

REQUEST / INSTRUCTIONS FOR STATEMENT OF QUALIFICATIONS

Notice is hereby given that the Greater Lafourche Port Commission (“Port Commission”) is requesting Statements of Qualifications from qualified firms for **Airport Engineering, Design and Construction Phase Services** for a five (5) year period beginning from the Notice to Proceed date of the first improvement project which the Port Commission may deem necessary in accordance with its Master Plan, for South Lafourche Leonard Miller, Jr. Airport in Galliano, Louisiana. The projects are subject to the availability of funding from the Federal Aviation Administration, the State of Louisiana and the Port Commission.

The Request for Qualifications and required forms can be obtained by contacting the Port Commission by calling (985) 632-6701, emailing glpc@portfourchon.com ATTN.: Serena Bruce, from our website at <https://portfourchon.com/news-events/public-notices>, or online at www.centralauctionhouse.com.

Sealed submittals labeled “Airport Engineering Services” will be received by the Port Commission at their Administration Office located at 16829 East Main Street, Cut Off, LA 70345 until **2:00 PM** local time, **THURSDAY, SEPTEMBER 26, 2024**. Submittals can be hand delivered or mailed to 16829 East Main Street, Cut Off, LA 70345, or submitted online through www.centralauctionhouse.com. The Port Commission requests three (3) bound, printed copies if sending hard copies. Electronic copies sent via email will not be accepted. All submittals received after the above specified time will not be considered. Statements of Qualifications must be submitted on a Standard Form 330 (SF 330), which may be obtained from the Port Commission or from the LADOTD Aviation Section.

Scope of Projects:

1. Continuation of Airport Terminal Development
2. Airfield Lighting System Upgrades
3. Airfield Pavement Strengthening, including Runways, Taxiways and Aprons
4. Taxiway and Apron Pavement Rehabilitation
5. Airfield Markings
6. Runway and Taxiway Extension
7. Airfield Drainage Improvements
8. Construction of New Aircraft Hangar Facilities
9. Airport Perimeter Fencing
10. Airfield Electrical Vault Improvements
11. Construction of New Airport Traffic Control Tower/ Remote Tower
12. Airport Fuel System Upgrades
13. Lightning Detection System
14. Runway Safety Area
15. Instrument Landing System
16. International Arrival Facility

The scope of services consists of providing preliminary investigations, topographic surveys, preliminary and final construction plans and specifications, cost estimates, review of bids, construction administration, resident inspection and other special services as required for projects defined above.

GENERAL INFORMATION

Firms interested in performing these services shall furnish statement of qualifications on a Standard Form 330 (SF 330). Only the prime (lead) firm must fill out the SF 330 and list any Subconsultants. Interested firms may obtain SF 330 from the Port Commission or from the LADOTD Aviation Section. The criteria and weighting factors to be used by the Port Commission in evaluating responses will be as follows:

1. Resumes of key personnel proposed for this contract (weight value of 3)
2. Example projects which best illustrate the proposed team's qualifications (weight value of 4)
3. Key personnel participation in example projects (weight value of 2)
4. Firm's past performance on similar projects (weight value of 3)
5. Firm's current workload (weight value of 2)
6. Proximity of firm to project location (weight value of 1)

The scoring of the selection criteria shall be on a numerical scale of 1 to 5, with 5 being the highest possible score and 1 being the lowest possible score. The score for each criterion will be multiplied by its weight factor, which indicates the importance of each criterion as it relates to this contract. For selection criteria without an assigned weight value, the score shall be "pass/fail", with a "fail" rating possibly resulting in the disqualification of the applicant prior to the rating process.

Following the evaluation of the Statements of Qualifications received by the Port Commission's selection committee, the top three (3) applicants will be placed on a short list. Should it be determined that further evaluation is needed, the Port Commission will issue specific instructions to the short-listed firms regarding the format and scheduling of the required information and subsequent evaluation. Following the final evaluation of qualified applicants, the Port Commission will place the applicants in a final ranking based on qualifications. The Port Commission will then enter fee negotiations with the top-ranked firm for the contract, with the unsuccessful firms being notified accordingly. Should these negotiations be unsuccessful, the Port Commission shall enter negotiations with the next-highest ranked firm, and so on. The Port Commission reserves the right to reject all applicants and re-advertise for the contract. Following the successful negotiation of fees with the Port Commission, the successful firm will be required to execute the standard LADOTD Aviation Section contract and have an active Dun & Bradstreet (DUNS) number through www.sam.gov.

The Port Commission, in accordance with Title VI of the Civil Rights Act of 1964, 42 U.S.C. Section 2000 d et. seq. and 49 CFR Part 26 issued pursuant to The Airport and Airway Development Act, affords Disadvantaged Business Enterprises (DBEs) full opportunity to submit an indication of interest in response to this invitation and will not discriminate against any interested firm on the ground of race, creed, color, sex, age, or national origin in a contract award. In addition, the Port Commission has established annual goals for DBE participation in Airport projects. Prospective consultants should review the Board's DBE Plan during preparation of a response to this Request for Qualifications (RFQ). The Port Commission has not set a DBE participation goal for this contract but continues to encourage the use of DBE firms. The Airport desires to achieve, to the greatest extent possible, quality participation by certified DBE firms in order to reach its annual overall goal of **1.55%**. Although there is no DBE participation requirement for this contract, respondents are challenged to present a creative and responsive plan that provides for participation that is commercially meaningful and useful. The Port Commission encourages and favors the following arrangements to ensure quality participation: (1) Participation as a prime consultant, (2) Joint Venture, (3) Partnership, and (4) Sub-consultant. Statements of Qualifications will be evaluated, in part, on the respondent's stated intention to ensure quality participation. The DBE firm(s) that may be participating in this project must be certified by the State of Louisiana.

Joint ventures and partnerships must be in existence at the time of submittal. The identity of the proposed certified DBE participant(s) and their participation percentage shall be indicated. At least ten (10) days prior to award, the successful respondent shall provide the Airport's DBE Liaison Officer with copies of executed subcontracts, certified copies of articles of incorporation, partnership agreements, and/or joint venture agreement if a DBE (minority or woman) is a shareholder/officer, partner or one of the ventures. The DBE firm(s) participating in this project must perform a commercially useful function. The failure of a DBE firm(s) to perform a commercially useful function, as defined in 49 CFR Part 26, shall constitute grounds for the Port Commission to impose appropriate legal remedies. The respondent is encouraged to perform Good Faith Efforts to secure DBE participation. The Port Commission affords no preference based upon the geographical area in which a DBE firm is located.

Questions regarding this project should be addressed to Serena Bruce via telephone at (985) 632-1108 or via email at glpc@portfourchon.com. Firms wishing to apply must submit a fully completed SF 330. Failure to provide all information requested may result in the submission being considered non-responsive and the firm will not be given a total score in the evaluation process.

Chett C. Chiasson, Executive Director
Greater Lafourche Port Commission

Newspaper and Dates:

Daily Comet and The Baton Rouge Advocate: August 27, September 3, September 10, 2024

ARCHITECT-ENGINEER QUALIFICATIONS

OMB Control Number: 9000-0157
Expiration Date: 2/29/2024

Paperwork Reduction Act Statement - This information collection meets the requirements of 44 USC § 3507, as amended by section 2 of the Paperwork Reduction Act of 1995. You do not need to answer these questions unless we display a valid Office of Management and Budget (OMB) control number. The OMB control number for this collection is 9000-0157. We estimate that it will take 29 hours (25 hours for part 1 and 4 hours for Part 2) to read the instructions, gather the facts, and answer the questions. Send only comments relating to our time estimate, including suggestions for reducing this burden, or any other aspects of this collection of information to: U.S. General Services Administration, Regulatory Secretariat Division (M1V1CB), 1800 F Street, NW, Washington, DC 20405.

PURPOSE

Federal agencies use this form to obtain information from architect-engineer (A-E) firms about their professional qualifications. Federal agencies select firms for A-E contracts on the basis of professional qualifications as required by 40 U.S.C. chapter 11, Selection of Architects Engineers, and Part 36 of the Federal Acquisition Regulation (FAR).

The Selection of Architects and Engineers statute requires the public announcement of requirements for A-E services (with some exceptions provided by other statutes), and the selection of at least three of the most highly qualified firms based on demonstrated competence and professional qualifications according to specific criteria published in the announcement. The Act then requires the negotiation of a contract at a fair and reasonable price starting first with the most highly qualified firm.

The information used to evaluate firms is from this form and other sources, including performance evaluations, any additional data requested by the agency, and interviews with the most highly qualified firms and their references.

GENERAL INSTRUCTIONS

Part I presents the qualifications for a specific contract.

Part II presents the general qualifications of a firm or a specific branch office of a firm. Part II has two uses:

1. An A-E firm may submit Part II to the appropriate central, regional or local office of each Federal agency to be kept on file. A public announcement is not required for certain contracts, and agencies may use Part II as a basis for selecting at least three of the most highly qualified firms for discussions prior to requesting submission of Part I. Firms are encouraged to update Part II on file with agency offices, as appropriate, according to FAR Part 36. If a firm has branch offices, submit a separate Part II for each branch office seeking work.

2. Prepare a separate Part II for each firm that will be part of the team proposed for a specific contract and submitted with Part I. If a firm has branch offices, submit a separate Part II for each branch office that has a key role on the team.

INDIVIDUAL AGENCY INSTRUCTIONS

Individual agencies may supplement these instructions. For example, they may limit the number of projects or number of pages submitted in Part I in response to a public announcement for a particular project. Carefully comply with any agency instructions when preparing and submitting this form. Be as concise as possible and provide only the information requested by the agency.

DEFINITIONS

Architect-Engineer Services: Defined in FAR 2.101.

Branch Office: A geographically distinct place of business or subsidiary office of a firm that has a key role on the team.

Discipline: Primary technical capabilities of key personnel, as evidenced by academic degree, professional registration, certification, and/or extensive experience.

Firm: Defined in FAR 36.102.

Key Personnel: Individuals who will have major contract responsibilities and/or provide unusual or unique expertise.

SPECIFIC INSTRUCTIONS

Part I - Contract-Specific Qualifications

Section A. Contract Information.

1. Title and Location. Enter the title and location of the contract for which this form is being submitted, exactly as shown in the public announcement or agency request.

2. Public Notice Date. Enter the posted date of the agency's notice on the Federal Business Opportunity website (FedBizOpps), other form of public announcement or agency request for this contract.

3. Solicitation or Project Number. Enter the agency's solicitation number and/or project number, if applicable, exactly as shown in the public announcement or agency request for this contract.

Section B. Architect-Engineer Point of Contact.

4-8. Name, Title, Name of Firm, Telephone Number, Fax (Facsimile) Number and E-mail (Electronic Mail) Address. Provide information for a representative of the prime contractor or joint venture that the agency can contact for additional information.

Section C. Proposed Team.

9-11. Firm Name, Address, and Role in This Contract. Provide the contractual relationship, name, full mailing address, and a brief description of the role of each firm that will be involved in performance of this contract. List the prime contractor or joint venture partners first. If a firm has branch offices, indicate each individual branch office that will have a key role on the team. The named subcontractors and outside associates or consultants must be used, and any change must be approved by the contracting officer. (See FAR Part 52 Clause "Subcontractors and Outside Associates and Consultants (Architect-Engineer Services)"). Attach an additional sheet in the same format as Section C if needed.

Section D. Organizational Chart of Proposed Team.

As an attachment after Section C, present an organizational chart of the proposed team showing the names and roles of all key personnel listed in Section E and the firm they are associated with as listed in Section C.

Section E. Resumes of Key Personnel Proposed for this Contract.

Complete this section for each key person who will participate in this contract. Group by firm, with personnel of the prime contractor or joint venture partner firms first. The following blocks must be completed for each resume:

12. Name. Self-explanatory.

13. Role in this contract. Self-explanatory.

14. Years Experience. Total years of relevant experience (block 14a), and years of relevant experience with current firm, but not necessarily the same branch office (block 14b).

15. Firm Name and Location. Name, city and state of the firm where the person currently works, which must correspond with one of the firms (or branch office of a firm, if appropriate) listed in Section C.

16. Education. Provide information on the highest relevant academic degree(s) received. Indicate the area(s) of specialization for each degree.

17. Current Professional Registration. Provide information on current relevant professional registration(s) in a State or possession of the United States, Puerto Rico, or the District of Columbia according to FAR Part 36.

18. Other Professional Qualifications. Provide information on any other professional qualifications relating to this contract, such as education, professional registration, publications, organizational memberships, certifications, training, awards, and foreign language capabilities.

19. Relevant Projects. Provide information on up to five projects in which the person had a significant role that demonstrates the person's capability relevant to her/his proposed role in this contract. These projects do not necessarily have to be any of the projects presented in Section F for the project team if the person was not involved in any of those projects or the person worked on other projects that were more relevant than the team projects in Section F. Use the check box provided to indicate if the project was performed with any office of the current firm. If any of the professional services or construction projects are not complete, leave Year Completed blank and indicate the status in Brief Description and Specific Role (block (3)).

Section F. Example Projects Which Best Illustrate Proposed Team's Qualifications for this Contract.

Select projects where multiple team members worked together, if possible, that demonstrate the team's capability to perform work similar to that required for this contract. Complete one Section F for each project. Present ten projects, unless otherwise specified by the agency. Complete the following blocks for each project:

20. Example Project Key Number. Start with "1" for the first project and number consecutively.

21. Title and Location. Title and location of project or contract. For an indefinite delivery contract, the location is the geographic scope of the contract.

22. Year Completed. Enter the year completed of the professional services (such as planning, engineering study, design, or surveying), and/or the year completed of construction, if applicable. If any of the professional services or the construction projects are not complete, leave Year Completed blank and indicate the status in Brief Description of Project and Relevance to this Contract (block 24).

23a. Project Owner. Project owner or user, such as a government agency or installation, an institution, a corporation or private individual.

23b. Point of Contact Name. Provide name of a person associated with the project owner or the organization which contracted for the professional services, who is very familiar with the project and the firm's (or firms') performance.

23c. Point of Contact Telephone Number. Self-explanatory.

24. Brief Description of Project and Relevance to this Contract. Indicate scope, size, cost, principal elements and special features of the project. Discuss the relevance of the example project to this contract. Enter any other information requested by the agency for each example project.

25. Firms from Section C Involved with this Project. Indicate which firms (or branch offices, if appropriate) on the project team were involved in the example project, and their roles. List in the same order as Section C.

29. Example Projects Key. List the key numbers and titles of the example projects in the same order as they appear in Section F.

Section G. Key Personnel Participation in Example Projects.

Section H. Additional Information.

This matrix is intended to graphically depict which key personnel identified in Section E worked on the example projects listed in Section F. Complete the following blocks (see example below).

30. Use this section to provide additional information specifically requested by the agency or to address selection criteria that are not covered by the information provided in Sections A-G.

26. and 27. Names of Key Personnel and Role in this Contract. List the names of the key personnel and their proposed roles in this contract in the same order as they appear in Section E.

Section I. Authorized Representative.

28. Example Projects Listed in Section F. In the column under each project key number (see block 29) and for each key person, place an "X" under the project key number for participation in the same or similar role.

31. and 32. Signature of Authorized Representative and Date. An authorized representative of a joint venture or the prime contractor must sign and date the completed form. Signing attests that the information provided is current and factual, and that all firms on the proposed team agree to work on the project. Joint ventures selected for negotiations must make available a statement of participation by a principal of each member of the joint venture.

33. Name and Title. Self-explanatory.

SAMPLE ENTRIES FOR SECTION G (MATRIX)

| 26. NAMES OF KEY PERSONNEL (From Section E, Block 12) | 27. ROLE IN THIS CONTRACT (From Section E, Block 13) | 28. EXAMPLE PROJECTS LISTED IN SECTION F (Fill in "Example Projects Key" section below first, before completing table. Place "X" under project key number for participation in same or similar role.) | | | | | | | | | |
|--|---|--|---|---|---|---|---|---|---|---|----|
| | | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| Jane A. Smith | Chief Architect | X | | X | | | | | | | |
| Joseph B. Williams | Chief Mechanical Engineer | X | X | X | X | | | | | | |
| Tara C. Donovan | Chief Electrical Engineer | X | X | | X | | | | | | |
| | | | | | | | | | | | |

29. EXAMPLE PROJECTS KEY

| NUMBER | TITLE OF EXAMPLE PROJECT (From Section F) | NUMBER | TITLE OF EXAMPLE PROJECT (From Section F) |
|--------|--|--------|---|
| 1 | Federal Courthouse, Denver, CO | 6 | XYZ Corporation Headquarters, Boston, MA |
| 2 | Justin J. Wilson Federal Building, Baton Rouge, LA | 7 | Founder's Museum, Newport, RI |

Part II - General Qualifications

See the "**General Instructions**" on page 1 for firms with branch offices. Prepare Part II for the specific branch office seeking work if the firm has branch offices.

1. Solicitation Number. If Part II is submitted for a specific contract, insert the agency's solicitation number and/or project number, if applicable, exactly as shown in the public announcement or agency request.

2a-2e. Firm (or Branch Office) Name and Address. Self-explanatory.

3. Year Established. Enter the year the firm (or branch office, if appropriate) was established under the current name.

4. Unique Entity Identifier. Insert the unique entity identifier issued by the entity designated at SAM. See FAR part 4.6.

5. Ownership.

a. Type. Enter the type of ownership or legal structure of the firm (sole proprietor, partnership, corporation, joint venture, etc.).

b. Small Business Status. Refer to the North American Industry Classification System (NAICS) code in the public announcement, and indicate if the firm is a small business according to the current size standard for that NAICS code (for example, Engineering Services (part of NAICS 541330), Architectural Services (NAICS 541310), Surveying and Mapping Services (NAICS 541370)). The small business categories and the internet website for the NAICS codes appear in FAR part 19. Contact the requesting agency for any questions. Contact your local U.S. Small Business Administration office for any questions regarding Business Status.

6a-6c. Point of Contact. Provide this information for a representative of the firm that the agency can contact for additional information. The representative must be empowered to speak on contractual and policy matters.

7. Name of Firm. Enter the name of the firm if Part II is prepared for a branch office.

8a-8c. Former Firm Names. Indicate any other previous names for the firm (or branch office) during the last six years. Insert the year that this corporate name change was effective and the associated unique entity identifier. This information is used to review past performance on Federal contracts.

9. Employees by Discipline. Use the relevant disciplines and associated function codes shown at the end of these instructions and list in the same numerical order. After the listed disciplines, write in any additional disciplines and leave the function code blank. List no more than 20 disciplines. Group remaining employees under "Other Employees" in column b. Each person can be counted only once according to his/her primary function. If Part II is prepared for a firm (including all branch offices), enter the number of employees by disciplines in column c(1). If Part II is prepared for a branch office, enter the number of employees by discipline in column c(2) and for the firm in column c(1).

10. Profile of Firm's Experience and Annual Average Revenue for Last 5 Years. Complete this block for the firm or branch office for which this Part II is prepared. Enter the experience categories which most accurately reflect the firm's technical capabilities and project experience. Use the relevant experience categories and associated profile codes shown at the end of these instructions, and list in the same numerical order. After the listed experience categories, write in any unlisted relevant project experience categories and leave the profile codes blank. For each type of experience, enter the appropriate revenue index number to reflect the professional services revenues received annually (averaged over the last 5 years) by the firm or branch office for performing that type of work. A particular project may be identified with one experience category or it may be broken into components, as best reflects the capabilities and types of work performed by the firm. However, do not double count the revenues received on a particular project.

11. Annual Average Professional Services Revenues of Firm for Last 3 Years. Complete this block for the firm or branch office for which this Part II is prepared. Enter the appropriate revenue index numbers to reflect the professional services revenues received annually (averaged over the last 3 years) by the firm or branch office. Indicate Federal work (performed directly for the Federal Government, either as the prime contractor or subcontractor), non-Federal work (all other domestic and foreign work, including Federally-assisted projects), and the total.

12. Authorized Representative. An authorized representative of the firm or branch office must sign and date the completed form. Signing attests that the information provided is current and factual. Provide the name and title of the authorized representative who signed the form.

List of Disciplines (*Function Codes*)

| Code | Description | Code | Description |
|-------------|--|-------------|-------------------------------------|
| 01 | Acoustical Engineer | 32 | Hydraulic Engineer |
| 02 | Administrative | 33 | Hydrographic Surveyor |
| 03 | Aerial Photographer | 34 | Hydrologist |
| 04 | Aeronautical Engineer | 35 | Industrial Engineer |
| 05 | Archeologist | 36 | Industrial Hygienist |
| 06 | Architect | 37 | Interior Designer |
| 07 | Biologist | 38 | Land Surveyor |
| 08 | CADD Technician | 39 | Landscape Architect |
| 09 | Cartographer | 40 | Materials Engineer |
| 10 | Chemical Engineer | 41 | Materials Handling Engineer |
| 11 | Chemist | 42 | Mechanical Engineer |
| 12 | Civil Engineer | 43 | Mining Engineer |
| 13 | Communications Engineer | 44 | Oceanographer |
| 14 | Computer Programmer | 45 | Photo Interpreter |
| 15 | Construction Inspector | 46 | Photogrammetrist |
| 16 | Construction Manager | 47 | Planner: Urban/Regional |
| 17 | Corrosion Engineer | 48 | Project Manager |
| 18 | Cost Engineer/Estimator | 49 | Remote Sensing Specialist |
| 19 | Ecologist | 50 | Risk Assessor |
| 20 | Economist | 51 | Safety/Occupational Health Engineer |
| 21 | Electrical Engineer | 52 | Sanitary Engineer |
| 22 | Electronics Engineer | 53 | Scheduler |
| 23 | Environmental Engineer | 54 | Security Specialist |
| 24 | Environmental Scientist | 55 | Soils Engineer |
| 25 | Fire Protection Engineer | 56 | Specifications Writer |
| 26 | Forensic Engineer | 57 | Structural Engineer |
| 27 | Foundation/Geotechnical Engineer | 58 | Technician/Analyst |
| 28 | Geodetic Surveyor | 59 | Toxicologist |
| 29 | Geographic Information System Specialist | 60 | Transportation Engineer |
| 30 | Geologist | 61 | Value Engineer |
| 31 | Health Facility Planner | 62 | Water Resources Engineer |

List of Experience Categories (*Profile Codes*)

| Code | Description | Code | Description |
|------|---|------|--|
| A01 | Acoustics, Noise Abatement | E01 | Ecological & Archeological Investigations |
| A02 | Aerial Photography; Airborne Data and Imagery Collection and Analysis | E02 | Educational Facilities; Classrooms |
| A03 | Agricultural Development; Grain Storage; Farm Mechanization | E03 | Electrical Studies and Design |
| A04 | Air Pollution Control | E04 | Electronics |
| A05 | Airports; Nav aids; Airport Lighting; Aircraft Fueling | E05 | Elevators; Escalators; People-Movers |
| A06 | Airports; Terminals and Hangars; Freight Handling | E06 | Embassies and Chanceries |
| A07 | Arctic Facilities | E07 | Energy Conservation; New Energy Sources |
| A08 | Animal Facilities | E08 | Engineering Economics |
| A09 | Anti-Terrorism/Force Protection | E09 | Environmental Impact Studies, Assessments or Statements |
| A10 | Asbestos Abatement | E10 | Environmental and Natural Resource Mapping |
| A11 | Auditoriums & Theaters | E11 | Environmental Planning |
| A12 | Automation; Controls; Instrumentation | E12 | Environmental Remediation |
| B01 | Barracks; Dormitories | E13 | Environmental Testing and Analysis |
| B02 | Bridges | F01 | Fallout Shelters; Blast-Resistant Design |
| C01 | Cartography | F02 | Field Houses; Gyms; Stadiums |
| C02 | Cemeteries (<i>Planning & Relocation</i>) | F03 | Fire Protection |
| C03 | Charting: Nautical and Aeronautical | F04 | Fisheries; Fish ladders |
| C04 | Chemical Processing & Storage | F05 | Forensic Engineering |
| C05 | Child Care/Development Facilities | F06 | Forestry & Forest products |
| C06 | Churches; Chapels | G01 | Garages; Vehicle Maintenance Facilities; Parking Decks |
| C07 | Coastal Engineering | G02 | Gas Systems (Propane; Natural, Etc.) |
| C08 | Codes; Standards; Ordinances | G03 | Geodetic Surveying: Ground and Air-borne |
| C09 | Cold Storage; Refrigeration and Fast Freeze | G04 | Geographic Information System Services: Development, Analysis, and Data Collection |
| C10 | Commercial Building (<i>low rise</i>) ; Shopping Centers | G05 | Geospatial Data Conversion: Scanning, Digitizing, Compilation, Attributing, Scribing, Drafting |
| C11 | Community Facilities | G06 | Graphic Design |
| C12 | Communications Systems; TV; Microwave | H01 | Harbors; Jetties; Piers, Ship Terminal Facilities |
| C13 | Computer Facilities; Computer Service | H02 | Hazardous Materials Handling and Storage |
| C14 | Conservation and Resource Management | H03 | Hazardous, Toxic, Radioactive Waste Remediation |
| C15 | Construction Management | H04 | Heating; Ventilating; Air Conditioning |
| C16 | Construction Surveying | H05 | Health Systems Planning |
| C17 | Corrosion Control; Cathodic Protection; Electrolysis | H06 | Highrise; Air-Rights-Type Buildings |
| C18 | Cost Estimating; Cost Engineering and Analysis; Parametric Costing; Forecasting | H07 | Highways; Streets; Airfield Paving; Parking Lots |
| C19 | Cryogenic Facilities | H08 | Historical Preservation |
| D01 | Dams (<i>Concrete; Arch</i>) | H09 | Hospital & Medical Facilities |
| D02 | Dams (<i>Earth; Rock</i>); Dikes; Levees | H10 | Hotels; Motels |
| D03 | Desalinization (<i>Process & Facilities</i>) | H11 | Housing (<i>Residential, Multi-Family; Apartments; Condominiums</i>) |
| D04 | Design-Build - Preparation of Requests for Proposals | H12 | Hydraulics & Pneumatics |
| D05 | Digital Elevation and Terrain Model Development | H13 | Hydrographic Surveying |
| D06 | Digital Orthophotography | | |
| D07 | Dining Halls; Clubs; Restaurants | | |
| D08 | Dredging Studies and Design | | |

List of Experience Categories (*Profile Codes continued*)

| Code | Description | Code | Description |
|-------------|---|-------------|--|
| I01 | Industrial Buildings; Manufacturing Plants | P09 | Product, Machine Equipment Design |
| I02 | Industrial Processes; Quality Control | P10 | Pneumatic Structures, Air-Support Buildings |
| I03 | Industrial Waste Treatment | P11 | Postal Facilities |
| I04 | Intelligent Transportation Systems | P12 | Power Generation, Transmission, Distribution |
| I05 | Interior Design; Space Planning | P13 | Public Safety Facilities |
| I06 | Irrigation; Drainage | R01 | Radar; Sonar; Radio & Radar Telescopes |
| J01 | Judicial and Courtroom Facilities | R02 | Radio Frequency Systems & Shieldings |
| L01 | Laboratories; Medical Research Facilities | R03 | Railroad; Rapid Transit |
| L02 | Land Surveying | R04 | Recreation Facilities (Parks, Marinas, Etc.) |
| L03 | Landscape Architecture | R05 | Refrigeration Plants/Systems |
| L04 | Libraries; Museums; Galleries | R06 | Rehabilitation (Buildings; Structures; Facilities) |
| L05 | Lighting (Interior; Display; Theater, Etc.) | R07 | Remote Sensing |
| L06 | Lighting (Exteriors; Streets; Memorials; Athletic Fields, Etc.) | R08 | Research Facilities |
| M01 | Mapping Location/Addressing Systems | R09 | Resources Recovery; Recycling |
| M02 | Materials Handling Systems; Conveyors; Sorters | R10 | Risk Analysis |
| M03 | Metallurgy | R11 | Rivers; Canals; Waterways; Flood Control |
| M04 | Microclimatology; Tropical Engineering | R12 | Roofing |
| M05 | Military Design Standards | S01 | Safety Engineering; Accident Studies; OSHA Studies |
| M06 | Mining & Mineralogy | S02 | Security Systems; Intruder & Smoke Detection |
| M07 | Missile Facilities (Silos; Fuels; Transport) | S03 | Seismic Designs & Studies |
| M08 | Modular Systems Design; Pre-Fabricated Structures or Components | S04 | Sewage Collection, Treatment and Disposal |
| N01 | Naval Architecture; Off-Shore Platforms | S05 | Soils & Geologic Studies; Foundations |
| N02 | Navigation Structures; Locks | S06 | Solar Energy Utilization |
| N03 | Nuclear Facilities; Nuclear Shielding | S07 | Solid Wastes; Incineration; Landfill |
| O01 | Office Buildings; Industrial Parks | S08 | Special Environments; Clean Rooms, Etc. |
| O02 | Oceanographic Engineering | S09 | Structural Design; Special Structures |
| O03 | Ordnance; Munitions; Special Weapons | S10 | Surveying; Platting; Mapping; Flood Plain Studies |
| P01 | Petroleum Exploration; Refining | S11 | Sustainable Design |
| P02 | Petroleum and Fuel (Storage and Distribution) | S12 | Swimming Pools |
| P03 | Photogrammetry | S13 | Storm Water Handling & Facilities |
| P04 | Pipelines (Cross-Country - Liquid & Gas) | T01 | Telephone Systems (<i>Rural; Mobile; Intercom, Etc.</i>) |
| P05 | Planning (Community, Regional, Areawide and State) | T02 | Testing & Inspection Services |
| P06 | Planning (Site, Installation, and Project) | T03 | Traffic & Transportation Engineering |
| P07 | Plumbing & Piping Design | T04 | Topographic Surveying and Mapping |
| P08 | Prisons & Correctional Facilities | T05 | Towers (<i>Self-Supporting & Guyed Systems</i>) |
| | | T06 | Tunnels & Subways |

List of Experience Categories (*Profile Codes continued*)

| Code | Description |
|-------------|--|
| U01 | Unexploded Ordnance Remediation |
| U02 | Urban Renewals; Community Development |
| U03 | Utilities (Gas and Steam) |
| V01 | Value Analysis; Life-Cycle Costing |
| W01 | Warehouses & Depots |
| W02 | Water Resources; Hydrology; Ground Water |
| W03 | Water Supply; Treatment and Distribution |
| W04 | Wind Tunnels; Research/Testing Facilities Design |
| Z01 | Zoning; Land Use Studies |

ARCHITECT-ENGINEER QUALIFICATIONS

PART I - CONTRACT-SPECIFIC QUALIFICATIONS

A. CONTRACT INFORMATION

1. TITLE AND LOCATION *(City and State)*

2. PUBLIC NOTICE DATE

3. SOLICITATION OR PROJECT NUMBER

B. ARCHITECT-ENGINEER POINT OF CONTACT

4. NAME AND TITLE

5. NAME OF FIRM

6. TELEPHONE NUMBER

7. FAX NUMBER

8. E-MAIL ADDRESS

C. PROPOSED TEAM

(Complete this section for the prime contractor and all key subcontractors.)

| | <i>(Check)</i> | | | 9. FIRM NAME | 10. ADDRESS | 11. ROLE IN THIS CONTRACT |
|----|----------------|-------------|---------------|---|-------------|---------------------------|
| | PRIME | J-V PARTNER | SUBCONTRACTOR | | | |
| a. | | | | <input type="checkbox"/> CHECK IF BRANCH OFFICE | | |
| b. | | | | <input type="checkbox"/> CHECK IF BRANCH OFFICE | | |
| c. | | | | <input type="checkbox"/> CHECK IF BRANCH OFFICE | | |
| d. | | | | <input type="checkbox"/> CHECK IF BRANCH OFFICE | | |
| e. | | | | <input type="checkbox"/> CHECK IF BRANCH OFFICE | | |
| f. | | | | <input type="checkbox"/> CHECK IF BRANCH OFFICE | | |

D. ORGANIZATIONAL CHART OF PROPOSED TEAM

(Attached)

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

| | | | |
|----------|---------------------------|----------------------|----------------------|
| 12. NAME | 13. ROLE IN THIS CONTRACT | 14. YEARS EXPERIENCE | |
| | | a. TOTAL | b. WITH CURRENT FIRM |

15. FIRM NAME AND LOCATION *(City and State)*

| | |
|--|---|
| 16. EDUCATION <i>(Degree and Specialization)</i> | 17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i> |
|--|---|

18. OTHER PROFESSIONAL QUALIFICATIONS *(Publications, Organizations, Training, Awards, etc.)*

19. RELEVANT PROJECTS

| | | |
|--|-----------------------|-------------------------------------|
| (1) TITLE AND LOCATION <i>(City and State)</i> | (2) YEAR COMPLETED | |
| | PROFESSIONAL SERVICES | CONSTRUCTION <i>(If applicable)</i> |

a. (3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE Check if project performed with current firm

| | | |
|--|-----------------------|-------------------------------------|
| (1) TITLE AND LOCATION <i>(City and State)</i> | (2) YEAR COMPLETED | |
| | PROFESSIONAL SERVICES | CONSTRUCTION <i>(If applicable)</i> |

b. (3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE Check if project performed with current firm

| | | |
|--|-----------------------|-------------------------------------|
| (1) TITLE AND LOCATION <i>(City and State)</i> | (2) YEAR COMPLETED | |
| | PROFESSIONAL SERVICES | CONSTRUCTION <i>(If applicable)</i> |

c. (3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE Check if project performed with current firm

| | | |
|--|-----------------------|-------------------------------------|
| (1) TITLE AND LOCATION <i>(City and State)</i> | (2) YEAR COMPLETED | |
| | PROFESSIONAL SERVICES | CONSTRUCTION <i>(If applicable)</i> |

d. (3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE Check if project performed with current firm

| | | |
|--|-----------------------|-------------------------------------|
| (1) TITLE AND LOCATION <i>(City and State)</i> | (2) YEAR COMPLETED | |
| | PROFESSIONAL SERVICES | CONSTRUCTION <i>(If applicable)</i> |

e. (3) BRIEF DESCRIPTION *(Brief scope, size, cost, etc.)* AND SPECIFIC ROLE Check if project performed with current firm

| | | |
|---|--------------------------|--------------------------------------|
| F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i> | | 20. EXAMPLE PROJECT KEY NUMBER |
| 21. TITLE AND LOCATION <i>(City and State)</i> | 22. YEAR COMPLETED | |
| | PROFESSIONAL SERVICES | CONSTRUCTION <i>(If applicable)</i> |
| 23. PROJECT OWNER'S INFORMATION | | |
| a. PROJECT OWNER | b. POINT OF CONTACT NAME | c. POINT OF CONTACT TELEPHONE NUMBER |
| 24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT <i>(Include scope, size, and cost)</i> | | |

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

| | | | |
|-----------|---------------|---|----------|
| a. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |
| b. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |
| c. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |
| d. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |
| e. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |
| f. | (1) FIRM NAME | (2) FIRM LOCATION <i>(City and State)</i> | (3) ROLE |

G. KEY PERSONNEL PARTICIPATION IN EXAMPLE PROJECTS

| 26. NAMES OF KEY PERSONNEL <i>(From Section E, Block 12)</i> | 27. ROLE IN THIS CONTRACT <i>(From Section E, Block 13)</i> | 28. EXAMPLE PROJECTS LISTED IN SECTION F <i>(Fill in "Example Projects Key" section below before completing table. Place "X" under project key number for participation in same or similar role.)</i> | | | | | | | | | | | |
|---|--|--|---|---|---|---|---|---|---|---|----|--|--|
| | | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |

29. EXAMPLE PROJECTS KEY

| NUMBER | TITLE OF EXAMPLE PROJECT <i>(From Section F)</i> | NUMBER | TITLE OF EXAMPLE PROJECT <i>(From Section F)</i> |
|--------|--|--------|--|
| 1 | | 6 | |
| 2 | | 7 | |
| 3 | | 8 | |
| 4 | | 9 | |
| 5 | | 10 | |

H. ADDITIONAL INFORMATION

30. PROVIDE ANY ADDITIONAL INFORMATION REQUESTED BY THE AGENCY. ATTACH ADDITIONAL SHEETS AS NEEDED.

I. AUTHORIZED REPRESENTATIVE

The foregoing is a statement of facts.

31. SIGNATURE

32. DATE

33. NAME AND TITLE

ARCHITECT-ENGINEER QUALIFICATIONS

1. SOLICITATION NUMBER *(If any)*

PART II - GENERAL QUALIFICATIONS

(If a firm has branch offices, complete for each specific branch office seeking work.)

| | | | | |
|---|-----------|-------------------|---|------------------------------|
| 2a. FIRM (or Branch Office) NAME | | | 3. YEAR ESTABLISHED | 4. UNIQUE ENTITY IDENTIFIER |
| 2b. STREET | | | 5. OWNERSHIP | |
| 2c. CITY | | | a. TYPE | |
| | 2d. STATE | 2e. ZIP CODE | b. SMALL BUSINESS STATUS | |
| 6a. POINT OF CONTACT NAME AND TITLE | | | 7. NAME OF FIRM <i>(If Block 2a is a Branch Office)</i> | |
| 6b. TELEPHONE NUMBER | | 6c. EMAIL ADDRESS | | |
| 8a. FORMER FIRM NAME(S) <i>(If any)</i> | | | 8b. YEAR ESTABLISHED | 8c. UNIQUE ENTITY IDENTIFIER |

| 9. EMPLOYEES BY DISCIPLINE | | | | 10. PROFILE OF FIRM'S EXPERIENCE AND ANNUAL AVERAGE REVENUE FOR LAST 5 YEARS | | |
|----------------------------|---------------|------------------------|------------|--|---------------|--|
| a. Function Code | b. Discipline | c. Number of Employees | | a. Profile Code | b. Experience | c. Revenue Index Number <i>(see below)</i> |
| | | (1) FIRM | (2) BRANCH | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| Other Employees | | | | | | |
| Total | | | | | | |

| | | | | |
|---|--|---|--|---|
| 11. ANNUAL AVERAGE PROFESSIONAL SERVICES REVENUES OF FIRM FOR LAST 3 YEARS <i>(Insert revenue index number shown at right)</i> | PROFESSIONAL SERVICES REVENUE INDEX NUMBER | | | |
| | 1. Less than \$100,000 | 2. \$100,000 to less than \$250,000 | 3. \$250,000 to less than \$500,000 | 4. \$500,000 to less than \$1 million |
| | 5. \$1 million to less than \$2 million | 6. \$2 million to less than \$5 million | 7. \$5 million to less than \$10 million | 8. \$10 million to less than \$25 million |
| | 9. \$25 million to less than \$50 million | 10. \$50 million or greater | | |
| a. Federal Work | | | | |
| b. Non-Federal Work | | | | |
| c. Total Work | | | | |

12. AUTHORIZED REPRESENTATIVE

The foregoing is a statement of facts.

| | |
|-------------------|---------|
| a. SIGNATURE | b. DATE |
| c. NAME AND TITLE | |