

CITY OF TUSCALOOSA)
STATE OF ALABAMA)

REQUEST FOR QUALIFICATIONS

(A22-0677)

TO: Qualified Firms

FROM: The City of Tuscaloosa, Alabama

RE: Request for Statement of Qualifications for Professional Airport Services

DATE: July 1, 2022

Section 1. Introduction.

This is a Request for Qualifications (“RFQ”) containing information concerning the above-referenced matter, an abbreviated scope of work, and evaluation items. Firms expressing interest should be fully capable of providing the end results requested.

This is a procurement of professional services as more particularly described herein. This procurement will be conducted in a manner providing full and open competition consistent with the standards of 24 CFR § 85.36. To wit:

- a. Each firm’s experience and qualifications will be evaluated primarily as they relate to the firm’s ability to provide professional airport services in connection with the development of the Tuscaloosa National Airport including, but not limited to: general consulting, funding procurement and grant administration, planning and programming, engineering design, resident engineering, master planning, financial planning and feasibility, environmental analysis, noise studies, preparation of DBE plans, land surveying, construction, and associated services in connection with the planning and development of various projects.
- b. The City will make awards only to responsible firms possessing the ability to perform successfully under the terms and conditions of the procurement. Consideration will be given to such matters as firm integrity, compliance with public policy, record of past performance, extent of experience with the type of services required by the Sponsor, and financial and technical resources. The City will require firms to execute a “Disbarment and

Suspension Statement” certifying / verifying that the firm is not suspended or disbarred or otherwise excluded under 2 CFR Section 408.220 of the government-wide non-procurement, disbursement and suspension list. This is a qualifications-based procurement of professional engineering services whereby competitors’ qualifications will be evaluated and the most qualified firm will be selected, subject to negotiation of fair and reasonable compensation.

- c. Written proposals will be reviewed and rated by a panel of qualified City employees. The rating system will consist of a numerical grading system, as set forth in Section 3. The City may or may not elect to interview any of the responding firms.
- d. The City has exclusive and sole discretion to determine the firm or firms whose services will be most advantageous to the City, and reserves the right to reject all firms.

The purpose of this inquiry is to determine the interest or non-interest and the qualifications of firms in providing the professional services required. A number of firms may be asked to express their interest in regard to these services in the form of a Proposal. Following the receipt of Proposals, a certain firm or firms may be selected for further consideration.

Section 2. General Scope of Services

The City of Tuscaloosa seeks the services of a professional aviation consultant for future airport improvement projects that have the knowledge, experience and expertise to perform the services as requested. Services to be provided may include any or all of the planning, design, surveying, engineering and construction management over the course of several state and/or federal grant projects for an approximately five (5) year period, more or less.

The project of interest is as follows:

The goal of this project is for a qualified professional airport services consultant(s) to render Planning and Architectural/Engineering (A/E) services to the Tuscaloosa National Airport.

Project description:

Professional airport services in connection with the development of the Tuscaloosa National Airport including, but not limited to: general consulting, funding procurement and grant administration, planning and programming, engineering design, resident engineering, master planning, business and financial planning, environmental analysis, noise studies, preparation of DBE plans, land surveying, construction, and associated services in connection with the planning and development of various projects.

Scope of services shall include:

Professional services including but not limited to: planning and environmental consulting; design and construction plans, specifications; bid phase services; construction engineering services, and final project close out for capital projects such as:

1. Taxiway A / Partial Taxiway B Rehabilitation & Taxiway Connector Reconfiguration
2. Environmental Assessment For Runway 4-22 Extension
3. Runway 4-22 Extension Planning & Design
4. Runway 4-22 Extension Construction including Parallel Taxiways
5. Overflow / Cargo Apron Planning, Design, & Construction
6. Terminal Planning, Design, & Construction
7. General Aviation Apron Rehabilitation, Removal, & Enhancements
8. General Airport Pavement Maintenance Projects
9. Airfield Electrical Vault Relocation / Emergency Power System Improvements
10. Taxiway C Reconstruction & Taxiway Connector Reconfiguration
11. Taxiway D Reconstruction & Taxiway Connector Reconfiguration
12. Storm Drainage System Rehabilitation
13. Multi-Unit T-Hangars & Hangar Development
14. Pavement removal for Runway 30 Threshold Relocation, Elimination of RSA Hotspot, & Runway 12/30 Shoulder Removal
15. Airfield Support Facilities Planning and Design
16. Solar Farm Development

The project(s) will be administered by the City of Tuscaloosa, Alabama and will commence following execution of a professional services contract with the consultant(s). Funding may be provided by the Federal Aviation Administration (FAA); State of Alabama and/or the City of Tuscaloosa, therefore, work performed for the project(s) or portions thereof may be performed contingent upon the funding from these agencies. The firm must comply with all applicable state, local, and federal regulations related to the services provided to the City. The City reserves the right, subject to negotiation and agreement,

in writing, with the selected firm(s), to either expand or limit the scope of services as needed.

The selected firm(s) will be required to have sufficient personnel to complete the tasks required by this scope of services. The selected firm(s) will complete the required tasks in a timely and efficient manner. The selected firm(s) would be expected to enter into a contract for services based upon the firm's hourly rates and an agreed-upon not to exceed amount.

Section 3. Firm Qualification and Proposal Requirements

All proposals should be submitted in 8 1/2" x 11" paper size. Each proposal shall be prepared simply and economically, providing straightforward, concise delineation of the firm's capabilities to satisfy the requirements of this RFQ.

Proposals must be received by the City by **5:00 pm** Central Standard Time on **August 24, 2022**. Late proposals will not be accepted or reviewed. It is the Respondent's responsibility to ensure that the proposal is submitted and received within the time required by this RFP. The City is not responsible for delayed or late deliveries due to mailing or delivery service.

Respondents must submit proposals electronically. Electronic submissions should be made in Portable Document Format (PDF) file format, and should be sent via email to:

Sarah Miller
Senior Associate City Attorney
Office of the City Attorney
City of Tuscaloosa
sarah.miller@tuscaloosa.com

Proposals should be clearly labeled in the subject line of the email with the project name and numbers:

Project Name: **Statement of Qualifications for Tuscaloosa National Airport.**

OCA File Number: **OCA A22-0677**

The Respondent professional firm is responsible for obtaining confirmation that the City received the Respondent's proposal.

A digital copy of the 2022 Tuscaloosa National Airport Master Plan and Airport Layout Plan Update are available upon request.

Contact Person for Questions:

Jeff Powell, C.M.
Airport Director
Tuscaloosa National Airport
7601 Robert Cardinal Airport Road
Tuscaloosa, Alabama 35401
(205) 248-5300
Email jrpowell@tuscaloosa.com

The selected firm or firms must be experienced and qualified to provide the required scope of services. The firm or firms selected must have expertise related to the general Scope of Services set forth in Section 2. The following information must be submitted with the proposal on the date indicated above and in the order indicated below:

- a. Recently Completed Projects (in the last 5 – 10 years). Evidence of satisfactory performance of at least ten (10), but a maximum twenty (20), recently completed projects similar to those indicated in Section 2. (10 points possible)

The statement should include the following:

- 1. Capability to complete projects without having major cost escalations or overruns, meet schedules or deadlines, and ability to meet Disadvantaged Business Enterprise (DBE) contract requirements when applicable and evidence documenting that the consultant met the DBE goal (10 points possible).
- b. Experience and Qualifications. A statement of the firm’s qualifications to perform the work and years in business. The statement should include the following:
 - 1. A statement of experience and work of similar nature that all proposed personnel have performed, including references for each project. (15 points possible)

2. List key personnel's and proposed sub-consultant's professional qualifications, experience, and availability; their reputation, professional integrity, and competence; their location to perform the work; and their knowledge of FAA regulations, policies, and procedures. (20 points possible)
 3. Ability to furnish qualified inspectors for construction inspection and project management (10 points possible)
 4. Degree of interest shown in undertaking the proposed projects and their familiarity with and the firm's proximity to the geographic location of the project. Indicate location where work will be performed. (10 points possible)
 5. A statement as to whether the firm or any subcontractors are a minority or woman owned business enterprise. (05 point possible)
 6. A statement as to professional standing including any pending controversies outstanding. If none exists, such a statement should be made. (pass/fail)
 7. A list of qualified persons in other disciplines required for the proposed services to be acquired from outside sources, if applicable. (pass/fail)
- c. Discuss the proposed approach to completing the needed services and how your firm will coordinate the project, the production and recordkeeping of contract documents, and administration. (10 points possible)
 - d. Discuss your firm's approach/method of designing to budget. (10 points possible)
 - e. Please include a statement as to potential general conflicts of interest that would prevent the City of Tuscaloosa from entering into an agreement with your firm pursuant to this RFQ. If none exists, such a statement should be made. (pass/fail)
 - f. Firm must be licensed and approved for work in the State of Alabama; please include a statement to this effect. (pass/fail)

Responses will be reviewed and selection procedures will be followed in compliance with FAA Advisory Circular 150/5100-14E for procurement of professional services.

The City reserves the right to interview a firm or multiple firms as it sees fit. There is no guarantee that a contract award will be made pursuant to this RFQ. This RFQ may be modified or amended at any time and for any reason, in the discretion of the City.

Any questions by the firm related to this RFQ should be submitted in writing along with the firm's proposal. In the interest of fairness and in order to maintain impartiality, the City may not respond to questions from individual firms during the RFQ process.

END RFQ.