

**Request for Qualifications (RFQu)
Yampa Valley Regional Airport (YVRA)
On-Call Planning Services Consultant
Routt County, Colorado**

SUMMARY

The purpose of this Request for Qualifications (RFQu) and accompanying specifications are to provide instructions and assistance in submitting an offer to perform planning and consulting services at the Yampa Valley Regional Airport (YVRA) for a period of three years, with the possibility of two (2) one-year extensions at the sole discretion of Routt County. See scope of work for further detail.

16) PROPOSED SCOPE OF WORK

- a) Provide updated guidance for future general aviation development at YVRA through a General Aviation Development Plan that will satisfy current general aviation demand—**Immediate Need Project:**
 - i) Specific objectives of the planning process include:
 - (1) Determine projected general aviation needs through the year 2032.
 - (2) Recommend improvements which will enhance the general aviation facilities' capacity to the maximum extent possible.
 - (3) Produce a current and accurate General Aviation Facilities Plan.
 - (4) Establishing a schedule of development priorities and a phased program for the improvements proposed in the plan.
 - (5) Prioritize the capital improvement program.
 - (6) Develop active and productive tenant/user involvement throughout the planning process.
 - b) Develop a cost-effective terminal area plan in compliance with FAA Advisory Circular *Airport Terminal Planning* AC 150/5360-13A – **Immediate Need Project:**
 - i) Considering the rapid growth of the Airport and community:
 - (1) Identify problems at the existing terminal facility by conducting a Situation Assessment, and then determine which problems will be addressed in this plan.
 - (2) Identify the unique operational and environmental conditions of the Airport and incorporate them into the conceptual expansion plan.
 - ii) Provide a subsequent project design and construction financial estimates and phasing plan that will be incorporated into the YVRA Capital Improvement Plan.
- c) Preparation of the Airport Master Plan Update shall be accomplished in accordance with current FAA requirements, regulations, rules, policies, grant assurances and Advisory Circulars (ACs), including, but not limited to:
 - *Airport Improvement Program (AIP) Handbook* - FAA Order 5100.38C
 - *Airport Master Plans* - AC 150/5070-6B
 - *Airport Design* - AC 150/5300-13A

- *General Guidance and Specifications for Submission of Aeronautical Surveys to NGS: Field Data Collection and Geographic Information System (GIS) Standards Document Information - AC 150/5300-18B*
 - *Architectural, Engineering, and Planning Consultant Services for Airport Grant Projects - as outlined in FAA-AC150/5100-14D.*
- i) The Master Plan shall include a full list of key elements as found in AC-150/5070-6b. The complexity of the individual elements will vary, depending on each particular element and the recent infrastructure improvements of the airfield. Each element shall be analyzed to the extent required to produce a meaningful Master Plan Update. Emphasis shall be placed on the following:
 - ii) Detailed analysis on all precision and non-precision approaches for future aviation demand.
 - iii) Analyze air service markets and prepare commercial and GA activity forecasts.
 - iv) Prepare assessments of facility requirements needed to meet demand forecasts.
 - v) Analyze alternatives for major development areas.
 - vi) FAA-AC approved economic analysis and financial planning.
 - vii) Inventory existing facilities and update base mapping.
 - viii) Identification of future capital improvements based on the analysis of existing and future demand as well as a financial evaluation which will identify how those improvements may be funded and prepare a 20 year Capital Improvement Plan.
 - ix) Assess environmental impacts of proposed projects and the need for additional environmental documentation.
 - x) A vision of future aviation trends and an airport development timeline needed to utilize them to the fullest extent possible.
 - xi) Effective outreach to the public and stakeholders.
 - xii) Create an updated set of Airport Layout Plan drawings including eALP.
 - d) Consultation firms shall have extensive, recent and direct experience in all phases of a Master Plan development including:
 - (1) Plan of study
 - (2) Scope of services
 - (3) Negotiation of fees
 - (4) Aviation planning
 - (5) Land use
 - (6) Environmental planning
 - (7) Aviation engineering
 - (8) Financial planning for general aviation airports