

BURLINGTON ALAMANCE AIRPORT AUTHORITY

REQUEST FOR QUALIFICATIONS (RFQ)

for

ON-CALL ENGINEERING CONSULTANT SERVICES

at the

BURLINGTON ALAMANCE REGIONAL AIRPORT (BUY)

The Burlington Alamance Airport Authority (BAAA) will receive Statements of Qualifications (SOQs) from interested firms for the services described in this Request for Qualifications (RFQ) at the time and place stated below.

DESCRIPTION

BAAA is soliciting SOQs from qualified firms to provide on-call engineering and other related professional consulting services at the Burlington Alamance Regional Airport (BUY). The contract term for these services is expected to be (5) five years from the date of execution. Firms are advised that the majority of work is expected to be accomplished with state and federal grant projects.

GENERAL

BAAA may select multiple consultants to provide engineering and other related professional services including design, geotechnical exploration, surveying, permitting, bidding, construction administration, project representation, construction materials quality assurance testing, and program management services both overall and related to managing and administering the different aspects of all sub consultant services required for new construction, repair, renovation, and maintenance of various pavements, site design, drainage systems, and structures at the airport. Selected firm(s) will be assigned projects based upon the required scope of services and the firm's ability to provide those services. Consultant services may include, but will not be limited to the following types of projects:

- Airfield Design
- Landside Design
- Site Development
- Hangar Design
- New/Relocated Utilities and Storm water Drainage
- Airport Facility Design
- Road Design
- Program Management

- Miscellaneous Planning and Design Services

The firm(s) will have recent and considerable experience with the following:

- Federal Aviation Administration (FAA)
- North Carolina Department of Transportation (NCDOT) Division of Aviation; and
- North Carolina Department of Environmental Quality (DEQ).

Projects may be funded in part by the FAA and/or the NCDOT Division of Aviation. Consultant selection will comply with the current FAA Advisory Circular 150/5100-14E "Architectural, Engineering, and Planning Consultant Services for Airport Grant Projects" and all applicable current FAA Advisory Circulars.

Teaming is allowable between the primary firm and sub consultants needed for support tasks.

Firm(s) must have the financial ability to undertake the work and assume the liability. The selected firm(s) will be required to furnish proof of Professional Liability insurance coverage in the minimum amount of \$1,000,000. Firm(s) must have an adequate accounting system to identify costs chargeable to the project.

The firm(s) must be licensed and have the authority to transact business in the State of North Carolina. For further information, please reference North Carolina General Statutes for exact requirements.

The firm(s) must be pre-qualified with the NCDOT to perform services described in SOQ.

SCOPE OF WORK

The scope of work for the selected firm(s) may generally include, but will not be limited to the following:

- Conceptual planning, schematic designs and cost estimates;
- Preparation of construction documents;
- Permitting associated with the projects;
- Construction Management, inspection and other construction phase services; and
- Program Management.

Final scope(s) of work will be determined during the negotiation process for individually assigned tasks.

The successful firm(s) shall perform the work under the direct supervision of a Professional Engineer registered in the State of North Carolina with good ethical and professional standing. It will be the responsibility of the prime firm to verify the registration of any corporate subsidiary or subcontractor prior sub-contracting work to be performed for BAAA.

EVALUATION CRITERIA

Considerations for evaluation of firm(s) submitting a SOQ for this RFQ will be based on the following information submitted with the SOQ:

1. Qualification and Experience of Staff to be Assigned to BAAA
2. Firm Qualifications and Experience Related to the Scope of the RFQ
3. History: Airport / Aviation Experience of the Firm

The selection of a consultant firm(s) for the award will be qualifications-based subject to a mutual understanding of the scope of services.

The firm(s) is responsible for all costs related to the submittal of its SOQs, preparation of documents or submittals needed for negotiations and the costs incurred in traveling to and participating in any meetings associated with the BAAA's selection process and/or negotiating an agreement.

Submission of SOQs establishes a conclusive presumption that the firm is thoroughly familiar with the RFQ and that the firm understands and agrees to abide by all of the stipulations and requirements contained therein.

SUBMITTAL REQUIREMENTS

All materials and documents submitted in response to the RFQ become the property of BAAA and will not be returned. All submittals will be subject to public disclosure, after the RFQ submission deadline, consistent with Chapter 132, North Carolina General Statutes.

Cover/Introductory Letter:

The introductory letter should be addressed to Dan Danieleley President & CEO, Burlington Alamance Airport Authority. This letter should include the contact person for your firm, including his/her address, telephone and email address.

The SOQ:

The objective of this RFQ is to obtain responses that clearly communicate the firm(s) understanding of the project's goals and requirements and the firm(s) qualifications for the work. Only information which is essential to the evaluation of the RFQ should be submitted,

TIMELINE

RFQ Submission Deadline: RFQ's must be received by Monday June 1, 2026.

Contract Negotiation and Award anticipated within 30 days. Reviews and Negotiations could extend the time period for contract award.

Interested firms should submit three (3) copies of the SOQ along with one (1) additional copy on USB flash drive in a portable document format (PDF), on or before 1:00 P.M. EST, Monday, June 1, 2026 to: Burlington Alamance Airport Authority c/o Dan Danieley President & CEO, 3441 North Aviation Drive, Burlington NC 27215.

BAAA reserves the right to accept or reject any SOQ, or to reject all SOQs, if determined to be in its best interest. BAAA reserves the right to amend this solicitation prior to the due date.

BAAA will provide a draft of the agreement that would be entered into with the selected firm.

BAAA will not be bound to award any contract to the selected firm until the contract has been approved by the BAAA Board of Directors and executed by BAAA.

Questions or information requests should be submitted in writing to Dan Danieley, at the address listed previously or by email (dan@flyburlingtonnc.com) and email copied to (megan@flyburlingtonnc.com). **All emails shall reference this RFQ in the subject line of the email.**

The Burlington Alamance Airport Authority hereby notifies all firms that it will affirmatively ensure that, in any contract entered into pursuant to this RFQ, disadvantaged business enterprises will be afforded full and fair opportunity to submit their responses to this RFQ and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

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