

**NOTICE TO BIDDERS
FOR
OWNER'S REPRESENTATIVE FOR NEW TERMINAL PROJECT
AT DES MOINES INTERNATIONAL AIRPORT**

Time and Place for Filing Proposals. Proposals for the work comprising each improvement as stated below must be on file before 4:00 p.m. on October 22, 2021 in the office of the Executive Director, Des Moines International Airport, 2nd Floor, Room 207, 5800 Fleur, Drive, Des Moines, Iowa, 50321. Proposals received after the deadline for submission of proposals as stated herein shall not be considered and shall be returned to the late bidder unopened.

Accessibility for Individuals with Disabilities. The Des Moines Airport Authority is pleased to provide accommodations to individuals with disabilities or groups and encourages participation. To better serve you, please notify us at least three business days in advance when possible at 515-256-5100, should special accommodations be required.

Time and Place Proposals Will be Opened and Considered. Sealed proposals will be opened and reviewed by Airport Staff committee. Committee results will be presented for consideration to the Des Moines Airport Authority Board (Board) at its meeting on November 9, 2021. The Board may award a Contract at said meeting, or at such other time and place as shall then be announced.

General Nature of Public Improvement

Airport Owner's Representative for New Terminal Project
Contract ID #: 2021-26-10

The Des Moines Airport Authority (Authority) is hereby soliciting statements of qualifications (SOQs) for professional services to provide Owner's Representative (OR) services for its new passenger terminal project at the Des Moines International Airport. This request invites qualified consultants to submit a SOQ for accomplishment of the items of work described within the Project Description. SOQs shall be prepared and submitted in accordance with the requirements described in this Request for Qualifications (RFQ). After the Authority selects the successful proposer(s), the Authority will negotiate individual task orders based on a mutually agreed upon scope of services on a project-by-project basis.

The Authority, as the Owner/Sponsor, intends to retain a consultant to assist the Owner with all phases of the design and construction process for a new passenger terminal at the Airport. The OR role is to act as a bridge between the Authority and the design and construction team, other technical advisors, and various stakeholders to provide technical support and oversight during the selection, design, construction and initial operation of the new terminal. The OR will be responsible for the development and professional staffing necessary to complete the scope of services requirements, subject to the approval by the Authority. The OR will provide effective leadership and management to ensure the successful completion and commissioning of the design and construction process of a new terminal. The OR will collaborate with the Authority

staff daily during the process to ensure that decisions are made based on the needs and desires of the Authority. Work must be in accordance with all applicable FAA regulations, Advisory Circulars, policies and procedures. Transportation Research Board guidelines will be addressed and used.

Award of Contract. All proposals submitted in accordance with the instructions presented herein will be subject to evaluation. Proposals may be held by the Des Moines Airport Authority for a period not to exceed 90 days from the date of the opening for the purpose of conducting the proposal evaluation.

The Owner will base the award of contract upon the highest rated proposal submitted from those proposals the Owner confirms as being responsive and responsible. The right is reserved, as the Des Moines Airport Authority may require, to reject any and all proposals and to waive any informality in the proposals received.

Contract Documents. A copy of said request for qualifications is now on file in the office of the Director of Engineering and Planning and may be examined at the Des Moines International Airport, 2nd Floor, Room 207, 5800 Fleur, Drive, Des Moines, Iowa.

Copies of the Request for Qualifications Documents may be obtained at Beeline and Blue, 2507 Ingersoll Avenue, Des Moines, IA 50312 (515-244-1611 or www.beelineandblue.com). A record of plan holders will be updated daily and posted on Beeline and Blue's Online Plan room.

Failure to submit a fully completed proposal Forms with the Proposal response may result in the Proposal being deemed non-responsive and may result in the Proposal being rejected.

TITLE VI SOLICITATION NOTICE

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

The Des Moines Airport Authority reserves the right to reject any or all bids, to waive informalities, and to enter into such contract, or contracts, as it shall deem to be in the best interest of the Authority.

This Notice is given by authority of the Des Moines Airport Authority.

Dated at Des Moines, Iowa, this **28th day of September, 2021.**

Bryan Belt,
Director of Engineering and Planning