



**CITY OF COALINGA**  
*The Sunny Side of the Valley*

**REQUEST FOR QUALIFICATIONS FOR AIRPORT  
DESIGN ENGINEERING CONSULTING SERVICES  
FOR THE NEW COALINGA MUNICIPAL AIRPORT**

**MAY 19, 2026**

**Submittal Due Date:  
June 22, 2026  
No later than 4:00 P.M.**

City of Coalinga  
155 W. Durian Ave  
Coalinga, CA 93210  
(559) 935-1533  
[www.coalinga.com](http://www.coalinga.com)



**NOTICE TO CONSULTANTS**  
**City of Coalinga**

The City of Coalinga invites statements of qualifications (SOQ) from professional consulting firms with a strong background and understanding in airport design engineering services. This solicitation is being publicly advertised in accordance with FAA Advisory Circular 150/5100-14E and applicable federal procurement requirements. Interested firms are encouraged to monitor the City of Coalinga website for updates and addenda.

SOQs must be submitted via email no later than 4:00 PM Pacific Time on Monday, June 22, 2026, to Sean Brewer, City Manager, at [sbrewer@coalinga.com](mailto:sbrewer@coalinga.com).

**Note: The City of Coalinga will not accept hard copy submissions.**

Please contact Sean Brewer, City Manager, at (559) 935-1533 ext. 143 or [sbrewer@coalinga.com](mailto:sbrewer@coalinga.com) if you have any questions regarding this notice.



**REQUEST FOR QUALIFICATIONS FOR AIRPORT DESIGN ENGINEERING CONSULTING SERVICES  
FOR THE NEW COALINGA MUNICIPAL AIRPORT**

The City of Coalinga is formally requesting Statements of Interest and Qualifications from qualified airport engineering consulting firms to provide professional design engineering services related to the replacement of the Automated Weather Observing System (AWOS) at the New Coalinga Municipal Airport including other future design engineering services. The existing AWOS system requires replacement to ensure continued operational reliability, regulatory compliance, and support for safe aviation operations at the Airport.

**REQUIREMENTS**

The ideal firm shall have a minimum of seven (7) years of experience providing professional airport engineering and design services for federally funded airport improvement projects. Experience should include: 1) understanding of Federal Aviation Administration (FAA) Airport Improvement Program (AIP) grant applications ; 2) preparation of engineering design plans, technical specifications, cost estimates, and bid documents for Automated Weather Observing System (AWOS) replacement or similar airport infrastructure projects; 3) coordination with the FAA, Caltrans Division of Aeronautics, and other applicable regulatory agencies to ensure compliance with all applicable federal and state requirements; 4) assistance during the contract bidding and procurement process, including responding to requests for information and supporting bid evaluations; and 5) demonstrated experience providing project management and engineering support during the design and implementation phases of FAA-funded airport improvement projects.

**ANTICIPATED SELECTION SCHEDULE**

The schedule for the RFQ process (subject to change) is as follows:

<b>RFQ Schedule</b>	
RFQ is available for Public Distribution	5/19/2026
Written Questions Submittal Due Date	6/4/2026
Due Date for responses to RFQ due at 4:00PM local time	6/22/2026
Ranking of submittals and notifications by the Consultant Selection Team	6/25/2026
Consultant Interviews/Presentation-Virtual (if needed), notification of award	Week of 6/29/2026
Negotiation of Professional Services Agreement Between City staff and selected consultant	Week of 7/6/2026
City Council Approval of Professional Services Agreement	7/16/2026
Agreement executed by both parties	Week of 7/17/2026

## **DELIVERY OF STATEMENT OF QUALIFICATIONS**

Submittals shall be brief and concise, containing no more than 30 pages of material. Submittals more than 30 pages will be considered nonresponsive.

SOQ must be received on or before 4:00 PM Pacific Time on June 22, 2026

Any SOQ received after 4:00PM Pacific Time will not be accepted. All SOQs and other materials submitted by each firm for this RFQ will become property of the City and shall not be returned to the firm.

**POINT OF CONTACT:** All questions and contacts regarding this RFQ should be addressed to:

Sean Brewer, City Manager  
155 W. Durian, Coalinga CA 93210  
(559) 935-1533 x143  
[sbrewer@coalinga.com](mailto:sbrewer@coalinga.com)

## **BACKGROUND AND GENERAL INFORMATION**

### **A. Airport Information**

The New Coalinga Municipal Airport is a General Aviation local airport owned and operated by the City of Coalinga, California. New Coalinga Municipal Airport (248 acres) is located four miles east from the town center. The New Coalinga Municipal Airport is annexed within the city limits and located at 622 feet elevation. Coalinga lies in the far west side of Fresno County. The airfield system consists of two runways and associated taxiways. Runway 12/30 is Visual Flight Rules (VFR) runway that is 100 feet wide and 5,000 feet in length., capable of accommodating small corporate jets and single-engine aircraft are the fleet mix at the Airport. The Airport has approximately 16 based aircraft.

## **REQUESTED SCOPE OF SERVICES**

### **A. Design Engineering Services**

Provide professional airport engineering and design services related to the replacement of the Automated Weather Observing System (AWOS) at the New Coalinga Municipal Airport. Services may include, but are not limited to, the following activities:

- Site investigation, field verification, and coordination of existing airport infrastructure and utilities;
- Preparation of engineering design plans, technical specifications, and construction cost estimates for the AWOS replacement project;
- Preparation of bid documents and assistance with the bidding and procurement process;
- Coordination with the Federal Aviation Administration (FAA), Caltrans Division of Aeronautics, and other regulatory agencies regarding project requirements and approvals;
- Preparation and administration of FAA Airport Improvement Program (AIP) grant applications and supporting documentation;
- Assistance with environmental review, permitting, and compliance requirements, if applicable to the project;
- Attendance at meetings and coordination with City staff, FAA representatives, contractors, and stakeholders as required; and
- Other engineering and related professional services necessary to support the successful design and implementation of the AWOS replacement project.

## **SUBMITTAL REQUIREMENTS**

Consultant firms are invited to submit a SOQ for the requested design engineering services. The SOQ submittals shall be brief and concise, and should include information regarding the consultant's interest, qualifications, current relevant experience with the design engineering documentation for airports and airfield facilities projects funded by FAA Airport Improvement Program grants or state and local funding including resumes of key personnel.

Selection criteria contained in FAA Advisory Circular 150/5100-14, as amended, will be considered as well.

## **REQUIRED STATEMENT OF QUALIFICATION INFORMATION**

The maximum size of the submittal shall not exceed thirty (30) pages. Respondents shall ensure any additional information (e.g., attachments, diagrams, or other information) submitted is relevant and pertinent to the submittal and shall not exceed a total of 30 pages.

Firms must demonstrate the ability to creatively include all the information detailed below. Please craft your submittals with the understanding that it is an evaluation of the quality of your work product. The following information shall be included in the submittal:

- Detailed information about the prospective firm's interest
- Detailed discussion of the prospective firm's experience and qualifications relative to the requested services
- Detail years of experience firm and proposed teaming partners have in providing the airport services requested herein. Provide a list and brief description of no more than five relevant airport projects completed and associated work performed by the consultant within the last seven (7) years to include:

- Project name
- Project location
- Contact person, title, telephone number and/or email
- Date of project (year)
- A description of project scope provided similar to the services requested herein
- Describe the specific level of involvement of the firm and individual team members, focusing on key personnel. Indicate issues addressed with related outcomes and how these examples relate to the proposed scope of services. Identify related cost escalations or overruns. Complete project descriptions may be included as additional information.
- Describe proposed project manager's experience, expertise, and commitment related to other airport projects and ability to manage staff and subcontractors. Include length of time with current firm and previous relevant management experience.
- Details team's knowledge, experience, and capabilities relevant to successful completion of projects. Describe technical experience, capability and expertise of key personnel that will be assigned dot the project. Resumes of key personnel including relevant experience shall be included as an appendix.
- Provide information as to planned staffing for public meetings. Provide public speaking background of responsible personnel and their experience with airport projects.

#### **MINIMUM QUALIFICATIONS**

The following minimum experience criteria has been established as the basis for qualifying the eligibility of a firm as shown below:

- Recent experience: Minimum of three (3) completed projects within the last five (5) years involving the design and engineering of FAA-funded airport infrastructure, navigational aid, weather reporting, or similar airport improvement projects.
- Recent experience: Minimum of three (3) completed projects within the last five (5) years involving preparation and administration of FAA Airport Improvement Program (AIP) grant applications, supporting documentation, and grant closeout activities for airport improvement projects.
- Demonstrated experience in preparing engineering plans, specifications, construction cost estimates, and bid documents for airport improvement projects consistent with FAA standards and requirements.
- Demonstrated quality control procedures, project management practices, and compliance with FAA and State of California policies, procedures, design standards, and project timelines.
- Demonstrated ability to coordinate effectively with the FAA, Caltrans Division of Aeronautics, utility providers, and other regulatory agencies throughout the design and project development process.
- Current workload and demonstrated ability to meet project schedules, deliverables, and regulatory deadlines.
- Evidence that the firm has made good faith efforts in meeting Disadvantaged Business Enterprise (DBE) requirements pursuant to 49 CFR Part 26.

#### **SUBMITTAL FORMAT**

Respondent's submittal should be brief accurate and comprehensive. Submittal shall be signed by an individual or individuals authorized to execute legal documents on behalf of the respondent.

#### **PROPOSAL REQUIREMENTS**

Proposals shall contain the following items:

- Cover letter
- Table of Contents
- Executive Sum
- Firm Information
  - Legal name of entity, entities, or joint venture
  - Contact information to include mailing address and telephone number
  - Attach description or organizational chart of firm’s proposed management structure depicting key personnel and responsibilities including subcontractors (if applicable). Identify the individual that will be the primary day-to-day contact including contact information and email address.
  - Identify all other firms (including DBE firms) on the team and their role, experience and qualifications.
  - The selected firm shall comply with the City and Department of Transportation Regulations 49CFR Part 26. The consultant may be required to submit monthly status reports to the FAA.
- Identification of assigned personnel
  - Names and specific qualifications, experience, skill set, fit and appropriate license held, if applicable t, of key personnel to be assigned dot the project.
- Understating the required services
  - Detailed description of the respondent’s approach to providing request services
- References
  - Three refences regarding the respondent’s experience and performance performing similar services including the following information:
  - Organization contact name, mailing address, telephone number, and email.
- List of representative projects undertaken by the respondent in the last 5 years demonstrating experience.

**INQUIRES OR CLARIFICATIONS**

Inquires or clarifications regarding this Request for Qualification must be submitted before the Questions Submittal Due Date of June 4, 2026, to Sean Brewer, at [sbrewer@coalinga.com](mailto:sbrewer@coalinga.com):

**SELECTION PROCESS**

The Proposals will be evaluated utilizing the following selection criteria: references; firm qualifications and experience; recent experience with comparable airport projects, key personnels experience and availability, and familiarity with location.

**EVALUATION OF STATEMENT OF QUALIFICATIONS**

This procurement will follow qualifications-based selection procedures in accordance with FAA Advisory Circular 150/5100-14 and applicable Brooks Act requirements. Cost or pricing information shall not be submitted with the Statement of Qualifications.

1. The selected consultant shall comply with all applicable federal requirements associated with FAA Airport Improvement Program (AIP) funded projects, including but not limited to the required contract provisions contained in FAA Advisory Circular 150/5370-10 and FAA Required Contract Provisions for AIP-funded and FAA-Assisted Contracts, current edition.

2. Designated City representatives shall comprise the Consultant Selection Committee.
3. The Consultant Selection Committee shall review the responses to the RFQ and select a “short list” of consultants, based upon their qualifications, and experience. Final consultant selection shall be based on the information provided in the SOQ, together with information obtained from references and interview(s), if any. Be sure to include all relevant information and evidence of the firm’s record of performance and ability to perform the work.
4. The Committee’s rating of the Consultant shall be based upon the professional qualifications necessary for satisfactory completion of the tasks and accomplishing the projects of work listed and future projects.
5. The following criteria shall be utilized by the Consultant Selection Committee in the rating process:
  - A. Qualifications of the Firm-Capability to perform all aspects of the proposed projects and recent experience in airport projects comparable to the proposed projects (30%)
  - B. Qualifications of the Project Team-Key personnel’s professional qualifications, experience, and availability for the proposed projects; reputation and professional competence; knowledge of FAA and Caltrans regulations, policies, and procedures (30%)
  - C. Project Understanding-Quality of projects previously undertaken and capability to complete projects without having major cost escalations or overruns. Capability to meet schedules and deadlines (25%)
  - D. Project team’s familiarity with the geographic location of the project. Demonstrated understanding of the project’s potential challenges and the sponsor’s special concerns (10%)
  - E. “The City of Coalinga, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 USC 2000d to 2000d-4 and Title 49 CFR Part 21, hereby notifies all respondents that it will affirmatively ensure that in any contract entered pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit qualifications and will not be discriminated against on the grounds of race, color, national origin, or sex in consideration for an award. (5%)

The City reserves the right to reject any and all Proposals submitted. Any Contract awarded for the services specified under this request for proposal will be made to the consultant who, in the opinion of the City, is best qualified.

The City reserves the right to further rely on these proposals to select Engineering firms for specific capital project design, engineering, and construction management.

### **CITY POLICIES**

The City is an equal opportunity employer and requires that all consultants comply with policies and regulations concerning equal employment opportunity. The selected consultant and other personnel working on City projects will be required to comply with City policies and practices.