

Metropolitan Washington Airports Authority

Request for Qualifications Information

GIS Services

For

Color Digital Orthophotography and Feature Extraction

At

**Washington Dulles International Airport and
Ronald Reagan Washington National Airport**

**METROPOLITAN WASHINGTON AIRPORTS AUTHORITY
REQUEST FOR QUALIFICATIONS INFORMATION**

**GIS SERVICES FOR
COLOR DIGITAL ORTHOPHOTOGRAPHY AND FEATURE EXTRACTION
WASHINGTON DULLES INTERNATIONAL AIRPORT AND
RONALD REAGAN WASHINGTON NATIONAL AIRPORT**

I. DESCRIPTION OF WORK

THE METROPOLITAN WASHINGTON AIRPORTS AUTHORITY (the Authority) plans to retain Architectural/Engineer (A/E) design services for projects at Ronald Reagan Washington National Airport and Dulles International Airport. The purpose of this project is to acquire high quality color digital aerial imagery for the purpose of feature extraction, DTM (Digital Terrain Modeling) for design grade planimetric data, 1 foot topography and 3-inch pixel color orthophotography of the Washington Dulles International Airport and Reagan National Airport. The consultant will collect the imagery utilizing a digital mapping camera equipped with airborne GPS and IMU technology. The consultant will implement a quality control process that identifies and corrects spatial problems, format problems and visual problems before final delivery to the Authority. The location and boundaries of desired flight path is provided. Upon award the Authority will provide location and boundaries in ESRI Personal Geodatabase format. The Authority will use the data produced under this project in both GIS (ESRI) and CADD (DGN) applications. Not only will this data be used by the Authority, but it will be also provided to Engineering/Surveying consultants for use on future design projects for the Authority. In order to meet the future mapping needs of design projects, the horizontal and vertical accuracy of all primary mapping deliverables developed under this project (Digital Orthoimagery, Planimetric Data, DTM's [Digital Terrain Models] and 1-foot Topography) shall meet, or exceed, NMAS (National Map Accuracy Standards) for 1" = 50' scale map feature data with 1-foot topography.

II. QUALIFICATIONS/SELECTION CRITERIA:

The Authority will evaluate the qualifications of the applicants based on their demonstrated experience in the following areas, which are all of equal importance:

- 1. Experience:** Each offeror shall demonstrate specialized experience in the creation of digital orthophotography imagery and feature extraction.
- 2. Qualification and Availability of Key Personnel:** Qualifications of key personnel assigned to this work, including personnel from the prime contractor and support contractors. Key personnel should include project managers, task leaders and analysts that will be key members for this contract. Significant experience must be demonstrated for each member of the key personnel. Contract personnel must be eligible for and will be required to obtain an Air Operations Area Badge. Offerors submitting highly qualified personnel clearly demonstrating their experience, have previously worked together on similar projects and are available and committed for this project will receive more favorable consideration.
- 3. Management:** The proposed organizational structure of the project team and specific strategy to manage the project process and project team. This shall include items such as team organization, roles, responsibilities, project control routines (progress reports, schedule and budget tracking) and project cycle. Offerors will need to illustrate the ability to manage all of these key functions.

4. **Past Performance:** Each offeror shall submit evidence of past performance of projects similar to size and type. Demonstration of the past performance shall be documented. The following factors will be collectively evaluated:
- Compliance with the original schedule and budget
 - Provide copies of all written notices of deficiency relating to your performance of digital-orthophotography-and-feature-extraction contracts within last five years.
 - Communications and working relationship with the client
 - Accommodation of unanticipated circumstances
 - Successful project completeness reports

A Request for Proposal (RFP) will result from the evaluation of qualifications submitted by offerors responding to this announcement. It is anticipated that a short list of submitters will be interviewed by a selection committee for final selection. The subsequent contract will be a negotiated, firm fixed price and will include a requirement that there be a minimum 30% Local Disadvantaged Business Enterprise (LDBE) participation.

An LDBE is defined as a small business concern which is organized for profit and which is located within 100 mile radius of Washington DC's zero mile marker. To qualify as a small business concern for purposes of this announcement, the average gross receipts of the professional A/E firm (NAICS 541310 & 541330) must not exceed \$4.5 million based on the average receipts of the last three years. The receipts of all affiliates shall be counted in the total of the business entity's gross receipts. The Authority encourages the participation of minority and women owned businesses. For information on this program, or for additional information on small business standards pertaining to other specialty areas in this project, please call Cynthia Lipscomb, Office of Equal Opportunity Programs, at 703-417-8625.

III. SUBMITTAL INFORMATION REQUIRED:

Firms that meet the requirements of this announcement are invited to submit an ORIGINAL and FIVE (5) copies (**total of 6**) of the following:

- Cover Letter
- Qualifications package not to exceed a total of thirty (30) pages single-sided (15 pages double-sided), 11 pt font minimum. This total 30-page limitation encompasses the Standard Form 330; any additional documentation you wish to submit describing the organization and responsibilities of the firm, sub-consultants, and/or joint venture partners; as well as supporting graphics.
- Three references including Project Description, Point of Contact, and Phone Number.
- Statement of commitment to meeting the 30% LDBE participation requirement
- Identification of the proposed LDBE firm(s) and their role(s) on this project.
- Documentation of LDBE certification (e.g. letter from the Equal Opportunity Programs Office or current certification number)
- LDBE certification application or indication that the firm has a pending LDBE certification application, for each proposed LDBE.

Responses to this RFQI must be submitted to:

Metropolitan Washington Airports Authority
Procurement and Contracts Department
1 Aviation Circle, Room 154
Ronald Reagan Washington National Airport
Washington, DC 20001-6000
ATTN: Betty Boothe

The due date and time for submittals is May 16, 2011 at 1 p.m. local time. Please identify the package with an exterior label stating **"RFQI NO 1-11-C119, Color Digital Orthophotography and Feature Extraction for Washington Dulles International and Reagan National Airports."**

All questions concerning this solicitation must be submitted by 3:00 PM, May 9, 2011 via the Authority's website at: <http://www.mwaa.com/3827.htm>.

No other general notification of this project will be made and no further action beyond submission of the information listed above is required or encouraged. This is not a request for proposal.

The Airports Authority is not an agency of the United States Government.

Do not contact Airports Authority consultants or Airports Authority personnel other than the Contracting Officer regarding this solicitation

**Appendix A – Additional Instructions
Standard Form 330**

The following provides clarification to the Standard Form (SF) 330.

Section D should include the proposed team organization chart.

Sections E and F are to contain all information necessary to address the Selection Criteria. The project experience listings of individuals (in Section E) and firms (in Section F) are expected to contain that individual's or firm's specific role on each project listed. Experience listings that are for "related" vs. "direct" project experience should contain a brief statement as to why that project's experience is considered related and/or relevant. All projects listed should include a brief description of the type of project, the specific role of the firm or individual, and other information that is considered relevant to this project. Clearly identify if work experience cited for an individual was done while working for another firm; and if previous work experience cited for a firm (or business unit within a firm) was performed while operating under another name, was performed before acquisition by the current parent firm, or was performed by persons not proposed for this project.

Section F, Line 24 should include project presentation drawings and/or photographs.

Section F, Line 24, should include the estimated cost and should show both the firm's fee amounts and the project construction cost amounts, differentiated by parentheses around the fee amounts.

Section H,

- Should include all information and discussion necessary to address Selection Criteria.
- Shall have a minimum 11-point type size.
- Is not to contain extensive repetition of material presented in previous sections.
- Should include discussion of the proposed project organization and specific reasons for organizing the team as presented including successful previous working relationships, etc.
- Should be used to elaborate on any relevant issues expected to influence the course of this project, your ideas on dealing with them, and your experience in dealing with them in the past, including
- Should emphasize coordination with large multi-departmental client organizations

Tabbing and/or other easy-to-follow cross references between SF 330 text and the Selection Criteria being addressed would be greatly appreciated.