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**MAVERICK COUNTY AIRPORT**  
**TxDOT CSJ# 21ALEPASS**

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<http://www.txdot.gov/inside-txdot/division/aviation/projects.html>

**Texas Department of Transportation**  
**Aviation Division**  
**Request for Qualifications (RFQ) for Professional**  
**Services**

Maverick County through its agent, the Texas Department of Transportation (TxDOT), intends to engage a qualified firm for services. This solicitation is subject to 49 U.S.C. §47107(a)(17) and will be administered in the same manner as a solicitation conducted under Chapter 2254, Subchapter A, of the Texas Government Code. TxDOT Aviation Division will solicit and receive qualification statements for professional services as described below:

Airport Sponsor: Maverick County, Maverick County Memorial International Airport; TxDOT CSJ No. 21ALEPASS. The TxDOT Project Manager is Michael Van Vliet.

Scope: Prepare an Airport Layout Plan (ALP) update with narrative.

1. Prepare and update the ALP with Narrative consistent with the most current FAA Advisory Circulars and Standard Operating Procedures;
2. Develop a Capital Improvement Plan, including a recommended phasing plan and financial overview that considers local, state, federal, and alternative funding sources;
3. Prepare and update the Airport Property Map (APM) consistent with the most current FAA Advisory Circulars and Standard Operating Procedures;
4. Establish attainable goals for airport improvements and development based on forecast for aviation demand and critical aircraft; and
5. Develop a Height Hazard Zoning Map incorporating the airports Part 77 surface.

The Agent, 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 respondents that it will affirmatively ensure that for any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit in response to this solicitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

The proposed contract is subject to 49 CFR Part 26 concerning the participation of Disadvantaged Business Enterprises (DBE).

The DBE goal is set at 0%.

To assist in your qualification statement preparation the criteria and most recent Airport Layout Plan are available online at <http://www.dot.state.tx.us/avn/avninfo/notice/consult/index.html> by selecting “Maverick County Memorial International Airport”.

**AVN-551 Preparation Instructions:**

Interested firms shall utilize the latest version of Form AVN-551, titled “Qualifications for Aviation Planning Services”. The form may be requested from TxDOT, Aviation Division, 125 E. 11th Street, Austin, Texas 78701-2483, phone number, (800)68-PILOT (74568). The form may be emailed by request or downloaded from the TxDOT website at <http://www.txdot.gov/inside-txdot/division/aviation/projects.html>. The form may not be altered in any way. Firms must carefully follow the instructions provided on each page of the form. Qualifications shall not exceed the number of pages in the AVN-551 template. The AVN-551 consists of eight pages of data plus one optional illustration page. A prime provider may only submit one AVN-551. If a prime provider submits more than one AVN-551, or submits a cover letter with the AVN-551, that provider will be disqualified. Responses to this solicitation WILL NOT BE ACCEPTED IN ANY OTHER FORMAT.

ATTENTION: To ensure utilization of the latest version of Form AVN-551, firms are encouraged to download Form AVN-551 from the TxDOT website as addressed above. Utilization of Form AVN-551 from a previous download may not be the exact same format. Form AVN-551 is a PDF Template.

The completed Form AVN-551 must be received in the TxDOT Aviation eGrants system no later than April 20, 2021, 11:59 PM. (CDST). Electronic facsimiles or forms sent by email or regular/overnight mail will not be accepted.

Firms that wish to submit a response to this solicitation must be a user in the TxDOT Aviation eGrants system no later than one business day before the solicitation due date. To request access to eGrants, please complete the Contact Us web form located at <http://txdot.gov/government/funding/egrants-2016/aviation.html>

Instructions on how to respond to a solicitation in eGrants are available at <http://txdot.gov/government/funding/egrants-2016/aviation.html>

Step by step instructions on how to respond to a solicitation in eGrants will also be posted in the RFQ packet at <http://www.dot.state.tx.us/avn/avninfo/notice/consult/index.html>.

The consultant selection committee will be composed of local government representatives. The final selection by the committee will generally be made following the completion of review of AVN-551s. The committee will review all AVN-551s and rate and rank each. The evaluation criteria for airport planning projects can be found at <http://www.txdot.gov/inside-txdot/division/aviation/projects.html> under Information for Consultants.

All firms will be notified and the top rated firm will be contacted to begin fee negotiations. The selection committee does, however, reserve the right to conduct interviews for the top rated firms if the committee deems it necessary. If interviews are conducted, selection will be made following interviews.

Please contact TxDOT Aviation for any technical or procedural questions at (800)68-PILOT (74568). For procedural questions, please contact Sheri Quinlan, Grant Manager. For technical questions please contact Michael Van Vliet, Project Manager.

For questions regarding responding to this solicitation in eGrants, please contact the TxDOT Aviation help desk at 1-800-687-4568 or [avn-egrantshelp@txdot.gov](mailto:avn-egrantshelp@txdot.gov)



## EVALUATION CRITERIA FOR AIRPORT PLANNING QUALIFICATIONS

The following criteria will generally be used in evaluating consultants submitting qualifications; however, the Consultant Selection Committee may develop additional consultant evaluation criteria and point values, if desired. The Consultant Selection Committee should assign points to be used for the Consultant Rating Sheet if they do not use the suggested point values. The TxDOT Project Manager can assist the Selection Committee in interpreting the criteria and establishing point values for each criterion, if necessary.

### Suggested Point Values and Selection Criteria

1. **Capability to perform all of the services required for this project and professional qualifications of key personnel assigned to this project relevant to the work to be performed.** (25 points)

Does the consultant have the necessary resources to perform all of the services required (e.g.: planning, surveying, CAD, etc.)? Who are the professionals that will be working on this project on a daily basis and how do their qualifications and experience with general aviation airport planning projects compare with other respondents? [Sources of information: Aviation Planning Team Form, Recent Relevant Airport Experience Form, Proposed Technical Approach Form, and possibly the Optional Summary.]

2. **Recent experience, within the last ten years, in the development of airport plans comparable to the proposed project.** (25 points) Does the consultant have direct experience developing general aviation airport plans similar to those proposed for this location?

[Sources of information: Aviation Planning Team Form, Recent Relevant Airport Experience Form, and possibly the Optional Summary.]

3. **Ability to meet the schedules and deadlines of this project and reputation for competence, timeliness, and quality of performance and work product.** (25 points)

Does the proposed planning team have sufficient time to devote to this project in order to meet the schedule submitted in the qualifications? Is the proposed schedule realistic? Does the consultant consistently meet contractual timetables? Has the work performed for other airports been satisfactory?

[Sources of information: Aviation Planning Team Form, Recent Relevant Airport Experience Form, Project Schedule Form, possibly the Optional Summary, and reference check.]

4. **Proposed Technical Approach and Schedule to Accomplish the**

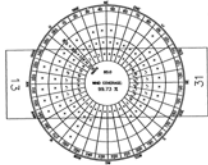
**Project.** (25 points)

Does the consultant show specific understanding and familiarity with the particular requirements of this project and how to address them? Is the consultant familiar with relevant planning guidance? Is the schedule appropriate to accomplish the project?

[Sources of information: Proposed Technical Approach Form, Proposed Schedule Form, and possibly the Optional Summary.]

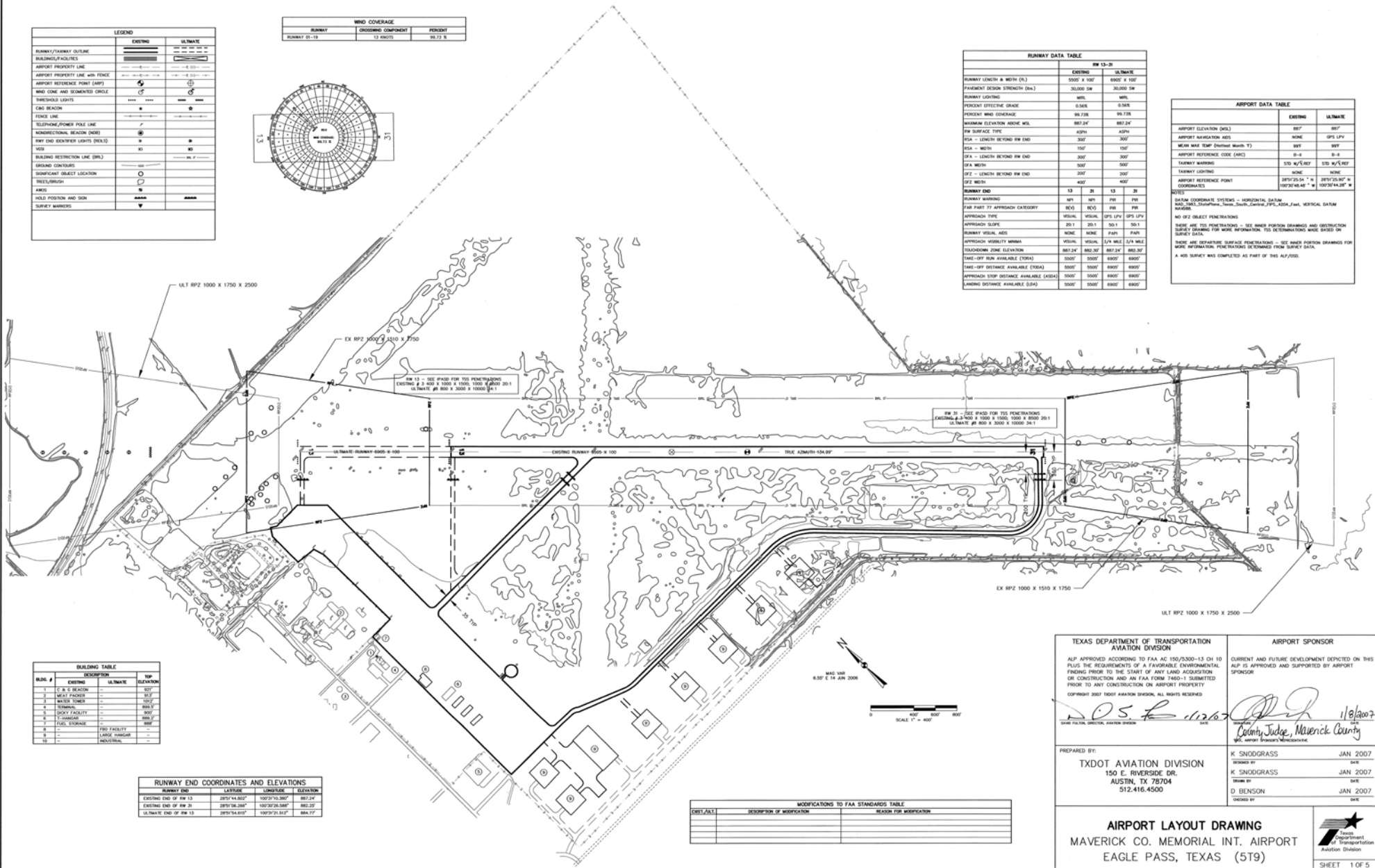
LEGEND		EXISTING	ULTIMATE
RUNWAY/TAXIWAY OUTLINE		---	---
BUILDINGS/FACILITIES		---	---
AIRPORT PROPERTY LINE		---	---
AIRPORT PROPERTY LINE WITH FENCE		---	---
AIRPORT REFERENCE POINT (ARP)		○	○
WIND CONE AND SEGMENTED CIRCLE		○	○
THRESHOLD LIGHTS		---	---
EDGE BEACON		---	---
FENCE LINE		---	---
TELEPHONE/POWER POLE LINE		---	---
NONDIRECTIONAL BEACON (NDB)		○	○
RWY END IDENTIFIER LIGHTS (EILD)		○	○
VEG		---	---
BUILDING RESTRICTION LINE (BRL)		---	---
GROUND CONTOURS		---	---
HIGHLIGHT OBJECT LOCATION		○	○
WHEELBURSH		---	---
ARCS		---	---
FIELD POSITION AND SIGN		---	---
SURVEY MARKERS		---	---

WIND COVERAGE		
RUNWAY	EXISTING COMPONENT	PERCENT
RUNWAY 01-19	13 ARCS	90.73 E



RUNWAY DATA TABLE			
	EXISTING	RW 13-31	
		EXISTING	ULTIMATE
RUNWAY LENGTH & WIDTH (ft.)	5007 x 307	6907 x 107	
PAVEMENT DESIGN STRENGTH (psi)	30,000 SW	30,000 SW	
RUNWAY LIGHTING	APL	APL	
PERCENT EFFECTIVE GRADE	0.54%	0.54%	
PERCENT WIND COVERAGE	99.73%	99.73%	
MEAN ELEVATION ABOVE MSL	887.24'	887.24'	
RW SURFACE TYPE	ASPH	ASPH	
ISA - LENGTH BEYOND RW END	300'	300'	
ISA - WIDTH	100'	100'	
OFA - LENGTH BEYOND RW END	300'	300'	
OFA - WIDTH	500'	500'	
DTZ - LENGTH BEYOND RW END	300'	300'	
DTZ - WIDTH	400'	400'	
RUNWAY END	13	31	31
RUNWAY MARKING	APL	APL	APL
FAA PART 77 APPROACH CATEGORY	B/C3	B/C3	F/B
APPROACH TYPE	VISUAL	VISUAL	GPS LPV / GPS LPV
APPROACH SLOPE	20:1	20:1	50:1
RUNWAY VISUAL AID	NONE	NONE	PAV / PAV
APPROACH VISIBILITY MINIMA	VISUAL	VISUAL	5/4 MILE / 5/4 MILE
DISCOURAGED ZONE ELEVATION	887.24'	882.30'	882.30'
TAKE-OFF RUN AVAILABLE (TORA)	5000'	5000'	6900'
TAKE-OFF DISTANCE AVAILABLE (TODA)	5000'	5000'	6900'
APPROACH STOP DISTANCE AVAILABLE (ASDA)	5000'	5000'	6900'
LANDING DISTANCE AVAILABLE (LDA)	5000'	5000'	6900'

AIRPORT DATA TABLE			
	EXISTING	ULTIMATE	
AIRPORT ELEVATION (MSL)	887'	887'	
AIRPORT NAVIGATION AID	NONE	GPS LPV	
MEAN MAX TEMP (Dallas Month 'Y)	89'	89'	
AIRPORT REFERENCE CODE (ARC)	B-I	B-I	
TAXIWAY MARKING	510 W/FAAS	510 W/FAAS	
AIRPORT REFERENCE POINT COORDINATES	2875725.54 " N 10725748.48 " W	2875725.92 " N 10725748.28 " W	
NOTES	DATUM COORDINATE SYSTEMS - HORIZONTAL DATUM: NAD 83; VERTICAL DATUM: NAVD 83; DATUM SOURCE: Texas State Plane NAD 83; DATUM TYPE: NAD 83; DATUM UNIT: METER NO RPZ OBJECT PENETRATIONS THERE ARE NO PENETRATIONS - SEE OTHER PORTION DRAWINGS AND CONSTRUCTION SUBMITTALS FOR MORE INFORMATION. THIS DETERMINATION IS BASED ON SURVEY DATA. THERE ARE NO OBSTACLE SURFACE PENETRATIONS - SEE OTHER PORTION DRAWINGS FOR MORE INFORMATION. PENETRATIONS DETERMINED FROM SURVEY DATA. A 400 SURVEY WAS COMPLETED AS PART OF THIS A/P/D.		



BUILDING TABLE			
NO.	DESCRIPTION	EXISTING	ULTIMATE
1	C & E BEACON	---	---
2	SCALE POWER	---	---
3	WATER TOWER	---	---
4	TOWER	---	---
5	DOCK FACILITY	---	---
6	TOWER	---	---
7	FUEL STORAGE	---	---
8	TRUCK FACILITY	---	---
9	LARGE HANGAR	---	---
10	INDUSTRIAL	---	---

RUNWAY END COORDINATES AND ELEVATIONS			
RUNWAY END	LATITUDE	LONGITUDE	ELEVATION
EXISTING END OF RW 13	2875744.802'	1072776.280'	887.24'
EXISTING END OF RW 31	2875744.802'	1072776.280'	882.30'
ULTIMATE END OF RW 13	2875744.815'	1072776.212'	884.77'

MODIFICATIONS TO FAA STANDARDS TABLE		
DESCRIPTION	REASON FOR MODIFICATION	

TEXAS DEPARTMENT OF TRANSPORTATION  
AVIATION DIVISION

ALP APPROVED ACCORDING TO FAA AC 150/5300-13 CH 10 PLUS THE REQUIREMENTS OF A FAVORABLE ENVIRONMENTAL FINDING PRIOR TO THE START OF ANY LAND ACQUISITION OR CONSTRUCTION AND AN FAA FORM 7460-1 SUBMITTED PRIOR TO ANY CONSTRUCTION ON AIRBORN PROPERTY.

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DATE: 1/8/2007

PREPARED BY: TXDOT AVIATION DIVISION  
150 E. RIVERSIDE DR.  
AUSTIN, TX 78704  
512.416.4500

DESIGNED BY: K. SNODGRASS  
CHECKED BY: K. SNODGRASS  
DRAWN BY: D. BENSON  
INDEXED BY: D. BENSON

DATE: JAN 2007  
DATE: JAN 2007  
DATE: JAN 2007  
DATE:

AIRPORT SPONSOR: MAVERICK COUNTY  
COUNTY JUDGE: MAVERICK COUNTY  
MAVERICK COUNTY ENGINEER

AIRPORT LAYOUT DRAWING  
MAVERICK CO. MEMORIAL INT. AIRPORT  
EAGLE PASS, TEXAS (5T9)

SHEET 1 OF 5

# Instructions for Responding to a Solicitation in eGrants

<p>TxDOT Aviation eGrants webpage:  <a href="https://apps2.dot.state.tx.us/apps/egrants2/logout2.aspx">https://apps2.dot.state.tx.us/apps/egrants2/logout2.aspx</a></p> <p>eGrants help desk Monday –Friday 8AM – 5PM  <b>1-800-687-4568</b></p>	<p>If you are not set up in eGrants and wish to respond to a posted solicitation, please complete the eGrants webform available at  <a href="https://form.jotform.com/62164883455160">https://form.jotform.com/62164883455160</a></p>
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STEP	ACTION(S)	NOTES
	<b><u>CONSULTANTS SHOULD HAVE AN OPPORTUNITY ON THEIR HOME PAGE WHEN THE USER LOGS IN. WITH MULTIPLE RFQS POSTED, PLEASE ENSURE YOU SELECT THE CORRECT OPPORTUNITY</u></b>	
01.	Go to View Opportunities. <ol style="list-style-type: none"> <li>a. Select <b>Apply Now</b> to the opportunity</li> <li>b. The RFQ Response Menu is opened</li> </ol>	Very important to click on the name of the document and not the organization name  Make a note of the opportunity due date to ensure you respond in time
02.	Click on View, Edit and Complete Forms <ol style="list-style-type: none"> <li>a. Select RFQ Applicant Form</li> <li>b. Confirm Project information and address</li> <li>c. Upload AVN-550 or 551 <b><u>PLEASE MAKE SURE YOU SELECT THE CORRECT PDF FILE BEFORE CHANGING STATUS.*</u></b></li> <li>d. Hit <b>Save</b></li> </ol>	You should print the proposal document to a PDF so that it becomes un-editable. Or, you may upload a scanned copy of the AVN-550/551.
03.	When you are ready to submit your response, click on Save and submit to CS review <b><u>YOU ARE DONE</u></b>	You will get an email saying the response was successfully submitted; the status must be changed to <b>RFQ Response in CS Review</b> by the due date and time posted in the solicitation.
04.	<b><u>WAIT</u></b> UNTIL A SELECTION NOTIFICATION IS SENT TO YOU	
05.	<b><u>AFTER SELECTION NOTIFICATION IS RECEIVED</u></b> Log in to view status of response. Once the scores are verified, TxDOT will move the response to an interview, selected or not selected status of which you can log in to see the status of your response.	The selection notification will refer users to eGrants to view the status of their response. User may also view the TxDOT website for selection information.



If you are not set up in eGrants and wish to respond to a posted solicitation, you may contact the aviation help desk for assistance by using the webform available at <https://form.jotform.com/62164883455160>

**SOME ORGANIZATIONS WILL HAVE MANY USER MEMBERS. EACH ORGANIZATION SHOULD DETERMINE WHICH USER MEMBER WILL SUBMIT THE COMPLETED AVN-550/551 IN EGRANTS. AFTER THE OPPORTUNITY IS SELECTED FOR THE ORGANIZATION, IT WILL NO LONGER APPEAR ON ANY OTHER USER'S HOME PAGE UNLESS THE INITIATING USER CANCELS THE RESPONSE.**

\*If the responder posts the incorrect file.

- If status has been changed and the due date for the response has not expired, contact the help desk to ask for the status to be administratively changed back to Response in Process.
- If the incorrect file was posted, the incorrect file may be deleted and the correct one posted as long as the status has not been changed to Response in CS Review. Respondent will need to check the "delete" box and hit save. The page refreshes. Then post the correct file, save, and change the status.