

**REPORT TO THE  
STRATEGIC DEVELOPMENT COMMITTEE**

**PRE-SOLICITATION TERMS FOR TASK  
ARCHITECTURAL/ENGINEERING/PLANNING SERVICES  
FOR THE  
METROPOLITAN WASHINGTON AIRPORTS AUTHORITY**

**MAY 2014**

# PURPOSE

Request Strategic Development Committee's concurrence in the issuance of a Request for Qualifications Information (RFQI) for an Architect/Engineer/Planning (AEP) firm to provide Task Order Consultant Planning and Programming services for the Metropolitan Washington Airports Authority (Airports Authority) to include Ronald Reagan Washington National Airport (Reagan National) and Washington Dulles International Airport (Dulles International).

# CONTRACT PROVISIONS

- Contract provides consultant support for the Planning Department's studies regarding improvements for growth or redevelopment at both Airports.
- Contract includes pre-design studies, known as programs or programming, which are distinct and separate from design and construction program management.
- Contract duration is one year with options for two one-year extensions.
- Annual ceiling is \$2.5 million.
- The contract will require 30 percent Local Disadvantaged Business Enterprise (LDBE) participation.

# **EXPIRING CONTRACT**

- Current contract with Ricondo & Associates expires November 2014.

# **EVALUATION CRITERIA & SELECTION**

- Evaluation criteria for selection
  - Key Personnel
  - Experience and Qualifications
  - Company Past Performance
- Proposals will be evaluated by a Technical Evaluation Committee.
- As prescribed by the Contracting Manual, upon selection of the top-rated firm, the Evaluation Committee will submit a recommendation for approval to negotiate a contract.

# CONTRACT NEGOTIATIONS

- Negotiations with the highest-rated firm will be held based on standard industry rates and the project scope of work.
- If negotiations with the highest-rated firm are unsuccessful, a proposal will be requested from the next highest-rated firm.
- Upon successful completion of negotiations, a recommendation to award a contract will be presented to this Committee and the Board for approval prior to award.

## **RECOMMENDATION**

Strategic Development Committee's concurrence in the issuance of a Request for Qualifications Information (RFQI) for an Architect/Engineer/Planning (AEP) firm to provide Task Order Consultant Planning and Programming services for the Airports Authority to include Ronald Reagan Washington National Airport and Washington Dulles International Airport.



Ronald Reagan Washington National Airport



Dulles Corridor Metrorail Project



Dulles Toll Road



Washington Dulles International Airport



METROPOLITAN WASHINGTON  
AIRPORTS AUTHORITY