

November 12, 2025

RE: Airport Consultant RFQ

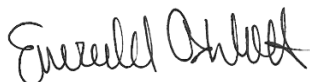
The City of El Dorado, Kansas, is hereby soliciting statements of qualifications and experience from airport consultants for projects at El Dorado/ Captain Jack Thomas Memorial Airport (EQA). The process and estimated costs shown in the attached document are identified in the Airport's Capital Improvement Program (CIP) prepared with assistance from Olsson Inc. for the city of El Dorado, Kansas.

Three (3) copies of the request must be received at City Hall by the City Clerk no later than 10:00 a.m., Thursday, December 11, 2025. Bids will not be accepted after this time. Bids shall be addressed as follows:

The City of El Dorado
Attn: Emerald Ashlock, City Clerk
Re: Airport Consultant RFQ
220 E. First
El Dorado, KS 67042

During proposal development, respondent's questions regarding this Request for Qualifications or the process should be directed to Emerald Ashlock, City Clerk, by phone 316-321-9100 or email (eashlock@eldoks.gov). Questions regarding the RFQ should be submitted to the City Clerk via email no later than November 28, 2025. Responses will be provided by December 3, 2025. Those intending to respond to this request are asked not to make contact with other City Staff or City Commissioners during the bid process.

Sincerely,



Emerald Ashlock
City Clerk
City of El Dorado, KS

1. Scope of Work

The City of El Dorado, Kansas, is hereby soliciting statements of qualifications and experience from airport consultants for projects at El Dorado/ Captain Jack Thomas Memorial Airport (EQA). The process and estimated costs shown below are identified in the Airport's Capital Improvement Program (CIP) prepared with assistance from Olsson Inc. for the city of El Dorado, Kansas. A copy of the CIP data sheet will be made available upon request. Subject to receipt of Federal funding under the FAA Airport Improvement Program, these projects may include the following:

- Rehabilitate Runway 15/33 (Asphalt Overlay) and Rehabilitate Taxiway A ~ \$1,690,000
- Rehabilitate Runway 4/22 ~ \$2,250,000
- Rehabilitate Apron and Taxiway Pavements ~ \$280,000
- Miscellaneous Hangar and Taxilane improvements, including constructing new hangars, pavement, utilities, and drainage ~ \$500,000 and various costs based on development needs

The required services include, but are not limited to, airport planning, design, construction, A/E services for all phases, and necessary incidental services for projects expected to be funded under the FAA Airport Improvement Program within five years.

Fees will be negotiated for projects as grants are obtained. **Consultants shall not include fee or cost information when responding to this solicitation.** Prospective consultants are advised that applied overhead rates must be in accordance with the cost principles established within Federal Regulation 48 CFR Part 31, Contract Cost Principles and Procedures.

2. Submission of Responses

- Acceptance/Rejection/Modification to Responses: The City of El Dorado reserves the right to reject any or all RFQ's, waive any irregularities or informalities and select the best RFQ in the opinion of the governmental unit. Failure to enter a subsequent contract within a certain time period will render the RFQ invalid.
- Economy of Preparation: Responses should be prepared simply and economically, providing a straightforward, concise description of the respondent's ability to fulfill the requirements of the recruitment.
- Cost of Preparation: The City shall not be liable for any costs incurred by a respondent in preparing or submitting a proposal.
- Ownership: Submitted materials become the property of the City and will not be returned.
- Public Records: All firms submitting qualifications need to be aware that any submission is subject to public inspection under the Kansas Open Records Act.

3. Other Terms and Conditions

- Conflict Of Interest: No public official shall have interest in the contract.
- Ethics: The consultant shall not offer or accept gifts of value nor enter into any business arrangement with any employee, official or agent of the City of El Dorado.
- Indemnification: The successful proposer shall defend, indemnify and save harmless the City of El Dorado and all its officers, agents, employees and volunteers from all suits,

actions or other claims of any character, name, and description brought for or on account of any injuries or damages received or sustained by any person, persons, or property on account of any negligence, or act or fault of the successful proposer, or any agent, employee, subcontractor or supplier in the execution of, or performance under, any contract which may result from the proposal award. The successful proposer shall pay any judgment with costs that may be obtained against the City of El Dorado growing out of such injury or damages.

4. Selection Process

- a. A qualification-based selection process conforming to Federal Aviation Administration (FAA) Advisory Circular 150/5100-14 will be utilized. Selection criteria will include, but not limited to:
 - 1) Qualifications
 - 2) Comparable recent experience
 - 3) Knowledge of FAA regulations, policies and procedures
 - 4) An implemented Affirmative Action Program
 - 5) Capacity to perform work in the allotted time
 - 6) Capability to complete projects within budgets
 - 7) Capability to furnish qualified inspectors for construction inspection
 - 8) Familiarity with, and proximity to the project
- b. Award Presentation: Subject to agreement negotiation, the City Commission shall select one of the proposals or will reject all proposals within thirty (30) calendar days from the date of December 11, 2025.
- c. Contract Development: If the City selects a firm, the City will conduct contract discussions and negotiations with the apparent successful respondent.
 - a. This contract is subject to, but is not limited to the following federal provisions:
 - Title VI of the Civil Rights Act of 1964
 - Section 520 of the Airport and Airway Improvement Act of 1982
 - DOT Regulation 49 CFR Part 18.36(i) – Access to Records
 - DOT Regulation 49 CFR Part 20 – Lobbying and Influencing Federal Employees
 - DOT Regulation 49 CFR Part 26 – Disadvantage Business Enterprises Participation
 - DOT Regulation 49 CFR Part 29 – Government Debarment and Suspension
 - DOT Regulation 49 CFR Part 30 – Foreign Trade Restriction Clause