

**In The Matter Of:**  
*Department of Transportaion*  
*In re: Porter Site Parking and Transit Facility*

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*Meeting*  
*October 11, 2016*

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THE STATE OF DELAWARE  
DEPARTMENT OF TRANSPORTATION

IN RE: )  
)  
Pre-Submission Informational Meeting )  
Public-Private Initiative for Porter )  
Site Parking and Transit Facility )  
T201753101 )

TRANSCRIPT OF MEETING

DelDOT Transportation Administration Center  
Bidders Room  
800 Bay Road  
Dover, Delaware 19901

Tuesday, October 11, 2016  
10:00 a.m.

CONDUCTED BY: WENDY B. HENRY, CPPO, CPPB,  
Contracts Coordinator

ALSO PRESENT: NATALIE BARNHART, PE, RK&K

BRIAN G. MOTYL, Assistant  
Director

RAYMOND A. PETRUCCI, PE

WILCOX & FETZER  
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1 MS. HENRY: Okay. Well, we're  
2 going to go ahead and get started.

3 First of all, let me say good  
4 morning and welcome. Thank you for coming out  
5 today.

6 This is the informational  
7 meeting for the public-private initiative for  
8 the Porter site parking and transit facility.  
9 That's Project No. T201753101.

10 My name is Wendy Henry, and I'm  
11 with DelDOT's contract administration group.  
12 Also with me today is Ray Petrucci. He is  
13 representing DTC, and he'll also be serving as  
14 the project manager. On my left is Natalie  
15 Barnhart. She's a technical resource with  
16 RK&K. And then on my right is Brian Motyl  
17 with DelDOT Finance.

18 First what I'll do today is I'll  
19 just cover some administrative items that we  
20 like to remind everyone of at these meetings.  
21 Then we'll go over just a few key dates. And  
22 then the project manager, Ray Petrucci, has a  
23 few items that he just wanted to go over with  
24 you.



1 First of all, as you can see,  
2 this meeting is being transcribed for DelDOT  
3 records. The transcript will be posted to the  
4 State of Delaware Bid Solicitation Directory  
5 approximately ten days following this meeting.

6 Should you have any comments or  
7 questions either during this meeting or at the  
8 end of the meeting -- we're going to open it  
9 up for questions -- please be sure that you  
10 state your name and the name of the firm that  
11 you are representing for the court reporter.

12 As a reminder, this is an active  
13 solicitation. Therefore, contract  
14 administration should be the sole point of  
15 contact for any questions that you have after  
16 today. No other members of the panel that you  
17 see here should be contacted regarding this  
18 project.

19 The Department is accepting  
20 questions via e-mail to this RFQ, including  
21 any requests for clarifications, to the e-mail  
22 address DOT, dot -- dash, ask. And your  
23 subject line should contain the word "Porter."  
24 And then make sure that you include in your



1 e-mail your name, address and phone number  
2 should we need to speak directly with you.

3 Okay. Some key dates that were  
4 referenced in the RFQ. Most importantly, the  
5 final date for submitting the Statement of  
6 Qualifications is going to be November 1st,  
7 2016, by 2 p.m. And we'll be receiving those  
8 responses here in this room if you are hand  
9 delivering them. Otherwise the address for  
10 sending them in via express mail service is  
11 listed on the front cover of the Request for  
12 Qualifications.

13 Also the final date for  
14 submitting any questions that you may have is  
15 going to be -- we included it as six days  
16 prior to the due date of the -- any Statement  
17 of Qualifications. And that ends up being, as  
18 of today, October 24th, 2016.

19 We are hoping to have a short  
20 list that we will be able to share in early  
21 November and then turn around and issue our  
22 RFP in November -- late November 2016.

23 And that is all that I have for  
24 now. So what I'll do is I will go ahead and



1 turn it over to Ray for a little more  
2 information.

3 MR. PETRUCCI: Okay. I would  
4 like to describe the site.

5 And you can see here the site  
6 is -- basically what we call the Porter site  
7 is bounded by Front Street and 2nd Street  
8 and -- to the north and the south -- and  
9 Walnut Street -- South Walnut Street and  
10 Poplar Street.

11 Now, the state owns this portion  
12 that I have outlined here. So it's kind of  
13 like the shape of the State of Utah. It's a  
14 Utah shape. And also there's a couple little  
15 slivers here that the state also owns. So  
16 this is the area.

17 Basically right now we do not  
18 own the blue, but we are in contact with the  
19 folks from the Gateway House that own the  
20 blue. So that will be procured from them.

21 Basically the entire -- the rest  
22 of the other side is Gateway House. And also  
23 there's another little sliver here on the  
24 southeast corner that is not owned by us. And



1 this is outlined in the RFQ.

2 So what we want to do is  
3 basically develop this site.

4 And it's important to note the  
5 project goals. As stated in the RFQ, we want  
6 to provide high quality, innovative,  
7 sustainable, cost-efficient design and  
8 construction. And we want to minimize the  
9 duration of that construction. We want to  
10 protect the environment through appropriate  
11 application of erosion and sediment control,  
12 storm water management, drainage design. The  
13 design has to be aesthetically pleasing,  
14 inviting, easily accessible facility that is  
15 serviceable to the public's needs in this  
16 area. We want to demonstrate the financial  
17 availability to support this investment. We  
18 want to complete the project on time and  
19 provide a high quality project that is going  
20 to last a long time.

21 So what we're looking for is  
22 structured parking. We want to accommodate  
23 the buses. As most of you who are familiar  
24 with this area know, the buses park basically



1 all over the place. Most of them stage --  
2 most of the DART buses stage on -- in front of  
3 the train station. And there are also the  
4 intercity buses which stage on the -- Front  
5 Street. There's also vehicles as far as the  
6 rental vehicles in this area. And that's what  
7 it's used for now.

8 So we want to accommodate the  
9 vehicles. We want to be able to organize the  
10 vehicles in a way that the public can come to  
11 a transit facility and also have an area that  
12 they could buy their tickets, have restroom  
13 facilities for the bus drivers. That's the  
14 sort of thing we're looking for.

15 And we're asking the submitters  
16 and eventually the proposers -- and it will be  
17 outlined in the RFP exactly what we're looking  
18 for them a little bit further than just this  
19 level, which is just the Request for  
20 Qualifications.

21 Now, what our responsibility  
22 is -- the Delaware DOT/DTC State of  
23 Delaware -- we're going to take care of the  
24 right-of-way acquisition -- that -- that blue.



1 We're already in the process to do that.

2 But basically everything else --  
3 the design, the construction, the construction  
4 management -- and it's very important to  
5 remember the maintenance also and the  
6 operation of the facility. That's what we're  
7 looking for from our partners. We will still  
8 own the land, but we're partnering -- this is  
9 the partnering concept that we have laid out  
10 here.

11 Now, we have a two-stage  
12 process. This is the first stage -- the  
13 Request for Qualifications. And then there  
14 will be a later stage of RFP. Those that are  
15 qualified -- and we're going to take the top  
16 three qualifiers -- or up to three entities  
17 that we'll qualify. They're the only ones who  
18 can submit a proposal through the RFP process.

19 Now, the evaluation at this  
20 point, it will be pass/fail. And it's all  
21 outlined in the RFQ. But there will also be  
22 technical and subjective for the technical  
23 that we will evaluate. And that will rank the  
24 most qualified firms or entities.



1                   And please interrupt me if you  
2                   have questions at this time.

3                   I'm almost done.

4                   And the time line is also  
5                   outlined.

6                   So if you have any questions  
7                   today -- we can't promise we'll be able to  
8                   answer them all today or any of them. But  
9                   please certainly ask your questions. And  
10                  we'll do the best -- our ability -- to answer  
11                  them now. And, if not, we'll get back to  
12                  everyone on those answers.

13                  Jed.

14                  MR. HATFIELD: Hi.

15                  MR. PETRUCCI: Hi.

16                  MR. HATFIELD: I'm Jed Hatfield  
17                  with Colonial Parking.

18                  Ray, you mentioned the property  
19                  at Front and Poplar Street as not being part  
20                  of what's owned by the state. Is the state  
21                  going to pursue acquiring ownership of that  
22                  piece or --

23                  MR. PETRUCCI: They -- right now  
24                  the answer is, yes, we would ask them. We



1 have already been in contact with them.  
2 They're kind of lukewarm right now as far as  
3 that's concerned. We are not forcing anybody  
4 to give up their land or anything. This is  
5 strictly just a public-private partnership  
6 without the usual -- it's whatever we have, we  
7 have. So right now we just don't know about  
8 this.

9                   And you're referring to this  
10 little sliver here.

11                   MR. HATFIELD: Right.

12                   MR. PETRUCCI: Now, at some  
13 point in time they decide that they do want to  
14 sell, then we'll look for that.

15                   So, again, you'll know more in  
16 the next phase. If you should be  
17 short-listed, you'll know more about that.  
18 And we'll give you an update on that at that  
19 particular time, because that's when you  
20 really have to know what you're designing and  
21 what you're going to construct and how all  
22 your financing comes together in that.

23                   I hope that answers your  
24 question.



1 MR. HATFIELD: It did.

2 MR. BAKER: Ray -- Desmond Baker  
3 from Desmond Baker & Associates.

4 So if the Department of  
5 Transportation is not successful in getting  
6 the property, the project is still going to  
7 move forward?

8 MR. PETRUCCI: We feel that  
9 we'll have that option, Desmond.

10 MR. BAKER: Okay.

11 MR. PETRUCCI: We feel that we  
12 could move forward, but we're not making a  
13 commitment yet.

14 MR. BAKER: Okay. In terms of  
15 process, are the two rental car agencies that  
16 are there -- are they going to be a part of  
17 this facility? Do you know what their plans  
18 are?

19 MR. PETRUCCI: We're -- that's  
20 what we're looking for -- your innovation --

21 MR. BAKER: Okay, okay.

22 MR. PETRUCCI: -- to kind of  
23 help us figure it out or to present at the  
24 appropriate time at the RFP -- to present the



1 ideas that you do have to manage this.

2 But certainly we're -- we're in  
3 the room -- because they're parking on our  
4 land. And we do have leases. So we will  
5 certainly help with that effort.

6 MR. BAKER: Thank you, sir.

7 MR. PETRUCCI: Sure.

8 Yes, sir.

9 Jed Hatfield again.

10 MR. HATFIELD: Jed Hatfield,  
11 Colonial Parking.

12 Ray, you mentioned the intercity  
13 buses. Is it contemplated that the intercity  
14 buses will be part of this transit center?

15 MR. PETRUCCI: It could. It's  
16 our desire that, if they could be rolled into  
17 this P-3, we would -- that would be a  
18 beneficial aspect for the public in general.  
19 Because, again, we're organizing the traffic  
20 flow and a lot of other things that's  
21 happening at the train station.

22 MR. HATFIELD: Okay. Thank you.

23 MR. PETRUCCI: Sure.

24 Alex.



1 MR. MEITZLER: Alex Meitzler  
2 with AMT.

3 This might be too far down --  
4 again, pulling the cart before the course --  
5 pulling the cart before the horse -- but does  
6 DTC have any preference as far as how you  
7 envision buses circulating in and out of this  
8 facility? Or would you be looking for us to  
9 come up with a recommendation?

10 MR. PETRUCCI: Well, in the RFP,  
11 Alex --

12 MR. MEITZLER: Mm-hmm.

13 MR. PETRUCCI: -- if you're --

14 MR. MEITZLER: Right.

15 MR. PETRUCCI: -- part of the  
16 successful team, you will see more details --

17 MR. MEITZLER: Okay.

18 MR. PETRUCCI: -- of what we  
19 want on that bottom floor.

20 MR. MEITZLER: Mm-hmm.

21 MR. PETRUCCI: And it's concept.

22 MR. MEITZLER: Right.

23 MR. PETRUCCI: It's not placed  
24 in stone. There might be some things that



1 are. Like, for instance, the amount of bus  
2 bays.

3 MR. MEITZLER: Mm-hmm.

4 MR. PETRUCCI: We might say, you  
5 know, we want a certain amount of bus bays.  
6 But, again, more detail. You're absolutely  
7 correct. More detail --

8 MR. MEITZLER: That's fine.

9 MR. PETRUCCI: -- in the RFP.

10 MR. MEITZLER: Okay.

11 MR. PETRUCCI: Yes, sir.

12 MR. PIETROBONO: John  
13 Pietrobono, Urban Engineers.

14 Ray, will there be any PAR  
15 (phonetic) design or ADA compliance with  
16 sidewalks that are adjacent to the project  
17 area to be included in this?

18 MR. PETRUCCI: There will.

19 MR. PIETROBONO: There will?  
20 About how far out do you expect?

21 MR. PETRUCCI: Right now the  
22 block.

23 MR. PIETROBONO: How about  
24 outside of that one block?



1 MR. PETRUCCI: We don't envision  
2 that.

3 A lot of what's going on the  
4 other side of the street, John -- there's  
5 another development here that DOT is doing.  
6 It's removal of the sweep. So that will have  
7 to be in concert with anything we do as far as  
8 pedestrians and all that. We haven't really  
9 looked at beyond that --

10 MR. PIETROBONO: Okay.

11 MR. PETRUCCI: -- yet.

12 MR. PIETROBONO: Thanks.

13 MR. PETRUCCI: Going once.  
14 Going twice.

15 Jed.

16 MR. HATFIELD: Ray, what's the  
17 timing on the removal of the sweep? Is that  
18 an active project? Is it scheduled?

19 MR. PETRUCCI: Preliminary  
20 design, I believe, comes out next year. Okay.  
21 Probably late next year for final plans. So  
22 we're talking a couple years down the road for  
23 actual construction.

24 MR. HATFIELD: Okay. Thank you.



1 MR. BAKER: Desmond Baker again  
2 for Desmond Baker & Associates.

3 I'm following up on Jed. The  
4 removal of that sweep -- what is going to  
5 replace it? Just --

6 MR. PETRUCCI: Well, if we want  
7 to talk about the removal of the sweep, which  
8 is another project -- but I want to answer  
9 your questions as best I know. This sweep  
10 removal, which has been on the books for many  
11 years --

12 MR. BAKER: Mm-hmm.

13 MR. PETRUCCI: -- in the  
14 Wilmington initiative projects, because of the  
15 safety of this intersection -- 2nd Street and  
16 Walnut Street coming together with the  
17 sweep -- with the removal of the sweep, what  
18 happens, Desmond, is the traffic will all come  
19 to this intersection. This will be removed.

20 MR. BAKER: Okay.

21 MR. PETRUCCI: And the traffic  
22 coming down here -- this will be widened out.  
23 We'll widen out that throat there and better  
24 facilitate the turning movements here.



1           The key portion of that is that  
2 we have the right lane assignments, which is,  
3 you know, right now very challenging --

4           MR. BAKER: Exactly.

5           MR. PETRUCCI: -- in this area.

6           MR. BAKER: Mm-hmm.

7           MR. PETRUCCI: So not only for  
8 this movement but for the movement of the  
9 traffic coming in the city and up Walnut  
10 Street getting in the right lanes to be able  
11 to turn here is very critical. Plus what  
12 makes this work -- because, intuitively, if  
13 you move the sweep, it seems like you're going  
14 here to get here. But it actually removes the  
15 cycle here where this operates so much better.

16           Does that answer your --

17           MR. BAKER: I'm also worried  
18 when I come around somebody coming up Walnut  
19 and slamming into me.

20           MR. PETRUCCI: You know the  
21 area.

22           MR. BAKER: Exactly.

23           MR. PETRUCCI: Yes, sir.

24           MR. APP: Mike App with Timothy



1 Haahs.

2 So as part of the RFP, there's  
3 going to be survey and geotech and all those  
4 pieces. According to the RFQ, we're also  
5 going to get some type of dimensioned site or  
6 survey or something at that point, especially  
7 with the Gateway -- I'm sorry -- the -- yeah,  
8 the Gateway House limits. Obviously, that's  
9 in operation. So whatever that needs to  
10 maintain, that's all going to be part of that  
11 RFP?

12 MR. PETRUCCI: The answer is  
13 yes.

14 MR. APP: Okay.

15 MR. PETRUCCI: Okay. Anything  
16 else?

17 Going once. Going twice.

18 MS. HENRY: Take your time. We  
19 have the room.

20 MR. PETRUCCI: Okay, Wendy.

21 MS. HENRY: I just want to make  
22 sure you have an opportunity to ask your  
23 questions while you have everyone here.

24 MR. BAKER: I just want to go



1 back -- Desmond Baker again, Desmond Baker &  
2 Associates.

3 And, Ray, I just want to make  
4 clear. So there's quantification review  
5 first. And then you have a package that those  
6 who are short-listed are going to get to  
7 elaborate more on what the project  
8 constitutes.

9 MR. PETRUCCI: Correct.

10 MR. BAKER and then you move on  
11 from there.

12 MR. PETRUCCI: Correct.

13 MR. BAKER: Okay. All right.

14 MS. HENRY: Just to kind of  
15 follow up on your question with respect to  
16 short-listing, everyone who submits a response  
17 will be notified whether you were short-listed  
18 or not.

19 MR. APP: Mike App, Timothy  
20 Haahs.

21 Is there -- along with getting  
22 rid of the sweep and all that -- and maybe  
23 that work is going to be on that square -- is  
24 there other site improvements that would



1 possibly connect this garage to the station?  
2 Is there any relationship there from a site  
3 standpoint?

4 MR. PETRUCCI: Right now there's  
5 no plans for that. We wouldn't eliminate it.  
6 But right now there's no plans, Mike.

7 MR. APP: Okay.

8 MR. PETRUCCI: Yes, Alex.

9 MR. MEITZLER: Alex Meitzler,  
10 AMT.

11 Just to make sure we have it on  
12 the record. So we're not anticipating any  
13 involvement with Amtrak at this point in time  
14 from a program standpoint?

15 MR. PETRUCCI: Right now I would  
16 not anticipate that, Alex. I wouldn't totally  
17 rule it out.

18 MR. MEITZLER: Mm-hmm.

19 MR. PETRUCCI: But right now I  
20 would not anticipate that.

21 MR. MEITZLER: Okay.

22 MS. HENRY: Okay. No one has  
23 any other questions?

24 MR. PIETROBONO: One more.



1 Wendy, John Pietrobono, Urban  
2 Engineers.

3 Will we be able to get a copy of  
4 the attendance list today?

5 MS. HENRY: Sure. We can get a  
6 copy of it for you.

7 MR. PIETROBONO: Thank you.

8 MS. HENRY: Actually, we will  
9 post it to the website.

10 MR. PIETROBONO: That's fine.

11 MR. BAKER: And when will that  
12 be posted?

13 Desmond Baker.

14 Do you have an idea of when it  
15 will be posted?

16 MS. HENRY: Can you give me at  
17 least a day?

18 MR. BAKER: Okay.

19 MR. MEITZLER: Come on, Wendy.

20 MR. PIETROBONO: You can take a  
21 picture of it.

22 MR. BAKER: Right.

23 MS. HENRY: Okay. If no one has  
24 any other questions, I'll just kind of give



1 the final reminder. Again, the transcript,  
2 along with the sign-inn sheet, will be posted  
3 to the State of Delaware Bid Solicitation  
4 Directory. So you will have access to that  
5 information. We hope to get the transcript up  
6 by early next week for you. Should you  
7 develop additional questions following this  
8 meeting, as was stated earlier, please go  
9 ahead and send them to the DOT Ask mailbox. I  
10 do have that e-mail address here for anyone  
11 that needs it.

12 And I believe that will conclude  
13 the meeting for today. Thank you so much for  
14 coming out.

15 (The meeting adjourned at  
16 10:20 a.m. this same day.)

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## C E R T I F I C A T E

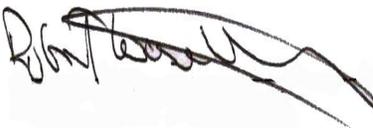
STATE OF DELAWARE:

:

NEW CASTLE COUNTY:

I, Robert Wayne Wilcox, Jr., a Registered Professional Reporter, within and for the County and State aforesaid, do hereby certify that the foregoing meeting was taken before me, pursuant to notice, at the time and place indicated; that the meeting was correctly recorded in machine shorthand by me and thereafter transcribed under my supervision with computer-aided transcription; that the meeting is a true record; and that I am neither of counsel nor kin to any party in said action, nor interested in the outcome thereof.

WITNESS my hand and official seal this  
11th day of October A D 2016



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Robert Wayne Wilcox, Jr., RPR



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