



ALLEGHENY COUNTY AIRPORT AUTHORITY

PITTSBURGH INTERNATIONAL AIRPORT
ALLEGHENY COUNTY AIRPORT

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

QUESTIONS RECEIVED BY CATEGORY AND RESPONSES

The comments and/or questions received on the Allegheny County Airport Authority (ACAA) Architectural and Engineering (A/E) Design Team RFQ have been correlated and summarized in the categories as outlined below. Answers are provided within the context of the current organizational and management framework that ACAA is considering. This framework and the process is subject to change as the Terminal Modernization Program (TMP) progresses.

Please note that the Allegheny County Airport Authority (ACAA) has exercised its options, as indicated in the RFQ, to not address all questions as submitted.

- *Request for a copy of Request for Qualifications.*
RFQ is posted on the pittransformed.com website.
- *Would like the list of RFQ respondents in order to contact for teaming.*

Responses to the RFQ are due February 21, 2018. ACAA will select short-listed A/E Teams and provide these Teams with a Request for Technical Proposal (RFTP) on March 5, 2018. A list of the short-listed Primes for each Team will be published at pittransformed.com on or about March 5, 2018.

- ***Specify the requirements of Technical Proposal.***

ACAA will provide a RFTP with requirements to those A/E Teams that are short-listed based on the evaluation of the Qualifications Statements.

- ***Will there be compensation for responding to the Technical Proposal?***

ACAA does not compensate firms/teams for responding to RFQs or Requests for Proposals (RFP).

- ***Is this RFQ for design services only?***

The A/E Design Team RFQ is soliciting for Professional Architectural and Engineering (A/E) Design and Construction Phase Services for the Terminal Modernization Program (TMP) at Pittsburgh International Airport (PIT).

ACAA will be soliciting for Program Management (PM) and Construction Management (CM) services in subsequent RFQs.

- ***Will a separate RFQ be issued for Construction Managers or General Contractors? When will the RFQ for CM services be released?***

Separate RFQ(s) for Construction Management services will be issued at a later date. ACAA reserves the right to pre-qualify contractors for construction.

- ***How is one included on a DBE list for future notifications?***

On the Business Portal page at pittransformed.com. Any person, firm and/or team that is registered through the Business Portal at pittransformed.com will receive notifications regarding the TMP.

- ***How is one added to the TMP database?***

On the Business Portal at pittransformed.com, you can register. Any person, firm and/or team that is registered through the Business Portal at pittransformed.com will receive notifications regarding the TMP.

- ***In the RFQ, does "Advance" mean all components including garage et al?***

Yes, all TMP elements will be advanced to a Design Development (DD) level or progressed as far as required to provide a comprehensive, cohesive TMP design. The ACAA will work with the selected A/E to identify requirements. The parking

garage, Ground Transportation Center (GTC), rental car ready/return, and quick turn-around (QTA) facilities will be the subject of a separate design RFQ/RFP process, and therefore will be advanced to a lesser degree as noted in the RFQ. The ACAA reserves the right to procure additional design packages, which may impact the level of advancement of those components as well. Decisions on packaging have not been finalized at this time.

- ***What are the requirements for local participation?***

There will be a 14% Disadvantaged Business Enterprises (DBE) participation goal on contracts and ACAA strongly encourages additional participation by small, local, and veteran-owned firms, along with Minority Business Enterprises (MBE), and Woman Business Enterprises (WBE). ACAA has not established specific percentage participation requirements other than for Pennsylvania certified DBEs.

- ***Can separate A/E packages be used to satisfy Prime Consultant qualification requirements? Will ACAA accept qualifications/relevant experience for the entire Consultant Team including the qualifications/relevant experience of major architectural subconsultants to meet the requirements in Item 5 on page 5 of 9 of the RFQ?***

Per the RFQ, Statement of Qualifications Content, item 5, ACAA is requesting that at least one A/E Team Prime/Lead Firm meet the minimum construction values on one project or program.

- ***How can small firms participate in the mandatory Pre-Proposal Meeting on March 13, 2018 ACAA Industry Day Event.***

ACAA will evaluate the Statement of Qualifications (SOQ) to select short-listed A/E Teams. Only those short-listed A/E Teams will be invited to the mandatory Pre-Proposal Meeting on March 13, 2018 from 9:00 to 11:00 AM at the Airport Hyatt. These short-listed A/E Teams will also participate in ACAA's Industry Day #2, which will provide an opportunity to match and/or fill out their Teams with small, local, and veteran-owned firms, along with DBEs, WBEs, and MBEs. Industry Day #2 will be held on March 13, 2018, 1:00 – 4:00PM at the Airport Hyatt.

The short-listed A/E Team Primes will be posted on the pittransformed.com website on March 5, 2018. Contact information for any small, local, and veteran-owned firms, along with DBEs, WBEs, and MBEs that are registered on the pittransformed.com website prior to February 28, 2018 will be provided directly to the Primes.

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- *Is the ECMS portal the correct avenue for us to look for projects? How will firms be notified of RFTP?*

ACAA is not affiliated with the ECMS portal which is controlled by PENNDOT for their projects. Any information related to the TMP will be published at the pittransformed.com website. Any person, firm and/or team that is registered through the Business Portal at pittransformed.com will receive notifications regarding the TMP.

ACAA will evaluate the Statement of Qualifications (SOQ) to select short-listed A/E Teams. Only those short-listed A/E Teams will be issued the RFTP and invited to the mandatory Pre-Proposal Meeting. These short-listed A/E Teams will participate in ACAA's Industry Day #2, in order to provide an opportunity to match and/or fill out their Teams with small, local, and veteran-owned firms, along with DBEs, WBEs, and MBEs. Industry Day #2 will be held on March 13, 2018, 1:00 – 4:00PM at the Airport Hyatt. Short-listed firms/teams will be listed on the pittransformed.com website.

- *Will there be a notice of the Industry Day Event for DBE companies to connect with the Prime A/E Design Team firms?*

ACAA posts notices of all Industry Day events on the pittransformed.com website. Industry Day #2, which is intended to foster participation of small, local, and veteran-owned firms, along with DBEs, WBEs, and MBEs, will be held on March 13, 2018, 1:00 – 4:00PM at the Airport Hyatt. Any person, firm and/or team that is registered through the Business Portal at pittransformed.com will receive notifications regarding the TMP, including Industry Day events.

- *Will there be a separate RFQ for technology and integration services? (Described as "specialty systems" on your TMP org chart)?*

Special systems, such as security, baggage handling, and IT are included in the design Scope of Work for the A/E Team. However, ACAA reserves the right to procure any and all additional services deemed necessary at any point in the TMP. This may include additional consulting services for the above mentioned specialty systems.

- *Please clarify how the 10% of fee requirement applies to technical leads and their respective firms. It's feasible that a particular firm could perform say 5% of four different technical service areas and the combined fee for those services could total up to 20% of the total design fee. However, the technical leads for each of those service areas may reside with other firms. How will this be reconciled where a firm could provide say 20% of the design fee in various technical service areas but not have any key staff in the org chart?*

The 10% fee requirement is cumulative based on all roles for which an A/E Team member firm is proposed to perform work in the scope. Any firm anticipated to perform work of at least 10% of the fee is considered by ACAA to be a key firm, regardless of whether that firm will be the technical lead. The technical lead for any particular discipline can be from any firm on the team that the team feels is appropriate. Any key staff member identified by the team, whether in the technical lead firm or not, should be included in the Organizational Chart/Table requested in the RFQ Section 7.

- *How is the ACAA going to define a key subconsultant? And what are required qualifications?*

ACAA is not defining key sub-consultants. It is up to the A/E Team to identify any sub-consultants on their respective Team that are considered key to the successful completion of the TMP scope of work.

- *Are subconsultants under this RFQ selection going to be precluded from submitting on the separate A/E design packages that are suggested in the RFQ?*

ACAA is not precluding firms from submitting with multiple teams either as Prime or as a subconsultant. However, firms awarded design services will be precluded from solicitations for program management services to be provided by the Program Management Office, except in those instances where the ACAA determines that there would be no conflicts between potential roles.

- *Can the proposal be printed double-sided as long as we stick to the page parameters give for each for each section*

The RFQ is explicit in the requirements and standards for the SOQ. ACAA expects all submissions to comply with these requirements.

- *Does all text have to be 11 points? Or can some text (headers/sub heads/graphics/pullouts/quotes/notes ... etc.) be slightly smaller as long as the main body copy is 11 points?*

The main body of the text should be predominantly 11 point font. Font sizes for graphics and/or Organizational Charts may vary at the proposer's discretion.

- *Do the tabs have to be traditional tabs or can they be full sheet dividers that are ¼ inch wider than the proposal pages? Does there need to be a tab to separate each number section including the cover and table of contents.*

The RFQ leaves the form of the tabbed insert to the Proposer's discretion.

The RFQ requests that tabs be provided between each numbered section of the SOQ. Tabs are not counted in the maximum number of allowable pages.

- *May a cover/title page be bound in the Proposal if presented in a hard cover binder?*

The RFQ leaves the form of the Cover Sheet to the Proposer's discretion.

PLEASE NOTE:

- Entities wishing to do business with the ACAA are discouraged from undertaking any actions that could be construed by the general public as being part of or sponsored by the ACAA or otherwise associated with the Terminal Modernization Program without approval of the ACAA. Further, entities under contract with the ACAA should not undertake any public activity or provide any public communications about the ACAA or Terminal Modernization Program without the approval of the ACAA.
- Unauthorized and/or improper use of ACAA-owned brands, including logos for PITtransformed, PIT or other entities of the ACAA, are strictly prohibited.