

REQUEST FOR QUALIFICATIONS FOR AIRPORT ENGINEERING SERVICES  
SCHUYLKILL COUNTY AIRPORT

The Schuylkill County Airport Authority is soliciting qualifications from engineering consultants for professional services as the Authority's consulting engineer for its public use airport development projects. Anticipated project assignments are expected to be similar in nature to those listed in the published Public Notice. This is a non-project specific solicitation. Your submittal should represent as completely as practicable your experience in all areas of airport engineering, environmental evaluation, and planning. The term of the contract may be for a period of up to 5 years, assuming continued satisfactory performance on the part of the consultant.

The Airport is anticipating State and Federal funding for selected projects, and will require all work to be completed in conformance with applicable Federal Aviation Administration and Pennsylvania DOT Bureau of Aviation guidelines. Demonstrated experience in this area is essential.

The Airport intends to identify one general consultant to provide airport engineering, environmental, and planning services on a continuing basis. The Airport will rely heavily on this consultant to assist in overall program management and development of future projects at the Airport.

Note that in addition to traditional FAA-BOA funded projects, at this time the Authority is particularly interested in services in connection with the development of a business park on or near the Airport – and your response should emphasize relevant experience.

The selection of a firm shall be based upon a review of qualifications provided in response to this RFQ. Qualification statements will be evaluated in accordance with the following criteria:

1. Capability to perform all or most aspects of anticipated projects, such as planning, environmental evaluations, financial analysis, architectural design, structural, mechanical, electrical, and civil engineering design, and construction observation.
2. Recent experience in airport projects comparable to those proposed on the Authority's 12-Year Plan.
3. Key personnel's professional background and caliber.
4. Knowledge of Federal Aviation Administration and PennDOT BOA regulations, policies and procedures.
5. Quality of projects previously undertaken.
6. Familiarity with the Schuylkill Regional Airport (Joe Zerbey Field), and demonstrated understanding of the Sponsor's special concerns and key project issues.
7. If a team is submitting its qualifications, the allocation of experience, resources, anticipated

task assignments, and prior-working experience as a team will be evaluated.

8. Experience in preparing 12-year Capital Improvement Plans as well as the DBE Plan each year of the contract.

In order to be considered for selection, your qualification submittal must include the following:

1. Name and overall size of firm.
2. Location of offices with a description of the size and specific location of the office that will provide the proposed services.
3. A statement of interest in performing the proposed services to include how your firm services airport clients.
4. A statement of qualifications to include recent specialized experience in aviation related projects including planning, environmental, FAR Part 77 studies, land acquisition, engineering/architectural (i.e., runways, taxiways, aprons, lighting, nav aids, buildings, roads, fuel, etc.) and construction services in accordance with FAA and PennDOT BOA requirements.
5. A list of a minimum of three references including name, address, and telephone number. The references should be for municipal airport clients where the firm has provided airport services similar to those requested. Preference should be given to listing references familiar with your experience with PennDOT BOA and FAA funded projects.
6. A list of airports presently served.
7. The resumes of those individuals proposed to provide services.
8. If applicable, the names of subconsultants or associate consultants or joint venture partner consultants who would be engaged by your firm, including their background, relevant experience, key personnel, etc. (All as outlined above for the Prime Consultant).
9. A completed OMB Standard Form 3330.

Three copies of the qualifications and experience package are to be submitted to the address indicated below no later than 4:00 p.m., local time, by August 20, 2024:

WILLIAM WILLARD, MANAGER  
Schuylkill County Airport  
240 Airport Road  
Pottsville, PA 17901

Or you may respond by email to [schairport@yahoo.com](mailto:schairport@yahoo.com) with a copy to the Authority's Solicitor Attorney Martin J. Cerullo at [marty@bowedorizzilaw.com](mailto:marty@bowedorizzilaw.com).

The Schuylkill County Airport Authority reserves the right to conduct or waive interviews at its discretion, depending upon the experience and qualifications received from each consultant. In addition, the Authority may choose, at its sole discretion, to solicit separate qualifications and designate another consultant for any of the individual projects undertaken at the Airport.

This solicitation is being conducted to fulfill the requirements of FAA Advisory Circular 150/5100-14E and PennDOT BOA Publication 405.