

September 13, 2023

NOTICE TO PROFESSIONAL ENGINEERING CONSULTANTS

The Terre Haute Regional Airport Authority requests a Statement of Qualifications and other supporting information from qualified professional consulting firms or individuals to provide some, or all, services required to complete the following projects for the Terre Haute Regional Airport:

1. Runway Safety Area grading corrections between Runway 5-23 and Taxiway A in the areas bounded by Runway 14-32 and Taxiway A2, as well as the area bounded by Taxiway A2 and Taxiway A3.
2. Rehabilitation of Runway 14-32 and Taxiway B shoulders southeast of Runway 5-23 and connectors Taxiway B2 and Taxiway B1, as well as the holding apron adjacent to Taxiway B1. The scope will include the correction of heaving elevated light can bases and crack repairs.

It is the intent of the Airport Authority to select a consultant to perform all the services required for completion of the work included above. The airports FY2024 FAA grant is intended to fund the design and construction.

Submissions will be evaluated internally by a selection committee based on the following criteria:

Qualifications of firm.....	20 pts.
Qualifications and experience of key individuals	20 pts.
Ability to complete all aspects of the projects.....	10 pts.
Recent similar experience at comparable airports	20 pts.
Familiarity with the airport and proposed projects	15 pts.
References.....	15 pts.

Fees will not be a consideration in the selection and must not be included in the response. A preliminary review of the firms submitting responses will be undertaken by a selection committee. A conference with each finalist firm may be scheduled individually to discuss the scope of the projects and the qualifications of the firm. Ultimately, the selection committee will recommend the firm who best meets the selection criteria to the Airport Authority.

The Airport Authority will review the Committee recommendations and choose a consultant firm. The firm representing our first choice will be asked to attend a scope and contract negotiating conference. If an agreement is reached, a contract will be entered into by both parties. If no agreement is reached, negotiation will begin with the next highest-ranking firm, etc., until a mutually agreeable contract has been established. An agreement will be negotiated only for the work outlined above. The Terre Haute Regional Airport Authority reserves the right to delete services not required and to initiate additional procurement action for any additional services, or other services not under contract.

The proposals shall be limited to 10 letter sized pages, single sided. Consultants must submit three (3) paper copies of their response and (1) pdf to the Terre Haute Regional Airport Authority, 581 S. Airport St., Terre Haute, IN 47803, no later than 4:00 p.m./EST, Friday September 29, 2023. If there are any questions, or if additional information is required, please contact Ms. Kara McIntosh, Director of Operations at kmcintosh@huf.com.

The Terre Haute Regional Airport Authority will afford disadvantaged businesses equal opportunity to perform work on this project and will not discriminate on the basis of race, color, sex, religion, age or national origin.