



## **REQUEST FOR QUALIFICATIONS**

### **MULTIPLE GENERAL AND SPECIALTY CONSTRUCTION DIVISIONS, FOR THE PORT AUTHORITY OF KANSAS CITY, MISSOURI**

The Port Authority of Kansas City, Missouri ("Port KC"), a political subdivision authorized under RSMo Chapter 68 and chartered by the City of Kansas City, Missouri, hereby requests submission of qualifications for contracting services for new construction work including repairs and maintenance. Services required involve performing construction services on property the Port KC owns, leases, or is otherwise authorized at prevailing wage rates and following the policies established by the Board of Commissioners regarding MBE/WBE participation and Construction Workforce participation which are available at:

[www.portkc.com/index.php/about/affirmative-action-policy](http://www.portkc.com/index.php/about/affirmative-action-policy)  
[www.portkc.com/index.php/about/construction-workforce-policy](http://www.portkc.com/index.php/about/construction-workforce-policy)

Successful contractors will be pre-qualified to bid on eligible Port KC Projects for up to three years. Please consult Section 68.025 of the Revised Statutes of Missouri to review the scope and powers of the Authority.

The Qualification Statement must demonstrate the contractor is well-experienced and qualified to effectively provide a bid for future services under any or all Construction Specification Institute (CSI) division classifications.

When a project requirement for a contractor is identified, Port KC will first bid those projects out to firms that are prequalified through this process. If no qualified or acceptable bid is received, only then will firms not prequalified be asked to bid on construction projects.

Firms that were prequalified in July 2013 or December 2014 need not reply to this RFQ to stay on the bidding lists for Port KC construction projects. If said firms prequalified in July 2013 or December 2014 in fact resubmit and they are found to still be qualified, then their eligibility will be extended to 36 months from the date of requalification.

If qualified, and prior to the assignment of any work under the professional services contract(s) between the Contractor and Port KC, the Contractor(s) may be required to {00007740.DOCX; 7}

disclose again the information requested above, and to disclose any current, past or reasonably foreseeable substantial business relationship with developer(s) of any Port KC project. The Contractor must disclose any future contract with developers who have a relationship with Port KC as soon as possible. In addition, the Contractor(s) will be required to disclose whether they are current with regard to the payment of all local taxes owed by them.

## **NATURE OF WORK ORDERS EXPECTED**

Port KC owns and operates over 490,000 square feet of light industrial and office building at Richards-Gebaur Commerce Park, leases and operates 46,000 square feet of warehouse buildings at the Port of Kansas City, and also owns and operates the Berkley Riverfront Park. Port KC engages in minor repair, electrical, plumbing, HVAC, security equipment, roofing, paving, demolition, and other new construction projects annually at these facilities.

Port KC is also engaged in redevelopment of land on the south bank of the Missouri River from Main Street on the west to just east of I-29/I-35, known as the Berkley Riverfront Development. Typical land development construction activities including excavation, flat work, utility relocation and extension, trails, amenity projects, and road building are expected work order components for these projects. In addition, Port KC owns significant improvements, including the Town of Kansas Pedestrian Bridge, ASB Underpass Ecosystem Park, and the Richard L. Berkley Riverfront Park, that require repair, maintenance, reconstruction, and new construction projects.

Port KC encourages both single division Contractors and general Contractors alike to submit qualifications. The following CSI divisions in the next section are being requested in this RFQ.

## **CSI DIVISIONS REQUESTED**

- |                                    |                                   |
|------------------------------------|-----------------------------------|
| 01 General                         | 11 Equipment                      |
| 02 Existing Conditions             | 12 Furnishings                    |
| 03 Concrete                        | 14 Conveying Equipment            |
| 04 Masonry                         | 22 Plumbing                       |
| 05 Metals                          | 23 HVAC                           |
| 06 Wood, Plastics, Composites      | 26 Electrical                     |
| 07 Thermal and Moisture Protection | 27 Communications                 |
| 08 Openings                        | 28 Electronic Safety and Security |
| 09 Finishes                        | 31 Earthwork                      |
| 10 Specialties                     | 32 Exterior Improvements          |

## **COOPERATION WITH PORT KC'S OTHER CONSULTANTS**

The selected contractors will work cooperatively with engineers, architects and other contractors already retained and contracted by Port KC to provide services for construction and site development work.

## **FORM OF RESPONSE TO REQUEST FOR QUALIFICATIONS**

The Contractor is strongly encouraged to thoroughly review this entire Request for Qualifications since all submittals will be reviewed for compliance with the requirements set forth herein. The Contractor must use the following outline to organize its Statement of Qualifications and to provide all of the required information. This will simplify the review process and permit the maximum degree of comparison by Port KC. The Contractor must, at a minimum, provide the information described below when submitting statements.

### **1. TITLE PAGE**

Indicate the Contractor's complete legal name (and the name under which the Contractor is doing business if different from the legal name), the form of legal entity (corporation, limited liability company, general or limited partnership or sole proprietorship, etc., if not evident from the legal name), local address, telephone number and facsimile number, contact person and title, email address, date, Statement of Qualification that includes any and all CSI divisions that applicant is seeking to be prequalified.

### **2. TABLE OF CONTENTS**

The table of contents must clearly identify the material included in the Statement of Qualifications by section and page number.

### **3. TRANSMITTAL LETTER**

The Contractor must send a signed letter of transmittal briefly stating:

- The Contractor understands the scope of services to be provided;
- Positive commitment to provide bids for the work orders issued from time to time by the Port KC for work that the firm is prequalified;
- Why the Contractor believes it to be qualified to perform work for Port KC;

- The name of the person signing the letter, his or her title, and a statement that he or she is authorized to bind the Contractor.

#### **4. THE CONTRACTOR'S PROFILE**

- State whether the Contractor is local, regional or national;
- State the location of the office from which the services will be performed and the number of professional staff employed at that office;
- Provide a brief history of the Contractor;
- Indicate any past or present relationship of the Contractor to Port KC, listing the project(s) and the scope of the services provided to Port KC;
- Certify that the Contractor has no conflict of interest with regard to services to be provided pursuant to the contract(s) contemplated by this Request for Qualifications;
- Describe specific knowledge of Port KC's existing projects;
- State if the Contractor is a Certified MBE (Minority Business Enterprise) / WBE (Women Business Enterprise)
- State whether the Contractor has an Affirmative Action Plan; if so, a copy must be attached;
- Certify that the Contractor has and will maintain insurance at the following levels:
  - (a) Commercial General Liability Insurance: with limits of \$1,000,000 per occurrence and \$2,000,000 aggregate, written on an "occurrence" basis. The policy shall be written or endorsed to include the following provisions:
    - (i) Severability of Interests Coverage applying to Additional Insured's;
    - (ii) Contractual Liability;
    - (iii) Per Project Aggregate Liability Limit or, where not available, the aggregate limit shall be \$1,000,000;
    - (iv) No Contractual Liability Limitation Endorsement; and
    - (v) Additional Insured Endorsement, ISO form CG20, 10, current edition, or its equivalent.

(b) Commercial Automobile Liability Insurance: with a limit of \$1,000,000 per occurrence, covering owned, hired, and non-owned automobiles. Coverage provided shall be on an “any auto” basis and written on an “occurrence” basis. This insurance shall be written on a Commercial Business Auto form, or acceptable equivalent, and shall protect against claims arising out of the operation of motor vehicles, as to acts done in connection with the Agreement.

(c) Worker's Compensation Insurance in accordance with statutory requirements and Employers' Liability Insurance with limits of not less than \$100,000 for each occurrence, \$500,000 disease-policy limit, and \$100,000 disease-each employee.

(d) Professional Liability Insurance with limits of not less than \$2,000,000 per claim and annual aggregate; and

## **5. THE CONTRACTOR’S QUALIFICATIONS**

- Provide a list of key permanent staff members of the Contractor, including names, job descriptions, titles, relevant educational and professional experience, certifications and/or licenses;
- Complete the attached survey and indicate any and all Construction Specification
- Institute (CSI) divisions the applicant is seeking to be prequalified.
- List all Contractor’s subcontractors (if any) expected to be involved in the completion of the scope of work outlined in this Request for Qualifications, including the name(s), relationship, relevant staff and experience of any such subcontractors, and whether subcontractors are Certified MBE/WBE;
- Provide a list of professional references; and
- Describe all violations/citations and pending litigation which involve the Contractor and/or its principals;

## **SCHEDULE FOR REQUEST FOR QUALIFICATIONS**

This RFQ will remain open for one year ending September 25, 2016. There is no specific deadline for submission. Only firms currently qualified at the time of Requests for Proposals under the Qualified Contractor programs will be eligible to bid. Specifically, if a {00007740.DOCX; 7}

contractor is not currently qualified under either the July 2013 RFQ period or 2014 RFQ period, or this open qualification period at the time of the RFP initial issuance, then that contractor will not be able to get prequalified and submit on that RFP.

Two bound copies and one electronic copy of the Statement of Qualifications should be submitted. All submissions should be made to the following:

Port KC  
Attn: General and Specialty Construction RFQ  
300 Wyandotte, Suite 100  
Kansas City, Missouri 64105

All questions and inquiries during the entire term of this selection process should be submitted in writing by e-mail to [info@portkc.com](mailto:info@portkc.com) . All original questions and answers will be posted anonymously on Port KC's website at <http://www.portkc.com/index.php/about/rfps/>. Please do not contact Port KC staff concerning this RFQ except by this method. **Failure to follow this procedure may result in disqualification.**

Please select any or all CSI Trade Divisions sought for pre-qualification

Division 01 - General Requirements	Y	N
Division 02 - Existing Conditions	Y	N
Division 03 - Concrete	Y	N
Division 04 - Masonry	Y	N
Division 05 - Metals	Y	N
Division 06 - Wood, Plastics, Composites	Y	N
Division 07 - Thermal and Moisture Protection	Y	N
Division 08 - Openings	Y	N
Division 09 - Finishes	Y	N
Division 10 - Specialties	Y	N
Division 11 - Equipment	Y	N

Division 12 - Furnishings	Y	N
Division 14 - Conveying Equipment	Y	N
Division 22 - Plumbing	Y	N
Division 23 - Heating, Ventilating, and Air Conditioning (HVAC)	Y	N
Division 26 - Electrical	Y	N
Division 27 - Communications	Y	N
Division 28 - Electronic Safety and Security	Y	N
Division 31 - Earthwork	Y	N
Division 32 - Exterior Improvements	Y	N
Division 33 - Utilities	Y	N
Division 35 - Waterway and Marine Construction	Y	N

Other Services (List):

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