



## NOTICE TO AIRPORT CONSULTANTS

### REQUEST FOR STATEMENTS OF EXPERIENCE, QUALIFICATIONS AND INTEREST

JANUARY 27, 2012

The Salina Airport Authority (SAA) is hereby soliciting statements of experience, qualifications and interest from airport consultants for the following project at the Salina Municipal Airport. Subject to receipt of federal funding, the project is as follows:

1. Update the airport master plan for the Salina Municipal Airport (KSLN), Salina, Kan.  
Estimated Cost: \$400,000
2. Environmental assessment for the Salina Municipal Airport (KSLN)  
Estimated Cost: TBD

Services to be contracted for include airport planning and environmental assessment services along with any special services required for the above mentioned projects. The projects will be funded by federal airport improvement program grant funds. The airport planning services to be contracted for are expected to be initiated within thirty (30) days of the date a contract is signed by the consultant. Environmental assessment planning and services are expected to be initiated and contracted for within five (5) years of the date a consulting firm is selected. The selection process will be made in accordance with the provisions of FAA Advisory Circular 150/5100-14D.

Fee information will not be considered in the selection process and must not be submitted with the statement of experience, qualifications and interest.

Fees will be negotiated for the project as federal AIP grant funds become available and according to U.S. DOT and FAA guidance.

Statements of experience, qualifications and interest should contain information addressing the following selection criteria. The SAA's selection board in evaluating each consulting firm will use the criteria.

1. Capability to perform all aspects of the proposed project.
2. Recent experience in airport master plan projects. Capability and experience in preparing electronic ALPs and master plans must be demonstrated.
3. Reputation of firm personnel and professional integrity and competence.
4. Evidence that the consulting firm has established and implemented an Affirmative Action Plan.
5. Key personnel's professional background and qualifications.
6. Current workload.
7. Demonstrated ability to meet schedules and deadlines.
8. Capability to complete projects without having major cost escalation or overruns.
9. Quality of projects previously completed.

10. Familiarity with Salina Municipal Airport and the proposed project.
11. Knowledge of FAA regulations, policies and procedures. Specific knowledge of FAA policies, guidelines and advisory circulars for airport master plan and survey work is necessary.
12. Capability of a branch office which will do the work to perform independently of the home office, or conversely, its capability to obtain necessary support from the home office.
13. Degree of interest shown in undertaking the project.
14. Evidence that the consultant has made good faith efforts in meeting Disadvantaged Business Enterprise (DBE) goals.
15. Qualifications and experience of outside consultants regularly engaged by the consultant.
16. Demonstrated understanding of the project's potential problems the FAA's requirements and sponsor's special concerns.
17. Recent experience with airport environmental assessment and associated work on noise contour modeling.

A copy of the following documents can be viewed on the Salina Airport Authority's web site at: <http://salinaairport.com/home/ALP Update.htm>

1. Consultant selection criteria including relative importance
2. The 2012 KSLN airport master plan update selection committee

The above documents can also be obtained by contacting the administrative office of the SAA at 785.827.3914 or via e-mail at [shellis@salair.org](mailto:shellis@salair.org).

This contract is subject but not limited to the following Federal provisions:

### **Mandatory Federal Contract Provisions for Professional Services (A/E) Contracts**

<b>Provision</b>	<b>Law/Statute</b>
<b>Provisions for all A/E Contracts</b>	
Civil Rights Act of 1964, Title VI - Contractor Contractual Requirements	49 CFR part 21
Airport and Airway Improvement Act of 1982, Section 520	49 USC § 47123
Disadvantaged Business Enterprise	49 CFR part 26
Lobbying and Influencing Federal Employees	49 CFR part 20
Access to Records and Reports	49 CFR § 18.36
Breach of Contract Terms	49 CFR § 18.36
Rights to Inventions	49 CFR § 18.36
Trade Restriction Clause	49 CFR part 30
<b>Additional Provisions for A/E Contracts Exceeding \$10,000</b>	
Termination of Contract	49 CFR § 18.36
<b>Additional Provisions for A/E Contracts Exceeding \$25,000</b>	
Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion	49 CFR part 29

Interested consultants are requested to submit five (5) copies of their statements of qualifications and experience to Mr. Timothy F. Rogers, A.A.E., Executive Director, Salina Airport Authority, 3237 Arnold Ave., Salina, Kan. 67401 on or before February 17, 2012 at 4:30 p.m. CST.

The Salina Airport Authority Consultant Selection Committee will conduct interviews and hear general project proposals from the top three to five pre-selection firms, from March 5 to March 16, 2012 at the M.J. Kennedy Air Terminal, 3237 Arnold Ave., Salina, Kan.

The SAA reserves the right to reject any or all submittals and to waive informalities and technicalities.

Salina Airport Authority  
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Salina, KS 67401  
(785) 827-3914  
trogers@salair.org

By: Timothy F. Rogers, A.A.E.  
Executive Director