

REQUEST FOR QUALIFICATIONS (RFQ)

The City of Presque Isle d/b/a Presque Isle International Airport is seeking proposals for engineering services relating to the Aerospace Research Hangar project in Presque Isle, Maine.

Minimum requirements include previous experience in engineering design and inspection on similar projects.

All interested persons and firms should contact Robert Clark, Executive Director of Northern Maine Development Commission , at rclark@nmdc.org or 207-493-5762 to obtain an informational packet.

Qualifications must be received at the Presque Isle City Clerk's office, located at 12 2nd Street, Presque Isle, ME 04769, by 4:30 p.m. on 1/05/2023. E-mail or faxed submissions will not be accepted. City of Presque Isle reserves the right to reject any and all proposals not meeting the requirements of this Request for Qualification for Consulting Engineers.

REQUEST FOR QUALIFICATIONS FROM CONSULTING ENGINEERS

The City of Presque Isle d/b/a Presque Isle International Airport has received federal funding for this Aerospace Research Hangar Project. Engineering services will include:

Planning, Design, Construction and Inspection:

1. Design and prepare cost estimate for building construction project including:
 - 16,000 sf research aircraft hangar.
 - Site Improvements on a 70 acre site located at the Presque Isle International Airport.
 - Hookup to municipal water and sewer and 3-phase power.
 - HVAC system.
 - Electrical distribution as well as lighting.
 - Design and construction of a 25' x 1,500' street and an 80' x 160' parking lot.
 - More detail or required work is described within Exhibit III.
2. Engineer to provide all services necessary for the successful execution of the project including but not limited to consultations, soils investigations, inspection, "as-built" drawings, construction drawings, specifications, plans, permits, arrow diagram (CPM/PERT) etc., as well as bid procedures and recommendations of a construction contractor. The A/E agrees to supervise any required subsurface explorations such as borings and soil tests to determine amounts of rock excavation or foundation conditions, no matter whether they are performed by the A/E or its Subconsultants or by others paid by the Recipient.

3. Specific timetable and cost components for associated work as noted:
 - Completing preliminary plans and associated cost estimates.
 - Completing final plans, specifications and cost estimates.
 - Securing required state and local approvals.
 - Completing proposed contract documents sufficient for soliciting bids.
 - Inspection services and cost estimates.
4. Construction inspection of the hangar and infrastructure improvements after contract award. Proposers should allocate 50 hours per week for 6 months for the inspection services contract.
5. Attendance at bid openings, prepare and submit tabulation of bids and make recommendation as to contract award.
6. Review proof of bidder's qualifications and recommendation approval or disapproval.
7. Weekly reports to the City of Presque Isle and Northern Maine Development Commission covering general progress of the project and describing any problems or factors contributing to delay.

Final plans, specifications and bid documents will be completed within 150 days of Notice to Proceed. Firms interested in being considered for this project must submit a proposal detailing qualifications, technical expertise, management and staff capabilities, and related prior experience. The objective of this competitive process is to objectively select the firm that will provide the highest quality of service. The City of Presque Isle d/b/a Presque Isle International Airport reserves the right to interview selected respondents.

Include statement of fees for the stated services in a separate sealed envelope marked "Statement of Fees". The Statement of Fees will provide a cost reimbursement with agreed upon maximum with pricing that matches the scope of work to be performed as stated in items 1 through 7 above. The Statement of Fees must provide a fee breakdown based on completion of specific milestones and not based on cost plus percent of construction.

The engineering firm selected must adhere to the Contract Provisions for Non-Federal Entity Contracts Under Federal Awards as found in Appendix II of 2 CFR Part 200.

The selected firm agrees to be responsible for any damages arising from any defects in design or negligence in the performance of the construction inspector, if the inspector is furnished by the selected firm. It is recommended that the selected firm procure insurance, when available, to cover liability for such damages.

The selected firm must have and maintain an active SAM Registration and must not appear on an excluded parties list or be subject to debt offset.

The selected firm will be required to execute the Certification Regarding Lobbying form for engineering services contracts in excess of \$100,000 as required by Section 1352, Title 31 of the U.S. Code.

Exhibit I, attached to this Request for Qualifications, is the minimum qualifications for the consulting engineer. These minimum qualifications have been established to assure the City of Presque Isle d/b/a Presque Isle International Airport of professional expertise with adequate experience to assure successful completion of the proposed project within the allocated time constraints.

Exhibit II, attached hereto, is a rating system that will be utilized for selection of the consulting engineer. This rating system will be employed by the City of Presque Isle d/b/a Presque Isle International Airport in determining which proposal best meets the needs as outlined in this "Request for Qualifications".

Exhibit III, attached hereto, is the Preliminary Engineering Report that provides additional information on the project.

All work to be undertaken as part of this proposed program must be undertaken in accordance with 2 CFR Part 200.320 and other applicable State and Federal requirements.

Responses to this Request for Qualifications must be submitted to the Presque Isle City Clerk prior to 4:30 p.m. on 1/05/2023, proposals submitted via e-mail or fax will not be accepted. Any response not meeting the minimum requirements for consulting engineer's prior experience as outlined in this request will be rejected.

As stated previously, the City of Presque Isle d/b/a Presque Isle International Airport reserves the right to reject any and all responses submitted. If you have any questions regarding this Request for Qualifications, please contact Robert Clark, Executive Director of Northern Maine Development Commission rclark@nmdc.org or by phone at 207-493-5762.

EXHIBIT I ENGINEER'S QUALIFICATIONS

I. Consulting Engineer's Minimum Qualifications

- A. The Principal responsible for project coordination must have a minimum of three (3) years' experience with federal/state programs.
- B. The engineering firm must have successfully provided engineering services for a minimum of three (3) similar type projects. The engineering firm will not be accepted if there have been any unresolved audit exceptions relative to engineering services.
- C. The engineering firm must submit references as to the firm's professional qualifications from a minimum of three (3) previous clients for which the engineering firm has performed work (include address, telephone number and email).
- D. The engineer does not appear on the Federal Excluded Parties list.

II. Format for Professional Qualifications

Technical qualifications for the consulting engineer at a minimum include the following:

- A. The criteria and design approach to be used in the performance of required work.
- B. The personnel to be assigned to the project and resumes of qualifications and experience.
- C. The engineer's experience in the development, design and construction of similar projects.

III. Final Selection

Final selection of the engineer will be based upon the maximum total points scored as set forth in the "Rating System" in Exhibit II.

The City of Presque Isle d/b/a Presque Isle International Airport reserves the right to negotiate a contract with the engineer deemed the most qualified to perform the professional services required.

Sealed proposals shall be marked "Aerospace Research Hangar" and must be submitted to the Presque Isle City Clerk, 12 2nd Street, Presque Isle, ME 04769 and received by 4:30 p.m. on 1/05/2023, proposals submitted via e-mail or fax will not be accepted. Proposals not meeting the qualifications set forth in this Request for Qualifications will be rejected.

**EXHIBIT II
ENGINEERING SERVICES
SELECTION RATING SYSTEM**

1. <u>Project Engineer's Experience</u>	<u>Maximum 20 Points</u>
A. 5 or more years' experience with federal/state programs	20 Points
B. 3 or more years' experience	15 Points
C. 1-2 years' experience	10 Points
D. No experience	0 Points
2. <u>Firm's Project Completion Background</u>	<u>Maximum 20 Points</u>
A. Completion of 5 previous, similar type projects within proposed timeframe & budget	20 Points
B. Completion of 3 projects	10 Points
C. No projects were completed	0 Points
3. <u>References from Similar Projects</u>	<u>Maximum 20 Points</u>
A. Respondent lists 3 previous Clients with similar projects and all references give excellent response on quality of service	20 Points
B. Respondent lists 2 previous clients	15 Points
C. Respondent lists 1 previous client	10 Points
D. Respondent lists no previous references	0 Points
4. <u>Firm's Familiarity with Community's Needs</u>	<u>Maximum 20 Points</u>
A. Firm is thoroughly familiar with Presque Isle, ME	20 Points
B. Firm is somewhat familiar with Presque Isle, ME	10 Points
C. Firm is unfamiliar with Presque Isle, ME	0 Points
5. <u>Responsiveness to submission requirements</u>	<u>Maximum 5 Points</u>
A. Firm was responsive to submission requirements	5 Points
B. Firm was deficient in response to submission requirements	0 Points

MAXIMUM QUALIFICATION POINTS

85 POINTS

6. <u>Price – Separate Sealed Envelope</u>	<u>Maximum 55 Points</u>
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MAXIMUM TOTAL POINTS

140 POINTS

Proposal submittals should be organized to address each evaluation criteria as listed above and provide references where appropriate. Brochures and similar generalized background materials may be included but are not required.