

NOTICE TO ALL PROPOSERS

ADDENDUM NO. 1

TO THE REQUEST FOR QUALIFICATIONS FOR

TUCSON AIRPORT AUTHORITY PROJECT

20119088 RYN CONTROL TOWER EQUIPMENT

March 16, 2023

The following Addendum dated March 16, 2023, shall be made a part of the Request for Qualifications (RFQ) dated February 28, 2023, for 20119088 RYN Control Tower Equipment.

GENERAL

1. The Pre-Submittal Conference Summary dated March 16, 2023, and associated sign-in sheets are attached to this Addendum No. 1.

PRE-SUBMITTAL CONFERENCE SUMMARY

Project No./Name: 20119088 RYN Control Tower Equipment
Date: March 14, 2023
Time: 10:00 a.m.
Location: Ryan Conference Room
Funding: TAA/ADOT
Procurement Officer: Debbie Cruz
Project Director: Dexter De Vera

SIGN IN AND INTRODUCTIONS

1. See attached Sign-in Sheet for attendees.
2. Debbie Cruz welcomed all attendees and made brief introductions. He / 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 pre-submittal meeting attendees and firms on the RFQ Holders List.

GENERAL INFORMATION

1. TAA intends to award this contract by June 1, 2023, and desires to complete project before December 1, 2023.
2. The estimated construction cost of the project is \$300,000.00, which includes a zero (0) percent contingency.
3. The project will be funded by FAA/ADOT/TAA funds.
4. The selected Respondent will be required to provide concept design, construction document preparation, bidding assistance, and construction administration services for the project.
5. 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.
6. 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.
7. 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.
8. 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 or by fax at 520-573-8008. 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.

9. 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.

10. 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 2:00 p.m. on Monday March 20, 2023. TAA will issue the minutes of the pre-submittal conference and written responses to any questions received to all RFQ holders by email on Thursday March 16, 2023.

11. Interest List. TAA is compiling an "Interest List" consisting of all Design Professionals and subconsultants who have submitted SOQs on airport projects. Each firm must complete and submit, with its SOQ, information with respect to such for each firm in the form included with the RFQ. The listing of a firm on the TAA Interest List is not an endorsement of that firm and does not indicate that the firm has been pre-qualified for airport work.

12. DBE. It is the policy of the Department of Transportation ("DOT") and TAA that Disadvantaged Business Enterprise firms ("DBEs") as defined in 49 CFR Part 26 (the "DBE Regulations"), shall have a fair and equal opportunity to participate in the performance of contracts financed in whole or in part with federal funds. TAA, in compliance with 49 CFR § 26, has adopted a program regarding the participation of DBEs on federally funded projects. A copy of this program is available upon request. TAA has set an aspirational 7% (7% of the dollar value of the contract) DBE participation goal for this contract. DBE participation is determined according to the standards and rules set forth in the DBE Regulations, and the firm should consult those regulations (see 49 CFR § 26.55 in particular). 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. The firm must make a "good faith effort" to meet the stated aspirational participation goal. The firm should consult Appendix A of the DBE Regulations for guidance on what constitutes "good faith efforts." 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 7% 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 Bert Resimont, TAA DBE Liaison Officer, at 520-573-8100.

The successful proposer will be 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 utilization of each DBE firm participating; (4) written documentation of the bidder/proposer's commitment to use a DBE subcontractor whose participation it submits to meet the aspirational contract goal; and (5) if the proposer cannot meet the aspirational DBE goal in part or in full, evidence of good faith effort undertaken by the proposer 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 subcontractors who will be working on the Project, including work performed by firm's own forces if firm is a DBE and (2) the estimated amount of dollars that will be paid to any DBE subcontractor providing services. This information will be reported on a form to be provided by TAA. In addition, firm must provide written confirmation from each DBE of its participation in the firm's work. Firm will be required to track all payments to DBEs working on the Project. At the completion of the Project, firm 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. Ms. Cruz reminded the firms to carefully review the SOQ requirements described in Section VI on page 6
2. Respondents should review the insurance requirements on page 5 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 Tuesday March 28, 2023, via email to dcruz@flytucson.com TAA's receipt of the SOQ will be acknowledged & recorded. SOQs submitted after that time may not be accepted.
6. One (1) electronic copy 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 dcruz@flytucson.com.
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 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/virtually.
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.

The scope of work consists of design to replace aging Ryan Airfield air traffic control tower communications equipment encompassing the voice switch system, VHF radios, digital recorder, altimeter, GPS, and all related communication peripheral equipment including headsets/handsets, telephone, computer systems, cables, antennas, equipment racks, connectors, and associated wiring as referenced in the FAA JO 7210.78, FAA Contract Tower (FCT) New Start and Replacement Tower Process, Order, Appendix A. FAA Contract Tower Minimum Equipment and Facilities List.

The consultant will provide project management, investigations, and design for final engineering plans, specifications, and cost estimates (PS&E). The project deliverables will consist of PS&E submitted at 30, 60, 95, and 100 percent stages. Further the consultant will prepare and consolidate all design and engineering data, including technical memorandums, reports, safety analyses, and appendices into a bound electronic version Engineers Design Report (EDR) to be submitted at 30, 95 percent stages. Federal provisions are required in all solicitations and contracts. Buy American will be required. Any items not meeting this requirement will require a waiver by the FAA.

DISCUSSION:

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

Attendees were reminded that the SOQ due date and time is 2:00 p.m. Tuesday 3/28/2023.

Field Visit:

An opportunity to visit the site was provided to meeting attendees.

The conference adjourned at 10:29 a.m. and a site visit was conducted.

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 A

Questions:

1. Where can we find the full RFP?

Answer: To clarify this is not a request for an RFP, this is an RFQ request for qualifications. A copy of the RFQ can be requested by sending an email to Sara Perry at sperry@flytucson.com.

2. Where can we find the specifics on your current equipment and identify any changes you might want to those configurations?

Answer: This information will be provided upon selection of the successful Consultant.

3. Is there a cutoff date for questions?

Answer: Last day for questions is Monday 3/20/2023

4. Can you clarify if the \$300k construction budget is inclusive of design services?

Answer: Currently, \$300K is the proposed construction budget. Design services is excluded from this amount. As the design of the project progresses, this construction budget will be adjusted.

5. Please define appropriately licensed, registered, and qualified person or firm. Will there be proposal instructions on the RFP

Answer: Please see section VII (d) – General Information and Instructions. It means that the Respondent certifies that it and its subconsultants are duly licensed in Arizona to perform the services contemplated under the RFQ (or exempt from licensing requirements), pursuant to all applicable laws, rules and regulations, and that if an exemption is claimed, Respondent has set forth the basis for the claimed exemption in writing to TAA with the submission of its SOQ. This is an RFQ (request for qualifications) not an RFP (request for proposals) There will not be any proposal instructions in the RFQ.

6. Is Air Traffic training on new equipment to be included in proposal?

Answer: Yes

7. Could you summarize the content of the RFP?

Answer: Correction this is not an RFP. The full RFQ can be requested from Sara Perry sperry@flytucson.com

8. The RFQ appears to require a full Quality Control Plan from respondents. Is this accurate? Does it count towards the 20-page restriction

Answer: A Quality Control Plan (QCP) is required from respondents. An abbreviated version noting key elements of the firms QCP is permissible to meet the 20-page restriction.

9. Asking for clarification: Your budget for all the Air Traffic hardware and services is 300k?

Answer: Currently, \$300K is the proposed construction budget. The construction budget will be adjusted as the design progresses.

Tucson Airport Authority
 7250 S. Tucson Blvd
 Tucson, AZ 85756
 (520)573-4831

ATTENDANCE SIGN IN SHEET

RYN Control Tower Equipment Project Number :
Pre-Submittal Conference



Date: March 14, 2023	Time: 10:00a.m.	Location: Ryan Conference Room	DBE STATUS YES/NO	
NAME	ORGANIZATION	PHONE	EMAIL ADDRESS	
Tom Hoban	TAA	520-573-5167	thoban@flytucson.com	N
Dexter Devera	TAA	520-573-8202	ddevera@flytucson.com	N/A
Dobble Cruz	TAA	520-573-4831	dcruz@flytucson.com	N
Bert Resiment	TAA	520-573-4892	BResiment@flytucson.com	NA
Sara Perry	TAA	520-573-4870	sperry@flytucson.com	N/A
Corrie Bussey	TAA	520-573-4821	cbussey@flytucson.com	n/a
David MEUSEL	LS TECHNOLOGIES	321-544-8098	DAVID.MEUSEL@LSTECHLLC.COM	NO
Pete Deeks	AJT Engineering	Virtual	peted@ajteng.com	
Katie Quesenberg	LS Technologies	Virtual	Katie.quesenberg@lstechnllc.com	
Nathan Bourgeois	Robinson Aviation	Virtual	nathan.bourgeois@rvainc.com	
Todd Anderson	Woolpert	Virtual	todd.anderson@woolpert.com	
Louis Bartalone	Frequentis USA	Virtual	louis.bartalone@frequentis.com	