



**Purchasing Department  
113 Mable T. Willis Blvd.  
Walterboro, SC 29488  
843.782.0504**

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**RFQ: LRA-03  
ENGINEERING SERVICES FOR  
WALTERBORO-COLLETON COUNTY AIRPORT COMMISSION FOR  
PROJECTS LOCATED AT THE LOWCOUNTRY REGIONAL AIRPORT**

**DUE: Thursday, February 24, 2022 at 11:00am**

**MAIL OR DELIVER RESPONSE TO:**

Purchasing Department  
Attn: Kaye B Syfrett  
113 Mable T. Willis Blvd.  
Walterboro, SC 29488

Questions regarding this solicitation must be emailed to **Chris Bickley, Secretary of the Walterboro-Colleton County Airport Commission**, at [airport@colletoncounty.org](mailto:airport@colletoncounty.org) no later than **12:00PM on Wednesday February 16, 2022**. Answers to all questions will be posted on the Colleton County government website as addendums to this RFQ.

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## A. OVERVIEW

The Walterboro-Colleton County Airport Commission (the "**Commission**") is seeking qualified firms to provide engineering services regarding future projects as assigned by the Commission as they relate to the Lowcountry Regional Airport (the "**Airport**"). The firm hired will be responsible for various project-related services in order to provide complete design/engineering plans, specifications, and cost estimates for the projects for which it is selected.

## B. MINIMUM QUALIFICATIONS

Firms who provide responses to the RFQ must meet the following requirements, otherwise their response will not be considered by the Commission:

- a) Current registration as a Professional Engineering Firm in South Carolina
- b) Demonstrated expertise and experience in the areas written in the Scope of Work.

## C. SCOPE OF WORK

Professional engineering services for aviation projects at the Lowcountry Regional Airport to include assistance in all facets of project development from preliminary design, final design, permitting, bidding and award, and construction administration. Typical projects may include but are not limited to: runway extensions, runway safety areas, runway and taxiway rehabilitations, aprons, airfield lighting, NAVAIDs including instrument landing systems, fueling systems, hangars, terminal site work, parking lot and road rehabilitation. Specific projects included in this services agreement if approved by the Commission are the following currently planned in its Capital Improvement Plan: 1. Runway 5/23 Pavement Rehabilitation (Design, Construction), 2. Taxiway "A" Pavement Rehabilitation (Construction), 3. Main Apron Expansion (Design/Bid/ Construction), 4. Runway End 5 Approach Land Acquisition (6 Parcels) (Reimbursement), 5. Main Apron Expansion (Construction), 6. Runway End 23 Approach Land Acquisition (~25 Acres), 7. Partial Perimeter Fencing (~10,000 LF) (Design/Bid), 8. Land Acquisition for Runway End 35 Approach and Aviation Way Relocation, 9. Aviation Way Entrance Reconfiguration (Design + Construction), 10. Partial Perimeter Fencing (~10,000 LF) (Construction), 11. Hangar Development + Extend Aviation Way (Design/Build), and 12. Hangar Development in East Terminal Area (Design + Construction).

Provided services may also include assisting with land and aviation easement acquisition, DBE reporting, financial and feasibility studies, planning, and environmental studies, and other planning documents. NOTE: Master planning services and Airport Layout Plan services are NOT included in this proposal and will be procured by a separate RFQ. Subcontracted specialty engineering services may be, but are not required to be, requested by the Commission and administered through this contract. Specialty services may include but are not limited to surveying, geotechnical, materials testing, and construction inspection. These services will be requested on an as-needed basis at a later date and provisions for these services need not be included in this RFQ.

Firm to assist in the preparation and administration of applicable grant opportunities, including but not limited to, funding sources such as Federal Aviation Administration (FAA), FAA Airport Improvement Program (AIP) and the SC Aeronautics Commission (SCAC). It is the intent of the Commission that the firm inform the Commission of additional funding sources and upcoming funding opportunities.

Firm shall attend Commission meetings as requested to brief the Commission on current and/or planned activities, projects, and reports concerning the Airport.

NOTE: To ensure objective contractor performance and eliminate unfair competitive advantage, 2 CFR part §200.319 requires entities that develop or draft specifications, requirements, statements of work, invitations for bids, or requests for proposals must be excluded from competing for such procurements.

## D. REQUIREMENTS OF RESPONSE TO RFQ:

The Firm's response to the RFQ shall include and will be limited to the following:

1. COVER LETTER (not to exceed one page)
2. INTRODUCTION TO THE FIRM - The Firm should provide a brief overview of the history of the Firm and specific accomplishments and successes that the Firm wishes for the Commission to be aware. This introduction should include a description of the years in business and financial oversight.
3. SPECIFIC QUALIFICATIONS - Project experience directly applicable to the airport engineering needs that demonstrate a particular knowledge of engineering in and around the Lowcountry Region concerning the needs of airports and meeting the required FAA regulations of those airports. A list of previous projects shall be attached that include:
  - a. A brief description of the project work completed (including photos if available)
  - b. Project location
  - c. Client references and contact information

## E. INSTRUCTIONS TO FIRMS

1. Submittal must include one (1) original RFQ response clearly marked as original, and six (6) complete copies of the RFQ response along with a completed W-9 form. Responses must be in a sealed envelope/package containing the solicitation name and number. The individual signing the response must be an agent legally authorized to bind the firm. The response shall include the name, title, address, telephone number, and email address of the firm's contact person for purposes of this RFQ.
2. Show solicitation number on the outside of mailing package. The Commission assumes no responsibility for unmarked or improperly marked envelopes.
3. It is the firm's sole responsibility to insure that solicitation responses, amendments thereto, or withdrawal requests are submitted by the scheduled due date and time.
4. The firm must clearly mark as "Confidential" each part of their response, which they consider to be proprietary information that could be exempt from disclosure under Section 30-40(C) Code of Laws of South Carolina, 1976, Freedom of Information Act. Colleton County reserves the right to determine whether this information should be exempt from disclosure and legal action may not be brought against the County or its agents for its determination in this regard.
5. RESPONSE FORM: All responses shall be printed in ink or typewritten. If required, additional pages may be attached. RFQ responses written in pencil will be disqualified.

6. Subject to the terms, conditions, provisions, and the enclosed specifications, responses to this solicitation will be received until the stated date and time. Responses received after the scheduled due date and time will be rejected. The RFQ must be submitted in a sealed package marked on the outside with the Firm's name, address, and the solicitation name and number.
7. This solicitation does not commit Colleton County, the City of Walterboro, or the Walterboro – Colleton County Airport Commission to award a contract, to pay any costs incurred in the preparation of RFQ submitted, or to procure or contract for the services. Commission reserves the right to accept or reject or cancel in part, or in its entirety, offers received as a result of this request if deemed to be in the best interest of Colleton County, the City of Walterboro, or Walterboro – Colleton County Airport Commission to do so.
8. Questions regarding this solicitation must be emailed to **Chris Bickley, Secretary of the Walterboro-Colleton County Airport Commission**, at **airport@colletoncounty.org** no later than **12:00PM on Wednesday February 16, 2022**. Answers to all questions will be posted on the Colleton County government website as addendums to this RFQ.
9. With respect to this RFQ, contact with any members of Colleton County, the Walterboro-Colleton County Airport Commission, the City of Walterboro, or members of the Lowcountry Regional Airport, other than the contact Person specified in this RFQ by any of the proposing firms during the evaluation period is strictly prohibited and will result in the consulting firm being eliminated from consideration.

## F. SELECTION CRITERIA

1. Representatives from the Commission will use the following criteria to evaluate and select the successful firm. Each criteria item will receive the following weights and will be evaluated on a numerical scale. The Commission reserves the right to reject any or all RFQ's and to award a contract that is most advantageous and in the best interest of the Commission and its partners.
  - a. **Related Project Experience** - Similar projects to those that the Commission seeks that demonstrate expertise and innovation, not only in engineering concepts, but in meeting the overall client needs. (20% weight)
  - b. **Ability to Provide Services Requested** - The firm's ability to demonstrate its experience and capabilities in providing locally based engineering services in the area of airport construction projects and maintenance. (10% weight)
  - c. **Qualifications of the firm, including firm Personnel** - Preference shall be given to those firms and personnel with experience and training in airport land acquisition, airfield design, and construction administration for similar projects, as outlined in the RFQ, and grant administration and support services. (10% weight)
  - d. **Overall Qualifications of the Project Manager and Project Team** - Identify the Project Manager and those personnel that will be assigned to the project(s) including the location of their office, and how long each person has been with the firm. Preference shall be given to project teams with specific experience on similar projects, and familiarity with the airports in the state, and proposed projects, as outlined in the RFQ. (10% weight)

- e. **Experience in Working with SCAC and FAA Regulations and Procedures** - Preference shall be given to project team personnel (especially the project manager) and the firm with a demonstrated working relationship with the SCAC and FAA, and who possesses a thorough understanding of FAA rules and regulations regarding design and development of airports similar to the Lowcountry Regional Airport and demonstrated ability and success in grant administration. (30% weight)
  - f. **Ability to Meet DBE Goals** - The firm shall have a demonstrated ability to meet the required DBE goals for professional services. Provide information/qualifications on proposed DBE firm(s) to be used, including where and when the DBE firms have worked with your firm on past airport projects similar to those outlined in the RFQ. (10% weight)
  - g. **Response Capability/Project Understanding** - Preference shall be afforded to those firms which, in the opinion of the Commission, will be able to adequately respond to requests for consultation meetings or project administration, and firms that have detailed understanding of the project requirements. (10% weight)
2. An appointed selection committee will perform the evaluations. Each submittal will be analyzed to determine overall responsiveness and qualifications under the RFQ. The selection committee may select all, some, or none of the firms for interviews. The Commission may also request additional information from firms at any time prior to final approval of a selected firm.
  3. After all the Statement of Qualifications have been screened and ranked by the selection committee, the number one ranked firm will be invited to negotiate a master agreement with the Commission for a period not to exceed five (5) years.

For each project performed under the master agreement, a detailed scope of work will be developed and agreed to by the firm and the Commission. This detailed scope of work and associated fee will be developed into a work authorization and included as an attachment to the master agreement.

## G. SPECIFIC TERMS AND CONDITIONS

1. **COMPETITION:** This solicitation is intended to promote full and open competition. If any language, specifications, terms and conditions, or any combination thereof restricts or limits the requirements in this solicitation to a single source, it shall be the responsibility of the interested firm to notify the Commission in writing no later than five (5) business days prior to the scheduled due date and time.
2. **FIRM QUALIFICATION:** The Commission reserves the right to request satisfactory evidence of firm's ability to furnish services in accordance with the terms and conditions listed herein. The Commission further reserves the right to make the final determination as to the firm's ability to provide said services.
3. **RESPONSE WITHDRAWAL:** Any responses may be withdrawn prior to the established closing date and time, but not thereafter.
4. **REJECTION:** The Commission reserves the right to reject any and all RFQ's, to cancel or withdraw this solicitation, and to waive any minor irregularity or technicality if deemed to be in the best interest of the Commission.

5. WAIVER: The Commission reserves the right to waive all or any part of Instruction to Firm, General or Special Provisions, General or Special Conditions, or specifications deviation if deemed to be in the best interest of the Commission.
6. RESPONSE PERIOD: All responses shall be good for a minimum period of 60 calendar days after the opening date.
7. DEVIATIONS FROM SPECIFICATIONS: Any deviation from specifications indicated herein must be clearly pointed out; otherwise, it will be considered that items offered are in strict compliance with these specifications, and successful firm will be held responsible therefore. Deviations must be explained in detail on separate attached sheet(s). The listing of deviations, if any, is required but will not be construed as waiving any requirements of the specifications. Unidentified deviations found during the evaluation of the response may be cause for rejection.
8. AMENDMENTS: All amendments to and interpretations of this solicitation shall be in writing and issued by the Commission.
9. DEBARMENT: By submitting a qualification package, the firm is certifying that it is not currently debarred from responding to any request for qualifications by any agency or subdivision of the State of South Carolina or the United States Federal Government, nor is it an agent of any person or entity that is currently debarred from submitting qualifications on contracts by any agency or subdivision of the State of South Carolina.
10. HOLD HARMLESS: All respondent firms to this RFQ shall indemnify and hold harmless Colleton County, the Walterboro-Colleton County Airport Commission, the City of Walterboro, and any of their officers and employees from all suits and claims alleged to be a result of this RFQ. The issuance of this RFQ constitutes only an invitation to present a proposal. Commission reserves the right to determine, at its sole discretion, whether any aspect of a firm submittal meets the criteria in this RFQ. Commission also reserves the right to seek clarifications, to negotiate with any vendor submitting a response, to reject any or all responses with or without cause, and to modify the procurement process and schedule.
11. CANCELLATION: In the event that this request for qualifications is withdrawn or the project canceled for any reason, Colleton County, the City of Walterboro, and the Walterboro-Colleton County Airport Commission, their officers and employees, shall have no liability to any firm for any costs or expenses incurred in connection with this request for qualifications or otherwise.
12. FAILURE TO SUBMIT ALL MANDATORY FORMS: Failure to submit all the mandatory forms from this request for qualifications shall be just cause for the rejection of the submittal. However, Commission reserves the right to decide, on a case by case basis, in its sole discretion, whether or not to reject the RFQ as non-responsive.
13. CONTRACT AWARD: When properly accepted in writing by the Commission this solicitation, submitted documents, and the resulting master agreement shall constitute an agreement equally binding between the successful firm and the Walterboro-Colleton County Airport Commission. No oral statement of any person shall modify or otherwise change, or affect the terms, conditions or specifications stated in the resulting master agreement. Commission shall not be legally bound by any amendment or interpretation that is not fully executed by both parties in writing.
14. CONTRACT ADMINISTRATION: Questions or problems arising after award of an agreement shall be directed to Walterboro-Colleton County Airport Commission, Chairman, by email at

airport@colletoncounty.org. Copies of all correspondence concerning this solicitation or resulting agreement shall be sent to the Walterboro-Colleton County Airport Commission, PO BOX 8, Walterboro, S.C. 29488.

## H. GENERAL CONTRACTUAL REQUIREMENTS

1. **ABANDONMENT OR DELAY:** If the work to be done pursuant to this RFQ shall be abandoned or delayed by the firm, or if at any time the Walterboro-Colleton County Airport Commission shall be of the opinion and shall so certify in writing that work has been abandoned or delayed by the firm, the Walterboro-Colleton County Airport Commission may annul the contract or any part thereof if the firm fails to resolve the matter within thirty (30) days of written notice.
2. **FIRM'S COOPERATION:** The firm shall maintain regular communications with the Commission Project Manager and shall actively cooperate in all matters pertaining to the master agreement and projects.
3. **RESPONSIBILITY:** The firm shall at all times observe and comply with all federal, state, local and municipal laws, ordinances, rules and regulations in any manner affecting the agreement and its services.
4. **NON-APPROPRIATION:** If the Walterboro-Colleton County Airport Commission fails to appropriate or authorize the expenditure of sufficient funds to provide the continuation of this agreement or if a lawful order issued in, or for any fiscal year during the term of the agreement, reduces the funds appropriated or authorized in such amounts as to preclude making the payments set out therein, the agreement shall terminate on the date said funds are no longer available without any termination charges or other liability incurring to the Walterboro-Colleton County Airport Commission.
5. **INDEMNIFICATION:** Except for expenses or liabilities arising from the negligence of the Walterboro-Colleton County Airport Commission, the firm hereby expressly agrees to indemnify and hold Colleton County, the City of Walterboro, and the Walterboro-Colleton County Airport Commission, their officers and employees, harmless against any and all expenses and liabilities arising out of the performance or default of any resulting agreement or arising from or related to the firm's services as follows:

The Firm expressly agrees to the extent that there is a causal relationship between its negligence, action or inaction, or the negligence, action or inaction of any of its employees or any person, firm, or corporation directly or indirectly employed by the firm, and any damage, liability, injury, loss or expense (whether in connection with bodily injury or death or property damage or loss) that is suffered by Colleton County, the City of Walterboro, or the Walterboro-Colleton County Airport Commission and their officers and employees or by any member of the public, to indemnify and save Colleton County, the City of Walterboro, and the Walterboro-Colleton County Airport Commission and their officers and employees harmless against any and all liabilities, penalties, demands, claims, lawsuits, losses, damages, costs, and expenses arising out of the performance or default of any resulting agreement. Such costs are to include defense, settlement, and reasonable attorneys' fees incurred by Colleton County, the City of Walterboro, and the Walterboro-Colleton County Airport Commission and their officers and employees. This promise to indemnify shall include bodily injuries or death occurring to firm's employees and any person, directly or indirectly employed by firm (including without limitation any employee of any subcontractor), Colleton County, the City of Walterboro, and Walterboro-Colleton County Airport Commission employees,

the employees of any other independent contractor, or occurring to any member of the public. When Colleton County, the City of Walterboro, or the Walterboro-Colleton County Airport Commission submits notice, firm shall promptly defend any aforementioned action.

The prescribed limits of insurance set forth herein shall not limit the extent of the firm's responsibility under this section. The terms and conditions contained in this section shall survive the termination of any resulting agreement or the suspension of the services. Additionally Colleton County, the City of Walterboro, and the Walterboro-Colleton County Airport Commission will not provide indemnity to the successful firm. Failure to comply with this section may result in your RFQ to be deemed non-responsive.

6. **FORCE MAJEURE:** The firm shall not be liable for any excess costs if the failure to perform the resulting agreement arises out of causes beyond the control and without fault or negligence of the firm. Such causes may include but are not restricted to acts of God or of the public enemy, acts of the Government in either its sovereign or contractual capacity, fires, floods, epidemics, quarantine restrictions, strikes, freight embargoes, and unusually severe weather; but in every case the failure to perform must be beyond the control and without the fault or negligence of the contractor. If the failure to perform is caused by default of a subcontractor, and if such default arises out of causes beyond the control of both the firm and subcontractor and without excess costs for failure to perform, unless the services to be furnished by the subcontractor were obtainable from other sources in sufficient time to permit the firm to meet the required delivery schedule.
7. **ARBITRATION:** Under no circumstances and with no exception will Colleton County, the City of Walterboro, or the Walterboro-Colleton County Airport Commission act as arbitrator between the firm and any sub-contractor.
8. **GOVERNING LAWS; VENUE:** Any agreement arising from this solicitation shall be governed by the laws of the State of South Carolina and any and all disputes arising out of said agreement or the performance of services by the firm shall, if litigation is necessary, be litigated only in a Circuit Court for the Fourteenth Judicial Circuit sitting in Colleton County, South Carolina. The prevailing party shall be entitled to attorney's fees and all costs of said litigation.
9. **ASSIGNMENT:** The firm shall not assign in whole or in part any agreement resulting from this RFQ without the prior written consent of the Walterboro-Colleton County Airport Commission. The firm shall not assign any money due or to become due to it under said agreement without the prior written consent of the Walterboro-Colleton County Airport Commission.
10. **AFFIRMATIVE ACTION:** The successful firm will take affirmative action in complying with all Federal and State requirements concerning fair employment and treatment of all employees, without regard or discrimination by reason of race, color, religion, sex, national origin or physical handicap.
11. **FAILURE TO DELIVER SERVICES IN ACCORDANCE WITH TERMS & CONDITIONS:** In case of failure to deliver services in accordance with the contract terms and conditions, the Walterboro-Colleton County Airport Commission, after due written notice, may procure substitute services from other sources and hold the firm responsible for any resulting additional service and administrative costs. This remedy shall be in addition to any other remedies which the Walterboro-Colleton County Airport Commission may have.
12. **TERMINATION OF AGREEMENT:** Subject to the provisions below, the agreement may be terminated by the Walterboro-Colleton County Airport Commission providing a thirty (30) days advance notice in writing is given to the firm.

- a. Termination for Convenience: In the event that the agreement tract is terminated or canceled upon request and for the convenience of the Walterboro-Colleton County Airport Commission without the required thirty (30) days advance written notice, then the Walterboro-Colleton County Airport Commission shall negotiate reasonable termination costs, if applicable.
- b. Termination for Cause: Termination by the Walterboro-Colleton County Airport Commission for cause, default, or negligence on the part of the firm shall be excluded from the foregoing provisions. Termination costs, if any, shall not apply. The thirty (30) days advance notice requirement is waived and the default provision in this request for qualifications shall apply.
- c. The Walterboro-Colleton County Airport Commission shall be obligated to reimburse the firm only for those services rendered prior to the date of notice of termination, less any liquidation damages that may be assessed for non-performance.
- d. Non-Appropriations Clause: Notwithstanding any other provisions of the agreement, if the funds anticipated for the continued fulfillment of the agreement are at any time not forthcoming through the failure of the Walterboro-Colleton County Airport Commission to appropriate funds, discontinuance, or material alteration of the program under which funds were provided, the Walterboro-Colleton County Airport Commission shall have the right to terminate the agreement without penalty by giving not less than thirty (30) days written notice documenting the lack of funding. Unless otherwise agreed to by the Walterboro-Colleton County Airport Commission and the firm, the agreement shall become null and void on the last day of the fiscal year for which appropriations were received.

13. BONDS: Payment and Performance Bonds are not required for this RFQ.

14. OWNERSHIP OF MATERIAL: Ownership of all data, material, and documentation originated and prepared for the Walterboro-Colleton County Airport Commission pursuant to the resulting agreement shall belong exclusively to the Walterboro-Colleton County Airport Commission.

15. INSURANCE: The Walterboro-Colleton County Airport Commission will require the following remain in force at all times through the life of the agreement:

Professional Liability Insurance – Minimum \$1,000,000.00 - Proof of in force insurance must be provided in the response to the RFQ

Other insurances:

Workers' Compensation – at the statutorily required limits  
 Statutory Coverage and Employer's - \$100,000 each employee  
 Liability - \$500,000 – policy limit

Comprehensive General Liability -\$1,000,000 – bodily injury each occurrence  
 \$2,000,000 – bodily injury aggregate  
 \$1,000,000 – property damage each occurrence  
 \$2,000,000 – property damage aggregate  
 Products – Completed Operations - \$1,000,000 – aggregate  
 Business Auto Liability – Same as Comprehensive General Liability

Excess or Umbrella Liability - \$1,000,000

**Walterboro-Colleton County Airport Commission will be named as an “additional insured” party to the policies of insurance.**

16. SUBJECT TO LAWS AND REGULATIONS: Federal laws and regulations prescribe that certain provisions be included in federally funded contracts. For purposes of this section, the term "contract" includes subcontracts. The type of contract must be appropriate for the particular procurement. Specific wording of Federal contract provisions is available on the FAA website at <http://www.faa.gov/airports/aip/procurement/>. Information as to contract requirements is also available in FAA Advisory Circular AC No: 150/5100-14E.

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# I. FIRM'S CERTIFICATION

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Authorized Signatory (As registered with the IRS)

\_\_\_\_\_  
Address

\_\_\_\_\_  
E-Mail Address

\_\_\_\_\_  
City, State, Zip

\_\_\_\_\_  
Fax Number

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
Federal Tax ID Number

## Certification Questions

**NOTE: Firm will be immediately disqualified if the answer to any of the questions 1 through 4 is "No."**

1. Firm possesses a valid and current South Carolina license for the project or projects for which it intends to submit a proposal.

Circle one:     Yes     No

2. Firm has an insurance policy (ices) with the prescribed limit(s) as specified in this document.

Circle one:     Yes     No

3. Prior to commencing work, firm, at its expense, shall furnish insurance certificates showing the certificate holder as Walterboro-Colleton County Airport Commission, PO Box 8, Walterboro, SC 29488, Attention: Chairman and with a special notation naming Walterboro-Colleton County Airport Commission as an Additional Insured on the liability coverage's as specified in this document. Do you consent to this requirement?

Circle one:     Yes     No

4. Firm has current workers' compensation insurance policy as required by the Workers Compensation Commission.

Circle one:     Yes     No

5. Has your South Carolina license been revoked at any time in the last five years?

Circle one:     Yes     No

6. Are you a minority business certified in the State of South Carolina?

Circle one:     Yes     No     If Yes circle one or more:     Women-owned     Disadvantaged

**If yes you must submit a copy of your minority business certificate with your response.**

**HISTORY OF THE BUSINESS AND ORGANIZATIONAL PERFORMANCE**

7. Has there been any change in ownership of the firm at any time during the last three years?

Circle one:      Yes      No

**NOTE: A corporation whose shares are publicly traded and of which no single person or entity owns more than 5% may check "No." If "Yes," explain on a separate signed page.**

8. Is the firm a subsidiary, parent, holding company or affiliate of another architectural, engineering, or construction firm?

Circle one:      Yes      No

**NOTE: Include information about other firms if one firm owns 50 percent or more of another, or if an owner, partner, officer or qualifying party of your firm holds a similar position in another firm. If "Yes," explain on a separate signed page.**

9. Are any corporate officers, partners, owners or qualifying parties connected to any other architectural, engineering, or construction firm?

Circle one:      Yes      No

10. Has a surety firm completed a contract on your behalf, or paid for completion because your firm was default terminated by the project owner within the last five (5) years?

Circle one:      Yes      No

11. At the time of submitting this qualification form, is your firm ineligible to bid on or be awarded a public works contract, or perform as a Sub-firm on a public works contract for the Federal Government or any South Carolina public agency?

Circle one:      Yes      No

**If the answer is "Yes," state the beginning and ending dates of the debarment period:**

\_\_\_\_\_.

12. At any time during the last five years, has your firm or any of its owners, officers or qualifying parties been convicted of a crime involving the awarding of a contract of a Federal, State or local government construction project, or the bidding or performance of a Federal, State or local government contract?

Circle one:      Yes      No

**NOTE: Include information about other firms if an owner, partner, or officer of your firm holds a similar position in another firm. If "Yes," explain on a separate signed page.**

13. How many years has your organization been in business in South Carolina as a firm under your present business name and license number? \_\_\_\_ Years

14. Is your firm currently the debtor in a bankruptcy case?

Circle one:      Yes      No

**NOTE: If "Yes," attach a copy of the bankruptcy petition, showing the case number, and the date on which the petition was filed.**

15. Was your firm in bankruptcy at any time during the last five years? (This question refers only to a bankruptcy action that was not described in answer to question 14, above)

Circle one:      Yes      No

**NOTE: If "Yes," attach a copy of the bankruptcy petition, showing the case number and the date on which the petition was filed, and a copy of the Bankruptcy Court's discharge order, or of any other document that ended the case, if no discharge order was issued.**

#### LICENSES

16. List all South Carolina license numbers, classifications and expiration dates of the South Carolina firm licenses held by your firm (Provide a copy of each license):

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17. If any of your firm's license(s) are held in the name of a corporation or partnership, list below the names of the qualifying individual(s) listed on the SCLLR records who meet(s) the experience and examination requirements for each license.

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18. Has your firm changed names or license number in the past five years?

Circle one:      Yes      No

**NOTE: If "Yes," explain on a separate signed page, including the reason for the change.**

19. Has any owner, partner, qualifying party or (for corporations) officer of your firm operated an architectural, engineering, or construction firm under any other name in the last five years?

Circle one:      Yes      No

**NOTE: If "Yes," explain on a separate signed page, including the reason for the change. Provide a complete, separate questionnaire for the other firm.**

20. Has any SCLLR license held by your firm or its Qualifying Party been suspended within the last five years?

Circle one:      Yes      No

**NOTE: If "Yes," please explain on a separate signed sheet.**

The undersigned, being fully familiarized with the information contained within this entire solicitation **LRA-03 ENGINEERING SERVICES FOR THE WALTERBORO-COLLETON COUNTY AIRPORT COMMISSION** and applicable amendments, submits the attached response, and other applicable information to the Walterboro-Colleton County Airport Commission, which I verify to be true and correct to the best of my knowledge. I further certify that this response is made without prior understanding, agreement, or connection with any corporation, firm or person submitting a response for the same materials, supplies or equipment, and is in all respects, fair and without collusion or fraud. Our firm agrees to abide by all conditions set forth in this solicitation and I certify that I have signature authority to bind the firm listed herein.

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
City, State, Zip

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Telephone Number/Fax Number

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J. SAMPLE EVALUATION FORM

<b>PROJECT DESCRIPTION</b> <b>ENGINEERING SERVICES FOR WALTERBORO-COLLETON COUNTY AIRPORT COMMISSION FOR PROJECTS LOCATED AT THE LOWCOUNTRY REGIONAL AIRPORT</b>	<b>DATE</b>
<b>PROPOSING FIRM</b>	<b>PROJECT NO:</b> <b>LRA-03</b>

Evaluation Criteria	WEIGHT	SCORE ( 1 - 100)	WEIGHTED SCORE (WxS)
1. Related Project Experience	20%		
2. Ability to Provide Services Requested	10%		
3. Qualifications of the firm, including firm Personnel	10%		
4. Overall Qualifications of the Project Manager and Project Team	10%		
5. Experience in Working with SCAC and FAA Regulations and Procedures	30%		
6. Ability to Meet DBE Goals	10%		
7. Response Capability/Project Understanding	10%		

The highest possible sum of individual weighted scores being 100

<b>REMARKS:</b>
-----------------

TOTAL WEIGHTED SCORE (sum of individual weighted scores) \_\_\_\_\_

\_\_\_\_\_  
 Evaluation Committee Member Signature