

TO: Airport Engineering Consultants

DATE: 7/8/2026

SUBJECT: Request for Qualifications for the Statesville Regional Airport.

The City of Statesville (Sponsor) is requesting a Statement of Qualifications from interested and qualified Airport Consultants for engineering and planning services for the Statesville Regional Airport, Statesville, North Carolina.

The written requirements contained in the Request for Qualifications (RFQ) shall not be altered or superseded except by written addendum from the City of Statesville. Failure to comply with the written requirements for the RFQ may result in disqualification of the submittal by the Sponsor.

Submittals are to be sealed, marked with the offeror's name and address, and labeled: "Qualifications Statement for Airport Engineering Services, Statesville Regional Airport" and delivered to:

Shipping Address:
Statesville Regional Airport
C/O John M. Ferguson, A.A.E., NCAP
238 Airport Road
Statesville, North Carolina 28677

no later than Friday, August 21, 2026, by 5:00 PM local time. Please submit seven (7) copies of the RFQ submittal.

The Sponsor reserves the right to reject any and all submittals, to waive any technicalities or irregularities and to award contracts based on the highest and best interest of the Airport.

For a copy of the Request for Qualifications (RFQ) or inquiries regarding the RFQ contact John Ferguson, A.A.E., NCAP, Airport Director, phone (704) 873-1111; or e-mail at jferguson@statesvillenc.net

REQUEST FOR QUALIFICATIONS FOR
PROFESSIONAL AIRPORT ENGINEERING
AND PLANNING SERVICES FOR THE
STATESVILLE REGIONAL AIRPORT
STATESVILLE, NORTH CAROLINA

The City of Statesville is requesting Statements of Qualifications from interested and qualified Aviation Consultants for engineering, planning, and general consulting services. The work includes but is not limited to land acquisition; obstruction analysis/removal; runway, taxiway, and apron construction/improvements; airfield lighting/signage; NAVAIDS; hangars and terminal improvements; master planning; engineering studies; environmental analysis; and other related work at the Statesville Regional Airport.

PURPOSE

The purpose of this Request for Qualifications is to obtain expert professional, technical, and advisory services at the discretion of The City of Statesville for anticipated planning and development projects at the Statesville Regional Airport over the next five years. Services will be provided with close interaction with Airport staff and the City.

REQUIREMENT/SCOPE

For these projects, the Engineer shall be qualified and capable to provide the following services:

1. Airport planning, environmental analysis, land acquisition, preliminary design, final design, estimating, bidding, and construction administration.
2. Assist in preparation of funding grant applications for the North Carolina Department of Transportation, Division of Aviation (NCDOA) and/or the Federal Aviation Administration (FAA) and develop justification to document the need for federal and state funds. Demonstrated assistance in project funding is required.
3. Provide technical assistance and advice concerning airport needs, future development, project priorities and strategies for funding and project implementation.

SUBMITTAL FORMAT

To facilitate review of your document by the City of Statesville, it is requested that your submittal conform to the following format:

1. Coversheet: List project title (Airport Engineering Services), the name of your firm, and the name, address, and telephone number of a contact person for questions concerning the document submitted.

2. Experience of the Firm: Provide a narrative of your firm's prior experience and qualifications in airport planning, engineering, construction administration, and grant administration for similar projects at both air carrier and general aviation airports. Provide a list of similar airport projects involving federal and state funding completed within the last five (5) years. Provide a list of current North Carolina airport clients. Also, please reference the experience of firm personnel in working with FAA and NCDOA regulations and procedures. Review experiences in a consulting capacity where your responsibilities were similar to those defined under the Requirement/Scope listed above should be specifically referenced.
3. Project Team: Provide a list of the project team members that you propose to use on these projects and identify the responsibility of each team member. Provide a brief resume for each person listing specific similar project experience.
4. References: Provide the name, address, and telephone number of at least five (5) current airport clients and references familiar with the quality of work done by your firm on similar projects.
5. Other Supporting Data: Include any other information you feel to be relevant to the selection of your firm for this project. The entire Qualifications Statement should not exceed thirty (30) pages.

CRITERIA FOR REVIEW OF SUBMITTALS

Criteria to be used in screening and ranking of the submittals and selection of the successful firm are as follows:

1. Qualifications of the Firm, Including Firm Personnel: Preference shall be given to those firms and personnel with experience and training in general aviation airport planning, design, construction administration and grant administration (FAA and NCDOA), particularly for similar projects.
2. Overall Qualifications of the Project Manager and Project Team: Identify the Project Manager and those personnel that will be assigned to the project(s). Preference shall be given to project teams with specific experience in similar projects, and familiarity with airport design, permitting and construction in North Carolina.
3. Experience in Working with NCDOA and FAA Regulations and Procedures: Preference shall be given to project team personnel (especially the project manager) with a demonstrated working relationship with the NCDOA and FAA and possess a thorough understanding of FAA rules and regulations regarding design and development of airports.
4. Experience in Assisting Airports Justify Discretionary Funding for airport projects from FAA, N.C. Division of Aviation and/or "Place Name" funding.

5. Response Capability/Project Understanding: Preference shall be afforded to those firms which in the opinion of Statesville Regional Airport staff will be able to adequately respond to requests for consultation meetings or project administration requirements and firms that have a detailed understanding of the project requirements.
6. The consultant selection committee will select at least three (3) firms to make in-person presentations to the selection committee.

CONTRACT

The successful Firm will be required to execute a general engineering-based contract with the Airport. In addition, for each work element (project) performed under the contract, a detailed scope of work and fee shall be agreed to by both parties, such agreement to be an approved work authorization or supplement to the contract. The contract shall be subject to approval by the Statesville Regional Airport Commission and the Statesville City Council, with concurrence from the North Carolina Division of Aviation/FAA.

SUBMISSION OF QUALIFICATIONS AND CONTACT PERSON

Documents must be submitted no later than 5:00 p.m. on August 21, 2026, to:

Name: John M. Ferguson, A.A.E., NCAP
Shipping Address: Statesville Regional Airport
238 Airport Road
Statesville, North Carolina 28677

Seven (7) copies of the Qualification documents are required. Document should be titled "Qualifications Statement for Airport Engineering Services, Statesville Regional Airport."