

**REQUEST FOR QUALIFICATIONS (RFQ)  
ARCHITECTURAL AND ENGINEERING CONSULTING SERVICES  
CENTRAL NEBRASKA REGIONAL AIRPORT (GRI)**

The Hall County Airport Authority (HCAA) is accepting Statements of Qualifications (SOQ) from interested and qualified Consultants for Professional Airport Architectural and Engineering Services for projects at the Central Nebraska Regional Airport (GRI) in Grand Island, Nebraska. Professional, technical, and advisory services are needed for projects identified in the Scope of Work.

The selected firm shall demonstrate experience and have the ability to assist the Authority in all categories of airport development including:

1. Architectural design and construction administration for airport facilities.
2. Engineering design and construction administration for airside projects.

**SCOPE OF WORK**

Projects may include airside design and construction administration, building design, and AIP program management, in support of the aforementioned efforts. The list of projects anticipated to occur within the next five years include:

<u>Project:</u>	<u>Cost Range:</u>
1. AARF Truck (Class 4: 1500 gal)	\$850,000-\$950,000
2. ARFF Fire Station (Design/Construction)	\$2,500,000-\$3,000,000
3. Security/Wildlife Fencing	\$1,300,000-\$1,800,000
4. Runway Snow Plow/with De-icer Unit	\$450,000-\$550,000
5. SRE Building (Design/Construction)	<del>\$900,000-\$1,100,000</del>
	<b>Revised 11/13/18 \$1,600,000-1,900,000</b>
6. Airfield Lighting Upgrades	\$900,000-\$1,100,000
a. Edge lights (LED) on all movement surfaces with exception of Runway 17-35.	
7. Runway 17-35 and 13-31 Markings Removal and Painting	\$125,000-\$150,000

**OBJECTIVE OF THE REQUEST**

The objective of the request is to select a highly-qualified team capable of producing design documents for planning, bidding and construction meeting Federal Aviation Administration (FAA) standards. Consultants should be familiar with FAA funding requirements.

Fee information will not be considered in the selection process and should not be submitted with the Request For Qualifications.

**TITLE VI SOLICITATION NOTICE**

The Hall County Airport Authority, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 USC §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders or offerors that it will affirmatively ensure that any contract entered into pursuant to this advertisement, 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.

### **SUBMITTAL REQUIREMENTS**

The entire Statement of Qualifications shall not exceed thirty-five (35) pages; excluding the front and back covers, dividers, cover sheet, table of contents, and letter of introduction (maximum two pages). The Authority assumes no responsibility for costs incurred in responding to this RFQ.

The document must include the following items, in the specified sequence.

1. Cover letter – Respondents shall provide a cover letter that includes an overview of the proposal and statements as to why the Respondent is the best team for the projects. The cover letter shall be limited to two (2) pages and must be signed by a person(s) authorized to bind the entity submitting the response.
2. Statement of Qualifications – Narrative that addresses items listed in the Proposal Format (1-6).

### **PROPOSAL FORMAT**

To facilitate review, submissions should conform to the following format:

1. **Firm's Experience with Similar Projects:** Provide a description of your firm's recent experience (within 5 years) and qualifications in airport engineering, architectural, design, financial, and planning and on projects similar in magnitude to the Scope of Work. Also, please reference the experience of the firm in working with the FAA Central Region Office and FAA regulations and procedures.
2. **Project Team:** Identify proposed project team members and responsibilities. Provide a brief resume for each key person proposed, outlining their credentials and experience working on similar airports. If other firms/individuals are proposed, please provide a brief description of the firms and history working together, anticipated role, and key individuals that will be assigned.
3. **Project Approach:** Describe your general approach to executing projects as identified in the above Scope of Work.
4. **References:** Provide the name and contact information for three (3) references of similar size airports who are familiar with the quality of work by your firm for projects of similar nature to those contained in the above Scope of Work.
5. **Approach to Disadvantaged Business Enterprise (DBE) Participation:** Provide your approach to DBE participation and demonstrate past DBE accomplishments on similar projects.
6. **Other Supporting Data:** Include any other information you feel to be relevant to the selection of your firm.

### **CRITERIA FOR REVIEW OF STATEMENT OF QUALIFICATIONS**

The following criteria will be used in screening, ranking and selection of the successful firm:

1. **Qualifications of the Firm and Key Personnel (25%):** Preference shall be given to those firms and key personnel's experience with airport engineering, architectural, design, financial, and planning on projects similar to those anticipated at the Central Nebraska Regional Airport.

2. **Experience with Federal Grant Programs (25%):** Preference shall be given to project teams whose personnel have a demonstrated an effective working relationship with the FAA Central Region office, and possess a thorough understanding of regulations and procedures of the Airport Improvement Program (AIP).
  
3. **Approach to Projects (25%):** Preference shall be given to those firms that can: 1) Demonstrate a clear understanding and familiarity of the pending projects and an approach that establishes a strategy for completing the various projects identified; and 2) Demonstrate the capability to perform all or most aspects of the work without needing to subcontract various elements. If a team approach is used, the proposal shall identify team structure, responsibilities of each firm, and history of the team working together on similar projects. The approach should highlight potential for DBE participation on projects as well as indicate a closeout strategy for the projects.
  
4. **Experience on Comparable Projects (25%):** Preference shall be given to project firms who have demonstrated satisfactory experience and performance at like airports on similar projects to those listed in the Scope of Work. The project experience section should highlight project budget and overall schedule/completion information on similar projects at like airports.

**REVIEW OF THE CONSULTANTS**

The qualification-based selection process shall conform to FAA Advisory Circular 150/5100-14E, current edition, which will be utilized to evaluate the most qualified firms.

The Authority has the right to make any inquiry or investigation it deems appropriate to substantiate or supplement information contained in the statement of qualifications and related documents.

The Authority reserves the right to reject any and all submissions to this RFQ, request clarification, or waive technicalities, as deemed in the best interest of the Authority.

**METHOD OF AWARD**

The Hall County Airport Authority reserves the right to award an agreement to the firm that demonstrates the best ability to fulfill project requirements. The successful firm will be selected based on the qualifications, selection criteria evaluation, and a possible interview. The firm selected will be given the first right to negotiate Scope of Services, Fee Schedule and ultimately an agreement acceptable to the Authority. In the event that an agreement cannot be reached, the Authority may enter into negotiation with the next ranking firm. The successful firm shall commence work only after execution of an agreement and approval of insurance certificates.

**STATEMENT OF QUALIFICATIONS TIMELINE**

The tentative RFQ timeline is listed below (may be subject to change). All Time is Central Standard Time.

Release of RFQ	Thursday, November 1, 2018
<b>SOQ Due Date</b>	<b>Wednesday, November 28, 2018 at 11:00 a.m.</b>
Review of SOQs	November 28-December 5, 2018
Tentative Date to Conduct Interviews	Tuesday, December 18, 2018
Tentative Date to Approve Negotiations with Successful Firm(s)	Wednesday, January 16, 2019
Tentative Date of Announcement of Successful Firm	Wednesday, February 13, 2019

**SUBMISSION OF QUALIFICATIONS STATEMENT AND CONTACT PERSON**

Submit four (4) copies of Statement of Qualifications in a sealed envelope marked "RFQ for A/E Consulting Services." Proposals will be received, opened, and publicly read at 11:00 a.m. on Wednesday, November 28, 2018 in the conference room of the Hall County Airport Authority Administration Office located at 3855 Sky Park Road, Grand Island, NE 68801. Proposals received after above specified date and time will not be considered.

All questions regarding this RFQ must be directed to Michael J. Olson, AAE, Executive Director, Hall County Airport Authority by calling (308) 385-5170 x 112 or email [mike@flygrandisland.com](mailto:mike@flygrandisland.com).

Negotiated Agreements will be subject to the following Federal Provisions:

**ACCESS TO RECORDS AND REPORTS**

Reference: 2 CFR § 200.333, 2 CFR § 200.336, and FAA Order 5100.38

**CIVIL RIGHTS – GENERAL**

Reference: 49 USC § 47123

**CIVIL RIGHTS – TITLE VI ASSURANCE**

Reference: 49 USC § 47123 and FAA Order 1400.11

**DISADVANTAGED BUSINESS ENTERPRISE**

Reference: 49 CFR part 26

**ENERGY CONSERVATION REQUIREMENTS**

Reference: 2 CFR § 200, Appendix II (H)

**FEDERAL FAIR LABOR STANDARDS ACT (FEDERAL MINIMUM WAGE)**

Reference: 29 USC § 201, et seq.

**OCCUPATIONAL SAFETY AND HEALTH ACT OF 1970**

Reference: 20 CFR part 1910

**RIGHT TO INVENTIONS**

Reference: 2 CFR § 200 Appendix II (F) and 37 CFR §401

**SEISMIC SAFETY**

Reference: 49 CFR part 41

**TRADE RESTRICTION CERTIFICATION**

Reference: 49 USC § 50104 and 49 CFR part 30

**VETERAN'S PREFERENCE**

Reference: 49 USC § 47112(c)

**PROVISIONS APPLICABLE TO CONTRACTS EXCEEDING \$3,500**

**DISTRACTED DRIVING**

Reference: Executive Order 13513 and DOT Order 3902.10

**PROVISIONS APPLICABLE TO CONTRACTS EXCEEDING \$10,000**

**TERMINATION OF CONTRACT**

Reference: 2 CFR § 200 Appendix II (B)

**PROVISIONS APPLICABLE TO CONTRACTS EXCEEDING \$25,000**

**DEBARMENT AND SUSPENSION**

Reference: 2 CFR part 180 (Subpart C), 2 CFR part 1200, and DOT Order 4200.5

**PROVISIONS APPLICABLE TO CONTRACTS EXCEEDING \$100,000**

**CONTRACT WORKHOURS AND SAFETY STANDARDS ACT REQUIREMENTS**

Reference: 2 CFR § 200 Appendix II (E)

**LOBBYING AND INFLUENCING FEDERAL EMPLOYEES**

Reference: 31 U.S.C. § 1352 – Byrd Anti-Lobbying Amendment; 2 CFR part 200, Appendix II (J); and 49 CFR part 20, Appendix A

**PROVISIONS APPLICABLE TO CONTRACTS EXCEEDING \$150,000**

**BREACH OF CONTRACT TERMS**

Reference: 2 CFR § 200 Appendix II (A)

**CLEAN AIR AND WATER POLLUTION CONTROL**

Reference: 2 CFR § 200 Appendix II (G)

Bid Packet is available at <https://flygrandisland.com/cnra-bids-solicitations/>