



**STATEMENT OF QUALIFICATIONS PS- 2020-03
PROVIDE AVIATION GENERAL CONSULTING SERVICES FOR
WILLIAMSPORT MUNICIPAL AIRPORT AUTHORITY**

October 16, 2020

The Williamsport Municipal Airport Authority (WMAA) is currently soliciting qualifications from architectural and engineering firms to provide aviation general consulting services to the Williamsport Regional Airport.

Each proposal shall specify every item as set forth in the attached specifications. All exceptions must be clearly stated in the proposal. Failure to set forth any item in the specifications without taking exception may be grounds for rejection. The WMAA reserves the right to reject any and all proposals and to waive any irregularity or informality in any proposal or in the Statement of Qualifications process, as long as, in the judgment of the WMAA, such action will not negate fair competition and will permit proper comparative evaluation of the proposals submitted.

This Statement of Qualifications is posted on the Authority's website at XXXXX. Any changes, additions, or deletions to this Statement of Qualifications will be in the form of written addenda issued by the Authority. Any addenda will be posted on the website. Prospective proposers must check the website for addenda or other relevant new information during the response period. The Authority is not responsible for the failure of any prospective proposer to receive such addenda. All addenda so issued shall become a part of this Statement of Qualifications.

Williamsport Municipal Airport Authority
724 Airport Road Suite A106
Montoursville, PA 17754

For information and questions, contact Richard Howell at (570) 368-2444, ext. 203.

All questions pertaining to the content of this Statement of Qualifications must be made in writing via e-mail to Richard Howell at: richard.howell@flyipt.com. The Authority reserves the right to determine the appropriateness of comments / questions that will be posted on the website.

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PROPOSAL SUBMITTAL AND SELECTION

1. All proposals, consisting of two (2) hard copies and one (1) electronic copy (on CD or removal stick drive) must be received by no later than 3:00 p.m. on November 13, 2020. Late proposals will not be considered and will be returned, unopened.

2. All correspondence should be directed to:

Williamsport Municipal Airport Authority
Williamsport Regional Airport
724 Airport Road, Suite A106
Montoursville, Pennsylvania 17754
ATTENTION: Richard C. Howell, A.A.E.
Richard.howell@flyipt.com
Telephone: (570) 368-2444 x 203

3. Costs of preparation of proposals will be borne by the proposer.

4. It is preferred that all proposals be submitted on recycled paper, printed on two sides. Submissions will be limited to 30 pages.

5. Selection of qualified proposers will be by an impartial Selection Committee using an approved Authority procedure for awarding professional contracts. Selection will be made on the basis of the proposals as submitted, although the Authority reserves the right to interview applicants as part of the selection process. The proceedings of the Selection Committee are confidential, and members of the Selection Committee are not to be contacted by the proposers.

6. This Statement of Qualifications does not constitute an offer of employment or to contract for services.

7. The Authority reserves the option to accept or reject any or all proposals, wholly or in part, received by reason of this request, and make more than one award, or no award, as the best interests of the Authority may appear.

8. All documents submitted to the Authority in response to this Statement of Qualifications will become the exclusive property of the Authority and may be returned to the proposer or kept by the Authority, in the Authority's sole discretion.

9. All proposals shall remain firm for ninety, (90) days following closing date for receipt of proposals.

10. The Authority reserves the right to award the contract to the firm, who presents the proposal

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which in the judgment of the Authority, best accomplishes the desired results,

11. Any contract awarded pursuant to this Statement of Qualifications will incorporate the requirements and specifications contained in this Statement of Qualifications. All information presented in a proposer's proposal will be considered binding upon selection of the successful proposer, unless otherwise modified and agreed to by the Authority during subsequent negotiations.
12. All proposes are advised that some of the services may not be required and that the Authority reserves the right to initiate additional procurement action for any of the services included in the initial procurement.
13. Questions or comments on this SOQ must be submitted in writing to the Authority contact person listed herein by October 30, 2020. Any responses to question, comments or changes to this SOQ will be made by written addendum. Addendums shall be posted on the Authority/s website at www.flyipt.com under the News tab. Proposers shall acknowledge all addenda in their proposals.
14. Under the provisions of the Pennsylvania Right to Know Act (the "Act"), all "public records" (as defined in the Act) of a local agency, such as the Authority, must be available for inspection and copying upon the request of any person. Under the Act, the Authority may be obligated to provide a copy of any and all responses to this Statement of Qualifications, if such requests are made after the contract is awarded. One exception to this required disclosure is information which fits within the definition of a confidential trade secret or contains other technical, financial or other data whose public disclosure could cause injury to the proposer's competitive position. If any proposer believes that information contained in its response to this Statement of Qualifications should be protected from disclosure, the proposer **MUST** specifically identify the pages of the response that contains the information by properly marking the applicable pages and inserting the following notice in the front of its response:

***NOTICE:** The data on pages _ of this response identified by an asterisk (*) contain technical or financial information, which are trade secrets, or information for which disclosure would result in substantial injury to the proposer's competitive position. Proposer requests that such data be used only for the evaluation of the response but understands that the disclosure will be limited to the extent the Authority considers proper under the law. If an agreement is entered into with the proposer, the Authority shall have the right to use or disclose the data as provided in the agreement, unless otherwise obligated by law.*

The Authority will not honor any attempt by proposer to designate its entire proposal as

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proprietary. If there is any dispute, lawsuit, claim or demand as to whether information within the response to the Statement of Qualifications is protected from disclosure under the Act, proposer shall indemnify, defend, and hold harmless, the Authority arising out of such dispute, lawsuit, claim or demand.

14. Calendar

Action	Anticipated Date
SOQ Release	October 16, 2020
Last day for written questions	October 30, 2020
Addendum (if any) issued	November 3, 2020
SOQ Response Due	November 13, 2020
First Stage Review	November 16-18, 2020
Second State Interviews	December 1-4, 2020
Third Stage Negotiations	December 14, 2020
Contract Approval by WMAA	January 14, 2021

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PROPOSAL FORMAT

A qualifying proposal must address all of the following points (not to exceed 30 pages):

1. Project Title
2. Applicant or Firm Name
3. Firm Qualifications
 - a. Type of organization, size, professional registration and affiliations.
 - b. Names and qualifications of personnel to be assigned to this project.
 - c. Outline of recent projects completed that are directly related to this project. Consultant is required to demonstrate specific design and project expertise relating to the requirements of the Project Scope.
 - d. Qualifications of consultants, subcontractors, or joint venture firm, if appropriate.
 - e. Client references from recent related projects, including name, address and phone number of individual to contact for referral. References should specify: project name and location; description of work; contract value of work performed by Consultant and project value; name, address, and telephone number of project owner/representative.
4. Understanding of and Approach to the Projects
 - a. Summary of approach to be taken.
 - b. Description of the organization and staffing to be used for the project.
 - c. Indication of information and participation the proposer will require from Authority staff.
 - d. Indication of time frame necessary to complete the plan review once a Notice to Proceed is issued.
5. DBE Participation

Each response shall clearly outline any DBE partnerships that the Consultant has created for completion of the work. Response should also provide the Authority a clear understanding of how the firm mentors or develops DBE's to perform DOT work
6. Fees and Insurance
 - a. Fees will be negotiated with potential providers once the Selection Committee has

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ranked proposers.

- b. The selected Consultant will be required to provide insurance coverage in the amount of \$ 1,000,000 General Liability Insurance and \$ 1,000,000 of Professional Liability Insurance. This amount of insurance coverage shall be reflected in your estimated professional fee.
- b. The Consultant shall provide within five (5) days after the Notice of Award is issued a certificate of liability insurance naming the Williamsport Municipal Airport Authority and its employees and officers as additionally named insured. This shall be maintained in full force and effect for the duration of the contract and must be in an amount and format satisfactory to the Authority.
- c. Indemnification

Consultant shall defend, indemnify and hold harmless the Authority, its officers and employees from all claims, demands, damages, costs, expenses, judgments, attorney fees, liabilities or other losses that may be asserted by any person or entity, and that arise out of or are made in connection with the acts or omissions relating to the performance of any duty, obligation, or work hereunder. The obligation to indemnify shall be effective and shall extend to all such claims and losses, in their entirety, even when such claims or losses arise from the comparative negligence of the Authority, its officers and employees. However, this indemnity will not extend to any claims or losses arising out of the sole negligence or willful misconduct of the Authority, its officers and employees.

The preceding paragraph applies to any theory of recovery relating to said act or omission, by the Consultant, or its agents, employees, or other independent contractors directly responsible to Consultant including, but not limited to the following:

- 1. Violation of statute, ordinance, or regulation.
- 2. Professional malpractice.
- 3. Willful, intentional or other wrongful acts, or failures to act.
- 4. Negligence or recklessness.
- 5. Furnishing of defective or dangerous products.
- 6. Premises liability.
- 7. Strict Liability.

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8. Violation of civil rights.
9. Violation of any federal or state statute, regulation, or ruling resulting in a determination by the Internal Revenue Service, Pennsylvania Department of Revenue or any other Pennsylvania public entity responsible for collecting payroll taxes, when the Consultant is not an independent contractor.

It is the intent of the parties to provide the Authority the fullest indemnification, defense, and “hold harmless” rights allowed under the law. If any word(s) contained herein are deemed by a court to be in contravention of applicable law, said word(s) shall be severed from this contract and the remaining language shall be given full force and effect.

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A. INTRODUCTION

The Williamsport Municipal Airport Authority (Authority), is seeking a qualified provider of Aviation General Consulting Services to provide general planning, architectural, engineering, design and construction management for the attached preliminary scope of services for various projects on behalf of the Authority. The Authority owns and operates the Williamsport Regional Airport (Airport). Authority intends to award a contract with a three (3) year initial term with a two (2) year extension based on the Consultant's performance during the initial term. Eligible work must be performed and completed in such a manner as to be eligible for federal aid funds.

This Statement of Qualifications establishes the specifications, terms and conditions governing the selection of a firm to provide Aviation General Consulting Services to the Authority. All submittals shall be in the form and format as specified in this SOQ section entitled "Proposal Format and Content".

The contract award is based on the criteria in paragraph D., below.

B. PROJECT DESCRIPTIONS

The Authority, in anticipation of future grants from the Federal Aviation Administration (FAA), which will help finance future Airport Planning Services and construction projects, is requesting statements of qualifications from experienced firms interested in providing airport planning plus architectural and engineering services for future projects for Airport. The projects will involve services to provide Airport Planning, Architectural and Engineering A/E design, preparation of plans, specifications and bid documents, bidding phase services, and construction phase services compliant with FAA Regulations and FAA design criteria. A detailed description of Project concepts and scopes are provided in Exhibit A.

During the contract period the Authority plans to execute the following projects.

1. Airport Master Planning
2. Rehabilitate/Expand Main Apron
3. Construction of Dry Storage facility
4. Construction of combined Airport Maintenance/ARFF facility
5. Rehabilitate Runway 12/30.

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6. Rehabilitate Taxiway J
7. Participate in joint project with the Borough of Montoursville to modify the Airport entrance road.
8. Rehabilitate access road and parking lot to Fixed Base Operation

The successful firm will provide also overall Aviation General Consulting Services to the Authority.

C. SUMMARY OF SCOPE OF WORK

A detailed scope of services will be developed for each project during contract negotiations. A typical scope of services (for reference purposes) for the Consultant will include the following services all under the supervision of appropriate Authority staff:

1. BASIC SERVICES

- A. Preliminary Phase. This phase involves those activities required for planning and defining the scope of a project and establishing preliminary requirements. The Consultant will perform the following:
 1. Confer and attend meetings with Authority representatives on project requirements, finances, schedules, early phases of the project and other pertinent matters. The Consultant will participate in discussions with the Authority and other agencies such as the Pennsylvania Department of Transportation (PennDOT), the Federal Aviation Administration (FAA) and others as required to satisfactorily complete projects;
 2. Provide planning services as to best method or course of action for the successful completion of the projects in the most timely and cost-effective manner. Said planning will take into consideration the most modern aviation and airport design and construction methods;
 3. Plan, procure and/or prepare necessary surveys, geotechnical engineering investigations, field investigations, laboratory testing and architectural and engineering studies required for preliminary design considerations. The report to be prepared will use FAA design criteria and be based on most current FAA procedures.

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4. Develop design schematics, sketches, environmental and aesthetic considerations, project recommendations, preliminary layouts and cost estimates of proposed construction and total project budget.
 5. Review and/or develop environmental documents as necessary for airport projects.
 6. Determine preliminary location, sizes, and types of materials;
 7. Assist, as required, during preliminary and pre-design meetings with FAA and Authority;
 8. Prepare and convey answers to Authority, FAA and others questions or concerns in preliminary design report;
 9. Authority will furnish Consultant with any preliminary information available to include copies of plans of such existing facilities as are necessary and available and with other information pertinent to the planning and design.
- B. Design Phase. This phase includes all activities required to undertake and accomplish a full and complete project design. Upon approval of the preliminary phase, the Consultant will perform the following:
1. Conduct and attend meetings and design conferences to obtain information and to coordinate or resolve design matters.
 2. Assist in acquisition of all permits, as necessary;
 3. Collect engineering data and undertake field investigations; perform geotechnical engineering studies, topographical surveys, and architectural, engineering, and special environmental studies as necessary for the design of the projects;
 4. Prepare necessary engineering reports and recommendations.
 5. Prepare detailed plans, specifications and contract bid documents, and submit for Authority (and if necessary, for FAA) review and approval. All bid documents shall be in conformance with the appropriate FAA Advisory Circulars and Orders. Provide 60%, 90%, and 100% complete

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plan and bid documents for Authority staff review and approval and participate in associated review meetings;

6. Assist in coordination meetings with the Authority and FAA to facilitate approval of design concept and detailed plans and specifications;
7. Prepare total project budget including estimates of costs/quantities and schedule.

C. Bidding Phase.

1. Conduct the pre-bid conferences as necessary;
2. Assist the Authority in solicitation of bids by identification of prospective bidders and review of bids by solicited interests.
3. Review all pre-bid questions and submissions, and prepare for the Authority's approval, any addenda necessary to inform contractors of revisions prior to bidding;
4. Analyze bids, prepare bid tabulations, and make recommendations concerning award of contract;
5. Confer with the Authority and make revisions as necessary for re-advertising the project for bid if the lowest responsible bidder's bid exceeds project estimates per Authority standards. These revisions will be made at no additional charge to the Authority.

D. Construction Phase. Upon approval of the bidding phase, the Consultant will perform the following:

1. Provide consultation and advice to the Authority during all phases of construction;
2. Conduct the pre-construction conference;
3. Review and approve shop and working drawings and material and /or equipment submittals;
4. Review and approve required tests and testing results;

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5. Provided interpretations and clarifications of plans and specifications and under Authority oversight authorize minor changes that do not affect the contractor's price and are not contrary to the general interest of the Authority under the contract;
6. Consult and advise during construction with Authority and other governmental authorities;
7. Inspect work in progress periodically and provide appropriate reports to FAA, the Authority project manager, inspector, and contractor;
8. Review and coordinate contractor's progress schedule and critical path updates with the contractor and Authority's representatives;
9. Under Authority oversight prepare and negotiate change orders and supplemental agreements that are necessary;
10. Review contractor submitted pay requests, and submit same to Authority for review and approvals.
11. Make final inspection with Authority staff and provide the Authority with a Certificate of Completion for the project;
12. Review construction drawings and prepare records of project as constructed.

2. ADDITIONAL SERVICES

A. The following Additional Services may be required on any or all of the projects listed:

1. Land surveys and topographic maps;
2. Field and/or construction surveys;
3. Photo surveys;
4. Onsite construction management involving the services of a full-time resident engineer(s), inspector(s), or manager(s) during the construction or installation phase of a project. This differs from the periodic inspection responsibilities included as part of the basic services;

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5. Special environmental studies and analyses;
6. Expert witness testimony in litigation involving specific projects;
7. Project feasibility studies;
8. Public information and community involvement surveys, studies, and activities;
9. Preparation of as-constructed plans;
10. Preparation of quality control plans;
11. Preparation of annual DBE goals.
12. Preparation and submission of all FAA grant applications.
13. Preparation and submission of annual Capital Improvement Plans to FAA and Commonwealth of Pennsylvania.
14. Preparation and submission of all grants close out documentation.
15. Attending Authority Meetings as needed.

III. AUTHORITY PROVIDED SERVICES

ALL STATE AND AUTHORITY LAWS OR ORDINANCES PERTAINING TO BIDDING AND PURCHASING WILL BE FOLLOWED. The Consultant is expected to work closely with the Authority's departments. No bid or proposal documentation, or advertising, should be released without prior review by Authority Purchasing or Architectural Services. The Authority will maintain a list of plan holders, distribute any addenda, and conduct the bid openings. The Authority will conduct the pre-construction conference in conjunction with the Consultant and issue all notices to proceed.

IV. BUDGET AND SCHEDULE

The Consultant will submit preliminary budgets and schedules in a format and timeframe acceptable to the Authority for each project to be performed.

D. BASIS OF AWARD

The award of the contract will be based on criteria and guidelines established by the Authority. The award will be made after a careful evaluation by the selection

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committee and will be based on demonstrated competence as well as the best interests of the Authority.

It is the Authority's desire to employ individuals from a qualified firm that exhibit proactive leadership and good planning and management practices. Of particular importance is the ability of the successful firm to provide staff that are self-motivated and can quickly learn the Authority process and manage projects with minimal Authority oversight.

E. ADDENDA

Any addenda to this Statement of Qualifications will be posted on the Authority website at www.flyipt.com on the News tab. Responses to relevant questions submitted by the date indicated in the Calendar will also be posted in the same place. Relevancy of questions will be at the sole discretion of the Authority.

F. SELECTION PROCESS

1. Evaluation of Qualifications will be conducted in **three stages**. In the **first stage** the Authority will review the written SOQ responses to determine the responsiveness to this SOQ and identify the most highly qualified providers based on demonstrated competence and qualifications. This stage will involve evaluating the responses according to the following criteria which are listed in order of relative importance:

a. Experience/References (50%).

1. Capability to perform all or most aspects of the project and recent experience in airport projects comparable to the proposed task.
2. Key personnel's professional qualifications and experience and availability for the proposed project; their reputation and professional integrity and competence; and their knowledge of FAA regulations, policies, and procedures.
3. Current workload and demonstrated ability to meet schedules or deadlines.
4. Quality of projects previously undertaken and capability to complete projects on budget without having any cost escalations or overruns.
5. Qualifications and experience of outside consultants regularly engaged by the consultant under consideration.

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6. Capability of a branch office that will do the work to perform independently of the home office, or conversely, its capability to obtain necessary support from the home office. The use of geographic location may be a selection criterion provided its application leaves an appropriate number of qualified firms, given the nature and size of the project, to compete for the contract.
7. Demonstrated understanding of the project's potential problems and the sponsor's special concerns.
8. Degree of interest shown in undertaking the project and their familiarity with and proximity to the geographic location of the project.
9. Capability to incorporate and blend aesthetic and architectural concepts with the project design while accomplishing the basic requirements that transportation facilities be functional, safe, and efficient.
10. Evidence that the consultant has made good faith efforts in meeting Disadvantaged Business Enterprise (DBE) goals (49 CFR, § 26.53).
11. Capability to conduct a Value Engineering (VE) study for projects that are particularly complex or have unique features. Order 5100.38, Chapter 3 Section 10, AC 150/5300-15, *Use of Value Engineering for Engineering and Design of Airport Grant Projects*, and AC 150/5370-10, *Standards for Specifying Construction of Airports*, contain additional guidance on VE studies.
12. References. Each response should provide the Authority with Consultant and sub-consultant references that the Authority may contact to discuss performance on other similar work. These references should specify: project name and location; description of work; contract value of work performed by Consultant and project value; name, address, and telephone number of project owner/representative who oversaw project performance; dates (month/year) contract was issued and actually completed; and contract completion terms.

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- b. **Capabilities, Partnerships, Local Involvement and DBE Participation (30%).** Describe Consultant and sub-consultant capacity to perform the work on schedule in relation to their overall workload. Each response to the SOQ should describe the availability, number, and job descriptions of individuals who will work on the Project and approach to the Project. If the Consultant intends to use sub-consultants to assist in the work, the Project responsibilities of each firm and their credentials should be discussed. For each sub-consultant, the Consultant should identify similar work performed as well as the qualifications of those individual staff members who have performed that work and who will also be working on the Project. Each response should clearly outline any partnerships that the Consultant has created with local firms for completion of all work. Each response should clearly outline any DBE partnerships that the Consultant has created for completion of the work.
- c. **Other Projects (10%).** Consultant and sub-consultant performance on current or past Authority projects and/or FAA-funded contracts, as well as projects for other clients. The SOQ response will list all current Consultant and sub-consultants contracts with the Authority and/or FAA-funded contracts, as well as the completion status of each contract.

Other completed Consultant and sub-consultant contracts should be listed in the same manner. The Submittals need list no more than five past Authority contracts for each Consultant and sub-consultants. Each past Authority contract should be identified by project name, contract date, and actual work completion date.
- d. **Responsiveness to SOQ (10%).** Overall evaluation of proposer's responsiveness to criteria of this SOQ relating to content, format and overall appearance.

2. Based on this first stage evaluation of the written Statements of Qualification, the Authority will select the highest-rated Consultants for further consideration during a formal interview. These interviews will be the **second stage** of the selection process. Chosen Consultants will be notified of the time and place for interviews.

In the second (Interview) stage of the process, the Consultant will be evaluated according to the following criteria, each of which is listed in order of relative importance:

- 35 % A. Presentation.** Consultant's interview presentation, which will include an explanation of its approach to completing the Projects and

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overview and introduction of the staff and any, if proposed, subconsultants to be involved in the Projects.

- 35 % B. SOQ Response.** Consultant's score from the second (Evaluation Criteria A-C) stage will be weighted, carried forward and considered as part of the overall evaluation.
- 30 % C. Question and Answer.** Consultant's performance during the question and answer portion of the interview.
3. In the **third stage**, the Authority will attempt to negotiate a contract for services with the most highly qualified provider as determined during stages 1 and 2. Proposer is expected to provide a draft contract for use at the interview phase. Said draft will be electronic
 4. The final scope of work and professional fee will be contained within the Contract for the Authority's consideration and approval.

G. CONTACT PERSON

Richard C. Howell, A.A.E
Executive Director
Williamsport Municipal Airport Authority
Williamsport Regional Airport
724 Airport Road, Suite A106
Montoursville, PA 17754
570.368.2444, Ext 203
Richard.howell@flyipt.com

Interested firms shall not contact other Authority staff with questions or comments regarding this Statement of Qualifications without first contacting the Airport Executive Director.

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**EXHIBIT A
PROPOSED PROJECTS**

Project list is not intended to be all inclusive nor planned to be completed during the consultant's contract term. It is indicative of the direction the Authority wishes to take for airport development. Note that many projects are anticipated to be AIP eligible, but many may be executed as CARES development projects

Airport Master Planning

Goals of the Master plan are:

- To provide a graphic representation of existing airport features, future airport development and anticipated land use.
- To establish a realistic schedule for implementation of the proposed development
- To identify a realistic financial plan to support the development
- To validate the plan technically and procedurally through investigation of concepts and alternatives on technical, economic and environmental grounds.
- To prepare and present a plan to the public that adequately addresses all relevant issues and satisfies local, state and federal regulations.
- To establish a framework for a continuous planning process.

Rehabilitate Runway 12/30

Project work will consist of preliminary and final planning and design for the rehabilitation of pavements on the existing secondary runway 12/30.

Rehabilitate and Expand Aircraft Parking Apron

Project work will consist of preliminary and final planning and design for the rehabilitation of pavements to the existing commercial aircraft parking apron. The

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project will include the permanent closing of a portion of the existing Taxiway A and converting the space to aircraft parking. Project includes development of financial plan to execute the project.

Construction of Dry Storage facility

Project work will consist of all preliminary and final design for a construction an approximately 700 square foot storage facility for sand and other snow removal materials. Project scope would include a complete plan including all environmental and other required actions. Project also includes development of financial plan to execute the project.

Construction of combined Airport Maintenance/ARFF facility

Project work will consist of all preliminary and final design for a new Aircraft Rescue and Firefighting facility to support two firefighting vehicles. Project scope would include a complete plan for a 24-hour firefighting facility. Facility will have a kitchen, break room, two bedrooms, training room and offices to support the ARFF function. In addition to the ARFF component the plan will include space for the storage and maintenance of all airport maintenance and snow removal equipment. The maintenance component will include work areas for servicing equipment and vehicles. Bathrooms, showers and office spaces will be used jointly by the ARFF and maintenance functions. Necessary space to support these functions in this facility will be determined during the master plan process. Project includes development of financial plan to execute the project.

Rehabilitate Taxiway J

Project work will consist of establishing a rehabilitation and upgrade of Taxiway J to meet FAA standards in accordance with the Airport's FAA design classification

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identified in the most current edition of the Airport Master Plan. Project includes development of financial plan to execute the project.

Participate in joint project with the Borough of Montoursville to modify the Airport entrance road.

The project will consist engineering design services for the extension of Montour Street. This extension will provide a new access point for the Williamsport Regional Airport. The scope of work for this project includes extending Montour Street approximately 120 feet to form a new intersection with Airport Road, a new at-grade. This will include a new at grade railroad crossing with the Lycoming Valley Railroad, lighting upgrades along Montour Street from the intersection with Broad Street to Airport Road, and pedestrian access improvements. It is expected that the design and construction will follow the standard PennDOT practices and procedures. Final scoping for this project will be determined at a later date.

Rehabilitate access road and parking lot to Fixed Base Operation

Project work will consist of establishing a rehabilitation and upgrade roadway to the Authority's Fixed Base Operator and t-hangar areas. The project will also involve the relocation of an electrical utility located in the middle of the FBO parking lot.

Proposers are advised that some of the services may not be required and that the Sponsor reserves the right to initiate additional procurement action for any of the services included in the initial procurement.

Nothing beyond this point