

OWYHEE, NEVADA

REQUEST FOR STATEMENTS OF QUALIFICATIONS AND EXPERIENCE FOR AIRPORT ENGINEERING SERVICES FOR THE OWYHEE 10U AIRPORT

I. INTRODUCTION

The OWYHEE DUCK VALLEY INDIAN RESERVATOIN (SPONSOR) is soliciting qualification-based sealed Statements of Qualifications for the selection of a principal airport consultant to provide Engineering Services for the OWYHEE 10U AIRPORT (AIRPORT). Submittals will be accepted until 4:00 p.m., on Friday, April 12, 2019 in the offices of:

HUGH CRANDALL
OWYHEE DUCK VALLEY RESERVATION
PO BOX 219
OWYHEE, NV 89832
208-759-3100 x1246

The SPONSOR plans to award a five-year contract for airport engineering services subject to review on an annual basis for any and all engineering projects subject to federal assistance under the Airport and Airway Improvement Act of 1982, as amended, or other sources of funding.

The contract will be for basic airport engineering consulting services as defined herein. The SPONSOR reserves the right to inquire into the prospective proposer's ability to provide professional services, as defined below. 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.*"

II. BACKGROUND

The AIRPORT is a general aviation airport located approximately 4 miles west of the City of Owyhee, NV. The SPONSOR is seeking to implement improvements to accommodate existing and future aviation demand. The AIRPORT has one runway 5/23 that is 4,700 feet in length, and 60 feet wide.

III. SCOPE OF WORK

Contemplated projects under this contract may include any of the following projects:

- A. Snow Removal Equipment acquisition (loader mount snow blower, ramp plow).
- B. Apron Expansion (BLM tanker base and infrastructure).
- C. Airfield Pavement Rehabilitation/ Preservation.
 - Rehab. Runway
 - Rehab. Turnarounds
 - Rehab. Apron
 - Rehab. Taxiway
- D. Taxi lane / Taxiway Construction.
- E. Aircraft Hangar Construction.
- F. Environmental Documentation as Required.

- G. Update Airport Layout Plan (to reflect As-Built conditions).

All projects are dependent upon Federal Airport Improvement Program (AIP) funding, state funding, and approval from the SPONSOR. Therefore, it shall be understood that some services related to the above listed projects may be deleted or modified. The SPONSOR reserves the right to initiate additional services not included in initial procurement.

IV. CONTRACT LIMITATIONS

- A. All parties competing for the work are advised that the work may be accomplished over 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 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.

V. SELECTION PROCESS

The selection process will be in strict accordance with Federal Aviation Advisory Circular 150/5100-14E, "*Architectural, Engineering and Planning Consultant Services for Airport Grant Projects*", and 49CFR 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.

VI. CONTENTS OF STATEMENT OF QUALIFICATIONS

- A. Statements of Qualifications must be no more than **20** 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 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.
 - 3. Identification and organization of those key individuals who will be involved in the proposed project(s), setting forth their qualifications, backgrounds, experience, and specific responsibilities.

4. 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. Discuss familiarity, knowledge, and understanding of the region.
 5. A representative list of previous clients and representative project comparable to the proposed engineering projects listed above. Include contact person, airport, projects(s), and phone numbers.
- B. 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.
- C. The SPONSOR invites firms to submit Statements of Qualifications to perform the above-described services. Interested firms should submit seven (7) copies of the Statement of Qualifications no later than Friday, April 12, 2019 at 4:00 p.m. to:
- Hugh Crandall
Owyhee Duck Valley Reservation,
PO BOX 219
Owyhee, NV 89832
208-759-3100 x1246
- D. Any submittal received after the identified date and time will be returned unopened.
- E. All packages must be submitted in a sealed envelope and clearly marked on the outside: **"STATEMENT OF QUALIFICATIONS FOR AIRPORT ENGINEERING SERVICES"**.
- 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.

VII. 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. Hugh Crandall, Airport Manager, referencing this request. Written requests must be received a minimum of seven (7) 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. Crandall in the form of an addendum addressed to all prospective respondents.

Direct contact with Tribal elected officials, members of the Executive Council, or SPT staff (with the exception of the Airport Manager) during the selection process, except when and in the manner 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.

VIII. SELECTION

Selection criteria contained in FAA Advisory Circular 150/5100-14E Chapter 2, will be applied in the selection process. 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.

It is the intent of the SPONSOR to enter into a contract with the most qualified firm no later than April 26, 2019. The consulting firm most qualified to perform engineering services for the contemplated projects will be selected, and consulting fees for each project will be negotiated in accordance with FAA policies and procedures.

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.