

## NOTICE TO AIRPORT CONSULTANTS

The City of Olean (City) is soliciting statements of qualifications and experience from qualified consultants for airfield development projects at Cattaraugus County-Olean Airport (KOLE). Subject to future receipt of Federal funding under the FAA Airport Improvement Program (AIP) and/or New York State Department of Transportation Aviation Capital Grant Program, these projects may include the following:

- 1) Rehabilitate main hangar door to include installation of a drop ceiling in the main hanger.  
Estimated construction cost of development: \$950,000
- 2) Rehabilitate runway 4-22  
Estimated construction cost of development: \$1,500,000
- 3) T-Hangar Demolition and Replacement Project  
Estimated construction cost of development: \$1,300,000
- 4) Pavement Management Program  
Estimated cost for development: \$85,000

Three copies of the statement of qualifications and experience should be addressed to:

Thomas H. Windus, PE  
Director of Public Works  
City of Olean  
101 East State Street  
Olean, NY 14760

Questions regarding the proposal may be directed to Mr. Windus at:

716-376-5650  
716-376-5644 (fax)  
twindus@cityofolean.org

**Proposals should be received by the City no later than 3:00 p.m., on December 30, 2015.**

The required services include, but are not limited to; engineering services for preliminary, design, bidding and construction phases and incidental special services including geotechnical and surveying.

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

Selection criteria and subsequent numerical rating are as follows:

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|---|-----|
| a. Firm's capability to perform                 | 10% |
| b. Firm's experience in similar projects        | 10% |
| c. Professional qualifications of key personnel | 20% |
| d. Implementation of affirmative action plan    | 10% |
| e. Current workload                             | 10% |

f. Knowledge of FAA and NYS Standards and Policies	20%
g. Demonstration of understanding of the projects	10%
h. Capability to furnish qualified inspectors	10%

The City will rank the proposals received and may interview the top three firms. The City will select, at its option, one consultant with which to enter into an agreement for services, subject to the negotiation of fair and reasonable profit should federal or state funds become available.

The City reserves the right to reject any or all proposals; to negotiate any elements of a proposal; to conduct interviews at its sole discretion; and to solicit and/or select consultants for the program outside the scope of this RFQ.

Prospective consultants are advised that applied overhead rates must conform to the cost principals established within Federal Regulation 48 CFR Part 31, Contract Cost Principles and Procedures. The successful firm will be required to submit a copy of their current overhead rate audit certification.

The City assumes no responsibility or liability for costs incurred by respondents to this Request for Qualifications, including any requests for additional information, interviews, or negotiations.

The successful proposer shall be required to sign a contract with the City in a form provided by and acceptable to the City. The contractor shall be an independent contractor of the City. The independent contractor will be required to maintain its own workers compensation, liability and automobile insurance coverage, and provide proof of same to the City, all in the manner provided in the contract required to be signed.

This contract is subject to all applicable Federal and State provisions that include, but not limited to:

- Title VI of the Civil Rights Act of 1964
- Section 520 of the Airport and Airway Improvement Act of 1982
- DOT Regulation 2 CFR Part 180 & 1200 – Government-wide Debarment and Suspension
- 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 30 – Federal Trade Restriction Clause