

August 30, 2018



Request for Qualifications

Garage A & B Facility Assessment - Contract No. 85139

Introduction

LAZ Parking Limited, LLC, on the behalf of The Rhode Island Airport Corporation (RIAC) is requesting interested firms to submit their qualifications to develop a Facility Site Assessment Report (FSAR) for Garage A and Garage B at T.F. Green Airport. Following receipt of the FSAR, it is anticipated that design for improvements will commence in the fall of 2019. LAZ Parking is seeking consultants who can provide a comprehensive FSAR including cost estimates for identified improvements. Consultant should have expertise to identify improvements necessary including repairs due to water penetration, electrical upgrades, joint repair and sealing, emergency/fire alarm systems, and structural condition including stairwell and stringer repairs. The construction elements, if awarded under this solicitation, is required to be completed by December 15, 2019. Firms should take notice of this accelerated schedule and comment on this schedule in their proposal.

Scope of Work

The firm shall provide all required services to provide a comprehensive Garage A and B Facility Site Assessment Report. These services shall include having the appropriate expertise on site to inspect the facilities to identify deficiencies and opportunities. Findings shall be summarized in a report documenting findings including written descriptions and photographs.

Timetable

RFP Issued:	September 3, 2019
Questions Due:	4:00PM EDT, September 9, 2019
Response to Questions:	September 11, 2019
Proposal Due:	2:00PM EDT, September 18, 2019
Notice to Proceed:	September 23, 2019
Report Due:	October 21, 2019
Design,Bid,Construct (if awarded):	October 24, 2019
Project Completion:	December 15, 2019

Scope of Services

Structural: The Consultant shall perform a comprehensive inspection of the garage(s) to determine the condition of the structure and its principal elements noting the extent of structural and other deterioration. The consultant shall determine the repair work necessary to bring the garage into good to excellent condition. At a minimum the structural inspection shall include the following elements.

- Pre-cast concrete ties
- Cast-in-place concrete toppings and slab on grade
- Pre-cast concrete columns, beams and spandrels

Waterproofing: The Consultant shall perform a comprehensive inspection of joints and waterproofing elements noting the extent of deterioration and remaining useful service life of the waterproofing systems. The consultant shall determine the method and extent of repair work necessary to maintain the waterproofing systems or return them to a watertight condition. At a minimum the waterproofing inspection shall include the following elements.

- Pre-cast concrete deck sealants
- Facade sealants
- Expansion joint systems
- Waterproofing membranes

Drainage: The Consultant shall perform a comprehensive inspection of the deck drainage system noting the effectiveness and any extent of deterioration. The consultant shall determine the repair work necessary to maintain the deck drainage system or return it to a serviceable condition. At a minimum the drainage inspection shall include the following elements.

- Standing water / overall deck drainage
- Condition of collection areas and trench drains
- Condition of drain piping

Electrical: The Consultant shall perform a comprehensive inspection of the garage electrical system noting the extent of deterioration and remaining useful service life of the components. The consultant shall make recommendations for the upgrade or replacement of the system components. At a minimum the electrical inspection shall include the following elements.

- Service and distribution systems
- Conduit, wiring, switches and outlets
- Controls
- Overall lighting levels
- Condition of light fixtures

Emergency Systems: The Consultant shall perform a comprehensive inspection of emergency systems including fire alarm. Identify the extent of functionality and project remaining life of the system and components. This inspection shall include the following elements:

- Existing alarm systems
- Controls and panels
- Alarm and communication devices
- Wiring and terminations

Project Deliverable: The Consultant shall deliver a report, which will include a description of the facility, note existing conditions (with photographs), make recommendations for repairs, maintenance and improvements and include a construction cost estimate for the recommended repair program. Repairs should be prioritized and the construction cost estimate reflective of recommended phasing of the work. The report shall be delivered in PDF and MS Word format in draft form initially. Once comments are provided, five copies of a final report will be issued along with PDF and MS Word versions.

Schedule: The Consultant shall deliver the report within 30 days from the Notice to Proceed.

LAZ Parking reserves the right to award design, bid, and construction administration services at LAZ's discretion under this contract.

Request for Qualifications (RFQ) Requirements

RIAC requires respondents to use a minimum 12-point font size and keep the proposal to a **maximum** of ten (10) 8½" x 11" double sided pages, excluding:

- Executive Summary (which should not exceed one page, double sided)
- Resumes (each resume not to exceed one page, double sided, maximum of six)
- References (each reference not to exceed one page, double sided, maximum of five)

Proposing Firm shall submit five (5) printed copies and one (1) electronic thumb drive of the proposal to:

LAZ Parking Limited, LLC
Brian Haley, Regional Vice President
3 Copley Place – Suite 3202
Boston, MA 02116

Attn: Garage A & B Facility Assessment - Contract No. 85139

The proposal must be submitted **no later than 2:00PM EDT, September 18, 2019**. Late submissions will not be accepted. In order to control the dissemination of information regarding this RFQ, Firms interested in submitting proposals shall not make personal contact with any member of LAZ Staff, RIAC staff or RIAC Board of Directors regarding this RFQ. Questions concerning this RFQ shall be directed, via email, to bhaley@lazparking.com no later than **4:00PM EDT, September 9, 2019**. LAZ will respond to all relevant questions no later than end of day **September 11, 2019** via addendum. This addendum will be posted to RIAC's website (www.pvdairport.com/corporate/procurement) and the State of Rhode Island's Division of Purchasing website (www.purchasing.ri.gov/).

LAZ accepts no financial responsibility for any costs incurred by a Firm in responding to this RFQ, participating in oral presentations, or meeting with LAZ prior to being awarded the contract. The proposals in response to this RFQ become the property of LAZ (and RIAC) and may be used by LAZ (and RIAC) in any way it deems appropriate. All information submitted in response to this RFQ is deemed public and subject to disclosure unless a separate redacted public copy is submitted, regardless of whether the information is marked confidential/proprietary. Firm's may redact in the public copy any trade secrets or commercial or financial information which is of a privileged or confidential nature pursuant to the Access to Public Records Act (R.I. Gen. Laws § 38-2 et. seq.). If Firm does not submit a redacted public copy, LAZ (and RIAC) assumes that Firm is not seeking confidential treatment for any of its information and thus, all information is subject to public disclosure.

By submitting a proposal, the Firm certifies that it has fully read and understands the RFQ, has full knowledge of the scope of work to be provided, and accepts the terms and conditions under which the services are to be performed. LAZ will be the sole judge in determining as equivalent products (if applicable).

LAZ reserves the right to interview some, all or none of the Firms responding to this RFQ based solely on its judgment as to the Firms proposals and capabilities. LAZ reserves the right to reject any and all submittals, to request and consider additional information from submitters, and to reject any and all submittals on any basis without disclosing the reason. No Firm may withdraw their submittal for at least one hundred twenty (120) days after the time and date set for submission. RIAC reserves the right to waive any irregularities and technical defects. LAZ reserves the right to modify, amend or waive any provisions of this RFQ, prior to the issuance of a contract.

Submittal & Evaluation Criteria

The RFQ shall include the following items which will assist in the evaluation:

1. Experience of Proposed Team – 40%

- a. Provide an organizational chart for the proposed team.
- b. Provide resumes for each team member.
- c. For each team member, indicate the percentage of dedicated availability for this project.
- d. Articulate experience performing similar airport parking garage evaluations and workplans.
- e. Provide contact information (phone number & email address) of the primary contact for this

solicitation.

2. Experience of Firm – 30%

- a. Include at least three (3) representative projects to be used as relevant experience, and only those for which the some or all of the project team were involved, and include a contact for the respective client.
- b. Provide three (3) general references other than the 3 identified in “a” above.

3. Project Understanding and Approach – 25%

- a. Demonstrate an understanding of and familiarity with this project and describe your approach to completing it.

4. DBE Participation Goal – 5%

- a. A DBE goal will be set for all work elements issued via a Task Order. For the purpose of this RFQ, Firms must provide a statement committing to the use of available DBE’s as determined by the goal(s) and to provide a representative list of potential DBE firms who may be able to participate on all work elements associated with this RFQ.

Additional Requirements

Campaign Finance Compliance

Every person or business entity providing goods or services at a cost of \$5,000 cumulated value is required to file an affidavit regarding political campaign contributions with the RI State Board of Elections even if no reportable contributions have been made (RI General Law 17-27). Forms may be obtained at Board of Elections, Campaign Finance Division, 50 Branch Avenue, Providence, RI 02904, (401-222-2056).

Major State Decision-Maker

Does any Rhode Island “Major State Decision-Maker”, as defined below, or the spouse or dependent child of such person, hold (i) a ten percent or greater equity interest, or (ii) a \$5,000 or greater cash interest in this business?

For purposes of this question, “Major State Decision-Maker” means:

- (i) All general officers; and all executive or administrative head or heads of any state executive agency enumerated in R.I.G.L § 42-6-1 as well as the executive or administrative head or heads of state quasi-public corporations, whether appointed or serving as an employee. The phrase "executive or administrative head or heads" shall include anyone serving in the positions of president, senior vice president, general counsel, director, executive director, deputy director, assistant director, executive counsel or chief of staff;
- (ii) All members of the general assembly and the executive or administrative head or heads of a state legislative agency, whether appointed or serving as an employee. The phrase "executive or administrative head or heads" shall include anyone serving in the positions of director, executive director, deputy director, assistant director, executive counsel or chief of staff; and
- (iii) All members of the state judiciary and all state magistrates and the executive or administrative head or heads of a state judicial agency, whether appointed or serving as an employee. The phrase "executive or administrative head or heads" shall include anyone serving in the positions of director, executive director, deputy director, assistant director, executive counsel, chief of staff or state court administrator.

If your answer is “Yes”, please identify the Major State Decision-Maker, specify the nature of their ownership interest, and provide a copy of the annual financial disclosure required to be filed with the Rhode Island Ethics Commission pursuant to R.I.G.L. §36-14-16, 17 and 18.

Title VI Solicitation Notice

RIAC, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 USC §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders or offerors that it will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises and airport concession disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.