REQUEST FOR PROPOSALS
FOR THE
AIRSIDE AND LANDSIDE AIRPORT PAVEMENT MANAGEMENT SYSTEM
AT
LOS ANGELES WORLD AIRPORTS

Release Date: December 10, 2014

Pre-Proposal Conference: Tuesday, January 6, 2015
At 1:00 p.m.
Samuel Greenberg Board Room
Clifton Moore Administration Building
1 World Way
Los Angeles, CA 90045

Deadline for Submission of Questions: Thursday, January 8, 2015
At 12:00 p.m.
Questions must be submitted in writing to:
Beth Lingat, RFP Administrator
CPPG@lawa.org

Proposal Due Date: Thursday, January 22, 2015
No later than 2:00 p.m.
LAWA Capital Programming, Planning and Engineering Group
7301 World Way West, 7th Floor
Los Angeles, CA 90045
Attn: Beth Lingat
I. Section 1 – The Opportunity

**THE OPPORTUNITY**

Los Angeles World Airports (LAWA) is soliciting written proposals from qualified consultants for development, implementation, analysis and reporting of the “Airside and Landside Airport Pavement Management System at Los Angeles World Airports”. The purpose of this project is to provide airside and roadway pavement management, pavement engineering, and civil engineering design/analysis services.

**SCOPE OF WORK**

LAWA is seeking a comprehensive project team to provide program management services for the Airport Pavement Management System (APMS). This system is comprised of the airside APMS and LAWA intends to expand the program to include landside pavements and airside service roads at Los Angeles International Airport (LAX), Ontario International Airport (ONT), and Van Nuys Regional Airport (VNY) and to update the existing airside pavement data to reflect the current pavement conditions.

Consultant services related to the Airside Airport Pavement Management System (APMS-A) will consist of updating pavement inventory data for Air Operations Area (AOA) primary pavement surfaces (i.e., runways, taxiways, and taxilanes), evaluating current pavement conditions by collecting distresses, modifying and customizing existing MicroPaver networks, performing existing network customization for LAX, ONT, and VNY, analyzing and integrating data into the LAWA’s Airport Enterprise Geographic Information System (AEGIS) application and generating pavement condition reports to identify future pavement projects. These reports will identify locations of future pavement projects prioritized by the pavement condition index (PCI).

Consultant services related to the Landside Airport Pavement Management System (APMS-L) will consist of, but not be limited to, development and implementation of the APMS protocol, software, database integration, and applications for landside pavement (including roadways and parking lots) and AOA and service roads at LAX, ONT, and VNY airports. The landside system shall also be integrated into LAWA’s AEGIS application. The information generated will be used to assist decision makers in allocating resources to future capital and maintenance projects. The selected Consultant will provide a comprehensive APMS “landside” training course for LAWA staff.

The Program Manager will assist LAWA in the development of consistent, objective and systematic procedures for determining priorities, schedules, and allocation of resources to effectively manage and maintain LAWA’s airside service roads and landside pavements in a serviceable condition.

The selected consultant will be responsible for providing program management services consisting of, but not limited to, pavement studies, pavement condition surveys, assessment and data collection, integration of data into LAWA’s MicroPaver database and AEGIS. The consultant shall develop short and long range pavement asset renewal, maintenance planning, and pavement management. Along with developing cost effective pavement repair and rehabilitation solutions, the consultant could recommend refinements to the pavement management software and hardware applications, establishment of pavement replacement and rehabilitation project sequencing, scheduling, and cost estimating, field surveys, testing, and training.
Element 1: Landside and Air Operations Area Service Road Airport Pavement Management System

The services to be provided include, but are not limited to:

The upgrade of the MicroPaver Software Application (version 7.0). The collection, integration, and processing of MicroPaver data for LAWA's landside pavements, including LAWA owned roadways and parking lots, and combined with airfield service roads, and system integration, enhancements and upgrades to effectively integrate with LAWA's AEGIS application.

In developing the Landside Airport Pavement Management System (APMS-L), as directed by LAWA's APMS Project Manager and Engineers, the Consultant will perform destructive and non-destructive tests of the existing pavements. The APMS-L will include pavement data collected from these tests and interpretation of that data to define and assess the condition of the landside roadway, parking lot, and airfield service road pavements.

Consultant will conduct a thorough review of LAWA record documents and compile necessary inventory data and information, which includes construction and maintenance history, traffic inventory, and pavement ranking. The scope will also include performing pavement condition survey of the landside pavement by identifying the types, severity, and extend of the pavement distress.

Consultant will utilize LAWA’s existing pavement management software MicroPaver, to identify localized maintenance needs and development of a five year pavement management program. This program assist LAWA with the long term sustainability of airport pavements, and aid in scheduling maintenance activities that result in safe and serviceable conditioned pavements.

The consultant is encouraged to propose the use of a semi-automated field data collection system that is compatible with MicroPaver for collection of landside pavement data. LAWA will review and provide approval of the proposal.

All developed and collected data (distresses and inventory) shall be delivered in shapefile or geodatabase format compatible for direct import to MicroPaver and AEGIS database. Pavement inventory data (polygons for Branch, Section, Sample, and Sub-sample) must be developed in geodatabase with all applicable topology validation rules to avoid gaps and overlaps at each layer separately as well as across all four hierarchical layers.

Proposer will review LAWA’s existing records and conduct field samplings to determine existing pavement and structural base compositions and thicknesses. The Consultant shall prepare a final report and include, but not limited to, the methods, findings and recommendations for repairing or rehabilitating existing landside pavements.

Any software purchased or developed as well as all scripts and application customization codes related to this project will be the property of LAWA. All software purchases, development and customization must be performed considering LAWA network security restrictions. LAWA staff must be able to replicate any phase of work covered by this project upon the end of the project terms.
The system will be developed in accordance with the guidelines contained in Federal Aviation Administration (FAA) Advisory Circular 150/5380-7A, Airport Pavement Management Program. All information collected will be developed in compliance with and stored in the existing LAWA AEGIS spatial database. This database is currently in Oracle 11g utilizing Oracle Spatial data structure for storing spatial data. AEGIS spatial data is maintained using Autodesk AutoCAD Map via FDO connection to Oracle spatial database.

The data hierarchy is based upon the Spatial Data Standards for Facilities, Infrastructure, and Environment (SDSFIE) developed by the Army Corps of Engineers and modified by LAWA. APMS-L will utilize this data in Oracle as part of the inventory and assessment of the existing pavement conditions. Pavement inventory data are maintained in AEGIS. Section inventory data are exported from AEGIS database to ESRI Shape file format compatible for MicroPaver use.

All distress data collected via field data collector, or other means, are maintained in the AEGIS database. AEGIS application has a built-in functionality to generate distress data in MicroPaver’s compatible format.

Using the collected data, the APMS-L will process the frequency and severity of the pavement distresses and generate a pavement PCI. Utilizing the PCI, pavement section, and traffic count, the system will predict future pavement condition and generate a report which will determine and prioritize future pavement projects, allowing LAWA to plan, scope and sequence future pavement replacement projects.

The system shall be integrated with and conform to the requirements of LAWA’s existing APMS and AEGIS systems. The Proposer shall provide user manuals and technical training in maintaining the database, adding data, analysis techniques, and generating reports for the APMS-L.

**Element 2 - Airside Airport Pavement Management System**

The services to be provided include, but are not limited to:

The purchase of an upgrade to the existing MicroPaver Software application, including revalidation or modification of the existing Network Definition for all three airports, performance of one hundred percent (100%) visual condition survey of the primary pavement surfaces to identify/record and assess pavement distresses and severities using LAWA’s existing hardware and custom applications, purchase of necessary pavement management hardware, reviewing and modifying (as needed) the pavement management database, software customization and data analysis, system troubleshooting, integration of existing data with new pavement data collect for the APMS database (including necessary modifications) to ensure compatibility with LAWA’s AEGIS system.

Using the collected data, the Airside APMS will assess and predict future airside pavement conditions and generate reports, including FAA PCN computations, which will allow LAWA to plan, scope, prioritize, and sequence future airfield pavement rehabilitation and replacement projects. The MicroPaver system shall be integrated with and conform to the requirements of LAWA’s existing APMS, MicroPaver 6.5, and AEGIS system.
Element 3 - Management and Coordination

Consultant will provide management and coordination services as needed to organize efforts of the project described in this Scope of Work for the specified contract period. These services include, but are not limited to, project management, milestone and coordination meetings, monthly status/progress report, sub-consultant services procurement/coordination, scheduling, budget/cost control, resource management, inter-agency coordination, document control, and quality assurance/quality control administration.

Consultant will perform an analysis of airside and landside pavement data, evaluate existing maintenance practices, and develop strategies and recommendations for improvements to the Airport Pavement Maintenance System and Program.

Consultant will identify potential rehabilitation and reconstruction projects, and provide recommendations for prioritization of future Capital Improvement Projects.

Element 4 - Pavement Rehabilitation Engineering and Design Services

Consultant will provide pavement rehabilitation engineering and design services as required for performance of minor to moderate pavement rehabilitation and replacement projects to be performed by LAWA’s Maintenance Services work forces.

Services may include, but not be limited to, additional survey, underground utility investigation service, geotechnical testing, pavement testing, specialized pavement investigations, analyses, pavement rehabilitation engineering services, pavement marking and striping design and auditing services, Quality Assurance and Quality Control Services, and other related pavement design and maintenance support services.

DELIVERABLES

The deliverables for the program shall be as follows:

- 50% Draft Report
- 90% Draft Report
- Final Report
- Updated MicroPaver Database
- Detailed Pavement Distress Locations CAD Drawings, with distress locations mapped on the pavement layout

All deliverables shall be submitted to the LAWA APMS Program Manager. The Consultant is required to attend review meetings for the submittals. LAWA will provide its comments prior to or at the review meetings. The Consultant shall present findings to address the comments at the meetings.
II. Section 2 – Background Information

LOS ANGELES WORLD AIRPORTS

LAWA is a financially self-sufficient, proprietary department of the City of Los Angeles, which operates, maintains and develops Los Angeles International Airport (LAX), LA/Ontario International Airport (LA/ONT), and Van Nuys Airport (VNY). LAWA is controlled by the Board of Airport Commissioners (Board), a seven-member board appointed by the Mayor and approved by the Los Angeles City Council.

DESCRIPTION OF LOS ANGELES INTERNATIONAL AIRPORT

LAX is the sixth busiest airport in the world and third in the United States, offering 692 daily flights to 85 domestic cities and 928 weekly nonstop flights to 67 cities in 34 countries on 64 passenger air carriers.

In 2013, LAX served nearly 66.7 million passengers, processed more than 1.9 million tons of air cargo valued at over $91.6 billion, and handled 614,917 aircraft operations (landings and takeoffs).

LAX is part of a system of three Southern California airports – along with LA/Ontario International and Van Nuys general aviation – that are owned and operated by Los Angeles World Airports.

HISTORICAL PASSENGER TRAFFIC AT LAX

Historical passenger traffic statistics for all LAX terminals and airlines may be found at the LAWA Web Site: http://www.lawa.aero/welcome_lax.aspx?id=798

DESCRIPTION OF LA/ONTARIO INTERNATIONAL AIRPORT

LA/Ontario International Airport (ONT) is a medium-hub, full-service airport with commercial jet service to major U.S. cities and through service to international destinations. ONT is located in the Inland Empire, approximately 35 miles east of downtown Los Angeles in the center of Southern California. The airport is the centerpiece of one of the fastest-growing transportation regions in the United States. ONT’s service area includes a population of six million people living in San Bernardino and Riverside Counties and portions of north Orange County and east Los Angeles County. In 2012, 4.3 million passengers used the airport and 454,880 tons of air freight were shipped.

LA/Ontario is part of a system of three Southern California airports – along with Los Angeles International and Van Nuys general aviation – that are owned and operated by Los Angeles World Airports.

HISTORICAL PASSENGER TRAFFIC AT LA/ONT

Historical passenger traffic statistics for all LA/ONT terminals and airlines may be found at the LAWA Web Site: http://www.lawa.org/welcome_ont.aspx?id=808
DESCRIPTION OF VAN NUYS AIRPORT

Located in the heart of the San Fernando Valley, Van Nuys Airport (VNY) ranks as one of the world's busiest general aviation airports. Dedicated to noncommercial air travel, VNY averages over 270,000 takeoffs and landings annually.

More than 100 businesses are located on the 730-acre airport, including five major fixed-base operators (FBOs): BaseNet, LLC/Jet Fleet International, Castle & Cooke Aviation, Clay Lacy Aviation, Maguire Aviation Group, and Signature Aviation. These operators provide aircraft storage and parking, aviation fuel, aircraft sales, flight instruction, aircraft charter and aircraft maintenance. Some of the FBOs also serve as major leaseholders of airport property, subletting land and buildings to other airport tenants.

HISTORICAL AVIATION TRAFFIC AT VNY

Historical passenger traffic statistics for Van Nuys General Aviation Airport may be found at the LAWA Web Site: http://www.lawa.org/welcome_VNY.aspx?id=812

Aviation traffic has historically varied and is expected to continue to change. LAWA makes no guarantee as to the accuracy or reliability of the historical data which is provided for information only.
III. Section 3 – Evaluation Criteria

EVALUATION CRITERIA

After receipt of the proposals, LAWA will review and evaluate all proposals that adequately contain the information set forth in this RFP. The proposals will be rated utilizing a total score that will represent 100 points of the final ranking. Proposers will be evaluated using the criteria below. The City reserves the rights to judge, appraise, and reject all proposals submitted.

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<th>Section</th>
<th>Description of Evaluation Criteria</th>
<th>Maximum Points</th>
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<td>A</td>
<td>Project Understanding and Capabilities to Perform Work</td>
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<td>B</td>
<td>Experience and Qualifications of Project Manager and Key Staff</td>
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<td>C</td>
<td>Program Management Approach and Work Plan Matrix</td>
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INTERVIEWS AND SHORT LISTING

LAWA reserves the right to conduct interviews or to proceed without conducting interviews. The purpose of interviews, if conducted, would be to allow proposers the opportunity to clarify and expand upon aspects of their proposal. They also present an opportunity to evaluate key personnel and discuss issues of experience, performance, schedules, financial proposal, qualifications, and quality.

LAWA reserves the right to interview only a short list of Proposers or to establish a short list of Proposers without conducting interviews. If LAWA elects to establish a short list among the proposers, LAWA reserves the right for the evaluation panel to determine the number of short-listed proposers during the evaluation process. If a shortlist is utilized, Evaluation Criteria A: “Project Understanding and Capabilities to Perform the Work” will be used. Proposer(s) (either all or a short list) may be subsequently interviewed for final evaluation. Scores arising from any short listing process will not be carried forward to subsequent rounds or final scoring of the proposal/interview process.

SCORING

Scoring will be accomplished by using a “Must System”. Under this system, after evaluating all proposals, each member of the Evaluation Panel must award the maximum potential points designated for each evaluation category to at least one proposal that best demonstrates the criteria or requirements of that category. Each Evaluation Panel member, however, may also award the maximum potential points to other proposal(s) that, in the opinion of the Evaluation Panel member, demonstrate comparable quality in the category.

Once each Evaluation Panel member has completed scoring, the Evaluation Panel member’s scores will be converted to rankings (i.e. 1st, 2nd, 3rd, etc.). These rankings among Evaluation Panel members will then be averaged to determine the overall ranking by the Evaluation Panel.
LAWA’s Proposal Evaluation Policy can be located at:

IV. SECTION 4 – INSTRUCTIONS TO PROPOSERS

GENERAL INSTRUCTIONS
Potential Proposers should read, review, and understand this RFP, all exhibits, attachments and any addenda issued. Written submittal to this RFP process will be the primary basis on which LAWA will consider an award of contract. The contents of the proposal shall be complete in description, concise in volume, and austere in form. Proposers should be thorough, detailed and as concise as possible when responding to each proposal item and assembling a proposal. In the written proposal, Proposers must include responses to all proposal items requested. Proposers will not be able to add to or modify their proposals after the proposal due date. LAWA may deem a Proposer non-responsive if the Proposer fails to provide all required documents and copies.

In submitting the proposal, the Proposer agrees the proposal will remain valid for 180 days after the deadline for submission of proposals, and may be extended beyond that time by mutual agreement.

LAWA must receive delivery of the Proposal package at the address specified on the cover page of this RFP no later than the date and time specified on such cover page (the “Proposal Due Date”). Any submission received at the wrong location or after the exact time specified for receipt will not be considered.

PROPOSER’S STRUCTURE
Proposing entities may include individuals, corporations, partnerships, limited liability corporations or joint ventures. Proposer, however, is the legal entity that will execute the Contract. Proposer need not have all the required skills and experience in house, but may assemble a team of subcontractors to provide the necessary skills and experience (the “Proposer Team”). It will be the entirety of the Proposer Team that will be evaluated and scored for the RFP evaluation.

SUBMISSION REQUIREMENTS
Potential Proposers must submit a Proposal in binders, packaged together, in accordance with the instructions given in this RFP (the “Proposal Package”). Each Proposer must submit their proposal package in two parts:

Part A – The Proposal
Part B – The Administrative Requirements
Part A – The Proposal

The original documents of the Proposal must be marked "Original" on its front page or cover, must contain the original signatures and must be signed by a duly authorized representative(s) of the Proposer. Part A must also include two (2) original, eight (8) copies of the Proposal, with the name and address of the Proposer in the upper left hand corner, and marked:

"AIRSIDE AND LANDSIDE AIRPORT PAVEMENT MANAGEMENT SYSTEM AT LOS ANGELES WORLD AIRPORTS"

Each copy of the Part A must be printed single-sided and contained in an 8½” x 11”, 3-ring binder with tabbed dividers corresponding to the numbers delineating each section as described below (11x17 page size may be used if folded to fit size requirements). Proposers must also provide a complete electronic copy of the proposal as an Adobe Portable Document Format (PDF) file on a flash drive or CD-ROM. Page limits include pictures, tables, figures, etc. Supplementary artwork, visual aids, past projects, and other extraneous materials will not be accepted, unless otherwise requested. Part A must contain no more than twenty five (25) single-sided pages of a minimum of eleven (11) point type lettering.

Part A shall consist of the following documents in the sequence shown below. A set of tabs to identify each element of Part A should be inserted to facilitate quick reference.

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<td>1</td>
<td>Table of Contents</td>
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<td>2</td>
<td>Executive Summary</td>
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<td>3</td>
<td>Project Manager, Team Members and Organizational Chart</td>
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<td>4</td>
<td>Consulting Record, Accomplishments and References</td>
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<td>5</td>
<td>Approach, Methodology and Proposed Work Plan</td>
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Proposers must supply information concerning the overall approach to the project as detailed in this RFP and as specified below:

0. **Cover Letter and Authority to Propose** - Each Proposer must submit with their Proposal a Cover Letter identifying the Proposer, entity to be contracted with, legal structure of that entity (i.e. corporation, partnership etc.), and the proposal package being submitted. An authorized representative/officer of the proposer, with legal authority to bind the corporation in contractual matters with LAWA, must sign the cover letter. The Proposer’s representative’s name, title, address, telephone number, and e-mail address should be identified.
1. **Table of Contents** - Each Proposer must include a Table of Contents identifying the various sections in the Proposal.

2. **Executive Summary** – Each Proposer must submit with their proposal an Executive Summary that summarizes important features, qualifications, and expected accomplishments of the proposal. The Executive Summary must also include a brief statement of how the Proposer meets the qualification criteria as set forth in this RFP. The Proposer may include other important general information, which is deemed significant enough to be highlighted.

3. **Project Manager, Team Members and Organizational Chart** - Each Proposer must identify the name of the person designated to be “Project Manager” and the key team members, with applicable or required California State licenses or registrations, who shall be responsible for performing the work on behalf of the prime consultant. Include a project organization chart that indicates the names of individuals working for the prime consultant and each sub-consultant involved. Include a responsibility matrix that identifies responsibilities and reporting structure of key staff for the core services as envisioned over the project duration.

   Indicate the recent experiences of the prime consultant and each sub-consultant in completing surveys of similar size and scope. Describe the prime consultant’s experience and, as applicable, each sub-consultant’s experience in work relating to the Airport Pavement System.

   Each Proposer must demonstrate that the Project Team, comprised of the Consultant’s firm and Sub-consultants, has a record of performing the proposed work disciplines related to the assessment, development of a strategic plan, implementation, and reporting of Airport Pavement Management.

4. **Consulting Record, Accomplishments and References** - For the designated Project Manager, describe the professional qualifications, capabilities, project experience, education, training, and present office location. Provide a list of at least five (5) specific examples of the Project Manager’s experience in relevant past or ongoing projects. Describe each project in detail, including when it was completed and where it is located, the name of the owner and the owner’s representative (to whom the Project Manager actually reported on a daily basis), including his/her current telephone number, e-mail address, and any other appropriate reference information.

   For each Lead sub-consultant listed on the organization chart, provide at least three (3) representative examples of similar projects in detail, including the project dates, location, the name of the owner and the owner’s representative, including his/her current telephone number, e-mail, and any other appropriate reference information.

   LAWA, in its sole discretion, reserves the right to request additional references, to contact all references, and to request additional supporting information from the Proposer as LAWA deems necessary.
Proposers reference information must include the following information:

- Name of project and location;
- Name, e-mail address, and telephone number of client's representative (individual who the Project Manager directly reported to, responsible for administering the contract);
- Description of the work or services provided;
- Dates the contracts were signed, completed or terminated;
- Total dollar amount of the contract;
- Scheduling and/or cost overruns;
- Diversified Business Enterprise or Small Business Enterprise (DBE/SBE) requirements for the project (if any), actual (DBE/SBE) participation in the project, and proposer's role in meeting these goals (e.g. primary Consultant, or sub-Consultant).

LAWA reserves the right to verify this information, including contacting the referenced clients to verify the information and/or to solicit comments. All information stated in the proposal shall be factual, truthful and should not be fabricated, embellished, extended or misrepresented in any shape or form.

5. **Approach, Methodology and Proposed Work Plan** - Proposers must describe significant elements and components of a successful APMS program at LAWA. Proposers must describe their approach to the Elements 1 – 4 of this RFP, and identify the methods used for the coordination and implementation of the APMS. In addition, the proposer must identify potential challenges during the implementation process.

Each proposer must provide a work plan that will show how Elements 1 – 4 in the Scope of Work of this RFP will be completed. Include a schedule for each element, staffing needs and available and required resources. Describe any anticipated challenges and how those challenges will be met.

6. **Fee** – For the purposes of this Request for Proposal, **“Fee” will be scored based on your quoted profit percentage, which must be included as part of this proposal.**

The profit percentage shall be listed on company letterhead. The firm(s) with the lowest fee profit percentage will receive the full 25 points and all other proposers receiving a proportional share of points in relation to the lowest fee for a final score.

If the lowest profit received is less than one percent (1%), one percent (1%) will be considered the lowest profit received for calculation purposes. If one or more firms submit fees at one percent (1%) or below, those firms will receive 25 points for Evaluation Criteria No. D.

Example for proportional share of points for Profit:

If Firm A is lowest at 3%, Firm A receives the 25 points
The formula is (Lowest Firm’s % divided by Firm X’s %) x 25 points
Therefore, if Firm B is at 4%; (3% divided by 4%) x 25 points = 18.75 points for Firm B
Therefore, if Firm C is at 6%; (3% divided by 6%) x 25 points = 12.5 points for Firm C

On the same document, the Proposer shall include the Hourly Rate for the PROJECT MANAGER ONLY. This hourly rate must be inclusive of the Base Hourly Rate, Profit, and audited overhead percentage.

- Part B – The Administrative Requirements
  Part B should be in a separate binder and labeled:

  "Administrative Requirements"

  The Administrative Requirements must contain the material, documents and signatures, which demonstrate that the Proposer satisfies the Administrative Requirements as described in Section 6, Attachment B, of this RFP. The original documents of the Administrative Requirements must be marked "Original" on its front page or cover, must contain the original signatures and must be signed by a duly authorized representative(s) of the Proposer. In addition, one (1) copy of the Administrative Requirements must be submitted in a separate package. The Administrative Requirements can be located at: http://www.lawa.org/welcome_LAWA.aspx?id=540

PRE-PROPOSAL CONFERENCE
A voluntary Pre-Proposal Conference is scheduled to explain the specific objectives, needs, and requirements of this RFP. Attendance of potential Prime Consultants at this conference is voluntary.

SUBMISSION OF QUESTIONS
All questions regarding this RFP should be clearly presented in writing and e-mailed to the Capital Programming, Planning and Engineering Group Mailbox at: cppg@lawa.org including “Question re: Airport Pavement Management System” in the subject line of the email. Questions will be processed in the order received. Only questions to explain the information and requirements in the RFP will be answered. There will be no telephone call support.

V. SECTION 5 – CONTRACT AWARD

LAWA intends to enter into a Contract with the Proposer whose Proposal is deemed the most advantageous to LAWA. The Contract will be structured as a Task Order contract based on “All-Inclusive Rates”.

THE NEGOTIATION PROCESS
Proposers should be prepared to sign the Contract without further negotiation. The successful Proposer will be required to execute and return the Contract in the form attached (See Sample Contract) no later than four business days following presentation to the successful Proposer by
LAWA. If the successful Proposer does not execute and return the Contract within the prescribed time period, LAWA reserves the right, at its sole discretion, to extend the time period or to enter into negotiations and a Contract with another Proposer. Additional sub-consultants (firms or individuals) may be added over the course of the Contract, dependent on specific tasks. It is incumbent on all Proposers to carefully review the terms of the Contract/Agreement prior to proposing.

VI. SECTION 6 – APPENDICES

A. ADDITIONAL TERMS, CONDITIONS, DISCLAIMERS AND REQUIREMENTS - RFP Attachment A lists the Additional Terms, Conditions, Disclaimers and Requirements, which are binding on all Proposers.

B. ADMINISTRATIVE REQUIREMENTS - RFP Attachment B includes the forms necessary to complete Part B of the Proposal – ADMINISTRATIVE REQUIREMENTS.

C. SAMPLE CONTRACT