

REQUEST FOR STATEMENT OF QUALIFICATIONS (SOQ)
WILLMAR MUNICIPAL AIRPORT
CITY OF WILLMAR
ENGINEERING AND PLANNING SERVICES

The City of Willmar, Minnesota is soliciting qualification statements from qualified engineering/planning firms to provide professional services associated with airport improvements, which may include the following:

- 2025 Runway 13/31 Edge light replacement with LED
Airfield Back-up Generator
T-Hangar construction/design
- 2026 PAPI/REIL LED conversion
Connection to City Sewer/water
Airfield Drainage improvements
- 2027 Taxiway A Edge Lighting system to LED
Runway 13/31 pavement reconstruction
- 2028 Taxiway A pavement reconstruction
Taxiway A runup areas
Sod Runway rehabilitation
- 2029 Runway expansion 13/31
Connection of Terminal building and FBO hangar

The Statement of Qualifications should include:

1. A brief history of the firm and airport experience.
2. Team members of the firm, their experience and education.
3. A listing of recent airport projects with references.
4. Evidence of the firm's Affirmative Action Program.

A detailed proposal is not to be submitted at this time. The City of Willmar anticipates projects to be funded in part by MN/DOT Aeronautics and the Federal Aviation Administration. All services provided must be in compliance with current MNDOT and FAA policies and standards.

Based on the submitted information, a firm will be selected using an analysis of the following criteria:

1. Professional experience of key personnel.
2. Experience with state and federal grant programs.
3. Capabilities in airport planning and engineering.

4. Ability to meet schedules and budgets.
5. Experience on comparable projects.
6. Quality of the work accomplished.

The City of Willmar intends to retain the selected firm for five (5) years or until the above list of development items is completed. Negotiations for consulting fees will be accomplished after a firm has been selected.

SOQ will be reviewed the 1st week of April and City Council action will occur in mid-April.

Five (5) copies of the Statement of Qualifications should be submitted to:

Eric Rudningen
6600 HWY 40 W
Willmar, MN 56201
320-214-9669

The information should be submitted no later than 1:00 p.m. March 29, 2024.

DRAFT