



METROPOLITAN  
WASHINGTON  
AIRPORTS AUTHORITY



# Waste and Refuse Management Information Session

June 5, 2018



# Agenda

- Purpose
- Intro to MWAA & the Office of Supply Chain Management
- Procurement & Contracting
- Contract Requirements
- Department of Supplier Diversity
- Q&A



# Purpose

- To provide an overview of the Airports Authority Waste and Refuse Management solicitations to potential LDBE contract participants.
  - Waste and Refuse Management service requirements include providing, servicing, and maintaining containers for use by the Airports Authority, airlines, concessionaires and other tenants.
- To educate and empower the potential LDBE contract participants with the knowledge and tools required to successfully compete, win and perform.
  - Joint Venture Agreements
  - Teaming/subcontract
- The resulting contracts will support Reagan, Dulles and Dulles Toll road.



# Introduction to MWAA

Ronald Reagan Washington National Airport



1986

Washington Dulles International Airport



1987

Dulles Toll Road



2008

Dulles Corridor Metrorail



2014

## MWAA Created

- The Airports Authority was created with consent of U.S. Congress by Acts of D.C. Council and the Virginia General Assembly

## MWAA Operates DCA & IAD

- MWAA assumed operating responsibility for DCA and IAD under a 50-year lease; subsequently extended through 2067
- MWAA could access bond markets to finance capital development at the airports

## Control of DTR

- VDOT transferred operational and financial control of the Dulles Toll Road to MWAA for a term through 2058 to facilitate funding of a 23-mile Metrorail system extension

## Metrorail

- Metrorail Phase 1 opened for passenger service in July 2014
- Phase 2 will extend service to Dulles Airport and Loudoun County



# Department Roles & Responsibilities

<b>Procurement &amp; Contracts</b>	<b>Supplier Diversity</b>
<ul style="list-style-type: none"><li>• Ensure integrity and fairness in the Authority's contracting processes</li><li>• Oversee solicitations, vendor selection, negotiation, award, contract management, and reporting</li></ul>	<ul style="list-style-type: none"><li>• Ensure maximum utilization of small, local, minority and women-owned businesses in MWAA contracting opportunities</li><li>• Conduct Small Business outreach, certification, pre- and post-award compliance, and report on Small Business participation</li></ul>



# Airports Authority Procurement Policy

- MWAA is a public body politic and corporate, created by joint legislation between the Commonwealth of Virginia and the District of Columbia
- Metropolitan Washington Airports Act of 1986 authorized the lease of Dulles and Reagan National to MWAA, which states that MWAA:
  - *“shall obtain, to the maximum extent practicable, full and open competition through the use of published competitive procedures”*
- The Board of Directors adopted the Airports Authority Contracting Manual, which sets forth procurement policies and procedures



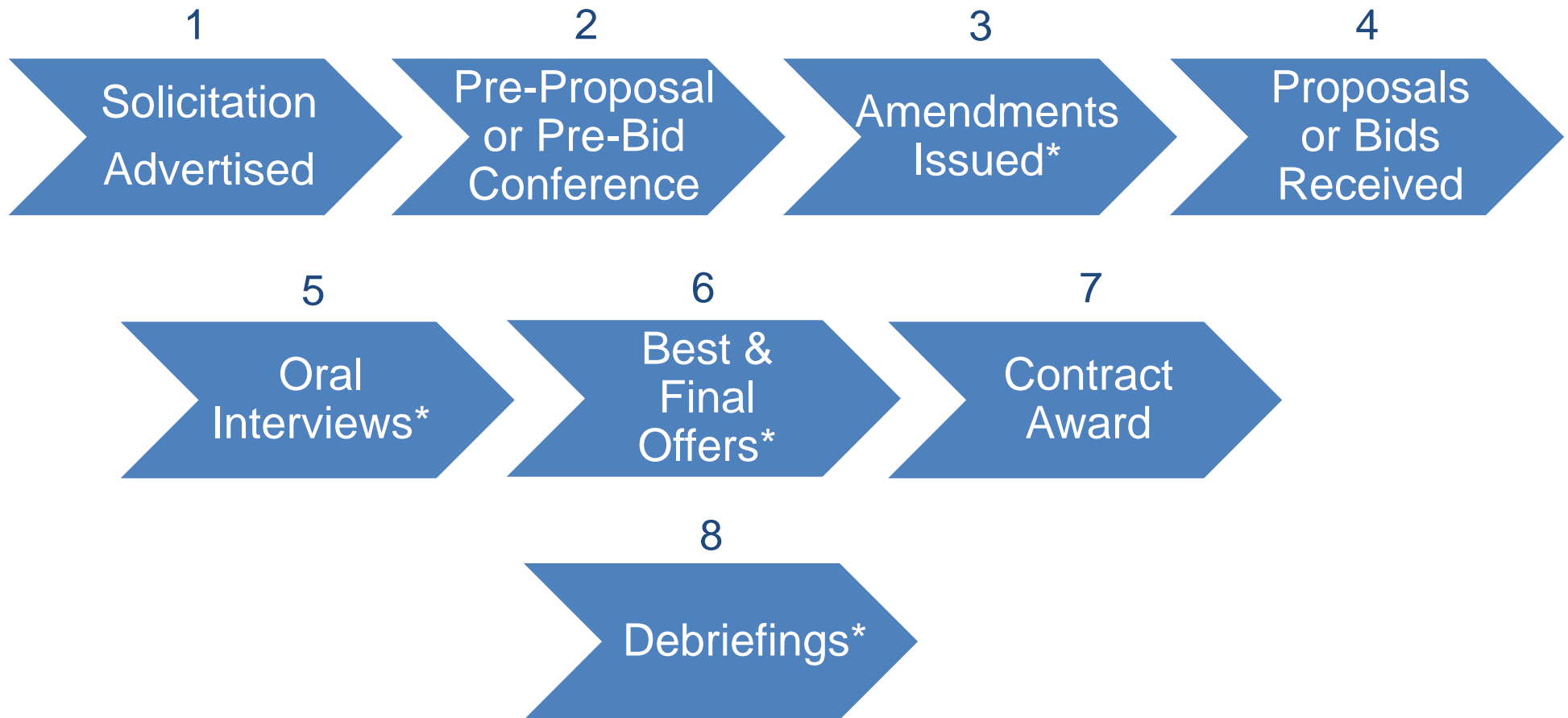
## Solicitation Type

- Lowest Price Technically Acceptable
  - (est. \$5 - \$10M over 5 years)

The Airports Authority is Committed to  
Providing Full & Open Competition



# Airports Authority's Procurement Process



\* Optional; Depending on Solicitation





# Major Requirements of the Solicitation

Successful offerors must:

- Obtain appropriate insurance, in accordance with the solicitation
- Bonding is required for construction depending on task issue, or as applicable
- If there is construction, a contractor's license in the state of Virginia is required
- Receive certification as **LDBE** prior to contract award date

\* *Details available at Department of Professional and Occupational Regulation website:*  
[www.dpor.virginia.gov](http://www.dpor.virginia.gov)



# Contract Requirements

- The selected firm will provide Waste and Refuse Management services to include providing, servicing, and maintaining containers for use by the Airports Authority, airlines, concessionaires and other tenants.
- At Dulles International, the Airports Authority owns 32 compaction-type containers which require service and maintenance by a contractor. The solicitation requires the contractor to provide, service, and maintain an **additional 72 standard** containers Airport-wide. There is an added requirement to provide service for more than 40 temporary containers of various sizes for use during special events, such as Dulles Day.
- At Reagan National, the solicitation requires the contractor to provide, service, and maintain 21 compactors and 39 containers of various sizes Airport-wide with the capacity to provide and service additional temporary containers, as necessary.
- At the DTR, the solicitation requires the contractor to provide, service, and maintain four containers.



# Contract Requirements; Challenges

## Challenges:

- Badging – Substantial lead times
- Working across organizations (IT, Airport Operations, Maintenance/Engineering)
- **Air Operations Area – Driving on the ramps**
  - Aircraft and Mobile Lounges and emergency vehicles have the right of way
  - Some gate areas where refuse containers are located are congested with aircraft and equipment
  - Washington Dulles – Containers can be located as far as 4 miles apart, from one end of the airport to the other



# Contract Requirements; Challenges, Cont.

## Challenges:

- **Landside refuse or refuse from other non-airport locations cannot be taken onto the airfield or any secured area of the airports**
- Features unique to airport – Historic Terminal A, On-Going DCA construction posing logistical challenges
  - Working in operational environment 24x7x365
  - Must consider safety of passengers and other airport staff
- Insurance / Bonding/ Risk Management
- Code Compliance



# Future Work

Future work may be added upon the DCA Terminal B/C Redevelopment Completion (Project Journey):

- Late 2021 or early 2022 two new checkpoints (160,000 square feet est.)
- Mid 2022 new gate concourse (Pier E – 230,000 square feet est.)

For more information on Project Journey, please visit  
<http://www.turner-dcaprojects.com/>



## Basis of Award

- Competition will be achieved through an by issuing a Lowest Price Technically Acceptable (LPTA) procurement. This solicitation may result in the award of one or more contracts.
- The proposed solicitation will request priced proposals for DCA, IAD and DTR combined or DCA, IAD and DTR individually.
- The contract award(s) will be recommended to the offeror(s) who offer(s) the most competitive pricing for one, all or a combination of locations for the base period and all option years.



# Evaluation and Award

- Full and open competition will be achieved by issuing Lowest Price Technically Acceptable (LPTA) method.
- Criteria under the LPTA process are judged on an acceptable-unacceptable basis only. Proposals will be evaluated using the following criteria:
  - Past Performance and Qualifications
  - Project Understanding
  - Management Plan
- Award is made to the lowest price, technically acceptable, responsive and responsible offeror.



# Keys to an Effective Proposal

- Be Innovative
- Understand the Requirement
- Demonstrate Firm's Capability to Perform
  - Experience
  - Resources
  - Ability to Subcontract
- Provide Current and Relevant References
- Conduct Market Research (Know your Competition)
- Identify partners for joint venture
- Estimate Costs Realistically
- Follow the Submission Requirements & Perform Quality Control







# Common Mistakes in Proposal Preparation

- Recycled Proposals
- Off-the-shelf / Non-customized
- Inexperience
- Outdated References
- Pricing Not Reflective of the Requirement or Market Conditions
- Unorganized Presentation



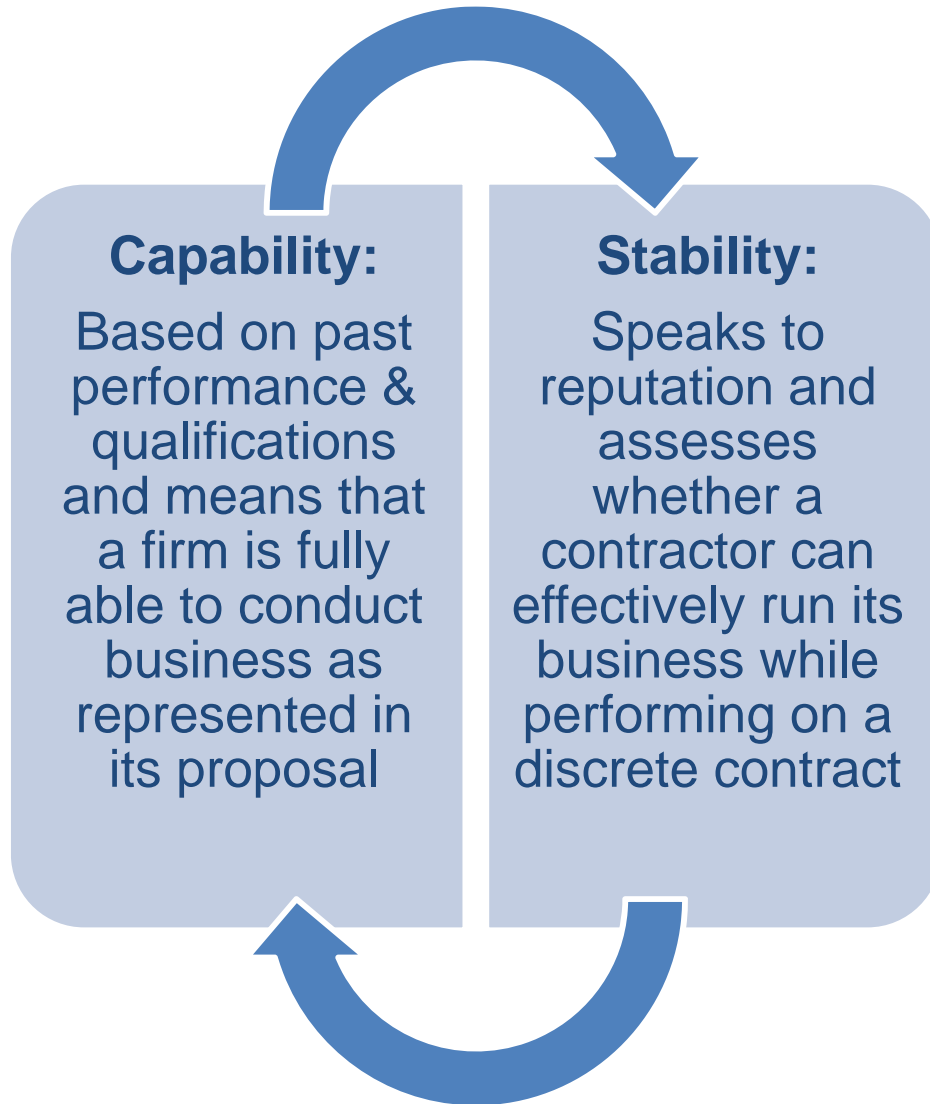


# Successful Performance

- Contract award is the first of many steps to profitable and successful performance
- Know the players and their roles/responsibilities
- Request a post-award conference to:
  - Meet with the project owner and confirm understanding of expectations
  - Establish protocol – for communications, contract requirements, billing, payments, etc.
  - Seek clarification on anything that is important to your ability to successfully perform
- Owner is primarily interested in Capability and Stability



# Capability & Stability



These characteristics manifest as soon as the job gets started, so:

- Have a solid project schedule and budget – and monitor both *closely*
- Have quality and adequate resources to perform the activities – estimates should be taken into consideration not only the cost but manpower, equipment, and materials
- Anticipate and remain adaptable to contract changes and manage budget accordingly – contractor may have to fund the initial work
- Have a solid subcontract plan – and manage those resources to minimize risk



# Department of Supplier Diversity

- Established in 1989 under Board Resolution No. 89-19
- Mission: *Promote and ensure regional economic development through the maximum utilization of small, local, minority and women-owned businesses in MWAA Contracting Opportunities*
- Implement three Small Business Programs:
  - MWAA Local Disadvantaged Business Enterprise (LDBE)
  - Federal Disadvantaged Business (DBE)
  - Airport Concession Disadvantaged Business Enterprise (ACDBE)
- Responsible for strategic outreach, certification, pre- and post- award contract compliance and reporting



# MWAA LDBE Program

- Certification available to: small businesses located within 100-mile radius of Washington, DC's Zero Mile Marker with an average of 3 years annual gross receipt under US small business size standard
- DSD reviews all solicitations with an estimated value  $\geq$  \$25,000 to assign LDBE participation requirements where:
  - Scope of work provides viable prime or subcontracting opportunities for LDBEs, and
  - LDBE availability provides projected adequate competition

**To maximize chances of success, LDBEs should apply for only the NAICS codes that reflect their true capabilities and work experience**



# LDBE Contract Requirement

The Department of Supplier Diversity established a 30% Local Disadvantaged Business Enterprise (LDBE) participation requirement for both solicitations.

30% Requirement means that the LDBE participation requirement will be met by:

- Prime LDBE contractor
- First tier subcontracts, suppliers or
- Joint venturing with an Authority certified LDBE

There is no reciprocity, equivalent, or substitution for LDBE certification.

- To apply for certification, please visit [www.mwaa.diversitycompliance.com](http://www.mwaa.diversitycompliance.com)
- If your firm is not currently LDBE-certified, you may still submit a proposal as long as the firm obtains certification by the time of award.



# Supplier Diversity Management System

- On-line certification application and renewal
- Real-time monitoring of certification applications in process
- Targeted outreach for contracting opportunities
- Buyer visibility into MWAA-certified firms
- Web-based contract compliance monitoring and reporting

Visit us at [www.mwaa.diversitycompliance.com](http://www.mwaa.diversitycompliance.com)



[OUR MAIN SITE](#)

[CONTACT SUPPORT](#)

# Supplier Diversity Management System

 [Log In](#)

## About the System

Additional information for our users

[Information for Vendors](#)

## Upcoming Events & Conferences

See upcoming events and program related information

[Events and Meetings](#)

## Vendor Certification

Search and/or join our database of certified vendors

[Certification Directory](#)

[Apply for Certification](#)

## System Training

Learn how to fully utilize our system with a live trainer

[See Online Training Times](#)

## Find a ACDBE/DBE Firm

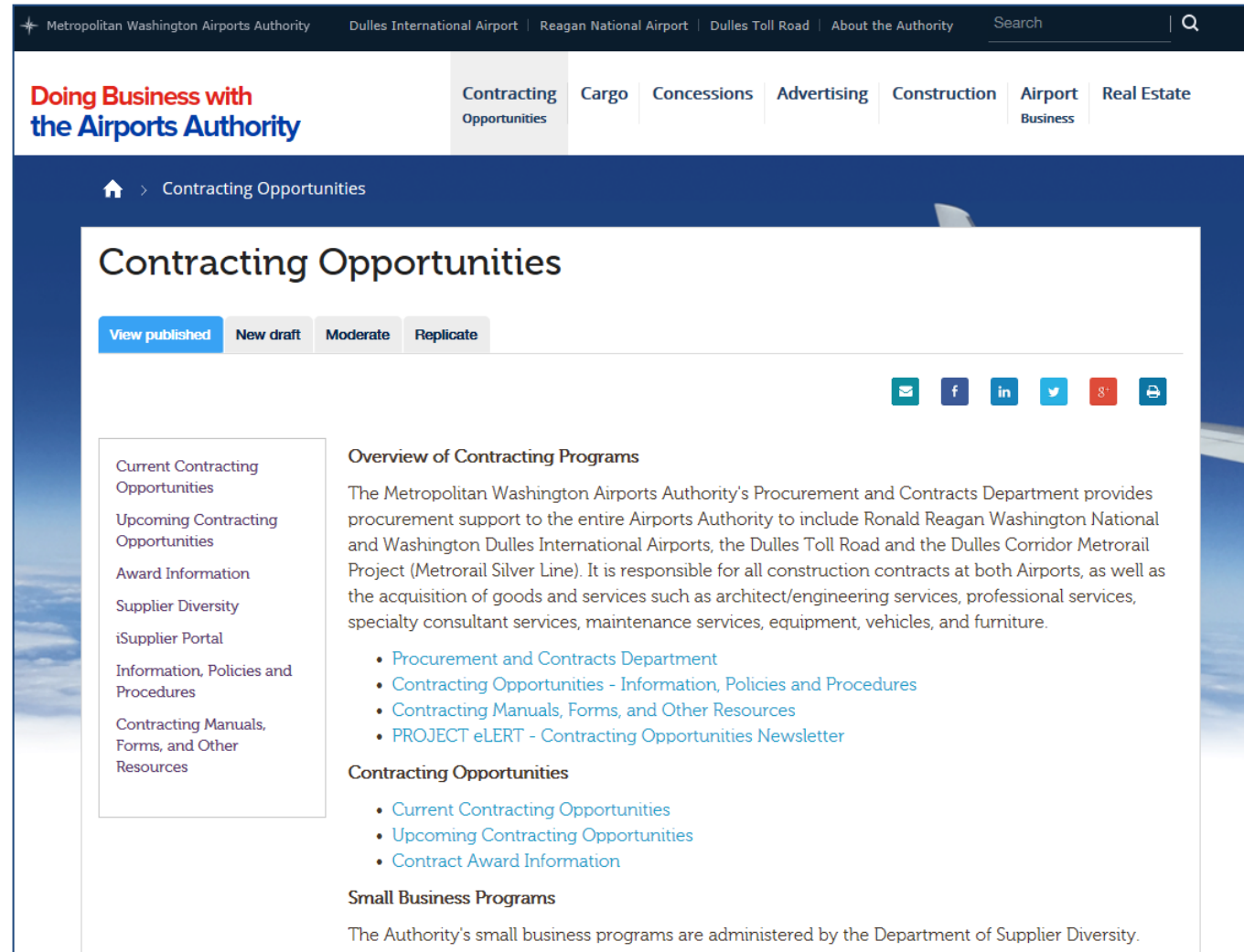
[SBSD ACDBE/DBE Directory](#)



# Sources of Procurement Information

## [www.mwaa.com/contracting](http://www.mwaa.com/contracting)

- Overview of Contracting Programs
- Current & Upcoming Contracting Opportunities
- Project eLERT
- Link to Small Business Certification Applications
- Updated Daily



The screenshot shows the 'Contracting Opportunities' page on the Metropolitan Washington Airports Authority website. The page features a navigation bar with links to 'Doing Business with the Airports Authority', 'Contracting Opportunities', 'Cargo', 'Concessions', 'Advertising', 'Construction', 'Airport Business', and 'Real Estate'. Below the navigation bar, there is a breadcrumb trail: 'Home > Contracting Opportunities'. The main heading is 'Contracting Opportunities', followed by tabs for 'View published', 'New draft', 'Moderate', and 'Replicate'. A social media sharing bar includes icons for email, Facebook, LinkedIn, Twitter, and a red '8+' icon. On the left side, there is a sidebar menu with links to 'Current Contracting Opportunities', 'Upcoming Contracting Opportunities', 'Award Information', 'Supplier Diversity', 'iSupplier Portal', 'Information, Policies and Procedures', and 'Contracting Manuals, Forms, and Other Resources'. The main content area is titled 'Overview of Contracting Programs' and contains a paragraph describing the Authority's procurement support. Below this, there is a list of links: 'Procurement and Contracts Department', 'Contracting Opportunities - Information, Policies and Procedures', 'Contracting Manuals, Forms, and Other Resources', and 'PROJECT eLERT - Contracting Opportunities Newsletter'. Further down, there is a section for 'Contracting Opportunities' with links to 'Current Contracting Opportunities', 'Upcoming Contracting Opportunities', and 'Contract Award Information'. The final section is 'Small Business Programs', which states that the Authority's small business programs are administered by the Department of Supplier Diversity.



# Questions & Answers





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