

PIEDMONT TRIAD AIRPORT AUTHORITY
REQUEST FOR QUALIFICATIONS (RFQ)
for
FAR PART 150 NOISE COMPATIBILITY STUDY
for
PIEDMONT TRIAD INTERNATIONAL AIRPORT

The Piedmont Triad Airport Authority (PTAA) will receive Statements of Qualifications (SOQs) from interested firms for the services described in this RFQ at the time and place stated below.

PROJECT DESCRIPTION

Professional consulting services to conduct all facets of a Federal Aviation Regulation (FAR) Part 150 Noise Compatibility Study for the Piedmont Triad International Airport (GSO). The purpose of the proposed Part 150 Noise Compatibility Study is to develop updated noise exposure maps (NEMs) for land use planning and noise mitigation in and around GSO, and to potentially update PTAA's Noise Compatibility Program (NCP).

GENERAL

To be considered for this assignment, firms must specifically demonstrate experience in the conduct of Part 150 Noise Compatibility Studies and the technical capacity to perform the work. In addition, firms must show the ability to complete such efforts quickly and efficiently, making use of any information that is already available and eliminating rework.

This project may be funded in part by the Federal Aviation Administration (FAA) AIP program. Consultant selection will comply with the current FAA Advisory Circular 150/5100-14E "Consultant Services for Airport Grant Projects" and all applicable current FAA Advisory Circulars.

Teaming arrangements are acceptable and shall be indicated in the SOQ.

Firm(s) must have the financial ability to undertake the work and assume the liability. The selected firm will be required to furnish proof of Professional Liability insurance coverage in the minimum amount of \$1,000,000. The firm must have an adequate accounting system to identify costs chargeable to the project.

SCOPE OF WORK

The Noise Compatibility Study will include the following elements:

- Review GSO's existing Part 150 Study, noise data and noise compatibility measures;
- Develop a comprehensive data base for existing aviation activity at GSO and for surrounding land use;
- Prepare an aviation forecast for the future study year, expected fleet mix, runway use, flight tracks and day-night breakdown;
- Develop and implement a program for consultation with aircraft operators at GSO, local governments and FAA ATC;
- Prepare NEMs for existing conditions and for the future study year;

- Recommend revised and additional noise abatement measures for consideration by PTAA with an evaluation of their expected impact and prepare an updated NCP for GSO;
- Identify compatible and non-compatible land uses in the area surrounding GSO;
- Submit proposed NEMs and the NCP to the FAA with required documentation, respond to FAA requests for information or revisions and assist in obtaining final FAA approval of the NEMs and NCP;
- Provide study data and analyses to local governments for land use planning;
- Consult with and advise PTAA during all phases of the Study.

The study must be consistent with FAA requirements related to the Part 150 process including:

1. Federal Aviation Administration (FAA) Advisory Circular (AC) 150/5020-1 Noise Control and Compatibility Planning for Airports:
http://www.faa.gov/airports/resources/advisory_circulars/index.cfm/go/document.current/documentNumber/150_5020-1
2. Title 14 , Code of Federal Regulations (CFR) Part 150 Airport Noise Compatibility Planning:
http://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title14/14cfr150_main_02.tpl

A final scope of work will be developed during the negotiation process with the selected firm.

DISADVANTAGED BUSINESS ENTERPRISES (DBE) PROGRAM:

PTAA has not established a numerical goal for participation by DBEs in this project. However, the requirements of 49 CFR Part 26 will apply. It is the policy of PTAA to practice non-discrimination based on race, color, sex or national origin in the award or performance of this contract. PTAA encourages participation by all firms qualifying under this solicitation regardless of business size or ownership.

EVALUATION CRITERIA

The evaluation of firms and their project teams, if any, submitting a SOQ for this work will be based on the following considerations and their respective weights:

Qualifications and Experience of Staff Assigned to this Project	25%
Qualifications and Experience of Team Related to the Scope of this Project	25%
Experience on Previous Part 150 Projects	25%
Project Understanding and Technical Approach	25%

The selection of a consultant firm for the award of this project will be qualifications-based subject to a mutual understanding of the scope of services and a negotiation of a fair and reasonable fee. Depending on the number and quality of the SOQs, PTAA may decide to conduct interviews of shortlisted firms prior to the selection of a consultant.

After evaluation of all SOQs and following any interviews (if needed), the Selection Committee will score and rank the consultant firms. Negotiations will follow with the highest-ranked firm. If an agreement cannot be reached, then negotiations will be entered into with the next highest-ranked firm until an acceptable agreement can be reached.

No cost or fee schedules for consultant services shall be submitted with SOQs.

The Respondent is responsible for all costs related to the submittal of its SOQ, preparation of documents or submittals needed for negotiations and the costs incurred in traveling to and participating in any meetings associated with the PTAA's selection process and/or negotiating an agreement.

Submission of a SOQ establishes a conclusive presumption that the Respondent is thoroughly familiar with this RFQ and that the Respondent understands and agrees to abide by all of the stipulations and requirements contained therein.

SUBMITTAL REQUIREMENTS

FORMAT:

All Statements of Qualifications (SOQs) are limited to ten (10) pages exclusive of cover sheet and shall be typed, 8½" x 11" sheets, single-spaced, single sided with font of 11 point Times New Roman. In addition, up to five (5) single page resumes for key staff that will be assigned to this effort may be included in an appendix. In order to reduce costs and to facilitate recycling, cover stock, binders, dividers, tabs, etc., are prohibited. One (1) staple in the upper left-hand corner is preferred. In addition, each Respondent shall submit one (1) copy of the SOQ on a USB flash drive in a portable document format (PDF). PTAA reserves the right to reject SOQs that do not meet these requirements.

All materials and documents submitted in response to the RFQ become the property of PTAA and will not be returned. All submittals will be subject to public disclosure, after the RFQ submission deadline, consistent with Chapter 132, North Carolina General Statutes.

COVER/INTRODUCTORY LETTER:

The introductory letter should be addressed to Mr. Alex Rosser, P.E., Deputy Executive Director. This letter is limited to one (1) page and should include contact person for this project, including his/her address, telephone and email address.

EVALUATION FACTORS:

The objective of this RFQ is to obtain responses that clearly communicate the Respondent's understanding of the project's goals and requirements and the Respondent's qualifications for the work. Only information which is essential to the evaluation of the RFQ should be submitted.

This section is limited to nine (9) pages and should include the information requested below:

A. Qualifications and Experience of Staff Assigned to this Project:

1. Provide an organizational chart identifying disciplines, specific personnel, and role of those who will be assigned to this project along with physical office location of key personnel.
2. Provide a responsibility matrix indicating the reporting structure and task responsibilities of each member of the project team.
3. Detail the qualifications, professional capabilities, Part 150 project experience, education, training, working title, and office location of your designated Project Manager to be assigned to this project. State the number of years the Project Manager has been employed by the firm. Provide a list of specific examples of the Project Manager's relevant experience with Part 150 projects, including experience with public outreach. Demonstrate the Project Manager's ability to dedicate the necessary time needed to successfully complete this project on schedule and in budget.

4. Provide biographical summaries, including similar projects completed, of key personnel assigned to the project and who are available to commence services immediately after being awarded a contract. As previously discussed, five (5) single page resumes may be included in an appendix to supplement staff descriptions.

B. Qualifications and Experience of Team Related to the Scope of this Project:

1. Provide a company profile including a description of the prime consultant identifying the years of experience performing FAR Part 150 Noise Compatibility Planning services, number of staff, location of staff and/or offices (including location of the headquarters office and any other offices).
2. Identify all FAR Part 150 studies your team has performed in the past five (5) years. Describe each project in detail, including project manager, cost, start and completion dates and location. The projects should demonstrate recent experience in conducting FAR Part 150 studies, both on time and within budget.
3. Provide team descriptions with subconsultants that may be used for this project, and previous working relationship with prime consultant.
4. Demonstrate experience related to communication and public outreach with some or all of the following: citizens groups, stakeholders, airport tenants, local communities, local planning boards, and neighborhood groups.
5. Provide expertise and experience in identification and implementation of land use mitigation measures and compatible land use planning, including experience if any in North Carolina.
6. Describe knowledge and understanding of Federal Aviation Administration standards and procedures related to FAR Part 150 Studies, including any experience with the FAA's Memphis ADO and Southern Region or other coordinating agencies.

C. Experience on Previous Part 150 Projects:

1. Indicate the extent to which your team has succeeded in achieving airport goals for previous Part 150 projects, in obtaining FAA approval for proposed NEMs and NCPs and in developing an effective NCP to reduce airport noise exposure.

D. Project Understanding and Technical Approach:

1. Describe your firm's understanding of the project and the technical approach for executing all the tasks associated with the FAR Part 150 process. Please include any special challenges which GSO may need to consider during this process.
2. Describe what makes your firm uniquely qualified for this project.

TIMELINE:

RFQ ACTIVITY	DATE
Advertisement of RFQ	Sunday, May 13, 2018
Deadline to be added to Distribution List	Thursday, May 31, 2018
Deadline for Questions	Thursday, May 31, 2018
RFQ Submission Deadline	11:00 A.M. EST, Friday, June 8, 2018
Contract Negotiation and Award	Anticipated within 90 days

Interested firms should submit six (6) copies of its Statement of Qualifications, on or before 11:00 A.M. EST, Friday, June 8, 2018, to PTAA, c/o Mr. Alex Rosser, P.E., 1000A Ted Johnson Parkway, Greensboro, NC 27409, in a sealed envelope, box or package, and clearly marked on the outside with the following: "GSO FAR PART 150 NOISE COMPATIBILITY STUDY RFQ RESPONSE ENCLOSED", Respondent's firm name, address, phone and primary contact person. Proposals received by PTAA after the above date and time will not be considered and will be returned unopened.

PTAA reserves the right to request clarifications to resolve minor questions and to conduct discussions, either oral or written, with firms as determined by PTAA to be reasonably viable for selection for award of contract. PTAA reserves the right to waive any informalities or irregularities in any Statement of Qualifications, to accept or reject any Statement of Qualifications, or to reject all Statements of Qualifications, if determined to be in its best interest. PTAA reserves the right to amend this solicitation prior to the due date. Any change(s) to this solicitation will be conveyed through the written addenda process. Only written addenda will be binding.

Prior to the RFQ submission date, PTAA will provide via addendum, a draft of the agreement that would be entered into with the selected firm if a contract is awarded. PTAA will not be bound to award any contract to the selected firm until the contract has been approved by the PTAA Board of Directors and executed by PTAA.

Questions or information requests should be submitted via email to Ms. Kimberly Hodges, hodgesk@gsoair.org prior to 5:00 P.M. EST, Thursday, May 31, 2018. Firms are advised that any information provided or questions asked will be provided to all interested firms via addendum. Interested firms should email hodgesk@gsoair.org prior to 5:00 P.M. EST, Thursday, May 31, 2018 to be added to the distribution list.

PTAA's existing Part 150 Study is available for review at PTAA's offices upon request.

Information related to this RFQ, including any addenda, will be posted to the Piedmont Triad International Airport website under Airport Operations, which can be found at <http://flyfrompti.com>. Please note that it is the responsibility of each Respondent to verify receipt of any and all addenda issued for this RFQ.

The Piedmont Triad Airport Authority, 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 Respondents that it will affirmatively ensure that, in any contract entered into pursuant to this RFQ, disadvantaged business enterprises will be afforded full and fair opportunity to submit their responses to this RFQ and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

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