

December 3, 2019

Subject:       **REQUEST FOR QUALIFICATIONS**  
Professional Engineering Services  
Closing: January 7, 2020  
Houghton County Memorial Airport  
Hancock/Calumet, Michigan

Houghton County Memorial Airport intends to select an engineering firm to assist in airport development projects. Interested firms are requested to submit four (4) sealed copies, not to exceed thirty (30) total pages bound in a three (3) ring binder, of their Statement of Qualifications (SOQ) to Dennis M. Hext, Airport Manager 23810 Airpark Blvd., Suite 113, Calumet, Michigan, 49913 no later than 4:00 p.m. local time on January 7, 2020. The SOQ should demonstrate the firm's interest in providing airport planning, architectural/engineering design, and construction administration services focused on Houghton County Memorial Airports current Five-Year Airport Capital Improvement Plan (ACIP). Services will include general consulting and advisement on airport development issues including assistance in the following projects:

- Design and Construct Hangar Taxiways
- Design and Construct Pavement Marking & Crack Sealing of Airport Pavements
- Design & Construct Clearing / Grubbing / and Building Demolition (Runway 25 Approach)
- Environmental Permit (Runway 25 Approach)
- Wetland Mitigation
- Acquire Snow Removal Equipment – Runway Broom with Air blast
- Acquire Snow Removal Equipment – Loader with Blower Attachment
- Construct Runway 13/31 Rehabilitation
- Construct Runway 13/31 Edge Lighting Rehabilitation and Airport Beacon
- Construct Taxiway C Rehabilitation
- Construct Taxiway C Edge Lighting Rehabilitation
- Passenger Terminal CBR
- Design Passenger Terminal Building and Site Preparation
- Design and Construct Airfield Electrical Vault Relocation
- Relocate Building Number 1
- Relocate Building Number 2
- Remove or Demolition of Buildings 3 and 4
- Construct Terminal Building Site Preparation
- Construct Terminal Building
- Wildlife Hazard Assessment
- Acquire Passenger Lift Device – Loading Bridge
- Projects associated with Airport Inspections, Letters of Correction, and Emergency Circumstances.
- Such other professional services or incidental services including studies, investigations, surveying, mapping, tests, evaluations, consultations, comprehensive planning, program management, conceptual design, plans, specifications, value engineering, construction phase services, soil engineering, drawing reviews, preparation of operating and maintenance manuals and other related services associated with the above listed projects.

Land acquisition consultant services necessary to acquire easements for approach clearing of existing approaches as depicted in the approved airport layout plan (ALP) is included in this advertisement provided the work is completed by a qualified and properly licensed land acquisition consultant. Land acquisition consultant services necessary for any new development project or new approaches not specifically described in this advertisement shall not be performed by the consultant selected under this advertisement and will require the sponsor to advertise for and select a separate qualified and properly licensed land acquisition consultant.

This is a Quality Based Selection process, and services for each project will be negotiated independently. SOQ submittals shall exclude fees or costs. Not all of the services or development items listed in this advertisement may be contracted nor eventually required. The Sponsor reserves the right to initiate additional procurement action for any services included in this procurement, but not under contract.

Firms will be ranked in areas such as: familiarity and understanding of the airport needs, corporate history and background in aviation consulting, demonstrated experience with similar projects, key personnel professional qualifications, firm's ability to provided a contact person with demonstrated aviation experience and overall project coordination, knowledge/familiarity with FAA and State regulations, policies, and procedures, and success of recent projects. Awards or special recognition achieved by the firm should be highlighted.

Firms should demonstrate their reputation with other airports, by providing at least three (3) airport references within the State of Michigan. Additional information may be requested from the top selected firm or firms. Interviews may be conducted at the discretion of the Sponsor.

Projects are anticipated to be initiated during a five (5) year period from 2020-2025. Projects are expected to be completed over several years and funded in full or in part with funds and/or multiple grants from the Federal Aviation Administration, State of Michigan, and/or local sources. The selected firm will be subject to all state and federal requirements.

The Houghton County Memorial Airport Committee will make the final selection and authorize the Notice of Award for the selected Airport Engineering firm at the regular meeting of the Airport Committee in January 2020.

Questions can be directed to: Dennis M. Hext, Airport Manager 906-482-3970 [dhext@cmxairport.com](mailto:dhext@cmxairport.com)

For and on behalf of the Houghton County Memorial Airport Committee

Dennis M. Hext, Airport Manager  
Houghton County Memorial Airport