



Request for Qualifications (RFQ)

Design of Airport Improvements
Replace Existing Runway Lighting Circuit (MIRL)



City of King

MESA DEL REY AIRPORT

212 S. Vanderhurst Avenue, King City, CA 93930

RESPONSES DUE: NO LATER THAN 2:00 PM, AUGUST 7, 2017

OBJECTIVE

The City of King ("**City**") is soliciting qualifications and experience information for the selection of an Airport Engineering Design Firm for the Mesa Del Rey Airport specializing in the design of airport improvement projects; with specific experience in runway lighting design. Qualifications and experience information to be used for the selection of the Rehabilitation of Runway Edge Lighting Design at Mesa Del Rey Airport. All qualifications must be received at City of King City Hall 212 S. Vanderhurst Avenue, King City, CA 93930 by **August 7, 2017 no later than 2:00p.m.** Faxed/Emailed submittals will not be accepted. For additional information, please contact Octavio Hurtado, City Engineer (831) 385-3281.

SCOPE OF WORK

A new system design to Rehabilitate Runway Edge Lighting, Circuit Replacement, and Edge Lighting Adjustments to grade, New Conduit, Conductor, and Lights, Replacement of Electrical Vault, Lighted hold signs at each of the connecting taxiways. It is anticipated that consulting services under this RFQ will be required for six (6) to twelve (12) months, depending on availability of funding. Prospective consultants are advised that no obligations or commitments are incurred by the City in soliciting these statements. The following tasks are a general description of the Services that may be required for this project. The final scope of work will be developed by the City and selected firm. Services and Projects may include, but not limited to the following:

Consultants are required to follow the general outline below for the proposed scope of work. Following the outline below will make the review process more efficient. The services may include, but will not necessarily be limited to:

GENERAL SCOPE OF WORK

Design Phase: This phase includes all activity required to undertake and accomplish a full and complete project design. Preparing detailed plans, specifications, printing and providing necessary copies of engineering drawings and specifications to rehabilitate the runway edge lighting, MIRL.

The required services herein requested include, but is not limited to: Airport planning, design, construction management and necessary incidental services for the construction project expected to be funded under Federal Aviation Administration Capital Improvement Program. A qualified based selection process conforming with FAA Advisory Circular 150/5100-14 will be utilized. Selection will include, but not be limited to:

- Qualifications
- Comparable recent experience
- Knowledge of FAA regulations, policies and procedures
- Capacity to perform work in the allotted time
- Capability to complete projects within budgets
- Familiarity with, and proximity to the project

The selected Consultant should be prepared to develop a Fee Proposal and Schedule of Services immediately upon selection, and begin services promptly upon Notice to Proceed following successful negotiations and resultant contract approvals. **Consultants shall not include fee or cost information when responding to this solicitation.** Fees will be negotiated as grants are obtained.

EVALUATION OF RESPONSES

Candidate will be evaluated based on professional excellence and demonstrated competence in providing professional engineering services. Consultants will also be evaluated based on a range of factors, including but not limited to, experiences with similar projects, capacity to provide timely and quality responses to work requests, performance record with other agencies, experience in public outreach, etc. The City reserves the right to use all information at its disposal in determining the degree to which any prospective consultant meets the aforementioned criteria.

PROPOSED SCHEDULE

Request for Qualifications (RFQ) Issued – August 19, 2017

Statements of Qualifications due – August 7, 2017

Staff Evaluation of RFQ completed – August 11, 2017

Selection of Consultant – August 14, 2017

Contract Negotiation, Scope & Budget – August 31, 2017

City Council Approval of Consultant Agreement – September 12, 2017

PROPOSAL SUBMISSION

All proposals must be received by City Hall 212 S. Vanderhurst Avenue, King City, CA 93930 on **August 7, 2017 no later than 2:00 p.m.** Faxed/Emailed submittals will not be accepted.

To be considered for the project, interested firms will need to submit five (5) copies of their qualifications by **August 7, 2017 no later than 2:00 p.m.** to the City of King Engineering Department, 212 S. Vanderhurst Avenue, King City, CA 93930, and Attention: Octavio Hurtado, City Engineer. Submittals shall be brief and concise and limited to no more than 25 pages including cover, resumes, and experience. The request for qualifications shall include the following elements:

1. Cover Letter
2. Team organizational chart, identifying the project manager, project engineer, and all sub consultants; identifying their roles and responsibilities.
3. Project experience, listing similar projects completed by the project team with references list for each of the highlighted projects.
4. Resumes for key staff
1. Project approach, demonstrating the consultant's team

EVALUATION AND SELECTION CRITERIA

The City will review and evaluate each proposal to determine whether each proposer's qualifications are in accordance with the proposed project scope. The City will deem proposals not including qualifications submitted in accordance with these documents to be non-responsive, and may reject all non-responsive proposals.

The City will have a Selection Committee for the evaluation and ranking of proposals. The City may conduct interviews if the Selection Committee determines after review of the proposals that interviews would further benefit the selection process. The top-ranked firm based upon the proposal (and interviews, if held) will be given the opportunity to execute an Agreement for Consulting Services with the City. If an agreement regarding scope and fee is not reached within a reasonable period, the City may pursue

negotiations with the next ranked firm or reissue the RFQ altogether. Selection of the short listed proposers and/or the top ranked proposer will be based upon the following criteria in conjunction with relative importance of the required information:

- A. Qualifications of the firm and Key Personnel assigned and responsible for this project. (25%).
- B. Experience and understanding of the Federal Aviation Administration and Airport Improvement Program (AIP) funded projects (40%).
- C. Current workload and demonstrated ability to meet schedules or deadlines (10%).
- D. Project Understanding (25%).

Upon the request of and at the discretion of the City, proposers may be required to supply additional information, or to make assigned personnel available for interviews, or to make additional or supplemental submissions under secondary selection criteria, if deemed necessary by the Selection Committee.

SPECIAL NOTE

FAA grant guidelines require cost and fee information to be presented during contract negotiations **after** the selection of the most qualified consultant with which to negotiate.

THE CITY OF KING RIGHTS

The City of King reserves the right to reject all or portions of any or all proposals, to waive irregularities and technicalities, to re-advertise, or to proceed to provide the services otherwise, in the best interest of the City and the Airport. The City may, at its sole discretion, modify or amend any and all provisions herein. The City reserves the right to extend the proposal submittal date if needed.

Please note that this request is for a Statement of Interest and Qualifications and a detailed cost proposal should not be included with your submittal. Final project costs will be determined through negotiations with the selected firm. The City reserves the right to enter into negotiations with more than one firm.

INQUIRIES

Any questions related to this requests must be directed to City of King, Attention: Octavio Hurtado, Hanna & Brunetti, Contract City Engineers at ohurtado@kingcity.com and must be made in writing and submitted no later than August 4, 2017.