

# Pre-Offer Conference

AVN RFP 24-0006

## Public Address System Replacement

Tuesday, January 9, 2024

10:00 A.M.

via WebEx

 **PHX DVT EYR**





# Welcome & Housekeeping



- ✈ Your Device is Automatically Muted
- ✈ Use the Chat Function to Submit Your Questions
- ✈ Questions will be answered at the end of the presentation
- ✈ Presentation will be available at:



<https://solicitations.phoenix.gov/Solicitations/Details/1697>



## ❑ Aviation Department, Contracts & Services Division

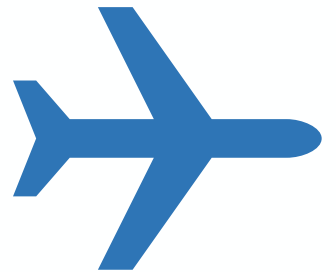
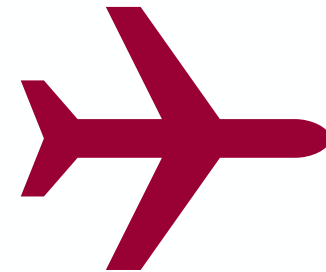
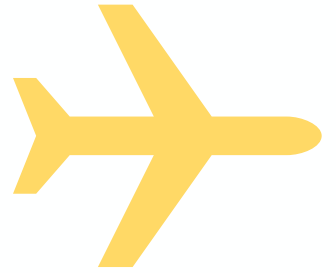
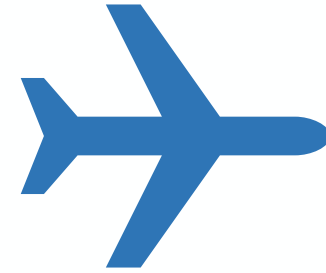
- Kyle Brack, Procurement Officer

## ❑ Aviation Department, Technology Division

- Jamie Ritchie, Lead IT Systems Specialist
- Alvin McDonnell, Lead User Technology Specialist
- Cary Reif, Consultant

# Agenda

- Solicitation Transparency Policy
- RFP Timeline
- Minimum Qualifications
- Award
- Evaluation Criteria
- Submittals
- Scope of Work
- Fee Schedule
- Questions





# Solicitation Transparency Policy



## OFFERORS THAT VIOLATE THIS POLICY WILL BE DISQUALIFIED!

All communication must be directed to the Procurement Officer.

### Effective

Date and time Solicitation is issued.  
December 20, 2023

### Discussion & Requests

Only discuss matters of this RFP with the  
Procurement Officer.

### Phoenix City Code

Chapter 43, Section 43-36

### Public Meeting

Discussion may occur with City staff in a Public  
Meeting, requested through Procurement Officer

### Policy Ends

City Council approves Contract award.  
Projected August 2024.



## Written Questions ONLY

- Written answers posted via addendum supersede verbal/chat box answers.
- All questions and answers received via email will be published via an addendum.



Q&A and Addenda Available at:

<https://solicitations.phoenix.gov/Solicitations/Details/1697>





## Questions Deadline

- **Tuesday, January 23, 2024**
- **5:00 P.M. local Phoenix time**
- Email: [avn.solicitations@phoenix.gov](mailto:avn.solicitations@phoenix.gov) and [kyle.brack@phoenix.gov](mailto:kyle.brack@phoenix.gov)
- Include the RFP number and title in the email



## Addenda Posted:

- <https://solicitations.phoenix.gov/Solicitations/Details/1697>



# RFP Overview: Addenda



- ➔ Changes to this RFP will be made via addenda, available at:  
<https://solicitations.phoenix.gov/Solicitations/Details/1697>
- ➔ Must acknowledge receipt, sign, and return addenda with Offer.
- ➔ If addenda with material changes are not signed and submitted with Offer, Offer will be deemed non-responsive and rejected.
- ➔ Offerors' responsibility to visit the City's website for update(s) to this solicitation including all addenda.



# Optional Site Visit

- ➔ January 17, 2024 at 9:00 AM
- ➔ Aviation Headquarters lobby
- ➔ Bring TSA-approved ID
- ➔ Confirm attendance and number of personnel by emailing [kyle.brack@phoenix.gov](mailto:kyle.brack@phoenix.gov) no later than 48 hours prior to Site Visit
- ➔ Addendum 1 changed site visit requirement - attendance is no longer mandatory

**Note: Attendance to today's pre-offer conference is optional.**



## **Mandatory Sensitive Security Information (SSI) Acknowledgement Form**

For your Offer to be responsive, both actions must be completed prior to Offer Due Date:

- ➔ **Submit a signed SSI Form (Attachment D)**
- ➔ **Receive confidential drawings**



**Wednesday, February 28, 2024**  
**11:00 A.M.**  
**Local Phoenix Time\***

**LATE OFFERS WILL BE DISQUALIFIED**

Public Notice of Award Recommendation and Tabulation

<https://solicitations.phoenix.gov/Awards>

(Sort by Department: Aviation)

\*All Dates and Time are Subject to Change



# RFP Overview: Submittal Location



## Physical Submittal

Aviation Headquarters  
2485 East Buckeye Road  
Phoenix, AZ 85034

Monday – Friday 8:00 a.m. to 5:00 p.m.



# RFP Overview: Submittal Location



## Electronic Submittal

Submit Offers via email to:

[avn.solicitations@phoenix.gov](mailto:avn.solicitations@phoenix.gov) and [kyle.brack@phoenix.gov](mailto:kyle.brack@phoenix.gov)

**File size limitation of 150 mb**



## Contract Start Date

→ September 1, 2024

## Contract Term

→ One-time project

→ 10-year contract





## Single Contractor

- The City's intention is to award to a single Contractor
- Contractor will be responsible for the design, installation, commissioning, and maintenance & support of the entire project
- Contractor will be responsible for oversight of proposed subcontractors (if any)





## Minimum Qualifications

- Must have been in business providing PAS in U.S. airports for at least 5 of the last 10 years
- Must have successfully delivered at least 3 PAS projects of comparable scope with the last 10 years at a U.S. airport
- Key personnel must have experience delivered 3 PAS projects of similar scope within the past 10 years
- Key personnel must have at least 1 certified Registered Communications Distribution Designer (RCDD) devoted to this project
- Key personnel must have a current manufacturer's certification for the same proposed manufacturer's system
- Key personnel must at least 1 Project Management Professional (PMP) devoted to this project

**Failure to meet the minimum qualifications will result Offer being deemed non-responsive.**





# Evaluation Criteria



**Method of Approach**

350 Points

**Qualifications and  
Experience of Key Personnel**

200 Points

**Qualifications and  
Experience of Firm**

200 Points

**Fee Schedule**

250 Points



# Fee Schedule: **By Year**



Years 1-2 Design & Implementation/Installation
Software Licenses
System Hardware
Infrastructure Hardware
Professional Services
Training
Other Fees

Year 3 Warranty
No maintenance and support fees allowed during warranty period

Years 4-10 Maintenance and Support
Core System Support – T3 and T4
Sky Train Stations
Rental Car Center



# Fee Schedule: **By Category** (1 of 2)



## I. T3 & T4 - Design & Install

Software Licenses  
*(for entire project)*

System Hardware

Infrastructure Hardware

Professional Services

Training  
*(for entire project)*

Other Fees

## II. Sky Train - Integration

Professional Services

System Hardware

Integration

## III. Rental Car Center – Design & Install

Professional Services

System Hardware

Infrastructure Hardware



# Fee Schedule: **By Category** (2 of 2)



## IV. Maintenance and Support

Annual Maintenance

Ongoing Software Licensing

Remote Technical Support

Other Fees

## V. Total Price

I. Design & Installation

II. Sky Train Integration

III. RCC Design & Installation

IV. Maintenance & Support



# Milestone Payment Schedule



	<u>Milestone 1</u>	<u>Milestone 2</u>	<u>Milestone 3</u>	<u>Milestone 4</u>	<u>Milestone 5</u>
	Startup & Mobilization	Analysis & Design	Implementation	Training, Testing, & Acceptance	Close Out
Deliverables	Project Management Plan Project Schedule	Design Documents & Drawings	Product Data Submittals Shop Drawing Submittals Results of Equalization & Balance	Completion of All Training (w/ signed attendance records) Transmittal of All Operations & Maintenance Manuals	As-Built Documents Transmittal of All Spare Parts Maintenance Plan
Payment (excludes maintenance & support fees)	5%	30%	30%	25%	10%



## Three Performance Guarantee Options:

- ➔ Letter of Credit
- ➔ Performance Bond
- ➔ Cash

- Due upon contract award
- Valued at 15% of contract
- Maintained for entire contract
- **IMPORTANT: if choosing performance bond, a Statement of Bonding Ability letter must be submitted with Offer**





**Offer must be organized in the format shown below and must be signed by an authorized signer.**

- One (1) original Offer
- Two (2) hard copies of the Offer (if submitting hard copy)
- One (1) electronic copy of the Offer on a USB drive (if submitting hard copy)
  - ✓ Tab 1: Method of Approach
  - ✓ Tab 2: Qualifications & Experience of Firm
  - ✓ Tab 3: Qualifications & Experience of Key Personnel
  - ✓ Tab 4: Fee Schedule (Attachment A)
  - ✓ Tab 5: Required Submittal Documents (Attachment E)
  - ✓ Tab 6: Signed Addenda, if any
  - ✓ Tab 7: Attachment Submittals (Attachments B and C)
  - ✓ Tab 8: Statement of Bonding Ability (if selected as method of performance guarantee)

# Scope of Work Summary

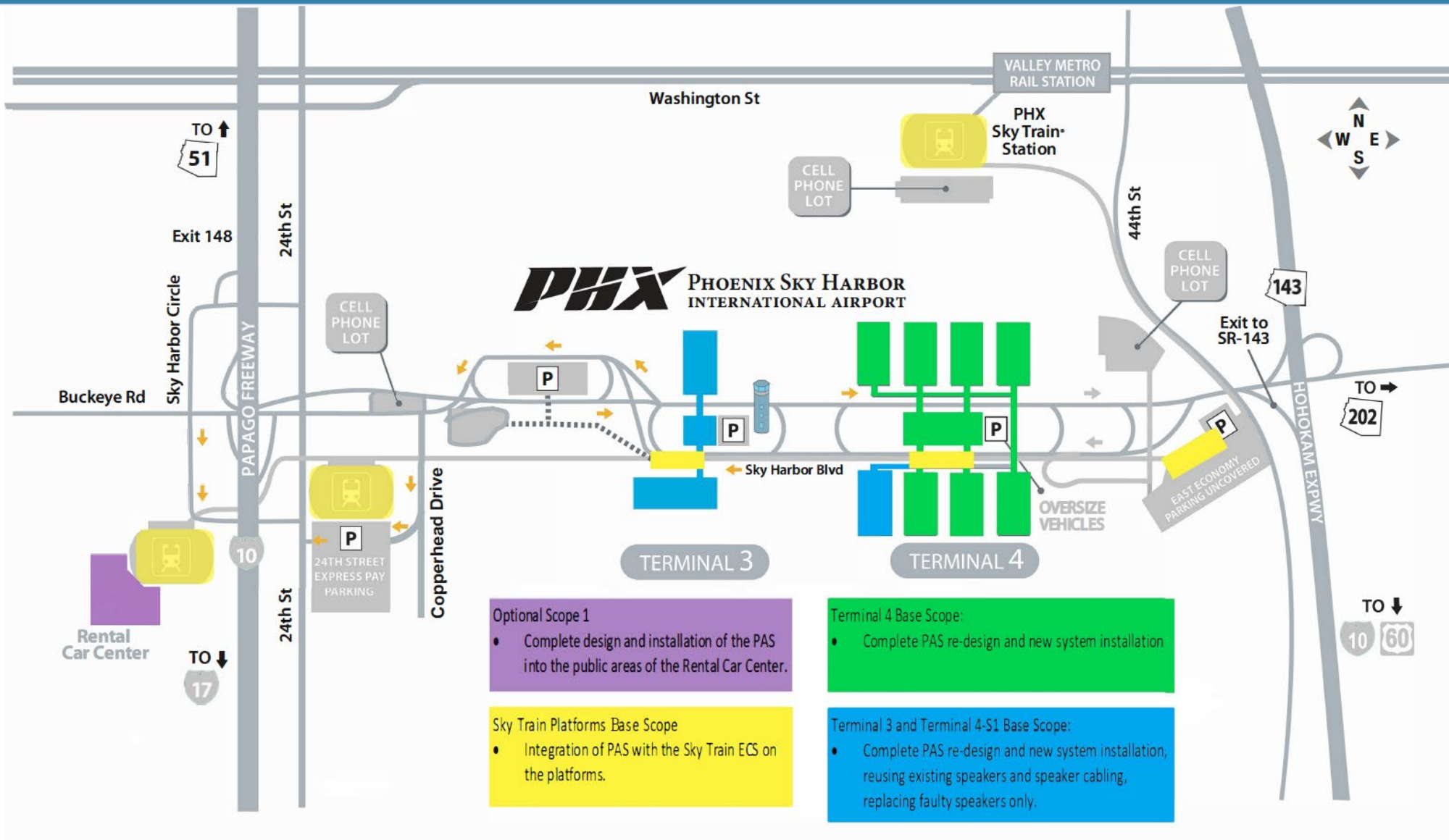
- ✈️ Jamie Ritchie, Lead IT Systems Specialist
- ✈️ Alvin McDonnell, Lead User Technology Specialist
- ✈️ Cary Reif, Consultant







# Scope of Work





## Summary

- Design, procurement and installation, programming, testing, training, and commissioning
- Ongoing support and maintenance
- Scope Areas: Terminal 3, Terminal 4, Sky Train Stations and Rental Car Center lobby
- Replace entire PAS with exceptions: Terminal 3 and Terminal 4 S1 concourse
- Integrate PAS into Sky Train Station communication system
- Install new PAS in the Rental Car Center lobby



# Speaker Areas

- Speaker coverage for all passenger areas including but not limited to:
  - Curbsides
  - Baggage Claim
  - Check-in Lobby
  - Public Circulation Areas
  - TSA Checkpoints
  - TSA Exit Lanes
  - Sterile Concourses – gate hold areas, public restrooms, connector bridges
  - Sky Train Platforms (integration)
  - Rental Car Center Lobby



# Project Schedule

Steps	Phasing
1	Design Phase
2	Installation Phase
3	Component Level Testing
4	System Level Testing
5	Integration Testing
6	Test Environment
7	Training
8	System Ready Testing
9	EQ and Balancing
10	User Acceptance Testing
11	Rollout Production Go-Live
12	Demolition
13	Endurance Testing
14	Final Acceptance Testing
15	Warranty
16	Maintenance and Technical Support



## Project Objectives

- Deploy a modern, intelligible, and accessible PAS to increase operational efficiency, overall safety, and airport experience for tenants and the traveling public.
- Replace all cabling, speakers, microphones, and other supporting hardware in T4.
- Redesign T4 with efficient paging zones to better meet the needs of our tenants and the traveling public thereby improving the overall intelligibility of the PAS.
- Expand the PAS to T3 and T4 curbside, RCC, and Sky Train Stations for better situational awareness



## Success Criteria

- New PAS creates an environment where announcements are clearly understood by passengers.
- All end-of-life hardware has been removed and replaced with new hardware that meets or exceeds current industry standards.
- Rezoning plan creates smaller zones that reduce sound bleed-over the number of zones that are currently cut off, and areas determined to not need PAS coverage thereby improving the overall intelligibility of the PAS.
- Overall stability and increased performance and reliability of the PAS to reduce outages and performance issues that may be disruptive to airline operations and other stakeholders' requirements.

# Site Walk

January 17, 2024 at 9:00 AM

- RCC Lobby and IDF's
- Terminal 3
- Terminal 4



**Thank You for  
Attending!**

