

OLDHAM COUNTY AIRPORT BOARD

Request for Qualifications (RFQ) For Professional Services Related to General Aviation Airports

**Statements of Qualifications are due
At 12:00 P.M. (eastern standard time) on August 29, 2008**

I. Services Requested

The Oldham County Airport Board (the Airport Board) is seeking qualified consultants (and/or firms) to provide professional services in the following areas for a proposed General Aviation Airport (pending the availability of federal, state and local funds):

1. Airport Economic Impact
2. Property Value Impact
3. Airport Business Plan

Qualified consultants will need to demonstrate expertise and knowledge in one or more of the above listed areas of expertise/specialty. The Airport Board may use the services of one consultant to study all three areas or separate consultants for each area depending upon levels of expertise and experience. Please be advised that the Airport Board reserves the right to initiate additional procurement action for any professional services at any time.

II. Background Information

Oldham County is a suburban county of Louisville, Kentucky with a population of 56,000. In 2007, the Airport Board was established to investigate the possibility of a new general aviation airport in Oldham County. Recently, the Federal Aviation Administration added the proposed Oldham County Airport to its National Plan of Integrated Airport Systems.

Additional background information is available at www.oldhamcounty.net and www.oldhamcountychamber.com.

III. Required Statement of Qualifications

Interested consultants are encouraged to submit a statement of qualifications of 35 pages or less which shall include the following information:

1. Cover letter
2. Completed Contact Information Form (see attached form)

3. Qualifications of the consultant and all personnel which shall include the following:
 - a. Description of the consultant/firm
 - b. Areas of expertise/specialty as listed in Section I which apply to the consultant/firm
 - c. Experience and education of key personnel (no more than one page per person)
 - d. Summary of similar/representative projects (no more than one page per project)
 - e. Additional information or literature, submitting no more than three pages, which would help in the evaluation of the firm's qualifications
4. A list of at least three references

IV. Criteria for Selection and Selection Process

The Statement of Qualifications will be reviewed by the Airport Board or a committee with the following criteria:

- | | |
|--|-----|
| 1. Consultant's experience | 40% |
| 2. Key personnel experience | 30% |
| 3. Ability to undertake project in a timely manner | 20% |
| 4. Other* | 10% |

(*Such as consultant's proximity to and familiarity with Oldham County, degree of interest shown in undertaking the project)

The top 3-5 highest-scoring firms for each particular area may be invited to make an in-person presentation to the Airport Board. The Airport Board may select one consultant to study all three areas or separate consultants for each area depending on the expertise and experience of the respondents. The Airport Board will select the consultant(s) that it considers to be the most qualified to provide the required services.

The Airport Board in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat252, 41 U.S.C. 2000d to 2000d-4 and Title 49 Code of Federal Regulation, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Non-discrimination of Federally-assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all interested firms that it will affirmatively insure that in any contract entered into pursuant to this advertisement, Disadvantaged Business Enterprises (DBE's) will be afforded full opportunity to submit proposals in response to this invitation and will not be discriminated against on the grounds of race, creed, color, sex, national origin, or handicap in consideration for an award.

Respondents are responsible for all costs associated with the preparation of materials in response to this Request for Qualifications. The Airport Board and/or Oldham County assume no responsibility for such costs.

The Airport Board reserves the right to waive any formality in the submitted Statements of Qualification, to reject any and all Statements of Qualification, or to re-advertise for additional Statements of Qualifications.

V. Submittal Deadline and Contact Information:

Eight copies of the Statement of Qualifications shall be submitted no later than 12:00 P.M. eastern standard time on August 29, 2008 to:

Mr. Jonathan Westbrook
Oldham County Airport Board
C/O Ms. Emily Liu
Oldham County Planning and Development
100 W. Jefferson Street, Suite 3
LaGrange, KY 40031

For questions regarding this RFQ please contact Emily Liu at the above listed address, by e-mail at eliu@oldhamcounty.net, or by phone at 502-222-1476.

Contact Information Form

Submitted by:

Firm: _____

Contact Person:

Address:

E-Mail: _____

Telephone: _____

Fax: _____

Date: _____