

REQUEST FOR QUALIFICATIONS

FOR

CONSULTING
ARCHITECTURAL/ENGINEERING
SERVICES

FOR

THE CHEMEHUEVI VALLEY AIRPORT (49X)



CHEMEHUEVI INDIAN TRIBE

1990 Palo Verde Drive,
Havasupai Lake, CA 92363
(760) 858-4219

Date 02-021-2025

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INTRODUCTION

The Chemehuevi Indian Tribe, hereinafter known as the Tribe, is seeking the services of a qualified Consulting Architectural/Engineering Firm to provide engineering services associated with the design, and construction of airport development projects at the Chemehuevi Valley Airport. Work is expected to be accomplished during the course of several Federal Aviation Administration grant projects. The contract is anticipated to start April 10, 2025, and will cover a period of five years. The Tribe reserves the right to amend this contract for additional time if it is in the best interest of the Tribe. Separate work orders will be developed for each Tribe project.

Section 1: RFQ Submittal and Closing Date

4 copies of the RFQ must be received by 4:00 p.m. local time on March 26, 2025. Neither late nor faxed submittals will be acceptable. Firms submitting RFQs not in compliance with Section 4 will be considered non-responsive. RFQs must be addressed to the following:

Chemehuevi Indian Tribe
Attn: Airport Manager, Steven Escobar
P.O. Box 1976
Havasu Lake, CA 92363
(760) 858-1116

Section 2: Inquiries

2.1 Questions that arise prior to the RFQ deadline shall be addressed to the following:

Chemehuevi Indian Tribe
Attn: Steven Escobar
P.O. Box 1976
Havasu Lake, CA 92363
(760) 284-3795

2.2 Consultants may be directed to submit questions in writing to Steven Escobar no later than seven days prior to the submittal date. Substantive questions and answers will be provided to all RFQ recipients.

Section 3: Statement of Work and Delivery Schedule

3.1 Desired Products and Services

The objective of this work is to assist the Tribe with the design and construction of a variety of grant funded airport improvement projects at the Chemehuevi Valley Airport.

3.2 Statement of Work

The scope of work to be performed by the Consultant for various Tribal projects may include engineering services relating to the Preliminary Phase, Design Phase, Bidding and Negotiation Phase, and Construction Phase of the projects. Some examples of activities include, but are not limited to:

1. Conferring with the Tribe on project requirements, finances, schedules, early phases of the project, and other pertinent matters and meeting with FAA and other concerned agencies and parties on matters affecting the project.
2. Planning, procuring, and/or preparing necessary surveys, geotechnical engineering investigations, field investigations, and architectural and engineering studies required for preliminary design considerations.
3. Developing design schematics, sketches, environmental and aesthetic considerations, project recommendations, and preliminary layouts and cost estimates.
4. Assist the Tribe in the financial planning for projects including assistance with grants and loan applications.
5. Proceed with final design after the Tribe has approved the conceptual design.
6. Complete the necessary mapping and detailed design of the projects, prepare detailed drawings, specifications, and contract documents, and make approximate estimates of the anticipated final costs based on the final designs.
7. Perform surveys and assist in negotiations on land rights when required.
8. Coordinate Environmental review processes to meet Federal NEPA requirements (e.g., NEPA documents, biological surveys, cultural surveys, etc.) such studies are to be done specialists in the listed fields, such as biologists and other relevant specialists.
9. Attend public meetings and conferences with the Tribe and representatives of other agencies and interested parties.
10. Provide detailed drawings, specifications, and other contract documents stamped by a Registered Professional Engineer to the Tribe and any other agency from which approval must be obtained prior to advertising for bids.
11. Attend bid openings, tabulate bid proposals, analyze the bids, check bid forms and bonds, and assist the Tribe in negotiating and awarding the contracts.

12. Meet with the Tribe and contractors in preconstruction conferences.
13. Keep the Tribe informed concerning progress of the work and attend meetings held by the Tribe, regulating agencies, and contractors as they relate to the project.
14. Review shop and working drawings furnished by the contractor.
15. Provide general review and inspection of the contractor's work as construction progresses.
16. Provide construction staking as required.
17. Provide material testing services as required.
18. Review contractor's requests for progress payments and advise Tribe as to the extent of the work accomplished as of the date of the request.
19. Prepare change orders.
20. Provide Tribe with record drawings.
21. Make final inspection of projects and report the same to Tribe and any other applicable agency.
22. Assist in obtaining permits, applications, etc., as necessary for the work.
23. Assist the Tribe with property surveys, property plats, legal descriptions, and other items necessary for negotiating for land rights and easements.
24. Assist with the preparation for and appearances before courts or boards on matters of litigation related to the projects.
25. Assist with preparation for any project audits and attend necessary meetings.
26. Furnish consultations necessary to correct unforeseen project difficulties after Tribe accepts the work.
27. Ensure the consultant coordinates Obstruction Evaluation and Airport Airspace Analysis and reports all obstructions before and during construction projects.
28. Review operations and maintenance manuals.

Anticipated Work

- Architectural/Engineering Design Services
- Pavement Management (PCI & PCR) study.
- Runway, taxiways, taxiplanes, and apron Resurfacing Phase I Design & II Build
- Runway PCL Lighting Reconstruction Phase I Design & II Construction.
- Stormwater Drainage System Rehabilitation Phase I Design & II Construction.
- New Construction Terminal Building Pilot Lounge Phase I Design & II Construction
- New Construction Southeast Hanger Development Phase I Design & II Construction
- And other associated work.

Section 4: RFQ Contents

4.1 Consultant's Capabilities/Experience/References

Outline the firm's capabilities and experience with regard to the requested services. The response should address the following:

- Experience with similar projects. Provide references.
- Internal procedures and/or policies related to work quality and cost control.
- Management and organizational structure.
- Capability to perform the work for the duration of the contract.
- Details regarding experience with the FAA grant program and compliance requirements.

4.2 Project Team

Outline the firm's personnel who would work with the Tribe. The response should address the following:

- Extent of principal involvement.
- Names of key members who will be performing the work on these projects and their responsibilities.
- Qualifications and relevant individual experience, including subconsultants.
- Project manager's experience with similar projects and interdisciplinary teams.

4.3 DBE Program & Goal Experience

Outline the firm's approach to meeting the Tribe's DBE planning and goal requirements.

4.4 Understanding of Requested Services and Local Area

Outline the firm's understanding of the requested services and local area. The response should address items such as experience and familiarity with local conditions that could affect project construction success such as local materials sources, weather limitations, local contracting resources, etc.

4.5 Current Workload & Schedule

Describe the firm's current workload and ability to meet schedules and deadlines for the first anticipated project and any subsequent projects.

Section 5: Proposal Evaluation and Consultant Selection

- 5.1** Proposals will be evaluated on the completeness and quality of content as described in Section 4 and within this section.

Interviews may be conducted with the top ranked firms. The evaluation committee's recommendation will be submitted to the Chemehuevi Tribal Executive Council for approval.

5.2 Evaluation Criteria

Each proposal will be judged as a demonstration of the consultant's capabilities and understanding of the services requested. Evaluation factors and maximum points will be as follows:

Criteria	Maximum Score
• Capability to perform all or most aspects of the project and recent Experience in airport projects comparable to the proposed task.	25
• Key personnel's professional qualifications and experience and Availability for the proposed project; their reputation and Professional integrity and competence; and their knowledge of FAA regulations, policies, and procedures.	25
• Current workload and demonstrated ability to meet schedules or deadlines.	10
• Quality of projects previously undertaken and capability to complete Projects without having major cost escalations or overruns.	10
• Qualifications and experience of outside consultants regularly engaged by the consultant under consideration.	10
• Demonstrated understanding of the project's potential problems and the Tribe's special concerns.	10
• Evidence that the consultant has made good faith efforts in meeting Disadvantaged Business Enterprise (DBE) goals (49 CRF, 26.53)	10

Section 6: General Information

- 6.1** The Tribe may require any clarification or change it needs to understand the selected consultant's project approach.
- 6.2** The successful consultant must have Worker's Compensation Insurance covering work in California. The successful consultant must also submit documents addressing insurance, non-collusion, tax law, debarment, and conflict of interest as part of the personal services contract.
- 6.3** The Tribe reserves the right to reject any or all proposals and is not liable for any costs the consultant incurs while preparing or presenting the proposal.
- 6.4** The Tribe reserves the right to cancel this RFQ upon a good cause finding.
- 6.5** The Tribe will award a contract to the consultant whose proposal, in the opinion of the Tribal Executive, would be most advantageous to the Tribe.
- 6.6** The selected consultant will be required to assume responsibility for all services outlined in the RFQ, whether the consultant or a sub consultant produces them.

— ADVERTISEMENT —

**REQUEST FOR QUALIFICATIONS
CONSULTING ARCHITECTURAL/ENGINEERING SERVICES
Chemehuevi Valley Airport**

The Chemehuevi Indian Tribe, California hereby requests statements of qualifications from qualified Consulting Architectural/Engineering Firms to provide engineering services associated with the design, and construction of airport development projects at the Chemehuevi Valley Airport. Work is expected to be accomplished during the course of several Federal Aviation Administration grant projects. The contract is anticipated to start April 10, 2025, and will cover a period of five years.

Firms submitting qualifications shall be considered based upon the following general evaluation criteria:

1. Consultant's Capabilities/Experience/References
2. Project Team
3. DBE Program Experience
4. Understanding of Requested Services and Local Area.
5. Current Workload & Demonstrated Schedule Compliance

Copies of the full Request for Qualifications may be obtained Chemehuevi Indian Tribe, 1990 Palo Verde Drive, Havasu Lake, CA 92363, (760) 858-1116. Complete proposals will be accepted at the same address until 4:00 p.m. March 26, 2025.

Signed: Chemehuevi Valley Airport
 Airport Manager – Steven Escobar
 Office of the Tribal Planner

Publish: Date February 21, 2025