

**REQUEST FOR QUALIFICATIONS (RFQ)**  
**Professional Airport Consulting Services**  
**CLOSING DATE: Friday, November 18, 2016**

**Airport/Location: Antrim County Airport – Bellaire, Michigan**

The Antrim County Airport (Sponsor) intends to select a consultant to assist in airport development projects. Interested consulting firms are requested to submit three (3) copies of a Statement of Qualifications (SOQ) no more than thirty (30) pages in length, not including cover letter, table of contents and section dividers if used to c/o Antrim County Administration Office; 203 E Cayuga Room 204; PO Box 187, Bellaire, MI 49615 no later than 5:00pm on Friday, November 18, 2016. The SOQ should demonstrate the consultant's interest in providing airport planning, architectural/engineering design and construction administration services focused on Sponsor's current Five-Year Airport Capital Improvement Plan (ACIP). Services will include general consulting and advisement on airport development issues, including assistance in the following projects:

- Rehabilitate Runway 2/20 - Construction Administration Services Only
- Airfield Pavement Marking
- Removal of Abandoned Runway 13/31
- Obstruction Clearing for Automated Weather Observation Station (AWOS)
- Acquisition of Snow Removal Equipment (SRE)

Services associated with the above project list, such as minor ALP Updates, programming, drainage improvements, environmental review, approach clearing, paint marking, crack sealing, NAVAID/electrical, land acquisition and/or planning/user survey studies may be performed in association with the listed projects as funding and constructability allow. From time to time projects develop as a result of airport inspections, letters of correction and/or emergency circumstances. The selected consultant may be asked to perform said additional work as part of this procurement action.

This is a Quality Based Selection process and services for each project will be negotiated independently. SOQ submittals shall exclude fees or costs. Not all of the services or development items listed in this advertisement may be contracted nor eventually required. The Sponsor reserves the right to initiate additional procurement action for any services included in this procurement, but not under contract.

Firms will be ranked in areas such as familiarity and understanding of the airport needs; corporate history and background in aviation consulting; demonstrated experience with similar projects; key personnel professional qualifications; firms ability to provide contact person with demonstrated aviation experience and overall project coordination; knowledge/familiarity with FAA and State regulations, policies, and procedures; success of recent projects. Awards or special recognition achieved by the firm should be highlighted.

Firms should demonstrate their reputation with other airports, by providing at least three (3) airport references within the State of Michigan. Additional information may be requested from the top selected firm or firms. Interviews may be conducted at the discretion of the Sponsor.

Land acquisition consultant services necessary to acquire easements for approach clearing of existing approaches as depicted in the approved Airport Layout Plan (ALP) is included in this advertisement, provided the work is completed by a qualified and properly licensed land acquisition consultant.

Projects are anticipated to be initiated between 2017 and 2021. Projects are expected to be completed over several years and funded in full or in part with funds and/or multiple grants from the Federal Aviation Administration, State of Michigan, and/or local sources. The selected firm(s) will be subject to all state and federal requirements.

Questions can be directed to: Mr. John Strehl – Airport Manager  
(231) 533-8524  
[strehlj@antrimcounty.org](mailto:strehlj@antrimcounty.org)

**Acceptance and Rejection of Proposals**

The Contractor chosen by Antrim County shall not discriminate against any worker, employee, or applicant for employment because of race, color, religion, height, weight, marital status, national origin, ancestry, sex, age, (except where requirements as to age is based upon a bonafide occupational qualification), or disability (that is unrelated to the individual's ability to perform duties of a particular job or position) pursuant to 1976 PA 453, as amended, MCL 37.2101 et seq. (Employers engaging in Unfair Labor Practices Act).

The County of Antrim reserves the right to accept and/or reject any and all proposals, to waive any irregularity in a proposal, and to accept that proposal which, in the opinion of the County Commissioners, is in the best interest of the County. It is the intention of the Board to award all work to a single contractor.