

REQUEST FOR QUALIFICATIONS (RFQ) AIRPORT CONSULTANT SERVICES
REDWOOD FALLS MUNICIPAL AIRPORT - (RWF) REDWOOD FALLS, MINNESOTA

The City of Redwood Falls desires to retain the professional services of a qualified airport consulting firm (or team) for a period of up to five years to assist the Redwood Falls Municipal Airport (RWF) in the completion of airport projects included in the Capital Improvement Plan (CIP).

Projects undertaken will meet the requirements of all applicable laws, rules, regulations, and codes. The required professional services include architectural and engineering (preliminary, design, bidding, construction, and closeout phase), planning, environmental studies, and other related specialty services to complete projects listed on the CIP.

A full scope of possible CIP projects and desired qualifications for the qualified firm can be found on the city website, <http://ci.redwood-falls.mn.us> , or at the Redwood Falls City Hall, PO Box 526, Redwood Falls, MN 56283.

Interested firms must submit five (5) hard copies and digital PDF copy of the Statement of Qualifications no later than 3:00 p.m. on December 21st, 2023, to the Redwood Falls City Hall. All questions regarding this RFQ should be directed to the Public Works Project Coordinator, James Doering, by phone at 507-616-7400 or by email at jdoering@ci.redwood-falls.mn.us.

(November 16, 2023)

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REDWOOD FALLS, MINNESOTA**

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Subject to receipt of Federal Aviation Administration (FAA) and MnDOT Aeronautics funding, the following CIP projects may be initiated within this consultant selection period:

- Hangar Taxi lanes RECON-Design and Construction
- Runway 12 AGIS
- Runway 12/30 FDR rehab mill & overlay-design and construct
- Runway 12/30 grooving
- RWY edge lighting system replacement (MIRL, MITL, Signs)-Design &Construction
- Taxiway connector A2 relocation-Design & Construction
- Remove nonstandard pavement RWY 12 end-Design & Construction
- Construct 80x80 hangar (Bil) -Design & Construction
- Storm water drainage improvements-Design & Construction
- Borrow Entitlements from 1 sponsor
- RWY 12/30 PAPI, REIL, Beacon Wind cone Replacement-Design & Construction
- Repayment of borrowed entitlements
- Taxiway A Recon-Design & Construction
- Apron Recon -Design & Construction

Projects are expected to follow all applicable requirements of FAA Advisory Circulars. All services must meet the current requirements for FAA funded projects. The work may be accomplished during the course of multiple grants and work orders.

To facilitate review, submissions should conform to the following format and include:

1. **Experience of the Firm:** Provide description of your firm's prior experience and qualifications in airport architectural, engineering, and land acquisition projects similar in scope to those identified for the Redwood Falls Municipal Airport.
2. **Project Team:** Identify proposed team members, responsibilities, background, and experience.
3. **Project Approach:** Describe your understanding and knowledge of the Airport and approach to projects listed on the CIP.

4. **References:** Provide name and contact information for at least three (3) references of similar size airports familiar with the quality of work by your firm.

5. **Other Supporting Data:** Include any other information you feel to be relevant to the selection of your firm.

The Statement of Qualifications (SOQ) shall be limited to 20 pages in length, excluding cover(s) and cover letter.

The following criteria will be used in screening, ranking, and selecting the successful firm:

1. Qualification of the Firm and Key Personnel (20 points)
2. Experience with FAA and State Grant Programs (20 points)
3. Ability to source funding for projects and work with the Sponsor to minimize local share (15 points)
4. Approach to projects from CIP to Construction (15 points)
5. Demonstrated experience with similar projects as the ones listed (10)
6. Demonstrated knowledge of the RWF Airport and it's needs (10 points)
7. Ability to provide responsive service to RWF Airport (5 points)
8. Provide favorable references (5 points)

A qualification-based selection process conforming to FAA Advisory Circular 150/5100-14E will be utilized to select the most qualified firm. Fee information will not be considered in the selection process and must not be submitted with the SOQ.

The selection committee will review and rank the SOQ's submitted based on the selection criteria. The city may directly select the most qualified firm, or develop a short-list and conduct interviews.

The city intends to retain the selected firm for up to five years after the date of the initial contract for this procurement period. Fees will be negotiated as individual project contracts are initiated. Contracts are subject to Federal contract provisions found on the FAA's website.

http://www.faa.gov/airports/aip/procurement/federal_contract_provisions/

Interested firms must submit five (5) hard copies and digital PDF copy of the Statement of Qualifications no later than 3:00 p.m. on December 21, 2023, to:

**City of Redwood Falls
PO Box 526
Redwood Falls, MN 56283**

Envelopes should be clearly marked as "Airport Consultant Statement of Qualifications."

All questions regarding this RFQ should be directed to: James Doering, Public Works Project Coordinator; jdoering@ci.redwood-falls.mn.us