



NOTICE TO ALL PROPOSERS
ADDENDUM NO. 1
TO THE REQUEST FOR QUALIFICATIONS FOR
TUCSON AIRPORT AUTHORITY PROJECT
10117967 EVIDS / AUDIO PAGING REPLACEMENT
May 22, 2020

The following Addendum dated May 22, 2020 shall be made a part of the Request for Qualifications (RFQ) dated Tuesday May 12, 2020 for 10117967 EVIDS/Audio Paging Replacement.

GENERAL

1. The Pre-Submittal Conference Summary dated May 20, 2020 and associated sign-in sheets are attached to this Addendum No. 1.

RESPONSES TO QUESTIONS

Q. Form of SOQs. Just to make sure on the page count. Where the RFQ indicates a "maximum of twenty (20) pages, do you mean 10 Pages with information front and back, or 20 physical pages with information front and back?

A. This is addressed in the RFQ, page 10: "Compliance with the maximum page requirement is critical; **each page side (maximum 8 1/2" x 11") with criteria information will be counted.**"

This means that any page that contains criteria information, photos, or diagrams counts as one page.

PRE-SUBMITTAL CONFERENCE SUMMARY

Project No./Name: 10117967 EVIDS/Audio Paging Replacement
Date: Wednesday May 20, 2020
Time: 10:00 a.m.
Location: WebEx Virtual Pre-Submittal Meeting
Funding: TAA
Procurement Officer: Debbie Cruz
Project Director: Michael Freitag

SIGN IN AND INTRODUCTIONS

1. See attached Sign-in Sheet for WebEx attendees.
2. Debbie Cruz welcomed all attendees and made brief introductions. She indicated that the minutes of the pre-submittal conference will be distributed to all meeting attendees and RFQ holders of record. Further addenda, if any, will be distributed to only firms on the RFQ Holders List.

GENERAL INFORMATION

1. TAA intends to award this contract by August 2020 and desires to complete project within twelve (12) to eighteen (18) months of contract award.
2. The estimated construction cost of the project is \$2,750,000.00
3. The project will be funded by TAA funds.
1. The selected Respondent will be required to provide concept design, construction document preparation, engineering and installation services, technical consultation services, quality control, and project management services for the project.
2. TAA shall not be held responsible for any oral instructions. Any changes to this RFQ will be in the form of an addendum, which will be furnished to all registered RFQ holders and pre-submittal meeting attendees.
3. This RFQ does not obligate TAA to award the contract to any firm nor to pay any cost incurred in the proposal process or in the preparation of Statements of Qualifications (SOQs) submitted in response to this RFQ. Firms may be required to attend interviews in Tucson at a time and place to be announced. Expenses associated with such travel will be solely the responsibility of the firms. TAA reserves the right to reject any and all SOQs or to accept any firm which is deemed to be advantageous to the public and TAA.
4. The SOQ and other requested information must be completed, in its entirety, to the best of Respondent's ability and the Respondent must represent and warrant that all information contained therein is true and correct to the best of Respondent's knowledge.

5. No representative or agent of the Respondent may contact any member of the staff or Selection Committee, any member or director of TAA or any other agent or consultant of TAA, either directly or indirectly. Questions related to the RFQ or SOQ process may be directed in writing to Debbie Cruz by email at dcruz@flytucson.com. Any communication, or attempted communication, with any person other than Debbie Cruz shall, in the sole discretion of TAA, be grounds for disqualification of the firm.

6. Until an award and execution of a contract by TAA, only the name of each Respondent on the short list may be made available to the public. All other information received by TAA in response to this RFQ or contained in the SOQs shall be confidential. The SOQs shall be open to public inspection after the contract is awarded and executed by TAA. To the extent the firm designates and TAA concurs, trade secrets and other proprietary data contained in the firm's SOQ will be kept confidential.

7. Any questions that the Respondents may have about the RFQ or the project should be faxed or emailed to Debbie Cruz by no later than 2:00p.m on Wednesday June 3, 2020. TAA will issue the minutes of the pre-submittal conference and written responses to any questions received to all RFQ holders by email and/or facsimile on Friday June 5, 2020.

11. DBE. It is the policy of TAA to ensure that Disadvantaged Business Enterprise firms ("DBEs") have a fair and equal opportunity to participate in TAA's contracts. TAA has set an aspirational 7% (7% of the dollar value of the contract) DBE participation goal for this contract. Specifically, it is the goal of TAA to ensure that, to the extent reasonably possible and consistent with other legal requirements that: (a) DBEs are not discriminated against in the award and administration of TAA's contracts; (b) a level playing field is created on which DBEs can compete fairly for TAA's contracts; and (c) any barriers to the participation of DBEs in TAA's contracts are removed. If a proposer or subconsultant of the proposer are certified as DBE, the work performed by both shall be counted towards meeting the aspirational goal. Any work performed by a non-DBE proposer or subconsultant shall not. As a matter of responsibility, firms must complete and submit the "Statement of Proposed DBE Utilization" in the form provided, with its submittal, including evidence of good faith effort related to TAA's goal if the aspirational goal is not met in part or in full. Firms and firms' subcontractors/subconsultants who are submitting as DBEs must be certified DBEs in Arizona in good standing prior to the date submittals are due. TAA recognizes current DBE certifications by the Arizona Department of Transportation (ADOT), City of Phoenix, and City of Tucson. For information regarding DBE firms recognized by TAA, or if you have any questions about TAA's DBE Program, please contact Veronica Ruiz-Ronquillo, TAA DBE Liaison Officer, at 520-573-8100.

The Respondents are required to submit the following information: (1) the names and addresses of DBE firms that will participate in the contract; (2) a description of the work that each DBE firm will perform; (3) the percentage of DBE utilization of each DBE firm participating; and (4) if the Respondent cannot meet the aspirational DBE goal in part or in full, evidence of good faith effort undertaken by the Respondent as described in Appendix A to 49 CFR Part 26. To count toward meeting a goal, each DBE firm must be certified in a NAICS code applicable to the kind of work the firm would perform on the contract.

As a condition of the agreement between the parties, the firm awarded the contract will be required to report DBE participation efforts listing (1) all certified DBE subconsultants/subcontractors who will be working on the Project, including work performed by the Proposer's own forces if the Proposer is a DBE and (2) the estimated amount of dollars that will be paid to any DBE subcontractor/subconsultant providing services. This information will be reported on a form to be provided by TAA. In addition, Proposer must provide written confirmation from each DBE of its participation in the Proposer's work. The Proposer will be required to track all payments to

DBEs working on the Project. At the completion of the Project, Proposer will be required to complete and submit a final certification of payments to DBE firms on a form to be provided by TAA.

PROPOSAL REQUIREMENTS

1. Debbie Cruz reminded the firms to carefully review the SOQ requirements described in Section VI on page 10.
2. Respondents should review the insurance requirements on page 4 of the RFQ to confirm that they can comply.
3. Client references provided in the SOQs should not include TAA.
4. Failure on the part of a Respondent to provide any portion of the required documentation may be cause for rejection of the SOQ. In the event of any conflict between any of the SOQ documents, resolution thereof shall be at TAA's sole discretion.
5. SOQs are due on or before 2:00 p.m. local Tucson time on Thursday June 11, 2020 at TAA's Administration Building, and must be time stamped by the receptionist to record TAA's receipt of the SOQ. SOQs submitted after that time may not be accepted.
6. One (1) original, Six (6) copies and (1) electronic copy of the submittal in PDF format on a USB drive of the SOQ should be submitted to TAA and should be clearly labeled with the project title and the Respondent's name and addressed to the attention of Debbie Cruz 10117967 EVIDS Audio Paging Requirements.
7. SOQs may be withdrawn either personally or by written request any time before the scheduled date and time of receipt.

SELECTION PROCESS

1. TAA is conducting a selection process in accordance with the requirements of Title 34 A.R.S. to select one firm to provide design build services for the project listed in the RFQ.
2. SOQs from interested firms will be evaluated by an in-house Selection Committee, which will rank the SOQs based on qualifications only and select three to five Respondents to be short-listed. All Respondents will be notified as to which firms have been selected for the short-list.
3. The short-listed Respondents will be interviewed by the Selection Committee in person.
4. The Selection Committee will prepare a final ranking of the short-listed firms, which shall be submitted to the TAA Vice President of Planning & Engineering Department for final review and selection of the highest ranked Respondent.

SCOPE OF WORK

1. Project Director brief.

DISCUSSION:

The floor was opened to questions and answers and discussion followed.

1. Is this meeting being recorded please?

Answer: Yes, the meeting is recorded.

2. Part of this is the design and build and branding of the Kiosk units?

Answer: All existing kiosks throughout the Airport complex are to remain. If, during design of the new systems, the DB Team concludes that adjustments to the mounting or internal structures of the kiosks are required, this will be coordinated with the Owner and costs are to be handled within the GMP costs. All current branding (material types, colors, designs, etc.) will be maintained and/or matched.

3. Who are your current providers?

Answer: Comnet

4. May we contact Veronica during the RFQ period to discuss DBE candidates?

Answer: Yes, for anything that is DBE related.

5. Will design/construction documents require sign/seal by Arizona PE?

Answer: Yes. The plans will also need to go through the City of Tucson for reviews, stamps, and inspections.

6. You are not just looking for the displays and media player but also the physical structures that hold the equipment, and those might have design elements like logo etc?

Answer: During the design process, the DB Team will need to assess the need for enclosures, mounts, and supports. The current structures and equipment have minimal TUS branding. Logos, if any, will be managed on a case-by-case situation.

7. Should we list what firm we are with since this is a mandatory meeting?

Answer: If you would like to. We do have a list with everyone's contact information, which we will share in the first Addendum.

8. Will there be a scheduled walk through of the space?

Answer: Site visits will be by appointment only through the TAA Project Manager, Michael Freitag (mfreitag@flytucson.com). During the site visit, please do not ask questions. All questions must be in writing to Debbie Cruz (dcruz@flytucson.com). Mr. Freitag will not answer any questions during the site visit. Please schedule the site visit before Thursday, May 28, 2020. No site visits will be scheduled after June 1, 2020.

9. For the SOQ General Information section, do you only want the prime's info or all of the subs as well?

Answer: The General Information section requests the general description of the firm and / or team that is proposing to provide the DB services. We are looking for the main firm / team that make up the Design Build Team. If your subconsultant provides a substantial percentage of work for the project, then yes we would like you to provide a general description for them.

10. Can you please clarify the extent of existing loudspeakers and circuiting to be reused vs. new work required?

Answer: The majority of the speakers and wiring will need to be maintained and connected to the new system as a cost-cutting measure. Existing JBL surface-mount speakers in the Terminal's barrel ceilings are to be replaced with flush-mount. Speakers and wiring (if required) in both Concourses are to be replaced and rezoned.

11. Are good faith estimates for DBE utilization acceptable for the SOQ response? Without a full system design and evaluation of local area DBEs, this will be difficult.

Answer: The Statement of Proposed DBE Utilization form is requesting the percentage of DBE utilization you plan to have on your design team as you begin the Design Build process. This is an estimation of what portion you propose the DBE firm(s) will complete. Once the design is completed, we can review the possible subtrades in which DBE participation may occur and discuss adjusting the proposed utilization at that time. As TAA recognizes the certifications of ADOT, City of Tucson and City of Phoenix, the pool of available certified firms is not limited to local area DBEs. The Arizona Unified Certification Program (AZUCP) certifies firms nationwide and each one who holds the AZUCP certification for the DBE program would qualify to fulfill the aspirational goal.

12. Will TAA choose a firm to handle all aspects of the project or might you choose multiple firms to handle different portions of the project?

Answer: We will be choosing one Design Build Team that will consist of the skills and professions to complete the project.

13. Will there be site work required such as fiber cable links from building to building?

Answer: This will be determined in the final design of the project.

14. Will the project need to provide new network active equipment, switches?

Answer: This will be determined in the final design of the project.

15. Performance bond is only based on the price of the construction and not any design services, preconstruction services or maintenance/operations services correct?

Answer: Yes, that is true.

Attendees were reminded that the SOQ due date and time is Thursday June 11, 2020 by 2:00 p.m.

SITE VISIT:

Site visits will be by appointment only through the TAA Project Manager.

The conference adjourned at 10:40a.m.

The above is intended to be a summary of the proceedings as recalled by Debbie Cruz. The proceedings were tape-recorded and the tape is on file in the TAA's Planning & Engineering Department.

cc: File E

Tucson Airport Authority
 7250 S Tucson Blvd., Ste. 300
 Tucson, AZ 85756
 (520) 573-8100

ATTENDANCE SIGN IN SHEET



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 Pre-Submittal Conference**

<u>Date:</u> May 20, 2020	<u>Time:</u> 10:00 a.m.	<u>Location:</u>	<u>WebEx</u>	<u>DBE STATUS YES/NO</u>
<u>NAME</u>	<u>ORGANIZATION</u>	<u>PHONE</u>	<u>EMAIL ADDRESS</u>	
Debbie Cruz	TAA	(520) 573-4831	dcruz@flytucson.com	
Michael Freitag	TAA	(520) 573-5115	mfreitag@flytucson.com	
Veronica Ruiz-Ronquillo	TAA	(520) 573-4892	vruijz-ronquillo@flytucson.com	
Tim Hoban	TAA	(520) 573-5167	thoban@flytucson.com	
Matt Chandler	TAA	(520) 573-4896	mchandler@flytucson.com	
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Brandy Bailey	Simpleway Global		bbailey@simpleway.global	
Bryson Threatt	SITA		Bryson.Threatt@sitaaero.com	
Julianna Bosso	Level 3 Audiovisual		JBosso@l3av.com	
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NAME	ORGANIZATION	PHONE	EMAIL ADDRESS	
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NAME	ORGANIZATION	PHONE	EMAIL ADDRESS
Colleen Hamilton	Art of Context		chamilton@artofcontext.com
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<u>NAME</u>	<u>ORGANIZATION</u>	<u>PHONE</u>	<u>EMAIL ADDRESS</u>
Enrique Melendez	JW Group		emelendez@thejwg.com
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Nicole Senkin			
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Charles Giroud			

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DWL2631				
Jaime Beckwith				
Jessica Brewer				
Maria Cody				
Mark Shuette				
Steve Zielinski				
Stuart Garret				