

Truckee Tahoe Airport District

Request for Proposal

Access Gate Maintenance

1. Services Required

Truckee Tahoe Airport District is seeking proposals for annual preventative maintenance of four (4) automatic access gates that facilitate security of the airfield.

It is the District's intent to select one contractor for services required by this project through a proposal-based selection process. The contract will be made for services and equipment as defined within the Scope of Work and the District makes no assurance of future funding on subsequent phases of the work for this project.

2. Request for Proposal

A proposal for the automatic gate annual preventative maintenance is requested. This procurement is a best-value acquisition based on price, past performance and experience. The proposal must stipulate maintenance requirements, schedules and any travel costs associated with schedule and unscheduled maintenance. The proposal must clearly state fixed and variable costs along with hourly or daily rates.

3. Receipt of Proposals

Email proposals with a return receipt requested to:

Hardy.bullock@truckeeairport.com

Or, submit three (3) copies of the proposal to the Truckee Tahoe Airport District, addressed as follows:

**Truckee Tahoe Airport District
Gate RFP, Director Hardy Bullock
10356 Truckee Airport Road
Truckee, CA 96161**

Proposals are due on or before Friday, June 30, 2017 at 5:00 p.m. Postmarks are not acceptable. Neither faxed proposals nor proposals postmarked before the deadline but received afterward will be considered.

The District will respond to questions concerning the preparation of proposals. All questions should be addressed to Stacey Justesen (530.587.4119 x125) and/or Mike Cooke (530.587.4119 x108). The District reserves the right to inform all recipients of this RFP of the answers to questions submitted, or additional information provided where the District, in its sole discretion, determines that such answers or information are germane to all potential respondents or that they change or alter any material provision of this RFP.

Proposal Format: An official authorized to bind the proposer to its provisions must sign proposals. For this RFP, the proposal must remain valid for at least ninety (90) days.

The contents of the proposal of the successful bidder will become the basis for contractual obligations if a contract is entered into.

Disclosure of Proposal Contents: Information provided in each proposals will, to the extent allowed by law, be held in confidence and will not be revealed or discussed with competitors. If a proposal contains any information that the proposer does not want disclosed to the public each sheet of such information must be marked “Confidential.”

4. Purpose

To perform annual gate maintenance on the existing four automatic gates that secure the movement and non-movement areas of the Truckee Tahoe Airport.

5. Contract Compensation

The intent of this RFP is to maintain the four (4) automatic access gates securing the airside of the Truckee Tahoe Airport. The method and amount of compensation shall be negotiated. This procurement is a best-value acquisition. The successful candidate will be chosen by the combined score of their technical approach, past performance of similar projects, timeline estimation for completion of work, and price.

6. Rejection of Proposals

The District reserves the right to:

- Amend, modify or withdraw this RFP;
- Require supplemental statements or information from proposers;
- Extend the deadline for responses to this RFP;
- Reject any or all proposals received pursuant to this RFP;
- Waive or correct any irregularities in proposals, after prior notice to proposers; and
- Negotiate separately with competing proposers.

7. Incurring Costs

This RFP does not obligate the District to award a contract, pay the costs incurred in preparing any proposal or to procure the services described herein.

All proposals are submitted at the sole cost and expense of the proposer. The District shall incur no liability or obligation to any proposer except pursuant to a written contract for services, duly executed by the proposer and an authorized signatory for the District.

8. Contractor Requirements

The District is seeking proposals to provide annual preventative maintenance to the four (4) automatic access gates securing the airfield side of the Truckee Tahoe Airport. Contractors will be required to meet all local, state and national permitting, licensing and environmental requirements within the scope of work.

Proposer shall provide information of their experience and technical competence in gate maintenance. References should be identified by project name and include the name of the client and contact information.

9. Scope of Work

Truckee Tahoe Airport District seeks a qualified vendor to provide preventative maintenance

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services to four (4) existing automatic access gates securing the airfield. Items to be addressed in proposals include the schedule and cost of planned maintenance, ability to provide and the cost of unscheduled maintenance, and any associated travel costs. The proposer will evaluate the intention of the gates and recommend infrastructure changes as needed.

The gates are VPL 24-UL vertical pivot gate operators manufactured by AutoGate. They run on 120 vac with a 12 VDC battery backup system. Each gate opens using an HID card reader, Corby 6500 series Digital key pad, and/or a Knox key. Gate operations are monitored and controlled by a Genetec Security system.