

**REQUEST FOR QUALIFICATIONS FOR
ENGINEERING, ARCHITECTURAL, AND PLANNING SERVICES
FOR THE PRINCETON MUNICIPAL AIRPORT**

The City of Princeton, Minnesota, is soliciting proposals from qualified firms to provide engineering, architectural, and planning services for the Princeton Municipal Airport for a 5-year period in accordance with the FAA Advisory Circular 150/5100-14E. The consultant will also serve as a link and facilitator between the city and the FAA and MnDOT Aeronautics.

Anticipated work includes studies, reports, and projects involving the expansion, repair, and rehabilitation of airport facilities and may include the following types of projects:

- Master Plan and ALP Update (AWOS Site Relocation, Zoning Ordinance Changes)
- AWOS Relocation, Environmental and Design
- Expansion of DNR Apron, Design
- AWOS Relocation, Land Acquisition and Construction
- Expansion of DNR Apron, Construction
- Other

The qualifications submitted should include

1. Brief history of the firm and principals;
2. An 'executive summary' of projects similar to those listed above (w/references);
3. A list of other airport clients employed by the applicant firm both currently and within the past five (5) years,
4. Description of experience working with state and federal airport funding;
5. Identification of key personnel who will work directly with the City.
6. Evidence that the firm understands the importance of airport development as it relates to the other needs of the City.

A detailed proposal is not requested at this time so firms are asked to limit their submittal to 10 unbound copies of no more than 20 pages per copy, plus one PDF. The above list of possible projects may be modified at any time at the City's discretion and will likely be associated with several FAA/MnDOT Aeronautics grants. All services provided must be in compliance with FAA and MnDOT requirements. The City of Princeton may select a firm directly based on the responses to this RFQ or may request additional information and/or interview some or all of the respondent firms.

Ten (10) copies of the qualifications should be submitted by **3:00 p.m.**, Friday, February 18, 2022 to:

Michele McPherson
City of Princeton
705 2nd Street North
Princeton, MN 55371

Questions should be directed to Michele McPherson, (763)389-2040 or mmcpherson@princetonmn.org. The Princeton City Council, in cooperation with Princeton Airport Advisory Board, will review the qualifications. The Princeton City Council will make the final decision. The City reserves the right to reject all firms, as well as determine which, if any, of the projects identified are undertaken.