



REQUEST FOR PROPOSALS FOR HANGAR DESIGN SERVICES

Sealed proposals will be accepted until Wednesday November 20, 2019, at 12:00 PM, MT, by the Telluride Regional Airport Authority, 1500 Last Dollar Road, Suite 1, Telluride, CO 81435, to provide the Airport with Hangar Design Services in accordance with condition stated in the Request for Proposal (RFP) package.

RFP documents may be obtained on the Airport website at www.tellurideairports.com or by emailing Kenneth Maenpa, Airport Manager at kenny@tellurideairport.com. Proposals may be submitted to the above address and are to be marked: "Hangar Design Services Proposal."

SITE VISIT: The Airport Manager is available to meet with interested Proposers by appointment until November 15, 4:00 PM MT.

Publication Date: October 20, 2019

INTRODUCTION

The Telluride Regional Airport Authority (Airport) is seeking proposals from qualified Consultants to design a 30,000 sf hangar for aircraft storage.

The Airport reserves the right to accept or reject any or all Proposals, negotiate with any Proposer, alter the scope of work, to waive any infomalities and irregularities in the Proposal submission process, to extend the date for submittal of responses, to request additional information from any or all Proposers, to supplement, amend or otherwise modify the RFP prior to the closing date and time, to cancel this request with or without the substitution of another RFP, to re-solicit or cancel the procurement process, and to accept a Proposal which is considered to be in the best interest of the Airport.

Sealed proposals shall be submitted by 12:00 PM, MT, November 20, 2019, and delivered to:

Attn: Kenneth Maenpa
Telluride Regional Airport Authority
1500 Last Dollar Road, Suite 1
Telluride, CO 81435

All Proposals will be time-stamped upon receipt and any Proposals received after the time specified above will be returned unopened. In bold lettering, mark the sealed envelope with the following words:

“HANGAR DESIGN SERVICES PROPOSAL” . Faxed or emailed copies will NOT be accepted. All responsive Proposals become the property of the Airport and must be provided without cost to the Airport. Except as otherwise provided for herein, Proposals which are incomplete or which are not in conformance with the law, may be rejected as non-responsive.

Proposals shall not be returned unless request to withdraw is received prior to 12:00 PM MT, on November 20, 2019. Any Proposal submitted will be deemed to be valid for a period of up to 90 days following the closing date of the RFP. Timely Proposals received shall be subject to applicable laws and regulations governing public disclosure. Submission of a Proposal indicates acceptance by the Proposer of the conditions contained in this RFP, and the intent to enter a Contract with the Airport Authority.

Proprietary information should be clearly marked as “confidential” or “proprietary” on each page on which the information appears.

This RFP does not obligate the Airport to enter into a Contract or pay any costs incurred in the preparation of a Proposal pursuant to this RFP or incurred in subsequent negotiations. It is the intention of the Authority to negotiate a Contract with the Proposer it deems most beneficial to the Airport. During the Proposal evaluation process, the Authority may request additional information or clarification from Proposers.

BACKGROUND

Telluride Regional Airport (KTEX) is owned and operated by an Authority Board representing the Towns of Telluride, Mountain Village, and San Miguel County. The Airport is located 5 miles west of the Town of Telluride. The Airport Authority operates the single FBO. The Airport is a certificated commercial service Airport that is located on Deep Creek Mesa at 9070’ elevation.

The current Airport Master Plan has identified a need for an additional Large Hangar for aircraft storage. The Airport is interested obtaining 100% design and issued for bid plan set for the following 2 phase development of a single large hangar at Telluride Regional Airport:

Phase 1: Site Development (Horizontal) – Construction to include, utilities, water, and grading for hangar structure and apron pavement for aircraft parking that totals approximately 60,000 sf.

Phase 2: Hangar Construction (Vertical) – Construction of a single structure with with doors that are 28’ high and a width of 120’ and total approximately 30,000 sf. Design may include elevated offices and exterior 1 level garage/storage for vehicles and equipment.

SCOPE OF SERVICES

Provide mutually acceptable set of working drawings prepared by licensed professionals qualified to practice in the state of Colorado. These drawings shall be adequate for the purpose of obtaining building permits and properly defining the work and material for various crafts employed on the project. Plans are requested for a single large hangar approximately 30,000 sf and an additional 30,000 sf aircraft parking apron adjacent to the hangar structure.

The successful Proposer will be solely responsible for the conformance of the construction documents with all applicable laws, codes and regulations, include but not limited to San Miguel County Building Codes.

Technical Specifications:

Apron: 30,000 sf to accommodate maximum 86,000 lbs maximum weight for a Gulfstream 650 Aircraft dual wheel gear.

Hangar: Door Height = 28'

Door Width Open = 120'

Hangar 200' W x 150' D

Composition = Steel

Exterior = East single level 20' x 150' with approximately 6 single auto garage doors.

Roof = Gable style capable of snow loads appropriate for annual snow accumulation of 400 inches or as required by the San Miguel County Building Code.

Additional Options: Solar panels capable of supplementing building heating, 2nd level office space east wall, and restroom.

All construction is required to comply with the most currently adopted editions of the building electrical, plumbing, mechanical, fire codes as well as the National Fire Protection Association (NFPA), particularly NFPA 409.

Location: East of the current 17,500 sf Hangar (29). Earthen cut (8'-12') of soils in the existing long-term parking lot as well as relocation and lowering of utilities to include, phase 3 electrical power, 8" water line connected to a 500,000 water storage tank located north of the building site, and 4" natural gas that are located in the vicinity of the new hangar construction.

PROPOSAL REQUIREMENTS

The Authority requires that Proposals are limited to no more than 20 pages including a cover letter with a brief description of the firm or individual, as well as name and contact information of the principal. Proposers must include an email address for the primary point of contact for this RFP in the cover letter.

Proposer shall submit three printed copies and an electronic copy of the proposal on a flash drive in a seal package to:

ATTN: Kenneth Maenpa
Telluride Regional Airport Authority
1500 Last Dollar Rd. Suite 1
Telluride, CO 81435

PROPOSAL CONTENTS

RFP responses must be completed and prepared in a form that provides an insightful, straightforward and concise overview of the capabilities of your firm. Additional facts and information other than those listed below may be included if it will help to highlight your firm's qualifications and experience. All materials submitted in response to this RFP shall become the property of the Airport.

- **Cover Letter** – Cover letter should include a brief description of the firm or individual, as well as the name, email and contact information of the principal. It should also acknowledge that the Proposer will comply with all the terms and conditions set forth in the Request for Proposals, unless otherwise agreed by the Airport.
- **Executive Summary** – Executive Summary should contain an outline of your general approach to the provision of services in addition to a brief summary of your qualifications to engage in a professional service relationship with the Airport. It should also include purpose, outcomes and key points on the timeline.
- **Key Personnel** – List all personnel to be involved in the process along with their role and prior experience. Summarize all qualifications and experience.
- **Project Plan** – Describe methodology, tasks, timeline, and key dates.
- **References** – Provide contact information of three current or previous clients.
- **Work Samples** – Provide two or more executed design plans and related contact information.

Fee for Services – Provide a fee for the Scope of Services outlined in this RFP. Identify all costs including expenses to be charged for performing the services necessary to accomplish the objectives of the Contract. Submit a fully detailed budget including staff costs, hourly rates for all proposed team members, any expenses necessary to accomplish the tasks and to produce the deliverables under the Contract.

QUALIFICATIONS

The following minimum qualifications are required:

- Five or more years of experience performing the type of work required in this Request to include experience with public agencies, preferably government agencies.
- Sufficient resources to complete the work.
- Proven track record in performing said work.
- Familiarity of, and compliance with, all local, state and federal laws and regulations pertaining to said work.
- An office location within a reasonable time and distance of Telluride, CO

SELECTION CRITERIA

Airport staff will evaluate each Proposal on the following criteria:

1. Design Team Qualifications
2. Design Team Experience
3. Cost of the Project
4. Completeness of the Proposal

Airport staff will make a recommendation to the Airport Authority Board who will make the final determination on the successful Proposer.

SIGNATURE PAGE

The undersigned Proposer, having examined these documents and having full knowledge of the condition under which the work described herein must be performed, hereby proposes that she/he will fulfill the obligations contained herein in accordance with all instructions, terms, conditions, and specifications set forth; and that she/he will furnish all required products/services and pay all incidental costs in strict conformity with these documents, for the stated prices as payment in full.

Submitting Consultant: _____

Address: _____

City: _____ State: _____ Zip: _____

Authorized Representative (print): _____

Authorized Signature: _____

Date: _____ Email: _____

Phone #: _____

EXCEPTIONS/DEVIATIONS to this Request for Proposal shall be taken below. If adequate space is not provided for exceptions/deviations, please use a separate sheet of paper. If your company has no exceptions/deviations, please write "No Exceptions" in the space below.

FIRM PRICING - Offered prices shall remain firm for a minimum of 90 days after the due date of this solicitation unless indicated otherwise. Accepted prices shall remain firm for the duration of the Agreement.

ADDENDA – www.tellurideairport.com. It is the Proposer's responsibility to check for issuance.

EXHIBIT A

HANGAR BUILDING SITE

