



PRE-PROPOSAL CONFERENCE

RFP-20-28270

Snow Removal Services, National and Dulles Airports

April 6, 2021



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



LDBE Participation Requirements

This RFP has a 100% **Local Disadvantaged Business Enterprise (LDBE)** participation requirement and a 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>
488490	Snow Clearing, Highways and Bridges, Road Transportation	\$8 Million
561730	Snow Plowing Services	\$8 Million
561790	Snow Plowing Parking Lots	\$8 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

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.

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					
EX	SAMPLE	S	55-5555555	X	X		12345 Main Street, Washington, DC 20001	Furnish and install Structural Steel	\$985,000.00		
	Prime Contractor or Joint Venture										
P											
	LDBE and Non-LDBE Subcontractors, Suppliers, etc.										
1											
2											
3											
4											
5											
6											
7											
8											
9											
10											
11											
12											
13											
14											
15											
16											
17											
18											
19											
20											
21											
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 = Stocking 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.



Exhibit E

METROPOLITAN WASHINGTON AIRPORTS AUTHORITY
LETTER OF INTENT

(Name of Prime Contractor) Contract Number _____
Location _____
Contract Name _____

(Name of 1st Tier Subcontractor (If Applicable))

- A. The undersigned LDBE intends to perform the work associated with this contract as (Check one):
 Individual Partnership Corporation Joint Venture
- B. The undersigned LDBE will perform the work associated with this contract as a (Check all that apply):
 Construction Contractor Stocking Supplier Manufacturer Stocking Distributor
 Broker, Agent, Packager Hauler Service Provider (for non-construction contracts)
- C. The undersigned LDBE will: Perform the following services Supply the following materials, equipment, supplies:

IF AVAILABLE, PLEASE ATTACH A COPY OF THE PROPOSED SCOPE OF WORK AND SUBCONTRACT AGREEMENT FOR THIS SUBCONTRACTOR.

Item Number	Detailed Description Of Scope of Work	Scope of Services (Check One)	Quantity	Unit Price
01	_____	<input type="checkbox"/> Labor Only <input type="checkbox"/> Matl Only <input type="checkbox"/> Complete	_____	_____
02	_____	<input type="checkbox"/> Labor Only <input type="checkbox"/> Matl Only <input type="checkbox"/> Complete	_____	_____
03	_____	<input type="checkbox"/> Labor Only <input type="checkbox"/> Matl Only <input type="checkbox"/> Complete	_____	_____
04	_____	<input type="checkbox"/> Labor Only <input type="checkbox"/> Matl Only <input type="checkbox"/> Complete	_____	_____

Please Attach Additional Sheets if Necessary

- D. Work described above will be performed at the following total price: \$ _____.
- E. Total Contract Amount: \$ _____
- F. Term of Contract Commencement Date: _____ Completion Date: _____
- G. _____% of the dollar value of the subcontract will be performed by (check if applicable):
 Non-LDBE contractors Non-LDBE suppliers.

The undersigned will enter into a subcontract consistent with the above upon execution of a contract between the Prime Contractor and the Authority: (NOTE: SIGNATURES MUST BE DATED)

(Print or Type Name of LDBE Firm) Agreed To _____
(Print or Type Name of Prime Contractor)

By _____
(Print or Type Name and Title) _____
(Print or Type Name and Title)

(Signature) _____
(Date) _____ (Signature) _____
(Date) _____

(Print or Type LDBE's Certification Expiration Date)

FOR MWA A USE ONLY

MWAA DSD Specialist's Approval \$ _____
(Enter The Amount of Contract Approved for LDBE Participation) _____
(Signature) _____ (Date) _____



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](#)

Upcoming Events & Conferences

See upcoming events and program related information

[Meetings](#)

[Events](#)

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](#)



Summary of Solicitation

- Procurement Method: Low Price - Technically Acceptable
- Estimate: Up to \$2,000,000 annually
- Performance Period: Two (2) year base, with three (3) one-year options, at the discretion of the Airports Authority
- Anticipated Contract Award: September 20, 2021
- Effective Date of Contract: November 1, 2021
- Contract Type: Fixed Unit Price
- Term and Conditions are not negotiable in any material way. Contractors are encouraged to ask questions or clarifications during the Q&A period



Proposal Requirements

- Proposals are due April 29, 2021 NLT 3:00 PM (EST) All Proposal Offers must be submitted electronically via the upload link available on the solicitation page found through <https://www.mwaa.com/business/current-contracting-opportunities>. at the portal provided on the Website for this solicitation:

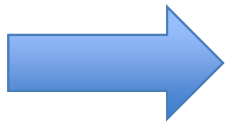
RFP-20-28270: Snow Removal Services, DCA & IAD



Overview Events Questions Registration & Planholders Solicitation Documents Help

Project Overview

Solicitation Type:	Request for Proposals (RFP)
Solicitation Issue Date:	March 29, 2021
Deadline for Proposals:	3:00 PM (Eastern), April 29, 2021
Online Submission:	CLICK HERE to upload your proposal.
Estimated	Up to \$2,000,000 annually



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



Proposal Submissions

Section 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 Provision 15, Section VII
- e. Insurance Affidavit, Section X – Attachment 03

The electronic copy of the Representation Package must be submitted in PDF format



Proposal Submissions

Section 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)



Proposal Submissions

Section 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 fifty (50), double-spaced, single sided pages. Exhibits and samples of previous work are not included in the 50-page limit.
- f. Address the evaluation criteria in the order they are presented.



Evaluation Criteria

Items evaluated during the technical proposal:

Criterion 1: Past Performance and Qualifications

Criterion 2: Project Understanding and Approach

Criterion 3: Staffing and Equipment Plan



Contract Scope

The Metropolitan Washington Airports Authority (Airports Authority) is responsible for the operation and maintenance of Washington Dulles International Airport (Dulles International) and Ronald Reagan Washington National Airport (Reagan National). The purpose of this Statement of Work (SOW) is to provide Snow Removal Services in airport employee parking lots as well as other designated areas located at Dulles International and Reagan National.

The Contractor shall provide all supervision, labor, equipment, vehicles, fuel (with exception of III.B.4), tools, equipment maintenance, and transportation required to perform the services as described in Section X. Attachment 01 Statement of Work.



Contract Scope (continued)

Snow Removal Services shall consist of:

- The removal of snow.
- Hauling snow to Airports Authority-designated areas as needed.
- Application of Airports Authority-supplied deicing or abrasive materials to mitigate snow, ice and sleet onto paved surfaces such as roadways and parking lots.
- Application of Contractor supplied anti-icing solution on paved surfaces.

Snow Removal Services shall be performed on paved areas as shown in **Appendix A**. The Airports Authority reserves the right to increase or decrease the quantity of areas at its discretion.



Contract Scope (continued)

Snow Removal Services shall consist of:

- Base Services:
 - Reagan National Airport (DCA)
 - Dulles International Airport (IAD)
 - Staffing Requirements
 - Equipment Requirements
 - Authority Furnished
Materials/Equipment/Personnel/Facilities
- Supplemental Services



Contract Scope (continued)

Snow Removal Services shall consist of:

- Supplemental Services:
 - Anti-Icing and De-Icing Material Application
 - Anti-Icing Standards for Brine
- General Requirement
 - Communication
 - Work Hours
 - Reporting
 - Safety Protection



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 p.m. April 9, 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-20-28270
SNOW REMOVAL SERVICES, 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. SNOW SYSTEMS	KOTRYNA DYADYUK	600 NORTH WOLF COURT	WHEELING, IL 60090	847-808-7800	847-808-1489					X

As of 3/30/2021



QUESTIONS?



METROPOLITAN
WASHINGTON
AIRPORTS AUTHORITY

MWAA.COM



@Reagan_Airport

@Dulles_Airport

@Dulles_Toll_Road



reaganairport

FlyDulles

dullestollroad

