

Metropolitan Washington Airports Authority
PROCUREMENT AND CONTRACTS DEPT.
AMENDMENT OF SOLICITATION

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|---|---|-----------------------------------|---------------------|-------------------|-------------------|---|-----------|--------------------------|--------------------|-----------------------|
| Metropolitan Washington Airports Authority Procurement and Contracts Dept., MA-29 2733 Crystal Drive Arlington, VA 22202 | <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="background-color: #e0e0e0; padding: 2px;">1A. AMENDMENT OF SOLICITATION NO.</td> <td style="padding: 2px;">RFP-18-34425</td> </tr> <tr> <td style="background-color: #e0e0e0; padding: 2px;">2A. AMENDMENT NO.</td> <td style="padding: 2px;">Two (0002)</td> </tr> </table> | 1A. AMENDMENT OF SOLICITATION NO. | RFP-18-34425 | 2A. AMENDMENT NO. | Two (0002) | <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="background-color: #e0e0e0; padding: 2px;">1B. DATED</td> <td style="padding: 2px;">February 25, 2019</td> </tr> <tr> <td style="background-color: #e0e0e0; padding: 2px;">2B. EFFECTIVE DATE</td> <td style="padding: 2px;">April 16, 2019</td> </tr> </table> | 1B. DATED | February 25, 2019 | 2B. EFFECTIVE DATE | April 16, 2019 |
| 1A. AMENDMENT OF SOLICITATION NO. | RFP-18-34425 | | | | | | | | | |
| 2A. AMENDMENT NO. | Two (0002) | | | | | | | | | |
| 1B. DATED | February 25, 2019 | | | | | | | | | |
| 2B. EFFECTIVE DATE | April 16, 2019 | | | | | | | | | |
| The solicitation identified in Block 1A is amended as set forth in Block 3. Hour and date specified for receipt of offers <input checked="" type="checkbox"/> is extended, <input type="checkbox"/> is not extended. Offerors must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) by completing Block 4 and returning copy of the amendment; (b) by acknowledging receipt of this amendment on the Solicitation Offer and Award Sheet, Block 13. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. | | | | | | | | | | |
| 3. DESCRIPTION OF AMENDMENT | | | | | | | | | | |
| <p>The Metropolitan Washington Airports Authority Solicitation RFP-18-34425, entitled "Relocation of Airfield Transformer Vault (TV900) at DCA" is amended as follows:</p> <ol style="list-style-type: none"> 1. Solicitation Offer and Award is hereby replaced with the attached Solicitation Offer and Award (Amendment 002) – 1 page. 2. Section III – Price Schedule hereby replaced with attached Section III – Price Schedule (Amendment 002) – 1 page. 3. Section V- Solicitation Provisions, Provision 20 – Performance and Payment Bonds hereby replaced its entirety with attached Provision 20 – Bond Requirements (Amendment 002) – 1 page. 4. Section X – Attachment 02 Evaluation Criteria and Proposal Submission Requirements is hereby replaced with attached Section X – Attachment 02 Evaluation Criteria and Proposal Submission Requirements (Amendment 002) – 9 pages. 5. Deadline for the proposal submission is hereby extended to 2:00 PM May 1, 2019. | | | | | | | | | | |
| Except as provided herein, all terms and conditions of the document referenced in Block 1A, as heretofore changed, remain unchanged and in full force and effect. | | | | | | | | | | |
| 4A. NAME AND TITLE OF OFFEROR | 4B. SIGNATURE | 4C. DATE | | | | | | | | |
| | | | | | | | | | | |

Metropolitan Washington Airports Authority
PROCUREMENT AND CONTRACTS DEPT.
SOLICITATION OFFER AND AWARD
(Amendment 002 - April 16, 2019)

| | | | |
|--|------------------------------------|--|------------------|
| Metropolitan Washington Airports Authority Procurement and Contracts Dept., MA-29 2733 Crystal Drive Arlington, VA 22202 | | 1. FOR INFORMATION CALL NAME: Marissa Arco TELEPHONE NUMBER: <i>(No Collect Calls)</i> 703-417-8660 | |
| 2. SOLICITATION NUMBER | 3. TYPE OF SOLICITATION | 4. DATE ISSUED | |
| RFP-18-34425 | REQUEST FOR PROPOSALS (RFP) | February 25, 2019 | |
| SOLICITATION | | | |
| 5. DESCRIPTION OF SUPPLIES, SERVICES, CONSTRUCTION | | | |
| The Contractor shall provide Design-Build services for the relocation of Airfield Transformer Vault (TV-900) to enhance airfield safety, address non-standard geometry and to improve the runway 1 Hold Apron spacing at Ronald Reagan Washington National Airport (DCA) in accordance with the attached Statement of Work. | | | |
| All questions concerning this solicitation must be submitted by 3:00 PM March 20, 2019 via the Airports Authority's website at: http://www.mwaa.com/business/current-contracting-opportunities Note: This solicitation has a 50% LDBE participation requirement. | | | |
| 6. BOND REQUIREMENTS | | | |
| BID BOND: 5% PAYMENT BOND: 100% PERFORMANCE BOND: 100% | | | |
| 7. PRE-PROPOSAL CONFERENCE | | | |
| DATE: March 8, 2019 TIME: 09:00 AM LOCATION: East Building - 1st floor conference room, Abingdon drive, Arlington VA - Ronald Reagan Washington National Airport | | | |
| 8. DEADLINE FOR OFFER SUBMISSION | | | |
| Sealed offers in accordance with Section X, Attachment 02 are due at the place specified at the top of this form by 2:00 P.M. local time, April 10, 2019 . Sealed envelopes containing offers shall be marked to show the offeror's name and address, the solicitation number, and the date and time the offers are due. Proposals will not be publicly opened. | | | |
| OFFER (Must be fully completed by offeror) | | | |
| 9. NAME AND ADDRESS OF OFFEROR (Include Zip Code) | | 11. REMITTANCE ADDRESS (If different than Item9) | |
| | | 12A. E-MAIL ADDRESS | |
| | | | |
| 10A. TELEPHONE NUMBER | 10B. FAX NUMBER | 12B. COMPANY INTERNET WEBSITE | |
| | | | |
| 13. ACKNOWLEDGMENT OF AMENDMENTS (This offeror acknowledges receipt of amendments to this solicitation - give number and date of each) | | 14A. NAME & TITLE OF PERSON AUTHORIZED TO SIGN OFFER | |
| AMENDMENT NO. | | | |
| DATE | | | |
| | | 14B. SIGNATURE | 14C. DATE |
| | | | |
| AWARD (To be completed by MWAA) | | | |
| 15. ACCEPTED AS TO ITEMS NUMBERED | | 20A. NAME OF CONTRACTING OFFICER | |
| | | | |
| 16. CONTRACT NUMBER | 17. AMOUNT | 20B. SIGNATURE OF CONTRACTING OFFICER | |
| | | | |
| 18. DATE OF AWARD | 19. CONTRACT EFFECTIVE DATE | | |
| | | | |

**Metropolitan Washington Airports Authority
PRICE SCHEDULE – AMENDMENT 002**

(April 16, 2019)

| | | | | | |
|-------------------------------|--|---------------------------------|--|--|------------|
| NAME OF OFFEROR OR CONTRACTOR | | SOLICITATION OR CONTRACT NUMBER | | | PAGE |
| | | IFB-18-34425 | | | III-1 of 1 |

| ITEM NO. | SUPPLIES/SERVICES | QTY | UNIT | UNIT PRICE | AMOUNT |
|--|-----------------------------|-----|------|------------|----------|
| SCOPE OF WORK: The Contractor shall provide Design-Build services for the relocation of Airfield Transformer Vault 900 (TV-900) to enhance airfield safety, address non-standard geometry and to improve the runway 1 Hold Apron spacing at Ronald Regan Washington National Airport (DCA) in accordance with the attached Statement of Work. | | | | | |
| 01 | Design | 1 | LS | | \$ _____ |
| 02 | Construction | 1 | LS | | \$ _____ |
| | TOTAL LUMP SUM PRICE | | | | \$ _____ |

The apparent successful offeror shall provide price breakdown of the proposed lump sum amount upon request by the Contracting Officer.

BASIS OF AWARD: The Authority will award a contract to the conforming, responsible offeror whose offer is judged to be most advantageous to the Airports Authority based on technical merit and price (BEST VALUE).

BEST VALUE DETERMINATION:

1. The technical merit of the offer is equally important as the price and the price, must be fair, reasonable and affordable.
2. The Authority may select other than the lowest price offer if it is determined by value analysis, or technical/cost tradeoffs, that the offer is most advantageous.
3. Price evaluation will be based on the information as stated in this Section III - Price Schedule.

NOTICE: OFFERORS SHALL NOT INCLUDE COSTS OF BONDS FOR OFFEROR OR SUBCONTRACTORS OF ANY TIER. The total cost of bond premiums for coverage required by this contract for the Offeror and Subcontractor(s) shall be reimbursed by the Authority based on actual costs incurred, providing such costs are reasonable and customary based on industry standards. Offerors should refer to Section V- Solicitation Provision, 20 for bond reimbursement requirements for this contract.

NOTICE: This contract is covered by the Aviation Owner Controlled Insurance Program (OCIP) and participation by the contractor and subcontractor is required. OCIP coverage, as described in Section VII - Contract Provision, 20 is provided by the Authority at no cost to the contractor, except as described in 20.B which, if required, will be reimbursed to the contractor.

COMMENCEMENT, PROSECUTION AND COMPLETION OF WORK: The Contractor shall be required to (a) commence work under this contract within 10 calendar days after the date the Contractor receives Notice to Proceed (NTP); (b) prosecute the work diligently; (c) complete all work in all phases of the project within 480 consecutive calendar days from NTP. The time stated for completion shall include punch list and final cleanup of the premises.

CONTRACT MILESTONES AND LIQUIDATED DAMAGES: Liquidated Damages in the amount of \$1,100 per calendar day shall be assessed for late achievement of the completion of all work.

NOTICE: See Section VII Contract Provision 01, Pre-construction Requirements, regarding the Pre-construction Conference and Notice to Proceed.

20 BOND REQUIREMENTS (Amendment 002)**A. Bid Bond**

If the Base Price exceeds \$100,000, the Offeror shall furnish a bid bond or bid guarantee in the amount of 5% of the total bid amount. The bid bond or bid guarantee may be submitted in the form of a certified check, cashier's check, irrevocable letter of credit (by a bank rated "B" or better by LACE Financial Corporation) a bid bond, or a money order, made payable to the Metropolitan Washington Airports Authority. (The checks or money orders will be deposited into an Authority bank account, without interest, designated for this purpose.)

The bid bond or bid guarantee will be returned without interest to the unsuccessful Offerors within thirty (30) days following the execution of a Contract by the Authority and the successful Offeror. The bid guarantee of the successful Offeror shall not be released until the execution of the Contract.

B. Performance Bond

If a performance bond is required, as indicated on page I-1, Solicitation Offer and Award, the successful offeror, prior to award and upon notification by the Contracting Officer, shall furnish, within a maximum of ten (10) calendar days of request by the Authority, a performance bond in an amount equal to 100% of the proposed contract price with a surety or sureties acceptable to the Authority. Acceptable sureties are listed in U.S. Treasury Department Circular 570 published annually. Failure to provide proper bonds within this time limit may result in rejection of the offer.

C. Payment Bond

If the Base Price exceeds \$100,000, the Contractor shall furnish, within a maximum of ten (10) calendar days of request by the Authority, a payment bond in an amount equal to 100% of the contract price with a surety or sureties acceptable to the Authority. Acceptable sureties are listed in U.S. Treasury Department Circular 570 published annually. Failure to provide proper bonds within this time limit may result in rejection of the offer.

D. The Offeror's actual premium costs for the performance bond and payment bond (including premium costs for subcontractors of any tier) shall be reimbursed by the Authority. In order to be eligible for payment under this provision of the contract, premiums must be found by the Authority to be reasonable and customary to the industry and proof of actual payment along with the surety's invoice must be provided to the Authority. **Premium costs shall not be included by the Offerors in any proposed pricing shown on Section III, "Price Schedule" and they will not be considered by the Authority in evaluating the Offeror's bid or proposal amount.**

ATTACHMENT 02

**EVALUATION CRITERIA AND PROPOSAL SUBMISSION REQUIREMENTS
(AMENDMENT 002)**

EVALUATION CRITERIA AND PROPOSAL SUBMISSION REQUIREMENTS AMENDMENT 002

1. EVALUATION CRITERIA

- A. Information submitted in proposals will be evaluated using only the criteria listed below. The criteria are listed in descending order of importance with the first having the most weight and with each of the following criteria having equal or lesser weight than the one preceding it. Each criterion consists of all elements listed in the paragraph under each criterion. Please note that the elements listed in each of these paragraphs are not considered sub-criteria and will be evaluated collectively, not individually. In other words, when evaluating how well a technical proposal meets a particular criterion, the Authority will consider all of the elements of that criterion together as a single criterion, not as separate sub-criterion. The Authority will base its evaluation on information provided by the Offeror.
- B. The Authority reserves the right to establish a competitive range of offerors based solely upon its initial evaluation of the submitted technical and price proposals and to consider only those firms for contract award. The Authority also reserves the right to conduct oral interviews with only the Offerors in the competitive range and to include the results of the interviews in its evaluation, and to consider only those firms for contract award. The Authority further reserves the right to request Best and Final Offers (BAFO) if in the best interest of the Authority. If BAFOs are desired, the Contracting Officer will issue a solicitation amendment containing the BAFO request. This amendment will be issued to all Offerors still within the competitive range and will state a deadline for receipt of the best and final offers. Offerors are not required to change their technical and price proposals in response to the BAFO request, but must acknowledge the BAFO amendment even if they do not change their proposals. Contract award will be made to whose offer is judged to be most advantageous to the Airports Authority based on technical merit and price (best value) and that the Airports Authority deems responsible in accordance with the Airports Authority Contracting Manual. The technical merit of the offer is equally important as the price.

C. Definitions for Technical Evaluation

Proposals will be evaluated by their strengths, weaknesses and deficiencies against the evaluation factors and these attributes will be communicated to the proposers for follow-up action as appropriate.

Definitions:

Clarifications: Communications with an Offeror for the sole purpose of eliminating minor irregularities, informalities, or apparent clerical mistakes in the proposal. Unlike discussions, clarifications do not give the Offeror an opportunity to revise or modify its proposal, except to the extent that correction of apparent clerical mistake results in revisions.

Discussions: Oral or written communications including negotiations between the Authority and an Offeror (other than clarifications) that; involves information essential for determining the acceptability of the proposal or to cure identified defects in the proposal.

Deficiencies: Defects in the proposal which preclude acceptance. Involves any part of the Offeror's proposal which would not satisfy the Authority's minimum requirements established in the solicitation. Included failures to meet specifications, submit information, or questionable technical or management approaches. Items disclosed during discussions, evaluated in two categories: material-basis for rejection because further discussions would be meaningless; curable –may be corrected by clarifications or discussions and brought into the competitive range.

Weakness: Includes ambiguities, lack of complete descriptions, errors in interpretation, and omissions of essential information, inadequate information, all of which are considered curable in discussions. An excessive number of clarifications may in itself constitute a weakness.

Strengths: Elements of the proposal that meet or exceed the minimum requirements of the solicitation and provide an identified benefit to the Authority.

EVALUATION CRITERIA

EVALUATION RATINGS:

Based upon the evaluations, an overall adjectival rating will be given to each of the evaluation criterion depicting how well the offerors’ proposal meets or exceeds the stated evaluation criterion and solicitation requirements for technical proposals.

A. TECHNICAL EVALUATION CRITERIA

(No price information is to be submitted with Technical Proposal)

| | |
|---------------------|--|
| Unacceptable | Fails to meet an acceptable evaluation standard and the deficiency is uncorrectable. Proposal would have to undergo a major revision to become acceptable. Demonstrated lack of understanding of the Authority’s requirements or omissions of major areas. |
| Marginal | The proposal response lacks essential information to support a rating of Unacceptable, Acceptable or good. Deficiencies found are not material and are curable with clarification. Marginal is not intended as a final rating, but used as a placeholder to obtain a clarification from the firm. The clarification is not intended as a re-write of the proposal. |
| Acceptable | Meets the evaluation standard in a beneficial way to the Authority and has some strength and no significant weaknesses and is comprehensive and complete in all details. |
| Good | Meets the evaluation standard in a beneficial way to the Authority and has all strengths and no significant weaknesses and is comprehensive and complete in the major areas of resources and capabilities. |
| Excellent | Meets the evaluation standard in a valuable way to the Authority and has all strengths and no weaknesses and is comprehensive and complete in the major areas of resources and capabilities and has no conflicts of interest. |

B. PRICE PROPOSAL EVALUATION

Complete Price Schedule, Section III, and submit as part of the Price Proposal envelope as stated in paragraph 2.A. below.

The Authority will evaluate price proposals for reasonableness, completeness, and realism as appropriate. Each Offeror’s cost will be evaluated in terms of the following which are equal in importance:

1. Submittal of proposed fully loaded fixed rates for period of performance, failure to do so will necessitate rejection of the proposal;
2. Any offer which is materially unbalanced may be rejected. An unbalanced offer is one which is based on prices that are significantly overstated for some items and understated for other items;

3. The Authority will compare the price proposals to the Authority estimate and otherwise determine reasonableness by performing a price analysis if adequate competition exists. A cost analysis will be performed if adequate price competition does not exist, to ascertain whether or not the proposed price is fair and reasonable; and
4. In accordance with the Contracting Manual (latest edition, as revised) or FAR 15.400 for DOT Funded projects, the Offeror shall provide certified cost or pricing data as requested by the Contracting Officer.

TECHNICAL PROPOSAL EVALUATION

Technical Proposals will be evaluated based on the Technical Evaluation Criterion that includes: (1) Technical Approach and (2) Past Team Experience/Project Experience/Performance.

Evaluation Criterion – The areas of consideration for evaluation of technical proposals are detailed below.

Criterion 1 – Technical Approach

Criterion 2 – Past Team Experience/Project Experience/Performance

Criterion 1 – Technical Approach

The Design Build contractor shall develop a narrative describing its technical approach for the project, including schedule, management plan, organization, quality control, safety, etc., required to develop the design packages and execute the construction activities for the relocation and replacement of the Airfield TV-900 and demolition of the existing Airfield TV-900 at Ronald Reagan Washington National Airport in compliance with the RFP. The narrative shall address, at a minimum, each of the sub-criterion listed below. The Design Build contractors shall put the information in the same order that it is presented in this list.

This criterion considers the Offeror's organization, processes, and management initiatives that will identify and mitigate the schedule, cost and quality risks associated with the projects under the Statement of Work in Attachment No. 01. The technical approach is comprised of five items: (a) Schedule, (b) Management Plan, (c) Organization, (d) Quality Control plan, and (e) Safety plan which responds to the unique requirements of this project. These five items of the technical approach should be interrelated and coordinated. For example, the schedule should demonstrate phasing according to management plan should refer to the organization chart. The composition and management of the firm's proposed design-build (DB) team for this contract will be evaluated under this sub-criterion.

The Offeror shall submit the following information:

1.1 Schedule: Demonstrate project understanding and management skill in executing the design, construction, demolition and necessary reviews of the project, as demonstrated by the abbreviated project schedule's logic, activity durations and identification of key activities. Provide proposal Design, Construction and Demolition packages and illustrate interconnection and time lines between the packages.

Provide a proposed Project schedule including design, construction and demolition activities (Gantt chart) to include design submittal packages, dates, Airports Authority design package review times at the 60% and 90% submittals (3 weeks for each design submittal review to include review meeting), permitting, construction start, construction and demolition activities, completion, and closeout activities. Provide a project Gantt chart with the following items clearly identified. (The schedules will be shifted based upon the actual award date).

1. Critical path
2. Assumed contract award date (CAD)
3. Substantial Completion Date (SCD)
4. Contract Completion Date (CCD).

5. Provide construction phasing in schedule, including any utility cutovers and downtimes as appropriate.

1.2 Management Plan: This sub-criterion considers how well the plan explains the following elements per the Statement of Work outlined in Attachment 01: the relationships and the interdependencies of the various team members; the division of labor (including what work is self-performed by the DB Contractor's lead A/E firm(s) and by the DB Contractor's General Contractor) and what work items will be accomplished by sub-contractors and sub-consultants; the process during design for solving the technical, functional, and constructability issues while maintaining the design intent; schedule and cost controls -- systems and methods to be used; the logistics challenges with the types of projects noted in Attachment 01 and plans to overcome them; the commitment of resources envisioned for the management of these projects; and keeping the Authority informed of progress and problems in a timely manner. The plan include the Offers division of labor to meet the LDBE requirements of the Project.

The offeror shall show the relationship between the home office and on-site field management personnel, by name. Offerors shall explain the degree of autonomy of the on-site organization from the home office and address lines of authority, responsibility and span of control. Show how work effort will fluctuate based on the volume of work ordered. Provide a list of in-house trades. Provide information on purchasing system/staffing.

1.3 Organization: Provide a narrative describing the proposed primary construction firms and primary design firms for this contract and the rationale for proposing this arrangement, indicating effective organizational relationships; roles; lines of authority; communications; general contractor/subcontractor as well as lead design firm/sub-consultant relationships and lines of authority including key personnel. The narrative shall also include a sample organizational chart that clearly identifies the lines of authority between the entities. If the experience of a significant subcontractor is being claimed in criterion 2, the firm must be named in the above narrative and organizational chart.

1.4 Quality Control Plan: Offerors to provide methodology for controlling quality during both design and construction.

1.5 Safety Plan: Demonstrate knowledge and experience working in a restricted area such as an airport or similar type environment with adherence to the Authority's Safety Manual that is available for down load from the Authority Web Site, www.mwaa.com.

The technical approach narrative shall be limited to ten (10) single-sided 8-1/2" x 11" pages using times new roman 12 font type, including the organizational chart. The information requested in item 1.1 - Schedule is not included in this page limitation.

In addition to the above narrative, the Offeror shall submit a signed copy of a joint venture agreement, partnership agreement, teaming agreement, or letter of commitment for each member of the Offeror's team identified above are in addition to and not a part of the 5 page limit (e.g., joint venture partner, partner, team member, subcontractor, parent company, subsidiary, or other affiliated company, etc.).

If you are submitting an offer as a joint venture, identify each member of your joint venture and whether the member is a LDBE, MBE, or WBE, and the value in terms of dollars of the work to be performed by each member of your joint venture. The Airports Authority will evaluate your joint venture as either a large business or small business based upon the information provided.

NOTE: If the proposal is being submitted as a Joint Venture, the letter from the bonding company must state that the bonds will be issued in the name of the Joint Venture.

Criterion 2 – Past Team Experience/Project Experience/Performance:

This criterion will consider the demonstrated past experience of the Offeror's ability to successfully complete design and construction. Offeror's will be evaluated based on the key personnel and design and construction experience of the firm on previously completed projects.

The Offeror shall submit the following information:

2.1 Past Team Experience:

This sub-criterion includes consideration of the proposed Design-Build Team's past joint experience teamed on Design-Build Construction Project together. The Offer shall submit their Team Members, i.e., the Principal-In-Charge Firm, the A/E Firm and the General Contractor, along with a minimum of one (1) and a maximum of three (3) relevant Design-Build Projects that the Team has completed within the past ten (10) years. Use Design-Build Past Team Experience Data Sheet (Attachment 09).

2.2 Key Personnel Experience:

2.2.1 This sub-criterion includes consideration of the quality and relevance of the qualifications, experience and past performance of the proposed key personnel and their ability to fulfill their roles and responsibilities to enable the Offeror to successfully complete the design and construction work. The evaluation will consider, among other things, their past experience working in similar roles as proposed.

2.2.2 Identify the key personnel who will manage the overall Design-Build efforts. Key personnel shall be those persons who will have major project responsibilities and/or who will provide unusual or unique capabilities and whose availability is considered critical to the accomplishment of required services.

At a minimum, the Authority considers the following to be key personnel:

The Principal-In-Charge of the Design-Build entity,

The A/E's Lead Project Manager,

The A/E's Lead Architect,

The A/E's Lead Civil Engineer,

The A/E's Lead Electrical Engineer,

The A/E's Lead Airfield Lighting Control Engineer

The General Contractor's Lead Project Manager,

The General Contractor's Lead Superintendent for Civil Construction,

The General Contractor's Lead Superintendent for Building Construction, and

The General Contractor's Lead Superintendent for Electrical and Control Systems Construction. These key persons must be identified by names and titles with proposed specific duties and responsibilities clearly assigned in the proposal. Their experience and qualifications are appropriate to those duties and responsibilities. All key personnel must possess sufficient professional credentials and education for the positions to which they will be assigned.

2.2.3 For the key personnel who will be assigned to the proposed contract, provide for each person a resume giving the following specific information in the exact order shown below (blanket statements or descriptions are unacceptable):

(a) First name, middle initial, last name.

(b) Name and address of current employer.

(c) Position title for proposed contract.

(d) Description of duties and responsibilities projected for the proposed contract.

(e) Professional qualifications, registrations, etc.

(f) Positions held within the last 5 years, the start and end dates for each, actual duties performed in each position, the reason for leaving in each case, and a description of how this experience relates to the proposed position on this design-build contract.

2.2.4 More favorable consideration will be given to the extent to which the designated key personnel have worked together on projects.

2.2.5 Offerors shall submit a resume for each of the Key Personnel, not to exceed three (3) single sided 8-1/2" x 11" pages per person. Resumes should include information on relevant experiences, licenses, degrees, certifications and awards.

NOTE: FOR PURPOSES OF PRIVACY, PERSONNEL HOME ADDRESSES AND TELEPHONE NUMBERS SHOULD NOT BE INCLUDED IN RESUMES.

2.3 – Design Build Past Experience:

2.3.1 The Design-Build (DB) Contractor must identify by name its member firms, both General Contractor (GC) and Architect/Engineer (A/E). If the DB Contractor consists of more than one GC or more than one A/E, then the DB Contractor must identify by name its lead GC and its lead A/E.

2.3.2 Submit a minimum of three (3) and a maximum of five (5) relevant design-build construction projects for the Offeror that best demonstrates your experience on design-build construction projects that are similar in size, scope, and complexity to the solicitation. For purposes of this evaluation, a relevant design-build construction project is further defined as one that involves various types of new construction and demolition to include utility extensions/connections, building foundations, building construction to include fit-out with architectural, mechanical, electrical, plumbing, fire protection, telecommunications, etc., and medium voltage electrical distribution and is a firm fixed priced project with a cost range from \$5 million to \$10 million.

2.3.3 Additional merit will be given to design-build construction projects with similar size and scope that involve to any operational airport.

2.3.4 Projects submitted by the Offeror shall be completed within the past ten (10) years of the date of issuance of this RFP and must be a design-build construction project performed under a single task order or contract. For multiple award and indefinite delivery/indefinite quantity type contracts, the contract as a whole shall not be submitted as a project; rather Offerors shall submit the work performed under a task order as a project.

2.3.5 The attached Design Build Experience Project Data Sheet (Attachment 07) and Past Performance Questionnaires (PPQ) (Attachment 08) is MANDATORY and SHALL be used to submit each project information. Except as specifically requested, the Airports Authority will not consider information submitted separate from this form. Offerors shall not incorporate by reference into their proposal PPQs previously submitted for other RFPs. However, this does not preclude the Airports Authority from utilizing previously submitted PPQ information in the past performance evaluation. If the Offeror is unable to obtain a completed PPQ from a client for a project(s) before proposal closing date, the Offeror shall complete and submit with the proposal the first page of the PPQ, which will provide contract and client information for the respective project(s). The Airports Authority may make reasonable attempts to contact the client noted for that project(s) to obtain the PPQ information. However, Offerors should follow up with clients/references to help ensure timely submittal of questionnaires. If the client requests, questionnaires may be submitted directly to the Airports Authority's point of contact at Marissa.Arco@mwa.com.

2.3.6 For all submitted design-build projects, the description of the project shall clearly describe the scope of work to be performed and the relevancy to the project requirements of this RFP (i.e.: unique features, area, construction methods). In addition, the description should also address any sustainable features for the project, including specific descriptions of those features. Provide applicable documentation on projects that were validated and/or certified through the U.S. Green Building Council (USGBC) or an equivalent organization or process.

2.3.7 If the Offeror is a Joint Venture (JV), relevant project experience should be submitted for projects completed by the Joint Venture entity. If the Joint Venture does not have shared experience, projects

shall be submitted for each Joint Venture partner. Offerors who fail to submit experience for all Joint Venture partners may be rated lower. JV Offerors are still limited to a total of five (5) projects combined.

2.3.8 If an Offeror is utilizing experience information of affiliates/subsidiaries/parent/LLC/LTD member companies (name is not exactly as stated on the proposal), the proposal shall clearly demonstrate that the affiliate/subsidiary/parent firm will have meaningful involvement in the performance of the contract.

2.3.9 The Offeror may utilize experience of a subcontractor that will perform major or critical aspects of the requirement to demonstrate construction experience under this evaluation criterion. The Offer must provide a letter of commitment and an explanation of the meaningful involvement that the subcontractor will have in performance of this contract.

2.3.10 The Airports Authority reserves the right to contact references for verification or additional information. The Airports Authority's inability to contact any of the Offeror's references or the references unwillingness to provide the information requested may affect the Airports Authority's evaluation of this criterion.

3 PROPOSAL SUBMISSION REQUIREMENTS

A. Submission Instructions

Proposals shall be submitted in three (3) parts, each in separate sealed envelope labeled with the Offeror's name and address, the solicitation number and envelope name as follows:

Envelope 1: Representation Package

Submit an **original** and **one** (1) copy of the following documents in the **Representation Package** envelope:

- a. Solicitation Offer and Award Page
- b. Representation and Certification, Section IV
- c. LDBE Certification Exhibits as applicable:
 - Exhibit A, Voluntary Efforts to Obtain MBE/WBE Participation
 - Exhibit F, LDBE Certification Application or proof of certification
 - Exhibit G, Application for Joint Venture Eligibility
 - Exhibit H, Request for Waiver
 - Exhibit I, LDBE Unavailability Certification
- d. Insurance Affidavit, Section X – Attachment 05
- e. Copy of Virginia State Contractor's License

Envelope 2: Technical Proposal

Submit an original and four (4) copies in the Technical Proposal envelope.

- a. Do not include any reference to price.
- b. Submit on typewritten 8 ½ x 11" plain white paper.
- c. Assemble in a three ring binder or staple. No other binding methods are acceptable.
- d. Do not exceed seventy (70), single sided pages using times new roman 12 font type. Proposed schedule is not included in the 70-page limit.
- e. Address the evaluation criteria in the order they are presented.

Do not include any Price Proposal information in any of the technical proposal sections.

Proposals that do not include all requested information as required in this RFP, that do not conform to these instructions and that do not acknowledge all amendments to the RFP in accordance with the

amendment's instructions, may be deemed nonconforming by the Authority and rejected without evaluation.

Envelope 3: Price Proposal

Submit an **original** and **one** (1) copy of the following documents in the Price Proposal envelope:

- a. Price Schedule, Section III
- b. Exhibit D, Contract Participation Form