

Rhode Island Airport Corporation

October 24, 2016

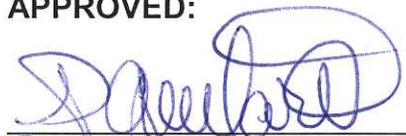
REQUEST FOR QUALIFICATIONS
DESIGN OF AN AIRPORT PARKING GARAGE
CONTRACT NO. 26648

APPROVED:



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General Counsel & SVP Administration,
Engineering, Planning & Environmental

APPROVED:



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AVP Finance

INTRODUCTION

The Rhode Island Airport Corporation (RIAC) is evaluating the potential construction of an airport parking garage on its hourly lot (Lot D). RIAC is seeking information from qualified firms to assess the design, sizing, cost, and layout of such a facility, including potential enhancements to the airport circular roadway that surrounds Lot D.

REQUEST FOR QUALIFICATIONS (RFQ) REQUIREMENTS

RIAC requires respondents to use a minimum 12-point font size and keep the proposal to a maximum of twenty (20) 8½" x 11" double-sided pages, including:

1. An Executive Summary to provide a brief description of Respondent's business experience associated with the design and evaluation of parking garages.
2. A Detailed Summary of experience and expertise which demonstrates the ability of the firm to design and evaluate options related to the building of an airport parking garage including a listing of prior completed parking projects in the past 10 years. Include detailed description and renderings and/or photographs for these projects.
3. Resumes of the proposed individual(s) that may be assigned under this proposal.
4. High level overview of your recommended approach to this project which may include conceptual renderings, proposed ramping approach, pedestrian and vehicular entrance points, overall height, airport circular roadway enhancements and design approach as it relates to exterior design finishes.

Proposing firm shall submit one electronic (thumb drive only accepted) and five printed copies of the proposal to:

Office of Procurement
Rhode Island Airport Corporation
T. F. Green Airport
2000 Post Road
Warwick, RI 02886-1533

Attn: Design of an Airport Parking Garage – Contract No. 26648

The proposal must be submitted no later than **3:00 p.m. (EDT), November 22, 2016**. Late submissions will **not** be accepted. Proposals will be time-stamped upon receipt and any proposals received after the time specified above will be returned unopened.

In order to control the dissemination of information regarding this RFQ, organizations interested in submitting proposals shall not make personal contact with any member of the RIAC staff or Board of Directors regarding this RFQ. Questions concerning this RFQ should be directed, via email, to procurement@pvdairport.com no later than **1:00 p.m. (EDT), November 3, 2016**. RIAC will respond to all relevant questions no later than **4:00 p.m. (EDT)**, of day **November 8, 2016** via addendum. This addendum will be

posted to RIAC's website (www.pvdairport.com/corporate/procurement) and to the State of Rhode Island's Division of Purchasing website (www.purchasing.ri.gov/).

RIAC accepts no financial responsibility for any costs incurred by a firm responding to this RFQ. The proposals in response to this RFQ become the property of RIAC and may be used by RIAC in any way it deems appropriate. By submitting a proposal, the submitter certifies that it has fully read and understands the RFQ, has full knowledge of the scope of work to be provided, and accepts the terms and conditions under which the services are to be performed.

RIAC reserves the right to interview some, all or none of the firms responding to this RFQ based solely on its judgment as to the firm(s) proposals and capabilities. RIAC reserves the right to reject any and all submittals, to request and consider additional information from submitters, and to reject any and all submittals on any basis without disclosing the reason.

RIAC reserves the right to waive any irregularities and technical defects. RIAC reserves the right to modify, amend or waive any provisions of this RFQ.

Procedures respecting submittals and the selection of a firm shall be in conformity with Title 37, Chapter 2 of the General Laws of the State of Rhode Island and standard RIAC procurement rules.

SCOPE

RIAC is looking for a firm to provide qualifications and a high level conceptual analysis for the construction of an airport parking garage on its short term parking lot (Lot D) and related improvements. Firms are encouraged to research and/or visit the site.

EVALUATION CRITERIA

Evaluation of submissions received in response to this RFQ will consist of a review of the qualifications and the information requested. Review will be conducted by RIAC. Should RIAC, in its sole discretion, determine that sufficient interest in the design of an airport parking garage warrants a formal Request for Proposals (RFP) document being issued, RIAC will issue an RFP to those Respondents to the RFQ who have been determined to be qualified by the criteria herein.

ADDITIONAL REQUIREMENTS

Campaign Finance Compliance

Every person or business entity providing goods or services at a cost of \$5,000 cumulated value is required to file an affidavit regarding political campaign contributions with the RI State Board of Elections even if no reportable contributions have been made (RI General Law 17-27). Forms may be obtained at Board of Elections, Campaign Finance Division, 50 Branch Avenue, Providence, RI 02904, (401-222-2056).

Major State Decision-Maker

Does any Rhode Island "Major State Decision-Maker", as defined below, or the spouse or dependent child of such person, hold (i) a ten percent or greater equity interest, or (ii) a \$5,000 or greater cash interest in this business?

For purposes of this question, "Major State Decision-Maker" means:

- (i) All general officers; and all executive or administrative head or heads of any state executive agency enumerated in R.I.G.L § 42-6-1 as well as the executive or administrative head or heads of state quasi-public corporations, whether appointed or serving as an employee. The phrase "executive or administrative head or heads" shall include anyone serving in the positions of president, senior vice president, general counsel, director, executive director, deputy director, assistant director, executive counsel or chief of staff;
- (ii) All members of the general assembly and the executive or administrative head or heads of a state legislative agency, whether appointed or serving as an employee. The phrase "executive or administrative head or heads" shall include anyone serving in the positions of director, executive director, deputy director, assistant director, executive counsel or chief of staff; and
- (iii) All members of the state judiciary and all state magistrates and the executive or administrative head or heads of a state judicial agency, whether appointed or serving as an employee. The phrase "executive or administrative head or heads" shall include anyone serving in the positions of director, executive director, deputy director, assistant director, executive counsel, chief of staff or state court administrator.

If your answer is "Yes", please identify the Major State Decision-Maker, specify the nature of their ownership interest, and provide a copy of the annual financial disclosure required to be filed with the Rhode Island Ethics Commission pursuant to R.I.G.L. §36-14-16, 17 and 18.

- END OF RFQ -