

MOBILE AIRPORT AUTHORITY



REQUEST FOR PROPOSALS ENGINEERING SERVICES

Date: June 6, 2018

The Mobile Airport Authority, Brookley Field, Mobile, Alabama (“MAA”) is seeking proposals from qualified design professionals to provide engineering related services to relocated VT MAE Brookley Field wash rack.

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I. Introduction

Provide design services to relocate existing aircraft wash-rack (see Exhibit 'A'). The project includes but not limited to the following:

- Relocate necessary equipment including tanks, waste treatment plant, cleaning rigs, etc.,
- Demolition,
- Complete site-work,
- Utilities (includes rerouting if necessary),
- Concrete paving,
- Site lighting, and
- Relocate equipment.

II. Scope of Work

Provide design services required to relocate existing VT MAE aircraft wash rack. Services consist of but not limited to the following:

- Necessary design services & coordination to relocate wash-rack (paving, equipment, utilities, etc.),
- Inspect existing conditions,
- Review existing utility maps and if needed consult with local utility companies,
- Review wash-rack as-built drawings,
- Determine wash-down treatment under current environmental requirements,
- Conceptual plans to help finalize required work and approval,
- 30%, 60%, 90% and final construction documents,
- Assistance with equipment coordination,
- Participation in permitting and any FAA coordination,
- Provide documents to be used in the bidding procedures,
- Participation in the review of bids and selection of turn-key contractor,
- Oversight and inspections during construction and approval of the completed project for acceptance,
- The tentative schedule for the project is as follows:
 - RFP / Design Selection - completed by July 6, 2018
 - 90% design & bid process - completed by August 3, 2018 if possible
 - Construction – 6 months

III. Required Professional Qualifications

Firms interested in performing the work will be considered on the basis of a written response to the Request for Proposal. All applicants must submit their qualifications and responses to the following:

1. Statement of registration of the firm.
2. Statement of the names and duties of the individuals that will be involved in this project.
3. Statement of experience (similar nature of requested services).
4. Statement of availability and adequacy to perform all other functions needed for the proposed services.

IV. Format for Responses

Response should include:

- A cover letter (including dates of availability and a schedule of fees),
- Resumes of key personnel along with a brief description of responsibilities, accomplishments, and dates of service,
- A statement of qualifications as outlined in Section III,
- A list of similar three (3) similar prior projects and three references,
- A list of hourly billing rates for all personnel (including Consultants) that will be employed on the project,
- Information concerning disadvantaged and minority business participation.

If the response is sent by a firm, partnership or any organization other than an individual, provide the requested information for all individuals who will perform the work.

V. Submittal of Proposals

Questions concerning this Request for Proposals should be directed to Russell Stallings at 251-438-7334 or russell@mobairport.com.

RFP Responses will be received until 3:00 pm CDT on Monday, July 2, 2018. Please submit one original Proposal to noted address below or email to russell@mobairport.com

Mobile Airport Authority
1891 9th Street
Mobile, Alabama 36615
Attn: Russell Stallings

VI. Selection Criteria and Schedule

MAA will evaluate each proposal, based on the following criteria:

- The Consultant's qualifications / experience - 30% of evaluation,
- The Consultant's ability to meet the requirements - 30%,
- The Consultant's response to the requirements - 20%,
- References - 20% of evaluation.

MAA encourages the participation of Section 3, Disadvantaged, and/or Minority/Women Business Enterprise Participation in this RFP process.

Proposals will be reviewed as they are received. If necessary, interviews will be conducted between July 2nd & 3rd. The Airport Executive Director or his designees shall make the final selection. The selection of any Engineering professional services will be subject to negotiation of fair and reasonable compensation.

Timeline:

- RFP issued: June 11, 2018,
- Site Visit: June 19th or June 21st 1:00PM; additional visits can be scheduled thru MAA,
- Submission of RFI's completed by June 28th,
- RFP Responses Due: July 2, 2018 (3:00 PM CT)
- Selection: July 6, 2018.

VII. Other Conditions

The firm or individual practitioner must:

1. Have current City of Mobile Business License.
2. Have an established local business office.
3. Must furnish proof of Insurance as follows:
 - Automobile Liability Insurance each in the minimum amount of: Bodily Injury - \$250,000 each person / \$500,000 each occurrence, and Property Damage - \$100,000 each occurrence, or Combined single limit - \$500,000,
 - General Liability Insurance each in the minimum amount of: Bodily Injury - \$250,000 each person / \$500,000 each occurrence, and Property Damage - \$100,000 per occurrence, or Combined single limit - \$500,000,
 - Workmen's Compensation Insurance: Statutory-Amount and coverage required by the State of Alabama,
 - Professional Liability Insurance in the amounts of: \$100,000 for Projects from \$250,000 to \$1,000,000 and \$1,000,000 for Projects over \$1,000,000.

VIII. Disclosures

MAA shall have no financial interest in the business of and shall not be liable for any debts or obligations incurred by the Consultant nor shall MAA be deemed or construed to be a partner, joint venturer or otherwise interested in the assets of the Consultant, or in the sums earned or derived by Consultant, nor shall the Consultant at any time or times use the name or credit of MAA in purchasing or attempting to purchase any car, equipment, supplies or other thing or things whatsoever.

Consultant, in the performance of its operations and obligations hereunder, shall not be deemed to be an agent of MAA but shall be deemed to be an Independent Contractor in every respect and shall take all steps at its own expense, as MAA may from time to time request, to indicate that it is an independent Contractor. MAA does not and will not assume any responsibility for the means by which or the manner in which the services by Consultant are performed; but on the contrary, Consultant shall be wholly responsible therefore.

Consultant shall acknowledge that its identity and peculiar capacity to provide the services described hereinabove shall constitute a material consideration for the MAA's execution of a contract with Consultant. Therefore, Consultant shall not transfer or assign an awarded contract or any of the rights or privileges granted therein without the prior written consent of MAA; which such consent shall be granted or denied solely at MAA's discretion.

If selected, Consultant shall agree to comply strictly with all ordinances of the City of Mobile, Alabama, and the laws of the State of Alabama and of the United States while performing its obligations.

Consultant agrees that, if selected, it will comply with Title 6 of the Civil Rights Act of 1964 which provides that no person will be excluded from participation in, or be denied benefits of, or otherwise be subjected to discrimination on the grounds of race, sex, color, national origin or disability, in connection with federally funded programs.

IX. Reservation of Rights

MAA reserves the right to:

- Amend, modify, or withdraw this RFP,
- Revise any requirements under this RFP,
- Accept any proposal deemed to be in the best interests of MAA, and to reject any and all proposals,
- Require supplemental or clarifying information from any responding party, without having been deemed to have changed the terms of the RFP,
- Extend the deadline for submissions of responses,
- Negotiate or hold discussions with any Consultant to supplement responses.

Additionally:

MAA may exercise all rights at any time without notice and without liability for expenses incurred in responding to any changes in the RFP. Responses are prepared at the sole cost and expense of the Consultant.

Nothing stated at any time by any MAA agent or representative will effect a change or addition to the RFP, unless confirmed in writing by the MAA.

All information submitted in response to this RFP shall become the property of MAA, and as such, may be subject to public review as public records.

Consultants acknowledge and agree that MAA will not be liable for any costs, expenses, losses, damages (including damages for loss of anticipated profit) or liability incurred by the Consultant as a result of, or arising out of, responding to this RFP.

MAA may take all necessary and affirmative steps to assure that minority firms and women's business enterprises compete.

Consultants shall not collude in any manner or engage in any practices with any other Consultant which may restrict or eliminate competition or otherwise restrain trade. Violation of this instruction will cause MAA to reject the Consultant's submittal.

This proposal uses the gender-neutral words "it" and "its" in place of "he" and "she" and "his" and "her, etc., merely for the sake of brevity or to include the possibility that a consulting firm might submit a proposal.

This Request for Proposals is available in its entirety on MAA's website at www.mobileairportauthority.com/, and at the Mobile Airport Authority Office, 1891 9th Street, Mobile, AL 36615.

EXHIBIT 'A' (page 1 of 1)

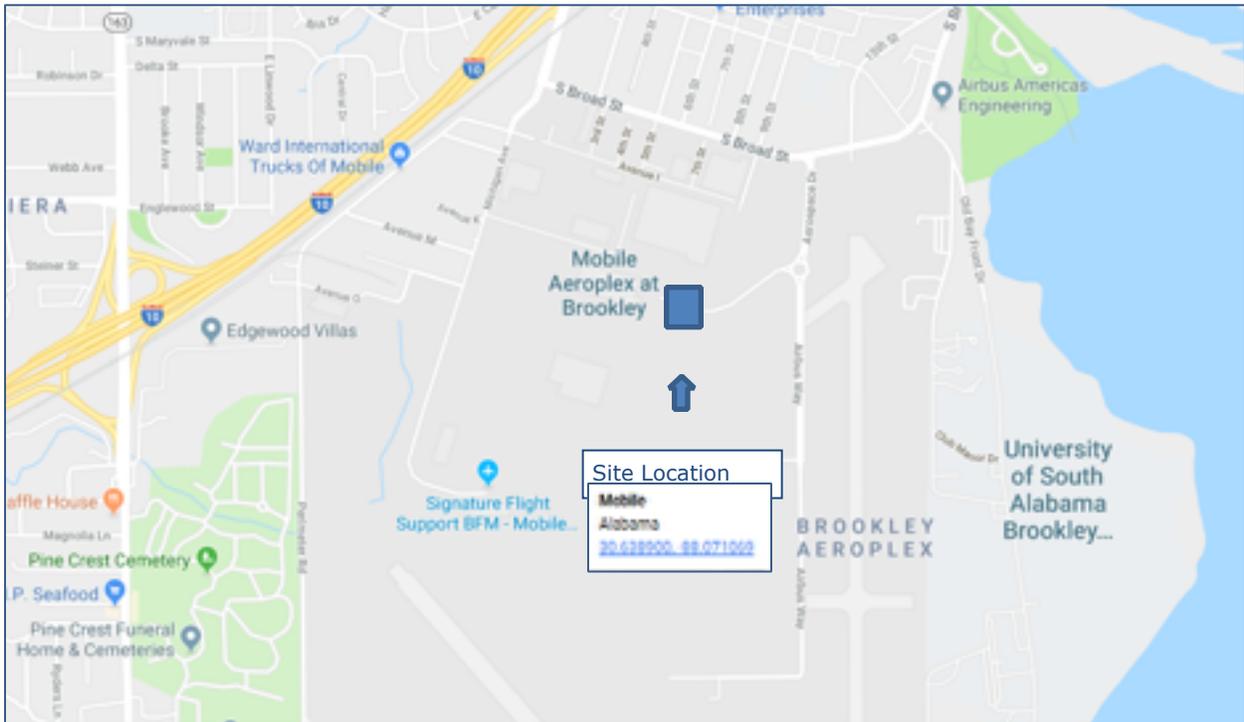


EXHIBIT 'B' (drawing log)

**Aircraft Wash Rack and Treatment Plan
Dated December 1991**

<u>Sheet #</u>	<u>Description</u>	<u>Date</u>	<u>Comments</u>
	Cover Sheet	D e c e m b e r 1991	
G-1	Site Plan		
G-2	Wash Rack Sections & Details		
G-3	Wash Rack Concrete Pavement Details		
G-4	Drainage Sump Plans and Details		
G-5	Treatment System Plans & Details		
G-6	Treatment System Plans & Details		
G-7	Treatment System Piping Schematic		
G-8	Treatment System Miscellaneous Details		
G-9	Treatment System Piping Schematic		

Exhibit 'C' / Miscellaneous Photos





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