

**THE SHOSHONE PAIUTE TRIBES OF THE DUCK VALLEY INDIAN
RESERVATION**

REQUEST FOR STATEMENTS OF QUALIFICATIONS FOR AIRPORT

PLANNING SERVICES FOR THE

10U OWYHEE AIRPORT

I. INTRODUCTION

The Shoshone Paiute Tribes, as Sponsor of a public use airport facility, is soliciting qualification-based sealed Statements of Qualifications for the selection of a principal airport consultant to provide Planning Services and related incidental special services for the 10U Owyhee Airport. Submittals will be accepted until 5:00 p.m. (local time) on July 17, 2024, in the office of:

Cody Steele

P.O Box 219

Owyhee, Nevada 89832

208-759-3100 ext. 1209

Fax: 208-759-3104

The contract for said services shall be for up to five (5) year period. All projects undertaken will depend upon available funding from various sources, which may include the FAA, the State of Nevada Department of Transportation Aeronautics Division and The Shoshone Paiute Tribes. No project listed is guaranteed to take place under the time frame of this contract. The Shoshone Paiute Tribes also reserves the right to amend the Schedule of Projects and contract Scope of Work at the sole discretion of The Shoshone Paiute Tribes, on behalf of the 10U Owyhee Airport. Our selection process is intended to be in compliance with FAA Advisory Circular AC 150/5100-14E, "*Architectural Engineering and Planning Consultant Services for Airport Grant Projects*".

I. BACKGROUND

The 10U Owyhee airport is a general aviation airport located approximately 4.6 miles west of Owyhee, Nevada. The Sponsor is seeking to implement improvements to accommodate existing and future aviation demand. The airport has one runway that is 4700'x60'.

II. SCOPE OF WORK

This contract is for basic A/E services, as defined below, The Shoshone Paiute Tribes reserves the right to inquire into the proposer's ability to provide Incidental Planning and Special Services, as defined below, and to include any or all of the following services:

A. Architectural/ Engineering Services: include the basic A/E and project management services normally required for airport planning projects. The following are the anticipated projects which may be needed for the next five years:

1. Construct Wash Rack (Approx. 3,600 SY) (Bid and Const.)
2. Construct GA Terminal Building (Design and Const.) (BIL Funding)
3. Pavement Rehabilitation - Runway 5/23 (60'x4, 700') (Design and Const.)
4. Pavement Rehabilitation – Taxiways (Approx. 8,500 SY) (Design and Const.)
5. Pavement Rehabilitation – Apron (Approx. 21,500 SY) (Design and Const.)
6. Pavement Rehabilitation – Access Road (Approx. 45'x1,300') (Design and Const.)
7. Construct Partial Parallel Taxiway (35'x1,735') (Design Only)
8. Construct Partial Parallel Taxiway (35'x1,735') (Bid and Const.)

B. Basic A/E services will be conducted in phases:

1. **Planning Services:** This category involves studies under the broad heading of master planning and includes, without limitations, such services as airport site selection, airport data collection; aeronautical activity forecasts; facility requirements determination; airport layout and terminal area plans; environmental assessment studies/ reports, airport noise compatibility plans; compatible land use planning in the vicinity of airports; airport financing planning; and participation in public information programs.
2. **Special Services:** These services are performed by the airport consultant (or through sub consultants) from time to time at the request of the sponsor and may include, without limitation, such services as soils investigations; land surveys, topographic maps, and photogrammetric; environmental studies; expert witness testimony; project feasibility studies; preparation of as-built plans; and miscellaneous plans, studies and assessment reports including environmental, noise, etc.

III. CONTRACT LIMITATIONS

- A. All parties competing for the work are advised that the work may be accomplished of the course of several grant projects.
- B. All parties *are* advised that some of the services listed may not be required and that the sponsor reserves the right to initiate additional procurement actions for any of the services included in the initial procurement.
- C. The services are limited to those projects which are expected to be initiated within five years of the date the contract is signed by the consultant.
- D. Do not include any information regarding your fee structure with your proposal. The negotiations of the fee services, i.e., those included in this procurement action but not in the initial contract, shall occur at the time those services are needed. A cost analysis shall be performed for each of these negotiations. If a price cannot be agreed upon between the sponsor and the selected firm, negotiations may be terminated and a new procurement action initiated.
- E. A formal contract will be entered into with the selected proposer.

IV. SELECTION PROCESS

The selection process will be in strict accordance with Federal Aviation Advisory Circular AC 150/5100-14E, "*Architectural Engineering and Planning Consultant Services for Airport Grant Projects*", and 49 CFR Part 18. Fees will be negotiated for projects on a task order basis as grants are obtained. Cost or fee information is not to be submitted with this proposal.

The contract issued to the successful consultant is subject to the provisions of Executive Order 11246 (Affirmative Action to Ensure Equal Employment Opportunity) and to the provisions of the Department of Transportation Regulation 49 CFR Part 26 (Disadvantaged Business Participation). DBE firms are encouraged to participate.

- A. **Requirements for Package:** Provide five (5) sets of Statement of Qualifications. Each set shall be limited to 30 pages, excluding table of contents and cover letter. Any additional content will be considered extra pages.

V. CONTENTS OF STATEMENT OF QUALIFICATIONS

A. Statements of Qualifications must be no more than 30 pages, exclusive of cover letters or letters of transmittal containing introductory language only. The Statement of Qualifications should include:

1. A cover letter.
2. A narrative statement detailing the firm's understanding of the requirements of the Sponsor and the capability to perform all or most aspects of the engineering projects proposed and understanding of the project's potential challenges and the Sponsor's special concerns.
3. A general description of the firm, including company organizational structure, size of company, recent experience in comparable airport/aviation projects, and experience with projects funded by FAA AIP grants and their knowledge of FAA regulations, policies and procedures.
4. Identification of those key individuals who will be involved in the proposed project(s), setting forth their qualifications, backgrounds, experience, and specific responsibilities and qualifications and experience of sub-consultants regularly engaged by the consultant under consideration.
5. A representative list of previous clients and representative project comparable to the proposed engineering projects listed above. Include contact person, airport, project(s), and phone numbers.
6. Demonstrate capability to meet schedules/deadlines without delays, cost escalations, overruns, or contractor claims.
7. Evidence of general liability and professional liability insurance.
8. All submittals must be received at the address and by the date and time specified herein. Submittals must contain the name, address, and daytime telephone number for the individual authorized to enter into a contract with the sponsor.

B. The Sponsor invites firms to submit Statements of Qualifications to perform the above-described services. Interested firms should submit five (5) copies of the Statement of Qualifications no later than 4:00 P.M. (Mountain Standard Time), July 17, 2024 to:

Cody Steele
P.O Box 219
Owyhee, Nevada 89832
208-759-3100 ext. 1209
Fax: 208-759-3104

C. Any submittal received after the identified date and time will be returned unopened.

- E. Proposals must contain the name, address, email address, and daytime telephone number for contact person(s) to who additional selection process requests should be communicated.
- F. Following the selection process, the proposal for the selected Proposer shall be made available for public review, except for any items that the Proposer has requested, in writing, to remain confidential under applicable law.

VI. REQUESTS FOR CLARIFICATION

Any requests for clarification of additional information deemed necessary by any respondent to present a proposal shall be submitted in writing, via postal service, email, or fax to Mr. Cody Steele Airport Manager referencing this request. Written requests must be received a minimum of ten (10) calendar days prior to the submission deadline. Any requests received after this deadline will not be considered. All requests received prior to the deadline will be responded to by Mr. Steele in the form of an addendum addressed to all prospective respondents.

Direct contact with The Shoshone Paiute Tribes elected officials, or Tribal Staff (with the exception of the **Airport Manager**) during the selection process, except when and in the manner of expressly authorized by the Request for Statement of Qualification documents, is strictly prohibited and may render the submittal as non-compliant. Violation of this requirement is grounds for disqualification from the process.

VII. SELECTION CRITERIA

Selection criteria contained in the FAA Advisory Circular AC 150/5100-14E will be applied in the following manner: DBE firms are encouraged to apply.

CRITERIA	POINTS POSSIBLE
Capability to perform all aspects of projects	25 Points
Qualifications of the Project Manager and Project Team	30 Points
Reputation - time in aviation planning business	20 Points
Ability to meet schedules within budget	20 Points
Quality of previous airport projects undertaken	25 Points
Understanding of the project and Sponsor's special concerns	30 Points
TOTAL POINTS POSSIBLE	150 POINTS

A short list will be developed from submittals received. If a decision cannot be made based on written materials Consultants on the short list may be asked to attend an interview prior to final selection. A schedule of fees will be negotiated with the selected consultant for the services to be performed under the initial FAA or other grant(s). Subsequent fees will be negotiated on a task order basis as additional grants are obtained.

It is the intent of the Sponsor to enter into a contract with the most qualified firm no later than July 19, 2024. The consulting firm most qualified to perform planning services for the contemplated projects will be selected, and consulting fees for each project will be negotiated in accordance with FAA policies and procedures.

This contract is subject to the provisions of Executive Order 11246 (Affirmative Action to Ensure Equal Employment Opportunity) and to the provisions of the Department of Transportation Regulation 49 CFR Part 26 (Disadvantaged Business Enterprise Participation) and to foreign trade restrictions. DBE firms are encouraged to submit.