

## NOTICE TO AIRPORT CONSULTANTS

The Port of Whitman County (Sponsor) is hereby soliciting Statement of Qualifications from consultants for airfield development projects that are anticipated to occur within the next five years at the Port of Whitman Business Air Center (S94) located in Colfax, Washington. Subject to receipt of Federal funding and/or State funding, these projects may include the following:

1. FY2021 Design Rehabilitate runway 8/26, taxiway, and aprons. Estimated Design Cost \$41,000.
2. FY2021 Design PAPI and Beacon System. Estimated Design Cost \$105,000.
3. FY2022 Construct Rehabilitate runway 8/26, taxiway, and aprons. Estimated Construction cost \$328,000.
4. FY2023 Construct PAPI and Beacon System. Estimated Construction Cost \$222,000.
5. FY2025 Design Rehabilitate runway 8/26, taxiway, and aprons and Flightline Drive. Estimated Design Cost \$44,000.
6. FY2026 Construct Rehabilitate runway 8/26, taxiway, and aprons and Flightline Drive. Estimated Construction cost \$355,000.

These projects have been developed from the Sponsor's Airport Capital Improvement Plan (CIP). A copy of each project CIP Data Sheet will be made available upon request.

The services to be provided may include, but are not limited to, project management, management of supporting programs (Disadvantaged Business Enterprise Program), Federal Airport grant process (application through project closeout), preliminary design, final design, bidding, construction observation, and incidental special services such as geotechnical/subsurface investigations and topographic surveying.

A qualification-based selection process conforming to FAA Advisory Circular 150/5100-14E *Architectural, Engineering, and Planning Consultant Services for Airport Grant Projects* will be utilized to select a consultant. Fee information will not be considered in the selection process and shall not be submitted with the Statement. Fees will be negotiated for projects as federal funds become available. The agreement(s) between the Sponsor and the selected consultant will be subject to all applicable Federal Rules and Regulations as identified in AC 150/5100-14E.

Consultants will be rated by a selection committee according to the following selection criteria and the weight given to each:

1. Capability to perform all aspects of the projects (15%) – qualifications of prime firm (and subconsultants, if any); and
2. Relevant experience of key personnel from prime firm (and subconsultants, if any) and role (15%); and
3. Knowledge of FAA standards, policies, and procedures (20%); and
4. Recent experience with comparable projects at similarly sized airports (10%); and
5. History of meeting schedules and staying within budget (20%); and
6. Understanding of the project's potential challenges and Sponsor's concerns (20%).

The Sponsor intends to short list up to three (3) of the highest rated firms based on the submittals and conduct phone, informal, and/or formal interviews.

Statements must be concise and contain no more than twenty-eight (28) pages of material (14 sheets of paper, double sided). This excludes the front and back covers, the two-page cover letter (1 sheet of paper, double sided), table of contents, section dividers, and resumes. Consultants must submit number (1) hard copy of their Statement and a PDF of their Statement (submitted via email) to the following person: Kara Riebold, Port of Whitman County, 302 N Mill Street, Colfax, WA 99111. Email: [kara@portwhitman.com](mailto:kara@portwhitman.com)

All statements must be received by 4:30 p.m. on February 9, 2021. Statements received after this deadline will not be considered. The Sponsor reserves the right to reject any and/or all Statements. Submittals will become property of the Sponsor.

Statements are to be provided in a package marked with "Airport Statement of Qualifications" in the lower left-hand corner and the sender's name and address in the upper left-hand corner. Please make the email subject line: "Airport Statement of Qualifications" and request delivery/read receipts to confirm it was received on time.

The agreement(s) between the Sponsor and the selected consultant will be subject to all applicable Federal Rules and Regulations as identified in AC 150/5100-14E. The most current version of the Federal Contract Provisions for A/E agreements will be attached to each agreement.

#### **Inquiries**

All questions must be submitted via email to the above contact by 4:30 p.m. on January 26, 2021 (two weeks before submittal deadline). Answers will be sent via reply email no later than 4:30 p.m. on February 2, 2021 (one week before submittal deadline). For more information, please contact Kara Riebold at (509) 288-0179 or [kara@portwhitman.com](mailto:kara@portwhitman.com)