

REQUEST FOR QUALIFICATIONS

December 9, 2024

Notice is hereby given that the WELSH AIRPORT (Town of Welsh) is requesting submittal of qualification statements from engineering firms interested in performing engineering services for the following projects.

Submittal of qualification statements from engineering firms interested in performing engineering services for a five (5) year period beginning from the Notice to Proceed date of the first project as defined in the Master Services Agreement Contract.

The projects identified by the airport for implementation or development are presented herein. The projects are subject to the availability of funding from the Federal Aviation Administration, State of Louisiana, and the airport. The projects are not necessarily listed by priority, nor does the airport guarantee the implementation of all projects.

SCOPE OF PROJECT

PROJECT LIST

1. Airfield Lighting Improvements
2. Airport Layout Plan
3. Perimeter Fence Improvements
4. Self-Service Fuel Station
5. T-Hangar Aircraft Storage

SCOPE OF SERVICES

Provide topographic surveys, preliminary investigations, DBE program and goal methodology (as required), research available alternatives, preparation of preliminary and final construction plans and specifications, construction safety and phasing plan, cost estimates, review of bids, award recommendation, grant management, construction administration, resident inspection and other special or related services for projects as defined above.

GENERAL

Firms interested in performing these services shall furnish statement of qualifications on a Standard Form 330 (SF 330). Interested firms may obtain SF 330 from the Sponsor or from the LADOTD Aviation Section.

The criteria and weighting factors to be used by the Sponsor in evaluating responses will be as follows:

- Experience, both firm and key staff personnel with values of 3 and 4, respectively.
- Past performance on similar projects with a value of 6.
- Current work load with a value of 5.
- Firm size as related to project magnitude with a value of 3.
- Proximity of the Firm to the Project Location with a value of 4.

Scoring of the selection criteria shall be on a numerical scale of 1 to 5, with 5 being the highest possible score and 1 being the lowest possible score. The score for each criterion will be multiplied by its weight factor, which indicates the importance of each criterion as it relates to this contract.

For selection criteria without an assigned weight value, the score shall be "pass/fail", with a "fail" rating possibly resulting in the disqualification of the applicant prior to the rating process.

Following the evaluation of the Statements of Qualifications received by the Sponsor's selection committee, the top three (3) applicants will be placed on a short list. It shall be the option of the Sponsor, if the sponsor or selection committee feels further evaluation of the qualified short list applicants is necessary in order to determine the top-ranked firm, to issue a Request for Proposals (RFP) to all short list applicants.

The RFP issued to all short list applicants shall contain instructions on the format (such as written proposal, interview, presentation, etc.) to be used in submitting proposals and information on how the proposals will be evaluated.

Following the final evaluation of qualified applicants, the Sponsor will place the applicants in a final ranking based on qualifications. The Sponsor will then enter fee negotiations with the top-ranked firm for the contract, with the unsuccessful firms being notified accordingly. Should these negotiations be unsuccessful, the Sponsor shall enter negotiations with the next-highest ranked firm, and so on. The Sponsor reserves the right to reject all applicants and re-advertise for the contract.

Following the successful negotiation of fees with the Sponsor, the successful firm will be required to execute the standard LADOTD Aviation Section contract.

The Statement of Qualification form, SF 330, shall be mailed or delivered to WELSH AIRPORT (Town of Welsh), 112 South Adams Street, Welsh, LA 70591.

Statements of Qualifications will be accepted until (5:00 pm on January 15, 2025).

Questions regarding this project should be addressed to (Karl Arce-neaux, Mayor, Welsh Airport, 337-734-2231). Firms wishing to apply must submit a fully completed SF 330. Failure to provide all information requested may result in the submission being considered non-responsive and the firm will not be given a total score in the evaluation process.

WELSH AIRPORT

(Town of Welsh)

112 South Adams Street

Welsh, LA 70591

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