



REQUEST FOR QUALIFICATIONS

ROADWAY SIGNAGE FABRICATION AND INSTALL

Bid Number: 2413

DUE DATE: July 11, 2024

DUE TIME: 2:00 pm (local)

Contents

INTRODUCTION 3

SOLICITATION AND PROJECT SCHEDULE..... 3

VOLUNTARY ON-SITE CONFERENCE..... 3

WORK SCOPE..... 4

FIRM QUALIFICATIONS..... 4

REQUESTS FOR INFORMATION 5

CONTRACTURAL EXPECTATIONS..... 5

SUBMISSION FORMAT AND EVALUATION CRITERIA..... 5

REQUEST FOR QUALIFICATION SUBMISSION..... 6

TERMS AND CONDITIONS 6

MICHIGAN FREEDOM OF INFORMATION ACT 8

EVALUATION, STATUS UPDATES/AWARD NOTIFICATION 8

INSURANCE REQUIREMENTS 8

ATTACHMENT A 10

INTRODUCTION

The Gerald R. Ford International Airport Authority (GFIAA) is seeking a qualified Roadway Sign Fabrication and Installation Contractor (contractor) for a campus wayfinding signage replacement project. The contractor will provide both pre-construction and construction phase services, and work with the design consultant team and GFIAA collaboratively through the course of design and construction.

Project: The Campus Wayfinding Improvement project seeks:

- To make a trip through Gerald R. Ford International Airport as smooth and effortless as possible,
- To put passengers at ease by providing them with clear references, instructions, and the information about all the facilities and services,
- To implement the project goals in a way that reinforces the passenger's perception of the airport's ease of travel that the airport aims to provide.
- To resolve problem areas, wayfinding confusion, and passenger pain points by implementing proven strategic design practices, guidelines, and conventions.

GFIAA is seeking a contractor to work with the project Design firms, Mijksenaar and Billings Jackson and their sub-consultants, and the airport through the final development of the project.

To obtain the highest quality signage within the required schedule and budget allocations, GFIAA seeks a contractor for The Campus Wayfinding Improvements through a 2-part public Qualifications-Based Selection process which includes an initial qualifications evaluation followed by interviews and fee proposals with short listed firms. This 2-part selection process articulates the GFIAA's goals and provides openness and consistency so that all qualified firms receive fair consideration.

May 2024 project status: Mijksenaar is under contract with GFIAA to deliver full design documents for the Project. Preliminary design has been completed and accepted by GFIAA. GFIAA and the Design team are ready to finalize the detailed design and deploy the system across the roadway network with a contractor. Opportunities for phased construction exist and the construction schedule will with the project team once a contractor partner is identified.

SOLICITATION AND PROJECT SCHEDULE

ACTIVITY	DATE
RFQ (Part 1) Issue Date	June 18, 2024
On-Site Conference	July 2, 2024 – 10 am
Question Deadline	July 9, 2024
SOQ Submission Due Date	July 11, 2024 – 2 pm
Contract Start Date	August 2024

GFIAA reserves the right to modify the deadline set forth in the above table in its sole discretion. Any such modifications will be stated in an addendum.

VOLUNTARY ON-SITE CONFERENCE

Conference Date	July 2, 2024
Conference Time (local)	10 am
Conference Location	International Room 1st floor of the airport terminal building, 5500 44th St. SE, Grand Rapids, MI 49512

A voluntary pre-submission conference is scheduled for this request. Equal opportunity will be provided for all Respondents to ask questions.

Attendees requiring special services are asked to provide their requirements to the GFIAA at least forty-eight (48) hours in advance to allow for accommodations.

WORK SCOPE

The GFIAA issues this Request for Qualifications (RFQ) in its process to obtain contractor services encompassing Design Assistance and Construction Phases for the Campus Wayfinding Improvements.

A. Design phase services by the contractor may include the following:

- Work with GFIAA and the design team as a partner in developing solutions for The Campus Wayfinding Improvement by providing the following services:
 - detailed cost estimating and knowledge of marketplace conditions for incorporation into each design deliverable
 - project planning and scheduling
 - construction phasing alternatives and scheduling that will minimize interruption to all airport operations
 - alternate systems evaluations and constructability studies
 - total cost of ownership studies to support design decisions
- Prepare final design and submittal drawings for owner and designer review and approval.
- Advise GFIAA on ways to gain efficiencies in project delivery
- Provide long-lead procurement studies and initiate procurement of long-lead items
- Fabricate prototypes for review and approval.
- Manage and complete the permitting processes
- Protect the Owner's sensitivity to quality, safety, and environmental factors
- Advise GFIAA on choosing sustainable materials and processes
- Develop and implement an existing utility investigation plan
- Prepare and provide estimate packages for phased construction scope(s) of work as determined by the project team

B. Construction phase services by the contractor may include the following:

- Survey existing conditions to support pre-construction activities and assumptions
- Procure and select subcontractors/suppliers for this project
- Coordinate with various local government units, other agencies, utility companies, etc.
- Arrange for procurement of materials and equipment
-
- Schedule and manage site operations
- Bid, award, and manage all construction related sub-contracts.
- Provide quality controls
- Bond and insure the construction
- Address all federal, state and local permitting requirements
- Assist with resolving Owner issues and challenges by tracking issues and providing recommendations to the project team including schedule and budget impacts
- Maintain a safe work site and airport operations during construction (i.e. traffic control)
-
- Complete timely project closeout including: Asset Owner training and turn over (including documentation), punch list documentation and resolution, O & M manuals, attic stock, warranty/guarantee, electronic as-built documentation, final inspection and acceptance
- Conduct and manage document control for all communications, documents, submittals, etc.

FIRM QUALIFICATIONS

It is preferred by GFIAA that the selected firm have previous experience related to the following:

- Experience with design support, procurement of, installation of, and maintenance support of roadway signage
- Experience in pre-construction services
- Similar experience working with local government work teams on the design and construction of a public use roadways, particularly facilities in operation and occupied throughout the construction phase.
- Fiscal capacity to obtain the necessary bonds for the project.
- Demonstrated knowledge, development, and enforcement of strict on-site safety programs.

REQUESTS FOR INFORMATION

Questions regarding this solicitation are to be submitted in writing to purchasing@grr.org prior to 5 p.m. on July 9, 2024.

GFIAA reserves the right to publish and respond to an inquiry, respond directly to the inquirer without publishing or not respond to the inquiry at its sole discretion.

It is the firm's responsibility to become familiar with and fully informed regarding the terms, conditions, and specifications of this solicitation. Lack of understanding or misinterpretation of any portions of this solicitation shall not be cause for withdrawal after opening or for subsequent protest of award.

Addendums will only be published by the GFIAA Purchasing Department and available for review at www.flyford.org.

CONTRACTURAL EXPECTATIONS

GFIAA anticipates utilizing the AIA A101 contract as basis for the contractor contract resulting from this selection. Contract documents will be outlined in part 2 of this selection process which will be issued to short listed firms. Federal regulations related to the use of federal funding will be incorporated into the contract.

SUBMISSION FORMAT AND EVALUATION CRITERIA

Submissions should include and will be evaluated on the elements outlined below:

1 Executive Summary - Two (2) page maximum

Summarize your firm's strong points and describe how your experience, particularly with similar projects, will benefit GFIAA in its design and construction of the Campus Wayfinding Improvement Project. State the full name and address of the organization and, if applicable, the branch office, consultants, or other subordinate elements that will provide or assist in providing the service. Include phone numbers and firm's website address.

Indicate whether you operate as an individual, partnership, or corporation; if as a corporation, include the state in which you are incorporated. State the names of the principles of your firm who are licensed to practice in the State of Michigan.

2 Design and Construction Methods - Three (3) pages maximum

Describe pertinent methods for project coordination, cost & quality control, phasing, scheduling, and verification of constructability. Explain how contingencies will be managed through the completion of the Project. Describe your preferred method of interface with GFIAA and GFIAA specified contractor(s), and the design team. Provide an overview or summary of your company's quality control procedure.

3 Cost Estimating Capabilities - Two (2) pages maximum

Describe your strategy, plan, time frame, and historical track record for cost estimating during design including anticipation of project scope and yet to be completed design advancement during Design Development, and Construction Documentation phases. Describe your ability to limit Change Orders and cost overruns during Construction.

4 Project Data Sheets - No page limit

Provide specific information on at least three (3), but no more than six (6) recently completed projects of similar scope (i.e. construction management, roadway signage work, etc.) and at least the scale of this project including scope, key contact person from your company and the project Owner. For each project, indicate the pre-construction estimate, contractor's initial pricing, total final cost, number of change orders, and type of Owner/Contractor agreement and contractor references.

REQUEST FOR QUALIFICATION SUBMISSION

Responses may be delivered electronically or physically. To be considered, complete submissions must be received prior to the due date and time specified (local time).

- Electronic responses can be securely uploaded as a single pdf document to:
<https://gfiaait.sharefile.com/r-rc92eb14b207c4be2b8334af45e337d36>

Electronic submissions shall be named with a form or portion of the firm's name as part of the document name.

- Hard copy responses can be mailed or otherwise delivered to the address below.

Submission address:

Attn: Tom Cizauskas, Business Manager
Gerald R Ford International Airport Authority
5500 44th St SE
Grand Rapids, MI 49512

The firm certifies the response submitted has not been made or prepared in collusion with any other respondent and the prices, terms or conditions thereof have not been communicated by or on behalf of the respondent to any other respondent prior to the official opening of this request. This certification may be treated for all purposes as if it were a sworn statement made under oath, subject to the penalties for perjury. Moreover, it is made subject to the provisions of 18 U.S.C. Section 1001, relating to the making of false statements.

Submissions may be withdrawn by written request only if the request is received on or before the opening date and time.

Submissions not meeting these criteria may be deemed non-responsive.

GFIAA is not liable for any costs incurred by any prospective firm prior to the awarding of a contract, including any costs incurred in addressing this solicitation.

TERMS AND CONDITIONS

GFIAA reserves the right to require that its standard terms and conditions apply to any actual order placed in response to a firm's submission. No attempt to modify GFIAA's Standard Terms and Conditions shall be binding, absent agreement on such modification in writing and signed by GFIAA.

No payment shall be made to the Respondent for any extra material or services, or of any greater amount of money than stipulated to be paid in the contract, unless changes in or additions to the contract requiring additional outlay by the Respondent shall first have been expressly authorized and ordered in writing by contract amendment or otherwise furnished by the GFIAA.

The intent of these specifications is to solicit a properly designed and all-inclusive response. Any requirements not in the specifications, but which are needed for such a response, are to be included in the submission.

The Gerald R. Ford International Airport Authority, in accordance with the provisions of Title VI of the Civil Rights

Act of 1964 (78 Stat. 252, 42 USC §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders or offerors that it will affirmatively ensure that for any contract entered into pursuant to this advertisement, [select businesses, or disadvantaged business enterprises or airport concession disadvantaged business enterprises] will be afforded full and fair opportunity to submit bids in response to this invitation and no businesses will be discriminated against on the grounds of race, color, national origin (including limited English proficiency), creed, sex (including sexual orientation and gender identity), age, or disability in consideration for an award. The Respondent shall not discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions or privileges of employment, or a matter directly or indirectly related to employment, because of race, color, religion, national origin, age, sex, height, weight, marital status, or disability that is unrelated to the individual's ability to perform the duties of a particular job or position.

The Respondent shall observe and comply with all applicable federal, state, and local laws, ordinances, rules, and regulations at all times during the completion of any contract with the GFIAA.

The terms of this request shall be interpreted, construed, and enforced pursuant to the laws of the State of Michigan, and the Parties irrevocably consent to the jurisdiction of the federal and state courts presiding in Michigan.

The GFIAA is tax-exempt and a regional airport authority organized under 2015 P.A. 95, being MCL 259.137 et. seq.

Vendor Representation and Warranty Regarding Federal Excluded Parties List: The Respondent acknowledges that the GFIAA may be receiving funds from or through the Federal Government; such funds may not be used to pay any Respondent on the Federal Excluded Parties List (EPLS). The Respondent represents and warrants to the GFIAA that it is not on the Federal EPLS. If the Respondent is in non-compliance at any time during execution or term of this agreement (including any extensions thereof), the Respondent shall be in breach and the GFIAA shall be entitled to all remedies available to it at law or equity, specifically including but not limited to recovery of all moneys paid to the Respondent, all consequential damages (including the loss of grant funding or the requirement that grant funding be returned), and attorney fees (including the costs of in-house counsel) sustained as a result of the Respondent's non-compliance with this warranty and representation.

All contracts and subcontracts that result from this solicitation incorporate by reference the provisions of 29 CFR part 201, et seq, the Federal Fair Labor Standards Act (FLSA), with the same force and effect as if given in full text. The FLSA sets minimum wage, overtime pay, recordkeeping, and child labor standards for full and part-time workers.

The Contractor has full responsibility to monitor compliance to the referenced statute or regulation. The Contractor must address any claims or disputes that arise from this requirement directly with the U.S. Department of Labor – Wage and Hour Division.

Pursuant to the Michigan Iran Economic Sanctions Act, 2012 P.A. 517, by submitting a bid, proposal or response, Respondent certifies, under civil penalty for false certification, that it is fully eligible to do so under law and that it is not an "Iran linked business," as that term is defined in the Act.

Insurance requirements are posted on the Documents and Forms page of the GFIAA website within the Purchasing Terms and Conditions document.

Termination For Cause: Should the firm fail to perform the Work as required by and in accordance with the schedule or time requirements, or otherwise violate any of the terms set forth in the Solicitation Request, it shall constitute breach of the Contract. Other than in force majeure situations, Respondent shall have five (5) calendar days to cure a breach of the Contract (the "Cure Period") following issuance of GFIAA written notice. Failure to cure a breach of the Contract within said Cure Period shall allow the GFIAA to, without further notice to the Respondent, declare the Contract terminated and proceed with the replacement of the Respondent and the GFIAA shall be entitled to all remedies available to it at law or in equity including a claim against any required payment/performance bonds.

Termination Without Cause: Notwithstanding any other provision, at any time and without cause, GFIAA shall have

the right, in its sole discretion, to terminate the contract by giving sixty (60) days written notice.

Although it is the intent to contract with one provider, the GFIAA reserves the right to contract with alternate sources if the Respondent is unable or unwilling to service its obligation, or it is deemed by GFIAA to be in its best interest to use alternate sources.

Assignment: Neither party shall assign or delegate any of its rights or obligations under this Agreement without the prior written consent of the other party.

Respondent warrants that they are an authorized provider of products or services of his/her submission.

MICHIGAN FREEDOM OF INFORMATION ACT

Information submitted in this solicitation is subject to the Michigan Freedom of Information Act and may not be held in confidence after the Respondent's submission is opened. A submission will be available for review after the project has been awarded.

GFIAA cannot assure that all of the information submitted as part of or peripheral to the Respondent's submission will be kept confidential. Any Respondent submission language designated as confidential is considered automatically invalid and void. GFIAA is subject to the Michigan Freedom of Information Act, which prohibits it from concealing information on or associated with responses, successful or unsuccessful, once they are opened.

EVALUATION, STATUS UPDATES/AWARD NOTIFICATION

The Authority reserves the right to request additional information it may deem necessary after the submissions are received. As part of the evaluation process, Respondents may be requested to make an oral presentation, at the Respondent's expense, to an evaluation committee. Key staff to be assigned to this project must participate in this presentation unless otherwise waived by the Authority. The presentation may be followed by a question-and-answer session.

The Authority reserves the right at its discretion to waive irregularities of this solicitation process.

The Respondent shall not be allowed to take advantage of error, omissions or discrepancies in the specifications.

The Authority, at its sole discretion, reserves the right to award to the Respondent whose response is deemed most advantageous to the Authority. The Authority, at its sole discretion, shall select the most responsive and responsible Respondent and evaluate all responses based on the requirements and criterion set forth in this solicitation while reserving the right to weigh specifications and other factors in the award. The Authority reserves the right to reject any and all submissions as a result of this solicitation.

Accelerated discounts should be so stated at the time of submission. If quick-pay discounts are offered, The Authority reserves the right to include that discount as part of the award criterion. Prices must, however, be based upon payment in thirty (30) days after receipt, inspection, and acceptance. In all cases, quick-pay discounts will be calculated from the date of the invoice or the date of acceptance, whichever is later.

Award notifications are posted on the Authority website. It is the Respondent's responsibility to monitor the website for status updates.

INSURANCE REQUIREMENTS

The Contractor shall notify all insurance agents and companies utilized by the Contractor that these insurance requirements shall be included in any Insurance Policy/Program issued to Contractor in relationship to any services provided to Authority.

The Contractor shall purchase and maintain, at its sole expense and as long as it is providing services to the Authority, the following insurance coverage:

- a. Commercial General Liability – Occurrence form, including coverage for bodily injury, personal injury, property damage (broad form), premises/operations, blanket contractual, and products/completed operations. Coverage shall be endorsed to name the Authority as a named insured for work performed by the Contractor in accordance with the Agreement.

Minimum Limits:

- \$2,000,000 general aggregate
- \$1,000,000 aggregate for products and completed operations
- \$1,000,000 personal and advertising injury

- b. Motor Vehicle Liability – Including Michigan No-Fault coverage, covering owned, non-owned, and hired vehicles.

Minimum Limits:

- No-fault coverage – statutory
- \$1,000,000 per occurrence combined single limit for bodily injury and property damage

- c. Workers' Compensation and Employer's Liability – Statutory coverage or proof acceptable to the Authority of approval as a self-insurer by the State of Michigan . Authority shall not be endorsed as a named insured on the Workers Compensation Policies identified herein.

Minimum Limits:

- Workers' Compensation – statutory
- Employer's Liability - \$100,000

Insurance coverage shall cover all claims against the Authority, its officials and employees, arising out of the work performed by the Contractor or any subcontractors under the Agreement. Should any work be subcontracted, it shall be the responsibility of the Contractor to maintain Independent Contractor's Liability Insurance with limits equal to those specified above for Commercial General Liability Insurance. In addition, the Contractor shall provide proof of Workers' Compensation Insurance for all subcontractors in compliance with the required statutory limits of the State of Michigan.

Said policies of insurance shall be with companies licensed and or approved to do business in the State of Michigan and in a form satisfactory to the Authority. Certificates of insurance with a thirty (30) day cancellation clause shall be filed with and approved by the Authority at least five (5) days in advance of commencing work under the Agreement. Cancellation, material restriction, nonrenewal or lapse of any of the required policies shall be grounds for immediate termination of the Agreement by the Authority.

All insurance policies issued required pursuant to this Contract shall include a Waiver of Subrogation against Authority.

Authority reserves the right to request a complete certified copy of the insurance policies for the above coverages.

Any reduction or exhaustion in the limits of required insurance coverage shall not be deemed to limit the indemnification afforded in accordance with the Agreement or any amendments thereto.

Depending on the subject matter of the transaction, the Authority may require other insurance coverage in addition to the coverages contained herein.

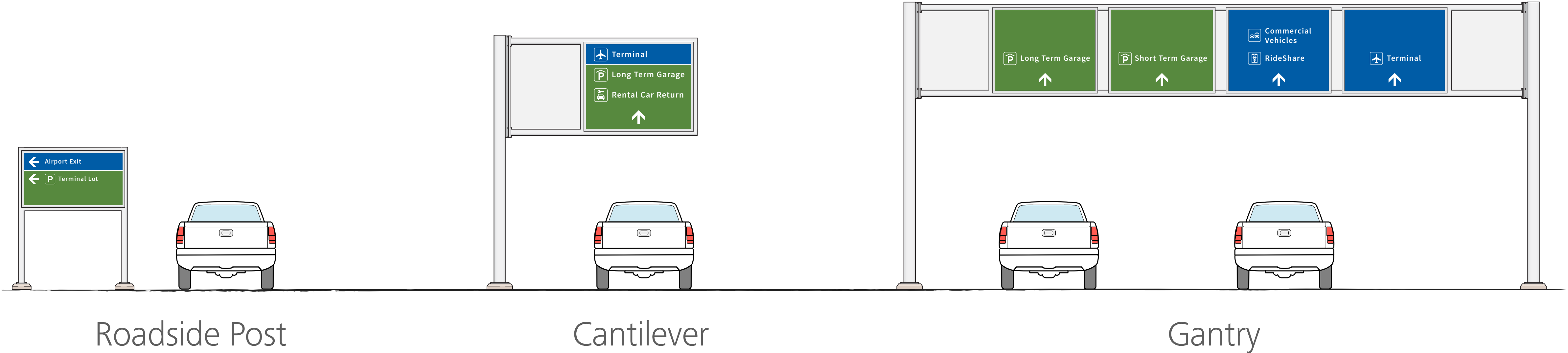
ATTACHMENT A

The Campus Wayfinding Improvement Gerald R. Ford International Airport Preliminary Project Drawings

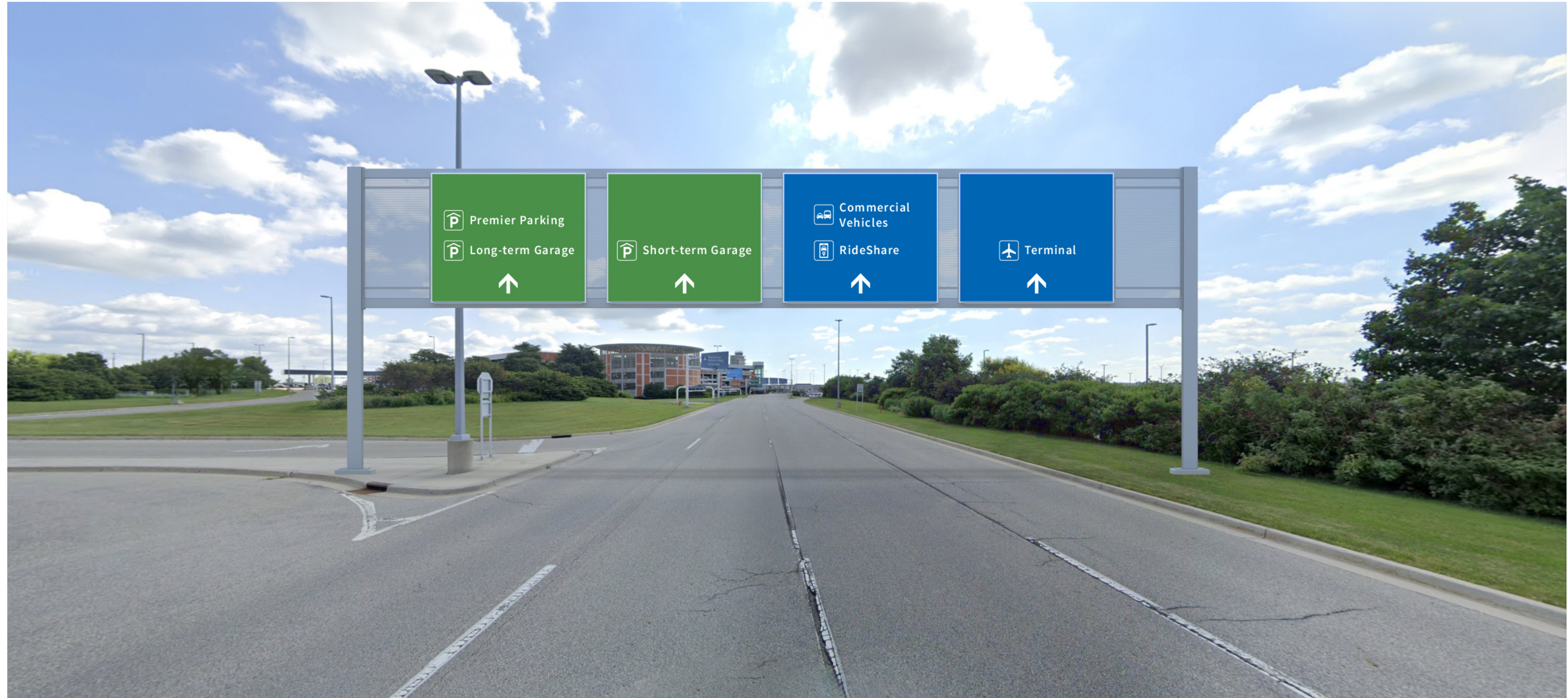
Drawings are provided for reference only to demonstrate the general scope of the project and are subject to change.

Final project scope, size, and layout to be determined during design.

Sign Type Overview



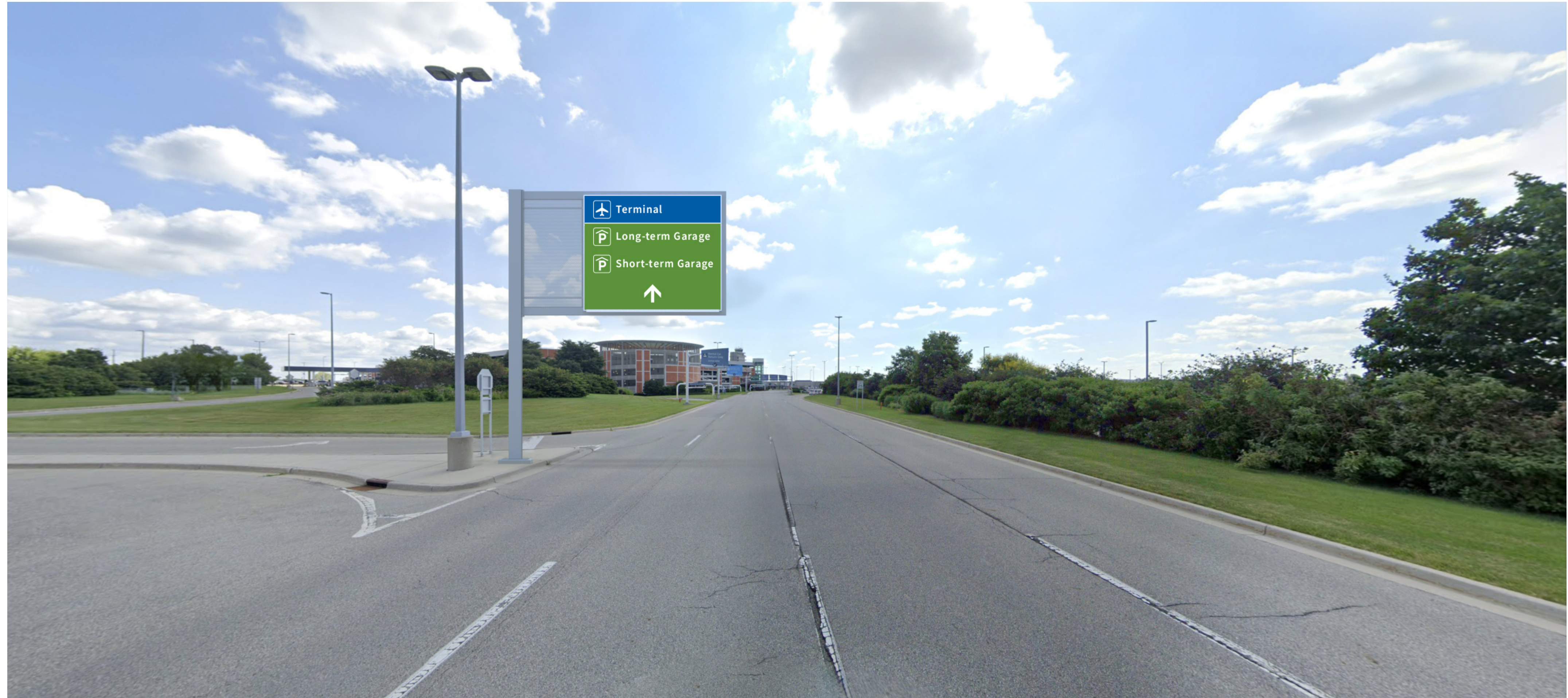
Gantry - Architectural Rendering



Gantry - Architectural Rendering



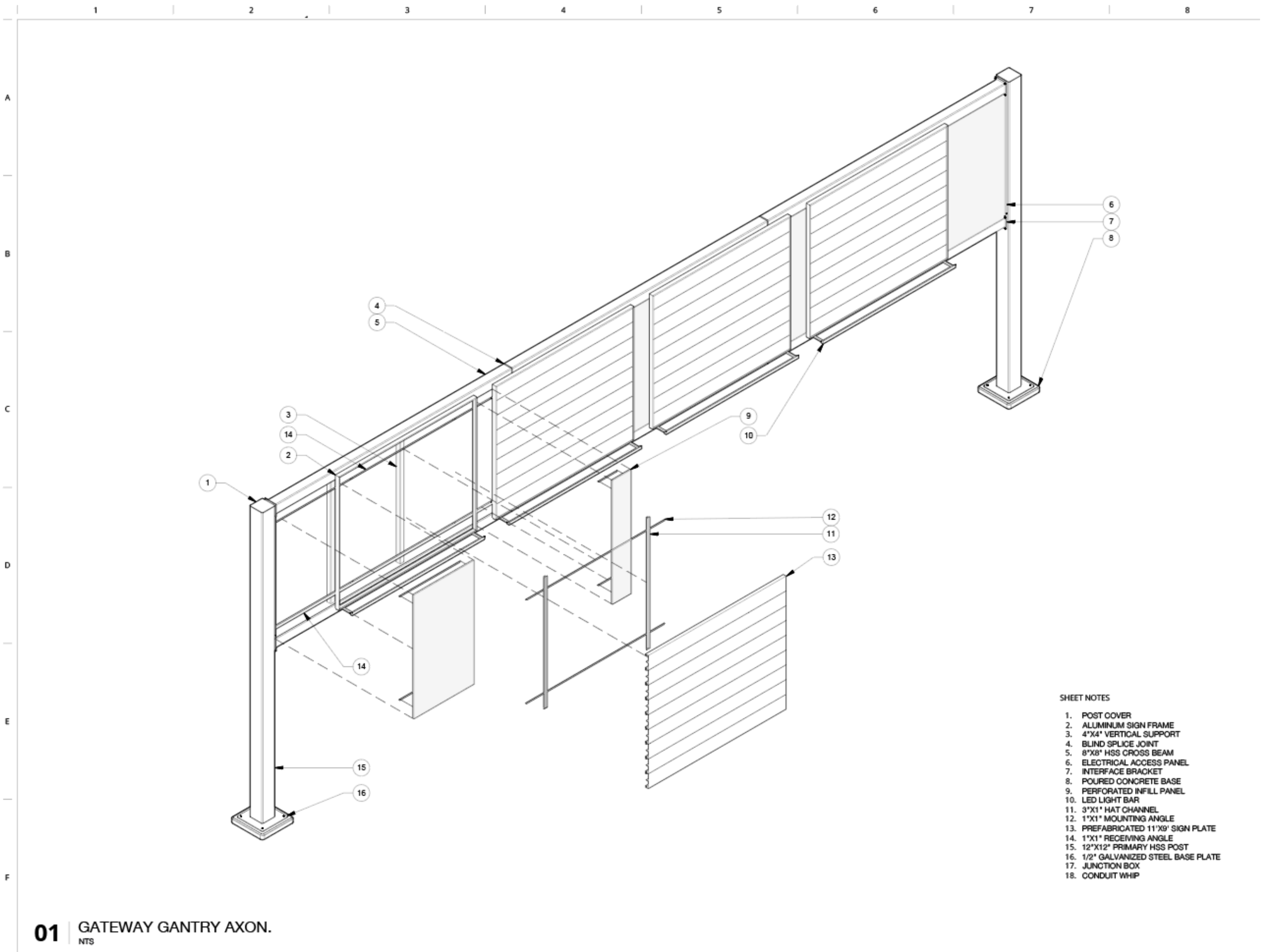
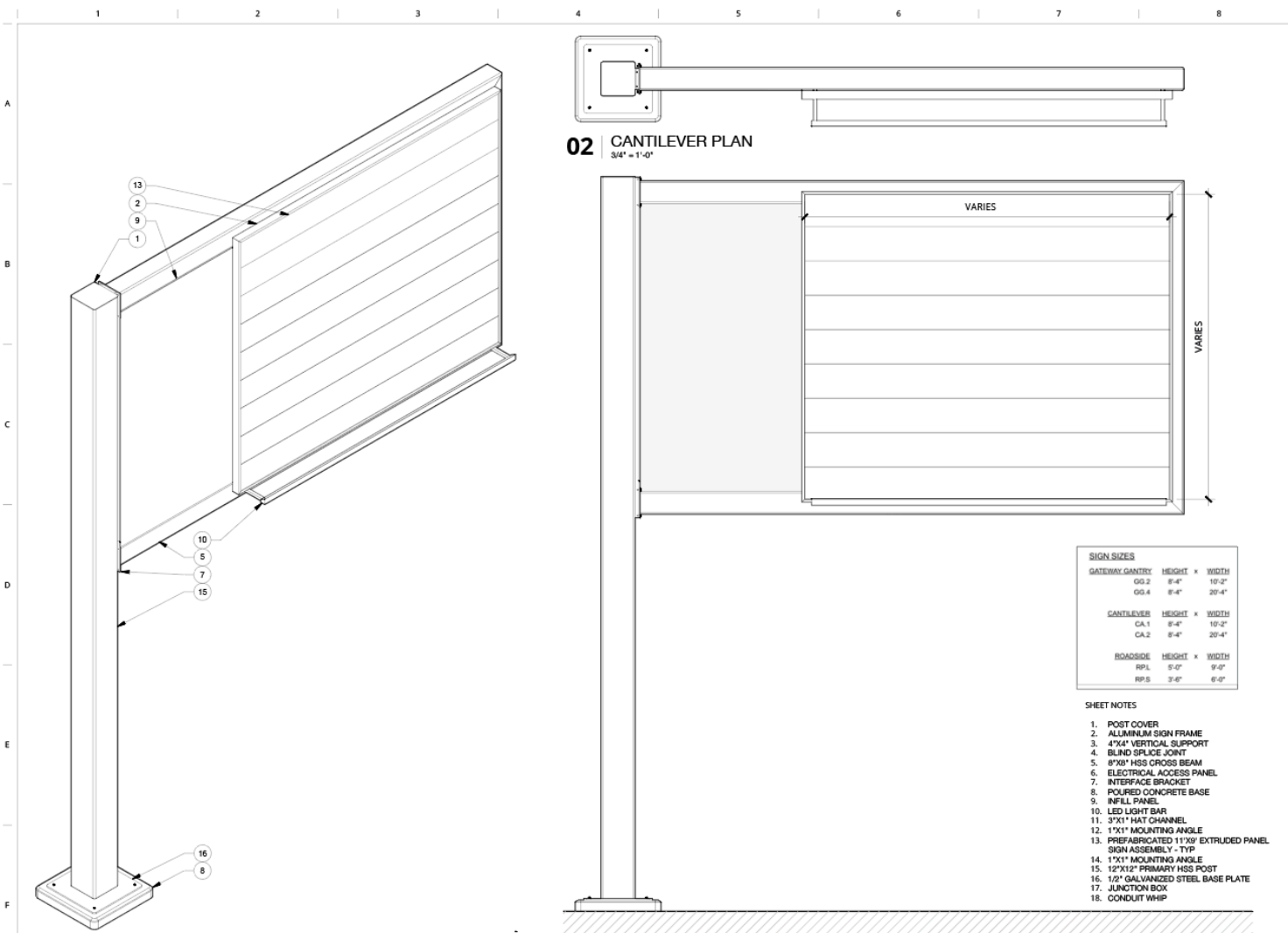
Cantilever - Architectural Rendering



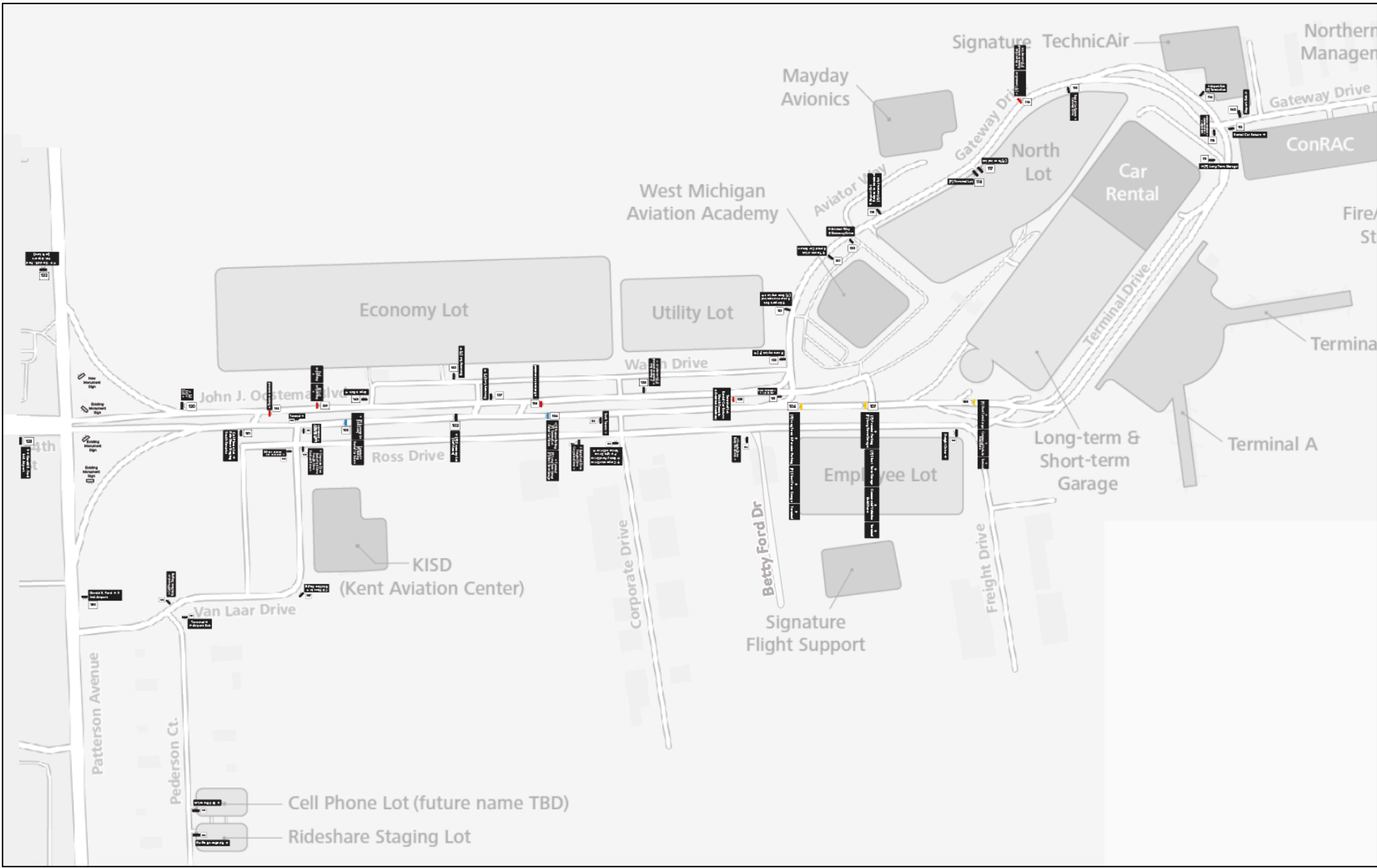
Roadside Post - Architectural Rendering



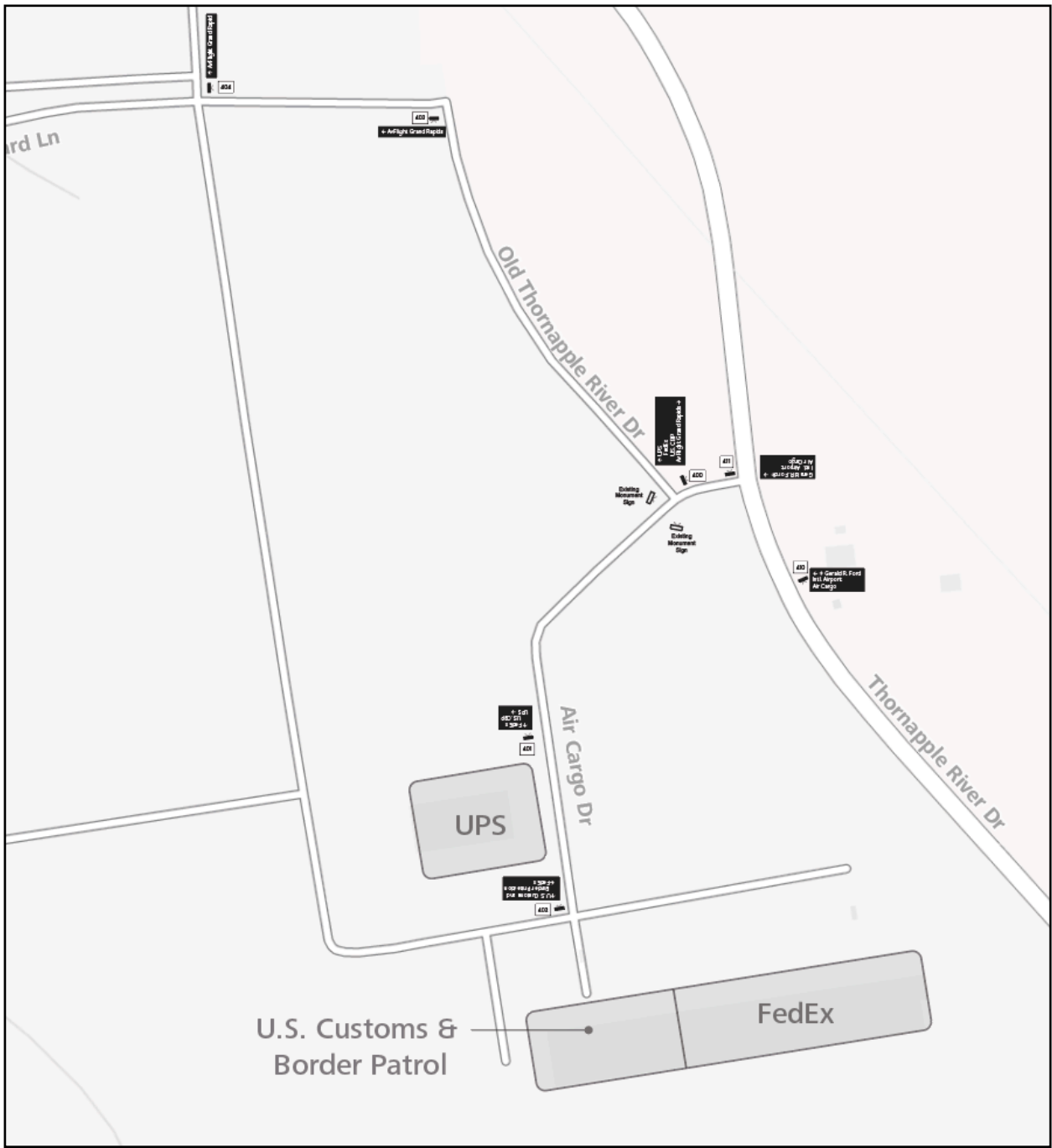
Design Intent Drawings



Sign Programming - Plans



Main Roadways



East Airport

Sign Programming - Flows

