

**Scope of Request for Information:**

Selection of a consultant will be based on a qualifications-based process as specified in AC 150/5100-14D. In consideration of this, the submissions must be of a comprehensive nature and enable the selection committee to readily evaluate the applicants' qualifications to provide the needed services. Submissions should also address the questions on the attached sheets labeled CONSULTANT ENGINEERING SELECTION CRITERIA FOR AIRPORT PROJECTS.

**Evaluation and Selection Process:**

The City of Yankton will evaluate the submittals received. The City will review all submittals, evaluate them according to a predetermined process, and select a short list of at least three, which may be invited to participate in interviews. Any firm submitting qualifications may be given an opportunity for an interview if they desire, however those not on the short list are unlikely to be selected.

Each submittal will be evaluated by the City for the purpose of ranking how fully each meets its needs. Particular emphasis will be placed on the consultant's past successful completion of similar projects shown by work summaries and references.

Each submittal from a qualified consultant received in response to this request will be judged as a demonstration of the consultant's capabilities and qualifications. Only those consultants who supply complete information as requested will be considered for evaluation. Factors used to determine this will be:

1. An understanding of the specific requirements and the key issues of this project, as well as clarity and completeness of the submittal.
2. The past performance record and qualifications of the firm and the individuals involved on similar projects in the past and who will work on this project.
3. The financial, physical, and human resources available for use on this project and the ability to acquire additional resources as needed.
4. Proof of ability to comply with all applicable local, state, and federal labor and environmental regulations that apply to this project.

After selection of a consultant, a contract will be prepared based upon a negotiated scope of work and a negotiated price. Should these negotiations fail to produce a mutually satisfactory agreement, the City will have the right to advertise the solicitation again or negotiate with the second ranked consulting firm and so on.

**Disadvantaged Business Enterprises:**

The selected firm is encouraged to meet DBE participation goals as established by the City of Yankton or provide Good Faith Effort to obtain DBE participation for this project.

**Notes:**

The City of Yankton reserves the right to reject all submittals. Submittals will become the property of City of Yankton and will become part of the public record with no further obligation to the City. The City is not liable for any cost incurred by firms or individuals regarding preparation or presentation of the proposals.

Inquiries that arise regarding this “Note” may be submitted in writing, by phone or by email to Dave Mingo, Community and Economic Development Director, City of Yankton, 416 Walnut, Yankton, SD 57078. Phone number 605-668-5255., email to [bmoser@cityofyankton.org](mailto:bmoser@cityofyankton.org), or by fax at 605-668-5265.

NPIAS/CIP

DRAFT

AIRPORT NAME: Chan Gurney Municipal Airport  
 ASSOCIATED CITY: Yankton, South Dakota  
 COUNTY NAME: Yankton  
 COUNTY CODE:

NPIAS NO.: 46-0062  
 SITE NO.:  
 LOCAL IDENT.: YKN  
 SMSA NO.:

	BASED AIRKRAF I	SCHEDULED SERVICE ANNUAL ENPLANEMENTS	SCHEDULED SERVICE ANNUAL OPERATIONS	AIR TAXI ANNUAL ENPLANEMENTS	MAIL SERVICE (Y U K N)	AIRPORT'S ANNUAL ITINERANT OPERATIONS	AIRPORT'S ANNUAL TOTAL OPERATIONS	PROPOSED NEW RUNWAYS	PROPOSED NEW RUNWAY EXTENSIONS
CURRENT:	42								
1 TO 5 YEARS:									
6 TO 10 YEARS:									

ITEM NO.	ITEM DESCRIPTION	YEAR	TOTAL COST	FAA SHARE (90% TYP.)	STATE SHARE	SPONSOR SHARE	FAA* NPIAS CODE	FAA* PRIORITY CODE	REMARKS
1	Reconstruct Hangar Taxiway Tie-In Area with Asphalt Concrete Pavement	2018	30,000.00			30,000.00			
2	Phase 2-Design Apron Expansion with PCC Pavement (approx. 3,654 S.Y. paved), Remove 1 Hangar, Relocate 2 Hangars	2018	75,000.00	67,500.00	3,750.00	3,750.00			
3	Construct Apron Expansion with PCC Pavement (approx. 3,654 S.Y. paved), Remove 1 Hangar, Relocate 2 Hangars, Remove & Replace Joint Sealant-Terminal Apron	2018	650,000.00	585,000.00	32,500.00	32,500.00			Request State Apportionment
4	Design Runway 01-19 ReReconstruction (approx. 23,100 S.Y. paved)	2019	125,000.00	112,500.00	6,250.00	6,250.00			
5	Reconstruct Runway 01-19 (approx. 23,100 S.Y. paved)	2020	1,600,000.00	1,440,000.00	80,000.00	80,000.00			Request Discretionary
6	Design North Taxiways (approx. 4,200 S.Y. paved), Design North Access Road and Parking (approx. 2,380 S.Y. paved), Cultural Inventory & Wetland Delineation	2021	150,000.00	135,000.00	7,500.00	7,500.00			
7	Construct North Taxiways (approx. 4,200 S.Y. paved)	2022	570,000.00	513,000.00	22,800.00	34,200.00			Request State Apportionment
8	Construct North Access Road and Parking (approx. 2,400 S.Y. paved)	2022	230,000.00	207,000.00	9,200.00	13,800.00			Request State Apportionment
9	Carry Over	2023							Carry Over \$150,000
10	Design Reconstruct PCC Apron in front of GA Terminal (approx. 6,855 S.Y. paved)	2024	55,000.00	49,500.00	2,200.00	3,300.00			Carry Over \$100,000
11	Reconstruct PCC Apron in front of GA Terminal (approx. 6,855 S.Y. paved)	2025	1,000,000.00	900,000.00	40,000.00	60,000.00			Request State Apportionment
12	Design & Construct North Apron (approx. 2,500 SY paved apron)	2026	330,000.00	297,000.00	13,200.00	19,800.00			Request State Apportionment
13	Design & Construct North Hangar Taxiway (approx. 3,900 S.Y. paved)	2027	600,000.00	540,000.00	24,000.00	36,000.00			Request State Apportionment
14	Environmental Assessment (North Side Fuel Farm)	2028	40,000.00	36,000.00	1,600.00	2,400.00			
15	Design & Construct North Fuel Farm	2029	330,000.00	297,000.00	13,200.00	19,800.00			
16	Reconstruct Parallel Taxiway A North of Runway 01-19 with PCC Pavement (approx. 18,840 S.Y.)	2030	2,050,000.00	1,845,000.00	82,000.00	123,000.00			Request Discretionary
17	Reconstruct Parallel Taxiway A South of Runway 01-19 with PCC Pavement (approx. 5,220 S.Y.)	2031	730,000.00	657,000.00	29,200.00	43,800.00			Request Discretionary
18	Construct 6-Unit T-hangar Extension & Approaches	2032	600,000.00	540,000.00	24,000.00	36,000.00			
19	Corporate Hangar (Sponsor Funds Only)	2033	850,000.00	-	-	850,000.00			
	Totals		\$ 10,015,000.00	\$ 8,221,500.00	\$ 391,400.00	\$ 1,402,100.00			
	2018 Total		\$ 755,000.00	\$ 652,500.00	\$ 36,250.00	\$ 66,250.00			
	2019 Total		\$ 125,000.00	\$ 112,500.00	\$ 6,250.00	\$ 6,250.00			
	2020 Total		\$ 1,600,000.00	\$ 1,440,000.00	\$ 80,000.00	\$ 80,000.00			

\* For FAA use.

2018 Project Justification:

Sponsor plans on proceeding with Phase 2 design of Apron Expansion and Construction.

**CONSULTANT ENGINEERING SELECTION CRITERIA**  
**FOR AIRPORT PROJECTS**

The City of Yankton, South Dakota (sponsor) is currently advertising for the selection of an airport engineering firm to accomplish projects designated for the Chan Gurney Airport. The following rating system is designed to help the sponsor in the selection process. The sponsor may change questions as necessary for the needs of the specific selection as long as they comply with Federal Aviation Administration Advisory Circular 150/5100-14E. The same criteria must be used for all firms.

Score each firm for each question listed below using the points indicated.

Rate all firms according to points accumulated. **(Maximum 200 points)**

**A. ENGINEERING CAPABILITIES**

1. Names and qualifications of personnel on the staff, type and experience they have with airport projects under A, B, C & D. List the areas of responsibility that each individual will have in proposed projects at our airport. **(0 – 20 points)**
  - A. Design
  - B. Construction Engineering
  - C. Surveying
  - D. Testing
2. What is your firms' ability to complete all aspects of a project in-house and what areas will be outsourced (e.g., surveying, environmental, electrical, mechanical, testing, etc.)? **(0 – 15 points)**
3. Previous experience with FAA project documentation and standards requirements for the design and construction. Does your firm have the knowledge and ability to certify plans and specifications and meet all FAA criteria? **(0 – 20 points)**
4. Is your firm familiar with FAA testing requirements to be accomplished during construction? What tests does your firm consider the most critical and why for this project? **(0 – 20 points)**

**B. CONSTRUCTION HISTORY AND PERFORMANCE**

1. List a minimum of (3) previous airport engineering projects or a minimum of (5) similar construction projects your firm has completed. List sponsor, type of work, construction costs, change orders and dates of projects. **(0 – 20 points)**

2. Submit a minimum of (4) references from clients that have received similar engineering services. **(0 – 20 points)**
3. What is the firm's current workload? Does your firm have the appropriate staffing levels to complete final plans and specifications in a timely manner for grants? **(0 – 10 points)**
4. Provide a brief summary of what your firm considers the primary phases, steps or tasks to accomplish the following: **(0 – 20 points)**
  - A. Design (Plan & Specification development)
  - B. Construction Engineering
  - C. Communication
5. What will your firm do to assist us in managing the project? (Completion dates, change orders, engineering amendments, closeouts). **(0 – 10 points)**
6. Indicate any unique construction considerations or innovative ideas that your firm will give proposed projects at this airport either in design or construction. **(0 – 10 points)**

**C. GENERAL INFORMATION**

1. Familiarity and proximity in regard to geographic location of airport project. **(0 – 10 points)**
2. What is the amount of insurance coverage your firm carries and what are the primary elements of coverage? Does your firm carry professional liability insurance, and if so, what amount? **(0 – 5 points)**
3. If selected, engineering fees will be negotiated subject to the sponsors and SDDOT Office of Aeronautics approval. All engineering contracts will be submitted using the SDDOT Office of Aeronautics engineering contract form. The engineering agreement for this project may contain provision for reducing payment of original design fee due to any documentation which is not submitted on or before the agreed upon submittal date due to the delay of the engineering firm. What is your firm's position on these two elements? **(0 – 10 points)**
4. Describe ownership of firm. Verify if minority owned. **(0 – 10 points)**  
The sponsor reserves the right to reject any and/or all responses.