



ALLEGHENY COUNTY AIRPORT AUTHORITY
PITTSBURGH INTERNATIONAL AIRPORT
ALLEGHENY COUNTY AIRPORT

REQUEST FOR QUALIFICATIONS
PITTSBURGH INTERNATIONAL AIRPORT
PROFESSIONAL ARCHITECTURAL AND ENGINEERING
DESIGN AND CONSTRUCTION PHASE SERVICES
FOR THE
TERMINAL MODERNIZATION PROGRAM

The Allegheny County Airport Authority (ACAA) is soliciting Statements of Qualifications (SOQs) from interested and qualified firms to enter into a contract with the ACAA to provide Professional Architectural and Engineering (A/E) Design and Construction Phase Services for the Terminal Modernization Program (TMP) at Pittsburgh International Airport (PIT).

BACKGROUND

The TMP will relocate the Landside Terminal and related parking and roadway functions to a new terminal complex that will be constructed adjacent to the existing Airside Terminal. After the new terminal complex is constructed and fully operational, the existing Landside Terminal may be demolished or adapted for re-use. The TMP includes:

- A three-level, 632,000-square-foot Main Terminal addition to the existing Airside Terminal consisting of the following:
 - Ground Level: Airline and Airport support, baggage operations, explosive baggage detection systems, Federal Inspection Services and building utilities;
 - Concourse level: Airline and passenger functions related to check-in, security screening checkpoint, domestic baggage claim, and concessions;
 - Mezzanine level: ACAA administrative offices and conference space
- Refurbishment of the existing Airside Terminal's concourses
- A six-story parking garage connected to the Main Terminal addition by two pedestrian bridges. The garage structure will house 4,500 public parking spaces; rental car counters, pick-up and return, and ground transportation center (GTC)
- Separate rental car quick turn-around (QTA) facility
- Paved lots for commercial vehicle staging and a cell phone lot
- New roadway system to support the new terminal complex.

PROJECT OBJECTIVES

The TMP shall embody and further the ACAA's vision, mission, and strategic priorities for Pittsburgh International Airport. They are:

- Vision: *"To transform Pittsburgh's airports to reflect and serve the community, inspire the industry, and advance the region's role as a world leader."*
- Mission: *"A global aviation leader driving innovation, regional growth and prosperity by investing in our employees, customers, airlines, and partners."*
- Strategic Priorities:
 - Operational Excellence
 - Employee Engagement
 - Cost Competitiveness
 - Customer Service.

Five principles guide the TMP. These principles are available on the PIT Transformed TMP webpage, <http://pittransformed.com/>. The five principles are:

1. Stable airline costs
2. Building Pittsburgh's airport
3. Becoming environmentally sustainable
4. Enhancing the experience for all customers
5. Providing value to our community.

The ACAA intends that the TMP will position PIT as an industry leader in airport design, operation, and management, and that the new facilities will provide best-in-class passenger experiences. The ACAA intends to select key entities who will partner with the ACAA to bring both a local sensibility and national/international best practices to deliver the TMP to the community.

SELECTION PROCESS

The ACAA will select the preferred A/E Team through a two-stage selection process, as follows:

- Stage 1: Solicit SOQs based on the Prime Firm and key sub consultants
 - Identify shortlist to advance to Stage 2 based on A/E Team responses to the Request for Qualifications (RFQs)
 - For firms that are short-listed, a mandatory Pre-Proposal Meeting will be held the morning of March 13, 2018 as part of an ACAA Industry Day event. An afternoon session at the event will provide an opportunity to facilitate a connection between short-listed teams and local, small, Minority Business Enterprise (MBE), Women's Business Enterprise (WBE) and Disadvantaged Business Enterprise (DBE) firms. Short-listed teams will be able to add/modify DBE participation and finalize team composition as part of their Stage 2 submission.

- The TMP Project Definition Documentation (PDD) will be provided to shortlisted A/E Teams upon execution of a Non-Disclosure Agreement.
- Stage 2: Request for Technical Proposal (RFTP) and Interviews
 - Shortlist A/E Teams to provide Technical Proposals
 - Based on Technical Proposals, A/E Teams will be further short-listed for interviews and testing
 - Identify preferred A/E Team based on Technical Proposals, interviews, and testing.

SCOPE OF WORK

This solicitation is for professional A/E design and construction phase services that are part of delivering the TMP. Specifically, the role of the selected A/E Team is to:

- Advance the comprehensive design of the TMP elements to a Design Development (DD) level of design refinement
 - The ACAA has prepared a PDD for the TMP, which generally represents a schematic level of design. The PDD will be provided to the A/E Teams invited to submit a Technical Proposal.
- Provide construction contract documents and construction phase services for the new Landside Terminal and refurbishment of the existing Airside Terminal's concourses, and all other TMP elements not identified as a separate A/E design package.
- Assist ACAA with formulating separate A/E design packages, which could include such elements as roadways and utilities, and at a minimum, would include the parking garage, GTC, rental car counters, ready return, QTA facility, and cell phone lot.
 - The PDD includes programmatic information developed in conjunction with the garage and rental car stakeholders. Therefore, the additional work required for the parking garage GTC, rental car counters, ready return, QTA facility, and cell phone lot will primarily focus on establishing the architectural character and system infrastructure to ensure consistency with the overall terminal complex and the Main Terminal addition.

A/E Team services will include (but not limited to) the following:

- Site investigations, including surveying, geotechnical studies and soils studies
- Civil engineering
- Architectural design
- Structural engineering
- Universal design
- Sustainable design
- Environmental design including mitigation and permitting for any identified impacts
- Mechanical, electrical, and plumbing (MEP) engineering, including fire protection
- Airport electronics/IT systems design

- Lighting design
- Baggage handling systems (BHS) design
- Fire life safety, alarm, protection system
- Aircraft hydrant fueling systems
- Aircraft terminal servicing
- Physical security and access control systems
- Wayfinding and signage systems design
- Concession/commercial program planning
- Art and cultural programs
- Landscaping
- Traffic planning, including maintenance of traffic plans
- Construction cost estimating
- Construction phasing
- Permitting/approvals, including local Township Planning Commission, Stormwater Consistency, PA Department of Environmental Protection (PADEP), and other permits and approvals as appropriate
- Preparation of high end media to support public outreach programs
- Handover of electronic information conforming to National BIM Standard and Construction Operations Building Information Exchange (COBie) to ACAA.

The A/E Team's Scope of Work for the Project will be set forth in detail under a Professional Architectural and Engineering Services Contract following selection.

STATEMENT OF QUALIFICATIONS CONTENT

A/E Teams must provide 15 bound, printed, paper copies and an electronic (pdf) file of their Qualifications Statement. Paper copies must be submitted to:

Paul L. Hoback, Jr.
 Senior Vice President, Engineering, Planning and Capital Development
 Allegheny County Airport Authority
 Pittsburgh International Airport
 Landside Terminal, 4th Floor Mezzanine
 PO Box 12370
 Pittsburgh, PA 15231-0370

Electronic files may be submitted to phoback@flypittsburgh.com or via USB Flash Drive with the paper copies of the Qualifications Statement.

The Qualifications Statement shall not exceed 17 pages, as specified by section below, when printed single sided. Items noted as "not counted" (NC) will not be included in the 17-page limit. If the A/E Teams would like to submit additional information they can do so as an Appendix to the Qualifications Statement. Materials submitted as an Appendix may or may not be reviewed and considered by ACAA. The Qualifications Statement must be formatted using 11pt font on 8-1/2" x 11" pages with no more than four (4) 11" x 17" fold out pages.

The Qualifications Statement shall be organized in the following manner, with each numbered content section separated by a tabbed insert. The Short-list selection will be based on an evaluation of the A/E Teams responses to the elements as listed:

- 1. Cover (NC)**
- 2. Table of Contents (NC)**
- 3. Transmittal Letter (2-page limit)**
- 4. Prime Consultant (1-page limit)**

Provide the following information:

- Legal Structure and the name and address of the legal entity that will contract with the ACAA if awarded the Agreement for the Services. If the A/E Team is a consortium, partnership, joint venture or multi-party entity, a Lead Member of such entity must be identified to ACAA. The Lead Member will be expected to have full authorization from the A/E Team to bind the A/E Team. Once under contract the Lead Member must be fully authorized by the A/E Team to respond to ACAA's requests, directives or questions in a timely manner. It is ACAA's intent that the Lead Member will be the single point of contact for the A/E Team. A copy of any consortium, partnership, joint venture or other multi-party agreement must be provided to ACAA.
- Name, address, email address and telephone/fax numbers of one individual to whom all future correspondence and/or communications will be directed.

5. Prime Consultant's Qualifications/Relevant Experience (4-page limit)

Identify one or more large, multi-faceted, multi-disciplined expansion program of similar size and complexity as the TMP at other medium- or large-hub airports completed, or substantially completed, in the last 10 years with a cumulative construction value in excess of \$500 Million on which the A/E Team Prime/Lead Firm was the Prime A/E or Design Consultant. Identify two additional projects in excess of \$250 Million substantially completed in the last 10 years, where the A/E Team Prime/Lead Firm was the Prime A/E or Design Consultant responsible for a new terminal program or expansion/modernization of an existing terminal facility.

Provide the following information for each program:

- The name of the program, the owner, and the program location
- A description of the program, size and types of facilities comprising the program, and scope services completed by the A/E Team Prime/Lead Firm
- Reference contacts for each program, including contact names, positions, addresses, telephone numbers and e-mails. These reference contacts must be the owner's staff representatives who oversaw the project for the owner.

- Provide Key Performance Indicators for each program that demonstrate positive performance (explain reasons for any significant differences):
 - The original and final duration for design services
 - The original construction bid amount and the final construction contract cost
 - Achieving DBE/Local participation goals
 - The original and final design contract values
- Unique challenges and/or opportunities addressed in the performance of the program.

6. Overall A/E Team Composition and Organization (NC)

Provide the following information:

- Organizational chart illustrating the firms comprising the proposed A/E Team and their respective roles
- Identify in the organizational chart key project management staff and technical lead for firms anticipated to have greater than 10% project participation in terms of fee.
- Provide statement committing to the level of DBE participation. ACAA requires 14% DBE participation on contracts and strongly encourages additional participation by local, small, MBE, and WBE firms.
- Describe any recent history of firms working together as prime partners or in other capacities.
- Provide brief firm overviews not exceeding one-half page per firm. Information pages should be formatted to contain no less than two firms per page.

7. A/E Team Composition Table (NC)

Provide a summary table listing the following information for each firm comprising the A/E Team. This table will be used to cross reference key staff, responsibilities and firms.

- Firm name and technical area(s) of responsibility
- Anticipated participation in terms of percentage of design fee
- Whether the firm is a certified DBE firm. Only firms listed on the PA Unified Certification Program database (www.paucp.com) will be considered for DBE participation.
- Name of key staff person(s) responsible for day to day management of the firm's technical service area(s) and the percentage of time proposed to be allocated to the TMP. Only one key staff shall be named for a technical service area.
 - Include key staff resume(s) and project experience in Section 11.

8. Design and Management Approach (5-page limit)

Provide the following information, assuming a design-bid-build procurement for the TMP with possibilities for multiple design and construction packages and/or phases:

- Describe how the A/E Team will manage design processes in order to maintain the program schedule

- Identify key design milestones in the design process and key Owner decisions at each milestone
- Describe any unique design and/or project management tools that the A/E Team will employ
- Describe the approach to maximize local firm participation
- Describe the A/E Team's quality control and quality assurance program for this project
- Describe the approach to production, communication and coordination within the A/E Team and TMP Program Management.

9. Approach to Controlling Costs (3-page limit)

Describe how the A/E Team would set up processes, controls and reporting systems to regularly and accurately monitor and manage the design for adherence to the program scope, schedule, and budget. Describe the A/E Team's approach to tracking and managing expected construction costs of facilities as design develops to ensure final design is for facilities within established budgets.

Describe the A/E Team's experience with Value Engineering (VE), including:

- Appropriate timing during the design process for VE effort(s) and objectives for VE sessions
- Approach to reconciling VE options
- Results from past experience with VE.

10. Familiarity and Experience delivering and supporting BIM and COBie from design/construction to operations and handover to Owner (2-page limit)

Describe the A/E Team's familiarity and experience using BIM and COBie to exchange and integrate data throughout the design process, involvement during construction phases and final handover to the Owner. Provide the following information for at least one project of reasonably equal complexity: contact names, positions, addresses, telephone numbers, and email addresses. These reference contacts should be the owner's staff representatives who oversaw the project for the owner.

Specifically describe the A/E Team's approach, resources and key staff experience for those who would be responsible for BIM/COBie handover.

11. Key Staff Resumes (NC)

Provide single page resumes for key staff listed on the A/E Team Composition Table (Section 7). Resumes shall be organized alphabetically by name. Resumes shall be uniformly formatted to include the following information:

Professional Experience:

- Name of key staff person(s), area of technical responsibility
- Firm's name and years with firm
- Education, degrees, professional licenses and industry group affiliations
- Total years of experience / total years of aviation related design or construction programs experience.

Project Experience:

Describe two projects where the key staff from the A/E Team has managed one or more parts (design, construction or closeout) of an airport capital program similar in size and complexity to the TMP. For each project, provide:

- The name of the program, the owner, and the program location
- Start and end month/year for design and month/year for beneficial occupancy or commissioning
- Responsibility of the named key staff member and phase of project during involvement
- A reference list, including contact names, positions, addresses, telephone numbers and e-mails – these reference contacts should be the owner's staff representatives who oversaw the project for the owner
- A description of the program

SCHEDULE FOR SELECTION

The anticipated schedule below represents the ACAA's best estimate of the schedule that will be followed in selecting the A/E Team. The length of the contract term for the contract is anticipated to be for a duration of approximately 5 ½ to 6 years.

- ACAA Issues RFQ: January 25, 2018
- Last Date for ACAA to receive questions on RFQ: February 5, 2018
- Target Date for ACAA to respond to RFQ questions: February 12, 2018
- Qualification Statements Due to ACAA: February 21, 2018 by 4:00PM EST
- Shortlist notification and RFTP issued: March 5, 2018
- Required Pre-Proposal Meeting and Industry Day #2: March 13, 2018
- Technical Proposals Due: March 30, 2018 by 4:00 PM EDT
- Interview and Testing Shortlist notification: April 3, 2018
- Interviews: April 11 - 13, 2018
- Selection and Negotiations: May, 2018
- Contract Start: June, 2018.

QUESTIONS

Questions will be accepted until 4:00PM EST Monday, February 5, 2018 and shall be submitted via the Business Portal on www.pittransformed.com. Additionally, any additional information related to the RFQ will be provided on www.pittransformed.com as it becomes available. ACAA reserves the right to answer all or none of the questions submitted.

COMMUNICATION REQUIREMENTS

ACAA has established communication requirements applicable to the TMP procurement process and this RFQ. The communication requirements will be imposed beginning with the advertisement for this RFQ and will end upon selection of the successful A/E Team by the ACAA Board of Directors. The communication requirements prohibit any communications regarding this RFQ between:

- A potential A/E Team (which includes vendors, service providers, bidders, lobbyists and consultants) and their representative(s) and the ACAA's staff, except for communications with the ACAA's procurement agent or other supporting procurement staff responsible for administering the procurement, provided the communication is strictly limited to procedural matters
- A potential A/E Team and their representative(s) and an ACAA Board member
- A potential A/E Team and their representative(s) and any member of a technical evaluation committee
- A potential A/E Team and any consultant and/or extension staff at ACAA working on the TMP.

ACAA appreciates your interest in Pittsburgh International Airport and its exciting transformation. ACAA looks forward to finding the right partner to work with to continue to position Pittsburgh International Airport as an industry leader in airport design, operation, and management. Specifically, ACAA is seeking a partner to help create facilities that will provide best-in-class passenger experiences while bringing both a local sensibility and national/international best practices to deliver the Terminal Modernization Program to the Pittsburgh community. Thank you for your interest in joining the ACAA team in this exciting transformation.