

REQUEST FOR QUALIFICATIONS (RFQ)
ENVIRONMENTAL ASSESSMENT
Friday Harbor Regional Airport

The Port of Friday Harbor is seeking proposals from qualified firms to provide environmental evaluation services in the development of an Environmental Assessment for ***Friday Harbor Regional Airport, at Friday Harbor, WA***. This project is anticipated to be funded in part by the Federal Aviation Administration (FAA). All work is required to comply with FAA requirements and regulations.

Background:

In April of 2020 the Port of Friday Harbor finalized an updated Master Plan for the Friday Harbor Regional Airport. This is an RFQ for an Environmental Assessment for the near and mid-term Capital Improvement Projects associated with this updated Master Plan. The full Airport Master Plan and short and mid-term CIP is available on the Port of Friday Harbor's website.

General Scope of Services:

(Note: This general scope attempts to identify major items of work. Prior to any contract award, a more detailed and specific scope of work will need to be developed and agreed upon.)

The Consultant will follow the guidance in FAA Order 1050.1F, Environmental Impacts: Policies and Procedures and 5050.4B, National Environmental Policy Act (NEPA) and Implementing Instructions for Airport Actions. Elements of content for inclusion will be, at a minimum:

- Proposed Action
- Purpose and Need
- Alternatives Analysis
- Affected Environment
- Environmental Consequences
- Public Participation Plan
- Relevant Discipline Reports (e.g. wetland delineation, cultural and archaeological surveys, biological evaluation or assessment, noise and air quality studies)
- Mitigation

Submittal Requirements:

Submittals shall include, but are not limited to, the following:

1. Key personnel's professional qualifications and experience in airport environmental studies and their role anticipated for the proposed project; their knowledge of FAA regulations, policies, and procedures.
2. Qualifications and experience of sub-consultants to be engaged by the consultant under consideration.
3. Please provide a list of all current airport environmental projects, as well as any which have been completed in the last three years. List the project manager you assigned to

each project. Identify the starting dates for all projects, and the completion dates (where completed).

4. Capability to perform all or most aspects of the project and recent experience in airport environmental assessments.
5. Demonstrated ability to meet schedules or deadlines.
6. Understanding of the project's potential challenges and the sponsor's special concerns.
7. Degree of interest shown in undertaking the project and their familiarity with and proximity to the geographic location of the project.

Additional Information:

No cost or fee schedules shall be submitted with your proposal. Consultants will be selected on the basis of their qualifications and experience, with fees determined through negotiations following selection. The qualifications of consultants are evaluated and the best qualified consultant is selected, subject to a mutual understanding of the scope of services and negotiation of a fair and reasonable fee.

Selection Process and Criteria:

The selection process shall be in accordance with FAA Change 1 to Advisory Circular (AC) 150/5100-14E "Architectural, Engineering, and Planning Consultant Services for Airport Grant Projects."

The Port of Friday Harbor, 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 bidders that it will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises and airport concession disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

Consultants will be selected based on the following criteria:

1. Qualifications of the Project Manager and Project Team;
2. Recent experience in airport projects, including special project areas (e.g., environmental assessments, categorical exclusion documentation as well as airport environmental discipline reports);
3. Demonstrated understanding of the project's potential problems and the airport owner's special concerns;
4. Familiarity with Federal, State and Local conditions, codes, ordinances, laws, and regulations

Submittals:

Interested firms should submit one electronic copy to ToddN@PortFH.org of their proposals, no later than 3:00 p.m. on October 23, 2020.

Primary Contact: Todd Nicholson

Address: PO Box 889, Friday Harbor, WA 98250, or ToddN@ PortFH.org