

SURVEY CONTRACTOR SELECTION CRITERIA

The following criteria may be used in the evaluation of Request for Proposals (RFPs) and in developing a list of qualified contracting firms. The evaluation items are listed in order of relative importance:

1. *Qualifications of the Project Manager and Project Team*

Project Managers and Project Teams should have:

- Demonstrated all necessary professional engineering, architectural, surveying, planning and project management services related to performing and meeting the requirements as specified in [AC 150/5300-16](#), [AC 150/5300-17](#), and [AC 150/5300-18](#);
- Strong managerial capabilities, specifically the ability to integrate data obtained using various collection methods and integrating it into project specific deliverables;
- Previous experience in similar or related work;
- Recent experience in airport projects, including special project areas (e.g., airport obstruction surveys).
- Capability to conduct obstruction surveys that are particularly complex or have unique features and evaluate obstacles relative to FAA-defined Airport Airspace Analysis Surfaces (OIS);
- Qualified key personnel with surveying backgrounds and experience, to include resumes for the Project and Site Manager(s) to be included in the proposal;
- Familiarity with Federal, State and Local conditions, codes, ordinances, laws, and regulations;
- Demonstrated understanding of the project's potential problems and the airport owner's special concerns;
- Demonstrated ability to implement quality control measures, identify problems completely, and implement corrective action promptly in order to meet contract schedule requirements; and
- Timeliness in meeting requirements for review, reports, meetings with staff and regulating agencies.

2. *Qualifications of the Contracting Firm*

The contracting firm, including sub-contractors and special consultants, should have:

- Adequate personnel to complete to the scope of all contracted work;
- Depth, variety, and availability of required staff disciplines;
- Insurance coverage;
- Information from references;
- Demonstrated ability to complete work within budget;
- Familiarity with applicable regulations governing the work as specified in [AC 150/5300-16](#), [AC 150/5300-17](#), and [AC 150/5300-18](#);
- Previous related experience;
- Capability to provide various professional disciplines (e.g., planning, environmental evaluations, financial analysis, architectural design; and mechanical, electrical, and civil engineering) for numerous airports-related capital projects;
- Capability to complete projects on time and without having major cost escalations or overruns; and
- Qualified and experienced sub-contractors regularly engaged by the offeror for similar work.