

REQUEST FOR STATEMENTS OF PROFESSIONAL QUALIFICATIONS

Valley International Airport will receive Letters of Interest and Statements of Qualifications (SOQ's) addressed to:

Mr. Marv Esterly
Director of Aviation
Valley International Airport
3002 Heritage Way, Third Floor
Harlingen, Texas 78550
Phone (956) 430-8605
FAX (956) 430-8619

Solicitations will be accepted at the above address no later than 2:00 P.M., Wednesday, September 25, 2019 CDT. SOQ's received after this time will not be considered.

Valley international Airport will not be responsible in the event that the U.S. Postal Service or any other courier system fails to deliver the sealed qualification statement package to the Airport by the given SOQ deadline above. Electronic transmission or facsimile of SOQ will not be acceptable.

The Airport procurement procedures are in accordance with the Texas Local Government Code and Texas Professional Services Procurement Act.
Equal Opportunity in Employment - All qualified Applicants will receive consideration for employment without regard to race, religion, gender, age, marital or veteran status, physically challenging condition or national origin. Small, minority, and women-owned professional engineering business enterprises are encouraged to respond, and/or participate as sub-consultants with prime consultants.

Airport reserves the right to reject any or all responses and to waive irregularities contained therein and to accept any response deemed most advantageous to Valley International Airport.

Qualified professional individuals/firms interested in responding to this Request for Submittal of Professional Qualifications should include information requested in the following paragraphs. All of the information shall have been updated within the last three (3) months. Failure to provide the information requested or falsification of any information provided shall result in disqualification of the consultant.

REQUEST FOR PROFESSIONAL QUALIFICATIONS (RFQ)

VALLEY INTERNATIONAL AIRPORT

GENERAL INSTRUCTIONS

SECTION 1. GENERAL INFORMATION:

Valley International Airport is seeking letters of interest and statements of qualifications from parties interested in performing professional architect/ engineer consulting services for projects funded by the Department of Transportation, Federal Aviation Administration Airport Improvement Program grants and non-grant monies. The selection process will be conducted in accordance with FAA Advisory Circular 150/5100-14E and all applicable federal, state and local regulations. Final execution of a contract will be contingent on the availability of funding.

SECTION 2. ANTICIPATED PROJECTS:

The selected consultant may be requested to provide professional services on any or all of the following projects that may be initiated during the next five (5) years at Valley International Airport. Additional projects not identified herein may also require services of the selected consultant and the projects listed may or may not be selected through the term of five years.

PROJECTS ANTICIPATED 2019 THROUGH 2024

Project:	Project Cost (Estimated)
Extend Runway 17R	\$ 15,000,000
Rehabilitate Runway 13	\$ 5,000,000
Terminal Building Refurbishment (Jetbridges)	\$ 2,000,000
Overlay, Groove, and Paint Runway 17L/35R	\$ 2,500,000
Airport Master Plan Update	\$ 600,000
Extend and Widen Bob Youker Dr	\$ 3,500,000
Terminal Refurbishments (Fire Alarm, Sprinklers, ect)	\$ 2,000,000
Rehab Bodenhamer and Woodall	\$ 800,000
Rehabilitate Taxiways	\$ 3,000,000
Replace Airfield Lighting	\$ 2,000,000
Replace Airfield Signage	\$ 1,200,000

SECTION 3. ARCHITECT/ENGINEERING SERVICES:

The basic services that may be required for any given phase of a project developed as a result of the aforementioned Scope of Work are expected to include any or all of the following services by project phases:

- A. Preliminary Phase – activities required for defining the scope of a project and establishing preliminary requirements, which include:
 - 1) Conferring with the sponsor on project requirements, finances, schedules, early phases of the project, and other pertinent matters and meeting with the FAA and other concerned agencies and parties on matters affecting the project.
 - 2) Planning, procuring, and/or preparing necessary surveys, geotechnical engineering investigations, field investigations, and architectural studies required for preliminary design considerations.
 - 3) Developing design schematics, sketches, environmental and aesthetic considerations, project recommendations, and preliminary layouts and cost estimates.

- B. Design Phase – all activities required to undertake and accomplish a full and complete project design, including;
 - 1) Conducting and attending meetings and design conferences to obtain information and to coordinate or resolve design matters.
 - 2) Collecting engineering data and undertaking field investigations; performing geo-technical engineering studies; and architectural, engineering, and special environmental studies.
 - 3) Preparing necessary engineering reports and recommendations.
 - 4) Preparing detailed plans, specifications, and cost estimates.
 - 5) Printing and providing necessary copies of engineering drawings and contract specifications.

- C. Bidding/Negotiation Phase – assisting the sponsor in the advertising and securing bids. Negotiating for services, analyzing bid results including contractor compliance with Disadvantage Business Enterprise goals, furnishing recommendations on the award of contracts, preparing contract documents.

- D. Construction Phases – includes all basic services rendered after award of a construction contract, including, but not limited to, the following:

- 1) Providing consultation and advice to the sponsor during all phases of construction.
 - 2) Representing the sponsor at the pre-construction conference.
 - 3) Inspecting work in progress periodically and providing appropriate reports to the sponsor.
 - 4) Reviewing and approving shop and erection drawings submitted by contractors for compliance with design concepts.
 - 5) Reviewing, analyzing, and approving laboratory and mill test reports of materials and equipment.
 - 6) Preparing and negotiating change orders and supplemental agreements.
 - 7) Observing or reviewing performance tests required by specifications.
 - 8) Determining amounts owed to contractors and assisting sponsors in the preparation of payment requests for amounts reimbursable from grant projects, and in determining Disadvantaged Business Enterprise performance/goal achievement.
 - 9) Making final inspection and submitting a report of the completed project to the sponsor.
- E. Special Services – services outside the traditional scope of professional architect/engineer consulting services, which may be needed for a given project. Such services might be performed “in-house” or contracted under a subcontract agreement. These might include, but not be limited to the following;
- 1) Soils investigations, including core sampling, laboratory tests, related analyses, and reports.
 - 2) Detailed mill, shop, and/or laboratory inspections of materials and equipment.
 - 3) Land surveys and topographic maps.
 - 4) Field and/or construction surveys.
 - 5) Photogrammetry surveys.
 - 6) Onsite construction inspection and/or management involving the services of a full time resident engineer(s), inspector(s), or manager(s) during the construction or installation phase of a project.

- 7) Special environmental studies and analyses.
- 8) Expert witness testimony in litigation involving special projects.
- 9) Project feasibility studies.
- 10) Public information and community involvement surveys, studies, and activities.
- 11) Preparation of as-built plans.
- 12) Assisting the sponsor in the grant preparation of necessary applications for local, state, and federal grants.
- 13) Preparation of updating the airport layout plan, and ALP review of specific project consistency.
- 14) Preparation of property maps.
- 15) Construction management.
- 16) Preparation of a quality control plan.
- 17) Preparation of a final report.

SECTION 4. QUALIFICATIONS:

The selected consultant must possess the ability, experience and reputation in high quality service necessary to produce high quality and functional projects. To ensure the engineer is capable of providing an acceptable level of service to the airport, the following qualifications must be met:

- 1) Consultant must have extensive experience in the airport engineering process and ability to direct, coordinate and prepare projects for Valley International Airport.
- 2) Consultant must have knowledge of federal requirements regarding Airport Improvement grant process, and must be knowledgeable of all Federal Airport design requirements.
- 3) Consultant must be properly licensed to perform professional architect/engineer services in the State of Texas.
- 4) Consultant must carry adequate Professional Liability Insurance.

SECTION 5. STATEMENT OF QUALIFICATION REQUIREMENTS

Statements of Qualifications should be organized in the following format. Responses are limited to 12 pages maximum, including an Executive Summary. Elements listed under each part must be included in the submittal:

A. Executive Summary:

The Statements of Qualifications shall be prefaced by an Executive Summary of two (2) pages or less, which gives in brief, concise terms and summation of the submittal.

B. Required Experience:

Describe the background and experience of the primary consultant. This section should be a concise document, which shall include the following information.

C. Relevant Experience of Consultant:

A brief summary of work accomplished by the Consultant or its present personnel in similar engagements at similar airports in the United States within the past three (3) years.

The summary must include contact name and number, where the work was performed, the disciplines performed at each location. The summary shall include, any unique problems, and the solutions thereto, as seen by the Consultant in performing the work at similar airports.

D. Assigned Staff:

A statement of the project manager and key personnel that would be assigned to the study by the Consultant. Include an organizational chart, a description of the interface between the parent organization and the project team, job description of key positions, and resumes of key personnel who would be performing the work. Each resume or biography must describe the person's professional capabilities, experience, and education, training and work commitments.

SECTION 6. DBE PARTICIPATION:

Describe your program for the direct involvement of Disadvantaged Business Enterprise (DBE) in the ownership, management, or operation of your business. If you are a certified DBE, indicate the source of your certification. The current DBE goal for Valley International Airport is 12%.

SECTION 7. SUBMISSION REQUIREMENTS:

One original and two (2) copies of the Statements of Qualifications are to be submitted in a sealed envelope bearing the name and address of the Consultant and should be clearly marked "Statements of Qualifications – Valley International Airport – Professional Architect/Engineering Services". The Statement of Qualifications is to be submitted no later than 2:00 P.M., Wednesday, September 25, 2019, to:

Mr. Marv Esterly
Director of Aviation
Valley International Airport
3002 Heritage Way, Third Floor
Harlingen, Texas 78550
Phone (956) 430-8605

Only timely received submittals meeting the requirements of this Request for Qualifications will be considered. No submittal will be considered or accepted which is submitted by an Consultant that is in default under the terms of any existing agreement with the Valley International Airport, City of Harlingen, or which has failed to perform its obligations faithfully under any previous agreement with the City. An authorized representative of the Consultant must sign the submittals.

SECTION 8. QUESTIONS REGARDING THIS REQUEST FOR QUALIFICATIONS:

Questions regarding this project shall be submitted in writing prior to Wednesday, September 18, 2019, and directed to:

Mr. Bryan Wren, A.A.E.
Assistant Director of Aviation
Valley International Airport
3002 Heritage Way, Third Floor
Harlingen, Texas 78550
Phone (956) 430-8605
FAX (956) 430-8619

Amendments or revisions of this Request for Qualifications resulting from written questions will be developed as expeditiously as possible, and will be distributed to all parties requesting the original proposal package.

The Airport reserves the right to initiate additional procurement action for any service and the right to reject any and all Statement of Qualifications for any reason at any time and to waive any and all informalities in the process.