

REQUEST FOR BID

AIRPORT TERMINAL GATE SEATING FOR THE NORTHWEST ARKANSAS REGIONAL AIRPORT

March 16, 2019

1. INTRODUCTION

The Northwest Arkansas Regional Airport Authority (NWARAA) is seeking bids to furnish the new B gate area with seating. This Request for Bid (RFB) is not to be construed as an offer, contract, or commitment of any kind; nor does it commit the Northwest Arkansas Regional Airport Authority to pay any costs incurred by the bidder in the preparation of its bid.

2. SUBMITTAL DEADLINE

Submittals must be presented no later than 2:00 P.M. on April 24, 2019, to:

Northwest Arkansas Regional Airport Authority
ATTN: Thane Seeley or Miguel Pulido (Operations)
One Airport Blvd, Suite 100
Bentonville, AR 72713

Bids received after the date and time set for receiving bids will **NOT** be considered. The NWARAA will **NOT** be responsible for misdirected bids. Vendors should call the Airport Administration Office at (479) 205-1000 to ensure receipt of their bid documents prior to the opening date and time listed on the Bid Form.

Eligible bids will be opened and considered at 2:00 P.M. on Wednesday, April 24, 2019.

3. CONTRACT AWARD

Bids shall be considered by the NWARAA staff based on cost of procurement, contractor integrity, compliance with public policy, record of past performance, financial and technical resources, and the best overall value to the NWARAA. The NWARAA reserves the right to accept or reject any or all bids, waive formalities in the bidding, waive irregularities in any or all bids, and make a bid award deemed to be in the best interest of the NWARAA.

4. SUBMITTAL REQUIREMENTS

All bids shall be submitted on forms provided by the NWARAA with the item bid stated on the face of the sealed envelope. Bidders MUST provide the NWARAA with their bids signed by an employee or officer having legal authority to submit bids on behalf of the bidder. The entire cost of preparing and providing responses shall be borne by the bidder.

The NWARAA requires the following information to be included in the submittal for this contract:

1. Submittal 1 (attached): Invitation to Bid/Project Submittal sheet. Fill out completely and return with submittal.
2. Written warranty for workmanship and defects under normal wear and tear.
3. Provide documentation on brand and specifications of proposed seating product.

5. SPECIAL REQUIREMENTS AND SPECIFICATIONS

The bidder shall submit layouts of proposed seating for the specific gate area with this RFB and provided the specifications of 176 chairs. The NWARAA reserves the right to purchase according to actual need and does not guarantee quantities. A site visit can also be arranged of the concourse prior the bid opening date.

Also to be included are seating with tables and chargers as bid alternates for these gate areas. These units should complement the seating each proposer intends to supply for the NWARAA review and comment period.

Included in the layout will be the number of seats required at this gate area. It is left to the supplier to provide to the NWARAA a proposed layout for the seating, its location and the location Concourse and the individual gate area. An alternate bid should be included that have additional options such as tables and/or charging stations.

It shall be the choice of the individual proposer on the number and location of attached tables to be furnished in this particular gate area. A stated price per chair with an alternate bid price with additional options shall be included.

The Airport is going to require the bid price to include seating with arms, seating without arms, with and without tables and charging outlets/stations with the cost per individual seat and the proposed number. A schedule of all replacement parts shall be provided which includes parts cost.

The individual Proposer shall include in their submission the colors being proposed which will complement the Concourse.

All seating and associated tables, parts and charging stations shall be designed and constructed for the commercial use proposed in a very heavily used public airport terminal gate hold areas. The type and style of furnishings proposed must currently be in use in similar airport venues.

Delivery and set up are to be considered as a requirement for the winning Proposer. The date for this service will be mutually agreed upon after the selection process has been completed.

6. REQUIREMENTS OF CONTRACT BONDS

A performance and payment bond guaranteeing the performance of the work and the payment of all legal debts that may be incurred by reason of the project is required.

7. QUESTIONS AND COMMENTARY

Inquiries regarding this RFB shall be addressed to Thane Seeley at thane.seeley@flyxna.com or Miguel Pulido at miguel.pulido@flyxna.com (Airport Operations) no later than Friday, April 19, 2019, 5:00 P.M. Inquiries may also be faxed to 479-205-1001. Responses shall be in writing. No information exchanged verbally shall be considered binding.

It is highly recommended that Bidders complete a site visit before submitting bids.

Thank you for your assistance. If you have any questions please do not hesitate to contact Airport Operations at 479-205-1000.

**NORTHWEST ARKANSAS REGIONAL AIRPORT AUTHORITY
BID FORM**

DATE & TIME OF BID OPENING: April 24, 2019, @ 2:00pm

A copy of the seating layout and plan is included in the bid package for reference.

Number of chair to be included in this RFB _____

1. Based Bid price to include seating with arms and tables. **Total Bid \$** _____

2. Add optional price to include charging stations. **With Option \$** _____

Combined Bid Price \$ _____

Note: NWARA is State of Arkansas Sales Tax Exempt Any sales tax incurred is the responsibility of the vendor.

Anticipated number of days from receipt of a work order or notice to proceed for completion of the project: _____ days.

EXECUTION OF BID

Upon endorsement of this bid below, the bidder certifies that he/she/it has read and agreed to the requirements set forth for this RFB, including specifications, terms and conditions, and agrees to furnish all work, technical personnel, materials, labor, equipment, incidentals and services at the Total Bid Price stated above.

UNSIGNED BIDS WILL BE REJECTED

NAME OF FIRM: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

Name (printed): _____ SIGNATURE _____

TITLE: _____

DATE: _____ PHONE: _____ FAX: _____

ARKANSAS TAX PERMIT NUMBER: _____

**NORTHWEST ARKANSAS REGIONAL AIRPORT AUTHORITY
SPECIAL TERMS & CONDITIONS**

THIS RFB IS NOT TO BE CONSTRUED AS AN OFFER, CONTRACT, OR COMMITMENT OF ANY KIND; NOR DOES IT COMMIT THE NWARAA TO PAY ANY COSTS INCURRED BY THE BIDDER IN THE PREPARATION ITS BID.

1. All bids shall be submitted on forms provided by the NWARAA with the item bid stated on the face of the sealed envelope. Bidders MUST provide the NWARAA with their bids signed by an employee or officer having legal authority to submit bids on behalf of the bidder. The entire cost of preparing and providing responses shall be borne by the bidder.
2. Bids received after the date and time set for receiving bids will NOT be considered. The NWARAA will NOT be responsible for misdirected bids. Vendor should call the Airport Administrative Offices at (479)205-1000 to ensure receipt of their bid documents prior to opening date and time listed on the bid form.
3. The NWARAA reserves the right to accept or reject any or all bids, waive formalities in the bidding, waive irregularities in any and all bids, and make a bid award deemed to be in the best interest of the NWARAA.
4. Each bidder MUST state on the face of the Bid Form the anticipated number of days from receipt of a work order or notice to proceed for completion of the project.
5. Failure to complete the project on or before the time specified in the contract may subject the contractor to liability for Liquidated Damages.

This project is to be completed by June 8, 2019.

REQUEST FOR BIDS

Notice is hereby given that the Northwest Arkansas Regional Airport Authority, hereinafter referred to as "NWARAA," will receive sealed bids until 2:00pm on Wednesday April 24, 2019 at the Administration Office, ATTN.: Thane Seeley or Miguel Pulido, Airport Operations **One Airport Blvd. Suite 100 Bentonville AR 72713** for the following described purpose:

Airport Terminal Gate Seating

To receive a set of bid documents, please contact the Airport Administration Office at (479) 2051000/fax (479)205-1001 or download the bid package from our website at <http://www.flyxna.com/contact-help/bids-rfps-rfqs/>. Responses shall be in writing. No information exchanged verbally shall be considered binding.

The NWARAA, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

Provisions of Executive Order 11246 for Equal Employment Opportunity are applicable to this contract.

The NWARAA reserves the right to reject any and all bids, to waive any requirements of the bids received, and to accept any bid that, in the opinion may be in the best interest of the NWARAA.



B Gate Area Seating Layout