

REQUEST FOR QUALIFICATIONS
Annual Architectural/Engineering Consulting Services
Fiscal Year 2009-2010
Reno-Tahoe International Airport
Reno-Stead Airport
Reno, Nevada

The Reno-Tahoe Airport Authority (Authority), as owner and operator of the Reno-Tahoe International Airport and the Reno-Stead Airport in Reno, Nevada, intends to retain the services of Architectural and Engineering firms to perform consulting services at Reno-Tahoe International and Reno-Stead Airports. Consulting services will be provided for projects including, but not limited to, Capital Improvements, Airport Improvements, Operations & Maintenance, Passenger Facility Charge and Special Projects. Consulting services are non-exclusive and consist of, but are not limited to, design, environmental, geotechnical, planning, construction management, surveying, and various engineering and architectural services.

The purpose of this request is to update the Authority's database of qualified consulting firms for fiscal year 2009-2010, from which the Authority may select specific consulting services. This database may also be used for additional solicitation for project specific Request for Qualifications.

In order to expedite selection of qualified consulting firms, the Authority has adopted the United States Federal Government Standard Forms SF330 Part II, ARCHITECT-ENGINEER QUALIFICATIONS. The SF330 Part II form can be obtained by accessing the following Internet site: www.gsa.gov/forms.

The Authority will advertise for consulting services annually; however, Consultants may submit an **SF330 Part II** at any time during the Authority's fiscal year, which begins July 1. At the end of each fiscal year, the Authority will discard the Consultant's SF330 Part II unless the Consultant submits a written reaffirmation of interest prior to that date.

The Authority reserves the right to select consultants:

- A. Based solely on information provided in the SF330 Part II.
- B. Based solely on information provided on a SF330 Part I, which may be requested for specific projects.
- C. Based solely on information provided in response to an advertisement by the Authority, requesting consultant services for a specific project.
- D. Based solely on any other information requested by the Authority.
- E. Based on any combination of the above.

Consultants may be selected directly from the list of qualified consultants or may be invited for interviews for selected projects. The Authority may issue additional Request for Qualifications or Proposals for individual projects separate from this solicitation.

The evaluation of each firm's submittal for consulting services will be based on, but not limited to, a comparison of relevant experience, technical competence, office location, interest in working

with the Authority, capabilities of staff personnel, and a general understanding of the mission of the Authority. The decision as to those selected to perform work will be based entirely on the judgment of the Authority.

The Authority reserves the right to negotiate additional work with the selected firm(s) as it may deem necessary to fulfill complete project intent.

SUBMITTAL REQUIREMENTS

Submittals shall consist of a Letter of Transmittal and SF330 Part II. Please note, the SF330 Part I is not required for this solicitation. Any further inquires shall be directed to Katherine D. Keever, Capital Improvements & Grants Coordinator, at (775) 328-6475.

It is the policy of the Reno-Tahoe Airport Authority that Minority and Women Business Enterprises shall have equal opportunity to participate in the performance of airport contracts. Respondents to this invitation shall not be discriminated against on the basis of race, color, national origin or sex in the award and performance of any contract entered into pursuant to this advertisement.

Submittals shall be addressed to:

Annual Architectural & Engineering Consulting Services
Katherine D. Keever
Capital Improvements & Grant Coordinator
Reno-Tahoe Airport Authority
PO Box 12490
Reno, NV 89510

The physical address for express deliveries is:

2001 E. Plumb Lane
Reno, NV 89502

In the event your firm desires additional information, the Authority will endeavor to provide such information as expeditiously as possible; however, the Authority will not be responsible for any delay resulting in respondent's inability to meet the deadline for submission of the Statement of Qualifications. In addition, the Authority will not be responsible for costs associated with preparation or submittal of the Statement of Qualifications.