

**Request for Qualifications
For
Air Traffic Control Tower Planning and Airport Airspace Planning
Friedman Memorial Airport**

I. INTRODUCTION

The Friedman Memorial Airport Authority (FMAA) as a sponsor of the Friedman Memorial Airport (SUN), is soliciting Statements of Qualifications for professional aviation planning services, including but not limited to air traffic control tower and airspace planning services. The selection process is intended to be in compliance with FAA Advisory Circular (AC), 150/5100-14E, *Architectural Engineering and Planning Consultant Services Grant Projects*.

II. BACKGROUND AND SCOPE OF WORK

SUN currently operates with several FAA approved Modifications to Standards (MOS) in place. One such MOS is a non-standard OFA on the east side of the runway. The OFA is penetrated by the airport's existing Air Traffic Control Tower (ATCT). As part of the MOS for the OFA, the FAA is requiring FMAA relocate the existing ATCT by 2023.

The FMAA is considering two options for ATCT replacement; a legacy "sticks and bricks" tower facility or a remote (digital) tower facility. FMAA has completed basic level analysis to determine pertinent costs, schedule, and decision points between the legacy tower and digital tower options. FMAA's preferred path is to pursue the digital tower option. Because digital tower technology is still evolving and a certified digital tower system is still not operational in the U.S., FMAA's priority will be to pursue and plan for a digital tower, but also consider the necessary planning steps to ensure the legacy option remains feasible should the digital tower option be determined as unachievable.

An additional element of this effort will include associated airspace planning services. Based on SUN's location in a constrained mountainous environment, radar coverage for air traffic control services is limited. With either a legacy or digital tower option, FMAA desires to supplement a new tower with ADS-B technology, which will be implemented by the FAA by 2020. The addition of this technology at SUN will result in an increase in the level of safety and capacity at the airport. Airspace planning services related to the incorporation and implementation of ADS-B at SUN as part of the tower relocation effort will be necessary.

In order meet the 2023 deadline for tower relocation, FMAA requires the assistance of a qualified planning consultant to provide specialized planning services related to air traffic control towers and airspace. Specific anticipated planning services include but are not limited to the following:

A. Digital Tower Planning

- Work with FMAA to coordinate with FAA, including the NexGen and Airports offices, to position SUN in the FAA digital tower pilot program(s)
- Planning and coordination with FAA and potential digital tower vendors regarding FAA Requests for Information (RFI) related to digital tower programs
- Funding and Capital Improvement Program (CIP) planning related to digital tower funding options
- General (not design level) planning and siting of digital tower control room facilities

- Main mass and supplemental camera siting
- B. Legacy Tower Planning
 - Legacy ATCT siting
 - Funding and Capital Improvement Program (CIP) planning related to legacy ATCT tower funding options
- C. Airspace Planning
 - Work with FMAA to coordinate with FAA, including FAA Surveillance and Broadcast Services, Airports, Air Traffic Organization offices, and SUN ATCT contractor, regarding ADS-B implementation at SUN
 - Airspace planning services related to the incorporation and implementation of ADS-B at SUN as part of the tower relocation effort
- D. Necessary NEPA planning and additional environmental planning associated with tower relocation and airspace improvements (ADS-B), as required.
- E. Additional miscellaneous and support airport planning services related to tower relocation and airspace, as required.

III. CONTRACT LIMITATIONS

- A. All parties competing for work are advised that the work may be accomplished with sponsor over the course of several FAA Airport Improvement Program (AIP) grant funds and projects and/or with FMAA funds, subject to availability.
- B. All parties are advised that some of the services may not be required and that the owner reserves the right to initiate additional procurement action for any of the services included in the initial procurement.
- C. Services are limited to those projects which are expected to be initiated within five (5) years of the date the first contract is signed by the sponsor.

IV. SELECTION PROCESS

- A. The selection of a consultant shall be based on a comparative analysis of the professional qualifications necessary for satisfactory performance of the services required.
- B. Statements of Qualifications.

For the RFQ stage, proposers shall submit five (5) hard copies and one electronic copy on a USB thumb drive of the below-described Statement of Qualifications for air traffic control tower and airspace planning services at SUN in response to this Request for Qualifications (RFQ). The format for the qualifications statement shall be as follows:

1. General description of firm: Include company organizational structure, company history and background, size of company, company's experience and capability to perform and/or administer all of the requirements for the described scope of services.
2. Experience and Qualifications: Provide a description of your firm's experience with air traffic control tower and airspace planning.
3. Consultant Team: Identify proposed team members and responsibilities. Provide individual resumes with credentials and experience.
4. Airport Understanding/Familiarity: Provide your general understanding of SUN, including local conditions and issues regarding tower relocation efforts and existing airspace challenges. Identify potential challenges and concerns.
5. Provide the name and phone number for four (4) references familiar with your planning consulting services.
6. Submittal Quality and Completeness: Detail and completeness of the submittal and overall quality of the response. All submittals must be sent, and any questions or comments directed to:

Chris Pomeroy
Airport Manager
Friedman Memorial Airport
1616 Airport Circle
Hailey, Idaho 83333

- D. All submittals must be received at the address and by the date and time specified herein.
- E. Submittals must contain the name, address and daytime phone number for contact person(s) to whom additional selection process requests should be communicated.
- F. After review of submitted Statements of Qualifications, the FMAA may conduct either phone interviews or oral on-site interviews to complete the consultant selection process; however, the Selection Committee reserves the right to make a selection based solely upon the submittals received.

V. EVALUATION CRITERIA AND WEIGHING

Proposers shall be ranked based upon the following criteria and relative importance as applied by the Selection Committee to the material in the required submittals:

- A. Capability of the firm or firm(s) to perform all or most aspects of the services required. (10)
- B. Qualifications and experience of key personnel and ability to provide qualified planning services. (15)
- C. Relevant experience in comparable projects. (25)

- D. Familiarity with SUN and an understanding of special problems, needs and considerations associated with performance of these planning services. (30)
- E. Demonstrated ability to meet schedules and to complete schedules without major cost escalations or disputes and to support airports in project closeout requirements and documentation. (10)
- F. Submittal quality and completeness/References (10)

VI. TIME SCHEDULE

Qualifications Statements must be received at the Airport Manager's Office by 5:00 p.m., October 10, 2018. The FMAA will endeavor to review Statements of Qualifications and potentially select the top ranked proposer at the regularly-scheduled FMAA meeting on November 6, 2018, if selecting based on submittals.

VII. SELECTION COMMITTEE

A selection committee will be made up of members of the FMAA, appointed by the FMAA.

VIII. USE OF QUALIFICATIONS DOCUMENTS

- A. All Qualifications documents submitted shall become the property of the FMAA and may thereafter be used by the FMAA, without compensation to the Proposers, for any lawful purpose.
- B. Any Qualifications documents received after the above date and/or time will be returned unopened. All envelopes must be clearly marked "Statement of Qualifications". The FMAA reserves the right to reject any and all Qualifications statements and to accept any Qualifications Statement that is deemed to be in the best interest of the FMAA.
- C. The contents of any Qualification Statement shall not be disclosed so as to be available to competing proposers during the negotiations process.
- D. The Airport is not liable for any cost incurred by the consultant in the preparation of the statement of qualifications and interview, if interviews are conducted.



Chris Pomeroy
Airport Manger
Friedman Memorial Airport