



REQUEST FOR QUALIFICATIONS The City of Ottawa Kansas

Project Scope: The City of Ottawa, Kansas, is hereby soliciting statements of experience, qualifications and interest from airport consultants for the following project at the Ottawa Municipal Airport (OWI). The projects listed below are part of the Airport Capital Improvement Plan (ACIP) that was prepared for the FAA by Alfred Benesch & Co. The current ACIP is available upon request. Subject to receipt of federal and/or Kansas Department of Transportation, Division of Aviation, funding these projects may include the following:

1. Reconstruct Apron Connecting Taxiways - \$660,000
2. Rehabilitate Parallel Taxiway - \$175,000
3. Construct new T-Hangar and Taxilanes - \$1,031,400
4. Construct Maintenance Hangar - \$500,000
5. Land Acquisition for Approaches - \$411,500
6. Extend Runway - \$400,000 (Design Only)
7. Extend Runway - \$2,000,000 (Construction)

Submittals Due: **3:00 pm October 15, 2020**

Submit to: City of Ottawa, Department of Public Works
City Hall
101 S. Hickory
PO Box 60
Ottawa, KS 66067

City Contact: Michael W. Haeffele
Director of Public Works
(785) 229-3631
mhaeffele@ottawaks.gov

General Project Information: Services required include design and construction services for the above projects. The proposed projects may be funded by the Federal Airport Improvement Program (AIP) and/or the Kansas Airport Improvement Program (KAIP) depending on the availability of funding.

Selection Criteria:

- Recent experience in airport projects
- Capability to perform all aspects of project,
- Ability to meet schedules within budget
- Knowledge of FAA AIP design and construction standards
- Quality of previous airport projects undertaken
- Personnel experience and qualifications

Fees will be negotiated as federal funds become available.

Qualification Requirements:

The selection process will be made in accordance with the provisions of Federal Aviation Administration (FAA) Advisory Circular 150/5100-14E, as amended. Consultants shall not include fee or cost information when responding to this Notice. Project fees, including applied overhead rates, will be negotiated as federal AIP grant funds become available and in accordance with applicable federal regulations including guidance from the U.S. Department of Transportation and FAA.

Statements of experience, qualifications and interest should contain information addressing the following selection criteria:

- Capability to perform all aspects of the proposed projects
- Comparable recent experience
- Knowledge of FAA regulations, policies and procedures
- An implemented Affirmative Action Program
- Key staff professional background and qualifications
- Capacity to perform work in the allotted time
- Capability to complete projects within budgets
- Familiarity with, and proximity to the project
- Quality of projects previously completed by the consultant
- Familiarity with OWI and the proposed project

Statements of experience, qualifications and interest should be limited to ten (10) 8½" x 11" single-sided pages. Page limit excludes 2-page (maximum) cover letter, front and back covers, table of contents, dividers and resumes of key personnel. Consultant selection by the committee reviewing the statements will generally be made following a review of each consultant's qualifications. The selection committee may conduct interviews of the top two to three pre-selection firms. If interviews are conducted, selection will be made following interviews. The City of Ottawa reserves the right to reject any or all submittals.

Selection

Process:

Upon receipt of proposals, a review by a selection committee of City staff will determine those firms who will be selected for further negotiations or an interview if deemed necessary.

Evaluation criteria will include, but not be limited to: project knowledge and approach, firm experience with similar projects, key project staff experience with similar projects, project schedule and related local experience with the City.

Federal Provisions:

Prospective Consultants are advised that applied overhead rates must conform to the cost principals established within Federal Regulation 48 CFR Part 31, Contract Cost Principles and Procedures. The successful firm will be required to submit a copy of their current overhead rate audit certification. This contract is subject all applicable Federal Provisions that include:

- Title VI of the Civil Rights Act of 1964
- Section 520 of the Airport and Airway Improvement Act of 1982
- DOT Regulation 2 CFR Part 180 & 1200 - Government-wide Debarment and Suspension
- DOT Regulation 49 CFR Part 18.36(i) - Access to Records
- DOT Regulation 49 CFR Part 20 - Lobbying and Influencing Federal Employees
- DOT Regulation 49 CFR Part 26 - Disadvantage Business Enterprises Participation
- DOT Regulation 49 CFR Part 30 - Federal Trade Restriction Clause

Interested firms must submit six (6) copies of their statement of qualifications and experience to the following address, no later than 3:00 pm October 15,2017. Point of Contact is Michael Haeffele, Director of Public Works.