

REQUEST FOR QUALIFICATIONS AIRPORT TERMINAL BUILDING

LURAY-PAGE COUNTY AIRPORT AUTHORITY
270 CIRCLE VIEW ROAD, LURAY, VIRGINIA 22835
540-454-1706

Project Description

The Luray-Page County Airport Authority requests proposals from architectural firms to provide professional engineering services at the Luray Caverns Airport, Page County, Virginia. The professional services will be for architectural design, bidding, and construction phase services of a new general aviation terminal building. The contract term shall be as required to complete the terminal design and construction.

Scope of Work

The services to be performed shall be as follows:

- A. The consultant shall coordinate with the Authority's Civil Engineering Consultant for integration of design with necessary site preparation, utilities, other work as required.
- B. The consultant will be responsible to prepare applications for state and federal funds, engineering, design, bid documents, preparation of grant pay requests and project supervision in compliance with state regulations.
- C. Schematic Design: The consultant shall review the Authority's previously completed Conceptual Terminal Study, advise on building layouts to meet the Authority's current needs and construction budget, and coordinate with the DOAV.
- D. Design Development: The consultant shall prepare design documents consisting of drawings, 3D digital models, and specifications.
- E. Permitting: The consultant shall prepare and submit necessary plans, applications, and supplemental documents to the Page County Department of Inspections.
- F. Construction Documents: The consultant shall prepare working drawings and specifications for the solicitation of bids for construction of the Airport Terminal Building. The consultant shall ensure all necessary document approvals are obtained.
- G. Bidding: The consultant shall assist in advertising, answering questions, and opening sealed bids.
- H. Construction: The consultant shall conduct periodic inspections, manage construction progress, and complete documentation.

Content of Proposals

It is requested that written proposals contain the following items:

- A. Summary of projects accomplished in the last five years involving terminal design and construction projects at similar airports.
- B. List of airport sponsors including the name(s) and phone number(s) of contact person(s) and a statement of the scope of work performed.
- C. Firm's overall qualifications and experience and key personnel who will be assigned to the projects.
- D. Firm's approach and methodology to terminal design.
- E. List of current projects indicating the location, general scope, and scheduled completion date of each.
- F. Summary of experience working with the Virginia Department of Aviation.
- G. Other information relative to the firm and its ability to provide services to the Airport Authority.

Respondent Evaluation

The factors to be used in evaluating the proposals and the criteria and relative priority ranking upon which each respondent will be evaluated on the following criteria:

- A. Prior experience with design and construction projects at similar airports
- B. Qualifications of project managers and teams
- C. Overall qualifications and experience of the firm
- D. The team's approach to the project
- E. Ability of the firm to allocate sufficient personnel and resources to projects that may be included in the work the request for proposals encompasses
- F. Experience working with the Virginia Department of Aviation airport engineers.
- G. Experience with the Virginia Procurement Act

Selection Process

The Authority will rank in order of preference offerors deemed to be most qualified. Firms submitting will be ranked based on the above criteria. Selection will be made solely on the written proposal.

Negotiations will then be conducted beginning with the offeror ranked first. If a contract satisfactory and advantageous to the Authority can be negotiated that is considered fair and reasonable, the award shall be made to that offeror. Otherwise, negotiations with the offeror ranked first will be formally terminated and negotiations with the offeror ranked second will proceed, and so on until such contract can be negotiated.

Should the Authority determine, in writing and in its sole discretion that only one offeror is fully qualified or that one offeror is clearly more highly qualified and suitable than the others under consideration, a contract may be negotiated and awarded to that offeror.

Offeror Questions

All questions should be directed to the Secretary-Treasurer, Edwin P. Markowitz, 540-454-1706, at least seven (7) calendar days before proposals are due. The Authority requests questions be limited to clarification of items in this request, and public documents for the airport.

Proposal Submission

Proposals must be submitted in a sealed envelope clearly marked "Engineering Professional Services/Airport" and sent to the Luray-Page County Airport Authority, no later than 2:00 P.M., Wednesday, June 24, 2020

Attention: Edwin P. Markowitz
Secretary-Treasurer
270 Circle View Road
Luray, Virginia 22835,.

Offerors that are mailing proposals should allow for normal mail delivery time to ensure timely receipt by the Secretary-Treasurer for the Airport Authority. Offerors assume the risk for method of delivery chosen. The Luray-Page County Airport Authority assumes no responsibility for delays or failure of any delivery service to meet the submission deadline or failure to deliver to the designated recipient. Submittals may not be faxed or otherwise electronically submitted.

The Luray-Page county Airport Authority has the right to reject any or all proposals.

LURAY-PAGE COUNTY AIRPORT AUTHORITY
Edwin P. Markowitz, Secretary-Treasurer