

REQUEST FOR QUALIFICATIONS (RFQ)

The purpose of this Request for Qualifications (RFQ) by the Norfolk Airport Authority, hereinafter referred to in the document as the Authority or Owner, is to solicit a Statement of Qualifications from general contractors interested in the opportunity to submit a proposal to provide construction services for the Parking Garage D project at the Norfolk International Airport (ORF), hereinafter referred to in the document as ORF Garage D. Responses to this RFQ will be evaluated to identify general contractors with the requisite experience, qualifications, and resources to complete the Project successfully in accordance with project requirements that will be specified by the Authority.

Delivery Method: Prequalification for Design-Bid-Build

Issue Date: February 3, 2019

Project Name: ORF Garage D

Project Code: 2019-04-30D

Commodity/Service: General Contractor – Construction Services

Owner: Norfolk Airport Authority

Issuing Agency & Address: Norfolk Airport Authority
2200 Norview Avenue
Norfolk, VA 23518

Location of Work: Norfolk International Airport (ORF)
Norfolk, VA 23518

All inquiries for information shall be submitted in writing by e-mail, no later than 2:00PM, February 12, 2019.

To: Anthony E. Rondeau, P.E., Deputy Executive Director, Norfolk Airport Authority

e-mail: arondeau@norfolkairport.com

NO QUESTIONS WILL BE ANSWERED BY PHONE

All responses to inquiries will be answered by 5:00 p.m. local time, February 15, 2019 and issued as an addendum.

PRE-SUBMITTAL CONFERENCE: February 8, 2019, 10:00 a.m. local time in the Authority's Conference Room A, Departures Terminal, Second Floor, Human Resources.

IF SUBMITTALS ARE MAILED, SEND DIRECTLY TO ISSUING AGENCY SHOWN ABOVE. IF SUBMITTALS ARE HAND DELIVERED, DELIVER TO:

Norfolk Airport Authority, Attention: Anthony E. Rondeau
Norfolk International Airport, Departures Terminal, Second Floor, Administration Offices
2200 Norview Avenue
Norfolk, VA 23518

Sealed Statement of Qualifications for furnishing the services described herein will be received until 2:00 p.m. local time on March 5, 2019. Submittals must reach the above address before the deadline stated.

In compliance with this Request for Qualifications, including all provisions and attachments referenced herein, and subject to all the terms and conditions set forth herein, the undersigned offers and agrees to furnish the services described. It is understood that this proposal may be modified, by mutual agreement in subsequent negotiations.

Name and Address of Submitting Firm:

_____	Date: _____
_____	By _____
_____	(Signature in Ink)
_____	Typed Name: _____
_____ Zip: _____	Title: _____
FEIN/SSN # _____	Telephone No.(_____) _____

Virginia Contractor License Number: _____

1. Project Description:

ORF Garage D totals approximately 1,100,000 SF and consists of ground parking level plus 8 elevated parking levels providing approximately 3,200 parking spaces. The cast-in-place post-tensioned concrete structure will be founded on auger-cast concrete piles. The estimated cost of construction is \$60–\$70 million.

The project site is bounded by the existing Garage C to the north, the existing exit plaza to the south, the existing arrivals building to the east, and the existing inbound roadway to the west. Limited laydown and staging space is available between the west face of the proposed parking garage and the existing roadway; however, the project site is tight to the existing structures on north, south, and east. Protection of the existing structures and their operations, maintenance of egress from existing facilities will require focus on the construction phasing. The new parking garage will connect to the existing stair/elevator tower that was previously constructed with the arrivals building. The project also includes modifications to the existing roadway and entry canopies.

Anticipated Construction Start Date: July 2019

Anticipated Construction Duration: 24 months

2. Submission Requirements:

- a. Four copies are required. This includes one original, which shall be clearly marked, and three additional copies. One electronic copy (PDF) must also be provided on a thumb drive or CD.
- b. Submissions shall include the following documents in this order:
 - The completed signature page of this request
 - The completed Statement of Qualifications Form with referenced and required attachments (ie, bonding letter, project listings, organizational chart, key personnel resumes, the completed Crosswalk of Firm and Key Personnel Experience, etc).
 - The completed SCC form.
- c. The Owner recognizes the possible existence of confidentiality agreements between an Offeror and previous clients and fully respects such agreements. Any information requested that is considered to be confidential between the Offeror and a previous client shall be marked proprietary by the Offeror.

- d. The Owner reserves the right to visit the office(s) of an Offeror to verify any claim(s) made by an Offeror regarding staff, facilities, capabilities, qualifications and any other reasonable concerns that may arise on the part of the Owner. In such an event, the Offeror must make every reasonable attempt to clarify any concerns expressed by the Owner.
- e. The Owner will not be responsible for any costs incurred by an Offeror in response to this RFQ.
- f. In the event the Offeror discovers an error in its submission, attention may be drawn to the error by providing a written amendment to the initial Qualifications submission. All amendments shall be received by the Owner on or before the date and time fixed for receipt of Qualifications. The Offeror shall define who is authorized to approve amendments/changes. If an error is discovered after the time and date of receipt of the RFQ response, the Offeror may withdraw from consideration, but the error correction will not be accepted by the Owner.
- g. As noted above, Offerors may contact, in writing, the designated Owner point of contact for any required clarifications on this RFQ. Offerors are to refrain from contacting the Owner personnel for purposes of requesting tours or for any other purpose relating to the project.

3. Evaluation of Qualifications:

Bidders' and Offerors' qualifications (as submitted on the attached Statement of Qualifications Form) will be evaluated against the criteria specified herein. The Authority may deny prequalification to any contractor only if the Authority finds one of the following:

- a. The contractor does not have sufficient financial ability to perform the contract that would result from such procurement. If a bond is required to ensure performance of a contract, evidence that the contractor can acquire a surety bond from a corporation included on the United States Treasury list of acceptable surety corporations in the amount and type required by the Authority shall be sufficient to establish the financial ability of the contractor to perform the contract resulting from such procurement;
- b. The contractor does not have appropriate experience to perform the construction project in question;
- c. The contractor or any officer, director or owner thereof has had judgments entered against him within the past ten (10) years for the breach of contracts for governmental or nongovernmental construction, including, but not limited to, design-build or construction management;
- d. The contractor has been in substantial noncompliance with the terms and conditions of prior construction contracts with the Authority without good cause. If the Authority has not contracted with a contractor in any prior construction contracts, the Authority may deny prequalification if the contractor has been in substantial noncompliance with the terms and conditions of comparable construction contracts with another public body without good cause. The Authority may not utilize this provision to deny prequalification unless the facts underlying such substantial noncompliance were documented in writing in the prior construction project file and such information relating thereto given to the contractor at that time, with the opportunity to respond;
- e. The contractor or any officer, director, owner, project manager, procurement manager or chief financial official thereof has been convicted within the past ten (10) years of a crime related to governmental or nongovernmental construction or contracting, including, but not limited to, a violation of the Virginia Ethics in Public Contracting Act, (Virginia Code §2.2-4367 et seq.), The Virginia Governmental Frauds

Act (Code of Virginia, § 18.2-498.1 et seq.); Conspiracy to Rig Bids to Government (Code of Virginia, § 59.1-68.6 et seq.); or any substantially similar law of the United States or another state;

- f. The contractor has been disqualified, denied prequalification, determined not responsible, or debarred from contract using funds from or administered by the United States Department of Transportation, Federal Aviation Administration;
- g. The contractor or any officer, director or owner thereof is currently debarred pursuant to an established debarment procedure from bidding or contracting by any, agency of another state or agency of the federal government; and
- h. The contractor failed to provide to the Authority in a timely manner any information requested by the Authority relevant to any part of this subsection.

A decision by the Authority denying prequalification under the provisions of this subsection shall be final and conclusive unless the contractor appeals the decision as provided in Virginia Code §2.2-4360.

4. Unauthorized Contact:

Except the pre-submittal meeting and written communications authorized herein, contact with any official or employee of the Authority, including any Commissioner, in connection with this RFQ and the service described herein is prohibited and shall be cause for disqualification of the Offeror. The Authority will not meet individually with any Offeror prior to receipt of qualification statements.

5. Applicable Laws and Courts:

This solicitation and any resulting contract shall be governed in all respects by the laws of the Commonwealth of Virginia and any litigation with respect thereto shall be brought in the Norfolk Circuit Court. The Offeror shall comply with all applicable federal, state and local laws, rules and regulations.

6. Anti-Discrimination:

By submitting, each Offeror certifies to the Authority that the Offeror will confirm to the provisions of the Federal Civil Rights Act of 1964, as amended, as well as the Virginia Fair Employment Contracting Act of 1975, as amended, where applicable, the Virginians With Disabilities Act, the Americans With Disabilities Act and the Virginia Public Procurement Act.

7. Ethics in Public Contracting:

By submitting, each Offeror certifies that the submittal is made without collusion or fraud and that Offeror has not offered or received any kickbacks or inducements from any other Offeror, supplier, manufacturer or subcontractor in connection with its submittal, and that Offeror has not conferred on any public employee having official responsibility for this procurement transaction any payment, loan, subscription, advance, deposit of money, services or anything of more than nominal value, present or promised, unless consideration of substantially equal or greater value was exchanged.

8. Immigration Reform and Control Act of 1986:

By submitting, each Offeror certifies that it does not and will not during the performance of this contract employ illegal alien workers or otherwise violate the provisions of the federal Immigration Reform and Control Act of 1986.

Attachments:

1. Statement of Qualifications Form (to be completed by Offerors in response to the RFQ and the qualification criteria provided herein).

QUALIFICATION CRITERIA

In addition to the Authority's adopted Procedures for Determination of Responsibility, Prequalification and Debarment of Prospective Contractors, Dec. 2018, the following criteria shall apply to this solicitation:

I. BONDING:

A. **STANDARD BONDING:**

Contractor can secure bonding for this project in an amount equal to or greater than the estimated construction cost from a surety company **(1)** listed in the United States Department of Treasury, Federal Register, **Circular 570: Companies Holding Certificates of Authority as Acceptable Sureties on Federal Bonds and as Acceptable Reinsuring Companies;** and **(2)** licensed to transact surety business in the Commonwealth of Virginia.

C. **CAPACITY:**

The capacity the organization has to meet the project schedule and demands given its current workload.

II. EXPERIENCE AND PERFORMANCE ON PROJECTS OF SIMILAR SIZE AND SCOPE:

This includes consideration of references and client feedback from past and ongoing projects and a demonstrated ability to maintain project schedule and budget.

Firm Experience:

The contractor or contractor's office that will handle this project has undertaken *at least three (3) construction projects of similar or comparable scope within the last ten years. Similar or comparable projects shall include some or all the following: parking garage, cast-in-place post-tensioned concrete structure, auger-cast piles, tight / constrained construction site.* The projects shall be sufficiently comparable so that the agency may conclude that the contractor is familiar with and capable of handling the project(s) described herein.

Project Team/Staffing:

1. The successful organization shall provide and maintain an experienced, professional project team that is tailored to the size, complexity and scope of work of the Project. It is recognized that the composition of the team will vary in response to the particular phases and needs of the Project. However, the Proposer is obligated to provide sufficient staffing with the qualifications required to expertly manage all construction activities relating to the Project at all times.
2. By submitting a response, the Proposer agrees that no individual assigned to the Project shall be removed from the Project without the prior consent of the Owner.
3. If the Proposer wishes to reassign an individual from the team assigned to the Project to another Project, the Proposer must make a formal, written request to the Owner and must verify that the Owner has received the request not later than ten (10) working days prior to the intended date of reassignment.
4. The Owner will make the final, binding decision on a release from the Project of a member of the team not later than five (5) working days from the intended date of reassignment.
5. The above process may be waived in cases of personal emergency or extreme personal hardship or duress. The burden of proving such conditions to the Owner remains with the Proposer. In cases in which the Owner requests the removal of a member of the team for the remainder of the duration of the Project, the Proposer's Project Manager or Principal-in-Charge will act upon such cases promptly and will, within 72 hours, propose a replacement to the Owner.

Key Personnel Experience:

The Project Manager most likely to be assigned to this project has **served as Project Manager on at least three (3) projects in the last ten years of similar or comparable scope (as described above), one of those within the past five years.**

Equivalent or comparable experience may be considered, at the agency's sole discretion; however, it shall be sufficiently similar so that the agency may conclude that the proposed Project Manager is familiar with and capable of handling the project(s) described herein.

The Superintendent most likely to be assigned to this project has **served as Superintendent on at least three (3) projects in the last ten years of similar or comparable scope (as described above), one of those within the past five years.**

Equivalent or comparable experience may be considered, at the agency's sole discretion; however, it shall be sufficiently similar so that the agency may conclude that the proposed Project Manager is familiar with and capable of handling the project(s) described herein.

III. JUDGMENTS:

Any judgment(s), whether one or several, entered against the contractor for breach of contract for construction within the past ten (10) years may be grounds for denying prequalification, at the agency's sole discretion, after due consideration of the date(s), amount(s), facts and circumstances.

IV. SUBSTANTIAL NON-COMPLIANCE:

Any of the following may be grounds for denying prequalification, at the agency's sole discretion, after review and consideration of the dates, facts and circumstances.

The contractor:

- in the last three (3) years has **received a final order for failure to abate or for a willful violation** by the US OSHA or by the Virginia Department of Labor and Industry or any other government agency; or
- has **paid liquidated damages** for failure to complete a project by the contracted date on more than two (2) projects in the last five (5) years; or
- has **paid actual damages** resulting from failure to complete a project by the contacted date on more than two (2) projects in the last five (5) years; or
- has **been terminated** for cause on a contract in the last five (5) years; or
- was **more than thirty (30) days late, without good cause**, in achieving the contracted substantial completion date where there was no liquidated damage provision on more than two (2) projects in the last three (3) years; or
- has **received more than two (2) cure notices** on a single project in the past two (2) years and/or more than one (1) cure notice on five (5) separate projects in the past five (5) years; or
- has **had repeated instances** on a project of **installation and workmanship deviations which exceed the tolerances in the standards referenced** in the contract documents. Documentation of such instances shall be the written reports and records of the owner's representatives on the project; or

- has **finally completed a project** more than 90 days after achieving substantial completion on two (2) or more projects in the last three (3) years, for reasons within the contractor's control. Documented delay of delivery of material necessary to perform remaining work or seasonal conditions that bear on performing the work or operating specific equipment or building systems shall be considered in mitigation; or
- has had **Performance or Payment Bond claims paid on its behalf** in the last three (3) years.

NOTE: *If the agency intends to deny prequalification based on any of the above, it shall obtain written documentation evidencing same, pursuant to Section 2.2-4317 of the Code of Virginia, prior to such denial.*

V. CONVICTIONS:

Any of the following may be grounds for denying prequalification, at the agency's sole discretion, after review and consideration of the dates, facts and circumstances.

The contractor or any officer, director, project manager, procurement manager, chief financial officer, partner or owner of the construction company in the past ten (10) years:

- a) has **been convicted** on charges relating to **conflicts of interest**;
- b) has **been convicted** on charges relating to any **criminal activity** relating to contracting, construction, bidding, bid rigging or bribery;
- c) has **been convicted** on charges relating to **employment of illegal aliens** on construction projects.
- d) has **been convicted**: (i) under Va. Code Section 2.2-4367 et seq. (Ethics in Public Contracting); (ii) under Va. Code Section 18.2-498.1 et seq. (Va. Governmental Frauds Act); (iii) under Va. Code Section 59.1-68.6 et seq. (Conspiracy to Rig Bids); (iv) of a criminal violation of Va. Code Section 40.1-49.4 (enforcement of occupational safety and health standards); or (v) of violating any substantially similar federal law or law of another state.
- e) has **been fined or adjudicated of** having failed to abate a citation for building code violations by a court or a local building code appeals board.

VI. DEBARMENT & ENJOINMENT:

The following may be grounds for denying prequalification, at the agency's sole discretion, after review and consideration of the dates, facts and circumstances:

The contractor or any officer, director, project manager, procurement manager, chief financial officer, partner or owner of the construction company in the past ten (10) years: has been **debarred** or **enjoined** by any agency or political subdivision of the Commonwealth of Virginia, by any agency of the United States or by any agency of another state, or from any contract using funds from or administered by the United States Department of Transportation or Federal Aviation Administration.