



REQUEST FOR QUALIFICATIONS

In accordance with RCW 39.80, and FAA Advisory Circular 150/5100-14E, Harvey Field is requesting qualifications from engineering and consulting firms for the preparation of plans and specifications, and project supervision and coordination for future Airport construction projects that are currently under consideration at Harvey Field, Snohomish, WA.

Project Elements

Projects under consideration may include, but are not limited to the following:

- Rehabilitation of existing Runway and Taxiway;

Submittal

Statements of Qualifications must be received before 5:00 p.m. PST, February 4, 2020 . Submittals received after the deadline will not be considered for evaluation.

The consultant shall submit electronic or hard copy, one (1) original unbound copy and three (3) bound copies for evaluation. Submittal packages must be in a sealed envelope with the RFQ name and consultant's name and address clearly indicated on the envelope.

Send or deliver package to: Harvey Field, 9900 Airport Way, Snohomish, WA 98296. Attn: Cynthia Hendrickson, Airport Manager, Chendrickson@harveyfield.com.

Selection

All Statements of Qualifications submitted shall become the property of Harvey Field and may thereafter be used by Harvey Field without compensation to the proposers. Our selection process will be in compliance with FAA Advisory Circular 150/5100-14D "Architectural, Engineering, and Planning Consultant for Airport Grant Projects."

Following an evaluation of applications, the consulting firm considered to be the most highly qualified will be selected. Harvey Field reserves the right to conduct consultant interviews prior to selection.

Requirements

Process

Selection**Criteria**

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

1. Qualifications and capability to perform the services required,
2. Consultant and sub consultant's reputation, qualifications, and availability,
3. Runway and Taxiway rehabilitation related experience of the firm and team,
4. Experience managing and administering FAA/AIP and WSDOT Grant Programs,
5. Demonstrated Interest

Contents

The Statement of Qualifications shall include the following and be limited to no more than twenty (20) single sided pages excluding covers and dividers:

1. Experience and qualifications of consultant and sub consultants with projects similar to the potential projects,
2. Experience and qualifications of consultant and sub consultants on managing and administering FAA/AIP Grant Projects,
3. The names and qualifications of the consultant and sub consultant staff who would be assigned to key positions in the execution of this work,
4. At least four (4) client references, including name and phone number, from current projects or those completed within the last three (3) years.
5. A copy of consultant's Affirmative Action Program and indication of intent to use Disadvantaged Business Enterprise (DBE) firms.

Contract**Term**

The term for professional services will begin 4/1/2020 and extend through 10/31/2021, with an option to extend the contract through 12/31/2021.

Harvey Field is an equal opportunity employer, women and minority consultants are encouraged to apply.

For information concerning this Request for Qualifications, contact: Cynthia Hendrickson, Airport Manager, Harvey Field, 9900 Airport Way, Snohomish, WA 98296, (360) 568-1541 ext. 229, CHendrickson@harveyfield.com.