

## NOTICE TO AIRPORT CONSULTANTS

The City of Salem, MO is hereby soliciting statements of qualifications and experience from airport consultants for projects at the Salem Memorial Airport (K33). Subject to receipt of Federal and/or Missouri Department of Transportation, funding, these projects may include the following:

1. Master Plan Update (Est. Cost = \$150,000)
2. Land Acquisition & Obstruction Removal (Est. Cost = \$400,000)
3. Preparation of a Certificate of Title, Including an Exhibit "A" Property Map (Est. Cost = \$50,000)
4. Construct T-Hangar (Est. Cost = \$650,000)
5. Rehabilitate Taxiways (Est. Cost = \$450,000)
6. Assist with required environmental actions and documentation.
7. Prepare annual FAA ACIP data sheet cost reports and updates.

Services required include, but are not limited to architectural and engineering services for preliminary, design, bidding and construction phases, including incidental special services, for the above listed projects as funded under the Federal Aviation Administration (FAA) Airport Improvement Program.

A qualification based selection process conforming to FAA Advisory Circular 150/5100-14D will be utilized to select the most qualified firm. Fee information will not be considered in the selection process and should not be submitted with the statement of qualifications. Selection Criteria will include:

- a. Capability to perform all aspects of the project including construction observation and materials testing
- b. Recent experience in similar projects
- c. Professional qualifications of key personnel
- d. Implementation of Affirmative Action Plan
- e. Current workload
- f. Ability to meet schedules within budget
- g. Quality of previous airport projects undertaken
- h. Knowledge of FAA standards and policies
- i. Demonstration of understanding of the projects
- j. Capability to furnish qualified inspectors
- k. Firm reputation

Statements of qualifications should be limited to ten (10) pages, 8 ½" x 11", single-sided. Page limit excludes 2-page (maximum) cover letter, cover, table of contents, dividers, and resumes of key personnel, provided no additional information is included on these pages. The final selection by the committee reviewing the proposals will generally be made following the completion of review of proposals. The selection committee does, however, reserve the right to conduct interviews for the top rated firms if the committee deems it necessary. If interviews are conducted, selection will be made following interviews.

Fees will be negotiated for projects as Federal and/or State funds become available.

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

- Title VI of the Civil Rights Act of 1964
- Section 520 of the Airport and Airway Improvement Act of 1982
- DOT Regulation 49 CFR Part 18.36(i) - Access to Records
- DOT Regulation 49 CFR part 20 - Lobbying and Influencing Federal Employees
- DOT Regulation 49 CFR Part 26 - Disadvantaged Business Enterprises Participation
- DOT Regulation 49 CFR Part 29 - Government-Wide Debarment and Suspension
- DOT Regulation 49 CFR Part 30 - Federal Trade Restriction Clause

Interested firms should submit ten (10) copies of their statement of qualifications and experience along with references to the following address, no later than **5:00 p.m. (CST), August 1, 2014.**

City of Salem, Missouri  
C/O Ray Walden, City Administrator  
400 N. Iron St.  
Salem, MO 65560