

REQUEST FOR QUALIFICATIONS

Dated: June 18, 2018
Wellsville Municipal Airport
Wellsville, New York
Request for Qualifications (RFQ)
Airport Consultant

Town of Wellsville, New York is soliciting qualifications from the airport consultants for airport professional services at its public use airport. A firm will be selected for completion of planned airport development projects as listed on the attached 5-year Airport Capital Improvement Plan. The term of the contract shall be Job to Job, assuming continued satisfactory performance by the consultant.

We are anticipating state and Federal Funding for selected projects listed on the Airport Capital Improvement Plan and will require all work to be completed in conformance with applicable New York State Department of Transportation and Federal Aviation Administration guidelines. Demonstrated experience in this area is essential.

Proposals should provide a concise description of the consultant's capabilities to satisfy the requirements of this RFQ. Submission of technical literature, display of charts, brochures, or other supplemental materials is discouraged and will not be considered in the evaluation process. All proposals should include a description of the firm and any sub-consultants proposed to perform the work; the legal form of the consultant's business organization; the full name and address of the firm and identification of parent company if submitting firm is a subsidiary or a branch office.

All proposals received will be evaluated in accordance with FAA AC 150/5100-14, as amended, and on compliance with this request. Qualifications statements will be evaluated in accordance with the following criteria, each weighted equally:

1. Capability to perform all or most aspects of anticipated projects, such as planning environmental evaluations, financial analysis, architectural design, mechanical, electrical, and civil engineering design and construction inspection.
2. Recent experience in airport projects comparable to those proposed.
3. Key personnel's professional background and caliber.
4. Knowledge of Aviation and Federal Aviation Administration Systems.
5. Quality of projects previously undertaken.
6. Familiarity with the airport and demonstrated understanding of the sponsor's special concerns and key project issues.

The Town of Wellsville reserves the right to conduct investigations as it deems necessary to assist in the evaluation of the consultants and to establish the experience, responsibility, reliability, references,

reputation, business ethics, consultants and sub-contractors. The Purpose of such investigation is to satisfy the Town and Airport that the consultant has the experience, resources, and commercial reputations necessary to perform its obligations under the terms of a negotiated and subsequent contract.

The Town of Wellsville reserves the right to accept or reject any or all proposals received as a result of this request, to waive any technical defect, qualifications, omission, informality, or irregularity in any proposal received, to negotiate with all qualified Proposers, or to cancel in part or in entirety this Request for Qualifications if It is deemed in the best interests of the Town of Wellsville to do so.

The Town of Wellsville reserves the right to conduct or waive interviews and to request additional information or clarification from the consultant firm(s).

Any questions regarding this Request of Statement of Qualifications and Experience should be directed to Willis Shutt, Airport Manager, at phone (585) 593-3350, email: mwashutt13@yahoo.com.

Interest firms should submit an original six (6) copies and one (1) on a thumb drive of qualifications and experience in a sealed envelope bearing on the outside firm name, the address, and the name of the project for which the RFQ is submitted. It is the sole responsibility of the firm to ensure that the RFQ is received at the proper place and time. Statements are to be submitted to the following address no later than 2:00pm, local time on July 1, 2018.

Shad Alsworth, Town of Wellsville Supervisor Town Office Building
156 North Main Street
Wellsville, NY 148

**WELLSVILLE MUNICIPAL AIRPORT
Capital Improvement Program**

Airport:		Wellsville Municipal Airport		State:		New York		NPIAS #:		36-0121		LOC ID:		ELZ	
Project ID	Project Description/Narrative	NPR	Federal Funds (\$1,000)			State Matching Funds (\$1,000)	Local (\$1,000)		State funded only	Totals (\$1,000)	Environmental Type	Environmental Status	Comments		
			Entitlement	Discretionary	State Apportionment		PFC	Other							
2018															
1	Runway 10-28 Rehabilitation - Design	66	\$ 180	\$ -	\$ -	\$ 10	\$ -	\$ 10	\$ -	\$ 200	CATEX	Not Started			
2	Snow Removal Equipment Acquisition (Loader/Blower)	N/A	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 27	\$ 248	\$ 275	N/A		NYS DOT Aviation Capital Grant Prg		
Total FY2018			\$ -	\$ -	\$ -	\$ -	\$ -	\$ 27	\$ 248	\$ 275					
2019															
1	Environmental Assessment - Land Acquisition	37	\$ 99	\$ -	\$ -	\$ 5	\$ -	\$ 5	\$ -	\$ 110	Short EA	Not Started	North Hangars		
2	Acquire Airport Maintenance Equipment: Tractor & Mower	N/A	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9	\$ 81	\$ 90	N/A		NYS DOT Aviation Capital Grant Prg		
Total FY2019			\$ 99	\$ -	\$ -	\$ 5	\$ -	\$ 14	\$ 81	\$ 200					
2020															
1	Runway 10-28 Rehabilitation - Construction	66	\$ 420	\$ 1,230		\$ 90		\$ 90		\$ 1,800	CATEX				
Total FY2020			\$ 420	\$ 1,230	\$ -	\$ 90	\$ -	\$ 90	\$ -	\$ 1,800					
2021															
1	Land Acquisition: North Hangars	37	\$ -	\$ 450	\$ -	\$ 25	\$ -	\$ 25		\$ 500	Short EA		Short EA to be completed 2018		
Total FY2021			\$ -	\$ 450	\$ -	\$ 25	\$ -	\$ 25	\$ -	\$ 500					
2022															
1	South Apron & Taxiway - Design	56	\$ 72	\$ -	\$ -	\$ 4		\$ 4		\$ 80	CATEX	2015			
2	Design & Construct 8-Bay T-Hangar	N/A	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100	\$ -	\$ 1,000	CATEX		NYS DOT Aviation Capital Grant Prg		
Total FY2022			\$ 72	\$ -	\$ -	\$ 4	\$ -	\$ 104	\$ -	\$ 1,080					