

REQUEST FOR STATEMENTS OF QUALIFICATIONS FOR PROFESSIONAL SERVICES

Notice is hereby given that the City of Bentonville is seeking statements of qualifications from qualified firms/organizations interested in providing professional services pursuant to FAA Advisory Circular 150/5100-14E "Architectural, Engineering and Planning Consultant Services for the Airport Grant Projects". Services may include but shall not be limited to: Land acquisition surveys and support, airfield design including plan preparation and specifications, bid documents, material testing, construction contract administration, construction observation, airport planning, architectural services, and other miscellaneous services and tasks required for improvements to the Bentonville Municipal Airport. The period covered in this consultant selection shall be for three (3) years, but the City of Bentonville reserves the right to extend the selection for an additional two (2) years, based upon satisfactory performance by the consultant, need of the owner and continued funding. Improvements anticipated within this selection term may include, but are not limited to the following: West Parallel Taxiway, West Apron, Threshold relocation and NAVAID installation, Maintenance and Fueling Building, Hangar Development, East Taxiway, Perimeter Road, Fencing and other airfield and/or landside projects as may be funded by Federal and/or State grants.

Written Statements of Qualifications will be received until 2:00 PM, Wednesday, September 14, 2016, at the Purchasing Office located in City Hall at 117 West Central Avenue, Bentonville, Arkansas. All statements shall be addressed to:

Mr. Ben Peters, PE
City Engineer
City of Bentonville Purchasing
117 West Central Avenue
Bentonville, Arkansas 72712

Please provide five (5) copies of Statements of Qualifications in a sealed envelope marked "Statement of Qualifications for Airport Consulting Services". Submittals shall include the following information:

1. Cover letter explaining the firms understanding of the assignment and reasons the firm should be selected. Letter shall be signed by an individual with contractual authority.
2. Statement of Qualifications including:
 - a. Brief history of the firm/organization.
 - b. Previous experience on related projects with specific examples.
 - c. List and resumes of key people who will be assigned to tasks if firm is awarded the assignment.
 - d. Location of office performing work and ability to respond to tasks.
3. Examples of similar services the firm provided within the last five (5) years in the field of general aviation consulting. Demonstrate knowledge and experience with the Federal Aviation Administration (FAA) and Arkansas Department of Aeronautics (ADA) regulations, policies and procedures.
4. References including full name, title, organization, address, phone number and brief description of service provided.

Evaluation criteria and procedures for the procurement of professional services in Arkansas will be strictly followed. The City of Bentonville complies with the provisions of the Americans with Disabilities Act, Section 504 of the Rehabilitation Act, and Title VI of the Civil Rights Act of 1964.

For any questions regarding this request, please contact Ben Peters at 479-271-5993 or bpeters@bentonvillear.com.