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**NORTH TEXAS REGIONAL AIRPORT**  
**TxDOT CSJ# 19MPGRAYS**

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<http://www.txdot.gov/inside-txdot/division/aviation/projects.html>

**Texas Department of Transportation  
Aviation Division - Request for Qualifications (RFQ) for Professional Services**

Grayson County, through its agent, the Texas Department of Transportation (TxDOT), intends to engage a qualified firm for professional services. This solicitation is subject to 49 U.S.C. §47107(a)(17) and will be administered in the same manner as a solicitation conducted under Chapter 2254, Subchapter A, of the Texas Government Code. TxDOT Aviation Division will solicit and receive qualification statements for professional services as described below:

Airport Sponsor: Grayson County, North Texas Regional Airport/Perrin Field,  
TxDOT CSJ No. 19MPGRAYS.  
The TxDOT Project Manager is Kaity Cromwell.

Scope:

1. Prepare an Airport Development Plan update which includes, but is not limited to, information regarding existing and future conditions, proposed facility development to meet existing and future demand, constraints to development, anticipated capital needs, financial considerations, management structure and options, as well as an updated Airport Layout Plan. The Airport Development Plan should be tailored to the individual needs of the airport.
2. Prepare a stand-alone pavement management plan for the airport in accordance with the FAA's advisory circular 150/5380-7B, Airport Pavement Management.

The Agent, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all respondents that it will affirmatively ensure that for any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit in response to this solicitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

The proposed contract is subject to 49 CFR Part 26 concerning the participation of Disadvantaged Business Enterprises (DBE).

The DBE goal is set at 0%

To assist in your qualification statement preparation, the criteria and most recent Airport Layout Plan are available online at <http://www.dot.state.tx.us/avn/avninfo/notice/consult/index.htm> by selecting "North Texas Regional Airport/Perrin Field."

**AVN-551 Preparation Instructions:**

Interested firms shall utilize the latest version of Form AVN-551, titled "Qualifications

for Aviation Planning Services.” The form may be requested from TxDOT, Aviation Division, 125 E. 11th Street, Austin, Texas 78701-2483, phone number, 1-800-68-PILOT (74568). The form may be emailed by request or downloaded from the TxDOT website at <http://www.txdot.gov/inside-txdot/division/aviation/projects.html>. The form may not be altered in any way. Firms must carefully follow the instructions provided on each page of the form. Qualifications shall not exceed the number of pages in the AVN-551 template. The AVN-551 consists of eight pages of data plus one optional illustration page. A prime provider may only submit one AVN-551. If a prime provider submits more than one AVN-551, or submits a cover letter with the AVN-551, that provider will be disqualified. Responses to this solicitation WILL NOT BE ACCEPTED IN ANY OTHER FORMAT.

ATTENTION: To ensure utilization of the latest version of Form AVN-551, firms are encouraged to download Form AVN-551 from the TxDOT website as addressed above. Utilization of Form AVN-551 from a previous download may not be the exact same format. Form AVN-551 is a PDF Template.

The completed Form AVN-551 must be received in the TxDOT Aviation eGrants system no later than August 7, 2019, 11:59 PM. (CDST). Electronic facsimiles or forms sent by email or regular/overnight mail will not be accepted.

Firms that wish to submit a response to this solicitation must be a user in the TxDOT Aviation eGrants system no later than one business day before the solicitation due date. To request access to eGrants, please complete the Contact Us web form located at <http://txdot.gov/government/funding/egrants-2016/aviation.html>

Instructions on how to respond to a solicitation in eGrants are available at <http://txdot.gov/government/funding/egrants-2016/aviation.html>

Step by step instructions on how to respond to a solicitation in eGrants will also be posted in the RFQ packet at <http://www.dot.state.tx.us/avn/avninfo/notice/consult/index.htm>.

The consultant selection committee will be composed of local government representatives. The final selection by the committee will generally be made following the completion of review of AVN-551s. The committee will review all AVN-551s and rate and rank each. The evaluation criteria for airport planning projects can be found at <http://www.txdot.gov/inside-txdot/division/aviation/projects.html> under Information for Consultants. All firms will be notified and the top rated firm will be contacted to begin fee negotiations. The selection committee does, however, reserve the right to conduct interviews for the top rated firms if the committee deems it necessary. If interviews are conducted, selection will be made following interviews.

Please contact TxDOT Aviation for any technical or procedural questions at 1-800-68-PILOT (74568). For procedural questions, please contact Bobby Hidrogo, Grant Manager. For technical questions please contact Kaity Cromwell, Project Manager.

For questions regarding responding to this solicitation in eGrants, please contact the TxDOT Aviation help desk at 1-800-687-4568 or [avn-egrantshelp@txdot.gov](mailto:avn-egrantshelp@txdot.gov)



## EVALUATION CRITERIA FOR AIRPORT PLANNING QUALIFICATIONS

The following criteria will generally be used in evaluating consultants submitting qualifications; however, the Consultant Selection Committee may develop additional consultant evaluation criteria and point values, if desired. The Consultant Selection Committee should assign points to be used for the Consultant Rating Sheet if they do not use the suggested point values. The TxDOT Project Manager can assist the Selection Committee in interpreting the criteria and establishing point values for each criterion, if necessary.

### Suggested Point Values and Selection Criteria

- 1. Capability to perform all of the services required for this project and professional qualifications of key personnel assigned to this project relevant to the work to be performed. (25 points)**

Does the consultant have the necessary resources to perform all of the services required (e.g.: planning, surveying, CAD, etc.)? Who are the professionals that will be working on this project on a daily basis and how do their qualifications and experience with general aviation airport planning projects compare with other respondents? [Sources of information: Aviation Planning Team Form, Recent Relevant Airport Experience Form, Proposed Technical Approach Form, and possibly the Optional Summary.]
- 2. Recent experience, within the last ten years, in the development of airport plans comparable to the proposed project. (25 points)**

Does the consultant have direct experience developing general aviation airport plans similar to those proposed for this location? [Sources of information: Aviation Planning Team Form, Recent Relevant Airport Experience Form, and possibly the Optional Summary.]
- 3. Ability to meet the schedules and deadlines of this project and reputation for competence, timeliness, and quality of performance and work product. (25 points)**

Does the proposed planning team have sufficient time to devote to this project in order to meet the schedule submitted in the qualifications? Is the proposed schedule realistic? Does the consultant consistently meet contractual timetables? Has the work performed for other airports been satisfactory? [Sources of information: Aviation Planning Team Form, Recent Relevant Airport Experience Form, Project Schedule Form, possibly the Optional Summary, and reference check.]

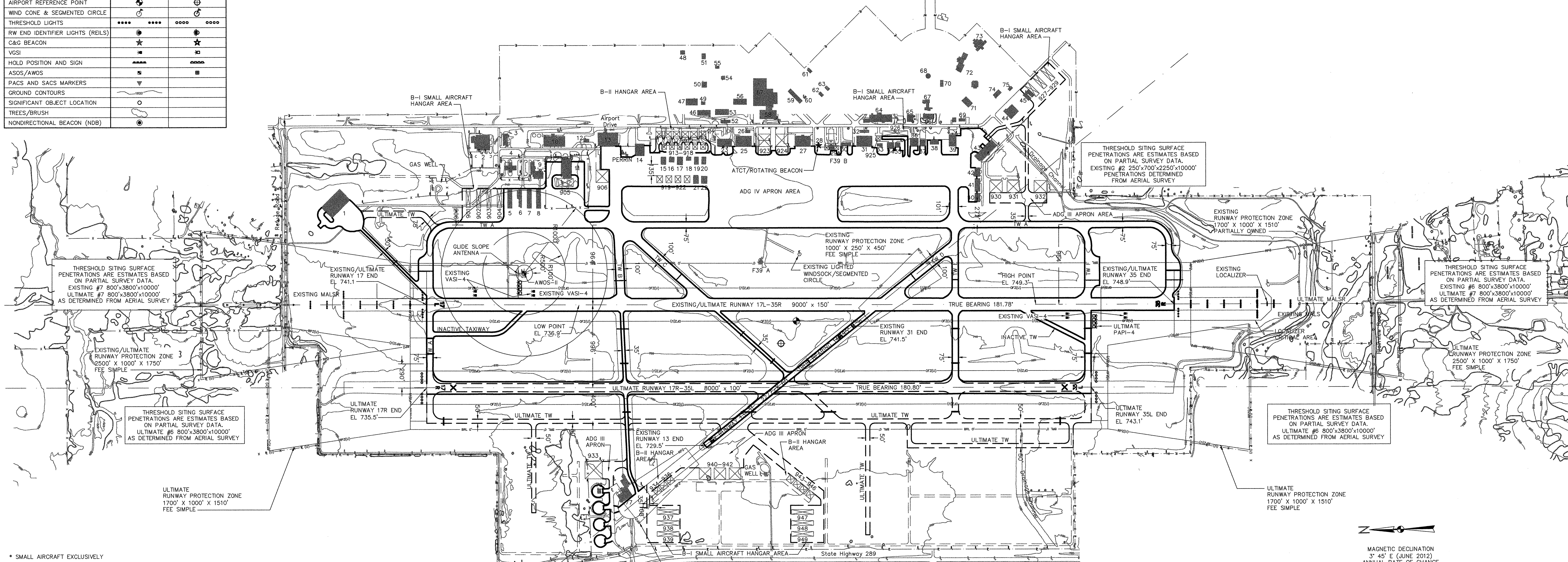
**4. Proposed Technical Approach and Schedule to Accomplish the Project. (25 points)**

Does the consultant show specific understanding and familiarity with the particular requirements of this project and how to address them? Is the consultant familiar with relevant planning guidance? Is the schedule appropriate to accomplish the project?

[Sources of information: Proposed Technical Approach Form, Proposed Schedule Form, and possibly the Optional Summary.]

ALD LEGEND		
FEATURE	EXISTING	ULTIMATE
RUNWAY/TAXIWAY OUTLINE		
RUNWAY/TAXIWAY TO BE REMOVED		
BUILDINGS/FACILITIES		
AIRPORT PROPERTY LINE		
AIRPORT PROPERTY LINE w/FENCE		
FENCE LINE		
BUILDING RESTRICTION LINE (BRL)		
AIRPORT REFERENCE POINT		
WIND CONE & SEGMENTED CIRCLE		
THRESHOLD LIGHTS		
RW END IDENTIFIER LIGHTS (REILS)		
C&G BEACON		
VGSI		
HOLD POSITION AND SIGN		
ASOS/AWOS		
PACS AND SACS MARKERS		
GROUND CONTOURS		
SIGNIFICANT OBJECT LOCATION		
TREES/BRUSH		
NONDIRECTIONAL BEACON (NDB)		

RUNWAY END COORDINATES AND ELEVATIONS			
RUNWAY END	LATITUDE	LONGITUDE	ELEVATION
EXISTING END OF RWY 17L	33°43'34.74" N	96°40'21.24" W	741.1'
EXISTING END OF RWY 35R	33°42'05.75" N	96°40'24.55" W	748.9'
EXISTING END OF RWY 13	33°43'02.15" N	96°40'42.49" W	729.5'
EXISTING END OF RWY 31	33°42'44.17" N	96°40'26.25" W	741.5'
ULTIMATE END OF RWY 17R	33°43'35.05" N	96°40'33.03" W	735.5'
ULTIMATE END OF RWY 35L	33°42'15.94" N	96°40'35.97" W	743.1'



\* SMALL AIRCRAFT EXCLUSIVELY

RUNWAY DATA TABLE

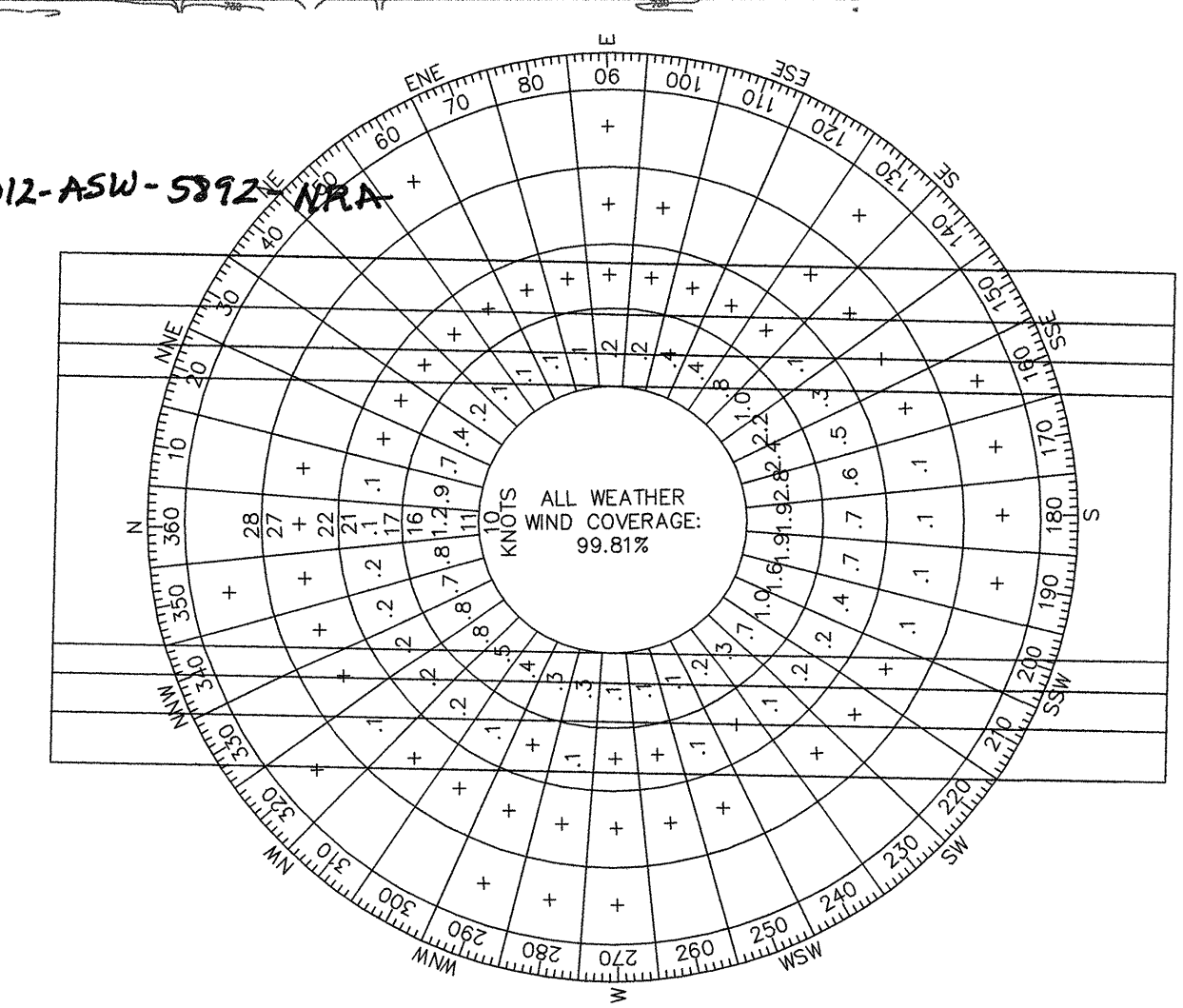
RUNWAY ARC	RW 17L-35R		RW 17R-35L		RW 13-31					
	EXISTING	ULTIMATE	EXISTING	ULTIMATE	EXISTING	ULTIMATE				
DESIGN AIRCRAFT & ARC	D-II	D-IV	CLOSED	D-III	B-I*	TO BE CLOSED				
BALANCED FIELD LENGTH	5500'	6200'/8000'	CLOSED	6200'	1735'	TO BE CLOSED				
RUNWAY LENGTH & WIDTH (FT.)	9000' X 150'	9000' X 150'	CLOSED	8000' X 100'	2277' X 60'	TO BE CLOSED				
PAVEMENT DESIGN STRENGTH (1000 lbs.)	160 DTWL	350 DTWL	CLOSED	160 DTWL	75 DTWL	TO BE CLOSED				
RUNWAY LIGHTING	MIRL	MIRL	CLOSED	MIRL	NONE	TO BE CLOSED				
PERCENT EFFECTIVE GRADIENT	0.13%	0.13%	CLOSED	0.15%	0.15%	TO BE CLOSED				
PERCENT WIND COVERAGE	99.32%	99.81%	CLOSED	99.33%	90.48%	TO BE CLOSED				
MAXIMUM ELEVATION ABOVE MSL	749.3'	749.3'	CLOSED	743.1'	741.5'	TO BE CLOSED				
RW SURFACE TYPE	ASPH/CONC	ASPH/CONC	CLOSED	ASPH/CONC	ASPH	TO BE CLOSED				
RSA - LENGTH BEYOND RW END	1000'	1000'	CLOSED	1000'	240'	TO BE CLOSED				
RSA - WIDTH	500'	500'	CLOSED	500'	120'	TO BE CLOSED				
OFA - LENGTH BEYOND RW END	1000'	1000'	CLOSED	1000'	240'	TO BE CLOSED				
OFA WIDTH	800'	800'	CLOSED	800'	250'	TO BE CLOSED				
OFZ - LENGTH BEYOND RW END	200'	200'	CLOSED	200'	200'	TO BE CLOSED				
OFZ WIDTH	400'	400'	CLOSED	400'	250'	TO BE CLOSED				
RUNWAY END	17L	35R	17L	35R	17R	35L	13	31	13	31
APPROACH TYPE	ILS	VOR/DME	ILS	GPS LPV	CLOSED	GPS LPV	GPS LPV	VISUAL	VISUAL	TO BE CLOSED
APPROACH VISIBILITY MINIMA	1/2 MILE	3/4 MILE	1/2 MILE	1/2 MILE	CLOSED	3/4 MILE	3/4 MILE	VISUAL	VISUAL	TO BE CLOSED
THRESHOLD SITING SURFACE & SLOPE	#7 34:1	#6 20:1	#7 34:1	#7 34:1	CLOSED	#6 20:1	#6 20:1	#2 20:1	#2 20:1	TO BE CLOSED
RUNWAY MARKING	PIR	PIR	PIR	PIR	CLOSED	NP	NP	BASIC	BASIC	TO BE CLOSED
RUNWAY VISUAL AIDS	VASI-4L	VASI-4L	PAPI-4L	PAPI-4L	CLOSED	PAPI-4L	PAPI-4L	NONE	NONE	TO BE CLOSED
TOUCHDOWN ZONE ELEVATION	741.4'	749.3'	741.4'	749.3'	CLOSED	735.5'	743.1'	741.5'	741.5'	TO BE CLOSED
FAR PART 77 APPROACH CATEGORY	PIR	D	PIR	PIR	CLOSED	D	D	A(V)	A(V)	TO BE CLOSED
FAR PART 77 APPROACH SURFACE SLOPE	50:1	34:1	50:1	50:1	CLOSED	34:1	34:1	20:1	20:1	TO BE CLOSED
TAKE-OFF RUN AVAILABLE (TORA)	9000'	9000'	9000'	9000'	CLOSED	8000'	8000'	2277'	2277'	TO BE CLOSED
TAKE-OFF DISTANCE AVAILABLE (TODA)	9000'	9000'	9000'	9000'	CLOSED	8000'	8000'	2277'	2277'	TO BE CLOSED
ACCELERATE STOP DISTANCE AVAIL. (ASDA)	9000'	9000'	9000'	9000'	CLOSED	8000'	8000'	2277'	2277'	TO BE CLOSED
LANDING DISTANCE AVAILABLE (LDA)	9000'	9000'	9000'	9000'	CLOSED	8000'	8000'	2277'	2277'	TO BE CLOSED

THRESHOLD SITING SURFACE PENETRATIONS ARE ESTIMATES BASED ON PARTIAL SURVEY DATA. EXISTING #2 250'X700'X2250'X10000' AS DETERMINED FROM AERIAL SURVEY

FAA AIRSPACE STUDY: 2012-ASW-5392-NRA

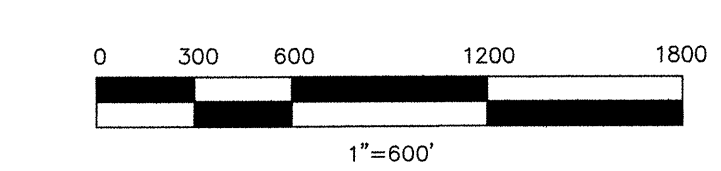
AIRPORT DATA TABLE		
	EXISTING	ULTIMATE
AIRPORT ELEVATION (MSL)	749.3'	749.3'
AIRPORT NAVIGATION AIDS	ILS or LOC NDB or GPS VOR/DME-A VOR/DME RNAV	ILS or LOC GPS LPV VOR/DME-A VOR/DME RNAV
MEAN MAX TEMP (Hottest Month °F)	95°F	95°F
AIRPORT REFERENCE CODE (ARC)	D-II	D-IV
TAXIWAY MARKING	STD W/REF	STD W/REF
TAXIWAY LIGHTING	MITL	MITL
AIRPORT REFERENCE POINT COORDINATES	33°42'25.2" N 96°40'25.2" W	33°42'52.7" N 96°40'28.4" W

**NOTES**  
 DATUM COORDINATE SYSTEMS - HORIZONTAL DATUM NAD-1983\_StatePlane\_Texas\_NORTH\_CENTRAL\_4202\_Feet, VERTICAL DATUM NAVD83.  
 CAUTION ZONE LIGHTS ARE PRESENT AT NORTH TEXAS REGIONAL AIRPORT.  
 RUNWAYS WILL BE MARKED AND LIGHTED IN ACCORDANCE WITH FAA GUIDANCE.  
 NO OFZ OBJECT PENETRATIONS  
 THE EXISTING HEIGHT HAZARD ZONING ORDINANCE FOR NORTH TEXAS REGIONAL AIRPORT/PERRIN FIELD, SHERMAN/DENISON, TEXAS, RUNWAY 17-35 IS 9000'X150' ZONED 9000' 17 PIA, 35 OTU NPI; RUNWAY 13-31 IS 2247'X150' ZONED 4800' 13 OTU NPI, 31 OTU V; AS OF 22 AUGUST 1983.  
 AERIAL SURVEY DATA IS NOT AVAILABLE FOR THE ENTIRE EXTENTS OF THE THRESHOLD SITING SURFACES TO RUNWAY 17R-35L; THEREFORE PENETRATIONS ARE ESTIMATES BASED ON PARTIAL SURVEY DATA.  
 8000' BALANCED FIELD LENGTH FOR ULTIMATE RUNWAY 17L-35R BASED ON BOEING MODEL 767-300 FREIGHTER EQUIPPED WITH PRATT & WHITNEY 4000 SERIES ENGINES AND AT A 402,000 LB OPERATIONAL TAKEOFF WEIGHT, AS DERIVED FROM THE BOEING DOCUMENT D6-58328, 767 AIRPLANE CHARACTERISTICS FOR AIRPORT PLANNING.



WIND COVERAGE		
RUNWAY	CROSSWIND COMPONENT	PERCENT
RUNWAY 17L-35R	20 KNOTS	99.81%
RUNWAY 17R-35L	16 KNOTS	99.32%
COMBINED COVERAGE		99.81%

MAGNETIC DECLINATION 3° 45' E (JUNE 2012)  
 ANNUAL RATE OF CHANGE 0° 7' W (JUNE 2012)



<p><b>TEXAS DEPARTMENT OF TRANSPORTATION AVIATION DIVISION</b></p> <p>ALP APPROVED ACCORDING TO FAA AC 150/5300-13 CH 18 PLUS THE REQUIREMENTS OF A FAVORABLE ENVIRONMENTAL FINDING PRIOR TO THE START OF ANY LAND ACQUISITION OR CONSTRUCTION AND AN FAA FORM 7460-1 SUBMITTED PRIOR TO ANY CONSTRUCTION ON AIRPORT PROPERTY.</p> <p>COPYRIGHT 2013, TEXAS DEPARTMENT OF TRANSPORTATION.</p> <p><i>D. S. B.</i> 16-JUL-13        DAVID FULTON, DIRECTOR, AVIATION DIVISION DATE</p>	<p><b>AIRPORT SPONSOR</b></p> <p>CURRENT AND FUTURE DEVELOPMENT DEPICTED ON THIS ALP IS APPROVED AND SUPPORTED BY AIRPORT SPONSOR</p> <p>SPONSOR ACKNOWLEDGES APPROVAL OF ALP BY THIS ALP DOES NOT CONSTITUTE A COMMITMENT TO FUNDING.</p> <p><i>Mike Sheehan</i> 4-10-13        SIGNATURE DATE  <b>AIRPORT DIRECTOR</b>        TITLE, AIRPORT SPONSOR'S REPRESENTATIVE</p>
<p>PREPARED BY:        237 N.W. Blue Parkway        Suite 100        Lee's Summit, Mo. 64063        (816) 524-3500, Fax (2575)        Coffman Phoenix Office:        4835 E. Cactus Road        Suite 235        Scottsdale, Az. 85254        (602) 993-6999, Fax (7196)</p> <p><b>Coffman Associates</b>        Airport Consultants        www.coffmanassociates.com</p>	<p>M. QUICK APRIL 8, 2013        DESIGNED BY DATE</p> <p>D. HOPKINS APRIL 8, 2013        DRAWN BY DATE</p>
<p><b>AIRPORT LAYOUT DRAWING</b>        NORTH TEXAS REGIONAL AIRPORT        SHERMAN/DENISON, TEXAS</p>	
<p>TEXAS Department of Transportation Aviation Division</p>	
<p>SHEET 1 OF 9</p>	

# Instructions for Responding to a Solicitation in eGrants

<p>TxDOT Aviation eGrants webpage:  <a href="https://apps2.dot.state.tx.us/apps/egrants2/logout2.aspx">https://apps2.dot.state.tx.us/apps/egrants2/logout2.aspx</a></p> <p>eGrants help desk Monday –Friday 8AM – 5PM  <b>1-800-687-4568</b></p>	<p>If you are not set up in eGrants and wish to respond to a posted solicitation, please complete the eGrants webform available at  <a href="https://form.jotform.com/62164883455160">https://form.jotform.com/62164883455160</a></p>
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STEP	ACTION(S)	NOTES
	<b><u>CONSULTANTS SHOULD HAVE AN OPPORTUNITY ON THEIR HOME PAGE WHEN THE USER LOGS IN. WITH MULTIPLE RFQS POSTED, PLEASE ENSURE YOU SELECT THE CORRECT OPPORTUNITY</u></b>	
01.	Go to View Opportunities. a. Select <b>Apply Now</b> to the opportunity b. The RFQ Response Menu is opened	Very important to click on the name of the document and not the organization name  Make a note of the opportunity due date to ensure you respond in time
02.	Click on View, Edit and Complete Forms a. Select RFQ Applicant Form b. Confirm Project information and address c. Upload AVN-550 or 551 <b><u>PLEASE MAKE SURE YOU SELECT THE CORRECT PDF FILE BEFORE CHANGING STATUS.*</u></b> d. Hit <b>Save</b>	You should print the proposal document to a PDF so that it becomes un-editable. Or, you may upload a scanned copy of the AVN-550/551.
03.	When you are ready to submit your response, click on Save and submit to CS review <b><u>YOU ARE DONE</u></b>	You will get an email saying the response was successfully submitted; the status must be changed to <b>RFQ Response in CS Review</b> by the due date and time posted in the solicitation.
04.	<b><u>WAIT</u></b> UNTIL A SELECTION NOTIFICATION IS SENT TO YOU	
05.	<b><u>AFTER SELECTION NOTIFICATION IS RECEIVED</u></b> Log in to view status of response. Once the scores are verified, TxDOT will move the response to an interview, selected or not selected status of which you can log in to see the status of your response.	The selection notification will refer users to eGrants to view the status of their response. User may also view the TxDOT website for selection information.



If you are not set up in eGrants and wish to respond to a posted solicitation, you may contact the aviation help desk for assistance by using the webform available at <https://form.jotform.com/62164883455160>

**SOME ORGANIZATIONS WILL HAVE MANY USER MEMBERS. EACH ORGANIZATION SHOULD DETERMINE WHICH USER MEMBER WILL SUBMIT THE COMPLETED AVN-550/551 IN EGRANTS. AFTER THE OPPORTUNITY IS SELECTED FOR THE ORGANIZATION, IT WILL NO LONGER APPEAR ON ANY OTHER USER'S HOME PAGE UNLESS THE INITIATING USER CANCELS THE RESPONSE.**

\*If the responder posts the incorrect file.

- If status has been changed and the due date for the response has not expired, contact the help desk to ask for the status to be administratively changed back to Response in Process.
- If the incorrect file was posted, the incorrect file may be deleted and the correct one posted as long as the status has not been changed to Response in CS Review. Respondent will need to check the "delete" box and hit save. The page refreshes. Then post the correct file, save, and change the status.