

NOTICE TO AIRPORT CONSULTANTS

The Winterset Airport Authority (Sponsor) is hereby soliciting Statement of Qualifications from consultants for airfield development projects that are anticipated to occur within the next five Federal fiscal years 2026 to 2031 at Winterset Municipal Airport (3Y3) located in Winterset, Iowa. Subject to receipt of Federal funding and/or State funding, the planning project includes the following:

1. Construct and light Runway 18/36. \$8.5 million
2. Construct taxiways to Runway 18/36. \$1.6 million
3. Install airfield lights and visual aids
4. Construct and modify airport access roads and parking lots. \$1.3 million
5. Construct new building area, including apron. \$1.3 million
6. Construct hangars. \$1.34 million
7. Construct terminal building. \$400,000
8. Reconstruct and construct hangar taxilanes
9. Rehabilitate runway, taxiway and apron pavements

These projects have been developed from the Sponsor's Airport Capital Improvement Plan (CIP), which was prepared from the master plan and with some assistance from Olsson. Some project CIP Data Sheets will be available upon request.

The services to be provided for these projects may include, but are not limited to, preliminary design, final design, bidding, construction observation, and incidental special services such as geotechnical/subsurface

Federal Provisions for Solicitations

Civil Rights Title VI (49 USC § 47123 and FAA Order 1400.11). The Sponsor, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all consultants that it will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this notice/solicitation/invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

The following seven Federal provisions are incorporated into this Notice by reference:

- Buy American Preference (Title 49 USC § 50101)
- Davis-Bacon Requirements (2 CFR § 200, Appendix II(D) and 29 CFR Part 5)
- Debarment and Suspension (2 CFR Part 180 (Subpart C), 2 CFR Part 1200, and DOT Order 4200.5)
- Disadvantaged Business Enterprise (49 CFR Part 26)
- Foreign Trade Restriction (49 USC § 50104 and 49 CFR Part 30)
- Lobbying and Influencing Federal Employees (31 USC § 1352 – Byrd Anti-Lobbying Amendment; 2 CFR Part 200, Appendix II(J); and 49 CFR Part 20, Appendix A)
- Procurement of Recovered Materials (2 CFR § 200.322, 40 CFR Part 247, and Solid Waste Disposal Act)
- FAA Reauthorization Act of 2024 (Public Law 118-63), Section 936 – Prohibition of Covered Unmanned Aircraft Systems (UAS)

Selection Criteria

In selecting a consultant, the Sponsor is using a qualifications-based selection process conforming to FAA Advisory Circular 150/5100-14E *Architectural, Engineering, and Planning Consultant Services for Airport Grant Projects*. As such, fee information will not be considered in the selection process and shall not be submitted with the Statement. Fees will be negotiated for projects as federal funds become available. The agreement(s) between the Sponsor and the selected consultant will be subject to Federal Contract Provisions for A/E Agreements.

The Sponsor intends to select the most qualified firm directly from submittals but reserves the option to short list up to three (3) of the highest rated firms and perform phone, informal, and/or formal interviews. Consultants will be rated by a selection committee according to the following selection criteria and the weight given to each:

1. Capability to perform all aspects of the projects (10%) – qualifications of prime firm (and subconsultants, if any);
2. Relevant experience of key personnel from prime firm (and subconsultants, if any) and role (20%);
3. Knowledge of FAA standards, policies, and procedures (10%);
4. Recent experience with comparable projects at similarly sized airports (25%);
5. History of meeting schedules and staying within budget (10%); and
6. Understanding of the project's potential challenges and Sponsor's concerns (25%).

Submittal Requirements

Statements must be concise and contain no more than twenty-eight (28) pages of material (14 sheets of paper, double sided). This excludes the front and back covers, the two-page cover letter (1 sheet of paper, double sided), table of contents, section dividers, and resumes.

The Consultant must submit a PDF of their Statement via email with the subject line "Airport Statement of Qualifications" and request delivery/read receipts to confirm receipt. Statements are due by 5:00 p.m. on Wednesday May 27th, 2026, to the following person: Dave LaGrange – info.winterset.airport@gmail.com

Statements received after the deadline will not be considered. The Sponsor reserves the right to reject any and/or all Statements. Statements once submitted become property of the Sponsor.

Inquiries

All questions must be submitted via email to the above contact by 5:00 p.m. on May 20th, 2026. (one week before submittal deadline.) Answers will be sent via reply email no later than 5:00 p.m. on May 23rd, 2026. For more information, please contact Dave LaGrange at 515.462.9500 or info.winterset.airport@gmail.com.