

**TABLE OF CONTENTS**  
**ARLINGTON MUNICIPAL AIRPORT**  
**TxDOT CSJ No. 1702ARLNG**

1. REQUEST FOR QUALIFICATIONS SOLICITATION
2. EVALUATION CRITERIA
3. 5010 DRAWING
4. PROJECT DIAGRAM
5. AIRPORT LAYOUT PLAN
6. [FORM AVN-550](#)-(PLEASE BE SURE TO DOWNLOAD THE MOST RECENT REVISED FORM DATED 7/2016)
7. INSTRUCTIONS FOR RESPONDING TO A SOLICITATION IN EGRANTS

## Texas Department of Transportation

### Aviation Division - Request for Qualifications for Professional Engineering Services

The City of Arlington, through its agent, the Texas Department of Transportation (TxDOT), intends to engage a professional engineering firm for services pursuant to Government Code, Chapter 2254, Subchapter A. TxDOT Aviation Division will solicit and receive qualification statements for the current aviation project as described below.

Current Project: City of Arlington; TxDOT CSJ No.: 1702ARLNG. Scope: Provide engineering and design services, including construction administration, to rehabilitate, reconstruct, and overlay hangar access pavement around the South Apron.

The Agent, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§2000d to 2000d-4) and the Regulations, hereby notifies all respondents that it will affirmatively ensure that any contract entered into pursuant to this advertisement, that disadvantaged business enterprises will be afforded full and fair opportunity to submit in response to this solicitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

The proposed contract is subject to 49 CFR Part 26 concerning the participation of Disadvantaged Business Enterprises.

The DBE goal for the design phase of the current project is 12%. The goal will be re-set for the construction phase. The TxDOT Project Manager is Ryan Hindman.

Utilizing multiple engineering/design and construction grants over the course of the next five years, future scope of work items at the Arlington Municipal Airport may include the following: rehabilitate taxiway pavement, rehabilitate hangar access pavement, realign Taxiway "H" to standards, expand aircraft parking apron near the Terminal Building, rehabilitate/reconstruct Taxiway Alpha, rehabilitate/reconstruct Runway 16/34, install perimeter wildlife security fencing, and improve drainage at the south side and east side of the airport.

The City of Arlington reserves the right to determine which of the above services may or may not be awarded to the successful firm and to initiate additional procurement action for any of the services above.

To assist in your qualification statement preparation, the criteria, 5010 drawing, project diagram, and most recent Airport Layout Plan are available online at <http://www.txdot.gov/inside-txdot/division/aviation/projects.html> by selecting "Arlington Municipal Airport." The qualification statement should address a technical approach for the current scope only. Firms shall use page 4, Recent Airport Experience, to list relevant past projects for both current and future scope.

## AVN-550 Preparation Instructions:

Interested firms shall utilize the latest version of Form AVN-550, titled “Qualifications for Aviation Architectural/Engineering Services”. The form may be requested from TxDOT, Aviation Division, 125 E. 11th Street, Austin, Texas 78701-2483, phone number, 1-800-68-PILOT (74568). The form may be emailed by request or downloaded from the TxDOT website at <http://www.txdot.gov/inside-txdot/division/aviation/projects.html>. The form may not be altered in any way. Firms must carefully follow the instructions provided on each page of the form. Qualifications shall not exceed the number of pages in the AVN-550 template. The AVN-550 consists of eight pages of data plus one optional illustration page. A prime provider may only submit one AVN-550. If a prime provider submits more than one AVN-550, that provider will be disqualified. Responses to this solicitation WILL NOT BE ACCEPTED IN ANY OTHER FORMAT.

ATTENTION: To ensure utilization of the latest version of Form AVN-550, firms are encouraged to download Form AVN-550 from the TxDOT website as addressed above. Utilization of Form AVN-550 from a previous download may not be the exact same format. Form AVN-550 is a PDF Template.

The completed Form AVN-550 **must be received** in the TxDOT Aviation eGrants system no later than October 11, 2016, at 11:59 P.M. (CDST). Electronic facsimiles or forms sent by email or regular/overnight mail will not be accepted.

Firms that wish to submit a response to this solicitation must be a user in the TxDOT Aviation eGrants system no later than one business day before the solicitation due date. To request access to eGrants, please complete the Contact Us web form located at:

<http://txdot.gov/government/funding/egrants-2016/aviation.html>

An instructional video on how to respond to a solicitation in eGrants is available at

<http://txdot.gov/government/funding/egrants-2016/aviation.html>

Step by step instructions on how to respond to a solicitation in eGrants will also be posted in the RFQ packet at <http://www.txdot.gov/inside-txdot/division/aviation/projects.html>

The consultant selection committee will be composed of local government representatives. The final selection by the committee will generally be made following the completion of review of AVN-550s. The committee will review all AVN-550s and rate and rank each. The Evaluation Criteria for Engineering Qualifications can be found at <http://www.txdot.gov/inside-txdot/division/aviation/projects.html> under Information for Consultants. All firms will be notified and the top rated firm will be contacted to begin fee negotiations for the design and bidding phases. The selection committee does, however, reserve the right to conduct interviews for the top rated firms if the committee deems it necessary. If interviews are conducted, selection will be made following interviews.

Please contact TxDOT Aviation for any technical or procedural questions at 1-800-68-PILOT (74568). For procedural questions, please contact Beverly Longfellow, Grant Manager. For technical questions, please contact Ryan Hindman, Project Manager. For questions regarding responding to this solicitation in eGrants, please contact the TxDOT Aviation help desk at 1-800-687-4568 or [avn-egrantshelp@txdot.gov](mailto:avn-egrantshelp@txdot.gov)



## **EVALUATION CRITERIA FOR ARCHITECTURAL/ENGINEERING QUALIFICATIONS**

### **1. Recent experience of the project team with comparable airport projects within the past ten years.**

**(25 points)**

Do the qualifications indicate that the project team has recent direct experience on other general aviation airports designing similar improvements to those proposed at this location? [Sources of information: Aviation Project Design Team Form, Recent Relevant Airport Experience Form, and possibly the Optional Summary.]

### **2. Proposed technical approach (30 points)**

Does the architect/engineer provide evidence of understanding of the project; and any unique architectural/engineering aspects associated with the proposed project and how to address them? [Sources of information: Proposed Technical Approach to Project, and possibly the Optional Summary.]

### **3. Project design schedule and ability to meet schedules and deadlines (25 points)**

Does the proposed design team have sufficient time to work on this project? Has the firm demonstrated an ability to meet design schedules in the past? Reasonableness of proposed schedule [Sources of information: Aviation Project Design Team Form, Recent Relevant Airport Experience Form, Project Design Schedule Form and possibly the Optional Summary.]

### **4. Construction Management Experience (20 points)**

The architect/engineer will oversee the airport construction. Therefore, it is critical that the architect/engineer be involved in the day-to-day construction activities through a full-time resident project representative and periodic site visits. What evidence do the qualifications provide as to the architect/engineer's commitment to proactive and consistent representation during construction? [Source of information: Relevant Airport Experience form; proposed Technical Approach to Project; and possibly the Optional Summary]



> 1 ASSOC CITY: ARLINGTON 4 STATE: TX LOC ID: GKY FAA SITE NR: 23352.1\*A  
 > 2 AIRPORT NAME: ARLINGTON MUNI 5 COUNTY: TARRANT TX  
 3 CBD TO AIRPORT (NM): 04 S 6 REGION/ADO: ASW/TEX 7 SECT AERO CHT: DALLAS-FT WORTH

**GENERAL**

10 OWNERSHIP: PUBLIC  
 > 11 OWNER: CITY OF ARLINGTON  
 > 12 ADDRESS: PO BOX 90231  
 ARLINGTON, TX 76004-3231  
 > 13 PHONE NR: 817-459-6100  
 > 14 MANAGER: KAREN VAN WINKLE  
 > 15 ADDRESS: 5000 S. COLLINS  
 ARLINGTON, TX 76004-3231  
 > 16 PHONE NR: 817-459-5570  
 > 17 ATTENDANCE SCHEDULE:  
 ALL ALL ALL

**SERVICES**

> 70 FUEL: 100LL A  
 > 71 AIRFRAME RPRS: MAJOR  
 > 72 PWR PLANT RPRS: MAJOR  
 > 73 BOTTLE OXYGEN: LOW  
 > 74 BULK OXYGEN: NONE  
 75 TSNT STORAGE: HGR, TIE  
 76 OTHER SERVICES:  
 AVNCS, CHTR, INSTR, RNTL, SALES

**BASED AIRCRAFT**

90 SINGLE ENG: 209  
 91 MULTI ENG: 26  
 92 JET: 7  
 TOTAL: 242  
 93 HELICOPTERS: 13  
 94 GLIDERS: 0  
 95 MILITARY: 0  
 96 ULTRA-LIGHT: 0

**FACILITIES**

> 80 ARPT BCN: CG  
 > 81 ARPT LGT SKED: SEE RMK  
 BCN LGT SKED: SS-SR  
 > 82 UNICOM:  
 > 83 WIND INDICATOR: YES-L  
 84 SEGMENTED CIRCLE: YES  
 85 CONTROL TWR: YES  
 86 FSS: FORT WORTH  
 87 FSS ON ARPT: NO  
 88 FSS PHONE NR: 817-541-3474  
 89 TOLL FREE NR: 1-800-WX-BRIEF

**OPERATIONS**

100 AIR CARRIER: 66  
 102 AIR TAXI: 970  
 103 G A LOCAL: 39,132  
 104 G A ITNRNT: 47,839  
 105 MILITARY: 215  
 TOTAL: 88,222  
 OPERATIONS FOR  
 12 MONTHS  
 ENDING: 12/31/2015

**RUNWAY DATA**

> 30 RUNWAY INDENT:  
 > 31 LENGTH:  
 > 32 WIDTH:  
 > 33 SURF TYPE-COND:  
 > 34 SURF TREATMENT:  
 35 GROSS WT: S  
 36 (IN THSDS) D  
 37 2D  
 38 2D/2D2  
 > 39 PCN:

16/34			
6,080			
100			
CONC-G			
60.0			
MED			
NPI - G / PIR - G	- / -	- / -	- / -
P4L / P4L	/	/	/
42 / 55	/	/	/
3.00 / 3.00	/	/	/
- / -	- / -	- / -	- / -
- / -	- / -	- / -	- / -
Y / N	/	/	/
/ MALSR	/	/	/
B(V) / PIR	/	/	/
/	/	/	/
/	/	/	/
/	/	/	/
/	/	/	/
/	/	/	/
50:1 / 50:1	/	/	/
N / N	/	/	/
/	/	/	/
/	/	/	/
/	/	/	/
/	/	/	/

**LIGHTING/APCH AIDS**

> 40 EDGE INTENSITY:  
 > 42 RWY MARK TYPE-COND:  
 > 43 VGSI:  
 44 THR COSSING HGT.:  
 45 VISUAL GLIDE ANGLE:  
 > 46 CNTRLN-TDZ:  
 > 47 RVR-RVV:  
 > 48 REIL:  
 > 49 APCH LIGHTS:

**OBSTRUCTION DATA**

50 FAR 77 CATEGORY  
 > 51 DISPLACED THR:  
 > 52 CTLG OBSTN:  
 > 53 OBSTN MARKED/LGTD:  
 > 54 HGT ABOVE RWY END:  
 > 55 DIST FROM RWY END:  
 > 56 CNTRLN OFFSET:  
 57 OBSTN CLNC SLOPE:  
 58 CLOSE-IN OBSTN:

**DECLARED DISTANCES**

> 60 TAKE OFF RUN AVBL (TORA):  
 > 61 TAKE OFF DIST AVBL (TODA):  
 > 62 ACLT STOP DIST AVBL (ASDA):  
 > 63 LNDG DIST AVBL (LDA):

**(-) ARPT MGR PLEASE ADVISE FSS IN ITEM 86 WHEN CHANGES OCCUR TO ITEMS PRECEDED BY >**

**> 110 REMARKS**

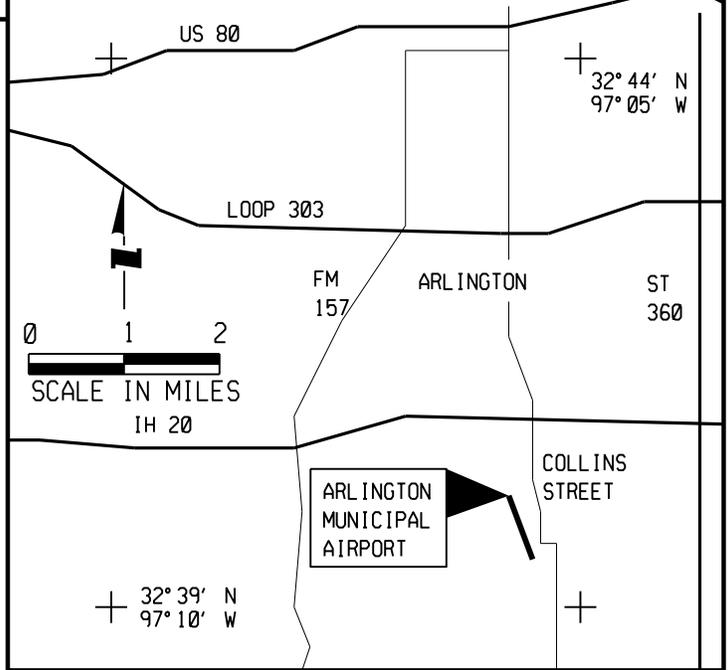
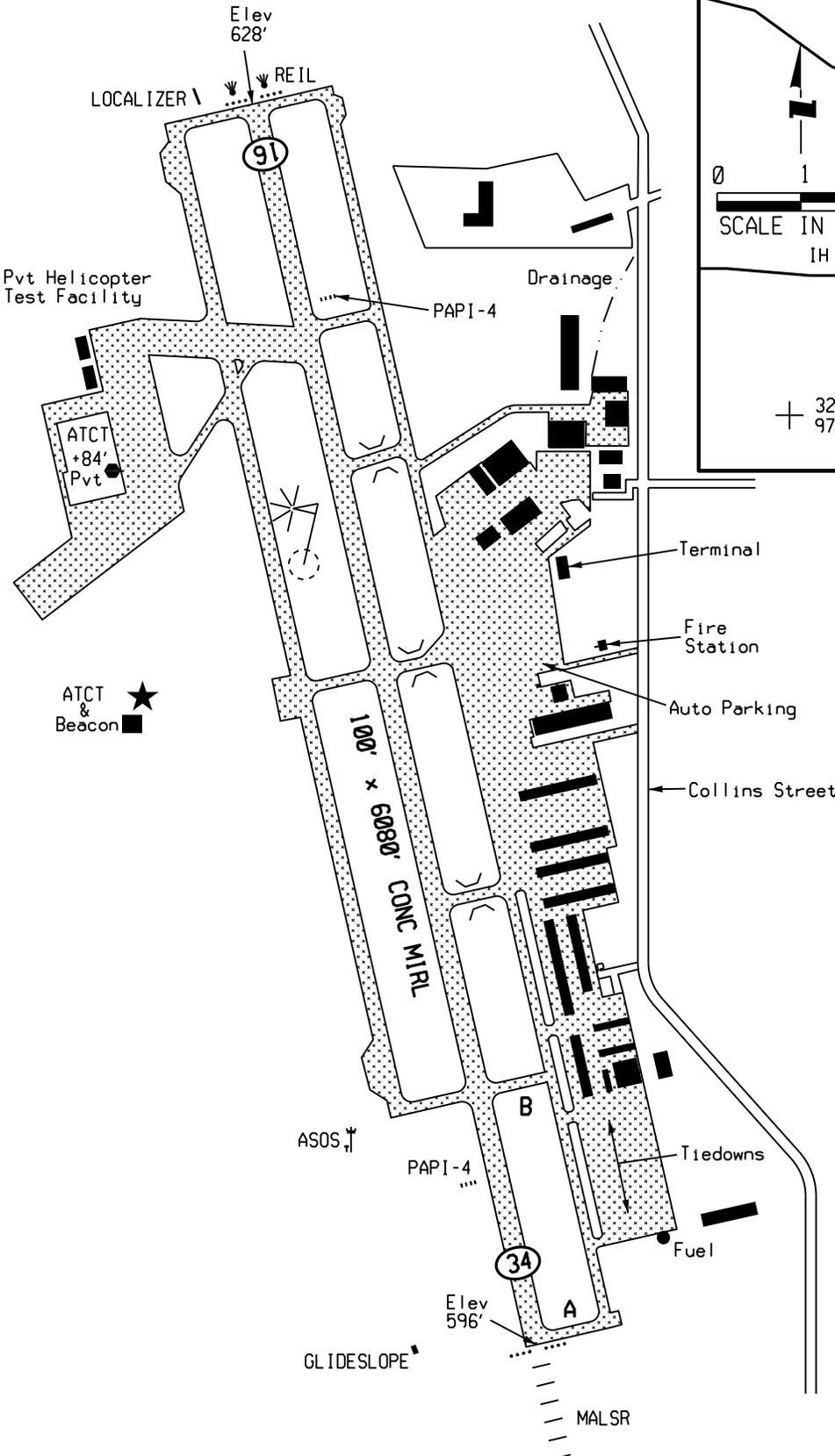
A 015 SUITE 100  
 A 043 RWY 34 PAPI UNUSABLE BYD 8 DEGS RIGHT OF RY CNTRLN.  
 A 070 SELF SERVE FUEL WITH MAJOR CREDIT CARD.  
 A 081 MIRL RY 16/34 PRESET MED INTST; HIGHER INTST BY ATCT REQ. WHEN ATCT CLSD ACTVT MALSR RY 34 - CTAF. PAPI RYS 16 & 34 OPER CONTINUOUSLY.  
 A 110 THIS AIRPORT HAS BEEN SURVEYED BY THE NATIONAL GEODETIC SURVEY.  
 A 110-001 EXTENSIVE HELICOPTER TFC WEST OF RWY.  
 A 110-005 HEL TEST FAC AT ARPT, 1975 OPNS 15200, MOSTLY FM PVT HELIPAD ADJOINING LNDG AREA.

111 INSPECTOR: (C) 112 LAST INSP: 02/02/2016 113 LAST INFO REQ:

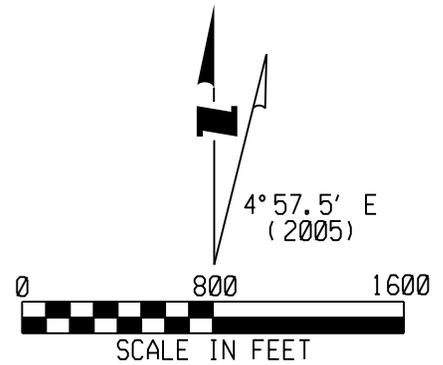
REMARKS:

SITE NO. - 23352.1A  
ACRES - 500

AIRPORT LOCATION

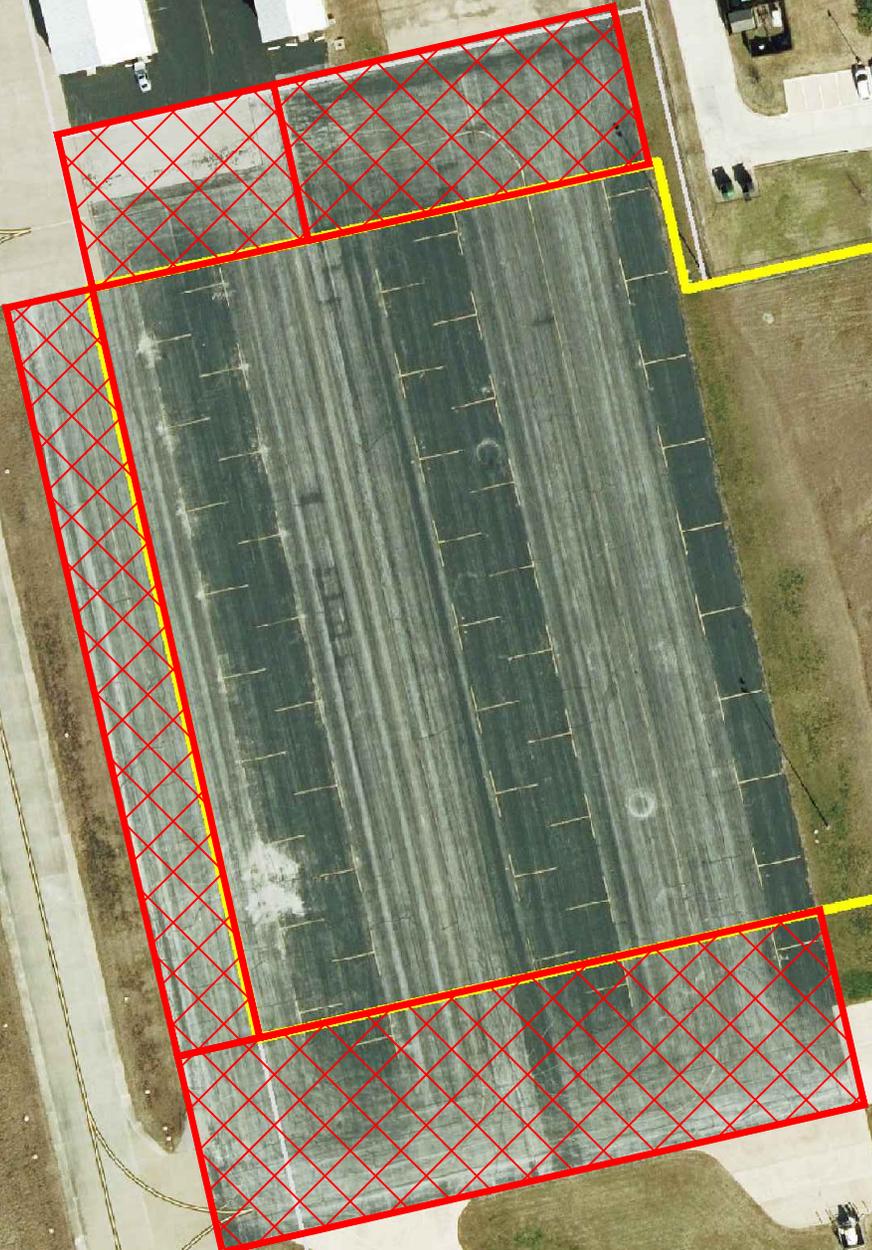
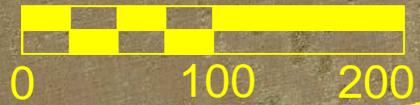


AIRPORT LAYOUT updated 9-28-2010



# Arlington Muni South Apron pavement

Rehabilitate / Reconstruct pavement





# Instructions for Responding to a Solicitation in eGrants

<p>TxDOT Aviation eGrants webpage:  <a href="https://apps2.dot.state.tx.us/apps/egrants2/logout2.aspx">https://apps2.dot.state.tx.us/apps/egrants2/logout2.aspx</a></p> <p>eGrants help desk Monday –Friday 8AM – 5PM  <b>1-800-687-4568</b></p>	<p>If you are not set up in eGrants and wish to respond to a posted solicitation, please complete the eGrants webform available at  <a href="https://form.jotform.com/62164883455160">https://form.jotform.com/62164883455160</a></p>
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STEP	ACTION(S)	NOTES
	<p><b><u>CONSULTANTS SHOULD HAVE AN OPPORTUNITY ON THEIR HOME PAGE WHEN THE USER LOGS IN. WITH MULTIPLE RFQS POSTED, PLEASE ENSURE YOU SELECT THE CORRECT OPPORTUNITY</u></b></p>	
01.	<p>Go to View Opportunities.            a. Select <b>Apply Now</b> to the opportunity            b. The RFQ Response Menu is opened</p>	<p>Very important to click on the name of the document and not the organization name</p> <p>Make a note of the opportunity due date to ensure you respond in time</p>
02.	<p>Click on View, Edit and Complete Forms            a. Select RFQ Applicant Form            b. Confirm Project information and address            c. Upload AVN-550 or 551 <b><u>PLEASE MAKE SURE YOU SELECT THE CORRECT PDF FILE BEFORE CHANGING STATUS.*</u></b>            d. Hit Save</p>	<p>Note: you will change the status to submit the response</p> <p>You should print the proposal document to a PDF so that it becomes un-editable. Or, you may upload a scanned copy of the AVN-550/551.</p>
03.	<p>Click on document name next to document information</p>	
04.	<p>Select view status options under the change the status menu</p>	
05.	<p>Select to change status to <b>RFQ response in CS Review (submit response) <u>YOU ARE DONE</u></b></p>	<p>You will get an email saying the response was successfully submitted; the status must be changed to <b>RFQ Response in CS Review</b> by the due date and time posted in the solicitation.</p>
06.	<p><b><u>WAIT</u></b> UNTIL A SELECTION NOTIFICATION IS SENT TO YOU</p>	
07.	<p><b><u>AFTER SELECTION NOTIFICATION IS RECEIVED</u></b> Log in to view status of response. Once the scores are verified, TxDOT will move the response to an interview, selected or not selected status of which you can log in to see the status of your response.</p>	<p>The selection notification will refer users to eGrants to view the status of their response. User may also view the TxDOT website for selection information.</p>

If you are not set up in eGrants and wish to respond to a posted solicitation, you may contact the aviation help desk for assistance by using the webform available at <https://form.jotform.com/62164883455160>

**SOME ORGANIZATIONS WILL HAVE MANY USER MEMBERS. EACH ORGANIZATION SHOULD DETERMINE WHICH USER MEMBER WILL SUBMIT THE COMPLETED AVN-550/551 IN EGRANTS. AFTER THE OPPORTUNITY IS SELECTED FOR THE ORGANIZATION, IT WILL NO LONGER APPEAR ON ANY OTHER USER'S HOME PAGE UNLESS THE INITIATING USER CANCELS THE RESPONSE.**

\*If the responder posts the incorrect file.

- If status has been changed and the due date for the response has not expired, contact the help desk to ask for the status to be administratively changed back to Response in Process.
- If the incorrect file was posted, the incorrect file may be deleted and the correct one posted as long as the status has not been changed to Response in CS Review. Respondent will need to check the "delete" box and hit save. The page refreshes. Then post the correct file, save, and change the status.