

## NOTICE OF REQUEST FOR STATEMENT OF QUALIFICATIONS

### AIRPORT CONSULTING SERVICES

Bulloch County is seeking a qualified aviation consulting firm to provide professional planning, engineering, architectural, and construction administration services including, but not limited to, geotechnical/subsurface investigations and topographic surveying, environmental assessments, preliminary and final design, and bidding, in connection with the Airport Capital Improvement Plan at the Statesboro-Bulloch County Airport in Statesboro, Georgia.

It is the intent of Bulloch County to enter into a multi-year Master Agreement with a consultant for the upcoming five (5) year period. The selected consultant will negotiate and enter into individual sub-agreements for services, based on the scope of work, with Bulloch County on an assignment-by-assignment basis during the term of the Master Agreement.

The selection of the consultant is being done in accordance with FAA Advisory Circular 150/5100-14D and applicable Georgia state statutes and laws. Responding firms must possess a current pre-qualification by the Georgia Department of Transportation in Area Classes No. 1.08 Airport Master Planning and No. 2.09 Aviation.

The consultant and any sub-consultants proposed shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. Disadvantaged Business Enterprise (DBE) utilization is strongly encouraged. Proposed DBE firms are to be certified by the Georgia Uniform Certification Program. The consultant shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of all Federally assisted contracts. Failure by the consultant to carry out these requirements is a material breach of the contract, which may result in the termination of the contract or such other remedy as Bulloch County deems appropriate.

Bulloch County reserves the right to reject any and all submittals in response to this Request for Qualifications, request clarification, or waive informalities/technicalities if they are deemed in the best interest of Bulloch County. Bulloch County is not liable for any costs incurred by the consultant in the preparation or presentation of a response to this request.

#### **Scope of Services**

The scope of work to be included in the multi-year contract may include, but is not limited to, the following:

- a. Prepare Project Funding Applications and Capital Improvement Program (CIP) documents
- b. Perform Design, Bidding and Negotiation, Construction Administration, and Resident Inspection Services
- c. Assist with DBE Program overall goal updates/program administration

- d. Prepare/Update Exhibit "A" Property Line Map, Airport Layout Plan, and Environmental Assessments as necessary
- e. Construct/Rehabilitate Airfield Drainage Systems
- f. Construct/Rehabilitate Airfield Lighting, and NAVAIDS/ILS Improvements
- g. Construct/Rehabilitate Airport Buildings (Terminal/ Hangars/Maintenance)
- h. Construct/Rehabilitate Airport Roadways and Parking Lots
- i. Install/Upgrade Airport Fencing and Security Systems
- j. Land Acquisition
- k. Obstruction Clearing
- l. Construct/Rehabilitate Airfield Pavement
- m. Such other airport-related work as Bulloch County may deem necessary

### **Submission Requirements**

Required information is to be presented in a manner that clearly illustrates the following:

1. Team Description/Background: A general description of the submitting firm, including firm size, and general information regarding sub-consultant firms
2. Organizational Chart: Include clear illustration as to the Project Manager and key personnel representing the primary firm
3. Resumes: Include for key personnel. Indicate each individual's qualifications and experience.
4. Relevant Experience: Qualifications and experience of the primary firm in the past five (5) years at general aviation airports of regional significance (i.e. GASP Level 3 or larger) similar in nature to Statesboro-Bulloch County Airport and other airports in Georgia
5. Proximity to the Statesboro-Bulloch County Airport: Geographical location of the office that will be primarily responsible for assigned projects and where the work will be accomplished, as well as the location of any supporting offices that will likely be involved in this contract.
6. References: Contact name, agency name, and telephone number of at least four (4) current airport clients if the primary firm located within Georgia.
7. Regulatory Familiarity: Demonstrate familiarity with the Federal Aviation Administration (FAA) Atlanta District Office and Georgia Department of Transportation (GDOT) Aviation Programs.
8. Workload: Provide a brief summary of the primary firm's current workload and ability to meet schedules and deadlines.

## **Evaluation Criteria**

The following criteria summarized from FAA AC 150/5100-14E, Section 2-8, shall be used to select the consultant and therefore should be included in a Statement of Qualification:

1. Capability to perform all or most aspects of the project and recent experience in airport projects comparable to the proposed tasks
2. Key personnel's professional qualifications and experience and availability for the proposed project; their professional integrity and competence; and their knowledge of FAA regulations, policies, and procedures.
3. Capability to meet schedules or deadlines
4. Quality of projects previously undertaken and capability to complete projects without having major cost escalations or overruns.
5. Qualifications and experience of sub-consultants regularly engaged by the consultant under consideration
6. The capability of a branch office that will do the work to perform independently of the home office, or conversely, its capability to obtain necessary support from the home office.
7. Ability to furnish qualified inspectors for construction inspection.
8. Understanding of the projects' potential challenges
9. The degree of interest shown in undertaking the project and familiarity with and proximity to the geographic location of the airport.
10. Capability to incorporate and blend aesthetic and architectural concepts with the project design while accomplishing the basic requirements that transportation facilities be functional, safe, and efficient
11. Meeting the Disadvantaged Business Enterprise (DBE) contract goal, evidence documenting the consultant met the DBE goal, or by documenting that it made good faith efforts to meet the DBE goal
12. Capability to conduct a value engineering (VE) study for projects that are particularly complex or have unique features.

## **Submittal**

All parties should submit four (4) copies of the Statement of Qualifications, which shall contain no more than thirty (30) pages, excluding tabs and a cover letter not exceeding two (2) pages. Submittals shall be printed single-sided on 8.5"x11" paper.

## **Selection Process**

Qualifications will be reviewed and evaluated by a Selection Committee based on the criteria listed herein. At the discretion of the Selection Committee, consultants may or may not be invited to participate in an interview. It is the intent of the Statesboro-Bulloch County Airport to select a consultant as a result of this effort. All unsuccessful firms will be notified in writing no later than ten days after the selection and contracting process is completed.

### **Responses are to be addressed to:**

Bulloch County Board of Commissioners  
Attn: Faye Bragg, Purchasing Manager  
115 N Main Street  
Statesboro, Ga 30458

**For project information and questions contact:** Kathy Boykin, Airport Manager, k.boykin@statesboroairport.com. Deadline for any questions is November 19, 2021 @ 2:00 PM. Responses will be furnished no later than November 24, 2021 @ 5:00 PM.

Deadline for submittal time is 3:00 PM on December 14, 2021. The Statement of Qualifications must be delivered in a sealed envelope or box clearly marked, " Airport Consulting Services." Bulloch County shall assume no responsibility for responses that are received after the prescribed date and time, or that are not properly addressed or identified.

**Responding firms shall have no contact related to this project with Bulloch County elected or appointed officials, members of the Statesboro-Bulloch County Airport Committee, or Statesboro City employees during this Statement of Qualifications process. Any such contact will subject the firm to immediate disqualification for consideration for this project.** Contact may only be made to the designated point of contact for this RFQ listed above. Consultants can also request an airport site visit prior to the submitting.

This is a Request for Qualifications only. Price proposals are not required at this time.