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**REQUEST FOR QUALIFICATIONS
AIRPORT ENGINEERING SERVICES FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM
ORCAS ISLAND AIRPORT
EASTSOUND WA**

The Port of Orcas is requesting interested firms to submit their qualifications for engineering services to assist the Port in developing several projects over the next five years at the Orcas Island Airport, Eastsound WA. Services will include, but not be limited to, preparing plans and specifications, and providing project supervision, coordination, and construction management for various capital improvement projects at the Orcas Island Airport.

Projects under consideration for implementation over the next five years include, but are not limited to the following:

1. Drainage design Construction
2. Westside T-Hangar/Taxilane/Taxiway Development
3. Runway Rehab & Widening
4. MIRLS Design and Construction
5. Apron Rehab

These projects will be considered for funding in part by Airport Improvement Program (AIP) grants by the Federal Aviation Administration (FAA), and will require compliance with all Federal, State, and local requirements appropriate for this type of project.

Firms shall be considered for selection based upon the following evaluation criteria:

1. Proposed project organization
2. Related experience of the personnel and team proposed
3. Capability and availability of personnel and the team including specialized services
4. Demonstrated interest
5. Anticipated subconsultants

Questions regarding this RFQ must be submitted in writing to the address listed below by July 29, 2022, at 2 p.m. Pacific Time.

SOQ may be withdrawn by written notification on company letterhead signed by an authorized person and received prior to the time and date set for SOQ closing.

Firms desiring consideration shall submit a Letter of Interest and qualifications package. Standard Federal Form 330 may supplement any other pertinent data to further assist the

commissioners in evaluating the firm's qualifications. The total package must not exceed a total of ten (ten) pages, not including the cover, cover letter, or back page.

No cost or fee schedule shall be submitted. FAA grant guidelines require cost and fee information to be presented during contract negotiation after the selection of the most qualified consultant with whom to negotiate.

Statement of Qualifications shall include the following:

1. Experience and qualification of your firm, and subconsultants, on AIP projects with requirements similar to those of the projects listed.
2. Experience and qualification of your firm, and subconsultants, on managing and administrating FAA/AIP Grant programs.
3. The names and qualifications of persons in your firm, and subconsultants, who would be assigned to key positions in the execution of this work.
4. At least six (6) client references, including name and phone numbers from current or ongoing airport projects, or projects completed within the last three years.
5. Record of your firm's ability to meet project schedules and budgets.

The selection process shall be in accordance with Chapter 2 of FAA Advisory Circular (AC) 5100-14D; Architectural, Engineering, and Planning Consultant Services for Airport Grant Projects. Contracts shall 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 26 (Disadvantaged Business Enterprise Participation) and 49 CFR Part 30 (Foreign Trade Restriction Clause).

The Ports DBE Overall Three-Year Goal is 6.43%, to be accomplished through 6.43% RC (Race Conscious).

Three (3) copies of your Statement of Qualifications must be received before 5:00PM on August 5th, 2022. Mail or deliver qualifications to:

Port of Orcas
147 Schoen Lane
POB 53
Eastsound WA 98245-0053
Attn.: Jeannie Sharpe, Airport Manager
360-376-5285

Following an evaluation of written qualifications, if necessary, the top-ranked firms may be invited to interview, or the selection may be made from written qualifications only. The Port of Orcas is an equal opportunity employer (EOE); women and minority consultants are encouraged to apply. The Port reserves the right to refuse any and all proposals.

PROPOSED RFQ TIMETABLE

July 15, 2022,	RFQ Issue Date
July 29, 2022, at 2 p.m. PDT	Deadline for Receipt of RFQ Questions
August 5, 2022, at 2 p.m. PDT	Sealed SOQ Due
August 15-17, 2022,	If necessary, presentation/Interviews
August 23, 2022,	Notice of Selection