



ERIE REGIONAL AIRPORT AUTHORITY

Erie International Airport, Tom Ridge Field

4411 West 12th Street

Erie, PA 16505

Phone: 814-833-4258

www.erieairport.org

REQUEST FOR STATEMENT OF QUALIFICATIONS

To provide Engineering and Architecture Services at Erie International Airport- Erie, Pennsylvania

The Erie Regional Airport Authority, (ERAA) owner and operator of the Erie International Airport, Tom Ridge Field, intends to retain the services of a consultant to provide engineering and architecture services for Federal Aviation Administration Airport Improvement Program projects, Pennsylvania Bureau of Aviation projects, and other additional projects for a five-year period beginning October 12, 2024. These projects may include, but not be limited to such items required for the continued operation, maintenance, and safety of the Airport.

ERAA is seeking services for both general on-call engineering AND specialized services for airport cargo development AND architecture services. This means that ERAA may be choosing more than one firm. Please see Attachment A for "List of Projects".

SELECTION PROCESS: ERAA will evaluate the Statement of Qualifications (SOQs) received and select based on information received. The proposed schedule is as follows:

April 26, 2024	SOQs due
August 28, 2024	Contract awarded
October 12, 2024	Contract begins

QUALIFICATIONS STATEMENTS CONTENT: SOQs should contain the following information:

1. Capability to perform all or most aspects on airport improvement projects with requirements similar to typical airport projects.
2. Key personnel's professional qualifications and experience along with their knowledge of FAA regulations, policies, and procedures.
3. Qualifications and experience of outside consultants regularly engaged by the consultant under consideration.
4. At least six client references, including name and phone number, from airports with completed projects.
5. Demonstrated experience working for non-hub to small hub airports.

ERAA reserves the sole right to: (1) evaluate submittals; (2) waive any irregularities therein; (3) request supplemental or additional information regarding qualifications as deemed necessary; (4) contact others to verify information provided in the submittal; or (5) reject any and all submittals, should it be deemed in the best interest of ERAA.

This Request for Qualifications (RFQ) is not to be construed as a contract or a commitment of any kind, nor does it commit ERAA to pay for any costs incurred in the preparation of a submission or of any costs incurred prior to the execution of a formal contract.

TWO copies of your SOQ must be mailed to the Erie Regional Airport Authority, 4411 West 12th Street, Erie, PA 16505, Attention: Derek Martin, by 2:00 p.m. EDT, April 26, 2024. Late, emailed, faxed, or electronic submissions will not be accepted. Inquiries concerning this RFQ must be submitted to the exclusive attention of Derek Martin, Executive Director by email at dmartin@erieairport.org. Questions posed via any other method will not be considered. No questions or request for interpretation related to the RFQ will be accepted after 2:00 p.m. EDT on April 19, 2024.