



Grand County

AIRPORTS

**Request For Qualifications
Airport Engineering Services
Grand County, CO
Proposal Deadline June 1, 2026**

I. Purpose

Grand County is soliciting statements of qualifications from consultants to provide Airport Engineering Services for both Kremmling McElroy Airfield and Granby Grand County Emily Warner Field (Airport). Statements shall conform to a prepared set of specifications provided in this document. The County reserves the right to reject any or all qualification statements or waive any specification or requirement if it is in the Airport's interest to do so. The County assumes no liability for the cost of preparing responses to this request or interviews, if interviews are conducted.

II. Background and Scope of Work

The County is soliciting statements of qualifications and experience from full-service engineering consultants. The consultant shall provide services as specified and defined in FAA Advisory Circular 150/5100-14E § 1.4.2 and 1.4.3 Change 1, Architectural, Engineering, and Planning Consultant Services for Airport Grant Projects.

ACTIVITIES	TIMELINE
RFQ Issued	April 20, 2026
Voluntary Pre-Submittal Meeting	April 29, 2026 – 10:00 am
Emailed Questions Due	May 18, 2026 – 12:00 pm
Addendum Response to Questions	May 22, 2026 – 2:30 pm
Statement Submission Deadline	June 1, 2026 – 2:30 pm
Interviews (at the discretion of the County)	July - August, 2026
Engineering Firm Selected	No later than September 30, 2026
Services Agreement Execution	No later than December 1, 2026

Projects under consideration:

Kremmling McElroy Airfield (K20V)

- A. Taxiway and taxi-lane development;
- B. Aircraft apron development;

- C. Helicopter ramp area design and development;
- D. Fuel System upgrade, relocation, unleaded Avgas implementation;
- E. Wildlife Fence Rehabilitation;
- F. Upgrade and relocate Automated Weather Station, Windsock, and segmented circle;
- G. Upgrade snow removal equipment building;
- H. Hangar area development and preparation;
- I. Displaced Threshold design and development;
- J. Airfield pavement maintenance;
- K. Terminal Building Construction;

Granby Grand County Emily Warner Field (KGNB)

- A. Runway rehabilitation/reconstruction;
- B. Airfield lighting and navaid upgrade(s);
- C. Taxi Lane development and design;
- D. Ramp area design and development;
- E. Parallel Taxiway design and development;
- F. Taxiway and ramp rehabilitation;
- G. Upgrade snow removal equipment building;
- H. Hangar area development and preparation;
- I. Wildlife fence rehabilitation;
- J. Segmented circle design and relocation;
- K. Terminal building improvements;
- L. Unleaded Avgas implementation(s);

Only firms having recent similar experience on airport projects should respond. Federal and state funds will be used to accomplish most of the new improvements at the Airport. The County will conduct an open engineering selection process in accordance with FAA Advisory Circular 150/5100-14E § 1.4.2 Change 1. The engineer shall have experience working under the guidance of the Federal Aviation Administration (FAA) and have knowledge of all current environmental and other project related requirements.

The contract awarded, if any, to the selected engineer will be for a period of up to five years. The work will be accomplished over the course of several grant projects and cycles. The County reserves the right to terminate the contract or engineer services at any time during the term of the contract.

III. Submittals

The County is not requesting elaborate or special brochures to be provided. The submittal should be clear and concise, not exceeding 30 pages (excluding cover letter, table of contents, divider tabs, resumes, and insurance certificates). The submittal shall include, at a minimum, the following, and shall be submitted in this order:

- A. A list of related airport projects that the consultant has completed in the last 5 years. Identify the start and end date of each project, and the owner or sponsor's contact person and telephone numbers.
 - 1. Demonstrate experience in high-altitude environments with short construction seasons.
- B. A current resume for professional persons who would be working on the Airport projects, which includes a description of qualifications, skills and responsibilities. The list needs to include the facility planner, facility architect, environmental planner, project manager, design engineer, and resident engineer.
- C. A description of the firm's capacity to accomplish projects:
 - 1. with a tight time schedule;
 - 2. on budget;
 - 3. that overlap; and
 - 4. where multiple projects are undertaken simultaneously. Provide examples if available.
- D. The names of the person(s) authorized to represent the consultant in negotiation and signing any contract that may result.
- E. History of DBE goal achievements.
- F. The location of the firm's home office and the locations where the work would likely be performed. Further, describe how the on-site work would be staffed and the office location, i.e., field survey, project management, construction inspection and management, and materials testing.
- G. The firm's experience in working with the Federal Aviation Administration, particularly the Northwest Mountain Region and the Denver ADO. Indicate the type of work the firm has completed (environmental, design, construction administration, PFC, airspace analysis, etc.) and the FAA regions/district offices where this work has been completed.
- H. **Fee:** As required with a federally funded project, compensation will be negotiated with the selected qualified engineer. Please **DO NOT** submit a fee proposal with the Statement of Qualifications.

Questions shall be submitted to smahorney@co.grand.co.us

IV. EMPLOYMENT DISCRIMINATION BY CONSULTANT PROHIBITED

During the performance of a contract awarded pursuant to this advertised "Request for Proposal", the consultant agrees as follows:

- A. The consultant will not discriminate against any employee or applicant for employment because of race, religion, color, sex or national origin, except where religion, sex or national origin is a bona fide occupational qualification reasonably necessary to the normal operation of the consultant. The consultant agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.
- B. The consultant, in all solicitations or advertisements for employee's places by or on behalf of the consultant, will state that such consultant is an equal opportunity employer.
- C. Notices, advertisements and solicitations placed in accordance with federal law, rule or regulation shall be deemed sufficient for the purposes of meeting the requirements of this section.
- D. Consultant shall be in compliance with the applicable provisions of the Americans with Disabilities Act of 1990 as enacted and from time to time amended and any other applicable federal, state, or local laws and regulations. A signed, written certificate stating compliance with the Americans with Disabilities Act may be requested at any time during the life of this Agreement or any renewal thereof.

V. INSURANCE REQUIREMENTS

- a. Consultant shall provide at their own expense the following insurance for themselves and their employees in connection with their work under this project:
 - 1. Worker's Compensation: Statutory
 - 2. General Liability: \$1,000,000 each occurrence and \$2,000,000 aggregate
 - 3. Auto Liability Insurance: \$1,000,000 each occurrence and \$1,000,000 aggregate
 - 4. Professional Liability Insurance: \$1,000,000 each occurrence and \$1,000,000 aggregate
- b. The consultant shall indemnify and hold harmless the County against and from all liability, claims, damages, demands and cost, including attorney fees of every kind and nature and attributable to bodily injury, sickness, disease or death or to damage or destruction of property resulting from or in any manner arising out of or in connection with the project and the performance of the work under this contract.

VI. SELECTION PROCESS AND AWARD OF CONTRACT

The selection process shall be in accordance with Chapter 2, Procedures for Selection of Consultants, FAA Advisory Circular 150/5100-14E (inclusive of Change 1). Additionally, contracts will be subject to the provisions of Executive Order 112346 (Affirmative action to Ensure Equality Employment Opportunity) and to the provisions of Department of

Transportation Regulations 49 CFR Part 23 (Disadvantaged Business Enterprise Participation) and 49 CFR Part 30 (Foreign Trade Restriction Clause).

A Selection Committee will be appointed to evaluate the submittals received. The Selection Committee will review all submittals, evaluate required criteria, and prepare a consultant short list. The Selection Committee may conduct either computer teleconference, phone interviews or oral on-site interviews to complete the consultant selection process; however, the Selection Committee reserves the right to make a selection based solely upon the submissions received.

Each of the criteria listed under Selection Criteria and Rating will be evaluated by the Committee on how fully each submittal meets the requirement for the purpose of ranking. Possible points are shown on each criterion to indicate the weighted value of the items. Each Selection Committee member will total the results of all criteria to determine the score of each member. The consultant with the highest overall score from the entire panel combined will be given the greatest consideration for first negotiations.

VII. SELECTION CRITERIA AND RATING

A. Quality of Response (15 Points)

- **Completeness:** Does the submittal address every requirement in the order requested?
- **Clarity:** Is the response concise, well-organized, and free of generic "boilerplate" content?
- **Professionalism:** Overall quality of the presentation and adherence to the 30-page limit.

B. Past Performance & Key Personnel (25 Points)

- **Staff Expertise:** Qualifications of the specific individuals assigned (Planner, Project Manager, Design Engineer, Resident Engineer).
- **Technical Depth:** Verifiable experience in Capital Improvement Plan (CIP) preparation, FAA grant administration, and Airport Layout Plan (ALP) updates.
- **Specialized Skills:** Demonstrated success in complex airport design and construction management.
- **Reference Verification:** Feedback from previous clients regarding responsiveness and quality of work.

C. Relevant Project Experience (20 Points)

- **CIP Alignment:** Recent experience with projects specifically listed.
- **High-Altitude Expertise:** Demonstrated history of successful pavement and engineering work in high-altitude, mountain environments with short, intense construction windows.

D. FAA Coordination & Compliance (10 Points)

- **Agency Relationships:** Proven track record working with the **FAA Northwest Mountain Region** and **Denver ADO**.
- **Regulatory Knowledge:** Experience with FAA Grant Assurances, environmental requirements, and airspace analysis.

E. Firm Capability & Scope (10 Points)

- **Resource Depth:** The firm's internal ability to support multiple, simultaneous projects at both Kremmling and Granby Airports.
- **Stability:** Experience managing municipal airport projects of similar scale and budget.

F. DBE Goal Achievements (5 Points)

- **Proven Track Record:** History of meeting or exceeding Disadvantaged Business Enterprise (DBE) goals on federally funded projects.
- **Quality of Plan:** Strategy for identifying and utilizing DBE-certified sub-consultants within the region.

G. Organizational Structure & Logistics (15 Points)

- **Team Synergy:** Logical hierarchy of staff and effective integration of sub-consultants.
- **Geographic Strategy:** Proximity of the firm's office to Grand County and the specific plan for on-site construction observation and materials testing (minimizing travel-related delays and costs).

VIII. SELECTION

If the Selection Committee cannot make a clear choice of the best engineer based upon SOQ responses, then the top ranked firm or firms would be asked to make an oral presentation to the Committee by the means stated above. The final selection recommendation will be made following review and ranking of the submitted SOQ's and interviews (if required).

Engineering firm fees will be negotiated utilizing an independent cost estimate for the services to be performed under a FAA grant as approved by the FAA. Subsequent scopes of work and fees will be negotiated as projects are funded.

In the event the County and the engineer are unable to negotiate a final price for engineering services, the County shall have the right to negotiate with other engineers of the County's choice.

IX. PROJECT INQUIRIES

A pre-submittal conference will be held via Google Meet at 11:00 AM MST, April 29, 2026.

Questions shall be submitted, in writing only, via email to smahorney@co.grand.co.us no later than 12:00 PM, May 18, 2026. Responses to all questions will be issued in the form of an addendum no later than 2:30 PM, May 22, 2026. Consultants are cautioned not to contact other County staff during this RFQ process. Failure to comply may result in disqualification.

Airport tours will not be granted as they will not be necessary for preparation of the firm's Statement of Qualifications; however, firms should make themselves familiar with the Airport's most recent Master Plan at <https://www.co.grand.co.us/1514/Airport-Master-Plans>.

X. GENERAL CONDITIONS

- A. Proposals must be submitted via the electronic submission on <https://www.co.grand.co.us/bids.aspx> no later than **2:30 PM prevailing time on June 1, 2026**.
- B. Proposals shall be firm for a period of 90 days commencing June 1, 2026.
- C. Any person or agency on the US Attorney General's list of ineligible consultants will not be considered.
- D. The consultant certifies by signing this proposal that this proposal is made without prior understanding, agreement or accord with any other person submitting a proposal for the same product or service and that this proposal is in all respects bona fide, fair and not the result of any act of fraud or collusion with another person engaged in the same line of business or commerce. Any false statement hereunder constitutes a felony and can result in a fine and imprisonment as well as civil damages.
- E. The company awarded this contract or purchase order shall be required to comply with all State and Federal requirements related to the contract.
- F. Proposals shall be considered public information unless advised otherwise by the consultant. Consultant shall include a separate letter stating which parts of the Proposal are deemed confidential and/or proprietary information not to be released.
- G. The successful firm will be required to enter into a service agreement with the Grand County Board of County Commissioners. The submitted proposal will become a part of any contract or Purchase Order issued for this project.