

REQUEST FOR QUALIFICATIONS FOR AVIATION PLANNING SERVICES FOR THE STENNIS INTERNATIONAL AIRPORT

DATE: MARCH 9, 2020

SCOPE OF CONTRACT

The Hancock County Port and Harbor Commission (HCPHC/Sponsor) is requesting submittal of qualification statements from engineering firms interested in performing aviation planning services per FAA Advisory Circular 150/5100-14E (or current version) for the Stennis International Airport & Airpark (KHSA), including but not limited to projects provided in the capital improvement program with the Federal Aviation Administration (FAA) and Mississippi Department of Transportation Aeronautics Division (MDOT).

SCOPE OF SERVICES

Services may include the following:

1. Aeronautical activity forecasts and demand/capacity analysis
2. Land-use planning/studies
3. Through-The-Fence Property Assistance
4. Planning and Development of Hangars
5. Capital Improvement Program planning and detailed implementation planning for the airport's Capital Improvement Program
6. Development of/Update to Airport Master Plan with AGIS Survey
7. Airport noise studies
8. Preparation of Cost/Benefit Analysis for capital projects
9. DBE Program implementation, goals preparation/updates, and management
10. Independent Fee Estimates preparation
11. Environmental Assessments (EA), Environmental Impact Statements (EIS), and other studies
12. Preparation of or updating of the Airport Layout Plan
13. Airspace Analysis
14. GIS data collection, entry and analysis and other electronic graphical/mapping efforts
15. Assistance with FAA Grant Assurances and Necessary Documentation and Compliance, including airport rules and regulations, leases, and minimum standards.
16. Miscellaneous engineering planning studies related to any of the previous activities.

CAPITAL PROJECTS

Below is a list of capital projects that may be included for planning services as part of this contract:

1. North Apron Expansion
2. Purchase Aircraft Packing Hangar
3. Airport Master Drainage Plan Development
4. Multi-User Aero Strip
5. Taxiway S Expansion
6. Security and Fencing Project
7. Purchase Project Hangar
8. Spaceport – Load Area and Taxiway
9. Runway 18/36 Extension
10. Rehabilitate Runway 18/36
11. Rehabilitate Runway & Taxiway Lighting

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12. Rehabilitate PAPIs
13. Rehabilitate REILs
14. Airfield Lighting Project/Rehabilitation
15. Main Apron Rehabilitation or Reconstruction
16. Main Apron Expansion
17. North Apron Rehabilitation or Reconstruction
18. T-Hangar Apron Rehabilitation or Reconstruction
19. Pavement Maintenance Plan/Program Development
20. T-Hangar Construction
21. Hangar Construction
22. Any other projects or tasks deemed necessary by HCPHC

GENERAL

Firms interested in performing these services shall furnish statement of qualifications (5 hard copies and 1 digital copy on USB drive) on a Standard Form 330 (SF 330). Interested firms may obtain SF 330 from the Sponsor. The criteria and weighting factors to be used by the sponsor in evaluating responses will be as follows:

- Resumes of key personnel for this contract (weight value of 5)
- Examples of previous airport experience that illustrate the proposed team's qualifications for this contract (weight value of 5)
- Capacity for timely completion of projects (weight value of 4)
- Key personnel's participation in past projects (weight value of 4)
- Firm size as related to project magnitude (weight value of 3)
- Location of Firm to Sponsor (weight value of 2)

Scoring of the selection criteria shall be on a numerical scale of 1 to 5, with 5 being the highest possible score and 1 being the lowest possible score. The score for each criterion will be multiplied by its weight factor, which indicates the importance of each criterion as it relates to this contract.

For selection criteria without an assigned weight value, the score shall be "pass/fail", with a "fail" rating possibly resulting in the disqualification of the applicant prior to the rating process.

Following the evaluation of the Statement of Qualifications received by the Sponsor's selection committee, the top three (3) applicants will be placed on a short list. It shall be the option of the Sponsor, if the sponsor or selection committee feels further evaluation of the qualified short list applicants is necessary in order to determine the top-ranked firm (or firm's), to issue a Request for Proposals (RFP) to all short listed applicants. The RFP issued to all short-listed applicants shall

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contain instructions on the format (such as written proposal, interview, presentation, etc.) to be used in submitting proposals and information on how the proposals will be evaluated.

Following the final evaluation of qualified applicants, the Sponsor will place the applicants in a final ranking based on qualifications. The Sponsor will then enter fee negotiations with the top- ranked firm (or firms if appropriate) for the subject contract, with the unsuccessful firm(s) being notified accordingly. Should these negotiations be unsuccessful, the Sponsor shall enter negotiations with the next-highest ranked firm, (or firm's) and so on. The Sponsor reserves the right to make multiple awards from this solicitation and/or reject all applicants and re-advertise for the contract.

Following the successful negotiation of fees with the Sponsor, the successful firm (or firms) will enter a contract (Master Services Contract) with the Sponsor for a term of 3 years with the option of two 1-year extensions.

The State of Qualification form, SF 330, shall be mailed or delivered to **14054 Fred & Al Key Road, Kiln, MS 39556**. Statement of Qualifications will be accepted until **April 6, 2020 at 4:30PM CST**.

Questions regarding this contract should be addressed to Chanse Watson at (228) 467-9231 ext 101. Firms wishing to apply must submit a fully completed SF 330. Failure to provide all information requested may result in the submission being considered non-responsive and the firm will not be given a total score in the valuation process.

Hancock County Port and Harbor Commission
14054 Fred & Al Key Road
Kiln, MS 39556

