

NOTICE TO AIRPORT CONSULTANTS

The <City of Airville>, Missouri (“Sponsor”), is hereby soliciting statements of qualifications and experience from qualified consultants for airfield development projects at <Airville Municipal Airport>. Projects may be subject to future receipt of funding administered by the Missouri Department of Transportation (MoDOT) through the State Aviation Trust Fund. These projects may include the following:

1. Development of an Airport Layout Plan (ALP) and Narrative or Master Plan. Estimated cost \$250,000.
2. Perform Aeronautical Surveys for instrument approach procedure development and Airports GIS requirements. Estimated cost \$75,000.
3. Assistance with required environmental actions and documentation. Estimated cost \$150,000.
4. Assistance with land acquisition for airport development, and for compliance with FAA standards and regulations. Estimated cost \$80,000.
5. Airport lighting/electrical or navigational aid improvements. Estimated cost \$125,000.
6. Airport pavement rehabilitation, maintenance, earthwork, and improvements, i.e. runway extension, crack-fill, seal-coat, overlay, grading, marking, etc. Estimated cost \$600,000.

The required services include, but are not limited to, airport planning, design, construction, A/E services for all phases, and necessary incidental services for projects expected to be funded under the Missouri State Aviation Trust Fund within five years. The consultant should provide the name(s) of preferred firm(s) for any work which is likely to be sub-consulted. Sub-consultant changes can occur with Sponsor approval. At the Sponsor’s discretion, this selection can be retained for projects initiated within five years or until all projects are complete.

A qualification based selection process will be utilized as outlined in Missouri Revised Statutes, Sections 8.285-8.291. Selection criteria will include:

- Recent experience in airport projects
- Capability to perform all aspects of project
- Ability to meet schedules within budget
- Knowledge of FAA/MoDOT design and construction standards
- Knowledge of FAA/MoDOT regulations, policies and procedures
- Quality of previous airport projects undertaken
- Personnel experience and qualifications
- Familiarity with, and proximity to the project
- An implemented Affirmative Action Program

Fees will be negotiated for projects as federal funds become available. **Consultants shall not include fee or cost information when responding to this solicitation.** After selection, the successful firm will be required to submit a copy of their current overhead rate audit certification or MoDOT pre-qualification.

Airport consultants should submit three copies of their statement of qualifications and experience along with references to the following address, no later than <time> <date>. The consultant should also provide an affidavit of compliance with the federal work authorization program and a copy of the firm’s E-Verify Memorandum of Understanding. Questions regarding this solicitation can be directed to <contact> at <Phone Number>.

SUBMIT DOCUMENTS TO:

John A. Doe, City Manager
City of Airville
P.O. Box 1111
Airville, Missouri 12345

SAMPLE PRINT MEDIA ADVERTISEMENT (OPTIONAL IN LIEU OF FULL RFQ)

The <City of Airville>, Missouri is soliciting statements of qualifications and experience from qualified engineering and planning consultants for airfield improvements at <Airville Municipal Airport>. Qualifications are due no later than <date> . Interested parties can obtain more information by contacting <name of contact> at <phone number> or <email address>.