**NOTICE TO AIRPORT CONSULTANTS**

The Johnson County Airport Board is soliciting Statements of Qualifications and Experience from firms interested in providing engineering services at Johnson County Airport for a period of five (5) years (renewable yearly, performance dependent). Upon review of the Statements of Qualifications and Experience, the Airport Board may select a smaller number of firms to make an on-site oral presentation before a selection committee who will make a final selection. The Airport Board may also select a firm based on telephone interviews or on the submittal alone. A detailed scope of work will be developed with the highest ranked consultant. The Airport Board reserves the right to extend the submittal date, if needed. A list of firms and others who have been issued Request for Qualifications and Experience documents will be made available upon request. Firms are encouraged to register with WYDOT for airport planning (AAP) and airport engineering (AAE) service/work codes.

DBE firms are encouraged to apply. All statements received will be evaluated based on FAA Advisory Circular 150/5100-l4E Change 1, and on compliance with the request. Fees for individual projects will be negotiated as funding is obtained. Projects funded through FAA grants will be subject to the provisions of Executive Order 11246 (Affirmative Action to Ensure Equal Employment Opportunity) and to the provisions of the Department of Transportation Regulations 49 CFR Part 23 (Disadvantaged Business Enterprise Participation) and to foreign trade restrictions.

Statements of Qualifications and Experience shall be limited to a maximum of 12 pages, inclusive of all pre-printed or other promotional material. Interested consultants will be asked to submit six (6) original copies of the Statements of Qualifications and Experience by 5:00 pm Local Time on Friday, August 20, 2021. Submittal documents should be clearly marked on the outside of the envelope with “**Statements of Qualifications and Experience for Airport Engineering Consultant Selection**”. The information should be submitted to:

Mr. Gerald Fink., Airport Board Chair

Johnson Airport Board

76 North Main Street

Buffalo WY 82834

**Request for Statements of Qualifications and Experience for Airport Engineering Consultant Selection**

The Johnson County Airport Board is soliciting Statements of Qualifications and Experience from firms interested in providing engineering services at Johnson County Airport (KBYG), aka Buffalo Airport.

Upon review of the Statements of Qualifications and Experience, the Airport Board may select a smaller number of firms to make an on-site oral presentation before a selection committee who will make a final selection. The Airport Board may also select a firm based on telephone interviews or on the submittal alone. A detailed scope of work will be developed with the highest ranked consultant.

A list of firms and others who have been issued Request for Qualifications and Experience documents will be made available upon request.

Projects may include (not listed in any order):

* + Sea1 Coat and Mark Airside and Landside Pavements
  + Pavement Reconstruction on the General Aviation Apron
  + Pavement Rehabilitation on Runway 13/31
  + Construct Landside Parking Lot
  + Assistance with CRRSAA/CARES Act Operations Projects
  + Assistance with WACIP Updates

EVALUATION AND SELECTION CRITERIA AND PROPOSAL SUBMISSION

All submittals received will be evaluated based on FAA Advisory Circular 150/5100-14E Change 1, and on compliance with this request. Submittals should include:

1. Professional qualifications, to be compared and analyzed for ability to perform satisfactory services as required. These qualifications should include:
   1. General description of firm including company organization structure, company size and history, recent experience with comparable airport or other public projects, experience with local construction conditions and, experience with FAA projects and regulations.
   2. Identification of Project Manager and key personnel in firm who will work with the design, field engineering, and other project roles for the projects.
   3. Evidence of establishment and implementation of an Affirmative Action Program, especially as it may apply to this agreement.
   4. Evidence of general liability and professional liability insurance.
   5. References from comparable airports with comparable scopes of service and projects.

Selection of the short listed firms or the top ranked firm (unless supplemented by secondary selection criteria) will be based upon the following criteria in conjunction with FAA Advisory Circular 150/5100-l4E Change 1 and relative importance of the required information:

1. Capability to perform all or most aspects of the project and recent experience in airport projects comparable to the proposed tasks. (10%)
2. Key personnel’s professional engineering qualifications and experience and availability on the proposed projects; their reputation and professional integrity and competence; and their knowledge of FAA regulations, policies, and procedures. (15%)
3. Capability to meet schedules or deadlines and client needs. (15%)
4. Quality of projects previously undertaken and capability to complete projects without having major cost escalations or overruns. (10%)
5. Qualifications and experience of sub-consultants regularly engaged by the consultant under consideration.
6. Capability of a branch office that will do the work to perform independently of the home office, or conversely, its capability to obtain necessary support from the home office. The consultant’s primary contact geographic location will be a selection criteria provided its application leaves an appropriate number of qualified firms, given the nature and size of the projects, to compete for the contract. (15%)
7. Ability to furnish qualified inspectors for construction inspection if applicable.

(10%)

1. Understanding of the project’s potential challenges and the Sponsor’s special concerns. (10%)
2. Degree of interest shown in undertaking the project and their familiarity with and proximity to the geographic location of the project. (10%)
3. Capability to conduct a Value Engineering (VE) study for projects that are particularly complex or have unique features. Order 5100.38, Chapter 3, Subsection 3-57; AC 150/5300-15, Use of Value Engineering for Engineering and Design of Airport Grant Projects; and AC 150/5370-10, Standards for Specifying Construction o[Airports, contain additional guidance on VE studies. (5%)

A firm’s capabilities will be evaluated from 0 to 3 multiplied by percentage of project for a maximum score of 300.

Upon the request of and at the discretion of the Johnson County Airport Board, Firms may be required to supply additional information, or ensure assigned personnel are available for interviews, or to make additional or supplemental submissions under secondary selection criteria, if deemed necessary by the selection committee.

Contracts are subject to the provisions of Executive Order l1246 (Affirmative Action to Ensure Equal Employment Opportunity) an to the provisions of the Department of Transportation Regulations 49 CFR Part 23 (Disadvantaged Business Enterprise Participation)

The consultant or subcontractor, by submission of an offer or execution of a contract, certifies that it:

1. is not owned or controlled by one or more citizens or nationals of a foreign country included in the list of countries that discriminate against U.S. firms published by the Office of the United States Trade Representative (USTR);

1. has not knowingly entered into any contract or subcontract for this project with a contractor that is a citizen or national of a foreign country on said list, or is owned or controlled directly or indirectly by one or more citizens or nationals of a foreign country on said list;
2. has not procured any product nor subcontracted for the supply of any product for use on the project that is produced in a foreign country on said list.

Unless the restrictions of this clause are waived by the Secretary of Transportation in accordance with 49 CFR 30.17, no contract shall be awarded to a contractor (consultant) or subcontractor who is unable to certify to the above. If the contractor knowingly procures or subcontracts for the supply of any product or service of a foreign country on the said list for use on the project, the Federal Aviation Administration may direct through the sponsor, cancellation of the contract at no cost to the government.

Requirements for the Submitting of the Statements of Qualifications and Experience

Statements of Qualifications and Experience shall be limited to a maximum twelve (12) pages, inclusive of all pre-printed or other promotional material, exclusive of covers. Firms should submit six (6) total copies of their Statement of Qualifications and Experience by 5:00 pm Local Time (MST) on Friday, August 20, 2021. Submittal documents should be clearly marked on the outside of the envelope with “**Statements of Qualifications and Experience for Airport Engineering Consultant Selection”.** The information

should be submitted to:

Gerald Fink, Airport Board Chair

Johnson County

76 North Main Street

Buffalo, WY 82834

(307)217-1729

All questions or comments should be addressed to Mr. Gerald Fink, Board Chair, at (307) 217-1729 or Email: [gfink@fastmail.com.](mailto:gfink@fastmail.com.) Consultants visiting the airport must make an appointment if they wish to speak to or meet with Mr. Fink. Contact with any other Board members or the Manager of Johnson County Airport pertaining to this solicitation will be cause for disqualification.