



# Professional Services for Utility Master Planning

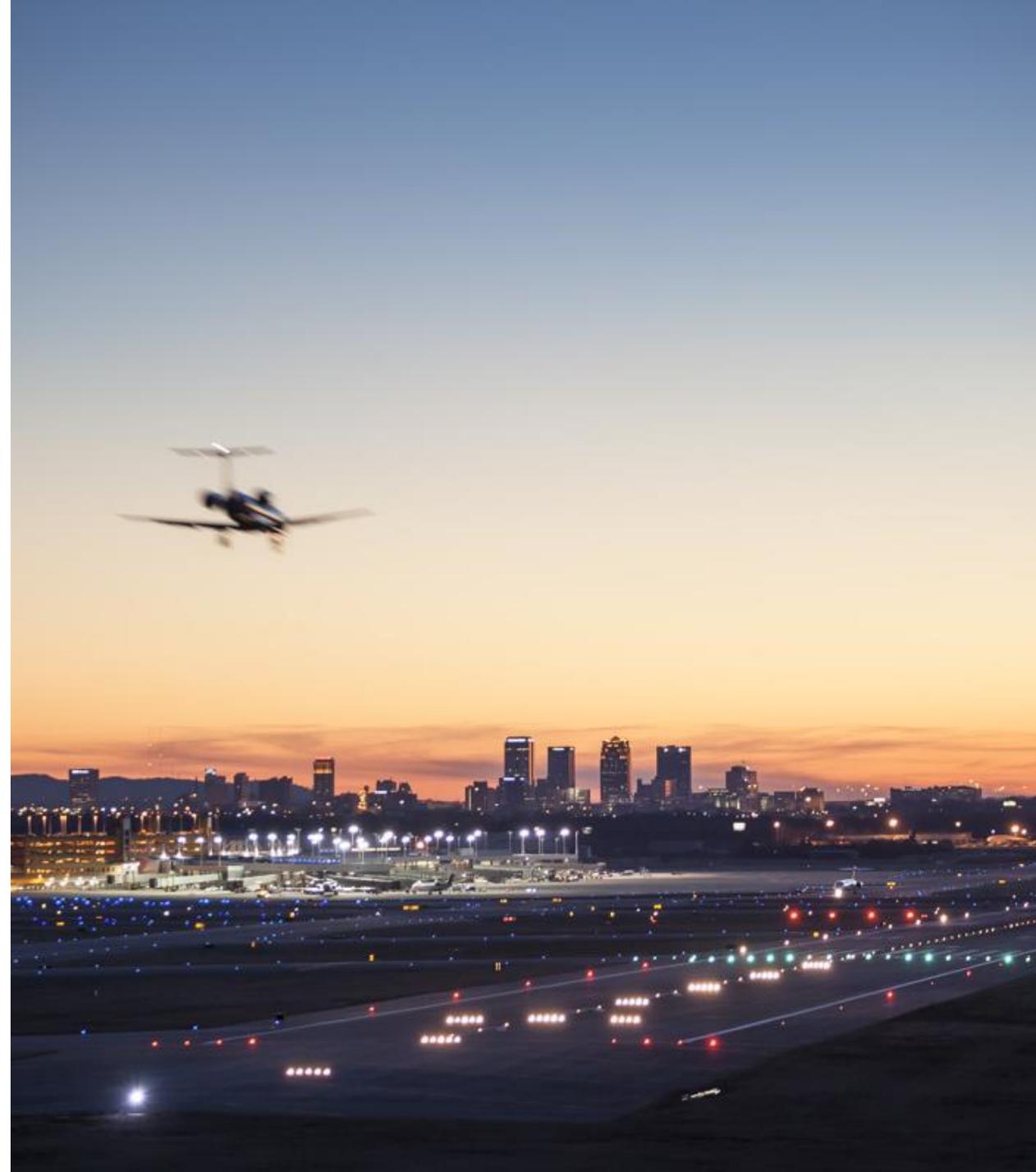
Pre-Submittal Meeting

November 2, 2022/ 2:00 PM CST



# Overview

- Airport Staff Introductions
- Airport & Project Background Information
- Scope of Service and Requirements
- Project Proposal Format
- Evaluation Criteria
- Selection Schedule
- DBE Requirements



# BHM Background

- Birmingham-Shuttlesworth International Airport is the most active airport in the state of Alabama serving the City of Birmingham and central Alabama region.
  - The Airport served approximately 105,000 total annual operations in 2019 including approximately 54,000 air carrier and air taxi operations.
  - BHM has two intersecting airline transport category runways: Runway 6/24 and Runway 18/36. Runway 6/24, constructed in the 1950's and extended most recently in 2007 to a total length of 12,007 feet, is the primary runway. Runway 18/36 is the crosswind or secondary runway, with a total length of 7,100 feet.
  
- Tenants Include:

Four (4) Airlines, Two (2) Cargo Operators, Two (2) FBO Locations, Four (4) Rental Car Operators, Alabama Air National Guard, 24 Corporate Hangars, Kaiser Facility (MRO)

# Scope of Service and Requirements

## Goals

To enter into a contract with the most qualified engineering firm for professional services to complete a comprehensive study to inform BAA stakeholders on the current and recommended airport utility infrastructure.

## Anticipated Project Elements

The anticipated project element necessary phases to successfully execute the proposed project are listed below. These are subject to change based on actual project needs determination. The scope of work is anticipated to include a planning-level study of the Airport's utilities which would include, at a minimum:

- Identification and inventory of airfield utilities including water, gas, sewer, telephone, and electricity lines (including mapping in GIS and CAD format);
- A comprehensive condition assessment which describes each utility's respective capabilities within the airport property; and
- Recommendations to mitigate any identified condition issues within the utility infrastructure; and
- Cost estimates and phasing plan to implement the recommendations.

# Statement of Qualifications Section Requirement

- The SOQ will allow the opportunity to provide data relating to the experience and qualifications of the interested firm as it relates to the proposed project. The Project Proposal will include information to illustrate the firm's category understanding, approach, and project management / communication plan. The SOQ portion of the submittal must include the following sections:

- i. Firm Overview and Capability to Perform All Aspects of the Project**
- ii. Recent Company Experience in Relevant Projects**
- iii. Personnel Qualifications**
- iv. Project Partners and DBE Goal Requirements**

# Project Proposal Section Requirements

Respondent's SOQ and Project Proposal shall be submitted together as one submittal no longer than thirty (30) total pages of content (not including back / front cover, tabs / dividers, cover letter, or table of contents). Each page must not be larger than 8.5" x 11".

**Project Approach:** Discuss the Scope of Services and how to the firm will provide the desired services. Identify any potential technical challenges the firm anticipates during the project and how the firm intends to provide a successful outcome.

**Project Management / Communication Plan:** Discuss any relevant information which would detail how the firm would manage the project process including, but not limited to: scope of work development, project budget / schedule preparation, and quality control measures. Describe the process the firm employs to ensure quality in the cost estimation process including examples of recent cost estimates compared to actual bid results. Prepare a proposed project schedule including major tasks and target completion dates. Additionally, identify the firm's plan for communication throughout the project to stakeholders

# Statement of Qualifications/Project Proposal

- Please submit five (5) hard copies and one (1) electronic copy of your SOQ and Project Proposal submittal to the address below.
- **Contact:** [Ed Seoane, VP of Purchasing](#)
- **E-mail:** [eseoane@flybirmingham.com](mailto:eseoane@flybirmingham.com)
- **Address:** Birmingham Airport Authority
  - 5900 Messer Airport Highway
  - Birmingham, AL 35212
- Hard copies may be shipped via U.S. Postal Service or any other reputable courier service (e.g. Federal Express, UPS, etc.). The electronic copy must be included with the hard copies via a USB flash drive. Deliveries can also be made in-person to the BAA Office located on the ground level of the Terminal Building (located at the above address).
- All questions associated with this RFQ must be submitted in writing via e-mail to Ed Seoane by November 11, 2022. Questions related to the RFQ directed to any other BAA personnel may be grounds for disqualification.

# Project Proposal Evaluation Criteria

**Firm's capability to perform all aspects of the project**

**Firm's recent experience in relevant projects**

**Firm's demonstration of personnel qualifications**

**Firm's commitment to the DBE Goal**

**Firm's proposed approach to the project**

**Firm's proposed project management plan**

**Firm's proposed communication plan**

# RFQ Timeline

All deadlines are by 2:00 P.M. Central Time on each respective date. Any late submittals will not be accepted and immediately returned. There will be no deadline extensions in the event of inclement weather delays.

RFQ Posted	October 19, 2022
Pre-Submittal Meeting	November 2, 2022
Deadline for SOQ Questions/Clarifications	November 11, 2022
SOQ Deadline	November 21, 2022
Recommendation to Award	January 2023

# Disadvantage Business Enterprise (DBE) Assurances

## A. Policy

•It is the policy of the BAA (Owner) that disadvantaged business enterprises as defined in 49 CFR Part 26 shall have the maximum opportunity to participate in the performance of contracts financed in whole, in part, or without federal funds under this Agreement. Consequently, the DBE requirements of 49 CFR Part 26 apply to this Agreement.

## A. DBE Obligation

•The Owner's overall annual goal for DBE participation is seven (7) percent. In all cases, those who wish to do business with the Owner should demonstrate sensitivity to the plight of our certified DBEs and be willing to assist the DBEs to overcome barriers to competition. The Engineer agrees to ensure that DBEs and other small businesses, as defined in 49 CFR Part 26, have the maximum opportunity to participate in the performance of contracts and subcontracts financed in whole or in part with or without federal funds. This includes the maximum opportunity to compete and perform under any contract associated with this Agreement. The Respondent/Engineer shall not discriminate based on race, color, national origin, or sex, in the award and performance of contracts, especially that DOT assisted. The Respondent/Engineer shall carry out applicable requirements of 49 CFR Part 26 and especially 49 CFR Part 26.13 (b), which is set forth in the following:

- 49 CFR PART 26 – SECTION 26.13 (b). Respondent/Engineer's Assurance

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- The Respondent/Engineer, sub recipient or sub-consultant, shall not discriminate based on race, color, national origin, or sex, in the performance of 49 CFR Part 26 in the award and administration of DOT – Assisted contracts.

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- Failure by the Respondent/Engineer to carry out these requirements is a material breach of this AGREEMENT entitling Owner to terminate this AGREEMENT or exercise any such other remedy, as the Owner deems appropriate.

Thank you

