



[www.FlyBayCity.com](http://www.FlyBayCity.com)

3598 FM 2540 N Bay City, Texas 77414

(979) 244-5037

## **City of Bay City Aviation Division Request for Qualifications (RFQ) for Professional Engineering Services**

The City of Bay City intends to engage a professional engineering firm for services pursuant to Chapter 2254, Subchapter A, of the Government Code, for the City of Bay City's Aviation Division. City of Bay City Aviation Division will solicit and receive qualification statements for the current aviation project as described below.

Scope: Provide engineering and design services, including construction administration, to:

1. OVERLAY / REHABILITATE / RECONSTRUCTION OF AIRPORT RUNWAY 13/31, (5107' X 75' ASPHALT), AND RE-STRIPING.
2. Providers will help the City fulfill State and Federal statutory responsibilities related to the specific grant or funding sources.
3. Providers will assist the City in completion of Program Engineering services for one or more programs or services (environmental, acquisition, general administration, etc.)
4. Program engineering services must be performed in compliance with the guidance provided by the grant or funding sources (US Treasury, FAA, State of Texas, TxDOT Aviation and/or Local Government Code, City of Bay City, etc.).

Utilizing multiple engineering/design and construction grants over the course of the next five years, future scope of work items at the Bay City Regional Airport may include the following:

### **Additional Projects:**

**Engineering, Design & Construction – Main Hangar APRON Strengthening.**

**Engineering & Construction – West Side & T-Hanger Game Fence.**

**Engineering, Design & Construction – Surface Treat & Re-Stripe Taxiway & Connectors.**

**Engineering, Design & Construction – Overlay / Rehabilitate / Reconstruction APRONS, Taxilanes, & Other Pavements & Re-Stripe.**

**Design & Construction – New AWOS in New Location.**

**Design & Construction – PAPI-2 for Runway 31.**

The City of Bay City reserves the right to determine which of the services listed above may or may not be awarded to the successful firm and to initiate additional procurement action for any of the services listed above.

The City of Bay City, 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 respondents that it will affirmatively ensure that for any contract entered into pursuant to this advertisement,

disadvantaged business enterprises will be afforded full and fair opportunity to submit in response to this solicitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

The proposed contract is subject to 49 CFR Part 26 concerning the participation of Disadvantaged Business Enterprises (DBE).

The DBE goal for the design phase of the current project is 5%. The goal will be re-set for the construction phase.

To assist in your qualification statement preparation the criteria, project diagram, and most recent Airport Layout Plan are available online at <http://www.cityofbaycity.org> under the Public Notices tab. The qualification statement should address a technical approach for the current scope only. Firms shall use page 4, Recent Airport Experience, to list relevant past projects.

### **AVN-550 Preparation Instructions:**

Interested firms shall utilize the latest version of Form AVN-550, titled “Qualifications for Aviation Architectural/Engineering Services”. The form is available for download from the TxDOT website at <http://www.txdot.gov/inside-txdot/division/aviation/projects.html>.

The form may not be altered in any way. Firms must carefully follow the instructions provided on each page of the form. Qualifications shall not exceed the number of pages in the AVN-550 template. The AVN-550 consists of eight pages of data plus one optional illustration page. A prime provider may only submit one AVN-550. If a prime provider submits more than one AVN-550, or submits a cover letter with the AVN-550, that provider will be disqualified. Responses to this solicitation WILL NOT BE ACCEPTED IN ANY OTHER FORMAT.

ATTENTION: To ensure utilization of the latest version of Form AVN-550, firms are encouraged to download Form AVN-550 from the TxDOT website as addressed above. Utilization of Form AVN-550 from a previous download may not be the exact same format. Form AVN-550 is a PDF Template.

The completed Form AVN-550 must be received in a sealed envelope and labeled ***Qualifications (RFQ) for Engineering/Architectural/Surveying Services for Bay City Regional Airport***, followed by the firm’s legal name. The Form AVN-550 must be enclosed and sealed inside another envelope addressed for mailing. The mailing envelope shall be addressed as follows:

Bay City Regional Airport  
ATTN: City Secretary  
1901 5<sup>th</sup> Street  
Bay City Texas 77414

The completed Form AVN-550 will be accepted until **February 15, 2023**, at 2:00pm (CDST). Electronic facsimiles or forms sent by email will not be accepted.

The consultant selection committee will be composed of the Airport Manager and two (2) other local government representatives. The final selection by the committee will generally be made following the completion of review of AVN-550s. The committee will review all AVN-550s and

rate and rank each. The Evaluation Criteria for Engineering Qualifications can be found at <http://www.txdot.gov/inside-txdot/division/aviation/projects.html> under Information for Consultants. All firms will be notified, and the top-rated firm will be contacted to begin fee negotiations for the design and bidding phases. The selection committee does, however, reserve the right to conduct interviews for the top-rated firms if the committee deems it necessary. If interviews are conducted, selection will be made following interviews.

Please contact Airport Manager for any technical or procedural questions at 1-979-429-0890.