



To: Mayor and City Council

From: Dylan Mulfinger

Subject: Oelwein Municipal Airport Engineer Procurement

Date: 11/22/2021

---

The City of Oelwein is required to have an engineer when working with federal airport funds. This selection process is formal and must follow several steps. The City put out a notice of Request for Qualifications and provided a month for engineering firms to respond. The City received qualifications from Kirkham Michael and AECOM. Once the statements were received the city used a qualified board to rate the statements. Through this rating system AECOM scored higher than Kirkham Michael. After this process the City Administrator interviews both firms about their interest in the Oelwein Municipal Airport. Interviews were conducted Monday November 15 over the internet.

After the scoring and the interviews, the City Administrator recommends approving AECOM for the city's airport engineer. The history with AECOM is positive and professional. The City will have several more years to successfully complete projects with AECOM at the airport.