

**COBB COUNTY
DEPARTMENT OF TRANSPORTATION
PLANNING DIVISION**

**March 13, 2024
Allatoona Creek Trail Scoping Study
Project No. AR17**

ADDENDUM NO. 2

**PROPOSALS RECEIVED UNTIL March 28, 2024
12:00 Noon Local Time**

The following addendum hereby amends and/or modifies the Request for Proposals (RFP) as issued for this project. All proposals are subject to the provisions of this Addendum. **Proposers shall acknowledge receipt of this addendum.**

I. WRITTEN QUESTIONS TO DATE

Q. I would like to submit the following questions regarding the RFP for Project No. AR17:

- **For the hard copy submittal, can the financial information be submitted separately in a sealed envelope?**
- **For the electronic version, can the financial information be submitted as a separate, password-protected file?**
- **Who will have access to see this information?**
- **Will this information be covered under the Freedom of Information Act?**
- **Will the documents be treated as confidential for proposal evaluation purposes only?**

A: Financial information may be included within a separate envelope inside the hard copy proposal response package. Financial information may also be included as a password protected file on the flash drive but the password must be contained somewhere within the hard copy proposal response package; it cannot be sent separately. As long as there is a hard copy of the financials included in the proposal response, an electronic copy is not required. Financial information is only shared with the Finance Department (who will score for Financial Stability). Financial statements are considered trade secrets and are not subject to open records requests under Georgia law as long as the Contractor submits and attaches to such records an affidavit affirmatively declaring that specific information in the records constitutes trade secrets pursuant to Article 27 of Chapter 1 of Title 10, and the Parties shall follow the requirements of O.C.G.A. § 50-18-72(a)(34) related thereto.

II. CLARIFICATIONS

1. Please note that Cobb County Purchasing is now Cobb County Procurement Services. Bids will be sent to Cobb County Procurement Services (formerly Cobb County Purchasing) at the same address at 122 Waddell Street, Marietta, GA 30060; however, written questions can still be sent to Purchasing@CobbCounty.org

2. This is Addendum #2. Addendum #1 was provided March 7, 2024, clarifying the time of the Pre-Proposal meeting as 10:00am on March 11, 2024.

III. **PRE-PROPOSAL CONFERENCE**

Minutes of the Pre-proposal Conference held Monday, March 11, 2024 are included.



Laura F. Beall, AICP
DOT Planning Division Manager
Project Manager

LFB/dm

cc: *Electronic copies:*
Cobb County Purchasing
Drew Raessler, Agency Director CCDOT
Johnathan Yee, CCDOT
Rustavius Ford, CCDOT
Project File

**ALLATOONA CREEK GREENWAY TRAIL SCOPING STUDY
PROJECT NO. AR17
PRE-PROPOSAL CONFERENCE
Monday, March 11, 2024 10:00 a.m.**

PROPOSAL DUE DATE: March 28, 2024 – 12:00 Noon Local Time

DATE: March 11, 2024

ATTENDEES: See Attached Attendee List

MEETING MINUTES:

(1) Introductions and Agenda

The meeting was opened and Cobb County staff (present or online) introduced themselves. Attendees online via Microsoft Teams were asked to provide their name, company/organization, and email in the Teams chat. In person attendees provided this information on a sign-in sheet. The attached attendee list provides the full list of in-person and Teams attendees.

(2) Project Overview:

Allatoona Creek Greenway Trail is one of the eight priority trails identified in the Cobb County Greenways and Trails Masterplan adopted in 2018. The plan supports a safe, interconnected network of greenways and trails in Cobb County. Implementation of the priority trails will provide a broader trail network that will improve regional connectivity and increase access to existing trails, parks, schools, and historic/cultural resources.

A map of the proposed trail was presented along with the description of the project limits, key trail connections, and major roadway crossings.

Allatoona Creek Greenway Trail will be approximately 5 to 6 miles, including potential spur trails. Approximately 60% of the trail is through or adjacent to public lands, including US Army corps property, as well as Cobb Parks and School District. It was noted that the trail project is supported by the group Friends of Price Park. Kemp Park, also adjacent to the trail, will undergo a master planning effort.

Additional trail information is available at www.cobbcounty.org/transportation/planning/trails. The Greenways and Trails Master Plan and associated cut-sheets for the 8 priority trails are available for download at the bottom of the webpage. Additional, information from the County's two most recent trail scoping studies can be found on this page– Austell-Powder Springs Trail and Noonday Creek Trail Extension.

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(3) Scope of Work Overview:

The Scope of Work tasks were presented by major tasks 1 through 6, summarizing the key activities and deliverables within each task. Please see RFP and/or the attached presentation for further details.

The following were noted as key scope of work items that the County is highlighting as either areas of emphasis or elements that may not be in a typical scoping study.

- Significant outreach efforts, including neighborhood walkthroughs, surveys, property owner notifications.
- Evaluation of under-bridge clearances at major roadways to determine feasibility of grade separated trail crossings.
- Evaluation of spur trail options to West Cobb Library and approaches to Due West Road.
- Identification and conceptual layout of trailhead, parking, and amenity areas.
- Evaluation of boardwalk/ elevated trail feasibility where applicable.
- Survey and property database.

(4) RFP Procedures and Key Dates

Prequalification Area Classes were presented (please see RFP or attached presentation).

Key dates for procurement were presented:

- RFP Issued: Thursday, March 1, 2024
- Pre-Proposal Conference: Monday, March 11, 2024
- Addendum 2* (pre-proposal minutes, sign-in, slides, questions): Tuesday, March 12, 2024
- Written Questions Due: Monday, March 18, 2024 by 5:00pm
- Addendum 3* (responses to questions): Friday, March 22, 2024
- Proposal Submittal Deadline: Thursday, March 28, by noon (12:00pm)
- Opening of Bids: Thursday, March 28 (2:00pm)

**Please note, Addendum 1 was provided March 7, 2024 to clarify the Pre-proposal time as 10:00am on March 11. The addendums listed above (#2 and #3) were incorrectly shown as #1 and #2 on the pre-proposal PowerPoint presentation.*

**ALLATOONA CREEK GREENWAY TRAIL SCOPING STUDY
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Bids are due to Cobb County Procurement Services (formerly Cobb County Purchasing) at 122 Waddell Street, Marietta, GA 30060 by 12:00pm on March 28. DO NOT send to Cobb County Department of Transportation.

Evaluation criteria summary (please see RFP for further details):

- Staffing: 25 points
- Experience/Performance: 25 points
- Approach: 35 points
- Availability: 10 points
- Financial Stability: 5 points
- Total possible score: 100 points

Disadvantaged Business Enterprise (DBE) Participation is highly encouraged. Cobb County does not have a DBE requirement, but has a goal of at least 7 percent. GDOT/MARTA DBE Certification will be required. Monthly DBE participation reports are required with every invoice.

Today's questions and responses will be recorded and included in an addendum (Addendum 2) on Tuesday, March 12. Written questions can be submitted until 5:00pm on Monday, March 18 to Purchasing@cobbcounty.org. Please reference the project name and number: Allatoona Creek Greenway Trail Scoping Study, project no. AR17.

(5) Questions and Answers:

Pre-Proposal Questions:

- Q. Are there any DBE firms present in today's meeting, either in person or on MS Teams? If so, please let us know.**
- A.** SEI is a certified DBE currently located in Cobb County.
- Q. Will the presentation be made available?**
- A.** The slides from the meeting are attached/included in this Addendum

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(6) Concluding remarks

After it was confirmed that there were no additional questions from in-person or online attendees, the key dates were shown again as a reminder, and the meeting was concluded.

Additional questions should be sent via email to **purchasing@cobbcounty.org** no later than **5:00pm on March 18, 2024.**



Laura F. Beall, AICP
DOT Planning Division Manager

LFB/dm

Attachments: Attendee List (.pdf file)
Pre-Proposal Conference Slides (.pdf file)

**COBB COUNTY
DEPARTMENT OF TRANSPORTATION
PLANNING DIVISION**

ADDENDUM ACKNOWLEDGEMENT FORM

We acknowledge receipt of the following addendum(s) for:

**Request for Proposals for
Allatoona Creek Greenway Trail Scoping Study
Project No. AR17**

ADDENDUM NO. 2

Printed Name

Date

Signature

Email Address

Consulting Firm

Telephone

Insert signed copy of this form in your final proposal **after the cover letter.**

This form does not count toward the total number of pages.

①

Monday March 11, 2024 10:00am

[illegible]

2 MS Teams - Online

COBB COUNTY DEPARTMENT OF TRANSPORTATION Allatoona Creek Greenway Trail Scoping Study (AR17) Monday March 11, 2024 10:00am			
NAME	COMPANY	PHONE NUMBER	EMAIL ADDRESS
Wil Collins	Cobb Water		wilson.collins@cobbcounty.org
Brian Smart	AECOM		brian.smart@aecom.com
Analyne Barlaan	Gresham Smith		analyne.barlaan@greshamsmith.com
John Purcell	Cobb PARKS		john.purcell@cobbcounty.org
Mickey O'Brien	AECOM		mickey.obrien@aecom.com
Stefanie Taylor	Cobb DOT		
Gina Putthoff	Pond + Company		putthoffg@pondco.com
Ana Fraundorf	Cobb DOT		
Jennie Lynn Rudder	Gresham Smith		jennielynn.rudder@greshamsmith.com
John Palm	Volkert		john.palm@volkert.com
Mandeep Gill	Volkert		mandeep.gill@volkert.com
Andrew Kohr	Pond		andrew.kohr@pondco.com
Scott Jordan	SEI		sjordan@seengineering.com
Jennifer Ronayne	Volkert		jennifer.ronayne@volkert.com



Cobb County Department of Transportation

Pre-Proposal Conference

Allatoona Creek Greenway Trail Scoping Study

Project # AR17

March 11, 2024, 10:00am

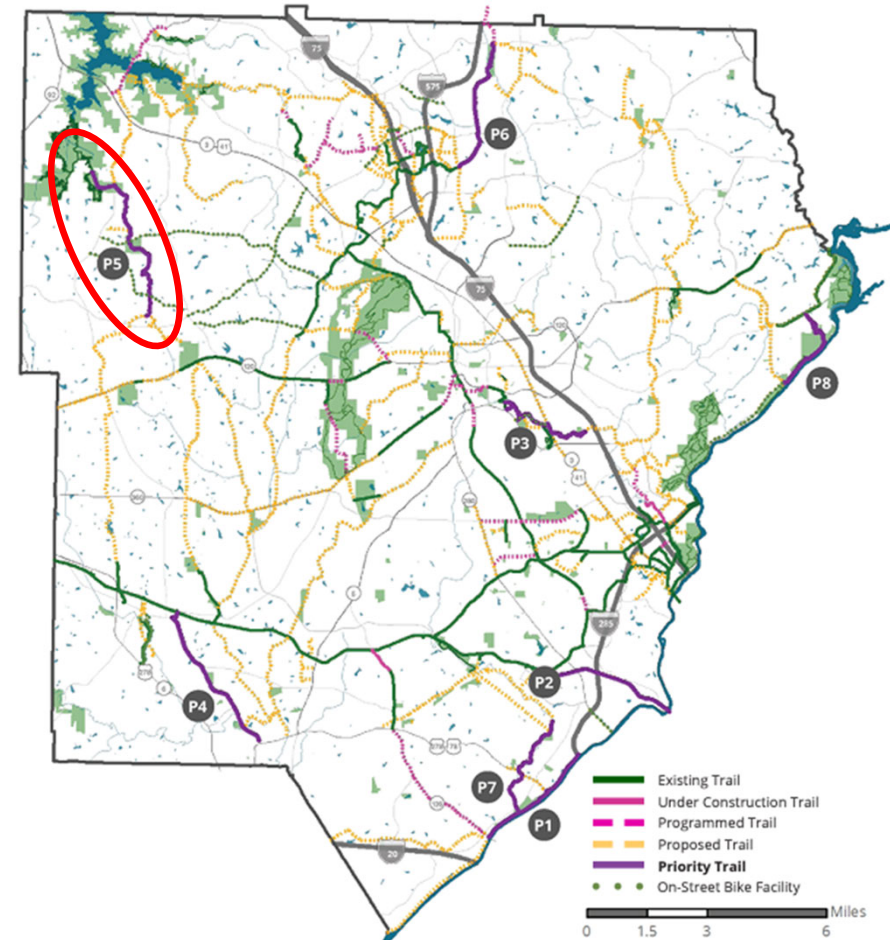
Meeting Agenda

- Welcome and Panelist Introductions
- Allatoona Creek Greenway Overview and Background
- Scope of Work Outline
- Prequalification Area Classes
- Key Dates
- Purchasing Procedures and Reminders
- Disadvantaged Business Enterprise (DBE) Participation
- Questions and Answers
- Closing Remarks



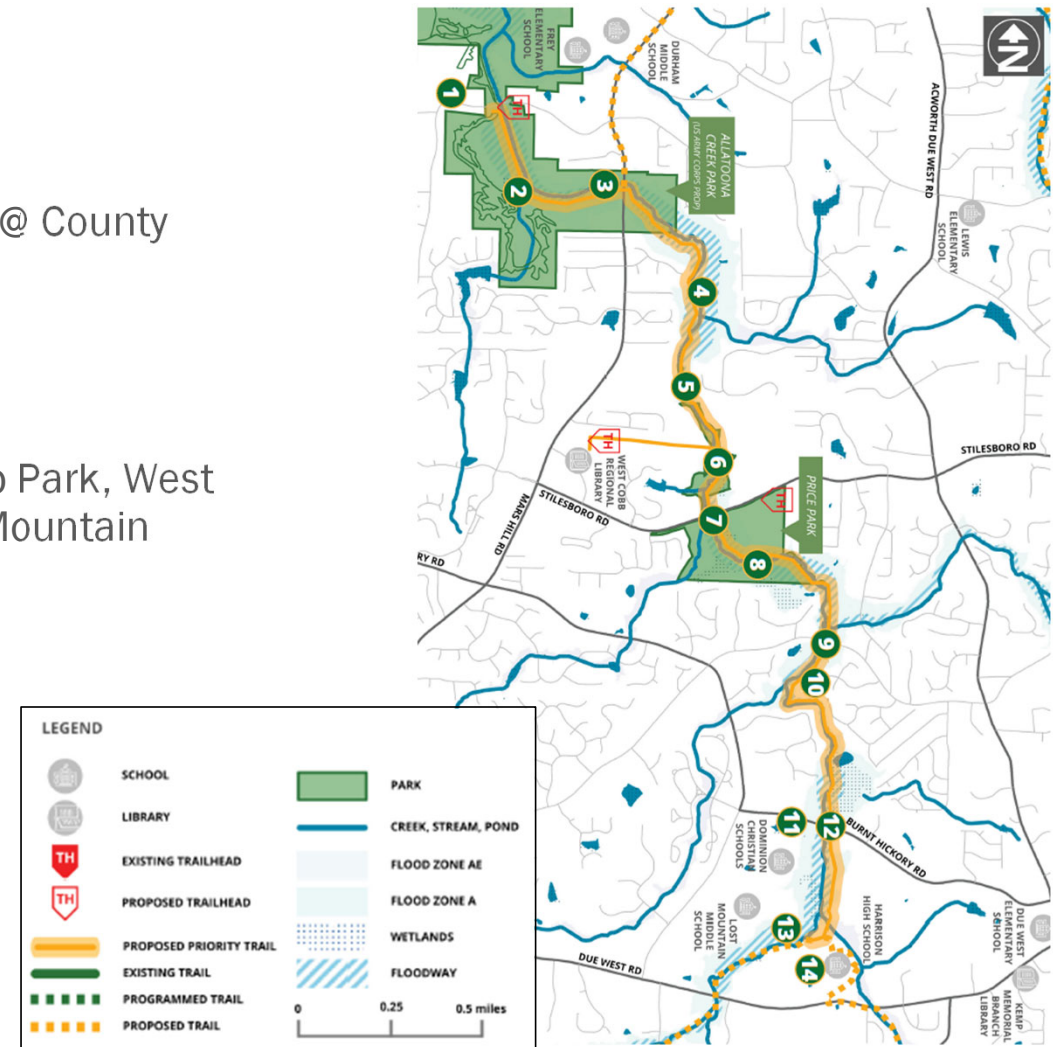
Background: Cobb County Greenways and Trails Master Plan

- Adopted 2018
- Vision is to provide a safe, interconnected network of greenways and trails while improving accessibility, economic competitiveness, and health.
- Identification of 8 priority trails that reach all quadrants of the county, including Allatoona Creek Greenway Trail
- Implementation of the 8 priority trails will provide a broader trail network that will improve regional connectivity and increase access to existing trails, parks, schools, and historic and cultural resources.



Background: Allatoona Creek Greenway Trail

- Study area – Allatoona Creek stream corridor
- North end: kayak launch in Allatoona Creek Park @ County Line Road
- South End: Due West Road
- Spur Trail west to West Cobb Regional Library
- Linkages: Allatoona Creek Park, Price Park, Kemp Park, West Cobb Library, Harrison High School and/or Lost Mountain Middle School
- Key crossings:
 - Mars Hill Road
 - Stilesboro Road
 - Hadaway Road
 - Burnt Hickory Road
 - Due West Road



Allatoona Creek Greenway Trail Scoping Study (AR17)

Allatoona Creek Greenway Trail

- Approximately 5 to 6 miles, including potential spur trails
- Approximately 60% within/adjacent to public lands (USACE, Cobb Parks, Cobb Schools)
- Supported by Friends of Price Park
- Kemp Park development, master planning

Cut-sheets available for the 8 priority trails
(Master Plan section, bottom of webpage) :

<https://www.cobbcounty.org/transportation/planning/trails>



Scope of Work Tasks

Task	Sub-Tasks
1. Project Management	<ul style="list-style-type: none"> • Management of scope, schedule, budget • Client communication and meetings • Monthly invoicing and progress reporting
2. Stakeholder and Public Engagement	<ul style="list-style-type: none"> • Stakeholder and public engagement strategy • Project website and communications materials • Stakeholder committee meetings • Public meetings and property owner notifications • User survey • Neighborhood walkthroughs • Summary report of engagement activities and input
3. Existing Conditions and Technical Analysis	<ul style="list-style-type: none"> • Plans, studies, policies, guidelines review • Existing conditions – land use, transportation network, traffic ops/safety • Environmental screening – wetland/floodplain, wildlife, species, stream buffers, historic resources, etc. • Utilities • Bridge crossings, evaluate clearance/suitability for grade separation • Additional hydrology/Geotech were applicable to determine feasibility of elevated sections



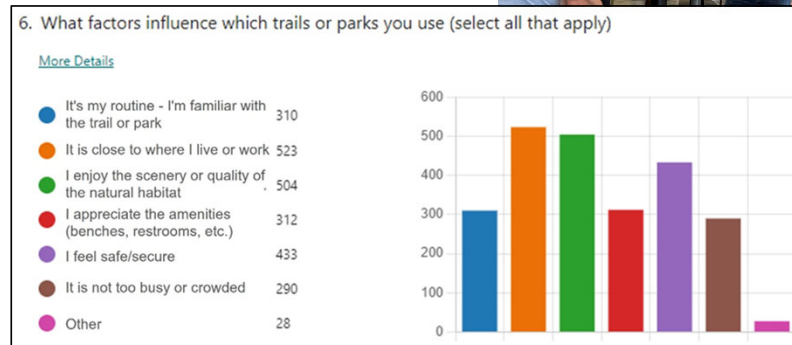
Scope of Work Tasks

Task	Sub-Tasks
4. Alternatives Analysis and Concept Plan Development	<ul style="list-style-type: none">• Evaluation of project trail designs and identification of preferred alternative and at least two alternatives• Preliminary layout, typical sections of alternatives• Evaluation of cost, feasibility, and constructability• Evaluation of impacts on ROW, environment, utilities• CCDOT Concept Report• Trailhead and amenities
5. Survey Database Preparation	<ul style="list-style-type: none">• Survey control, survey control package• Survey database• Collect all information required in GDOT survey manual• Septic tank research• Property owner's database• Survey data processing
6. Final Project Deliverables	<ul style="list-style-type: none">• Draft/Final Scoping Study Report• Implementation plan• Detailed cost estimates for preferred and alternate concept design



Outreach

- Public Meetings
- Stakeholder Committee Meetings
- Surveys
- Neighborhood Walkthroughs
- Property Owner/Resident Notifications



Key Scope of Work Notes

- Significant outreach, including neighborhood walkthroughs, surveys, notifications
- Evaluation of under-bridge clearances for grade separated crossings at major roadways
- Spur trail options evaluation
- Identification and conceptual layout of trailhead, parking, and amenity areas
- Evaluation of boardwalk/elevated trail areas where constrained
- Survey and property database



Prequalification Area Classes

Required Areas	
1.06 (a-f)	<i>a. NEPA Documentation, b. History, c. Air Quality Studies, d. Noise Studies e. Ecology, f. Archaeology</i>
1.07	Attitude, Opinion, Community Value Studies
3.02	Two-lane or Multi-lane Urban Roadway Design
3.08	Landscape Architecture Design
3.13	Bicycles and Pedestrian Facility Design
4.01(a)	Minor Bridge Design
5.01	Land Surveying
5.02	Engineering Surveying
6.01(a)	Soil Survey Studies
6.02	Bridge Foundation Studies



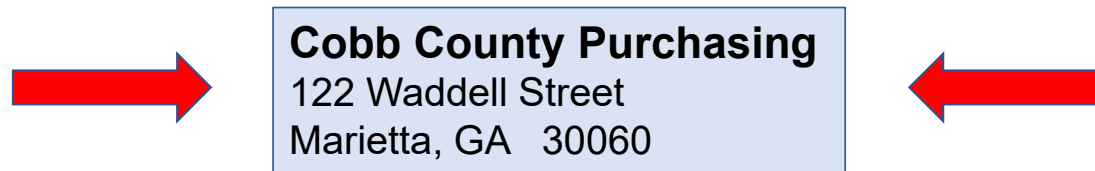
Key Dates

Procurement Task	Date
RFP Issued	Friday, March 1, 2024
Pre-Proposal Conference	Monday, March 11, 11:00am
• <i>Addendum #1: Pre-Proposal Minutes, Sign-In, Slides</i>	<i>Tuesday, March 12</i>
Written Questions Due	Monday, March 18, 5:00pm
• <i>Addendum #2: Response to Questions</i>	<i>Friday, March 22</i>
Proposal Submittal Deadline	Thursday, March 28, Noon
Opening of Bids	Thursday, March 28, 2:00pm



Purchasing Procedures and Reminders

- Bids are due to **Cobb County Purchasing**
- **Do Not** send to Department of Transportation
 - Bids sent to DOT will not be accepted
- Noon (12:00pm) deadline on March 28 is **firm**
 - FedEx/UPS may be subject to delays



Evaluation Criteria

Criteria	Points
Staffing	25 points
Experience/Performance	25 points
Approach	35 points
Availability	10 points
Financial Stability	5 points
Max. Total	100 points



Disadvantaged Business Enterprise (DBE) Participation

- Certified DBE participation is *HIGHLY ENCOURAGED*
- Code of Federal Regulations Title 49 – Subtitle A -- Part 26
- GDOT or MARTA DBE Certification
 - DBE Help Desk (404) 631-1273
 - dot.ga.gov/GDOT/Pages/DBE.aspx
- Monthly DBE participation reports are required with every invoice



Questions & Answers

- Today's Questions and Responses will be recorded and included in Addendum #1 of the RFP (will be provided Tues, March 12)
- Written Questions can be submitted until 5:00pm March 18
- Email: Purchasing@cobbcounty.org
- Project Number: AR17 (Allatoona Creek Greenway Trail Scoping Study)



Closing Remarks - Key Dates Reminder

Procurement Task	Date
RFP Issued	Friday, March 1, 2024
Pre-Proposal Conference	Monday, March 11, 11:00am
• <i>Addendum #1: Pre-Proposal Minutes, Sign-In, Slides</i>	<i>Tuesday, March 12</i>
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Cobb County Department of Transportation

Thank You For Attending

Pre-Proposal Conference

Allatoona Creek Greenway Trail

Scoping Study

Project # AR17

March 11, 2024, 10:00am