Is the standard Non-Collusion Affidavit from the State of Texas Library and Archives acceptable?

i) ANSWER: Yes.

3) It is our understanding that Fair Park First has selected specific forms from the City of Dallas' BID Plan Instructions, e.g., please confirm we are to provide only the select documents identified within the RFQ

i) ANSWER: Only provide what is requested at this time. If this changes, we will notify all relevant parties and provide copies of additional forms.

4) Would Fair Park accept electronic signatures for both the hard and electronic submission documents?

i) ANSWER: Yes, electronic signatures are acceptable.

5) Would Fair Park accept the written document in 11 pt font, but allow graphics to be in a legible point font?

i) ANSWER: Yes, a reduction in font is permissible if no less than 10-point font for body text and no less than 8-point font for image and table captions.

(1) NOTE: This should not result in firms using a general acceptance of reduction on font to abuse the format of the submission. Fair Park First, at its sole discretion, reserves the right to refuse submissions deemed to be unfair or abusive of this accommodation.

6) Will Appendix forms be included in the page count?

i) ANSWER: No.

- 7) Can you please clarify the ask for the full-time staffing request in the RFQ? On-site project manager: is this required to be the same individual during the life-cycle of the project? Could the individual rotate based on active projects/phases of delivery/expertise?
- i) ANSWER: Due to the complexity and dynamic of the Fair Park campus and the applicable projects, we require an individual to be co-located or imbedded. The designated individual must be available to work from the Fair Park campus during standard business hours. This position could potentially flex individuals based on the desired skill sets, however Fair Park First would need an explanation of how this would be accomplished in order to ensure seamless transitions.
- 8) When is the last day to ask questions and when will the last day the answers to any questions will be posted?
- i) Questions are due by 1:00pm Central Time Friday September 16 2022; answers will be published at of before 3:00pm Monday September 19 2022.
- 9) Will there be separate teams selected for each of the listed projects in the RFQ?
- i) ANSWER: No. It is Fair Park First's intent to hire one firm with robust and expansive capabilities for managing the various programs and projects described in the solicitation.
- 10) Who is on the selection committee?
- i) ANSWER: Our selection committee will be made of Fair Park First Board Members including Darren L. James and Kimberly Shaw, Staff including Brian Luallen and Alyssa Arnold, OVG360 staff members including Peter Sullivan and Dee Ann Hirsch, and if designated members of the design and/or CMAR teams for the parking structure and community park.
- 11) Please clarify staff augmentation question: Section II-item i
- i) ANSWER: From time-to-time Fair Park First may need the chosen firm to source and facilitate additional full-time assistance in program and project management and/or their related disciplines. Please detail your firm's ability to do so, should need arise.
- 12) There appears to be the request for an org chart and resumes in both the Team Quals section and the Staff Quals section. Could you clarify what you are hoping to see differently between these? Could you clarify the differences in the two requested organizational charts? Resume Clarification: Could you clarify the differences in the two requested resume sections?
- a) Section II. Team Qualifications, (a) reads: Explain how your team is organized. Include an organizational chart and a brief description of the roles and responsibilities of each team member.
- b) Section III Staff Qualifications (1) reads: Provide a proposed team composition including an organizational chart, which identifies key personnel and their roles in furnishing the services required under this RFQ. Include additional personnel, if any, who may be required to support this program.
- i) ANSWER: The first applies to your team, the second applies to any consultants, subs or firms which may be necessary to meet either MWBE goals or the demands of the project scope

detailed in the solicitation. The organizational charts etc should be used to illustrate how you team and various subs will orchestrate workflows and results.