

TMT Observatory Corporation

Request for Proposal ("RFP")

For

Architectural Concept Studies for TMT Headquarters and Other Buildings

TMT Document No.: TMT.BUS.MGT.09.328.REL01

Date Issued: October 2, 2009

PROPOSALS DUE: October 16, 2009

Definition:

TMT = TMT Observatory Corporation

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The information contained herein is provided to the recipient for the purpose of preparing a proposal to the Thirty Meter Telescope Project. The institution or organization to which this RFP is addressed may utilize the information contained herein only for the above stated purpose and shall not disseminate it to anyone not involved in the preparation of its proposal.

1.0 Background and Terms of Request for Proposal

1.1 Background

The TMT Observatory Corporation in collaboration with The California Institute of Technology ("Caltech"), the University of California ("UC") and the Association of Canadian Universities for Research in Astronomy ("ACURA") are managing the Thirty Meter Telescope Project (the "Project"). The objective of the Project is to design, construct and operate the world's largest optical-infrared telescope.

The Project is an international collaboration consortium which is generously funded by Caltech, UC, ACURA, the Gordon and Betty Moore Foundation, the Association of Universities for Research in Astronomy ("AURA"), The US National Science Foundation, the Canadian Foundation for Innovation ("CFI"), the Ontario Ministry of Research and Innovation ("ORF"), the National Research Council Canada ("NRC"), the British Columbia Knowledge and Development Fund ("BCKDF") and the National Science and Engineering Research Council of Canada ("NSERC").

1.2 Statement of Work ("SOW")

The Statement of Work includes the following effort:

- Conceptual design and cost estimate for an approximately 30,000 square foot headquarters building located in Hilo, Hawaii. The headquarters building will include offices, electronics laboratories, optics laboratories, mechanical laboratories, a telescope control room and computer & IT spaces.
- Conceptual design and cost estimate for dormitory, kitchen, dining and recreation facilities located at Hale Pohaku on Mauna Kea to house approximately 50 people.
- Conceptual design and cost estimate for the renovation of historical stone buildings at Hale Pohaku as a cultural information center.
- Conceptual design and cost estimate for an expansion of the Visitors Center at Hale Pohaku.

1.2.1 Deliverables

1.2.1.1. Conceptual Design Drawings, cost estimates and supplemental information as required.

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1.3 Proposal Terms

1.3.1 Shipment and Delivery

Unless specified otherwise in writing, all deliverables shall be submitted electronically via electronic mail to TMT at pratheep@tmt.org

1.3.2 Contract Type

The contract type for all proposed tasks is expected to be a Time and Materials Contract.

1.3.3 Cost

All proposed costs must include all applicable taxes and duties.

1.3.4 Period of Performance

The period of performance of each awarded proposed task will be mutually agreed upon before contract execution.

1.3.5 Validity Period

All proposal terms and conditions must be valid for 60 days from date of submission to TMT.

2.0 Instructions to the Respondent

2.1 General Instructions

Carefully read the information contained in this request for proposal, which includes the model contract (the "Model Contract"), and submit a complete response to all requirements, specifications, and questions as directed.

For the purposes of this RFP, the designated letters for the Exhibits in the Model Contract, if any, shall be the same as those used in this RFP.

2.1.1 Unsolicited Proposals

Qualified firms that download or otherwise receive a copy of this RFP without having received an RFP cover letter directly from TMT are responsible for notifying TMT to indicate their desire to receive all communications related to this RFP.

The Project may, at its sole and absolute discretion, accept or reject unsolicited proposals.

2.1.2 Schedule of Events

Draft RFP Issued	September 30, 2009
RFP Release	October 2, 2009
Post-Conference Questions Submission Date	October 7, 2009
Proposal Submittal Date & Time	October 16, 2009/5:00pm Pacific
Contract Commencement Date	October 23, 2009

2.1.3 Offer Form

The proposal shall be submitted with the completed and signed Offer Submittal Form attached as Exhibit A to this RFP as the cover page. Additionally, the proposal shall follow the requirements described in Section 5.0.

2.1.4 Requisite Proposal Format and Submission Protocol

The required method of submission is in an electronic form. We will evaluate the proposal in its electronic form.

Respondents may submit their proposals to the TMT Senior Contracts Specialist at: pratheep@tmt.org by the quote submission date and time of October 16, 2009, 5:00pm Pacific ("Proposal Submittal Date and Time").

Respondents must provide a table of contents with page number references in its proposal. The table of contents should be in sufficient detail to facilitate easy reference to the sections of the proposal and all separate supplemental information. The font size of the proposal may not be less than 12 points.

Post-Conference questions must be submitted by the date established in Section 2.1.2. TMT reserves the right to publicly post all submitted questions, requests correspondence. All

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questions, requests and correspondence regarding all aspects of this RFP shall be directed (only) to:

Pratheep Eamranond
TMT Observatory Corporation
2632 E. Washington Blvd.
Pasadena, CA 91107
E-mail: pratheep@tmt.org

2.1.5 Late Submission

A request for an extension of the Proposal Submittal Date and Time must be made in writing. Emailed proposal submissions must be confirmed in writing to have been received by TMT prior to the Proposal Submittal Date and Time.

Contact:

Pratheep Eamranond - TMT Senior Contracts Specialist (Pasadena)
E-mail: pratheep@tmt.org

3.0 Proposal Evaluation Process

3.1 Proposal Evaluation Guidelines

Proposals will be reviewed by a Source Selection Board ("SSB") comprised of reviewers designated by TMT. The SSB will submit the result of their review to the Source Selection Official. The Source Selection Official will render the final determination of an award, if any, for this RFP.

Each proposal will be evaluated separately. All evaluation criteria are of equal importance and they are listed in no particular order. The Source Selection Board's evaluation criteria will be the following:

- Demonstrated Architectural and Engineering experience with designing and planning projects similar to the work as described in the SOW stated in Section 1 of this RFP.
- Thorough familiarity and experience in delivering locally appropriate design and architectural solutions for Hilo settings and in working with local subcontractors.
- Qualifications of key personnel
- Best value to TMT

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4.0 Contract Award Process

4.1 Contract Award Conditions

Issuance of this RFP does not require TMT to award a contract. TMT reserves the right to reject any or all proposals; to waive any technicalities, informalities, or irregularities in any proposal at its sole and absolute discretion. TMT reserves the right to request clarification or additional information at any time. TMT reserves the right to award multiple contracts, a single contract or no contracts. In addition, TMT reserves the right to re-solicit proposals or to temporarily or permanently abandon the procurement. If TMT awards a contract, it will award the contract to the respondent or respondents whose proposal(s) is (are) the most advantageous to the Project as determined by TMT in the exercise of its sole and absolute discretion.

TMT also reserves the right to award a contract based (i) on proposals initially submitted, without discussion, clarification or modification, or (ii) on the basis of negotiation with none, any or all of the respondents. Therefore, each respondent should make sure that its proposal is compliant with this RFP.

4.2 Issuance of Contract by any Project member organization

Each respondent is hereby notified that a contract may be established by any collaborating organization of the Project (The Association of Canadian Universities for Research in Astronomy, The University of Toronto, the California Institute of Technology, the University of California, or TMT Observatory Corporation). The Contract Award Conditions exercised by TMT in Section 4.1 shall also be exercised by any collaborating organization of the Project.

Contracts issued by TMT will be generally in the form of the Model Contract as attached as Section 6.0 of this RFP. TMT reserves the right to change the Model Contract, if necessary.

4.3 Responsible Respondent

TMT will only establish contracts with a responsible respondent. A responsible respondent is defined as an organization or institution that demonstrates the financial ability, resources, skills, capability, willingness, and business integrity necessary to perform on the potential contract resulting from this RFP. TMT's determination of whether a proposal is from a responsible respondent will be made at TMT's sole and absolute discretion.

5.0 Proposal Form

5.1 Proposal Form Guidelines

The Offer Submittal Form, attached as Exhibit A to this RFP, shall be used as a cover letter for the proposal. The proposal structure below should be applied:

- A. Offer Submittal Form
- B. Table of Contents
- C. Description of the Proposed Task

Describe the proposed task or tasks respondent is seeking to undertake, the expected results and the value of the expected results.

- D. Deliverables from the Work

Describe the deliverables of the proposed task.

- E. Management Experience

Describe the experience of the personnel involved with the management of the proposed task.

- F. Technical Expertise

Describe the technical expertise available in the respondent's technical staff, or in the staff of subcontractors, in the key technical areas for the proposed task.

- G. List Proposed Tasks or Sub-Tasks Planned to be Subcontracted and their Cost.

- H. Exceptions to the RFP

TMT is not obligated to accept any exceptions.

- I. Labor Rates and Cost Terms

List the hourly rates and cost terms for the performance of the Work. The proposed hourly labor rates and cost terms must include all applicable taxes and duties.

- J. Schedule

Include a proposed schedule for the initiation and completion of each proposed task and all deliverables.

6.0 Model Contract

6.1 Model Contract Conditions

The Model Contract, attached as Exhibit B to this RFP, demonstrates the contract terms and conditions that shall govern the proposed work for the architectural concept studies for the TMT headquarters and other buildings. Please note that the Model Contract is not final and may be subject to change at TMT's sole and absolute discretion.

Questions or concerns regarding the Model Contract must be stated by respondents in the "Exceptions to the RFP" section of their proposal.

7.0 Exhibits

All RFP Exhibits are provided on an "as is" basis. All of the Exhibits are subject to change without notice. TMT is not responsible for the content of these Exhibits or the results of using these Exhibits for any use other purpose than the preparation of costs and schedules for this RFP.

List of Exhibits:

Exhibit A. Offer Submittal Form

Exhibit B. Model Contract

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EXHIBIT A - Offer Submittal Form

All proposals must be accompanied by the Offer Submittal Form attached.

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TMT Observatory Corporation

Offer Submittal Form

Organization Information

Offeror Name:

EIN:

Address:

Street Address

City

State

ZIP Code

Offeror Information

Full Name:

Last

First

M.I.

Title:

Address:

Street Address

City

State

ZIP Code

Phone

: ()

Fax: ()

TOTAL ESTIMATED
COST OF PROPOSAL

E-mail Address:

Mailing Instructions

Please send to:

Pratheep Eamranond
TMT Observatory Corporation
2632 E. Washington Blvd.
Pasadena, CA 91107
pratheep@tmt.org

TMT RFP No.:

Terms and Condition

Acceptance. The Offeror hereby accepts all the terms and condition set forth in the referenced RFP. The signature affixed below is made by an individual authorized to bind the Offeror.

Authorized Signature

Date Signed

Print Name

Title

