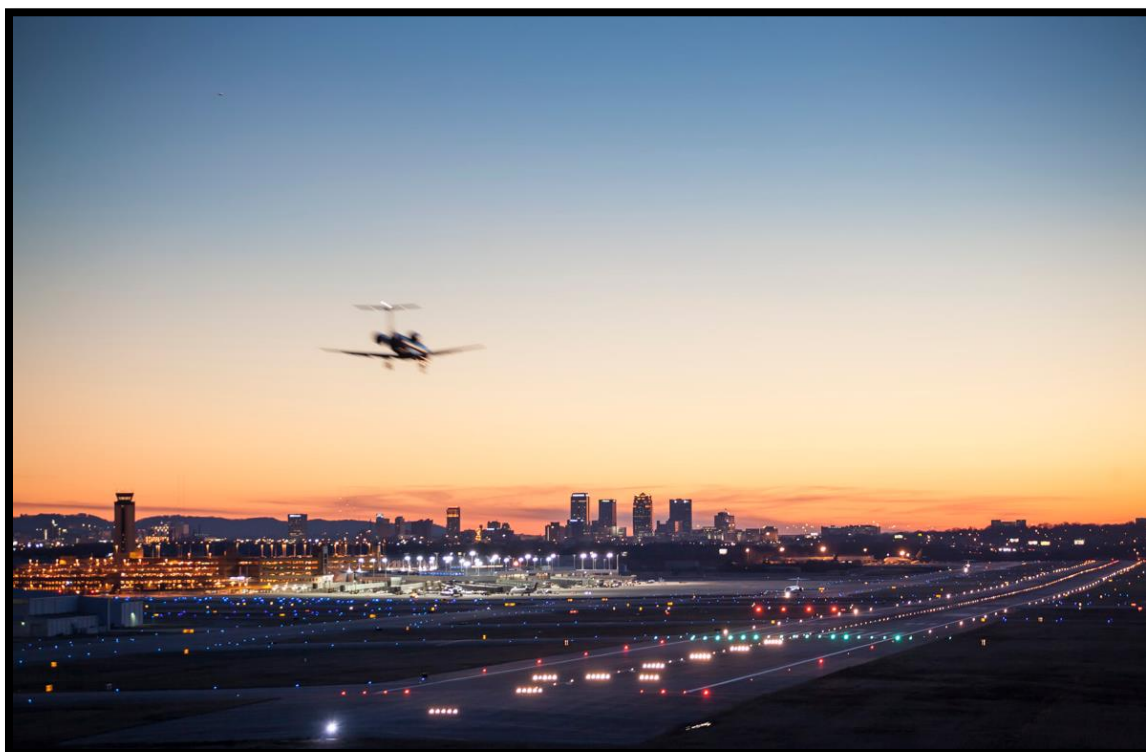


**Request for Proposal (RFP)
Design / Build Services for New Receiving Building**



**Birmingham Airport Authority
January 2021**

I. Introduction

A. Project Description

The Birmingham Airport Authority (BAA) is soliciting Project Proposals from firms to provide design-build services for a replacement Receiving Building at the Birmingham-Shuttlesworth International Airport (BHM).

This project is subject to further approvals and is not guaranteed to be initiated.

The anticipated project site will be located north of University Avenue in the southern portion of the existing Economy Parking Lot. Project elements are expected to include:

- A 6,000 square foot pre-engineered insulated structure intended for receiving and storage. No office area would be included. No plumbing would be included.
- Removal of approximately 250 linear feet of fencing with a single manually operated swing gate.
- Removal of parking space marking for approximately 30 vehicle parking spaces.
- Installation of approximately 150 linear feet of fencing with a single manually operated swing gate.
- Marking up to 10 vehicle parking spaces.

II. Scope of Services

A. Goal

- To enter into a contract with a firm to design and construct a structure for the purpose of receiving and storage that is cost effective to operate and maintain.

B. Scope of Work

The anticipated scope of work to accomplish the project are:

- Validation of project site conditions and project budget
- Survey of existing conditions
- Cost estimating and reporting
- Design of project elements
- Construction scheduling
- Permitting
- Construction of project elements
- Closeout (including punchlist documentation and resolution, O&M manuals, as-built documentation, final inspection, and acceptance)
- Project Commissioning
- Warranty Bonds

This list is representative of the general project elements and will be further defined during scope of work development with the selected firm.

C. Estimated Budget

The project has a budget ceiling of \$100,000. It is expected that all proposals should be able to encompass all elements within the project budget.

III. Submittal Requirements

A. Selection Process

This is a best value procurement process. This method is defined as “a procurement process where price and other key factors can be considered in the evaluation and selection process to minimize impacts and enhance the long-term performance and value of construction.”

A Project Proposal will be solicited from all interested firms. The Proposal will allow the opportunity to provide data relating to the experience and qualifications of the interested firm, in addition to a proposed approach, cost, and project management plan to achieve the proposed project. A cost proposal must also be included.

The selection committee will review all responsive proposals based on the criteria listed in this RFQ and create a ranking of firms.

Short-listed firms may be interviewed. However, BAA reserves the right to select the highest ranked firm based solely upon submittals if sufficient information is included in the project proposal. In such case, BAA will create a final ranking based on the criteria listed in this RFQ to determine the highest ranked consultant and engage in negotiations for each project.

B. Project Proposal

Please submit three (3) hard copies and one (1) electronic copy (via USB flash drive) of your Proposal to the address below.

Contact: John Rostas, Planning Manager

E-mail: jroostas@flybirmingham.com

Address: Birmingham Airport Authority
5900 Messer Airport Highway
Birmingham, AL 35212

Deliveries can also be made in-person to the BAA Office located on the ground level of the Terminal Building (located at the above address). Adherence to face mask protocols in the Terminal Building is required.

All questions associated with this RFP must be submitted in writing via e-mail to John Rostas, Planning Manager, at jroostas@flybirmingham.com by the deadline identified for questions/clarifications (see timeline).

C. Project Proposal Format

Respondent's Project Proposals shall be no longer than twenty-five (25) pages (not including back / front cover, tabs / dividers, cover letter, or table of contents), each page must not be larger than 8.5" x 11", and must include the following sections:

- i. **Firm Overview and Capability to Perform All Aspects of the Project**
- ii. **Recent Company Experience in Performing Design / Build Projects**
- iii. **Personnel Qualifications**
- iv. **Project Partners and DBE Goals**
- v. **Cost Proposal**

D. Project Proposal Criteria

Proposals will be evaluated and scored on a scale of 0 (lowest) to 100 (highest). As previously mentioned, in the event proposals are not considered sufficient to determine the highest ranked firm, interviews will be conducted with up to the three (3) highest ranked firms. Additional interview scoring criteria will be provided in advance of the interview date, if necessary. Each criterion and its portion of the maximum scoring value is listed below:

- | | | |
|----|---|--------|
| 1. | Firm’s capability to perform all aspects of the project | 25/100 |
| 2. | Firm’s recent experience in design / build projects | 20/100 |
| 3. | Firm’s demonstration of personnel qualifications | 15/100 |
| 4. | Firm’s commitment to the aspirational DBE Goal | 5/100 |
| 5. | Firm’s proposed project approach | 10/100 |
| 6. | Firm’s proposed project management plan | 10/100 |
| 7. | Firm’s proposed communication plan | 5/100 |
| 8. | Firm’s proposed cost | 10/100 |

Note: Proposed cost will be scored as either zero (0) if cost is above the estimated project budget or ten (10) if under the estimated project budget.

E. Tentative RFP Timeline

All deadlines are by 2:00 P.M. Central Time on each respective date.

RFQ Posted	January 12, 2021
Non-Mandatory Pre-Submittal Meeting	January 27, 2021
Non-Mandatory Site Visit	January 28, 2021
Deadline for SOQ Questions/Clarifications	January 29, 2021
SOQ Deadline	February 11, 2021
Firm Recommendations / Master Service Agreement Date	March 2021

F. Pre-Submittal Meeting

A **non-mandatory** pre-submittal meeting is scheduled for **Wednesday, January 27, 2021 at 10:00 A.M.** (Central Time) via Zoom. A site visit to the project area will be available on **Thursday, January 28, 2021 at 10:00 A.M.** Each meeting is non-mandatory, but attendance is strongly encouraged. All attendees who plan to attend either meeting must RSVP to John Rostas at jroostas@flybirmingham.com by close of business Monday, January 25, 2021. Access to the Zoom meeting and / or instructions to the site visit will be provided upon receipt of RSVP.

IV. Disadvantage Business Enterprise (DBE) Assurances

A. Policy

It is the policy of the BAA (Owner) that disadvantaged business enterprises as defined in 49 CFR Part 26 shall have the maximum opportunity to participate in the performance of contracts financed in whole, in part, or without federal funds under this Agreement. Consequently, the DBE requirements of 49 CFR Part 26 apply to this Agreement.

B. DBE Obligation

The Owner's aspirational goal for DBE participation is **fifteen (15) percent**. In all cases, those who wish to do business with the Owner should demonstrate sensitivity to the plight of our certified DBEs and be willing to assist the DBEs to overcome barriers to competition. The Engineer agrees to ensure that DBEs and other small businesses, as defined in 49 CFR Part 26, have the maximum opportunity to participate in the performance of contracts and subcontracts financed in whole or in part with or without federal funds. This includes the maximum opportunity to compete and perform under any contract associated with this Agreement. The Respondent/Engineer shall not discriminate based on race, color, national origin, or sex, in the award and performance of contracts, especially that DOT assisted. The Respondent/Engineer shall carry out applicable requirements or 49 CFR Part 26 and especially 49 CFR Part 26.13 (b), which is set forth in the following:

49 CFR PART 26 – SECTION 26.13 (b). Respondent/Engineer's Assurance

The Respondent/Engineer, sub recipient or sub-consultant, shall not discriminate based on race, color, national origin, or sex, in the performance of 49 CFR Part 26 in the award and administration of DOT – Assisted contracts.

Failure by the Respondent/Engineer to carry out these requirements is a material breach of this AGREEMENT entitling Owner to terminate this AGREEMENT or exercise any such other remedy, as the Owner deems appropriate.

V. Civil Rights Assurances

During the performance of this Agreement, the Respondent/Engineer, for itself, its assignees and successors in interest (for this section only referred to as the Engineer) agrees as follows:

A. Compliance with Regulations

The Engineer shall comply with the regulations relative to nondiscrimination in federally-assisted programs of the Department of Transportation (hereinafter, DOT) Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time, hereinafter referred to as the "Regulations"), which are herein incorporated by reference and made a part of this contract.

B. **Nondiscrimination**

The Engineer, with regard to the work performed by it during the Agreement, shall not discriminate on the grounds of race, color or national origin, in the selection and retention of subcontractors, including procurement of materials and leases of equipment. The Engineer shall not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including practices when the Agreement covers a program set forth in Appendix A of the Regulations.

C. **Solicitations for Subcontractors**

Including Procurement of Materials and Equipment. In all solicitations either by competitive bidding or negotiation made by the Engineer for work to be performed under a subcontract, including procurement of materials or leases of equipment, either potential subcontractor or supplier shall be notified by the Engineer of the Engineer's obligations under this Agreement and the Regulations relative to nondiscrimination on the grounds of race, color or national origin.

D. **Information and Reports**

The Engineer shall provide all information and reports required by the Regulations or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by Owner or the FAA to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of the Engineer is in the exclusive possession of another who fails or refuses to furnish this information the Engineer shall so certify to Owner or the FAA as appropriate, and shall set forth what efforts it has made to obtain the information.

E. **Sanctions for Noncompliance**

In the event of the Engineer's noncompliance with the nondiscrimination provisions of this Agreement, Owner shall impose such contract sanctions, as it or the FAA may determine to be appropriate, including, but not limited to:

- i. Withholding of payments to the Engineer under the Agreement until the Engineer complies, and/or
- ii. Cancellation, termination, or suspension of the Agreement, in whole or in part.

F. Incorporation of Provisions

The Engineer shall include the provisions of paragraphs A through E in every subcontract, including procurement of materials and leases of equipment, unless exempt by the Regulations or directives issued pursuant thereto. The Engineer shall take such action with respect to any subcontract or procurement as Owner or the FAA may direct as a means of enforcing such provisions including sanctions for noncompliance; provided, however, that in the event the Engineer becomes involved in, or is threatened with litigation with a subcontractor or supplier as a result of such direction, the Engineer may request Owner to enter into such litigation to protect the interests of Owner and, in addition, the Engineer may request the United States to enter into such litigation to protect the interest of the United States.

VI. Additional Information

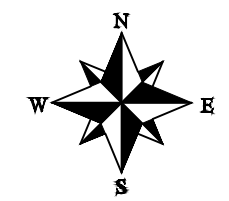
The Birmingham Airport Authority reserves the right to accept or reject any or all proposals; or re-advertise for proposals for the benefit of the BAA. Any proposal that is submitted incomplete, obscure, or contains errors or discrepancies may be cause for rejection.

BAA is not liable for any cost incurred by the consultant for the preparation of the SOQ or if deemed necessary, interview.

Additionally, the BAA reserves the right to pursue or not pursue the project described in this RFP at the discretion of the BAA.

Shipping / Receiving Building Conceptual Layout

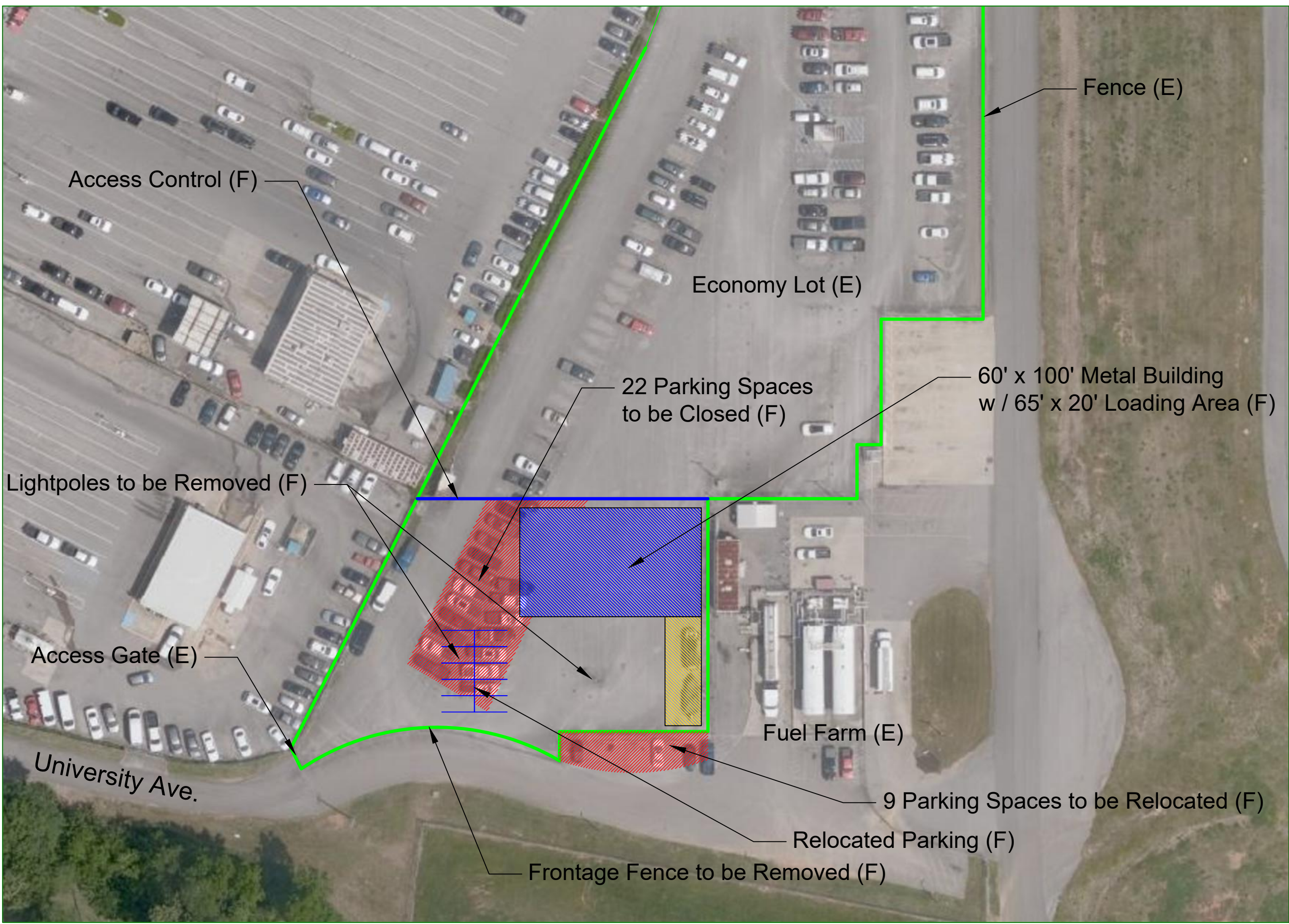
Notes:



SCALE: 1/50

DRAWN BY: JMR

DATE: 12/21/2020



Access Control (F)

Fence (E)

Economy Lot (E)

22 Parking Spaces
to be Closed (F)

60' x 100' Metal Building
w / 65' x 20' Loading Area (F)

Lightpoles to be Removed (F)

Access Gate (E)

University Ave.

Fuel Farm (E)

9 Parking Spaces to be Relocated (F)

Relocated Parking (F)

Frontage Fence to be Removed (F)