



April 2, 2020

## Request for Qualifications

- Item:** **DESIGN SERVICES FOR PATCO LINDENWOLD STATION ROOF AND MECHANICAL SYSTEM REPLACEMENT PROJECT**
- Due Date:** **One (1) electronic copy of the written Statement of Qualifications, Political Contribution Form and Certification, and U.S. Government Forms SF330 shall be submitted, in PDF format, via SAP Ariba no later than 2:00 p.m on Wednesday, May 13, 2020. Faxed, e-mailed, or hard copies of the Statement of Qualifications will NOT be accepted.**

The Delaware River Port Authority ("Authority") hereby invites interested professional consulting engineering firms to submit a Statement of Qualification for provided Design Services for the **PATCO LINDENWOLD STATION ROOF AND MECHANICAL SYSTEM REPLACEMENT Project**. This public advertisement constitutes the Delaware River Port Authority's formal solicitation to determine the interest of qualified firms in the aforementioned project.

The Scope of Services the Authority requires shall include all Design Services for the evaluation, design, detailing, and specifying material requirements and establishing criteria for executing the work. The Consultant shall specify that all

material used for repair, replacement, or strengthening shall satisfy governing regulatory requirements and specify a quality assurance program. The Consultant shall establish any maintenance requirements and maintenance recommendations after the work is complete as part of the preliminary design report. Consultant is responsible for all testing and analysis for all repairs, inspections, quality assurance reports, and tests required by the licensed design professional. A report with regard to this undertaking shall be prepared and submitted to the DRPA.

The Statement of Qualifications shall describe, in five (5) pages or less the following:

- Qualification of the firm including any subconsultants and the key personnel on the inspection team.
- Briefly describe similar consultation projects successfully completed in the last five years by the firm and the key personnel.
- The current workload of the firm.
- Location of the office where the work will be performed.

The Statement of Qualifications will be used by the Authority to establish a short list of consultants to receive a Request for Proposal and to engage a consultant for this project.

The Authority's Board of Commissioners has adopted a resolution stating Consultants seeking contracted work must be prevented from influencing the vendor selection process. In order to be considered in the vendor selection process, a Political Contribution Form and Certification must be completed and submitted with the Statement of Qualifications.

One (1) electronic copy of the written Statement of Qualifications, Political Contribution Form and Certification, and U.S. Government Forms SF330 shall be submitted, in PDF format, via SAP Ariba **no later than 2:00 p.m on Wednesday, May 13, 2020.** Faxed, e-mailed, or hard copies of the Statement of Qualifications will NOT be accepted.

The Delaware River Port Authority is firmly committed to providing full and equal business opportunities to all persons regardless of race, color, religion, gender, national origin, age or non-job related disability. In that regard, the Delaware River Port Authority will affirmatively assure that minority and female-owned business enterprises are afforded equal opportunities to submit proposals for consideration for all purchases and contracts issued in connection with this project. Prospective proposers should understand that the participation of certified MBEs and WBEs is a matter of great interest in the evaluation of all proposals. To that end, the DRPA has established MBE and WBE goals for this project. Proposers are not expected to name their MBE and WBE team members at the time they submit the Statement of

Qualifications; however, should include a statement if they will be committed to using MBE and WBE firms. MBE and WBE team members must be named, and commitment levels must be noted at the time the proposal is submitted.

**The DRPA and PATCO are now utilizing the Ariba Network for all sourcing, contracts, and supplier management. In order to compete for procurement opportunities with the Authority, your company must register on the Ariba Network and complete the Authority's supplier registration questionnaire. You can register on the Ariba Network at any time. Registration is free, quick and easy. Please refer to the DRPA Procurement website (<http://www.drpa.org/procurement/>) for more information.**

**Responses to this RFI must be submitted electronically via the Ariba Network. Faxed, e-Mailed, and/or hardcopies will not be accepted. The Ariba submission requirement is mandatory and non-waivable.**

**In order to be added as a Proposer to this Project, please send a request, via e-mail, to the following Contracting Officer and Single Point of Contact: Karen Cyphers - [klcyphers@drpa.org](mailto:klcyphers@drpa.org).**

DELAWARE RIVER PORT AUTHORITY

Amy L. Ash  
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856-968-2084

Sincerely,  
Tina Petaccio  
Coordinator  
Administration Division  
Delaware River Port Authority