CITY OF FRESNO AIRPORTS DEPARTMENT
REQUEST FOR QUALIFICATIONS (RFQ) FOR CONSULTING SERVICES

Professional Architectural Consulting Services for Airport Improvement Program (AIP) and Non-AIP funded Projects at Fresno Yosemite International Airport and Fresno Chandler Executive Airport

PROGRAM NARRATIVE

The City of Fresno (CITY) Airports Department (Department) is requesting Statements of Qualification (SOQ) from architectural firms to provide professional architectural services for design and preparation of plans and general construction documents for projects at Fresno Yosemite International Airport (FAT) and Fresno Chandler Executive Airport (FCH) including but not limited to those identified on Exhibit A on an individual project or on call basis over the next five (5) years. Firms or individuals with experience in architectural projects involving planning, design, construction support services, and construction standards at airports or similar facilities are encouraged to participate.

BACKGROUND

The Department routinely executes projects that require long range planning, design and construction related services. These capital projects may be funded with a combination of Federal Aviation Administration (FAA) Airport Improvement Program (AIP) grants, Passenger Facility Charges and Airport revenue. The Department is seeking firms with comprehensive full-service airport related professional architectural capability that includes planning, design and construction administration experience. Firms must meet minimum qualifications and knowledge requirements. The Department anticipates hiring separate firms depending on scale/complexity of projects and areas of expertise. Consultant selection will follow FAA Advisory Circular (AC) 150/5100-14E “Architectural, Engineering, and Planning Consultant Services for Airport Grant Projects” and City of Fresno Administrative Order 6-19 “Contracts for Consultant Services.”

A. SCOPE OF WORK

On an individual project or on call Agreement basis, services will include but are not limited to the following:

1. Architectural services related to the design of FAA and Airport funded projects including but not limited to planning, project formulation, programming, NEPA/CEQA environmental studies, estimating, design, preparation of construction documents, construction administration, and project close out.

2. Preparation and processing of documents as necessary and in accordance with federal, state, local government, local agency and utility requirements.

3. Preparation and processing of permit copies of plans and details in compliance with CITY permit processes and plan check requirements as required.

4. Construction inspection, pre-testing, testing, and certification that work meets specified standards including providing close-out reports to document project compliance at the conclusion of the project.

B. MINIMUM QUALIFICATIONS

To meet minimum qualifications, participating firms or individuals must demonstrate the following distinguishing experience as, and knowledge of, but not limited to, the following:

- California registration as a licensed architect

- Pertinent FAA Advisory Circulars
- FAA Regulations, Policies & Procedures for Construction on Airports
- FAA and Transportation Security Administration (TSA) Regulations, Policies & Procedures for Airport Operations
- Small to medium hub sized airport airside, landside, and terminal construction
- Project Programming and Scoping
- Design and Construction Document Preparation
- Cost Estimating
- Constructability Reviews

C. CRITERIA FOR CONSULTANT SELECTION

1. Understanding of FAA, state and local regulations related to planning, design, and construction processes for airport projects.

2. Project Manager experience relevant to this type of work, size of airport, type of airport and regional construction trends.

3. Experience and past performance with airport projects of similar type, size and complexity as FAT and FCH.

4. Experience and certifications of team members in relation to airport construction.

5. Working relationship with federal, state and local agencies such as the FAA Airport District Office, California State Division of Aeronautics, and City of Fresno Departments, etc.

6. Capability of Prime to perform all or most of the work

D. ADMINISTRATIVE PROCEDURES

1. Guidance presented in FAA AC 150/5100-14E “Architectural, Engineering and Planning Consultant Services for Airport Grant Projects” and City of Fresno Administrative Order 6-19 “Contracts for Consultant Services” will be used.

2. A selection panel will evaluate all timely submissions that meet the Minimum Qualifications as outlined in Section **B** of this RFQ and prepare a short-list of the most qualified firms. Firms not on the short-list will be notified that they were unsuccessful but may be requested, for a fee, to perform an Independent Fee Estimate at a later date.

3. Detailed information on the qualifications and performance data of each of the consultants on the short-list will be obtained by contacting former clients and other references provided in the SOQ’s.

4. If an interview process is deemed necessary, then the top three to five firms may be invited to make a presentation before the selection panel. Interviews may or may not be conducted.

5. The short-listed Consultants will be reviewed based on their qualifications, submissions, reference checks and presentation using the Criteria for Consultant Selection identified in Section **C**.

6. The outcome of the review will then be presented to the Director of Aviation.

7. The Director of Aviation will select a firm based on qualitative analysis. Any selection shall be on the basis of the criteria specified and made to the Proposer whose proposal is judged as providing the best value in meeting the interest of the Fresno Yosemite International Airport objectives. More than one firm may be selected for the projects. The CITY reserves the right to choose which project will be assigned to which consultant.

8. The firm best qualified will be invited to negotiate a scope of work and fee for individual projects and/or will be put under contract to perform on an “on call” basis. If an agreement is not reached for an individual project or “on call” services with the selected firm, then that

firm will be disqualified. Scope of work and fee negotiations will then proceed with another qualified firm. The CITY reserves the right to terminate the selection process and/or re-advertise for consulting services at any time in this process.

9. A City of Fresno Agreement for Professional Consulting Services will be executed once negotiations have been successful and a firm is selected for award of a contract. A copy of a sample agreement is available upon request. The selected firm shall be required to submit documentation to substantiate compliance with all Agreement terms including a "Conflict of Interest Declaration" on CITY furnished forms and obtain required insurance coverage.

10. In accordance with the Code of Federal Regulations, 49 CFR parts 23 and 26, the CITY will carry out applicable federal requirements in the award and administration of any contract awarded hereunder.

11. The City reserves the right to make the selection of a Proposer based on any or all factors of value, whether quantitatively identifiable or not, including, but not limited to, the anticipated initiative and ability of the Proposer to perform the services set forth herein.

E. GENERAL REQUIREMENTS/CONDITIONS

1. The City hereby notifies all interested firms that no person shall be excluded from participation in, denied any benefits of, or otherwise discriminated against in connection with the award and performance of any contract on the basis of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex, age, sexual orientation, ethnicity, status as a disabled veteran or veteran of the Vietnam era.

2. Title VI Solicitation Notice -- The CITY, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

3. Some projects identified in Exhibit A will be funded with financial assistance from the U.S. Department of Transportation, FAA and/or other federal departments. In accordance with the Code of Federal Regulations, 49 CFR parts 23 and 26, the CITY will carry out applicable federal requirements in the award and administration of any contract awarded hereunder. The following federal provisions are specifically included by reference:

    a. Debarment and Suspension – 2 CFR part 180
    b. Disadvantage Business Enterprise – 49 CFR part 26
    c. Trade Restriction Certification – 49 CFR part 30
    d. Lobbying and Influencing Federal Employees – 49 CFR part 20, Appendix A

4. DBEs will be afforded full opportunity to submit SOQs in response to this invitation. In addition, a bidder who intends to subcontract a portion of the work shall affirmatively seek out DBEs that are potential subcontractors, suppliers, or consultants, and actively solicit their interest, capability and prices. The requirements of 49 CFR part 26 apply to this contract. It is the policy of the CITY to practice nondiscrimination based on race, color, sex, or national origin in the award or performance of this contract. The Owner encourages participation by all firms qualifying under this solicitation regardless of business size or ownership.

5. By submitting a statement of qualifications/proposal under this solicitation, the bidder or offeror certifies that neither it nor its principals are presently debarred or suspended by any Federal department or agency from participation in this transaction.

6. Prospective firms are subject to the Regulated Communications in City Procurement Process Ordinance (Article 6, Chapter 4 of the Fresno Municipal Code). With certain specified exceptions, the Ordinance provides that no Respondent, Bidder, Proposer (as the case may be) shall initiate, engage in, or continue any communication to or with any City elected official concerning or touching upon any matter which is the subject of this competitive procurement process. Any Respondent, Bidder, or Proposer violating the Regulated Communications in City Procurement Process Ordinance may be disqualified from participating in this procurement process.

7. Prospective firms are advised that the City in the solicitation or evaluation of the interested consultants incurs no obligation or commitments. The City reserves the right to waive or modify any part of this RFQ process without penalty at their sole discretion.

8. The City reserves the right to define and/or redefine tasks and select for negotiation individual firms and /or assemble submitting firms into implementation teams as it sees fit.

9. The City reserves the right to choose which scope of work will be assigned to one or more consultants.

10. Submission of a Statement of Qualification from a proposing firm indicates a willingness to prepare, for a fee, an independent cost estimate even though the firm or individual is not selected to continue beyond Phase One of the selection process. Preparation of the independent estimate, if requested by the Airport, will eliminate a firm or individual from further consideration for this project.

11. Any questions or concerns relating to this Request for Qualifications shall be submitted on the form provided via email to richard.madrigal@fresno.gov. Questions will be accepted up to five (5) working days prior to the SOQ submission date

SUBMIT REQUEST FOR QUALIFICATIONS:

All firms or individuals interested in responding to this Request for Qualifications shall do so by submitting **One Original and four copies five total** of their Statement of Qualifications, with the name of the RFQ marked clearly on the outside by: May 20, 2022 prior to 3:00 PM PDT to Attention of:

Richard Madrigal
Airports Projects Supervisor
4995 E. Clinton Way
Fresno CA 93727-1525
(559) 621-4500

EXHIBIT A

Capital Projects 2022 - 2027

Fresno Chandler Executive Airport (FCH)

- Upgrade PAPIs, REILs, MIRLs, and TWY A/connector Lights to LED
- Maintain, Rehabilitate and Reconstruct Airport Pavements per PMMP
- Obstruction removal and lighting
- Install secure access in terminal building
- Install standard helicopter parking area markings in existing location
- Purchase airfield sweeper
- Pave infield areas to reduce FOD
- Upgrade perimeter fence
- Upgrade access control
- ATCT Demo and Site Cleanup
- Apron Pavement Construction
- Standardize Taxiway Connectors
- Develop New General Aviation Hangars, Taxilanes and Aprons

Fresno Yosemite International Airport (FAT)

- SMGCS Implementation
- Reconstruct Runway 11L-29R PCC
- High Speed Exit Removal B6, B4, B3 – Replace with 90-degree connectors
- 29L Holdpad
- Maintain, Rehabilitate and Reconstruct Airport pavements per PMMP
- Upgrade Taxiway A to Group-III Standards
- Terminal East Apron Expansion Phase 2
- RTR Relocation
- Passenger Terminal Expansion Phase 2
- Rehabilitate General Aviation Aprons and Crossings
- Expand General Aviation Storage
- General Aviation Hangars
- New ATCT
- New ARFF Station
- Upgrade Perimeter Fencing
- Upgrade Access Control
- Parking Garage Expansion – Phase 2
- Passenger Boarding Bridge Gate 7
- Terminal North Apron Reconstruction
- Terminal Interior Remodel and Upgrade
- Upgrade Electrical
- Reconstruct Air Cargo Ramp
- Expand Air Cargo Ramp