Pre-Submittal Conference
WS146, South Terminal C – Original Equipment Manufacturer for Passenger Boarding Bridges and Affiliated Equipment

Orlando International Airport
# Introduction of Participants

<table>
<thead>
<tr>
<th>Role</th>
<th>Title/Position</th>
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<tbody>
<tr>
<td>Owner</td>
<td>Greater Orlando Aviation Authority</td>
</tr>
<tr>
<td>Stan Thornton</td>
<td>Chief Operating Officer</td>
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<tr>
<td>Davin Ruohomaki</td>
<td>Senior Director of Planning, Engineering &amp; Construction</td>
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<tr>
<td>Scott Goodwin</td>
<td>Assistant Director, Airport Operations</td>
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<tr>
<td>Dave Deans</td>
<td>Manager, BHS/GSE Contracts</td>
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<tr>
<td>John Scala</td>
<td>Project Manager, GCI, Inc.</td>
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<tr>
<td>Edward Philpot</td>
<td>Legal Counsel, Nelson Mullins Broad and Cassel</td>
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<tr>
<td>Karen Ryan</td>
<td>Legal Counsel, Nelson Mullins Broad and Cassel</td>
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<tr>
<td>Joanne Regidor</td>
<td>Recording Secretary</td>
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Agenda

- Project Description
- Scope of Services
- Submission Requirements
- Contents of the Statement of Qualifications
- Evaluation and Award Criteria
- Additional Information
- Selection Schedule
- Questions
The WS146 Advertisement, Submission Requirements, responses to inquiries, and Pre-Submittal Conference minutes will be made available online at the Aviation Authority's website at:

http://www.orlandoairports.net/airport-business

This presentation is an excerpt from the published Advertisement and Submission Requirements. Please refer to the website above for the complete versions of all documents applicable to this Advertisement for Services.
Scope Of Services

This Project includes the manufacture and delivery of 30 PBBs and Affiliated Equipment for use at the South Terminal C (STC), Phase 1 currently under construction at the Orlando International Airport and includes the related warranty and customer service such as commissioning, testing and training services.

The successful Proposer will be required to coordinate with other entities including the PBB installation provider and CMAR currently building the STC.

“Affiliated equipment” includes, at a minimum, Air Handler Units, PBB Rooftop Cooling Unit, Ground Power Units, Potable Water Cabinets, and PBB Belt Loaders.

The Aviation Authority, may, in its own discretion, choose to implement or carry out any portion of the Project Scope, or acquire affiliated equipment from its own sources.
Submission Requirements for Statements of Qualifications (SOQs)

Written inquiries:
• To: John Scala, Project Manager, Greater Orlando Aviation Authority
• Email: WS146@goaa.org
• Questions received up to 5:00 p.m. (local time) on March 11, 2020.

Submit:
• Seven (7) printed and One (1) electronic PDF version on USB thumb-drive
• No later than 2:00 p.m. local time on March 23, 2020, to
  Receptionist Office
  Greater Orlando Aviation Authority
  5850-B Cargo Road
  Orlando, FL 32827
• Clearly labelled: “SOQ for WS146 – SOUTH TERMINAL C - ORIGINAL EQUIPMENT MANUFACTURER FOR PASSENGER BOARDING BRIDGES AND AFFILIATED EQUIPMENT”
• Follow specific instructions in Submission Requirements
1. Proposing Entity Structure

Include:

a) The name and address of the legal entity that will contract with the Aviation Authority if awarded the Agreement. Indicate all former names, if any, under which the Proposer has conducted business in the past fifteen (15) years and the years of operation under each name.

b) Name, address, Email address and telephone/fax/mobile numbers of one (1) individual to whom all future correspondence and/or communications will be directed.

c) A statement declaring the type of business relationship the Proposer will use (i.e., a single company, joint venture or other form of business relationship to perform the services for the Projects). If the Proposer is a joint venture or partnership, the Qualifying Experience may be satisfied by the Joint Venture, Partnership entity, or any member entity thereof. Please state whether the entity is currently in existence, is being formed specifically for this Project. If it is formed specifically for this Project, please provide a copy of the Joint Venture or Partnership Agreement. Important for Joint Ventures or Partnerships:

   i. the Joint Venture or partnership must be the proposed policyholder of the insurance required in Section 4 of the Submission Requirements.
2. Executive Brief

Include:

a) A cover letter signed by a person with authority to make legal commitments on behalf of the Proposer. Submission of the letter will constitute a representation by the Proposer that the Proposer is a multi-disciplined organization that employs trained personnel whose normal business is the manufacturing of Passenger Boarding Bridges and affiliated equipment.

b) A explanation of the proposed approach to the Project, identifying proposed team members, if any

c) Product Specifications for each type of required Passenger Boarding Bridge, including performance and operational parameters, and a statement that all bridges and affiliated equipment comply with the STC design specifications. Note any inconsistencies or substitution requests.
2. Executive Brief (continued)

Include:

d) A description of the methodology for manufacturing and quality assurance process for the PBBs and affiliated equipment, including production location(s) A explanation of the proposed approach to the Project, identifying proposed team members, if any

e) A detailed Production Schedule, including factors such as the time required for transportation/freight, delivery inspection and acceptance, and minimal onsite storage.

f) A Maintenance Schedule that includes all of the manufacturer’s suggested preventative maintenance tasks and anticipated replacement parts over the first 5 years of operations. Attach a current replacement parts price list that is comprehensive of all replacement parts (do not limit the list to preventative maintenance parts).
3. Qualifying Experience

• Proposers shall provide evidence of at least ten (10) years of satisfactory experience in the design and manufacture of PBBs, including evidence of at least fifty (50) airport PBBs installed and in use at airports within the past ten (10) years.
• Preferred that PBBs be manufactured in the U.S. and shall be made of parts manufactured within the U.S. whenever possible.
• Proposers shall further provide a list of all PBBs supplied to airports within the last five (5) years.

REFERENCE CHECKS WILL BE CONDUCTED

For each project, include the following:

i. Name and location of project.
ii. The estimated value for each project, including number of PBBs provided.
iii. Types of PBBs and affiliated equipment provided.
iv. Key Proposer personnel’s name, title, and description of his/her role on the listed projects.
v. Project completion date.
vi. Manufacturing location.
vii. The name, title, address, Email address and phone/fax/mobile numbers for a reference contact person of the Proposer’s client who is familiar with the Proposer’s role on that project.
3. Qualifying Experience (continued)

- Provide additional projects and appropriate detail that the Proposer believes would enhance Proposer’s demonstration of its PBB manufacturing, delivery, commissioning, testing and training experience. Reference checks will be conducted on these projects.

The term “Proposer” shall be defined, for the purposes of qualifying projects only, as the Proposing Entity that intends to sign the Agreement, if awarded, and any affiliated and related entity.
4. Insurance Requirements

• Provide evidence of the Proposer’s ability to provide the following insurance coverage, either by means of an existing policy or other verifiable proof (such as a project specific endorsement or Agent/Broker commitment letter).

• The Prime Proposer shall be the Named Insured for all contractually-required insurance, with the Authority as the Additional Insured.

• Policy terms must be acceptable to the Aviation Authority and must comply with the Aviation Authority’s requirements for insurance.
4. Insurance Requirements (continued)

a) General and Contractual Liability: $5,000,000 per occurrence and $10,000,000 annual aggregate, with maximum deductible or maximum self-insured retention of $100,000. The Policy shall include Completed Operations Coverage for 10 years following completion per the period of Florida statutory liability (Florida Statutes §95.11), with no ISO Form 2294 Rider or other subcontractor error exclusion).

b) Automobile Liability: $5,000,000, with maximum deductible or self-insured retention in an amount not exceeding $100,000.

c) Worker’s Compensation: (statutory limit) and,
   Employer’s Liability: $500,000 - each accident
   $500,000 disease - policy limit
   $500,000 disease - each employee

d) Pollution Liability: $1,000,000, with maximum deductible or self-insured retention in an amount not exceeding $100,000.

Any deductible or self-insurance retention should be indicated on the Proposer’s certificate of insurance.
5. Bonding Capacity

Provide an acknowledgement by the Proposer’s Surety of the Proposer’s ability to provide 100% Performance and Payment Bonds for a minimum of Twenty Million Dollars ($20,000,000.00) for a single project together with evidence for maximum single project bonding capacity and Proposer’s aggregate bonding capacity.

The Surety must be rated no less than “A-” as to management and no less than “VIII” as to strength, by the latest edition of Best’s Insurance Guide, published by A.M. Best Company, Post Office Box 1107, Summit, New Jersey 07901. Information shall be provided by the Surety on behalf of the Proposer.
6. Claims, Disputes, Accidents, Incidents, and Litigation Disclosure

Disclose, all instances in the last five (5) years, when:

a) Lawsuits, arbitrations, and claims were filed or raised by or against the Proposer

b) Accidents, equipment failure, or performance concerns of a PBB or an operations and maintenance contract, which caused personal injury, death, or property damage

c) Proposer or its team members have failed to comply with or been the subject of an investigation of an alleged violation of state or federal laws related to permitting, environmental, or equal employment regulations, safety issues or contract crime (involving fraud, bribery, collusion, conspiracy, or material misrepresentation)

d) Proposer has been suspended or terminated for cause

For each of the above disclosures, specifically identify:

1. The project involved;
2. The parties involved;
3. The nature of the claim(s), dispute(s), accident(s), incident(s), or litigation;
4. The case style, number and jurisdiction (if applicable);
5. The amount at issue (if applicable); and
6. The disposition or status
6. Claims, Disputes, Accidents, Incidents, and Litigation Disclosure (continued)

- For the purpose of this disclosure, “Proposer” shall be defined to include any joint venture partner, predecessor, successor of affiliated entity.
- The Aviation Authority reserves the right to reject any Proposal that includes a lengthy history of claims, terminations, violations, accidents, injuries, or damages, if the Authority, in its sole discretion, determines that a Proposer’s history indicates that it may not be sufficiently responsible for this complex public Project. Safety and customer services are paramount concerns at Orlando International Airport.
- The Aviation Authority intends to perform vigorous due diligence on all Proposers, including its own independent investigations and reference checks.
- If any Proposal contains insufficient information required by this section, the Aviation Authority may, in its sole discretion, send a written notice to the Proposer describing the irregularity and the date and time by which it must be corrected. The Aviation Authority’s Professional Services Committee (PSC) may conditionally shortlist a Proposer, if, in the PSC’s sole discretion, it is anticipated that the Proper will be able to correct the irregularities and submit the information within the timeframe set by the Aviation Authority.
Submit most recent audited annual financial statements for the last two (2) years

- If audited annual financial statements are not available, provide balance sheets, income statements, and cash flow statements for the last two (2) years
- Submit in a sealed envelope clearly labeled as:
  “CONFIDENTIAL FINANCIAL RECORDS SUBMITTED UNDER SEAL AND EXEMPT FROM FLORIDA PUBLIC RECORDS DISCLOSURE”
- Do not include in the printed SOQ (original or copies) or in the PDF
- Include the SOQ title and Proposer’s name on the sealed envelope.

Reference Section 119.071(1)(c), *Fla. Stat.*, for exemption on financial records
Additional Sections

Section 8
In a separate sealed envelope (to be submitted at the same time as the Technical Proposal) include a fully completed Pricing Proposal Form

Section 9
Additional Information - Any additional information, which may be requested by the Aviation Authority at the Pre-Submittal Conference or in any Addendum must also be added in this section.

Section 10
Addenda: Changes And Questions Prior To The SOQ Submission Deadline – The Aviation Authority may make changes to the RFQ during the Proposal period. Any changes will be posted to the Aviation Authority’s website at:


If a prospective Proposer has any questions, the prospective Proposer shall immediately notify the Aviation Authority by submitting a request for an interpretation or correction to the contact name and email address as listed on page 1 of the submission requirements.
MWBE/LDB/VBE Requirements

No Small Business Participation Requirements for this Project
The Aviation Authority, through this Best Value Procurement, seeks to partner with the Proposer that can most advantageously provide PBB products and affiliated equipment to the Aviation Authority. This procurement will allow the Aviation Authority, through its PSC, to recommend a final award to the Proposer whose Proposal is most advantageous to the Aviation Authority based on the submission of a Technical Proposal (also referenced as the SOQ), a Price Proposal, and any additional information deemed necessary or advantageous by the PSC.

Each Proposal will be evaluated and ranked in the following categories:

1. Qualifications and Project Approach
2. Technical Product and Production Schedule
3. Price

All categories are weighted equally.

The PSC, at its sole discretion, reserves the right to interview some or all of the Proposers. The PSC also reserves the right to solicit from available sources relevant information concerning a Proposer’s past performance, and to task its project team to conduct a manufacturer plant tour to better understand the Proposers’ facilities during the procurement process. The PSC may consider all such information in its evaluation of the Proposers.

Copies of the PBB Specifications and Operational Requirements and STC Construction Schedule will be posted as Exhibits on the Aviation Authority’s website.
A. Qualifications and Project Approach

- Experience of the Proposer’s company in this passenger boarding bridge industry
- Financial strength and stability of corporate entity
- Ability to provide required insurance
- Strength and experience of the proposed team in manufacturing and delivery of the required PBBs and affiliated equipment
- Past performance with the Aviation Authority (if applicable) and other entities
- Prior accidents or incidents involving PBBs and/or the affiliated equipment
- Litigation and Claims history
- References for support services – i.e., how issues arising from defective products were addressed

The evaluation of past performance may include such factors as: whether the past projects were completed on time, within budget, and without an unreasonable number or amount of claims; whether the firm timely paid its subcontractors and suppliers; whether the firm has breached any contract with the Aviation Authority or any other public entity; whether there have been notable product failures or accidents and how those were addressed; noteworthy production delays or QA/QC issues at production facilities; and, if applicable, the Aviation Authority’s overall satisfaction with the firm’s past and current compliance with the contract requirements.
Evaluation and Award Criteria (continued)

B. Technical Product and Production Schedule

(1) Technical Product:
- PBB product quality, specifications, performance and operational parameters
- Compatibility of the PBBs to the design specifications provided by the Aviation Authority
- Accessories required
- Manufacturing methodology and quality assurance of the PBBs and corresponding parts, accessories, and affiliated equipment, including warranty terms and provisions

(2) Proposed Production Schedule:
- The ability and likelihood of the proposed Production Schedule to support the Aviation Authority's South Terminal C Construction Schedule. The proposed schedule should account for factors such as the time required for transportation/freight, delivery inspection and acceptance, and minimal onsite storage.
- Production location(s) of PBBs, Accessories, Parts, and Affiliated Equipment and its(Their) proximity to Orlando International Airport

(3) Maintenance Tasks and Replacement Parts Schedule and Price List:
The PSC will consider both the Maintenance Schedule and the replacement parts price in determining the overall best value for the Aviation Authority.
C. Price Proposal

The Proposers’ Price Proposal shall be prepared and submitted in a separate sealed envelope. The sealed Price Proposals shall be opened at a public meeting after the PSC has ranked the Proposers based on the two categories described above. The PSC will rank the lowest responsive Price as first (and second, ranked second, and so on).

The PSC reserves the right to correct, in all Proposals, obvious mathematical or transposition errors within the proposal prices, as long as the intent of the Proposer is reasonably clear from the Proposal documents.

The Price Proposal Form requires a Total Lump-Sum Cost for the PBBs and affiliated equipment, and requires a per-unit cost of each PBB and each item of “Affiliated Equipment” which includes but is not limited to pre-conditioned air, ground power units, water cabinets, conveyor belts for checked cabin baggage and ADA devices, and Bridge Anti-Collision Systems on all but singe bridge, narrow body, gates. **Provide pricing for steel bridges only. Do not include pricing for glass bridges.**
D. Best Value Evaluation

The PSC will evaluate the Proposer and Proposals comparatively to the other Proposers and Proposals. The Proposal that best satisfies a criterion will be ranked first (and second, ranked second, and so on).

The PSC, at its sole discretion, reserves the right to interview some or all of the Proposers and reserves the right to solicit from available sources relevant information concerning a Proposer’s past performance. The PSC may consider all such information in its evaluation of the Proposers.

The PSC also reserves the right not to rank a Proposal if it is deemed non-responsive.

Following the evaluation of the Proposals, the PSC ranking in each category will be documented at the public PSC meeting. The Proposer that has the lowest Combined Rank will be recommended to the Aviation Authority Board for award. The Proposer who ranks lowest in the price category will NOT necessarily be recommended for award. In the event of a tie situation, the PSC will recommend the Aviation Authority Board award to the Proposer with the lowest combined ranking on the criteria based on the Qualifications/Approach and Product/Schedule categories.
For example, the PSC’s evaluation chart may appear as:

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<tr>
<th>Qualifications/Approach</th>
<th>Proposer 1</th>
<th>Proposer 2</th>
<th>Proposer 3</th>
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<tr>
<td></td>
<td>1</td>
<td>2</td>
<td>3</td>
</tr>
<tr>
<td>Product/Schedule</td>
<td>2</td>
<td>1</td>
<td>3</td>
</tr>
<tr>
<td>Price</td>
<td>2</td>
<td>3</td>
<td>1</td>
</tr>
<tr>
<td>Combined Rank</td>
<td>5</td>
<td>6</td>
<td>7</td>
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In this hypothetical situation, Proposer 1 will be recommended to the Aviation Authority Board as the lowest total combined ranking.
D. **Best Value Evaluation (continued)**

In the event none of the price proposals are within the budget of $25,500,000, the PSC may, in its sole discretion, recommend the Aviation Authority Board authorize staff to negotiate with the entity with the lowest combined ranking on the criteria based on the Qualifications/Approach and Product/Schedule categories. If the apparent successful proposal exceeds the budget, the PSC may, in its sole discretion, reject all proposals, cancel the procurement, direct staff to seek additional funding or otherwise proceed in the best interests of the Aviation Authority.

All decisions regarding award of the Contract will be made by the Aviation Authority at open public meetings in accordance with the requirements of Florida Statutes, Section 286.011, and all interested parties are invited to attend such meetings.

The award(s), if any, are subject to the availability of funding, approval by the Aviation Authority’s Board and review by the Aviation Authority’s legal counsel.
Additional Information

• Proposer’s personnel will be required to meet the Greater Orlando Aviation Authority’s requirements for security background checks

• Lobbying of Aviation Authority Staff, Committee responsible for ranking SOQs, and Board Members, from the time that a Request for SOQs is released to the time that the Aviation Authority Board makes an award, is prohibited

• By submitting a SOQ, Proposer certifies it is not on the Scrutinized Companies that Boycott Israel List and is not engaged in a boycott of Israel, as defined in Fla. Stat. § 287.135, as amended, and if Contract is $1,000,000 or more, Proposer certifies it is (i) not on the Scrutinized Companies with Activities in Sudan List, or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List as defined in Fla. Stat. § 287.135; and, (ii) not engaged in business operations in Cuba or Syria, as defined in Fla. Stat. § 287.135, as amended

• Authority Contracts require Contractors/Consultants to comply with and utilize the U.S. Department of Homeland Security’s Employment Eligibility Verification System

• It is the responsibility of the firm with any potential conflict of interest to request a determination on eligibility prior to the submittal of the SOQ

Additional clarification provided in the Submission Requirements posted on the Authority’s website: http://www.orlandoairports.net/airport-business
Selection Schedule

The following is the anticipated selection schedule:

03/11/20  Deadline for Questions
03/23/20  Statement of Qualifications Due
03/31/20  PSC Interview and Ranking
04/15/20  Aviation Authority Board Approval
Pre-Submittal Conference
WS146, South Terminal C – Original Equipment Manufacturer for Passenger Boarding Bridges and Affiliated Equipment

Questions?