

# **Airport Improvement Projects For FAA Unclassified Airports Request for Qualifications (RFQ)**

Introduction: The Oklahoma Aeronautics Commission (OAC), in cooperation with the cities of Cheyenne, Cleveland, Cordell, Gage, Grandfield, Healdton, Hominy, Lindsay, Mangum, Okeene, Okemah, Talihina, Tishomingo, Walters, and Waynoka will accept proposals for consulting services for airport improvement projects at the following locations:

- Cheyenne – Mignon Laird
- Cleveland Municipal
- Cordell Municipal
- Gage Municipal
- Grandfield Municipal
- Healdton Municipal
- Hominy Municipal
- Lindsay Municipal
- Mangum – Scott Field
- Okeene – Christman Airfield
- Okemah Municipal
- Talihina Municipal
- Tishomingo Municipal
- Walters Municipal
- Waynoka Municipal

OAC will serve as agent to supervise and conduct this RFQ process for these cities. Any contracts awarded as a result of this RFQ will be executed through local governments.

## **Project Description**

OAC is soliciting statements of qualifications and experience from qualified consultants for design and construction services of airport improvement projects at the above-mentioned airports. The consultant shall have the ability and capacity to complete the projects referenced below as the Engineer of Record. Services include engineering, planning, and construction for all phases and required incidental services. The overall goal is to group the above airports with similarly scoped projects and within various regions of Oklahoma for the purposes of design/bidding/construction. Subject to receipt of federal, state, and/or local funding, these projects may include, but are not limited to, the following:

### **PAVEMENT**

Rehabilitate/Improve/Construct Runway/Taxiway/Apron Pavement

Rehabilitate/Improve Access Road Pavement

## AIRFIELD LIGHTING

Rehabilitate/Install Runway Lights, VGSI, and other supporting electrical systems

Rehabilitate/Install Electrical Vault and Cabling

## SAFETY AREA AND OBSTRUCTIONS

Runway Safety Area Improvements

Obstruction Removal

Improve Airport Drainage

### **Statement of Qualifications Information**

The following information will be used to evaluate the SOQ submitted by the consulting firms. The consulting firm or team of consulting firms is encouraged to be innovative and expand upon the project as described above if it can be demonstrated as beneficial to the State and airports. The SOQ shall include the following:

- 1. Company Background** – Describe which consulting firm will be coordinating the above referenced project, roles of the staff, identification of sub-consultants to be used and their respective roles, and how the consulting firm and sub-consultants will coordinate with each other. Describe the firm's proposed approach to, and familiarity with, coordinating with OAC/other state agencies, FAA/ other federal agencies, and the aviation community.
- 2. Capability to Perform** – Describe the firm's capability to perform all or most aspects of the project. Provide examples of recent experience with similar statewide airport projects. Describe the firm's ability to complete projects on time and on budget as well as ability to meet schedules and deadlines.
- 3. Company Organization** –Describe the organization of the firm, including an organizational chart showing the interrelationships between staff and their roles at the firm and OAC. Identify the firm's contact person(s) for this SOQ and the consultant team leader throughout the duration of the project. Provide relevant résumé information for the firm's key personnel. Include the firm's current workload and the firm's one-year projected workload.
- 4. Project Understanding** – Describe the firm's understanding of the goals of this statewide initiative and the firm's potential project strategies, noting possible issues, concerns, and opportunities that should be considered when developing these projects. Provide examples of the firm's creativity and innovation on past projects that helped create quality products for the client.

5. **References** –List at least four (4) references (Name of organization and contact person, title of contact, address, phone number, e-mail address) that can attest to the firm’s qualifications to carry out projects similar in nature to those identified in this Request for Qualifications.

### **Consultant Selection & Evaluation**

A qualification based selection process will be utilized to select the most qualified consulting firm or team of consulting firms. The SOQ from each submitting firm will be evaluated on qualifications and capacity to perform (20%), expertise of the firm (15%), overall suitability for these services (10%), project understanding and approach (30%), past performance of similar projects (15%), and appearance of the document (10%). The submittals responding to this request shall not include any cost information.

OAC intends to select qualified consulting firm(s) based on the review and evaluation of the submitted Statements of Qualification, but reserves the right to conduct interviews of a short list of firms before selecting consulting firm(s). Oral presentations/interviews by the top-rated consultants or consultant teams may be scheduled for Spring 2019. The consultant or consultant team should be prepared to discuss, clarify, and amplify any part of the proposal, discuss any initiatives, and respond to questions of the selection committee.

### **Additional Information**

It is the intent of OAC to select a firm or firms that best fit the needs of the aforementioned cities. A contract may or may not be negotiated as a result of this submittal as determined by OAC. OAC and local governments of the cities listed have final determination of any contract approval.

The consultant services shall begin upon written notice from OAC and will complete the project on a mutually agreed upon schedule.

OAC’s Aviation Program Manager, Jennifer Bishop, will address any questions by e-mail at [jbishop@oac.ok.gov](mailto:jbishop@oac.ok.gov) by 4/1/19.

OAC reserves the right to waive any informality or to reject any and all submissions responding to this Request for Qualifications for any reason. Faxed and e-mailed submissions will not be accepted.

The airports and anticipated projects are expected to be funded in part by the FAA and in part by OAC/Local Sponsors. The selected consultant firm will assist OAC and airport sponsors in the drafting of the scope of work and in the FAA grant application process. If FAA or state funds are not available in the anticipated amounts for the projects, OAC may delay, cancel, or restructure the projects due to lack of funding.

The consulting firms shall submit two (2) copies of their SOQ package (two paper documents and two flash drives).

OAC will receive Statements of Qualification until 5:00 P.M. on April 8, 2019, to the following address:

**Ms. Jennifer Bishop  
Aviation Program Manager  
Oklahoma Aeronautics Commission  
110 N Robinson Ave., Suite 200  
Oklahoma City, OK 73102**

The Statements of Qualification shall clearly state on the front of the envelope/packaging the following:

**Oklahoma Airport Improvement Projects For FAA Unclassified Airports**