



DATE: 5/28/25

## CONTRACT SOLICITATION NOTICE/PROJECT OVERVIEW

MTA-C&D IS NOW ADVERTISING FOR THE FOLLOWING:

**SSE EVENT#:**0000508211

**OPENING/DUE DATE:** 7/8/25

**TYPE OF SOLICITATION:** RFP

**DOCUMENT AVAILABILITY DATE:** 5/28/25

**SOLICITATION TITLE:** D81728-D81757: All Agency Indefinite Quantity Project Management Consultant Services for Miscellaneous Construction Projects.

**DESCRIPTION:**

The Metropolitan Transportation Authority ("MTA"), acting by and through MTA Construction and Development Company ("MTA C&D") is seeking to retain the services of multiple consultants to provide Project Management Consultant services on an as-needed basis for Federal and State/Local funded construction and security projects for MTA and all its affiliated agencies. Consultants will be tasked to provide multidisciplinary design and technical services for all phases of project planning, design, procurement, construction and closeout utilizing all varieties of project delivery methodologies, and/or provide consultant construction management and inspection services. The major disciplines that may be required are civil/structural engineering; mechanical engineering; electrical engineering.

Funding: 50% Capital 50% Federal Goals: DBE: 22.50% MBE: 15.00% WBE: 15.00% SDVOB: 6.00%  
Est Over \$100M Contract Term: 60 Months

**\*PLEASE SEE ATTACHED PROJECT OVERVIEW FOR ADDITIONAL INFORMATION\***

**(X) PRE-BID CONFERENCE LOCATION:**

**DATE:** 6/10/25

**TIME:** 11:00AM

Virtual via Microsoft Teams- Participation is limited to 2 attendees per firm/Proposer. Please email the names of the attendees and the company represented to Dhariana.Grzyb@mtacd.org no later than 12:00PM on June 6, 2025.

**( ) SITE TOUR LOCATION:**

**DATE:**

**TIME:**

**FOR MORE INFORMATION, PLEASE CONTACT:**

**PROCUREMENT REPRESENTATIVE:** Dhariana Grzyb

**EMAIL:**  
dhariana.grzyb@mtacd.org

**REQUIREMENTS TO PARTICIPATE**

**SYSTEM FOR AWARD MANAGEMENT (SAM):** VENDORS ARE REQUIRED TO REGISTER WITH SAM, A FEDERAL VENDOR DATABASE USED TO VALIDATE VENDOR INFORMATION, BEFORE REQUESTING BID DOCUMENTS. YOU CAN VISIT THEIR WEBSITE AT [www.sam.gov](http://www.sam.gov) TO REGISTER. A DUNS NUMBER IS REQUIRED FOR REGISTRATION.

\*\*\*\*\*WE CANNOT PROCESS DOCUMENT REQUESTS WITHOUT A MTA BIDDER/SUPPLIER NUMBER. PLEASE ACCESS THE MTA VENDOR PORTAL, [WWW.MYMTA.INFO/VENDOR](http://WWW.MYMTA.INFO/VENDOR), TO REGISTER AS A BIDDER\*\*\*\*\*

## **MTA Construction & Development**

### **Notice**

**Contract No. D81728-D81757**

**SSE No: 0000508211**

### **All Agency Indefinite Quantity Project Management Consultant Services for Miscellaneous Construction Projects**

The Metropolitan Transportation Authority (“MTA”), acting by and through MTA Construction and Development Company (“MTA C&D”) is seeking to retain the services of multiple consultants to provide Project Management Consultant services on an as-needed basis for Federal and State/Local funded construction and security projects for MTA and all its affiliated agencies. Consultants will be tasked to provide multidisciplinary design and technical services for all phases of project planning, design, procurement, construction and closeout utilizing all varieties of project delivery methodologies, and/or provide consultant construction management and inspection services. The major disciplines that may be required are civil/structural engineering; mechanical engineering; electrical engineering.

The services of the Consultant(s) shall be performed under the general direction of the designated MTA Representative.

The total duration of this Contract is 60 months.

The DBE goal for this Contract has been established at 22.5%.

The MBE/WBE/SDVOB goals for this contract are 15%MBE, 15% WBE and 6% SDVOB

The Consultants shall be selected using a two-step procurement process. Step 1 involves the submission of a Qualifications Package which shall consist of the following: (1) Letter of Interest; (2) SF-330 Forms (to be completed by the Prime Consultant and/or Joint Venture Partners and all proposed Sub-Consultants); (3) Schedule B (Contractor Responsibility Questionnaire, to be completed by the Prime Consultant and/or Joint Venture Partners) to be submitted through the MTA Document Repository; (4) Schedule B1 (Contract Specific Responsibility Form); and (5) a Customized Qualification Statement (limited to 10 pages), which shall describe the Proposer’s skills, abilities and experience that are most relevant to the project and shall demonstrate that they have adequate experience and staffing resources to handle assignments. (6) Three most recent audited annual financial statements with notes, to be submitted through the MTA Document Repository. The submissions shall be evaluated to assess the Proposer’s responsibility, and project-specific and general professional experience.

In Step 2, the recommended qualified Proposers shall submit a comprehensive response to the Request for Proposal (“RFP”) which shall be evaluated in accordance with the specific evaluation criteria set forth in the RFP. Step 2 proposals shall be accepted only from firms selected in Step 1.

In evaluating a Consultant’s response to this advertisement, MTA C&D shall primarily consider the information furnished in the Qualifications Package. Incomplete packages may be rejected without further consideration.

Consultants desiring to be included for Step 1 evaluation must respond by submitting a Qualifications Package as detailed above, referencing **SSE# 0000508211 – Indefinite Quantities Contract to Provide Program Management Consultant Services**, and shall be submitted by **2:00PM, July 8, 2025** via Microsoft OneDrive. Consultants must request a link to the Contracting Officer via e-mail, 5 days prior to the due date.

A Project Overview meeting has been scheduled for **11:00AM on June 10, 2025** via Microsoft Teams. Participation is limited to 2 attendees per firm/Proposer. Please email the names of the attendees and the company represented to [Dhariana.Grzyb@mtacd.org](mailto:Dhariana.Grzyb@mtacd.org) no later than 12:00PM on June 6, 2025.

Additional information pertaining to this advertisement may be obtained MTA C&D’s Procurement website at <https://new.mta.info/doing-business-with-us/procurement/construction-and-development>.

## **MTA Construction & Development**

### **Notice**

**Contract No. D81728-D81757**

**SSE No: 000508211**

### **All Agency Indefinite Quantity Project Management Consultant Services for Miscellaneous Construction Projects**

#### **Short Scope of Work**

The Metropolitan Transportation Authority (“MTA”), acting by and through MTA Construction and Development Company (“MTA C&D”) is seeking to retain the services of multiple consultants to provide Project Management Consultant services on an as-needed basis for Federal and State/Local funded construction and security projects for MTA and all its affiliated agencies. The services required include, but not limited to, the following:

- Oversee the performance of the Construction Contractor throughout the duration of the projects, including mobilization, design, construction, testing, commissioning, and close-out.
- Direct and verify that the Construction Contractor coordinates its efforts with the utility companies, other New York City, State and Federal agencies, and MTA C&D in a timely manner to minimize interference with MTA operations.
- Determine the adequacy of the Contractor’s personnel and equipment and the availability of materials and supplies to meet Project schedules.
- Verify compliance with the construction requirements of the Construction Contract.
- Develop and monitor an effective system of project cost control.
- Perform qualitative risk assessment monthly in accordance with MTA Risk Management Guidelines and collaborate with other risk stakeholders to develop and assign risk mitigation plans and actions to risk owners for appropriate action.
- Conduct regularly scheduled meetings such as job progress, safety, quality and other technical meetings. Facilitate discussion of such matters as procedures, progress, and scheduling, as well as substantive issues regarding progress of the Projects, coordination of work with other work and Other Projects, staffing, or others.
- Review and track as-built drawings for the duration of the Construction Contract. Verify and accept preliminary and final as-built drawings and O&M manuals in a timely manner.
- Perform independent inspections and testing as necessary to ensure design compliance with requirements of the Construction Contract documents.
- Regularly inspect Project work to ensure a superior quality of installation.

- Establish processes and procedures with the Construction Contractor to ensure rolling commissioning, component acceptance, and final acceptance.
- Coordinate and maintain ongoing communication with community stakeholders to keep them informed of the status of the Projects.