



REQUEST FOR QUALIFICATIONS (RFQ)

**ARCHITECTURAL AND CONSTRUCTION ADMINISTRATION SERVICES:
TERMINAL RESTROOM RENOVATIONS DESIGN**

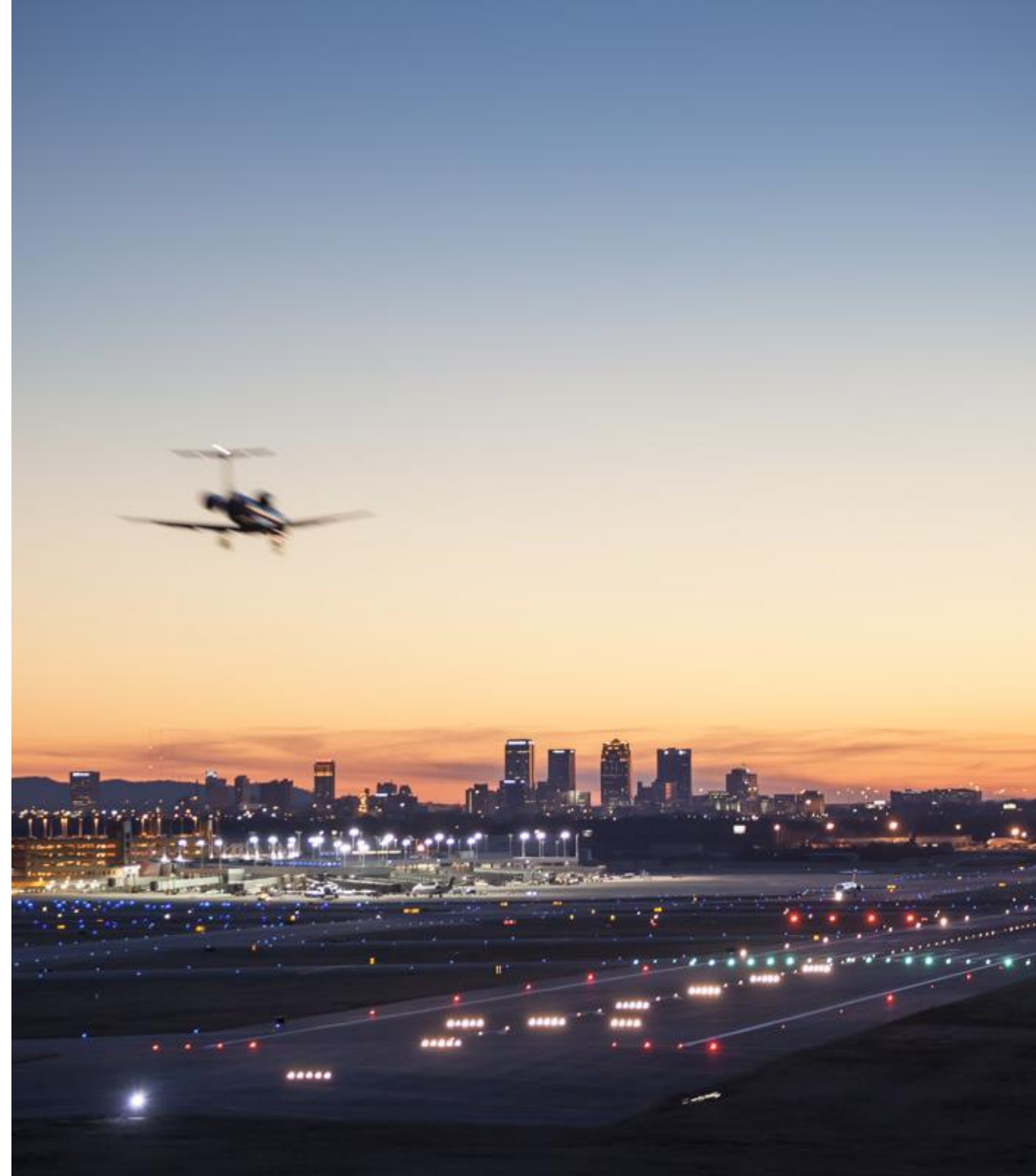
Pre-Submittal Meeting

February 5, 2026/ 2:00 PM



OVERVIEW

- Airport Staff Introductions
- Airport & Project Background Information
- Scope of Services and Requirement
- Project Proposal Format
- Project Proposal Selection Criteria
- Selection Schedule
- Questions



BHM BACKGROUND

Birmingham-Shuttlesworth International Airport is the most active airport in the state of Alabama

- Enplanements have returned to pre-COVID levels.

Tenants Include:

- Four (4) Airlines
- Three (3) Cargo Operators
- Two (2) FBO Locations
- Four (4) Rental Car Operators
- Alabama Air National Guard
- 24 Corporate Hangars
- Kaiser Facility (MRO)

PROJECT DESCRIPTION

The Birmingham Airport Authority (BAA) is soliciting Statements of Qualifications (SOQ) and Project Proposals from qualified architectural firms (firms) for the design, bidding, and construction administration services associated with the following project at the Birmingham-Shuttlesworth International Airport (BHM):

Terminal Restroom Renovations Project:

See Exhibit A for approximate project limits. The selected firm shall be obligated to perform the necessary work through completion of construction and the closeout process for the project. This project is anticipated to receive an Airport Improvement Program (AIP) grant from the Federal Aviation Administration (FAA). The selected firm will need to be familiar with the process and required documentation associated with the AIP grant process. This includes, but is not limited to, FAA grant assurances, FAA airport design and construction standards, 14 Code of Federal Regulations (CFR) Part 77 airspace requirements, as well as familiarization with other FAA Orders, Advisory Circulars (AC), and the National Environmental Policy Act (NEPA) process.

PROJECT BACKGROUND

This project will provide design and construction administration services for the second round of the Terminal Restroom Renovations project within the terminal facility at BHM.

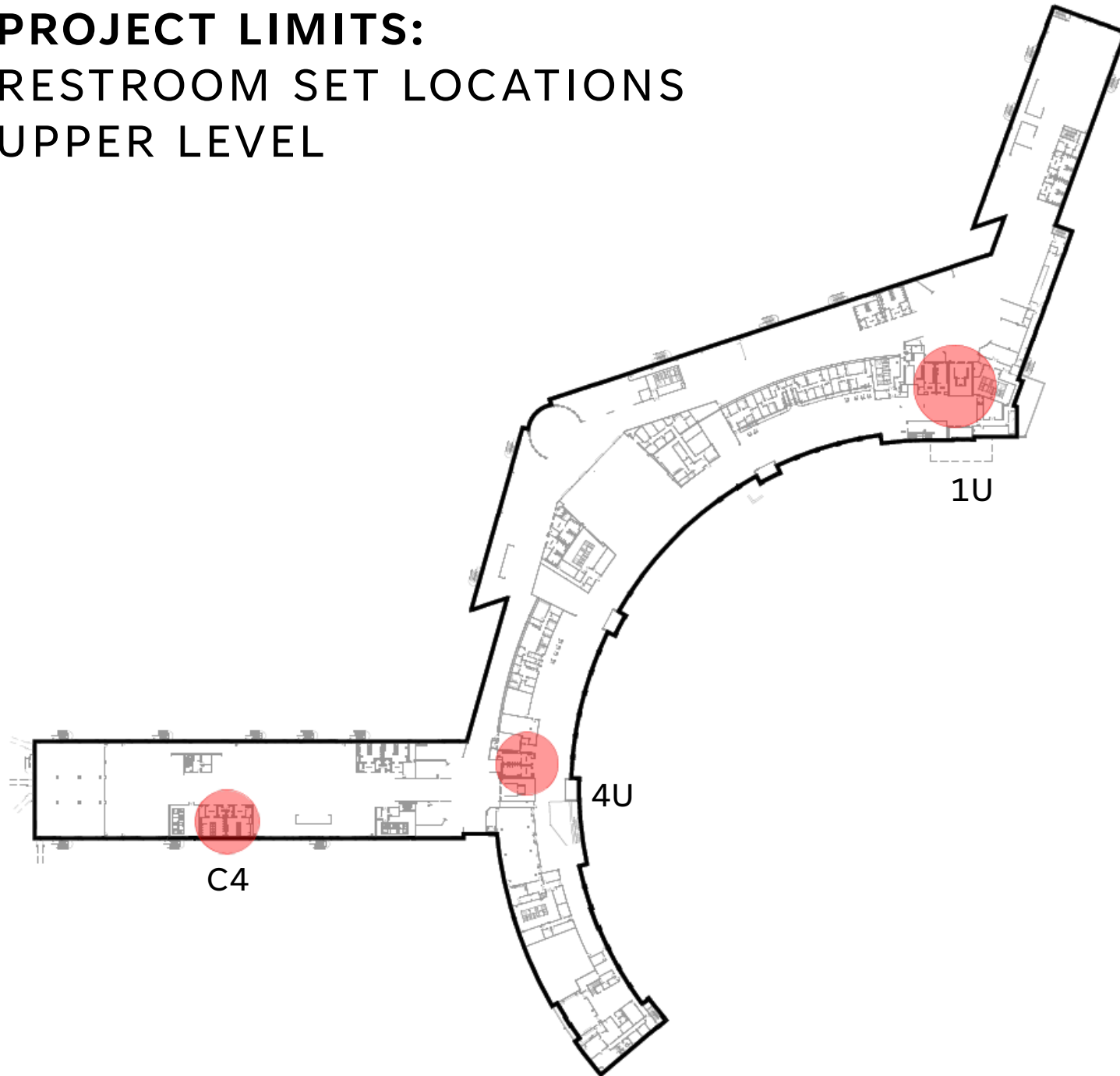
Our aim is to renovate 14 restrooms (5 female, 5 male, and 4 family) in vital need of improvement by addressing aging infrastructure and optimizing the respective layouts for better circulation.

The goal of the project is to complete a full renovation including, but not limited to, new flooring, vents, fixtures, stalls, and lighting to each public restroom within the terminal facility. Each restroom will be stripped to the studs and reconstructed with enhanced fixtures and features that meet ADA design standards and provide for an enhanced passenger experience to the approximately 3 million passengers at BHM.

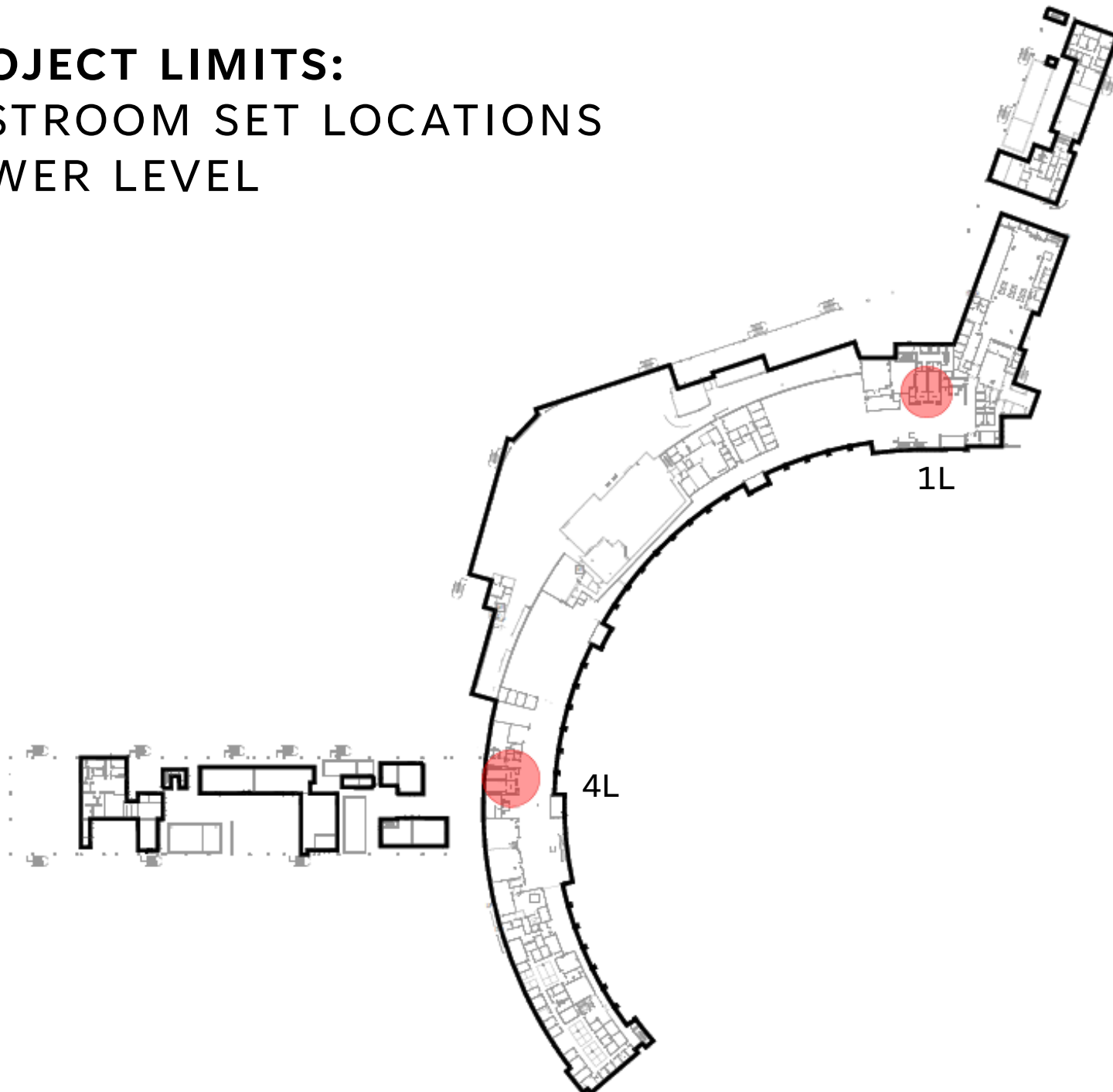
This effort will complete BAA's mission to fully modernize all public restrooms within the terminal, bringing them into conformity with current standards and enhancing the experience for the flying community and their families.

Construction phase services will be tasked separately from design and will be negotiated per FAA requirements (AC 150/5100-14E).

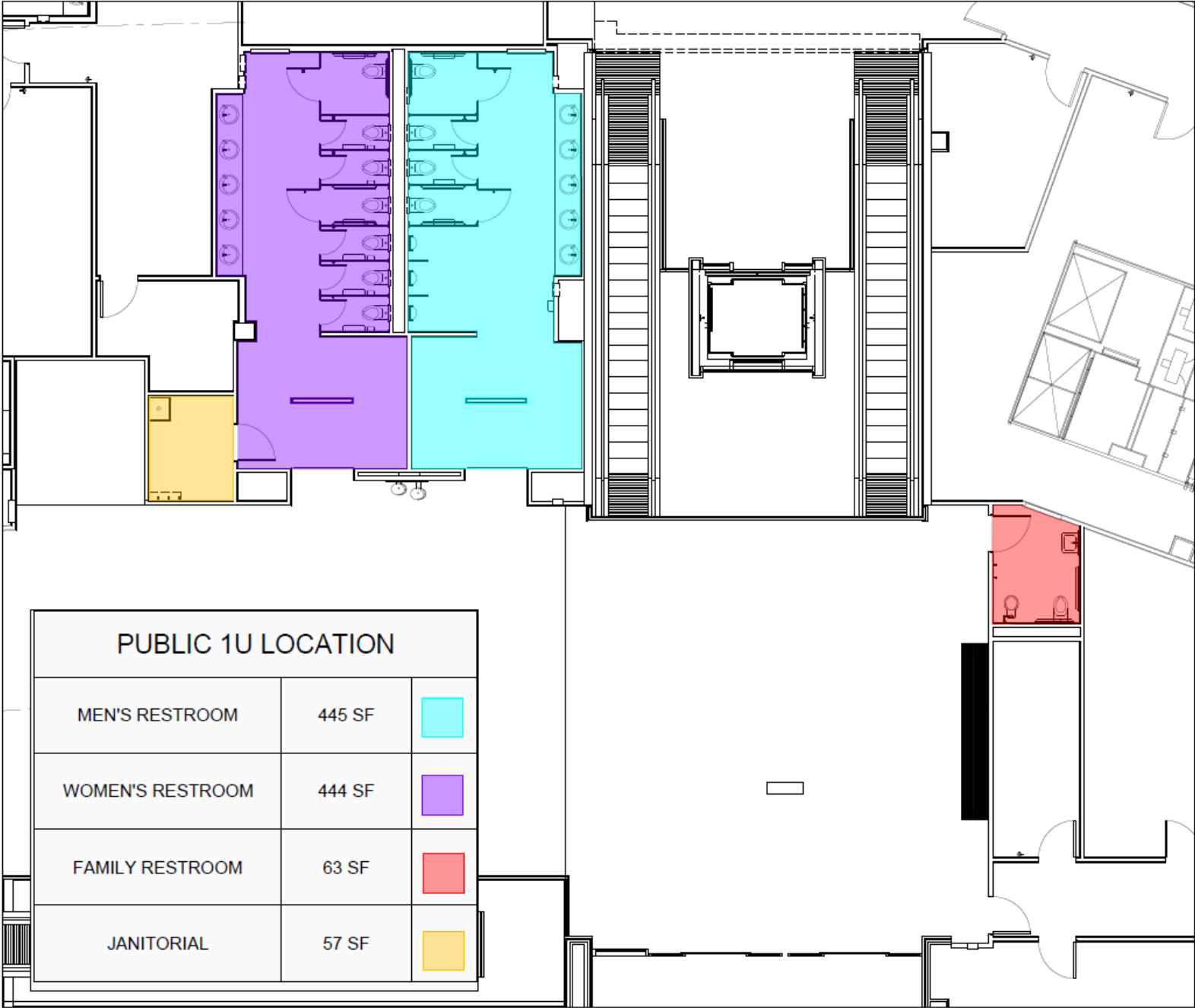
PROJECT LIMITS:
RESTROOM SET LOCATIONS
UPPER LEVEL



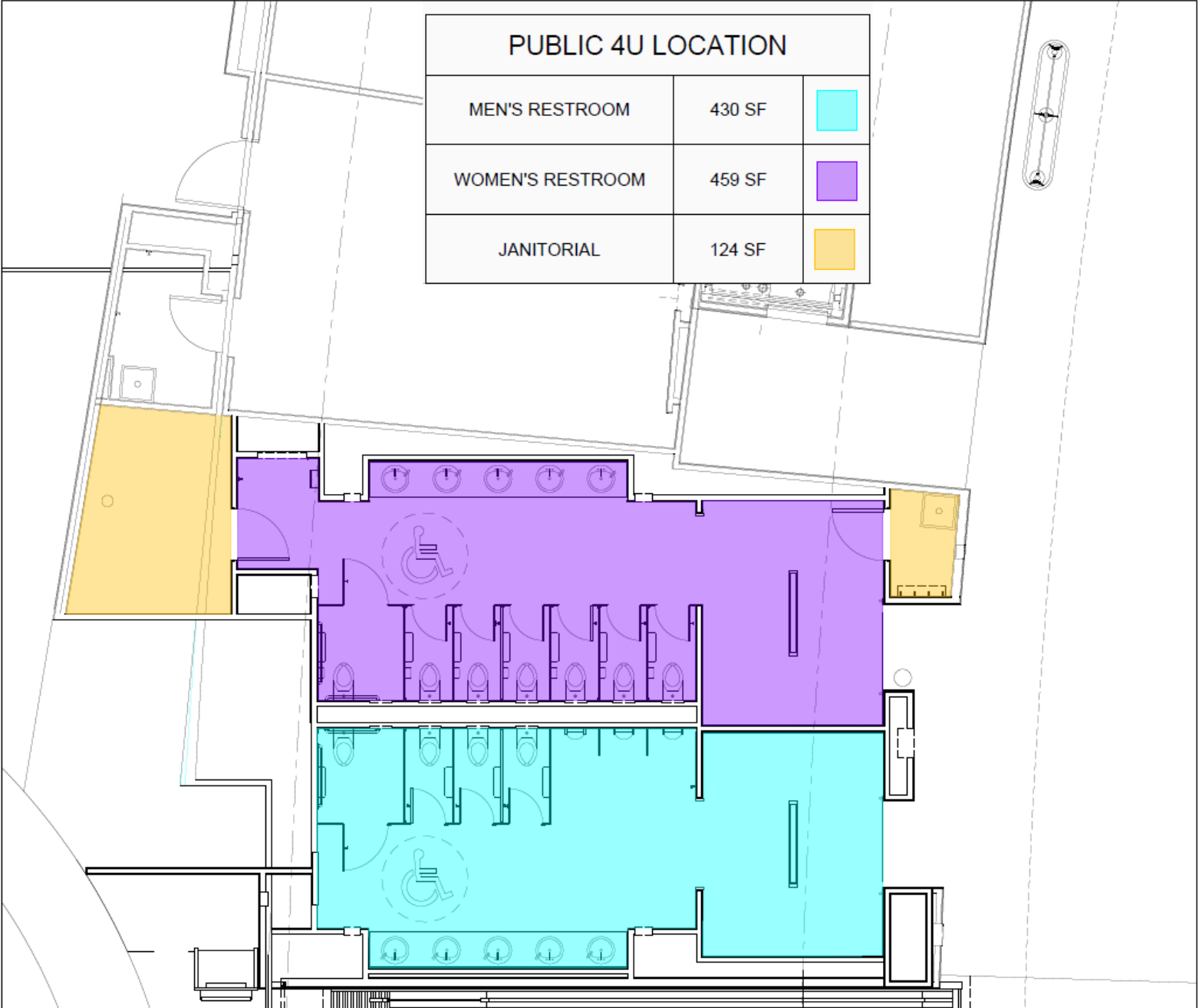
PROJECT LIMITS:
RESTROOM SET LOCATIONS
LOWER LEVEL



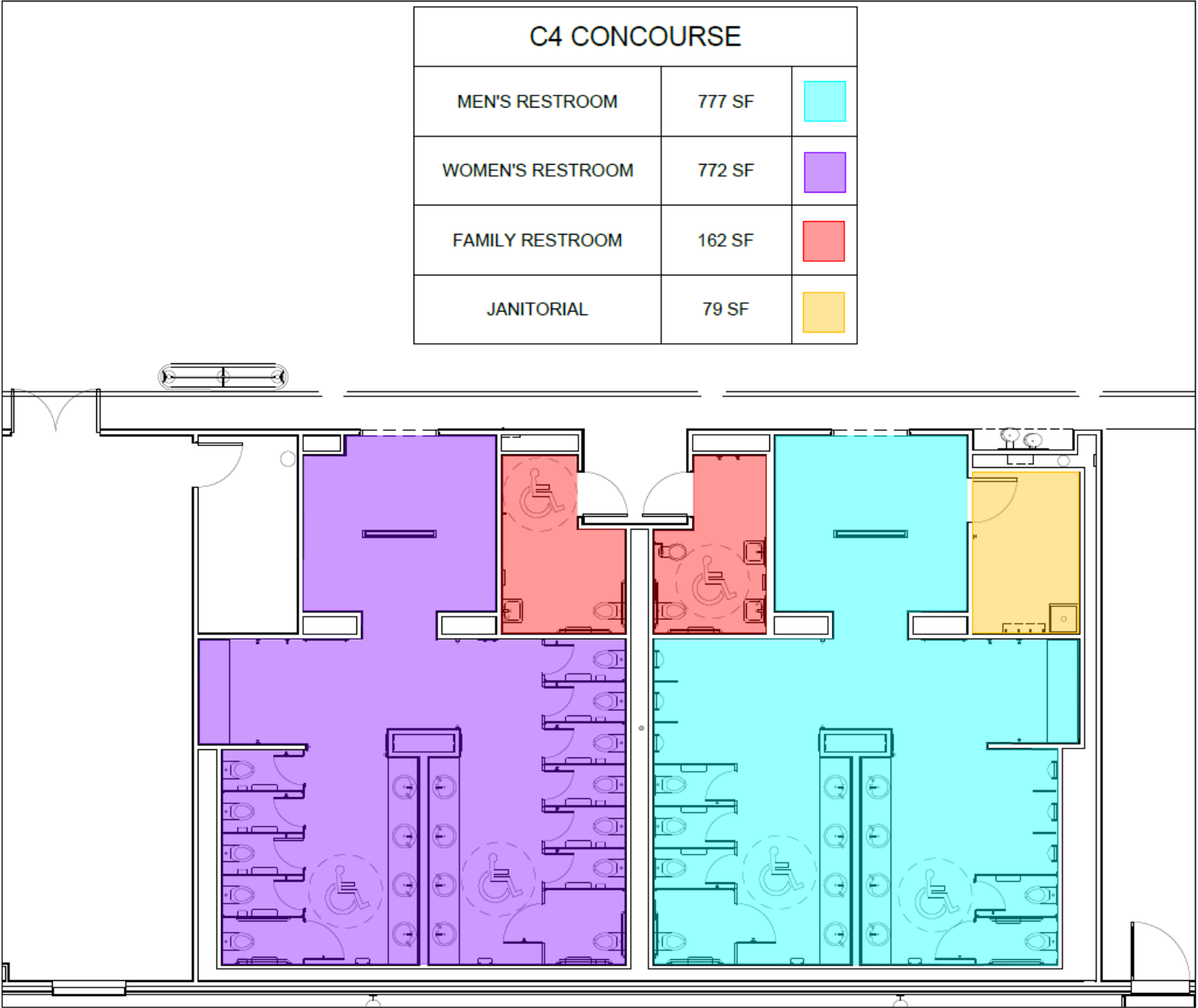
UPPER LEVEL: LANDSIDE NORTH TERMINAL



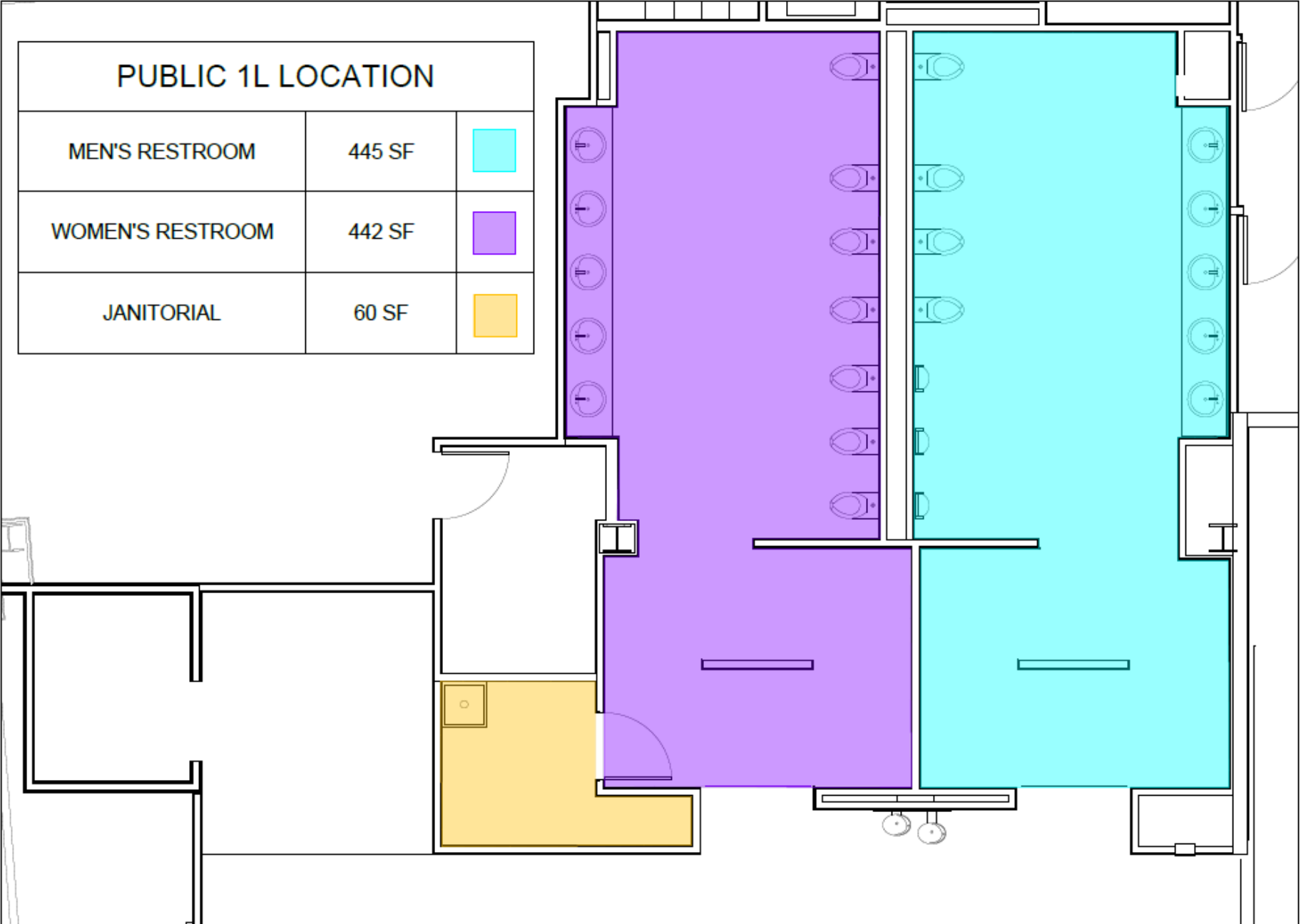
UPPER LEVEL: LANDSIDE SOUTH TERMINAL



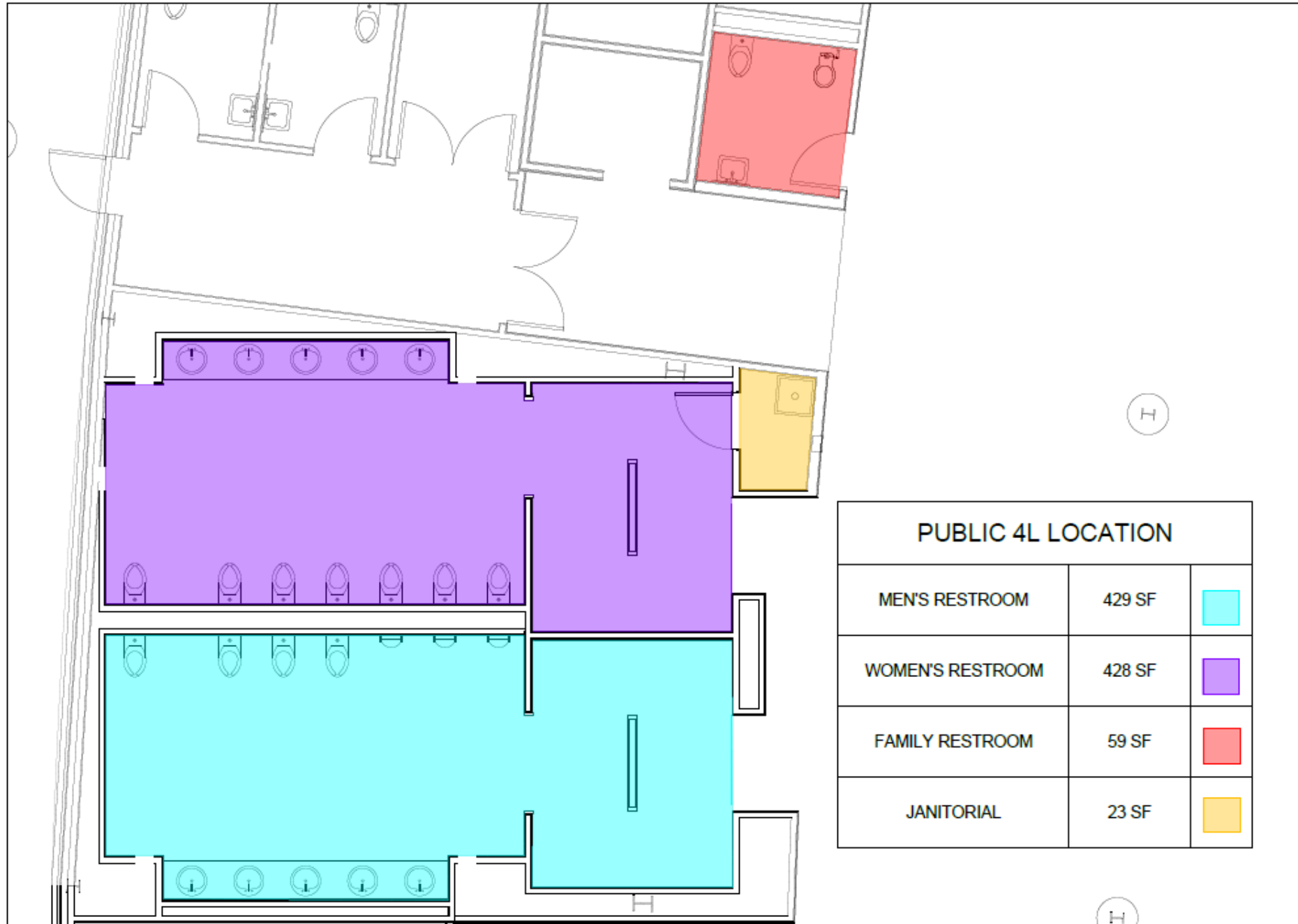
UPPER LEVEL: AIRSIDE C CONOURSE







LOWER LEVEL: LANDSIDE NORTH TERMINAL



LOWER LEVEL: LANDSIDE SOUTH TERMINAL



TERMINAL RESTROOM RENOVATION SPACE: ESTIMATED AREA

TOTAL SF		
MEN'S RESTROOM	2,526 SF	
WOMEN'S RESTROOM	2,545 SF	
FAMILY RESTROOM	284 SF	
JANITORIAL	343 SF	
Total SF	5,698	

SCOPE OF SERVICE AND REQUIREMENTS

Goals

- To enter into a contract with the most qualified architectural firm for professional services pertaining to the design and construction administration of the proposed renovations to 14 public restrooms within the terminal facility at BHM.
- To provide professional services to design, bid and construct the proposed project in FY 2026-2027.
- To issue bid-ready plans in early September 2026.

Architectural Services (including but not limited to...)

- Design: Complete project design, including preparation of architectural reports and recommendations, as well as preparing detailed plans, specifications, cost estimates, and project schedules (design and construction)
- Bidding and Negotiation: Advertising and securing bids, administering and attending pre-bid conferences, analyzing bid results, negotiation for services, furnishing recommendations for award, and preparation of contract documents
- Construction: Consultation and guidance during construction, as well as construction administration services
- Project Closeout: Services rendered after the completion of the project including final inspections and preventative maintenance

SUBMITTAL REQUIREMENTS

A. Selection Process

This qualification-based selection process shall be in accordance with FAA Advisory Circular 150/5100-14E, Architectural, Engineering, and Planning Consultant Services for Airport Grant Projects.

Award of this project would not preclude the awarded firm from future planning, environmental, design and/or construction services award with BAA. This applies to both prime firms and subconsultants.

A Statement of Qualifications (SOQ) and Project Proposal will be solicited from all interested firms. 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.

Firms may be interviewed. However, BAA reserves the right to select the highest ranked consultant based solely upon submittals if sufficient information is included in the SOQ and project proposals.

B. 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

Email: eseoane@flybhm.com

Address: Birmingham Airport Authority
5500 Airline Drive, 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 at eseoane@flybhm.com by the deadline identified for questions/clarifications (see timeline). Questions related to the RFQ directed to any other BAA personnel may be grounds for disqualification.

Statement of Qualifications / Project Proposal Evaluation Criteria

SOQs and Project Proposals will be evaluated and scored on a scale of 0 (lowest) to 100 (highest). In the event SOQs and Project Proposals are not considered sufficient to determine the highest ranked firms for either project, interviews will be conducted with up to the three (3) highest ranked firms. Additional interview scoring criteria will be provided in advance of the interview date, if necessary. Each criterion and its portion of the maximum scoring value is listed below:

1.Firm's capability to perform all aspects of the project	20/100
2.Firm's recent experience in relevant projects	15/100
3.Firm's demonstration of personnel qualifications	10/100
4.Firm's proposed approach to the project	30/100
5.Firm's proposed project management plan	15/100
6.Firm's proposed communication plan	10/100

Statement of Qualifications / Project Proposal Format

Respondent's SOQ and Project Proposal shall submit 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".

Statement of Qualification/Project Proposal Section Requirements (Reference RFQ for detail)

The **SOQ portion** of the submittal must include the following sections:

1. Firm Overview and Capability to Perform All Aspects of the Project
2. Recent Company Experience in Relevant Projects
3. Personnel Qualifications/Project Partners

The **Proposal portion** of the submittal must include the following sections:

4. Project Approach
5. Project Management Plan
6. Communication Plan

PROJECT PROPOSAL PORTION MUST INCLUDE THE FOLLOWING SECTIONS:

Project Approach: Discuss the Scope of Services and how the firm will provide the desired services. Identify any potential challenges the firm anticipates during the project. Identify and mitigate elements, if any, to minimize the effects on airport users and operations for the duration of the project.

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. Prepare a proposed project schedule including major tasks and target completion dates. Additionally, identify the firm's plan for communication throughout the project to BAA, the FAA, other Federal, State, and Local governmental agencies, and project stakeholders (including tenants).

TENTATIVE SELECTION SCHEDULE

RFQ Posted

January 22nd , 2026

Pre-Submittal Meeting

February 5th, 2026 (2PM CST)

Deadline for SOQ Questions/Clarifications

February 12th, 2026 (2PM CST)

SOQ Deadline

February 26th, 2026 (2PM CST)

Recommendation to Award

March-April 2026

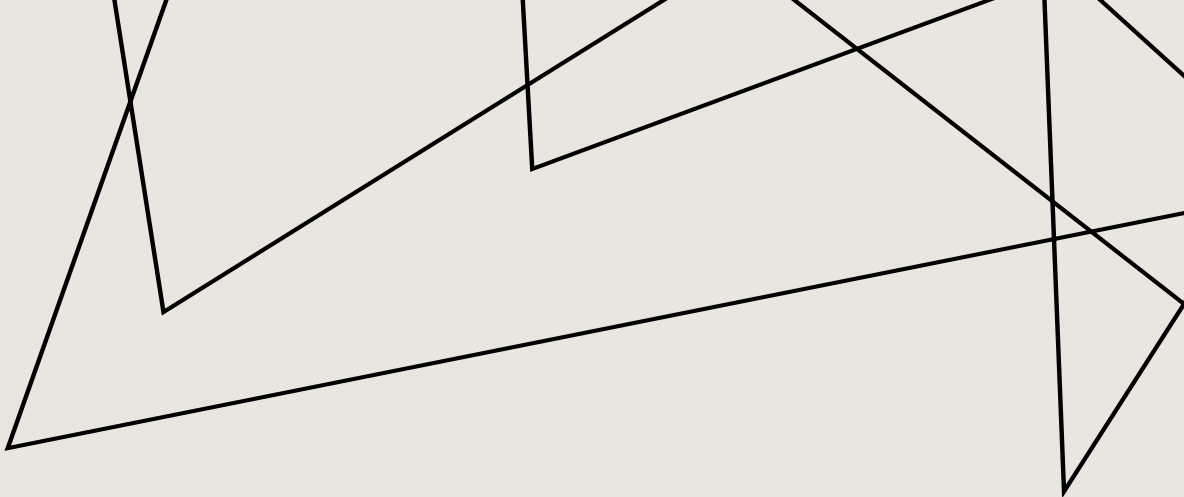
Estimated Project Start

April-May 2026

CIVIL RIGHTS ASSURANCES AND CONTRACT GOAL

Title VI Assurance

- The Birmingham Airport Authority, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 USC §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders or offerors that it will affirmatively ensure that for any contract entered into pursuant to this advertisement, businesses will be afforded full and fair opportunity to submit bids in response to this invitation and no businesses will be discriminated against on the grounds of race, color, national origin (including limited English proficiency), creed, sex (including sexual orientation and gender identity), age, or disability in consideration for an award.*



QUESTIONS