

MICHAEL GELLES, CHIEF CLERK  
CAMBRIA COUNTY  
200 S. CENTER STREET  
EBENSBURG, PA 15931

**REQUEST FOR QUALIFICATIONS (RFQ)**

FOR

ARCHITECTURAL, ENGINEERING AND PLANNING CONSULTANT SERVICES FOR  
COMMONWEALTH FINANCING AUTHORITY MULTI-MODAL TRANSPORTATION  
FUND GRANT PROJECT

FOR

**CAMBRIA COUNTY PROJECT SITE:  
JOHNSTOWN CAMBRIA COUNTY AIRPORT  
479 AIRPORT ROAD  
JOHNSTOWN, PA 15904**

HANGERS 15A – 15C RENOVATIONS

**REQUESTED BY:**  
CAMBRIA COUNTY  
MICHAEL GELLES, CHIEF CLERK  
200 S. CENTER STREET  
EBENSBURG, PA 15931

## REQUEST FOR QUALIFICATIONS – SUMMARY

Date posted: March 20, 2020

Contact for Bid Package: Brittany E. Blackham  
Grant Facilitator  
Central Park Complex  
110 Franklin Street, Suite 300  
Johnstown, PA 15901  
[bblackham@co.cambria.pa.us](mailto:bblackham@co.cambria.pa.us)  
Office: (814) 534-2697  
Cell: (814) 475-2115

Bid Package also available at <https://www.cambriacountypa.gov/>

Bids to be returned to: Michael Gelles, Chief Clerk  
Cambria County Courthouse  
200 S. Center Street  
Ebensburg, PA 15931  
Office: (814) 472-1600

Cambria County is soliciting qualifications from firms interested in providing planning, engineering, architectural, and environmental services for a specific Hanger 15A-15C Renovation Project/s located at the Johnstown-Cambria County Airport.

Interested parties can request a detailed copy of the “Scope of Service” by emailing Brittany Blackham (see above). A copy of the detailed RFQ can be obtained through the Cambria County website at <https://www.cambriacountypa.gov/>

All qualifications will be accepted until 4:00 PM prevailing time, April 21, 2020. The submitted proposals will be publicly opened in the Cambria County Commissioners Meeting on Thursday April 23, 2020 at 10:00 a.m. at the Cambria County Courthouse, in the Jury Room where the fixed meeting bids will be opened/reviewed.

Please note that only those Qualifications presented in a sealed and clearly marked envelope will be considered for evaluation. The envelope must be addressed as follows:

Michael Gelles, Chief Clerk  
Cambria County Courthouse  
200 S. Center Street  
Ebensburg, PA 15931

**HANGAR 15A-15C PROFESSIONAL ENGINEERING SERVICES**

**REQUEST FOR PROPOSAL OF  
QUALIFICATIONS FOR ENGINEERING FIRM  
for Special Hangar 15A-15C Renovations Project  
of Cambria County at the Johnstown Cambria  
County Airport**

**Cambria County** is requesting proposals for Qualifications to retain an engineering firm for engineering, architectural, bid and design work as further described below at the **Johnstown Cambria County Airport** located in **Johnstown PA**. The selection will be made in accordance with procurement Rules of the Commonwealth Financing Authority Multi-Modal Transportation Fund Grant Contracts. The engineering and the design project is described as follows:

**PROJECT**

Engineering, architectural, bid and design for the Rehabilitation of Hangars 15A-15C located at the Johnstown-Cambria County Airport, 479 Airport Road, Johnstown, PA 15904.

**SCOPE OF SERVICES**

Hangar Buildings 15A, 15B and 15C located at the Johnstown Cambria County Airport will be renovated to provide both office space and hangar/maintenance facilities for charter business and for general business use. These buildings are currently being used for non-aviation related storage, and have only been minimally maintained. To become functional for the intended proposed uses, the apron and immediate area surrounding those buildings must also be improved and made ready to accommodate aircraft use. Cambria County has leased these Hangar Buildings from the Airport Authority. Cambria County proposes to reconstruct, renovate and upgrade Hangar Nos. 15A-15C to become the operations center for the charter business and to serve as the charter maintenance facility and primary hangar. In addition, a joining office building Hangar 15B will be renovated into office space, a business center and conference rooms for the use of the County, the Authority and FBO, and both charter and private aircraft passengers.

The hangar improvements will require roof and gutter replacement, replacement of the two hangar doors, and miscellaneous interior and exterior repairs. The apron improvements will require removal of the existing pavement and repaving of the existing area, approximately 6300 square yards. Appropriate pavement markings must also be installed. The office building will require renovations, asbestos investigation and abatement and replacement of metal roof, gutters and exterior walls. There will also be engineering, administration and design costs.

This project will return those buildings to aviation use and will make significant improvements to the Airport apron and other Airport facilities. These improvements will result in increased passenger and aircraft use of the Airport facilities, allowing the FBO to more readily market use of the facilities to other potential users.

**QUALIFICATIONS**

This project may include a Phase II of the Hangar 15A-15C project, the general description of which is included in the overall scope of services set forth above. Your RFQ responses should also apply to the Phase II, if it is implemented. The following factors listed, will be qualifications considered by **Cambria County** during evaluation of the firms submitting acceptable letters of interest:

- a) Experience in planning, design, construction bidding and inspection for the Indicated project, but not limited to. Airport Hangar 15A-15C Renovation; includes two hangars and one office building. Phase I and potentially a Phase II.
- b) Project team composition professional qualifications and experience and availability for proposed project.
- c) Reputation and professional integrity and competence and knowledge of FAA, Penn DOT Bureau of Aviation, and Commonwealth Financing Authority Grant Projects;
- d) Current workload - ability to expedite project and meet schedule and deadlines
- e) Ability to furnish qualified inspectors for construction inspection if required.
- f) Past performance – Quality of projects previously undertaken and capability to complete projects without having major cost escalations or overruns.
- g) Demonstrate understanding of project potential problems and the sponsor’s special concerns.
- h) Ability to package and present the Letter of Interest in accordance with the “General Requirements and Information” section.
- i) Familiarity with and proximity to the geographic location of the project
- j) Capability to incorporate and blend aesthetic and architectural concepts with project design while accomplishing the basic requirements that airport transportation facilities be functional, safe, and efficient
- k) Capability to conduct a Value Engineering (VE) study for projects that are particularly complex or have unique features.

### **REQUIRED INFORMATION**

- a) Provide an “Availability Schedule” supporting the project’s schedule which is scheduled to start by May 1, 2020.
- b) Include copies of Resume/CV for principal project personnel the applicant anticipates assigning the work. (maximum of 4 resumes)
- c) Provide proof of Professional Liability Insurance and the level of coverage provided. The Certificate Holder should be Cambria County, PA. (Detail of Insurances described below).

### **General Requirements and Information**

Firms interested in providing the above work are invited to submit three (3) copies of a Letter of Interest and other required information for the Project.

Three (3) copies of the Letter of Interest and required forms (see General Requirements and Information section) shall be sent to: MICHAEL GELLES, CHIEF CLERK, 200 SOUTH CENTER STREET, EBENSBURG, PA 15931

Any questions and a bid package concerning the requirements for this project is available from: **Brittany Blackham, Grant Facilitator**, 814-534-2697 (office), [bblackham@co.cambria.pa.us](mailto:bblackham@co.cambria.pa.us)

The Letter of Interest and required information must be received at the Chief Clerk's address by **4:00 P.M.** prevailing time of **April 21 2020**.

If a Joint Venture responds to a project advertisement, **Cambria County** will not accept separate Letters of Interest from the Joint Venture constituents. A firm will not be permitted to submit on more than one (1) Joint Venture for the same Project.

Each Letter of Interest must include the following information and the information must be packaged and presented in the following order:

1. Transmittal Letter (Maximum of two (2) 8 ½ X 11" typed pages, one side)

The subject heading of the transmittal letter must include the project reference number for which the applicant wishes to be considered, the firm's legal name, fictitious name (if applicable), and the firm's federal identification number. The applicant firm must indicate in the body of their transmittal letter the names and Professional License Number of individuals who are directing heads or employees of the firm who have responsible charge of the firm's engineering activities, and whose names and seals shall be stamped on all plans, specifications, plats, and reports issued by the firm.

This Chart must show key staff from the prime and each sub-consultant and their area of responsibility.

2. Standard Form 330, "Architect-Engineer and Related Services Questionnaire for Specific Project" This is an OMB form prescribed by GSA-FAR (48 CFR) 53.236-2(b) should be completed and returned. Part 1 and Part 2 are both required, along with all exhibits.

The Standard Form 330 Part 1 and Part 2 must be signed, dated, and filled out in its entirety, including the proposed sub-consultants and the type of work or service they will perform on the project, along with exhibits.

3. Registered To Do Business: ONLY firms having a physical business presence in Pennsylvania will be considered. Physical business presence means having an office with the staff that will be working on this project physically located in Pennsylvania.

4. Non Discrimination

No assistance shall be awarded to an applicant under this program unless the applicant certifies that the applicant shall not discriminate against any employee or against any person seeking employment by reason of race, gender, creed, color, sexual orientation, gender identity or expression, or in violation of the Pennsylvania Human Relations Act, which prohibits discrimination on the basis of race, color, religious creed, ancestry, age, sex, national origin, handicap or disability or in violation of any applicable federal laws. All contracts for work to be paid with grant funds must contain the Commonwealth's official Non Discrimination Clause. No copies, just affirmative representation of compliance needed with response.

5. Pennsylvania Prevailing Wage Act

All or a portion of the construction work associated with the project may be subject to the

Pennsylvania Prevailing Wage Act, as determined by the Pennsylvania Department of Labor & Industry. It is the responsibility of the funding recipient to ensure that the Pennsylvania Prevailing Wage Act is followed, if applicable. Bidders must comply with the Pennsylvania Prevailing Wage Act.

6. Procedures for Accessing Funds

The applicant shall retain the services of a professional engineer licensed in Pennsylvania, who will certify to the CFA during construction and upon completion of the project that the expenses were incurred and were in accordance with plans approved by the CFA. The CFA will release funds to the applicant at not less than 30 day intervals. The CFA's Payment Request form shall be available upon request from Brittany Blackham.

7. Compliance with the Prohibition of Illegal Alien Labor on Assisted Projects Act

Pursuant to the Act of May 11, 2006 (P.L. 173, No. 43) known as the Prohibition of Illegal Alien Labor on Assisted Projects Act, the Grantee shall not knowingly employ, or knowingly permit any of its subcontractors to knowingly employ, the labor services of an illegal alien on activities funded in whole or in part by a grant or loan issued by an executive agency of the Commonwealth of Pennsylvania.

8. Insurance (General Liability and Professional Liability).

Copy of the required certificate of liability insurance, whereon the Commonwealth Financing Authority has been included as an additional named insured. Cambria County and Johnstown Cambria County Airport Authority should also be included as additional insureds. The general liability insurance minimum shall be one (1) million dollars and a minimum of \$300,000 automobile coverage. Proof of Professional Liability for errors and omissions insurance in the minimum amount of \$1,000,000 shall be required.

Additional Information

Additional information you feel may be needed shall not to exceed four (4) one-sided 8 ½" X 11" pages or two (2) double sided 8 ½" X 11" pages may be included at the discretion of the submitting firm. This information is in addition to required information.

The assignment of the agreement/contract for the above advertisement(s) will be made to one of the firms who submit an acceptable Letter of Interest in response to the project/s advertisement. The assignment will be made based on **Cambria County's** evaluation of the firm's qualification and capabilities and the County's ability to negotiate a fair fee. **Cambria County** reserves the right to reject all letters submitted, to cancel the solicitations requested under this Notice, and/or to re-advertise solicitation for the work and services.

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For Cambria County Commissioners