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**NEW BRAUNFELS NATIONAL AIRPORT**  
**TxDOT SOLICITATION No.: RFQ-2215NEWBR-00047**

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

The City of New Braunfels, through its agent, the Texas Department of Transportation (TxDOT), intends to engage a professional engineering firm for services pursuant to Chapter 2254, Subchapter A, of the Government Code. TxDOT Aviation Division will solicit and receive qualification statements for the current aviation project as described below.

**Current Project:** City of New Braunfels; TxDOT CSJ/Project No.: 2215NEWBR  
The TxDOT Project Manager is Robert Johnson.

Scope: Provide engineering and design services, including construction administration, to north apron reconstruction.

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 for the design phase of the current project is **12%**. The goal will be re-set for the construction phase.

Utilizing multiple engineering/design and construction grants over the course of the next five years, future scope of work items at the New Braunfels National Airport may include the following:

- 1.) Install perimeter fence and gates;
- 2.) Airfield pavement rehabilitation

The City of New Braunfels reserves the right to determine which of the services listed above may or may not be awarded to the successful firm and to initiate additional procurement action for any of the services listed above.

To assist in your qualification statement preparation, the criteria, project diagram, and most recent Airport Layout Plan are available online at <http://www.dot.state.tx.us/avn/avninfo/notice/consult/index.htm> by selecting "New Braunfels

National Airport.” The qualification statement should address a technical approach for the current scope only. Firms shall use page 4, Recent Airport Experience, to list relevant past projects.

**AVN-550 Preparation Instructions:**

Interested firms shall utilize the latest version of Form AVN-550, titled “Qualifications for Aviation Architectural/Engineering 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-550 template. The AVN-550 consists of eight pages of data plus one optional illustration page. A prime provider may only submit one AVN-550. If a prime provider submits more than one AVN-550, or submits a cover page with the AVN-550, 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-550, firms are encouraged to download Form AVN-550 from the TxDOT website as addressed above. Utilization of Form AVN-550 from a previous download may not be the exact same format. Form AVN-550 is a PDF Template.

The completed Form AVN-550 must be received in the TxDOT Aviation eGrants system no later than July 6, 2022, 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>

An instructional video on how to respond to a solicitation in eGrants is 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.htm>.

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-550s. The committee will review all AVN-550s and rate and rank each. The Evaluation Criteria for Engineering Qualifications 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 for the design and bidding phases. 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 Annette Trevino, Grant Manager. For technical questions, please contact Robert Johnson, 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*.

## **EVALUATION CRITERIA FOR ARCHITECTURAL/ENGINEERING QUALIFICATIONS**

TxDOT Aviation recommends that the Selection Committee, in evaluating detailed qualifications from the listed architects/engineers, use the following criteria. They should suffice for most projects. You will notice that we have proposed scoring values for each criterion. Should there be special circumstances, criteria and their respective scoring values may be adjusted. Your TxDOT project manager will be glad to help should this be the case.

**1. Recent experience of the project team with comparable airport projects within the past ten years.**

**(25 points)**

Do the qualifications indicate that the project team has recent direct experience on other general aviation airports designing similar improvements to those proposed at this location? [Sources of information: Aviation Project Design Team Form, Recent Relevant Airport Experience Form, and possibly the Optional Summary.]

**2. Proposed technical approach (30 points)**

Does the architect/engineer provide evidence of understanding of the project; and any unique architectural/engineering aspects associated with the proposed project and how to address them? [Sources of information: Proposed Technical Approach to Project, and possibly the Optional Summary.]

**3. Project design schedule and ability to meet schedules and deadlines (25 points)**

Does the proposed design team have sufficient time to work on this project? Has the firm demonstrated an ability to meet design schedules in the past? Reasonableness of proposed schedule [Sources of information: Aviation Project Design Team Form, Recent Relevant Airport Experience Form, Project Design Schedule Form and possibly the Optional Summary.]

**4. Construction Management Experience (20 points)**


The architect/engineer will oversee the airport construction. Therefore, it is critical that the architect/engineer be involved in the day-to-day construction activities through a full-time resident project representative and periodic site visits. What evidence do the qualifications provide as to the architect/engineer's commitment to proactive and consistent representation during construction? [Source of information: Relevant Airport Experience form; proposed Technical Approach to Project; and possibly the Optional Summary]



# New Braunfels National Airport

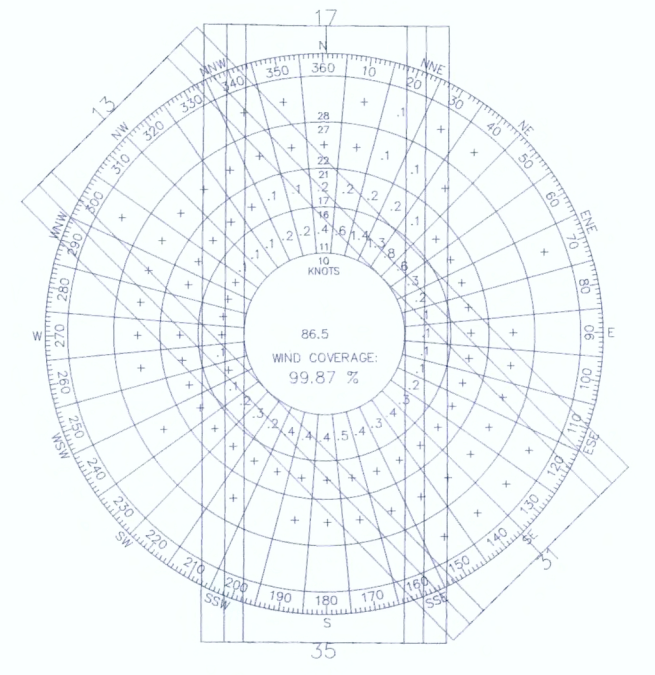
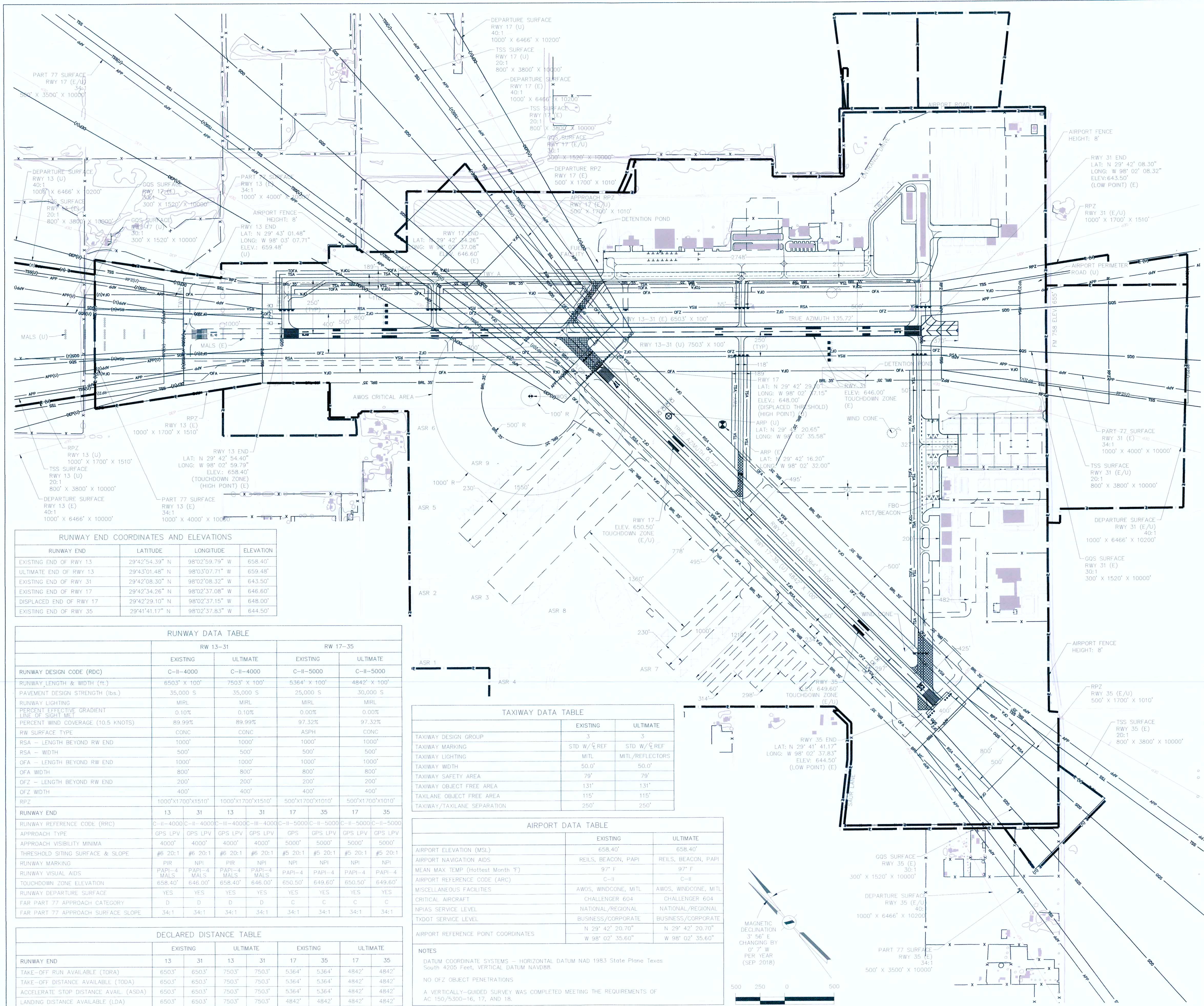
North Apron Reconstruction

Legend

 BAZ apron

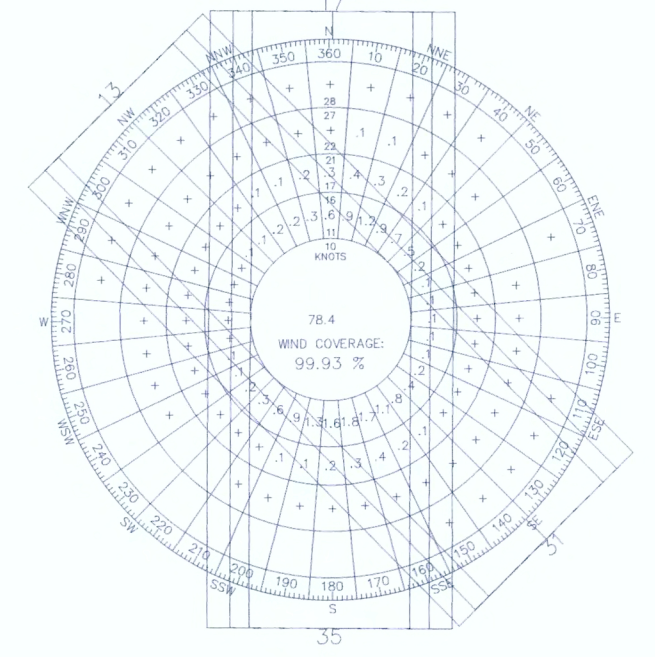






IFR WIND COVERAGE			
RUNWAY	10.5 KNOTS	13 KNOTS	16 KNOTS
RUNWAY 13-31	91.65%	95.09%	98.52%
RUNWAY 17-35	97.07%	98.70%	99.57%
COMBINED COVERAGE	99.77%	99.81%	99.87%

STATION 722550, NEW BRAUNFELS REGIONAL AIRPORT 24,635 OBSERVATIONS  
 JAN. 2008 - DEC 2017  
 WWW.NCDD.NOAA.GOV



AWRW WIND COVERAGE			
RUNWAY	10.5 KNOTS	13 KNOTS	16 KNOTS
RUNWAY 13-31	89.99%	94.74%	98.56%
RUNWAY 17-35	97.32%	98.98%	99.75%
COMBINED COVERAGE	99.87%	99.90%	99.93%

STATION 722550, NEW BRAUNFELS REGIONAL AIRPORT 137,874 OBSERVATIONS  
 JAN. 2008 - DEC 2017  
 WWW.NCDD.NOAA.GOV

RUNWAY END COORDINATES AND ELEVATIONS			
RUNWAY END	LATITUDE	LONGITUDE	ELEVATION
EXISTING END OF RWY 13	29°42'54.39" N	98°02'59.79" W	658.40'
ULTIMATE END OF RWY 13	29°43'01.48" N	98°03'07.71" W	659.48'
EXISTING END OF RWY 31	29°42'08.30" N	98°02'08.32" W	643.50'
EXISTING END OF RWY 17	29°42'34.26" N	98°02'37.08" W	646.60'
DISPLACED END OF RWY 17	29°42'29.10" N	98°02'37.15" W	648.00'
EXISTING END OF RWY 35	29°41'41.17" N	98°02'37.83" W	644.50'

	RW 13-31		RW 17-35	
	EXISTING	ULTIMATE	EXISTING	ULTIMATE
RUNWAY DESIGN CODE (RDC)	C-II-4000	C-II-4000	C-II-5000	C-II-5000
RUNWAY LENGTH & WIDTH (ft.)	6503' X 100'	7503' X 100'	5364' X 100'	4842' X 100'
PAVEMENT DESIGN STRENGTH (lbs.)	35,000 S	35,000 S	25,000 S	30,000 S
RUNWAY LIGHTING	MIRL	MIRL	MIRL	MIRL
PERCENT EFFECTIVE GRADIENT LINE OF SIGHT (ft.)	0.10%	0.10%	0.00%	0.00%
PERCENT WIND COVERAGE (10.5 KNOTS)	89.99%	89.99%	97.32%	97.32%
RW SURFACE TYPE	CONC	CONC	CONC	CONC
RSA - LENGTH BEYOND RW END	1000'	1000'	1000'	1000'
RSA - WIDTH	500'	500'	500'	500'
OFA - LENGTH BEYOND RW END	1000'	1000'	1000'	1000'
OFA WIDTH	800'	800'	800'	800'
OFZ - LENGTH BEYOND RW END	800'	200'	200'	200'
OFZ WIDTH	400'	400'	400'	400'
RPZ	1000'X1700'X1510'	1000'X1700'X1510'	500'X1700'X1010'	500'X1700'X1010'
RUNWAY END	13	31	17	35
RUNWAY REFERENCE CODE (RRC)	C-II-4000	C-II-4000	C-II-5000	C-II-5000
APPROACH TYPE	GPS LPV	GPS LPV	GPS LPV	GPS LPV
APPROACH VISIBILITY MINIMA	4000'	4000'	5000'	5000'
THRESHOLD SIGHTING SURFACE & SLOPE	#6 20:1	#6 20:1	#5 20:1	#5 20:1
RUNWAY MARKING	PIR	NPI	PIR	NPI
RUNWAY VISUAL AIDS	PAPI-4 MALS	PAPI-4 MALS	PAPI-4 MALS	PAPI-4 MALS
TOUCHDOWN ZONE ELEVATION	658.40'	646.00'	658.40'	649.60'
RUNWAY DEPARTURE SURFACE	YES	YES	YES	YES
FAR PART 77 APPROACH CATEGORY	D	D	D	D
FAR PART 77 APPROACH SURFACE SLOPE	34:1	34:1	34:1	34:1

DECLARED DISTANCE TABLE				
RUNWAY END	EXISTING	ULTIMATE	EXISTING	ULTIMATE
TAKE-OFF RUN AVAILABLE (TORA)	6503'	7503'	5364'	4842'
TAKE-OFF DISTANCE AVAILABLE (TODA)	6503'	7503'	5364'	4842'
ACCELERATE STOP DISTANCE AVAILABLE (ASDA)	6503'	7503'	5364'	4842'
LANDING DISTANCE AVAILABLE (LDA)	6503'	7503'	4842'	4842'

TAXIWAY DATA TABLE		
TAXIWAY DESIGN GROUP	EXISTING	ULTIMATE
TAXIWAY MARKING	STD W/REF	STD W/REF
TAXIWAY LIGHTING	MITL	MITL/REFLECTORS
TAXIWAY WIDTH	50.0'	50.0'
TAXIWAY SAFETY AREA	79'	79'
TAXIWAY OBJECT FREE AREA	131'	131'
TAXILANE OBJECT FREE AREA	115'	115'
TAXIWAY/TAXILANE SEPARATION	250'	250'

AIRPORT DATA TABLE			
	EXISTING	ULTIMATE	
AIRPORT ELEVATION (MSL)	658.40'	658.40'	
AIRPORT NAVIGATION AIDS	REILS, BEACON, PAPI	REILS, BEACON, PAPI	
MEAN MAX TEMP (Hottest Month 'F)	97' F	97' F	
AIRPORT REFERENCE CODE (ARC)	C-II	C-II	
MISCELLANEOUS FACILITIES	AWOS, WINDCONE, MITL	AWOS, WINDCONE, MITL	
CRITICAL AIRCRAFT	CHALLENGER 604	CHALLENGER 604	
NPIAS SERVICE LEVEL	NATIONAL/REGIONAL BUSINESS/CORPORATE	NATIONAL/REGIONAL BUSINESS/CORPORATE	
TXDOT SERVICE LEVEL	N 29° 42' 20.70"	N 29° 42' 20.70"	
AIRPORT REFERENCE POINT COORDINATES	W 98° 02' 35.60"	W 98° 02' 35.60"	

NOTES  
 DATUM COORDINATE SYSTEMS - HORIZONTAL DATUM NAD 1983 State Plane Texas  
 South 4205 Feet, VERTICAL DATUM NAVD83  
 NO OFZ OBJECT PENETRATIONS  
 A VERTICALLY-GUIDED SURVEY WAS COMPLETED MEETING THE REQUIREMENTS OF AC 150/5300-16, 17, AND 18.

ALD LEGEND		
FEATURE	EXISTING	ULTIMATE
RUNWAY/TAXIWAY OUTLINE	---	---
RUNWAY/TAXIWAY TO BE REMOVED	---	---
BUILDINGS/FACILITIES	■	■
AIRPORT PROPERTY LINE	---	---
AIRPORT PROPERTY LINE w/FENCE	---	---
FENCE LINE	---	---
BUILDING RESTRICTION LINE (BRL)	---	---
AIRPORT REFERENCE POINT	⊕	⊕
WIND CONE & SEGMENTED CIRCLE	---	---
THRESHOLD LIGHTS	••••	••••
RW END IDENTIFIER LIGHTS (RELS)	•	•
C&G BEACON	★	★
VGSI	⊙	⊙
HOLD POSITION AND SIGN	■	■
ASOS/AWOS	■	■
PACS AND SACS MARKERS	▼	▼
GROUND CONTOURS	---	---
SIGNIFICANT OBJECT LOCATION	○	○
TREES/BRUSH	■	■
NONDIRECTIONAL BEACON (NOB)	•	•
PAPI	••••	••••

EXCEEDS STANDARDS	
NONE	

MODIFICATION TO STANDARDS	
NONE	

TEXAS DEPARTMENT OF TRANSPORTATION AVIATION DIVISION  
 AIRPORT SPONSOR  
 CURRENT AND FUTURE DEVELOPMENT DEPICTED ON THIS ALP IS APPROVED AND SUPPORTED BY AIRPORT SPONSOR  
 SPONSOR ACKNOWLEDGES APPROVAL OF ALP BY TXDOT DOES NOT CONSTITUTE A COMMITMENT TO FUNDING.  
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 F. 972-542-6750  
 www.ksaeng.com

AIRPORT LAYOUT DRAWING  
 NEW BRAUNFELS REGIONAL AIRPORT  
 NEW BRAUNFELS, TEXAS (BAZ)  
 SHEET 2 OF 15





# Instructions for Responding to an RFQ Solicitation

## Aviation Division

eGrants Workflow:	RFQ Response
eGrants Role:	Subgrantee Administrator (SA) Subgrantee Staff (SS)
eGrants link	<a href="https://apps2.dot.state.tx.us/apps/egrants2/logout2.aspx">https://apps2.dot.state.tx.us/apps/egrants2/logout2.aspx</a>
eGrants help:	eGrants help desk Monday – Friday 8AM – 4PM CD/ST (excluding state/federal holidays) <a href="mailto:avn-egrantshelp@txdot.gov">avn-egrantshelp@txdot.gov</a> or 1-800-687-4568

STEP	ROLE	ACTIONS	NOTES
01	SA	Go to View Opportunities. a. Select <b>Apply Now</b> to the opportunity b. The RFQ Response Menu is opened	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	SA/SS	Click on View, Edit and Complete Forms a. Select RFQ Applicant Form b. Confirm Project information and address c. Upload AVN-550 or 551 <b><u>PLEASE MAKE SURE YOU SELECT THE CORRECT PDF FILE BEFORE CHANGING STATUS.*</u></b> d. Hit Save	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	SA	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	SA/SS	<b><u>WAIT</u></b> UNTIL A SELECTION NOTIFICATION IS SENT TO YOU	
05	SS/SA	<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 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.

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 [eGrants Help Desk Form](#)

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.