



PRE-PROPOSAL CONFERENCE

RFP-20-25282

Elevator, Escalator and Moving Walkway
Maintenance, DCA & IAD



Disclaimer

The information contained in this presentation is for informational purposes only

In the event of a discrepancy between the information contained herein and the RFP documents, the RFP documents will take precedence



Summary of Solicitation

- Procurement Process: Best Value Negotiated Procurement
- Estimate: \$7,000,000 - \$8,000,000 annually (excluding optional task)
- Performance Period: One (1) year base period with five (5) one-year options at the discretion of the Airports Authority
- Bond Requirements: 100% Annual Performance
- Anticipated Contract Award: Fourth quarter, 2021
- Contract Type: Fixed Unit-price Requirements
- Contractors are encouraged to ask questions or clarifications during the Q&A period



Proposal Requirements

- Proposals are due April 27, 2021 NLT 2:00 PM (EST) as identified in the solicitation. **RFP-20-25282: Elevator, Escalator and Moving Walkway Maintenance, DCA & IAD**



Overview **Events** Questions Registration & Planholders Solicitation Documents Help

Project Overview

Solicitation Type:	Request for Proposals (RFP)
Solicitation Issue Date:	March 5, 2021
Deadline for Proposals:	2:00 PM (Eastern), April 27, 2021
Online Submission:	CLICK HERE to upload your proposal.



- Refer to Section X, Attachment 02, Evaluation Criteria and Proposal Submission Requirements



General Overview of Contract Scope

Provide Elevator, Escalator and Moving Walkway (EEMW) Maintenance, Repair and Inspection Services at DCA and IAD.

Fixed Unit-Price Requirements Contract - The Authority shall order all the supplies or services specified in the Price Schedule from Contractor. Quantities are estimates only.

Performance Incentives/Penalties (SECTION X – STATEMENT OF WORK)

Liability Insurance (SECTION VII - CONTRACT PROVISIONS, 15 LIABILITY INSURANCE)

- VA Workers Compensation and Employers Liability, Environmental, Professional

30% Local Disadvantaged Business Enterprise (LDBE) goal.



Best Value Procurement Procedures

Best Value Determination:

- The technical merit of the proposal is significantly more important than the price, and price must be fair, reasonable and affordable.
- The Airports Authority may select other than the lowest price proposal if it is determined by value analysis, or technical/cost tradeoffs, that the proposal is most advantageous. Price becomes more important as proposals become more technically equivalent.

Price Evaluation:

- Price evaluation will be based on the total price in Section III, Price Schedule, to include all option years, if applicable.
- Price proposals will be assessed for affordability. The Authority will not make an award for any proposal which proposes prices that would render the procurement infeasible.
- Price proposals will be evaluated in terms of reasonableness, realism and completeness.



Technical Evaluation Criteria

Criterion 1: Past Performance and Qualifications

Criterion 2: Project Understanding

Criterion 3: Management Plan

Criterion 4: Quality Control Plan



Proposal Submissions

Part 1 – Representation Package

Submit all the following documents in single PDF file named Representation Package:

- a. Solicitation Offer and Award (Section I)
- b. Representations and Certifications (Section IV)
- c. LDBE Certification Exhibits as applicable:
 - Exhibit A, Voluntary Efforts to Obtain MBE/WBE Participation
 - Exhibit F, LDBE Certification Application or proof of certification
 - Exhibit G, Application for Joint Venture Eligibility
 - Exhibit H, Request for Waiver
 - Exhibit I, LDBE Unavailability Certification
- d. Insurance Liability, Section VII, Provision 15, 6. “All Risk” Property
- e. Insurance Affidavit (Section X – Attachment 03)



Proposal Submissions

Part 2 – Price Proposal

Submit as a Microsoft Excel file and PDF file as follows:

- a. Price Schedule (Section III) (Both Excel & PDF)
- b. Exhibit D, Contract Participation Form (PDF)



Exhibit D

METROPOLITAN WASHINGTON AIRPORTS AUTHORITY
CONTRACT PARTICIPATION FORM (ORIGINAL)

Solicitation Number: _____
 Date: _____
 Offeror Name: _____
 Project Name: _____

LDBE Participation Percent Requirement: _____
 Base Contract Price: _____
 Original Contracted LDBE Eligible Participation: _____
 Original Percent Contracted LDBE Eligible Participation: _____

The Offeror shall submit the Contract Participation Form to the Contracting Officer with the offer. Please insert additional rows if needed.

EX	LIST THE PRIME AND ALL FIRST TIER FIRMS PARTICIPATING IN THIS CONTRACT Identify whether firms are *P, S, JV, SP, B, H, MFG, in next column.	TYPE OF FIRM* (see below)	FEDERAL TAX ID (also known as Employer Identification Number) nine digit number.	Enter "X" for all that apply				ADDRESS (Number, Street, City, State, ZIP)	DESCRIBE TYPE OF WORK (Electrical, Paving, etc. with notation e.g. "Labor Only", "Material Only", "Complete") Item Number If Applicable, Quantity, Unit Price	AGREED PRICE**** (Base Contract Only)	LDBE ELIGIBLE PERCENTAGE	LDBE ELIGIBLE DOLLARS
				LDBE	MBE	WBE	OTHER					
	<i>SAMPLE</i>	S	55-5555555	X	X			12345 Main Street, Washington, DC 20001	Furnish and install Structural Steel	\$985,000.00		
	<i>Prime Contractor or Joint Venture</i>											
P	<i>LDBE and Non-LDBE Subcontractors, Suppliers, etc.</i>											
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TOTAL AGREED PRICE MUST EQUAL BASE CONTRACT PRICE AS SHOWN ON THE PRICE SCHEDULE												

I, _____ (Type or Print Name), a duly authorized representative of _____ (Type or Print Name of Firm or Prime Contractor) certify that the information furnished above is correct and to the best of my knowledge represents the current status of the Firm or Prime Contractor's subcontracts with the listed Subcontractors.

Signature: _____

Title: _____

Date: _____

* TYPE OF FIRM

- P = Prime Contractor (if LDBE, counts at 100%)
- S = Subcontractor (if LDBE, counts at 100%)
- JV = Joint Venture (if LDBE, counts at 100%)
- SP = Stacking Supplier/Distributor (if LDBE, counts at 60%, unless 100% LDBE Requirement)
- B = Broker, Agent, Packager (if LDBE, typically counts at 5%, unless 100% LDBE Requirement)
- H = Hauler (if LDBE, counts at 60%, unless 100% LDBE Requirement)
- MFG = Manufacturer (if LDBE, counts at 100%)

** MBE = A certified Minority Business Enterprise (Attach current certification letter, if applicable)

*** WBE = A certified Women Business Enterprise (Attach current certification letter, if applicable)

(Information regarding MBE/WBE participation will be used for generalized statistical purposes and program analysis.)

**** AGREED PRICE = For the purpose of this form, only include Base Contract value. Do not include Option Years or Alternates in this form.

Post award, LDBE percentage shall be based on the current contract amount, to include any Option Years, Alternates or Modifications, as applicable.

Agreed Price for each firm listed is the amount that they are self-performing and cannot include any work being subcontracted.



Proposal Submissions

Part 3 – Technical Proposal

Submit your complete Technical Proposal as a single PDF file containing the following:

- a. Do not include any reference to price.
- b. Submit on typewritten 8 ½ x 11” plain white paper.
- c. Number all pages
- d. Do not exceed sixty-five (65), double-spaced, single sided pages. Exhibits and samples previous work are not included in the 65-page limit.
- e. Section X – Attachment 04, Past Performance Form(s)
- f. Address the evaluation criteria in the order they are presented.

Note: Up to seven (7) hard copies shall be provided after electronic submissions have been received upon request.



Site Visits

Ronald Reagan Washington National Airport

- March 23rd thru 25th at 9:00 AM
- Reservations must be received by 12:00 PM March 22, 2021
- Only 2 people per firm will be accepted and must present a picture ID.

Washington Dulles International Airport

- March 30th thru April 1st at 11:00 AM
- Reservations must be received by 12:00 PM March 26, 2021
- Only 2 people per firm will be accepted and must present a valid State issued picture ID.

***** Face masks must be always worn**



Contract Scope

The Airports Authority's goal for the Elevator, Escalator and Moving Walkway Systems (EEMWS) is to provide safe, high quality, reliable and uninterrupted conveyance services to all Airport users and to achieve excellent customer satisfaction.

The contractor will provide a complete preventive and corrective maintenance program with sufficient staffing to meet the requirements of the contract 24/7 throughout the calendar year as Base Services, it also includes routine AMSE safety code inspections support services and upgrades as-needed.

Services include, project management, 24-hour callback, a remote dispatching service, on-site computerized monitoring, administration services, communications, recording and logging of events, review and analysis of conveyance data, supporting staff to execute annual and routine AMSE safety code inspections; and all other services as described in this SOW



Contract Scope

The EEMW included in this contract vary by

- Manufacturer
- Model
- Age
- Size
- Performance Characteristics

The conveyance units are subject to intense use in operating times and passenger loads which most properties and equipment do not experience. Consequently, the elevators, escalators, and moving walkways covered in this contract require a significantly higher degree of preventative maintenance, service, repair, inspection, and testing than typical commercial installations

Service to the EEMWS is burdened by logistics and the magnitude of conveyance units. The Contractor shall incorporate detailed planning, staffing and specific scheduling to accomplish the programmatic requirements for access and permissible down times for maintenance



LDBE Participation Requirements

This RFP has a 30% **Local Disadvantaged Business Enterprise (LDBE)** participation requirement and a 0% Voluntary MBE/WBE goal. Firms located within a 100-mile radius of the Washington, DC zero-mile marker and whose 3 year average annual gross receipts, including all affiliates, do not exceed the specified size standards are eligible for LDBE consideration.

LDBE Size Standards:

<u>NAICS Code</u>	<u>Type of Work/Service</u>	<u>LDBE Size Standard</u>
238290	Other Building Equipment contractors	\$16.5 Million

For any LDBE/MBE/WBE information, including other LDBE size standards, contacts the Department of Supplier Diversity at **703-417-8660**.



LDBE Certification Requirements

- Race- and gender-neutral program
- Small business, organized for profit, that is not dominant in its field
- Average annual gross receipts (based on the firm's last three years), must not exceed the small business size standard
- Must be located within a 100-mile radius of the Washington, DC's Zero Mile Marker
 - As of application date, the business has an established office where the firm's owner, management, or employees are present and conduct the firm's business on a regular and frequent basis

LDBE certification is valid for a period of 3 years
Apply for re-certification 60 days before expiration
Be specific with your NAICS code



Prime Contractor Responsibility

- Firms must be LDBE certified by MWAA by contract award date
- LDBE Contract participation form (Exhibit D) must be submitted with Proposal
- Successful firms must submit the Letter of intent (Exhibit E) and/or the sample subcontract with the proposal or within 3 days of the request of the contracting Officer
- Successful firm must contact the Department of Supplier Diversity to schedule and complete the mandatory e-Contract Compliance trainings within 30 days from date of award letter. Required trainings include:
 - Introduction to the new System - Learn how to successfully navigate the system
 - Contract Compliance Reporting – Learn how to report subcontractors' payments



Exhibit D

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				LDBE	MBE **	WBE ***	OTHER					
	SAMPLE	S	55-5555555	X	X			12345 Main Street, Washington, DC 20001	Furnish and install Structural Steel	\$98,000.00		
	Prime Contractor or Joint Venture											
P												
	LDBE and Non-LDBE Subcontractors, Suppliers, etc.											
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Signature: _____ Title: _____ Date: _____

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- P = Prime Contractor (if LDBE, counts at 100%)
- S = Subcontractor (if LDBE, counts at 100%)
- JV = Joint Venture (if LDBE, counts at 100%)
- SP = Stocking Supplier/Distributor (if LDBE, counts at 80%, unless 100% LDBE Requirement)
- B = Broker, Agent, Packager (if LDBE, typically counts at 5%, unless 100% LDBE Requirement)
- H = Hauler (if LDBE, counts at 80%, unless 100% LDBE Requirement)
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Supplier Diversity Management System

- Online contract compliance monitoring
- On-line certification application and renewal
- Real-time monitoring of certification applications in process
- Targeted outreach for contracting opportunities
- Contractor visibility into MWAA directory of certified firms

mwaa.diversitycompliance.com



Supplier Diversity Management System

 [Log In](#)

About the System

Additional information for our users

[Information for Vendors](#)

Vendor Certification

Search and/or join our database of certified vendors

[Certification Directory](#)

[Apply for Certification](#)

Upcoming Events & Conferences

See upcoming events and program related information

[Meetings](#)

[Events](#)

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](#)



On-Line Resources

- The Pre-Proposal Conference Attendees List and this presentation will be posted to the Airports Authority website
- All questions must be submitted through the Airports Authority website by 3:00 PM April 5, 2021
- Answers to all questions received will be posted on-line, and all registered Planholders will be notified



Planholders List

PLANHOLDER LIST FOR SOLICITATION RFP-20-25282 ELEVATOR, ESCALATOR AND MOVING WALKWAY MAINTENANCE, DCA & IAD

CONTRACTOR NAME	PRIMARY CONTACT	STREET ADDRESS	CITY, STATE, ZIP	PHONE NUMBER	FAX NUMBER	HOW FIRM INTENDS TO PARTICIPATE IN SOLICITATION				
						PRIME	J.V.	SUB	SUPPL	OTHER
1. ADMIRAL ELEVATOR COMPANY, INC.	VERNON IRVING	900 NORTH LEHIGH STREET	BALTIMORE, MD 21205	410-732-1102	410-732-1210	X		X		
2. CENTURY ELEVATOR, INC.	CLARISSE H. CHOUX	6801 MARLBORO PIKE	FORESTVILLE, MD 20747	301-669-0433	301-669-9768	X				
3. ELEVATOR CONTROL SERVICE	DONALD MITCHELL	8231 PENN RANDALL PLACE	UPPER MARLBORO, MD 20772	301-568-9300	301-735-9566	X				
4. EXCEL ELEVATOR & ESCALATOR	GARY TAGMYER	2813 PULASKI HIGHWAY	EDGEWOOD, MD 21040	917-283-8778		X				
5. THE HOTCHKISS GROUP, LLC	RICK HOTCHKISS	519 WEST PRATT STREET	BALTIMORE, MD 21201-0437	410-576-1048						X



QUESTIONS?



METROPOLITAN
WASHINGTON
AIRPORTS AUTHORITY

MWAA.COM



@Reagan_Airport

@Dulles_Airport

@Dulles_Toll_Road



reaganairport

FlyDulles

dullestollroad

