



NOTICE OF REQUEST FOR STATEMENT OF QUALIFICATIONS AIRPORT CONSULTING PLANNING SERVICES

The Columbus Airport Commission, Columbus Georgia is seeking qualified aviation consulting firms to provide professional planning services in connection with the Airport Capital Improvement Plan at the Columbus Airport in Columbus, Georgia.

It is the intent of the Columbus Airport Commission to enter into agreements with consultants for designated upcoming projects within the next five (5) year period. The selection of the consultant is being done in accordance with FAA Advisory Circular 150/5100-14E and applicable Georgia statutes and laws. Responding firms must possess a current pre-qualification by the Georgia Department of Transportation in Area Classes No. 1.08 Airport Master Planning and No. 2.09 Aviation.

The consultants and any sub-consultants proposed shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. Disadvantaged Business Enterprise (DBE) utilization is strongly encouraged. Proposed DBE firms are to be certified by the Georgia Uniform Certification Program. The consultants shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of all Federally assisted contracts. Failure by the consultants to carry out these requirements is a material breach of the contract, which may result in the termination of the contract or such other remedy as the Airport Commission deems appropriate.

The Columbus Airport Commission reserves the right to reject any and all submittals in response to this Request for any reason. The Columbus Airport Commission is not liable for any costs incurred by the Consultant in the preparation or presentation of a response to this request.

Scope of Services:

The anticipated projects and scope of work to be included within the next five-year period may include, but is not limited to, the following:

1. Master Plan Update – Phase 2

- a. Phase 1 of CSG's Master Plan was completed in 2024. Phase 1 focused on Mapping and Survey, Inventory, Non-demand Facility Requirements, Non-demand Alternatives, and Stormwater Master Plan.
- b. Phase 2 of the Master Plan Update will include Forecasts, Capacity Analysis, Demand Facility Requirements, Financial/Implementation Plan, Final Master Plan Update Report, and Airport Layout Plan Drawing Set.

2. Runway 6-24 Extension (Justification & Environmental)

- a. Runway 6-24's current length is 6,997 feet. Commercial carriers request an increase of length for safety. The community is pursuing possible air cargo operations which would require an extension to runway 6-24. CSG's ALP shows an additional 1,003 feet Runway 24 end.

Submission Requirements:

Required information is to be presented in a manner that clearly illustrates the following:

- 1. Team Description/Background:** A general description of the submitting firm and general information regarding all sub-consultant firms.

2. **Team Proposed for CSG:** Include the individuals representing the primary firm who will be directly assigned to the Columbus Airport account.
 - a. Resumes: Include for personnel. Indicate each individuals' qualifications and experience.
3. **Relevant Experience:**
 - a. **Master Plan Projects**
 - i. Provide a brief scope of work required for the project
 - ii. Provide original scheduled date for completion and final completion date
 1. Explain why there was a variance if necessary
 - iii. Provide original budget and final cost
 1. Explain why there was a variance if necessary
 - iv. Provide explanation of challenges faced during the project and how the challenges were overcome
 - v. Provide the airport reference contact information for this project
 - b. **Runway Extension Projects**
 - i. Provide a brief scope of work required for the project
 - ii. Provide original scheduled date for completion and final completion date
 1. Explain why there was a variance if necessary
 - iii. Provide original budget and final cost
 1. Explain why there was a variance if necessary
 - iv. Provide explanation of challenges faced during the project and how the challenges were overcome
 - v. Provide the airport reference contact information for this project
4. **Summary Primary Firm's Completed Projects:**
 - a. Within the past five (5) years at commercial service airports similar in nature to Columbus Airport.
 - b. Include the name of the project manager and other key personnel involved in listed projects.
 - c. If firm has no experience at a Part 139 airport, please list N/A for number 4.
5. **Proximity to the Columbus Airport:** Geographical location of the office that will be primarily responsible for assigned projects and where the work will be accomplished, as well as the location of any supporting offices that will likely be involved in this contract.

Evaluation Criteria:

The criteria to be used in the selection of the consultant are as follows:

1. Firm and Sub-Consultant Qualifications 15%
2. Key Personnel Qualifications and Experience 20%
3. Relevant Project Experience 35%
4. Commercial Airport Service Experience 15%
5. Geographical Location 10%
6. Responsiveness to the RFQ 5%

All interested parties should submit six (6) printed copies of the Statement of Qualifications, which shall contain no more than twenty (20) pages (optional), excluding tabs and a cover letter. Submittals shall be printed single-sided on 8.5" x 11" paper as well as one digital copy.

Responses are to be addressed to:

Columbus Airport Commission
Attn: Ms. Amber Clark, C.M.
3250 West Britt David Rd.
Columbus Georgia, 31909

The deadline for submittal is 2:00 p.m., June 3, 2025. The Statement of Qualifications should be delivered in a sealed envelope or box clearly marked, "Airport Consulting Planning Services." The Columbus Airport shall assume no responsibility for responses that are received after the prescribed time, or that are not properly addressed or identified.

Please submit any questions regarding this RFQ via e-mail to Maggie Turnham at mturnham@flycolumbusga.com The deadline for questions shall be 5:00 p.m. on May 30, 2025.

This is a Request for Qualifications only. Price proposals are not required at this time.

Selection Process:

Qualifications will be reviewed and evaluated by a Selection Committee based on the criteria listed herein. The selection Committee will make a recommendation to the Commission as to the successful bidder at the June 25th, 2025, Commission Meeting.