TABLE OF CONTENTS
McGregor Executive Airport
TxDOT Solicitation No.: RFQ - 22MPMGREG - 00053

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

The City of McGregor 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: City of McGregor, McGregor Executive Airport; TxDOT CSJ/Project No.: 22MPMGREG. The TxDOT Project Manager is Enyu Li.

Scope: Prepare an Airport Master Plan which includes, but not limited to:

1. Prepare a Master Plan consistent with the most current FAA Advisory Circulars and Standard Operating Procedures, to include incorporating sustainability and recycling, reuse, and waste reduction;
2. Incorporate FAA AGIS requirements and data collection as needed.
3. Develop a Capital Improvement Plan, including a recommended phasing plan and financial overview that considers local, state, federal, and alternative funding sources;
4. Prepare and update the airport property map (Exhibit A) consistent with the most current FAA Advisory Circulars and Standard Operating Procedures;
5. Establish phased, attainable goals for airport improvements and development based on a forecast for aviation demand and current and future critical aircraft;
6. Develop a Height Hazard Zoning Map incorporating the airport's protective surfaces, including Part 77 and others as appropriate;
7. Develop an Airport Business Plan;
8. Develop Airport Rules and Regulations;
9. Develop Airport Minimum Standards;
10. Develop an Airport Rates and Charges element.
11. Per FAA SOP 8.00, review any existing RSA determinations and update as needed or complete a determination for any runway that does not have one. If an RSA study is needed, that study will be conducted as part of this planning effort. A list of follow-on projects or studies will be a deliverable of this task.

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 "McGregor Executive 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, 6230 E. Stassney Ln, Austin, Texas 78744, 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 October 5, 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

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 Annette Trevino, Grant Manager. For technical questions please contact Enyu Li, 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 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.]

ALD LEGEND

FEATURE	EXISTING	ULTIMATE
RUNWAY/TAXIWAY OUTLINE		
RUNWAY/TAXIWAY TO BE REMOVED		
BUILDINGS/FACILITIES		
AIRPORT PROPERTY LINE	—E—	—E (U)—
AIRPORT PROPERTY LINE w/FENCE	—E (U)—	—E (U)—
FENCE LINE		
BUILDING RESTRICTION LINE (BRL)	—BRL 0'—	—BRL 0'—
AIRPORT REFERENCE POINT		
WIND CONE & SEGMENTED CIRCLE		
THRESHOLD LIGHTS	•••• ••••	○○○○ ○○○○
RW END IDENTIFIER LIGHTS (REILS)		
C&G BEACON	★	☆
VGSI	■	▢
HOLD POSITION AND SIGN		
ASOS/AWOS		
PACS AND SACS MARKERS	▽	
GROUND CONTOURS		
SIGNIFICANT OBJECT LOCATION	○	
TREES/BRUSH		
CITY LIMIT LINE		

BUILDING TABLE

BUILDING NUMBER	DESCRIPTION	TOP ELEVATION
A1	TERMINAL/LOUNGE/RESTARAUNT	576.9'
A2	STORAGE BUILDING	581.26'
2	10 UNIT T-HANGAR	581.06'
3	10 UNIT T-HANGAR	581.10'
4	10 UNIT T-HANGAR	583.50'
5	10 UNIT T-HANGAR	584.84'
6	8 UNIT T-HANGAR (TO BE REMOVED)	585.86'
7	FBO / COMMON HANGAR	587.50'
8	PRIVATE COMMON HANGAR	589.19'
9	PRIVATE HANGAR	588.79'
10	PRIVATE HANGAR	588.63'
11	PRIVATE HANGAR	588.58'
12	PRIVATE HANGAR	588.59'
13	T-HANGAR	UNKNOWN
14	HANGAR	UNKNOWN
15	HANGAR	UNKNOWN
16	HANGAR	UNKNOWN
17	HANGAR	UNKNOWN
18	HANGAR	UNKNOWN
19	HANGAR	UNKNOWN
20	T-HANGAR	UNKNOWN

RUNWAY END COORDINATES AND ELEVATIONS

RUNWAY END	LATITUDE	LONGITUDE	ELEVATION
EXISTING END OF RWY 17	31°29'37.6540" N	97°19'06.0290" W	590.5'
EXISTING END OF RWY 35	31°28'43.2210" N	97°19'04.9200" W	566.0'
EXISTING END OF RWY 04	31°28.45.8140" N	97°19'03.9900" W	567.6'
EXISTING END OF RWY 22	31°29'10.6480" N	97°18'36.0770" W	568.0'

WIND COVERAGE

RUNWAY	CROSSWIND COMPONENT	PERCENT
RUNWAY 17-35	13 KNOTS	98.4%
RUNWAY 04-22	10.5 KNOTS	80.33%
COMBINED COVERAGE		98.80%
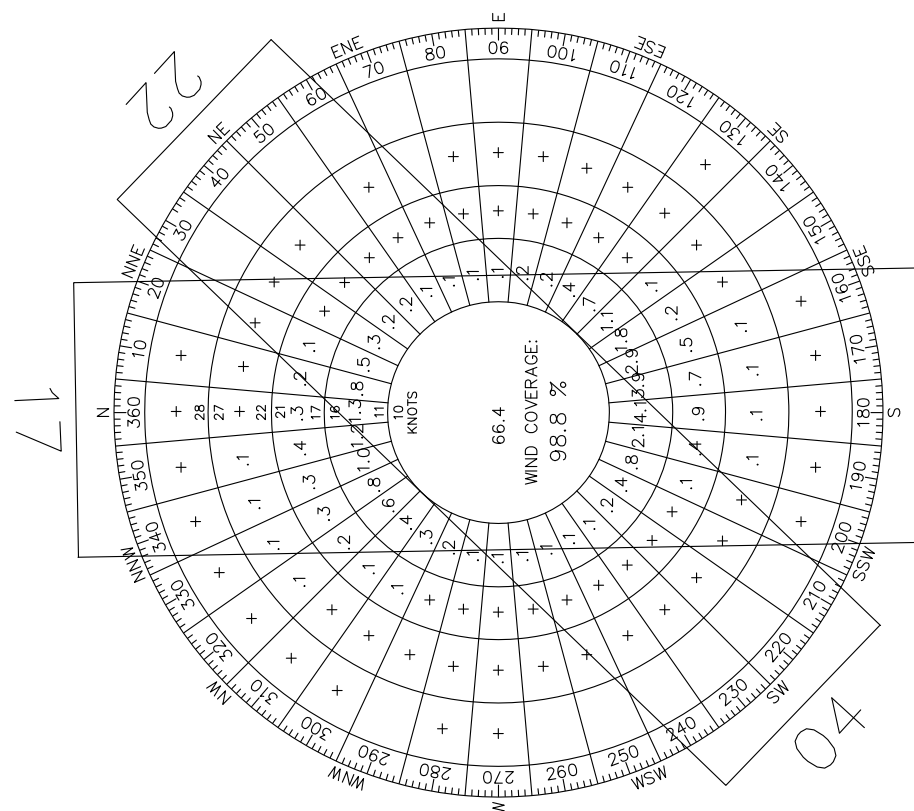
WIND DATA: WACO, 1997 TO 2006
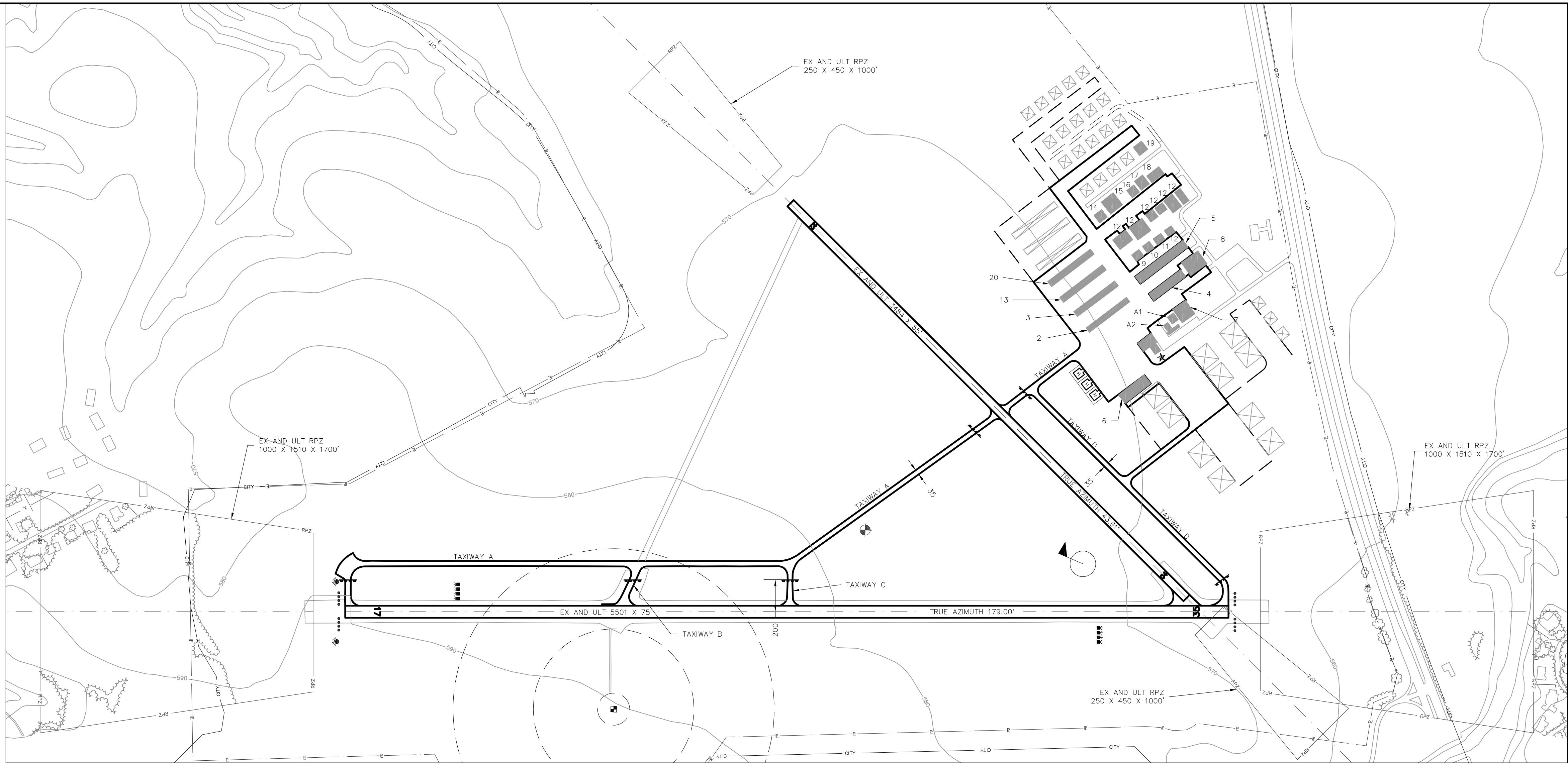
AIRPORT DATA TABLE

	EXISTING	ULTIMATE
AIRPORT ELEVATION (MSL)	591.7'	591.7'
AIRPORT NAVIGATION AIDS	VOR, GPS	VOR, GPS
MEAN MAX TEMP (Hottest Month °F)	97°F	97°F
AIRPORT REFERENCE CODE (ARC)	B-II	B-II
TAXIWAY MARKING	STD W/℄ REF	STD W/℄ REF
TAXIWAY LIGHTING	NONE	NONE
AIRPORT REFERENCE POINT COORDINATES	31°29'05.7" N 97°18'59.5" W	31°29'05.7" N 97°18'59.5" W

NOTES

DATUM COORDINATE SYSTEMS — HORIZONTAL DATUM NAD 1983 State Plane Texas Central 4203 Feet, VERTICAL DATUM NAVD88.
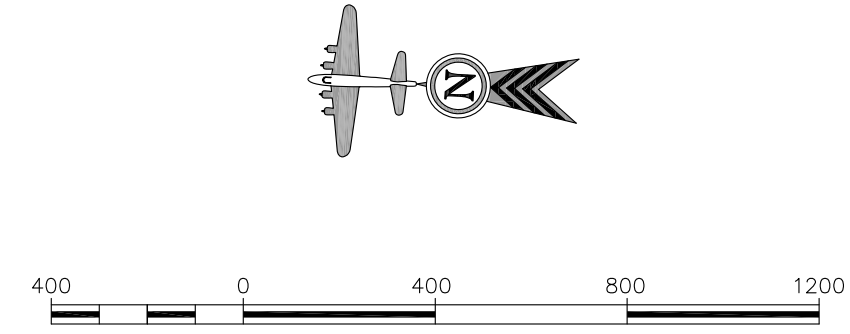
NO KNOWN OFZ OBJECT PENETRATIONS

CAUTION ZONE LIGHTS ARE INCLUDED IN THE RUNWAY LIGHTING.

NO SURVEY WAS COMPLETED DURING PREPARATION OF THIS DRAWING. NO INNER PORTION OF THE APPROACH SURFACE DRAWINGS ARE INCLUDED BECAUSE THERE IS NO OBSTRUCTION DATA.

FAA STUDY NUMBER 2015-ASW-XXX-NRA

RUNWAY DATA TABLE

	RW 17-35				RW 04-22			
	EXISTING		ULTIMATE		EXISTING		ULTIMATE	
RUNWAY ARC	B-II		B-II		A-I		A-I	
DESIGN AIRCRAFT & ARC	Falcon 50 (BII)		Falcon 50 (BII)		Socata TBM 700 (AI)		Socata TBM 700 (AI)	
BALANCED FIELD LENGTH	4890'		4890'		2132'		2132'	
RUNWAY LENGTH & WIDTH (ft.)	5501' X 75'		5501' X 75'		3484' X 55'		3484' X 55'	
PAVEMENT DESIGN STRENGTH (1000 lbs.)	SW 30 DW 50		SW 30 DW 50		12 SW		12 SW	
RUNWAY LIGHTING	MIRL		MIRL		NONE		NONE	
PERCENT EFFECTIVE GRADIENT	0.4%		0.4%		0.0%		0.0%	
PERCENT WIND COVERAGE	98.40% 13 kts		98.40% 13 kts		80.33% 10.5 kts		80.33% 10.5 kts	
MAXIMUM ELEVATION ABOVE MSL	591.7'		591.7'		568.0'		568.0'	
RW SURFACE TYPE	ASPH		ASPH		ASPH		ASPH	
RSA — LENGTH BEYOND RW END	300'		300'		240'		240'	
RSA — WIDTH	150'		150'		120'		120'	
OFA — LENGTH BEYOND RW END	300'		300'		240'		240'	
OFA WIDTH	500'		500'		250'		250'	
OFZ — LENGTH BEYOND RW END	200'		200'		200'		200'	
OFZ WIDTH	400'		400'		250'		250'	
RUNWAY END	17	35	17	35	04	22	04	22
APPROACH TYPE	GPS LPV	GPS LPV	GPS LPV	GPS LPV	VISUAL	VISUAL	VISUAL	VISUAL
APPROACH VISIBILITY MINIMA	3/4 MILE	3/4 MILE	3/4 MILE	3/4 MILE				
THRESHOLD SITING SURFACE & SLOPE	#4 20:1	#4 20:1	#4 20:1	#4 20:1	#4 20:1	#4 20:1	#4 20:1	#4 20:1
RUNWAY MARKING	NPI	NPI	NPI	NPI	BASIC	BASIC	BASIC	BASIC
RUNWAY VISUAL AIDS	REIL/PAPI	PAPI	REIL/PAPI	PAPI	NONE	NONE	NONE	NONE
TOUCHDOWN ZONE ELEVATION	591.7'	580.4'	591.7'	580.4'	3701.1'	3701.0'	3701.1'	3701.0'
FAR PART 77 APPROACH CATEGORY	D	D	D	D	A(V)	A(V)	A(V)	A(V)
FAR PART 77 APPROACH SURFACE SLOPE	34:1	34:1	34:1	34:1	20:1	20:1	20:1	20:1
TAKE-OFF RUN AVAILABLE (TORA)	5501'	5501'	5501'	5501'	3484'	3484'	3484'	3484'
TAKE-OFF DISTANCE AVAILABLE (TODA)	5501'	5501'	5501'	5501'	3484'	3484'	3484'	3484'
ACCELERATE STOP DISTANCE AVAIL. (ASDA)	5501'	5501'	5501'	5501'	3484'	3484'	3484'	3484'
LANDING DISTANCE AVAILABLE (LDA)	5501'	5501'	5501'	5501'	3484'	3484'	3484'	3484'

EX AND ULT RPZ 250 X 450 X 1000'
EX AND ULT RPZ 1000 X 1510 X 1700'
EX AND ULT RPZ 250 X 450 X 1000'
EX AND ULT RPZ 1000 X 1510 X 1700'

EX AND ULT 5501 X 75
TRUE AZIMUTH 179.00'

TAXIWAY A
TAXIWAY B
TAXIWAY C

WIND COVERAGE 98.8 %
66.4

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.

SIGNATURE   DATE

TITLE, AIRPORT SPONSOR'S REPRESENTATIVE

PREPARED BY:

TXDOT AVIATION DIV.

KS	MAY 2015
DESIGNED BY	DATE
KS	MAY 2015
DRAWN BY	DATE

AIRPORT LAYOUT DRAWING
MCGREGOR EXECUTIVE AIRPORT
WACO, TEXAS (PWG)

Texas Department of Transportation
Aviation Division

SHEET 1 OF 1

Instructions for Responding to an RFQ Solicitation

Aviation Division

eGrants Workflow:	RFQ Response
eGrants Role:	Subgrantee Administrator (SA) Subgrantee Staff (SS)
eGrants link eGrants help:	https://apps2.dot.state.tx.us/apps/egrants2/logout2.aspx eGrants help desk Monday – Friday 8AM – 5PM CD/ST (excluding state/federal holidays) avn-egrantshelp@txdot.gov or 1-800-687-4568

STEP	ROLE	ACTIONS	NOTES

01	SA	Go to View Opportunities.
		    a. Select **Apply Now** 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 **PLEASE MAKE SURE YOU SELECT THE CORRECT PDF FILE BEFORE CHANGING STATUS**.*
		    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 **YOU ARE DONE**	You will get an email saying the response was successfully submitted; the status must be changed to **RFQ Response in CS Review** by the due date and time posted in the solicitation.
04	SA/SS	**WAIT** UNTIL A SELECTION NOTIFICATION IS SENT TO YOU	
05	SS/SA	**AFTER SELECTION NOTIFICATION IS RECEIVED** 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.