



Grand Junction Regional Airport
2828 Walker Field Drive
Grand Junction, CO 81506

**REQUEST FOR QUALIFICATIONS
PROFESSIONAL AIRPORT ENGINEERING SERVICES
RUNWAY 11/29 REPLACEMENT PROJECT
FOR
GRAND JUNCTION REGIONAL AIRPORT
GRAND JUNCTION, COLORADO**

Grand Junction Regional Airport (“Airport”) is seeking Statements of Qualifications (SOQ) from firms interested in providing Professional Airport Engineering Consultant services for the Runway 11/29 Replacement Project, as needed, for various aviation projects at the Airport, for a five-year period. Services to be provided include, but are not limited to, programming, preliminary plans, specifications, contract documents, cost estimates for any design to be approved by the Airport and the FAA, field engineering, including resident engineering of construction work, periodic updates to the Airport Layout Plan documents as required based on project improvements and future planning.

Statements of Qualifications will be received at the Grand Junction Regional Airport Administration Office, 2828 Walker Field Drive, Grand Junction, Colorado, 81506, **until 3:00 p.m., local time, Wednesday, March 15, 2017**. Any Statement of Qualifications received after this time will be considered non-responsive and returned unopened. Qualifications will be evaluated only from those firms that meet the minimum criteria as set forth in the complete Request for Qualifications document.

The Request for Qualifications document may be obtained at www.gjairport.com.

The Request for Qualifications notice is being published in the Grand Junction Daily Sentinel and on the American Association of Airport Executives website, www.aaae.org.

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1. OBJECTIVE OF THE REQUEST

The Grand Junction Regional Airport Authority (GJRAA) located in Grand Junction, Colorado is seeking qualified consulting firms with experience at primary commercial airports to provide professional engineering services for the coordination, design, cost estimating, preparation of contract documents, bidding, program management, construction management, and resident engineering of construction work associated with the Runway 11/29 Replacement project at the Grand Junction Regional Airport (GJT).

General information is provided to prospective firms concerning the Request for Qualifications (RFQ) and the awarding of the agreement for engineering services for the Grand Junction Regional Airport. The RFQ document is not intended to completely define the selection or contractual relationship to be entered into by Grand Junction Regional Airport and the successful firm. The Statement of Qualifications documentation submitted and possible consultant team interviews shall serve as the basis for selection.

The “Scope of Work” requirements will be proposed by the selected firm for review and consideration during the negotiation process. The final “Scope of Work” will be collaboratively developed and agreed upon by the selected firm and Grand Junction Regional Airport during fee negotiations.

2. SCOPE OF WORK

Grand Junction Regional Airport (“Airport”) is seeking Statements of Qualifications (SOQ) from firms interested in providing Professional Airport Engineering Consultant services on for the Runway 11/29 Replacement Project.

An Environmental Assessment was recently completed and the preferred alternative selected was to replace Runway 11/29 by constructing a replacement Runway 11/29 shifting 637.5-feet to the northwest. The replacement runway was the only alternative that would address all existing non-standard conditions. Grand Junction Regional Airport is proposing to relocate the primary commercial runway identified as Runway 11/29.

The construction project is anticipated to cost over \$85 million with an anticipated 7-12 year build-out. The objective of the request is to select a highly qualified team to be composed of full-service engineering design expertise capable of producing design documents, planning services, project bidding services, and project construction services, meeting FAA standards. The Airport intends to select and enter into a contract with the selected firm for a period of five years. It is the intent that the remaining years of the project (after year five) will undergo a separate selection processes at the appropriate times as necessary to complete the project.

The primary components of the Runway 11/29 Relocation project may include:

- a) Utility installation and/or relocations including meeting with the local utility companies to discuss existing utilities and re-routing the utilities based of future needs.
- b) Obtain local, state, and federal permits for the project including Corps of Engineers Section 404 Individual Permit
- c) Topographical survey as required for design
- d) Geotechnical engineering and testing as required for design. Including plans for earthwork utilization and disposal
- e) Airfield lighting system, signage, and NAVAIDs including:
 - Runway 11 Instrument Landing System: Includes localizer antenna and equipment building, glideslope antenna and equipment building, runway visual range equipment (RVR), and medium intensity approach lighting system with runway alignment indicator lights (MALSR).
 - Runway 29 Localizer Type Directional Aid
 - Runway 29 Visual Approach Slope Indicator (VASI): Existing VASI will be replaced with a PAPI
 - Runway 29 Runway End Identifier Lights (REIL)
 - Runway 11 and Runway 29 Precision Approach Slope Indicators (PAPI)
 - Remote Transmitter/Receiver (RTR)
- f) Coordination with the National Weather Service as required for Relocation of the automated surface observation system (ASOS)
- g) New underground electrical communication lines will be required to serve the new lighting system and NAVAIDs.
- h) Aeronautical survey to develop instrument approach procedures to the new runway. This information will be used by the FAA Flight Procedures Office (FPO) in the preparation of the new instrument approach procedures for Runway 11/29.
- i) Design for the relocation of 27 ¼ Road to the northwest, outside the relocated RPZ for Runway 11/29. Approximately 7,700 feet of 2 lane road will need to be relocated. The road will move approximately 2,500 feet to the west of its current location, which is directly west of Runway 11/29 and north of Landing View Lane. The proposed road will be designed to meet City of Grand Junction and Mesa County design requirements.
- j) Drainage and stormwater infrastructure.
- k) BLM ROW Grants for project impacts on adjacent property.
- l) Airport perimeter fencing and perimeter service road.
- m) Aircraft maintenance run-up area and installation of blast protection.
- n) The selected Consultant will provide sufficient experienced personnel to perform the design for the project and all ancillary projects connected with the replacement runway;
- o) All work shall be designed in substantial conformance with the most current FAA regulation and design criteria;
- p) The selected Consultant shall complete all work and documentation necessary for submittal to the FAA in order to comply with FAA/AIP Grant reimbursement procedures;
- q) The Consultant will be required to attend meetings and furnish plans to assist the Airport, CDOT, FAA, tenants, and stakeholders, throughout the project process;
- r) Detailed cost estimates;
- s) Detailed construction contract documents in compliance with the most current FAA requirements. Make formal submittals at the 30%, 60%, 90%, and 100% design stages;
- t) Detailed phasing and construction safety plans, sequence of construction activity, including meeting with Airport, Airlines, FAA, etc. to verify phasing prior to the inclusion into the contract documents;
- u) Perform all necessary inspections and evaluations;

- v) All field data collected must comply with the most current FAA requirements and be provided to the Airport in a useable format;
- w) Collect the necessary data needed to produce as-built layouts as per the most current FAA AGIS requirements.

3. SUBMITTAL REQUIREMENTS

The respondent shall deliver a **total of ten (10) paper copies, and one electronic copy (CD or USB)** of the submittal. All copies of the submittal shall become property of the Airport. Submittal shall be marked: “REQUEST FOR QUALIFICATIONS: PROFESSIONAL AIRPORT ENGINEERING SERVICES - RUNWAY 11/29 REPLACEMENT PROJECT GRAND JUNCTION REGIONAL AIRPORT.”

Submittals shall be addressed to:

Grand Junction Regional Airport
ATTN: Kip Turner
Executive Director
2828 Walker Field Drive
Grand Junction, Colorado 81506

Sealed Statements of Qualifications will be received at the Grand Junction Regional Airport Administration Office, 2828 Walker Field Drive, Grand Junction, Colorado, 81506, until **3:00 p.m., local time, Wednesday, March 15, 2017**. Any Statement of Qualifications received after this time will be considered non-responsive and returned unopened. Faxed or emailed proposals will not be accepted. Proposals will be evaluated by a selection committee. A limited number of qualified firms may be selected for a detailed presentation of their proposal to the Airport Board for final consultant selection. Grand Junction Regional Airport reserves the right to reject any or all proposals.

The submittal should be limited to a maximum of **30 pages**. This excludes covers, dividers, resumes, cover letters, table of contents and required disclosures. The document must include the following items, in the specified sequence:

Submittal Cover/Signature Page (RFQ Form #1) – Respondent shall complete, sign, and submit RFQ Form #1. The Submittal Cover/Signature Page must be signed by a person(s) authorized to bind the entity or entities submitting the response. Joint ventures require signatures from all firms participating in the joint venture. Joint ventures are required to provide legal proof of the joint venture, such as a joint venture agreement, as an attachment to their submittal.

Submittal Checklist (RFQ Form #2) – Respondent shall complete and submit RFQ Form #2.

Litigation Disclosure Form (RFQ Form #3) – Respondent shall complete and submit RFQ Form #3. If necessary, include additional pages for explanation.

Conflict of Interest Disclosure Form (RFQ Form #4) – Respondent shall complete and submit RFQ Form #4.

Affirmative Action Plan – Respondent shall submit a description of the firm’s Affirmative Action Plan, if the firm is required to have one.

Executive Summary – Respondents shall provide an Executive Summary which includes an overview of the project team, rationale for teaming, highlights of the team’s experience, introduction of the project

manager, the names of other key personnel and statements as to why the Respondent is the best team for the project. The Executive Summary shall be limited to three (3) pages.

Statement of Qualifications – Narrative document that address all evaluation criteria in the Section 4. Selection Criteria, 4.1 and 4.2.

All firms interested in this solicitation (including firm’s employees, representatives, agents, lobbyist, attorneys, and sub consultants) will refrain, under penalty of disqualification, from direct or indirect contact for the purpose of influencing the selection or creating bias in the selection process with any person who may play a part in the selection process. This policy is intended to create a level playing field for all potential firms, assure that contract decision are made in public and to protect the integrity of the selection process. All contact on this selection process should be addressed to the authorized representative identified below.

Kip Turner
Executive Director
kturner@gjairport.com

4. SELECTION CRITERIA

The selection process will be in accordance with Federal Aviation Administration Advisory Circular 150/5100-14E, Architectural, Engineering, and Planning Consultant Services for Airport Grant Projects including 49 USC § 47107(a) (17) and 2 CFR §200, as amended. Fees will be negotiated for individual task orders as grants are obtained. Cost or fee information is not to be submitted with SOQ’s.

Respondents should address each of the evaluation criteria listed below and provide specific examples of projects they have undertaken that demonstrate their qualifications. Submittals shall be in the same sequential format as follows:

4.1. QUALIFICATIONS AND EXPERIENCE

Demonstrate capability to perform all aspects of the Scope of Services and have recent experience in airport projects comparable to the proposed program. Preference may be given to those firms and personnel with experience and training in commercial service and air carrier airport planning, design, construction administration to include grant administration (FAA and CDOT), particularly for similar projects, and those with significant experience assisting airports with justifying discretionary funding.

The discussion of recent related project experience must demonstrate success in airport design, construction, documentation requirements, and compliance regarding primary commercial service airports as detailed in this RFQ for the following:

- ❖ Design and construction for primary commercial service Runways on new (Greenfield) sites;
- ❖ Management of airport programs and projects, familiarity with airfield construction, airport facilities, aviation operations, experience with FAA design and administrative requirements in a phased approach with minimal disruptions to an operating commercial airport;
- ❖ Design and Construction of FAA Facilities including instrument approach facilities. The Consultant shall have expertise in the planning, design, and construction support of FAA NAVAID systems for the project. Such FAA NAVAID systems may include: Glideslope, Localizer, MALSR, PAPI, RVR, REILS, RTR, and associated power and communications in support of the NAVAID. In addition, the Consultant shall list specific knowledge of FAA procedures.

- ❖ Quality of projects previously undertaken and capability to complete projects without having major cost escalations or overruns.

Provide examples and descriptions of relevant and comparable, recent experience (a minimum of three and maximum of six projects) involving projects that are similar in scope, size, and complexity which have been completed. Projects at primary commercial airports are preferred.

Each project listed shall include:

- ❖ Project schedule performance
- ❖ Project budget performance
- ❖ Completion dates
- ❖ Project M/W/DBE performance
- ❖ Identify the subject matter experts anticipated coordination, final design, and construction support to complete the program
- ❖ References with names, phone numbers and email addresses

Please note that the airport's ability to validate the information submitted as "relevant projects" is critical to the determination of whether the proposing firm's and their proposed staff qualifications meet the needs of the project. It is therefore extremely important that the information submitted be as accurate as possible. Projects with incomplete information will not be considered toward the Prime Consultant's experience.

4.2. RESOURCES

Identify ability to undertake and complete projects in a timely manner. Provide staffing capabilities dedication to this program. This should include a definition of project issues, scope of work, level of effort with estimated staff hours, and anticipated schedule for execution of the projects as understood and recommended by the proposer.

Present an organizational chart and identify each firm's role (including team member names) and responsibility in this project. Indicate availability of team members for the project.

Present experience, qualifications, and technical competence of the Project Manager relative to the projects described in Item #1. List the Project Manager's experience in managing similar projects. Provide the Projects Manager's Professional Registration information, including profession and license number. Project Manager shall be a professional engineer licensed in the State of Colorado.

Present experience, qualifications, and technical competence of the Construction Manager/Field Engineer relative to projects on commercial service airports. List the Construction Manager/Field Engineer's experience in managing similar projects. Provide the Field Engineer's Professional Registration information, including profession and license number. Field Engineer shall be a professional engineer licensed in the State of Colorado.

Present experience, qualifications, and technical competence of any sub-consultants relative to the projects.

Provide a one-page resume for all key team members, including sub-consultants, identified in the Organizational Chart. Resumes shall include:

1. License and Certification Type (if applicable) and number of years licensed
2. Number of years of aviation or other specialty experience related to their role
3. Discussion of relevant experience, including key engagements at primary commercial service airports.
4. Number of years employed with the Respondent or sub-consultant firm

5. Number of years of experience in proposed role as identified on the Organizational Chart

Resumes do not count against the page limit and shall be included as an appendix. Resumes included in the appendix will be included in the scoring criteria.

SELECTION CRITERIA SUMMARY

EVALUATION CRITERIA	MAXIMUM POINTS
Qualifications and Experience on Large Scale Commercial Airport Projects	70 Points
Resources	30 Points
TOTAL Maximum	100 Points

5. SELECTION PROCEDURES

All proposals will be reviewed and evaluated by the Airport Authority Board Members (Board). Firms may be asked to supplement their initial proposals with additional written material. The Board may select a short-list of firms based upon the evaluation of the written qualification submittals. The Board may then arrange for interviews with each firm.

The firm selected will be given the first right to negotiate a Scope of Services, Fee Schedule, and ultimately an Agreement acceptable to the Airport. In the event that an Agreement satisfactory to the Airport cannot be reached, the Airport may enter into negotiations with the next ranked firm. The successful firm shall commence work only after execution of an acceptable Agreement and approval of insurance certificates. The successful firm will perform all services indicated in the proposal in compliance with the negotiated Agreement.

The Airport reserves the right to award this Contract to the firm that demonstrates the best ability to fulfill the requirements of the services. The successful firm will be chosen based on the qualifications, selection criteria evaluation, and possible interview.

SELECTION SCHEDULE (TENANTIVE)

Request for Qualification Issued	February 15, 2017
Pre-Submittal Questions Deadline	March 1, 2017
Submission Deadline	March 15, 2017
Selection Board Review	March 2017
Selection Board Interviews, if necessary	March 2017
Airport Authority Selection	March 28, 2017

6. PRE-SUBMITTAL QUESTIONS

Any questions related to this request must be directed to the Grand Junction Regional Airport, Executive Director, Kip Turner. Inquiries must be made in writing and submitted no later than **3:00 p.m. local time, Wednesday, March 1, 2017**. Questions received after the stated deadline will not be answered. It is suggested that all questions be sent by electronic mail to:

Kip Turner
Executive Director
kturner@gjairport.com

However, questions sent by certified mail, return receipt requested, will also be accepted, and should be addressed to:

Kip Turner
Grand Junction Regional Airport
ATTN: Engineering RFQ Question
2828 Walker Field Drive
Grand Junction, CO 81506

All questions submitted in accordance with the requirements stated above will be answered in writing and posted to the Airport's website at www.gjairport.com.

7. GENERAL INFORMATION

7.1. DISADVANTAGED BUSINESS ENTERPRISE (DBE) PROGRAM

The Grand Junction Regional Airport has an established Disadvantaged Business Enterprise (DBE) program in accordance with regulations of the U.S. Department of Transportation, 49 CFR Part 26. It is the policy of the Grand Junction Regional Airport to ensure that DBE's, as defined in 49 CFR Part 26, have an equal opportunity to receive and participate in DOT-assisted contracts.

The consultant (and all sub-consultants) shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The consultant shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of DOT assisted contracts. Failure by the consultant to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy, as deemed appropriate.

7.2. GRAND JUNCTION REGIONAL AIRPORT RIGHTS

Grand Junction Regional Airport reserves the right to reject all or portions of any or all Statement of Qualifications, to waive irregularities and technicalities, to re-advertise, or to proceed to provide the services otherwise, in the best interest of the Grand Junction Regional Airport. Grand Junction Regional Airport may, at its sole discretion, modify or amend any and all provisions herein. The Airport will not pay for any information herein requested, nor is it liable for any costs incurred by the participating firm.

Grand Junction Regional Airport reserves the right to extend the Statement of Qualifications submittal date if needed. All changes and/or clarifications will be distributed to all firms indicating interest in the form of addenda.

7.3. INSURANCE REQUIREMENTS

Prior to the commencement of performance, the successful firm/joint venture shall furnish to Grand Junction Regional Airport certificate of insurance for general liability with limits not less than \$2,000,000 per occurrence and workers' compensation with the limits not less than \$1,000,000 per occurrence. Proof of insurability shall be demonstrated by providing copies of current insurance policy during contract negotiations with the successful consultant.

7.4. OTHER POLICIES

All Contractors doing business with the Airport should be familiar with the policies governing how the Airport conducts business. These policies can be viewed online at <http://www.gjairport.com/component/content/article/76.html>.

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**SIGNATURE PAGE
RFQ FORM #1**

“✓”Check box that indicates business structure of Respondent

- Individual or Proprietorship
- Partnership or Joint Venture
- Corporation

The undersigned certifies that (s)he is _____(title) of the Respondent entity named below; that (s)he is designated to sign this Proposal Form (if a Corporation then by resolution with Certified Copy of resolution attached) for and on behalf of the entity named below, and that (s)he is authorized to execute same for and on behalf of and bind said entity to the terms and conditions provided for in the Proposal as required by this RFQ, and has the requisite authority to execute an Agreement on behalf of Respondent, if awarded

Respondent Organization Name: _____

By: _____

Printed Name: _____

Title: _____

If Respondent is a Joint Venture, an authorized signature from a representative of each party is required.

By: _____

Printed Name: _____

Title: _____

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**SUBMITTAL CHECKLIST
RFQ FORM #2**

Use this checklist to ensure all required document have been included in the SOQ and that they are properly ordered.

Document	Initial to Indicate Document is Included
1. Submittal Cover/Signature Page (RFQ Form #1)	
2. Submittal Checklist (RFQ Form #2)	
3. Litigation Disclosure (RFQ Form #3)	
4. Conflict of Interest (RFQ Form #4)	
5. Affirmative Action Plan (If Required)	
6. Executive Summary	
7. Statement of Qualifications	

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**LITIGATION DISCLOSURE
RFQ FORM #3**

Respond to each of the questions below by checking the appropriate box. Failure to fully and truthfully disclose the information required by this Litigation Disclosure form may result in the disqualification of your response from consideration or termination of the contract, if awarded.

Have you or any member of your Firm or Team to be assigned to this engagement ever been indicted or convicted of a felony or misdemeanor greater than a Class C in the last five (5) years?

YES
NO

Have you or and member of your Firm, your Firm, or Team to be assigned to this engagement been terminated (for cause of otherwise) from any work being performed for the Grand Junction Regional Airport, Walker Field Airport Authority, or any other Federal, State, or Local Government, Airport, or Private Entity?

YES
NO

Have you or and member of your Firm or Team to be assigned to this engagement been involved in and claim or litigation with the Grand Junction Regional Airport, Walker Field Airport Authority, or any other Federal, State, or Local Government, Airport, or Private Entity?

YES
NO

If you have answered “Yes” to any of the above questions, please indicate the name(s) of the person(s), the nature, and the status and/or outcome of the information, indictment, conviction, termination, claim or litigation, as applicable. Any such information should be provided on a separate page, attached to this form and submitted with your response.

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**CONFLICT OF INTEREST (COI) DISCLOSURE FORM
RFQ FORM #4**

This COI Disclosure Form must be completed by the Firm and each of its Subcontractors.
This COI Disclosure Form must be signed by a principal of the Firm to certify that it is correct.
A Firm's certification that its disclosure form is correct includes the disclosure by its Associates and Subcontractors.

My signature certifies that as disclosed on or attached to the present form:
The Firm's disclosures are complete, accurate, and not misleading.
The Firm has received COI Disclosure Form(s) from all Subcontractors (if any) and the present form has attached any COI Disclosure Form(s) thereof.

I hereby certify that I am authorized to sign this COI Disclosure Form as a Representative for the Firm identified below:

Complete Legal Name of Firm: _____
Address: _____
Signature: _____
Name (type/print): _____
Title: _____
Date: _____

Please answer all questions "Yes", "No" or "N/A", and if uncertain answer "Yes."

If the answer to any of the questions 1 through 4 is "Yes," then:
furnish all relevant facts that are necessary to make the response complete, accurate, and not misleading;
and identify any actions that must be taken to avoid, neutralize, or mitigate such conflict of interest (e.g. communications barriers, restraint or restriction upon future contracting activities, or other precaution)

1. Is any Associate of the Firm a former employee of the Airport within the last five years or a family member of a current employee of the Airport?
 YES NO

2. Does the Firm or any Associate of the Firm have a conflict of interest with regard to any known member of the Airport procurement evaluation or selection team?
 YES NO

3. Does the Firm, or any Associate of the Firm, have any past, present or currently planned interests that are an Actual or Potential Conflict of Interest, with respect to performing the work for the Airport.
 YES NO

4. Have Subcontractors furnished COI Disclosure Forms separate from the present form? (If yes, attach Subcontractor disclosures).
 YES NO