



Metropolitan Airport Authority of Peoria

Request for Qualifications

Solicitation for:

Professional Services for Airport Projects for the General Wayne A. Downing Peoria International Airport and the Mt. Hawley Auxiliary Airport, 2024 to 2029.

Issued:

October 13, 2023

Due:

November 10, 2023

No later than 4:30 PM local time

Deliver to:

Metropolitan Airport Authority of Peoria

Attn: Mr. Gene N. Olson

Director of Airports

6100 W. Everett McKinley Dirksen Parkway

Peoria, IL 61607

Questions:

golson@flypia.com

1.1 SCOPE OF WORK

The Metropolitan Airport Authority of Peoria (OWNER) is seeking the professional services of a qualified engineering firm (RESPONDENT), to provide consulting services including planning, engineering, and design services associated with development at the General Wayne A. Downing Peoria International Airport (PIA) and the Mount Hawley Auxiliary Airport (3MY), both of which are owned and operated by the OWNER. Selection will be for prime consultants only. Teams will be considered non-responsive. Owner will work with selected consultant to add other consultants as needed on a project-by-project basis.

Subject to receipt of Federal funding, these projects may include but are not limited to the projects identified in Exhibit A.

The OWNER has identified a general scope of services as described below. The basic services are usually conducted in, but are not limited to, the sequential phases summarized below:

1. Preliminary Phase. This phase involves the activities required to define the scope of a project and establishing the preliminary requirements. Some examples of activities within this phase of a project include, but are not limited to:
 - a. Defining project scope requirements, schedules, and project phasing considerations.
 - b. A firm comprehension of the FAA's National Priority Rating (NPR) system required for effective, long-term programming.
 - c. Coordinating projects with local and regional FAA personnel and other stakeholders.
 - d. Planning, procuring, and/or preparing necessary surveys, geotechnical engineering investigations, field investigations, and engineering studies required for design.
 - e. Developing design schematics, sketches, preliminary layouts, and cost estimates.
 - f. Preparing project design criteria and other bridging documents used for project delivery.
2. Design Phase. This phase includes all activities required to undertake and accomplish a full and complete project design. Examples include, but are not limited to those below:
 - a. Conducting and attending meetings as the Airport Authority's representation.
 - b. Collecting engineering data and undertaking field investigations; performing geotechnical engineering studies; and performing architectural, engineering, and special environmental studies.
 - c. Preparing necessary engineering reports and recommendations.
 - d. Preparing detailed plans, specifications, cost estimates, and design/construction schedules.
3. Construction Phase. This phase may include all basic services rendered after the award of a construction contract, including, but not limited to the following activities:
 - a. Providing consultation and advice to the OWNER during all phases of construction.
 - b. Representing the OWNER at preconstruction conferences.
 - c. Reviewing and approving shop drawings submitted by contractors for compliance with design concept/drawings.
 - d. Reviewing, analyzing, and accepting laboratory and mill test reports.
 - e. Assisting in the negotiation of change orders and supplemental agreements.
 - f. Reviewing performance tests required by specifications.

4. Project Closeout Phase. This phase includes all basic services rendered after the completion of a construction contract, including, but not limited to the following activities:
 - a. Making final inspections and submitting punch-lists of the completed project to the OWNER.
 - b. Preparing summary of material testing report.
 - c. Preparing summary of project change orders.
 - d. Preparing final project reports including financial summary.
5. Special Services. The development of some projects may involve services incidental to project statements of work and/or activities or studies outside the scope of the basic design services routinely performed by the consultant. These special services vary greatly in scope, complexity, and involve a number of different fields of expertise. Some examples of special services that might be employed for airport projects include, but are not limited to, the following:
 - a. Soil investigations, core sampling, laboratory tests, related analyses, and reports.
 - b. Land surveys and topographic maps.
 - c. Onsite construction inspection and/or management involving the services of a fulltime resident engineer(s), inspector(s), or manager(s) during the construction or installation phase of a project.
 - d. Special environmental studies and analyses.
 - e. Expert witness testimony in litigation involving specific projects.
 - f. Project feasibility studies.
 - g. Site investigation
 - h. Drainage studies
 - i. NEPA clearance and permitting
 - j. Airport Layout Plan updates
 - k. Geographic Information System updates
 - l. Safety Management System updates
 - m. Exhibit 'A' Property Map updates
 - n. Airspace Analysis
 - o. Land/easement acquisition services
6. DBE. Respondent will affirm their willingness and ability to utilize certified DBE partners as-requested by the OWNER on a project-by-project basis in support of meeting federal and state requirements for the OWNER.

Each project will be contracted separately. If RESPONDENT is submitting a Statement of Qualifications as the prime RESPONDENT, the RESPONDENT may not have an interest in another submittal as a subconsultant for the same project. Subconsultants may have an interest in more than one proposal.

1.2 SELECTION PROCESS AND TERM

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 statement of qualifications.

Selection Criteria are referred to in Section 2.4. The successful Respondent will be requested to enter into a five (5) year agreement to provide consulting services on the projects identified in Exhibit A. Fees will be negotiated for projects as federal funds become available.

Prospective Respondents are advised that applied overhead rates must be in accordance with the cost principles established within Federal Regulation 48 CFR Part 31, *Contract Cost Principles and Procedures*. The successful firm will be required to submit a copy of their current overhead rate audit certification.

This selection is subject but not limited to the most current versions of the following federal provisions:

- Title VI of the Civil Rights Act of 1964
- Section 520 of the Airport and Airway Improvement Act of 1982
- DOT Regulation 49 CFR Part 18.36(i) - Access to Records
- DOT Regulation 49 CFR Part 20 - Lobbying and Influencing Federal Employees
- DOT Regulation 49 CFR Part 26 -Disadvantaged Business Enterprises Participation.
- DOT Regulation 49 CFR Part 29 – Government-wide Debarment and Suspension
- DOT Regulation 49 CFR Part 30 - Federal Trade Restriction Clause

1.3 SUBMITTAL DUE DATE AND TIME

Interested firms should submit five (5) copies of their statement of qualifications and experience along with references by 4:30 pm on November 10, 2023 to the following address:

Gene N. Olson
Director of Airports
Metropolitan Airport Authority of Peoria
6100 W. Everett McKinley Dirksen Parkway
Peoria, IL 61607

Submittals not received by the above date and time will be returned unopened.

1.4 MODIFICATION OR WITHDRAWAL OF STATEMENTS OF QUALIFICATIONS

Responses to this Request for Qualifications (RFQ) may be modified or withdrawn in writing or by fax notice to (309) 697-8132 attention of Gene N. Olson, Director of Airports, if received prior to the exact hour and date specified for receipt of submittals. The RESPONDENT'S authorized representative may also withdraw the submittal in person, providing his or her identity is made known, he or she signs a receipt for the submittal, and it is prior to the exact hour and date specified for the receipt of submittals. Submittals may not be withdrawn after the submittal due date and time has passed.

Modification or withdrawal of a Statement of Qualifications received by the OWNER after the exact hour and date specified for receipt of submittals will render the submittal void. If it becomes necessary to revise any part of this RFQ or if additional data is necessary for an exact interpretation of provisions of this RFQ prior to the due date for submittals, an addendum will be issued by the OWNER. If such addenda issuances are necessary, the OWNER reserves the right to extend the due date and time of submittals to accommodate such interpretations or additional data requirements.

1.5 CONFIDENTIAL INFORMATION

RESPONDENTS are advised that materials contained in submittals are subject to the Illinois Freedom of Information Act, 5-ILCS-140 et seq., and, after the contract award, may be viewed and copied by any member of the public, including news media and competitors. RESPONDENTS claiming a statutory exception to the Illinois Freedom of Information Act must place all confidential documents (including the requisite number of copies) in a sealed envelope clearly marked “Confidential” and must indicate in the transmittal letter and on the outside of that envelope that confidential materials are included. The RESPONDENT must also specify which statutory exception provision applies. The OWNER reserves the right to make determinations of confidentiality. If the OWNER does not agree that the information designated is confidential under one of the disclosure exceptions to the Illinois Freedom of Information Act, it may either reject the submittal or discuss its interpretation of the allowable exceptions with the RESPONDENT. If agreement can be reached, the submittal will be considered. If agreement cannot be reached, the OWNER will remove the submittal from consideration for award and return the submittal to the RESPONDENT. The OWNER will not determine pricing data to be confidential information.

1.6 CONTRACT DOCUMENTS

Any or all portions of this RFQ and normally any or all portions of the RESPONDENT’S response may be incorporated by reference as part of the final contract. Proprietary or confidential material submitted properly (see Section 1.5) will not be disclosed.

1.7 DISCUSSION FORMAT

The OWNER reserves the right to conduct discussions, either oral or written, with the RESPONDENTS determined by the OWNER to be reasonably viable to being selected for award.

The OWNER reserves the right to reject any and/or all submittals received or to award, without discussions or clarifications, an agreement on the basis of initial submittals received. The OWNER also reserves the right to conduct clarifications to resolve minor issues. The OWNER also reserves the right to conduct in person interviews, should the OWNER deem that necessary.

1.8 TIMELINE

The following key dates are intended to illustrate the anticipated timeline for the RFQ.

ACTIVITY DATE

RFQ available October 13, 2023

Submittals due November 10, 2023

Short list interviews (if needed) Week of November 13, 2023

Successful Proposer Notification anticipated by end of December 2023.

2. SUBMITTAL PROCEDURES

2.1 INQUIRIES ABOUT THE RFQ

All inquiries and requests for information affecting this RFQ must be submitted to:

Mr. Gene N. Olson
Director of Airports
Metropolitan Airport Authority of Peoria
6100 W. Everett McKinley Dirksen Parkway
Peoria, IL 61607

no later than 4:30 p.m. local time on November 1, 2023. The OWNER reserves the right to judge whether any questions should be answered. No negotiations, decisions or actions shall be initiated by any RESPONDENT as a result of any verbal discussion with any consultant of the OWNER or with any OWNER employee. Inquiries are not to be directed to any consultant or staff member of the OWNER. Such action may disqualify RESPONDENT from further consideration for a contract as a result of this RFQ.

2.2 STATEMENT OF QUALIFICATIONS SUBMISSION

General

Statements of Qualifications should be as long as necessary, but concise. Unnecessarily elaborate brochures or other presentations, beyond what is sufficient to present a complete and effective submittal, are not desired. Fonts should be easily readable, no smaller than 10 point.

All RESPONDENTS shall identify the contact person for each submittal and include the contact information in the cover letter.

All Submittals must be submitted in a sealed envelope clearly marked with the project name as listed on the title page of this RFQ. All submittals shall include five (5) complete copies of the original submittal, and an electronic copy of the original submittal on either CD/DVD or Flash Drive. Any submittal received after the Submittal Due Date and Time will be unopened and returned to the RESPONDENT upon request. All rejected submittals not claimed within thirty (30) days of the date of rejection will be destroyed.

2.3 CONTRACT NEGOTIATIONS

After recommendation of a selected RESPONDENT by appropriate officials of the OWNER, RESPONDENT will be considered to be on retainer. Contracts and/or work orders will be negotiated for each separate project to be awarded.

2.4 SUBMITTAL EVALUATION PROCEDURE AND CRITERIA

MAAP will select a group of personnel to act as a submittal evaluation team. All evaluation personnel will use the evaluation criteria stated below. The selection will be based on the best overall submittal as determined by the group. Following a review of the responses to this request, the OWNER may conduct interviews. The OWNER reserves the right, in its sole and absolute discretion, to make a selection based solely upon the RFQ submission.

Selection Criteria will include: Recent experience in airport projects, capability to perform all aspects of project, reputation, ability to meet schedules within budget, quality of previous airport projects undertaken, interest shown, and consultant qualifications.

Key Considerations in selection of consultant:

- Prime Consultant's relevant experience with projects at similar sized airports.
- Prime Consultant's project personnel and qualifications to perform their respective roles including resumes of the project manager(s) and key staff members who will be working on these projects. Resumes include recent experience relevant to the proposed projects.
- Prime Consultant's recent project experience (within the last 5 years) relevant to the proposed developments identified for PIA and 3MY.
- Prime Consultant's experience working in Illinois, with the FAA Great Lakes Region, with the Illinois Division of Aeronautics and familiarity with their policies, rules and regulations.
- Prime Consultant's experience in administration and program management of multi-phase, multi-year, multi-grant development programs.
- Prime Consultant's experience in and quality of construction phase services including administrative processes and documentation.
- Prime Consultant's ability to react and respond in a timely manner to funding agency and owner's requests.
- Prime Consultant's experience with and support of strategies to maximize the potential for procurement of Federal grants.
- Prime Consultant's references associated with recent work similar to the proposed PIA and 3MY developments.
- Prime Consultant's experience in minimizing impacts to airfield operations including preparation of safety phasing plans in accordance with FAA requirements.

Based on the results of this evaluation, the qualifying submittal determined to be the most advantageous may be selected by OWNER for further action, such as contract negotiations. If, however, OWNER decides that no submittal is sufficiently advantageous to the OWNER, the OWNER may take whatever further action is deemed necessary to fulfill its needs. If for any reason, a submittal is selected and it is not possible to execute a contract with the RESPONDENT, OWNER may begin contract negotiations with the next qualified RESPONDENT or determine that no such alternate submittal exists.

2.5 DISCLAIMER

Nothing contained in this Request for Submittal constitutes an offer to the RESPONDENT(S). The MAAP reserves the right to reject any and all submissions. Submittals shall become property of the MAAP. RESPONDENTS shall not be compensated or reimbursed for costs incurred in preparing a response to this RFQ.

3. RESPONDENT QUESTIONNAIRE

3.1 OUTSTANDING DISPUTES OR ERRORS AND OMISSIONS CLAIMS

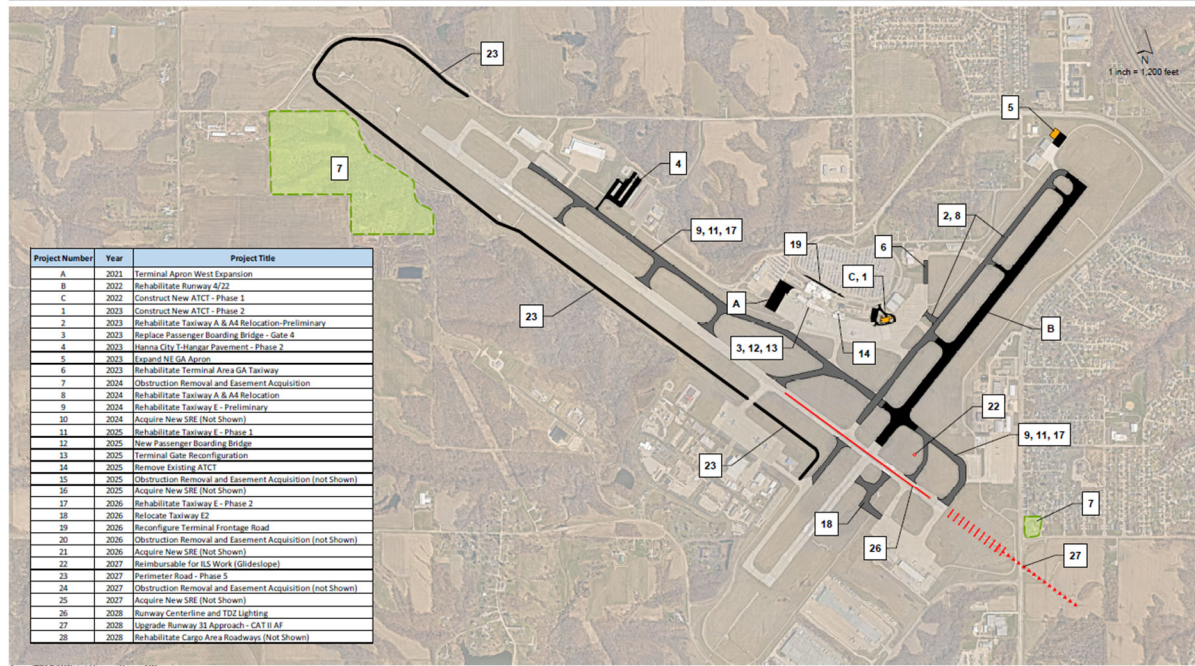
Does the RESPONDENT currently have any unresolved disputes or errors and omissions claims with any other airport? If yes, please explain the nature of the dispute or claim, the estimated dollar amount, and the resolution status.

EXHIBIT A MAAP anticipated development projects for PIA and 3MY

General Wayne A. Downing Peoria International Airport Five Year Development

Project Title	Project Description	<u>Est. Cost</u>
Construct New ATCT - Phase 2	Construct New Air Traffic Control Tower - Phase 2, including field cabling	\$19,500,000
Rehabilitate Taxiway A/Relocate Taxiway A4 - Prelim	Preliminary Design of Taxiway A Rehabilitation and Taxiway A4 Relocation	\$435,000
Replace Passenger Boarding Bridge	Replace Single Passenger Boarding Bridge at Passenger Terminal	\$1,500,000
Rehabilitate Hanna City T-Hangar Taxiways - Phase 2	Rehabilitate Hanna City T-Hangar Taxiway Pavements - Phase 2	\$1,000,000
Rehabilitate Terminal Area GA Taxiway	Rehabilitate Terminal Area GA Taxiway from Bylery Ramp to Multi-Tenant Hangar	\$1,000,000
Obstruction Removal and Land/Easement Acquisition & Reimbursement	Obstruction Removal and Land/Easement Acquisition and Reimbursement	\$500,000
Rehabilitate Taxiway A and Relocate Taxiway A4	Final Design and Construction of Rehabilitate Taxiway A and Relocate Taxiway A4	\$10,000,000
Rehabilitate Taxiway E - Prelim	Preliminary Design of Taxiway E Rehabilitation	\$400,000
Acquire New SRE	Acquire One (1) Piece of SRE	\$750,000
Rehabilitate Taxiway 'E' - Phase 1	Rehabilitate Taxiway 'E' - Phase 1	\$8,000,000
New Passenger Boarding Bridge	New Single Passenger Boarding Bridge at Passenger Terminal - Gate 2	\$1,500,000
Terminal Gate Reconfiguration	Reconfigure Gate for New Passenger Boarding Bridge & Terminal Gate Improvements	\$2,000,000
Remove Existing ATCT	Removal of Existing ATCT	\$2,000,000
Obstruction Removal and Land/Easement Acquisition & Reimbursement	Obstruction Removal and Land/Easement Acquisition and Reimbursement	\$500,000
Acquire New SRE	Acquire One (1) Piece of SRE	\$750,000
Rehabilitate Taxiway 'E' - Phase 2	Rehabilitate Taxiway 'E' - Phase 2	\$8,000,000
Relocate Taxiway E2	Relocate Taxiway E2 and Connector to Cargo Ramp	\$6,600,000

Reconfigure Terminal Frontage Road	Reconfigure Terminal Frontage Road and Curb	\$1,000,000
Obstruction Removal and Land/Easement Acquisition & Reimbursement	Obstruction Removal and Land/Easement Acquisition and Reimbursement	\$500,000
Acquire New SRE	Acquire One (1) Piece of SRE	\$750,000
Reimbursable Agreement for ILS Work	FAA Reimbursable Agreement to Relocate Runway 31 Glideslope	\$3,000,000
Perimeter Road - Phase 5	Construct Perimeter Roadway	\$3,500,000
Obstruction Removal and Land/Easement Acquisition & Reimbursement	Obstruction Removal and Land/Easement Acquisition and Reimbursement	\$500,000
Acquire New SRE	Acquire One (1) Piece of SRE	\$750,000
Runway Centerline and TDZ Lighting	Upgrade Runway 31 Approach to CAT II funded by AIP	\$5,000,000
Upgrade RWY 31 to CAT II AF	Upgrade Runway 31 Approach to CAT II funded by AF	\$5,000,000
Cargo Roadways	Rehabilitate Cargo Area Landside Pavements	\$500,000
Construct Parallel TXY - Phase 1	Construct a Parallel TXY to RWY 13/31 - Phase 1 (TXY M to RWY 4/22)	\$5,400,000
Construct Parallel TXY - Phase 2	Construct a Parallel TXY to RWY 13/31 - Phase 2 (TXY M to TXY E3)	\$7,700,000
Parking Lot Expansion	Expand Parking Lot for Passenger Terminal	\$1,600,000



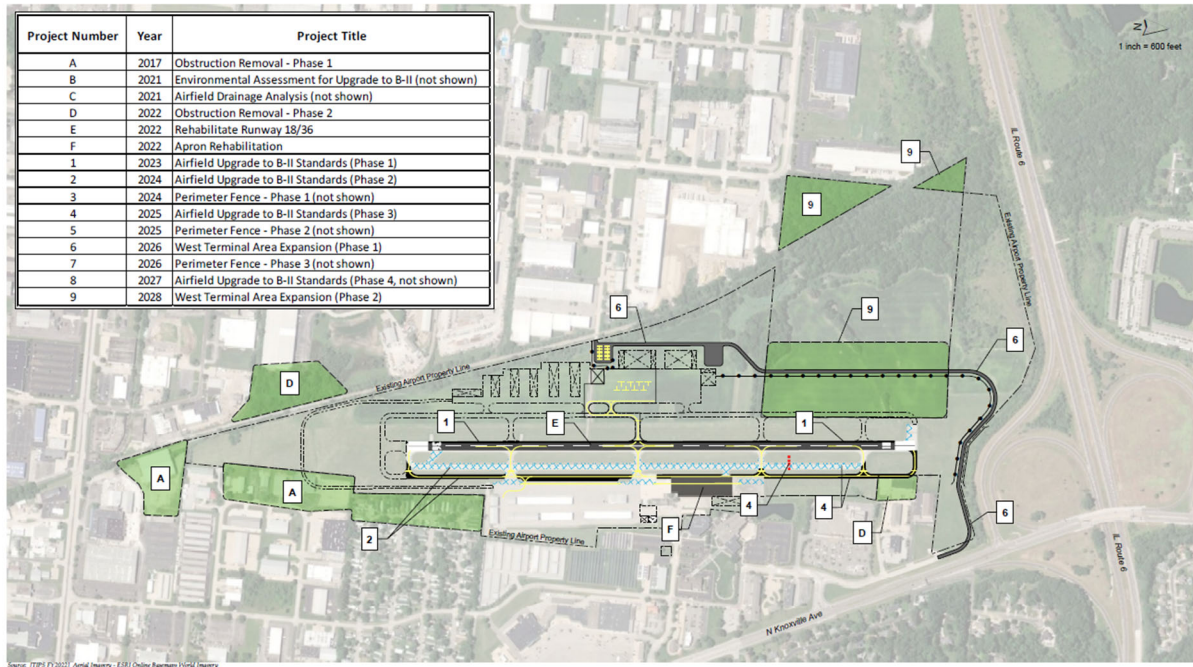
Source: TPPI FY2022 Aerial Imagery - November 2021

FY 2022-2028

Mt. Hawley Airport Five Year Development

Project Title	Project Description	<u>Est. Cost</u>
Preliminary Airfield Drainage Study	Analyze airfield drainage to maintain pavements above water levels	\$175,000
Obstruction Removal Phase II	Continuing obstruction removal program (trees)	\$200,000
Rehabilitate Runway 18-36	Preserve pavements per PCI study	\$1,457,407
Upgrade Airfield to B-II standards Phase 1	Overlay and widen Runway 18/36 from 60 to 75 ft., including new PCL edge lighting	\$5,500,000
Upgrade Airfield to B-II standards Phase 2	Relocate Taxiway to B-II separation, south portion	\$3,600,000
Apron Rehabilitation	Rehabilitate northern portion of existing apron	\$705,000
Perimeter Fence Phase 1	Install perimeter fence along Rock Island Trail	\$675,000
Upgrade Airfield to B-II standards Phase 3	Relocate Taxiway to B-II separation, north portion, install Runway 18 PAPI	\$3,750,000
Perimeter Fence Phase 2	Install perimeter fence along Rock Island Trail	\$675,000
West Terminal Area Expansion Phase 1	Construct north airport access road and parking lot	\$2,700,000
Perimeter Fence Phase 3	Install perimeter fencing	\$675,000
Upgrade Airfield to B-II standards Phase 4	Reimbursement for land acquisition for B-II standards update	\$2,400,000
West terminal expansion Phase 2	Reimbursement for land acquisition from Park District	\$500,000

Project Number	Year	Project Title
A	2017	Obstruction Removal - Phase 1
B	2021	Environmental Assessment for Upgrade to B-II (not shown)
C	2021	Airfield Drainage Analysis (not shown)
D	2022	Obstruction Removal - Phase 2
E	2022	Rehabilitate Runway 18/36
F	2022	Apron Rehabilitation
1	2023	Airfield Upgrade to B-II Standards (Phase 1)
2	2024	Airfield Upgrade to B-II Standards (Phase 2)
3	2024	Perimeter Fence - Phase 1 (not shown)
4	2025	Airfield Upgrade to B-II Standards (Phase 3)
5	2025	Perimeter Fence - Phase 2 (not shown)
6	2026	West Terminal Area Expansion (Phase 1)
7	2026	Perimeter Fence - Phase 3 (not shown)
8	2027	Airfield Upgrade to B-II Standards (Phase 4, not shown)
9	2028	West Terminal Area Expansion (Phase 2)



Source: FTA's FY2022 Aerial Imagery © 2021 Online Earthmap V10.0 Imagery

5-Year Improvements