

NASHUA AIRPORT AUTHORITY
REQUEST FOR QUALIFICATIONS
PROFESSIONAL AIRPORT PLANNING AND ENGINEERING SERVICES

The Nashua Airport Authority of Nashua, New Hampshire, hereby requests, pursuant to the Federal Aviation Administration Advisory Circular 150/5100-14e, Letters of Interest from Professional Aviation Consulting firms desiring to render services at the Nashua Airport.

The Nashua Airport Authority is seeking a multi-service firm capable of providing architectural, engineering, planning, design, construction, environmental assessments/impacts, geotechnical resources, resident inspection, and surveying related to the implementation of aeronautical/non-aeronautical projects. Projects listed below are a selected list of projects currently in the Airport Master Plan and may change from time to time, as warranted.

The Nashua Airport consists of one runway, Runway 14-32, supported by a full-length parallel Taxiway "A", ILS, precision runway markings, High Intensity Runway Edge Lights, various landing aids, and appropriate signage. The airport also has several apron tie-down areas for aircraft parking, numerous hangars (T-hangars as well as corporate hangars), an Air Traffic Control Tower, tanks for aviation fuel, FBO and other supporting infrastructure.

According to the airport's latest Airport Master Plan there were 218 based aircraft and approximately 60,000 annual operations in 2016 with a mixture of propeller and turbine powered aircraft.

PROJECT DESCRIPTION:

Full-depth design/reconstruction of Taxiway "A"
Design/reconstruction Taxiways "B" and "F" and reconstruction and reconfiguration of Taxiway "C"
AWOS relocation
Deicing area construction
Windcone relocation
Access road design/construction
Property acquisition
Design/construction of self-serve, 100LL, fuel facility
"India Ramp" development including design of new T-hangar buildings
Fencing design/reconfiguration and vegetation removal
SRE acquisition
SRE building design/construction
Phased design/expansion and construction of "Echo", "Foxtrot", "Golf", and "Hotel" ramps

The planning, design and construction activity for aeronautical and non-aeronautical projects will be subject to the availability of funding. The Scope of Services shall include, but not limited to:

Preliminary Project Development and Assistance in Applying for State and Federal Grants-In-Aid.
Preparation of Plans, Specifications, Construction Contract Documents, Cost Estimates, Project Budgets and Engineer's Design Report.
Provision and/or Coordination of Special Services such as Testing, Surveying, Appraisals and

Independent Cost Estimates.

Construction Review and Contract Administration including Resident Inspection Services.

Specific airport development projects will be authorized for planning, design and construction activity as funding becomes available.

In order to be considered, the firm must have provided planning, project management, construction services and engineering services of similar scope, complexity and magnitude on General Aviation airports and have demonstrated familiarity with Federal Aviation Administration and NHDOT/Aeronautical Bureau Circulars, criteria, policies, programs and procedures.

Questions concerning this RFQ should be directed by email to Chris Lynch/Airport Manager at chrislynch@nashuaairport.com by January 4, 2020. Parties interested in submitting a response to this RFQ agree to not contact or "lobby" Airport Authority Members or any employee or agent of the City or Airport at any time during the solicitation period and selection process with the exception of directing questions/requests for clarification through the Airport Manager, in writing. Any other contact with the Airport in this matter will be considered inappropriate and subject to rejection / disqualification. The Airport Authority reserves the right to reject any or all responses, waive any informality or irregularity on any response if considered minor by the Authority, or to cancel this invitation at will. Responses received after the date and time stipulated herein will be considered late and will therefore be disqualified.

Interested firms are requested to indicate their interest in this project by submitting four (4) copies of a Letter of Interest not to exceed four (4) one-sided pages, 11 point font to Mr. Chris Lynch, Airport Manager, Nashua Airport, 93 Perimeter Road, Nashua, NH 03063 on or before 2:00 p.m. (local time), January 20, 2020.

The Nashua Airport Authority will utilize the following seven (7) factors in the selecting the consultant: 1) Capability to perform all aspects of proposed projects; 2) Recent experience in design, construction and development of projects similar to those in this RFQ; 3) Personnel experience, background and availability to accomplish work; 4) Experience with Federal Aviation Administration Airport Improvement Program and New Hampshire Department of Transportation/Aeronautics Bureau procedures and requirements; 5) Experience with airport planning projects and programs; 6) Evidence that Consultant has established and implemented an Affirmative Action Program, a Drug Free Workplace Program, and a DBE participation plan. 7) The Letter of Interest must identify the name of proposed Point of Contact person and Engineering Project Manager with resume (in addition to the Letter of Interest) to include work performed at General Aviation Airports.

Only those firms submitting letters of interest and qualifications which meet the specified requirements will be considered for the services contemplated herein, regardless of past contact with the Nashua Airport Authority, Nashua Airport Manager, and/or other agencies, departments, division or staff personnel.

The Nashua Airport Authority may require selected firms to give a presentation to the Authority.

To ensure fair consideration for all proposers, The Airport Authority prohibits lobbying, communication to or with any Airport employee, selection committee member or Airport Authority board member during the submission process. Except as otherwise provided in this RFQ, the Airport Authority prohibits communication initiated by a proposer to any Airport employee, selection committee member or Airport Authority board member before the time an award decision has been made. Any communication between proposer and the Airport Authority will be initiated by Airport Authority staff in order to obtain information or clarification needed to develop a proper, accurate evaluation of the proposal. Such communications initiated by a proposer may be grounds for disqualifying the offending proposer from consideration for award of the proposal or any future proposal.

The Nashua Airport Authority reserves the right to reject any or all proposals, to waive informalities, to re-advertise, and to enter into a contract determined to be in the best interest of the Airport.

Chris Lynch, Airport Manager (Chrislynch@nashuaairport.com)