

**CITY OF POCATELLO, IDAHO
REQUEST FOR QUALIFICATIONS FOR AIRPORT
ARCHITECTURAL/ENGINEERING AND CONSTRUCTION
ADMINISTRATION/MANAGEMENT SERVICES FOR THE
POCATELLO REGIONAL AIRPORT**

The City of Pocatello is soliciting statements of qualifications and experience (SOQ) to be used in selecting a Principal Consultant to provide architectural/engineering and construction administration/management services for airport development projects for the Pocatello Regional Airport. Services are outlined in FAA Advisory Circular 150/5100-14E, Change 1, Section 1.4.2 (Development) for the following projects:

- Replacement of rotating beacon and radio controller
- Rehabilitate FBO Apron and Heavy Aircraft Parking
- Rehabilitate Taxiway A North
- Rehabilitate Terminal Apron
- Acquire SRE Broom
- Rehabilitate Tower Apron – Phase I Design
- Long Term Parking Lot Pavement Maintenance
- Main Parking Lot Pavement Maintenance
- Construct Runway 17-35 Parallel Taxiway – Phase I Design
- Rehabilitate Tower Apron – Phase II Construction
- Construct Runway 17-35 Parallel Taxiway

The work may be accomplished during the course of multiple grants. All parties are advised that some of the services may not be required and that the Sponsor reserves the right to initiate additional procurement action for any of the services included in the initial procurement.

If more than one party is selected, the expected projects to be performed by each party will be defined, together with the statement of work and the required services, at the time of the procurement action. The Sponsor will provide notification to each firm of the projects they are being awarded.

This request and solicitation is for a *Statement of Interest and Qualifications*. Fee information will not be considered in the selection process and must not be submitted with the statement of qualifications. Once a consultant is selected, negotiation of the fee will be limited to the services expected to be performed under the initial project/grant. The fees for subsequent services will be negotiated at the time those services are needed.

SUBMITTAL CONTENTS. Interested respondents will provide the City with two (2) copies of the firm's Statement of Qualifications. Submittals should address the evaluation and selection criteria identified below and include at a minimum:

- a. A list of all current airport projects and those completed in the last three (3) years within the Northwest Region
- b. Sample documentation of FAA required weekly construction reports used by your firm in a recent project
- c. The name, address, and telephone number of at least three (3) airport sponsors that can be used for reference on recently completed airport projects
- d. Each Respondent must sign at least one (1) original of its Statement of Qualifications certifying the truth of the statements and representations made in the Statement of Qualifications

EVALUATION AND SELECTION. Selection criteria contained in the FAA Advisory Circular 150/5100-14E, will be applied. The numerical weight of each criterion is indicated in parenthesis:

- a. (20) Experience and capability to perform all aspects of the FAA Airport Improvement Program projects and recent experience in airport projects comparable to the proposed tasks.
- b. (20) Key personnel's professional qualifications and experience and availability for the proposed project; their reputation and professional integrity and competence; their knowledge of FAA regulations, policies, and procedures and their experience working with the FAA (Northwest Mountain Region and Helena ADO).
- c. (15) Quality of projects previously undertaken and capability to complete projects on schedule without having major cost escalations or overruns.
- d. (10) Qualifications and experience of outside consultants regularly engaged by the consultant under consideration that would likely be utilized for any of the specified upcoming projects.
- e. (10) Ability to furnish qualified inspectors for construction inspection.
- f. (10) Familiarity with Pocatello Regional Airport and an understanding of the projects' potential problems and the City's special concerns.
- g. (5) 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.
- h. (5) Degree of interest shown in undertaking the project and their familiarity with and proximity to the geographic location of the project.

- i. (5) In meeting the Disadvantaged Business Enterprise (DBE) contract goal, evidence documenting that the consultant met the DBE goal, or by documenting that it made good faith efforts to meet the DBE goal. (49 CFR, § 26.53).

SUBMITTAL PROCEDURES. Upon review of the submitted material, the City may select a consultant based on the submitted material, or reduce the list of applicants to approximately three (3) for oral presentation. The City will select the firm it deems most qualified. Upon selection the City and the selected firm would negotiate for each annual project separately, utilizing an independent cost estimate as necessary, for the services to be performed under an FAA grant as approved by the FAA. This contract is subject to the provisions of Executive Order 11246 (Affirmative Action to Ensure Equal Employment Opportunity) and to the provisions of Department of transportation Regulations 49 CFR Part 26 (Disadvantaged Business Enterprise Participation). Each contract would be subject to funding, successful contract negotiations and City approval.

DBE firms are encouraged to submit.

To be considered for these services, please provide two (2) copies, plus one (1) digital copy of a Statement of Qualification (SOQ) no later than 5:00 p.m. on or before July 22, 2018. All responses must be submitted in a sealed envelope plainly marked "Statement of Qualifications for Airport Architectural/Engineering Services."

Submittals should be addressed to Alan Evans, Interim Airport Manager:

Physical Address:

Pocatello Regional Airport
1950 Airport Way
Pocatello, ID 83204

Mailing Address:

Pocatello Regional Airport
PO Box 4169
Pocatello, ID 83205

The City assumes no obligation in the solicitation of this Statement of Qualifications and all costs of responding to this solicitation shall be borne by the interested consultants.

Should you require additional information or if you have any questions contact Airport Management at 208-234-6154 or airportinfo@pocatello.us.