



**FEBRUARY 1, 2003**

**REQUEST FOR STATEMENTS OF INTEREST AND QUALIFICATIONS  
FOR PROFESSIONAL SERVICES FOR THE  
RESIDENTIAL SOUND INSULATION PROGRAM  
OAKLAND COUNTY INTERNATIONAL AIRPORT  
WATERFORD, MICHIGAN**

Submit response by: 4:00 P.M.  
February 28, 2003

Contact person: Patricia Shull  
  
(248) 666-3902

**Introduction**

Oakland County as owner and operator of Oakland County International Airport (Airport), invites interested consultants to submit statements of qualifications for services related to the Residential Sound Insulation Program ("Program"). The Program will consist of providing all of the consulting services necessary to modify approximately 700 residences within the projected Day Night Average Sound Level DNL 65 decibel (dB) contour for the Airport to reduce the impacts of aircraft generated noise on the occupants.

The Program is a result of recommendations made in the Federal Aviation Regulation Part 150 Noise Compatibility Program approved by the Federal Aviation Administration (FAA) in August 1999. The Program is contingent upon the availability of FAA Airport Improvement Program grant funding.

**General Scope of Work**

Oakland County is seeking the services of a management firm with demonstrated abilities and experience in sound attenuation, residential renovation and remodeling within federally funded airport noise abatement programs.

Consultants (individually or as part of a team) should have the ability to perform: project management, construction management, architectural/engineering work, acoustical analysis, and public outreach. The selected consultant will work with Airport staff to develop and implement the Program. The list of preliminary tasks includes, but is not limited to:

- Provision of technical assistance for the program and participation in meetings with the community, contractors, property owners, tenants, the Michigan Bureau of Aeronautics, and the FAA.

- Before initiation of the Residential Sound Insulation Program, prepare a policies and procedures manual in conjunction with Airport staff.
- Develop homeowner educational and informational materials.
- Conduct pre-construction and post-construction noise measurements.
- Develop overall program schedules and monitor schedules of individual contractors.
- Prepare Construction Documents, which include specifications and scopes of work to meet the design criteria of 5 dB improvement in the Noise Level Reduction (NLR) of the home and a post construction interior noise level not to exceed DNL 45 dB.
- Estimate construction costs for bid purposes and review bids and follow up with Letters of Recommendation.
- Provide appropriate inspections during construction and post-construction for each home and determine that all work and materials are in conformance with the Construction Documents when construction is complete.
- Submit periodic program progress reports, including noise reduction for each home, work completed, and associated costs.

### **Projected Schedule**

The following is a tentative schedule for the selection and award of an agreement for this project:

Advertise RFQ	February 4, 2003
Receive Statements of Qualifications	February 28, 2003
Interviews	March 20, 2003
Selection of Consultant	April 17, 2002
Authorization of Agreement	May 22, 2003
Notice to Proceed	June 9, 2003

### **Submission of Statement Of Qualification**

Qualified consultants are requested to submit 5 copies of a Statement of Qualifications for Professional Services for the Residential Sound Insulation Program at Oakland County International Airport to:

Patricia Shull  
Oakland County International Airport  
6500 Highland Road  
Waterford, MI 48327

## **Response Format**

The consultant(s) must be certain to provide detailed information within the general categories identified below:

- **Team profile** - Provide a brief history of each firm. List corporate officers, general experience and specific capabilities.
- **Project Understanding and Approach** - Provide a concise statement of your firm's understanding of the project and briefly describe your anticipated approach to the project.
- **Staffing** - Present your staff proposed for this project with their previous related experience. Also include an organizational chart of your consultant team.
- **Management Summary** - Address project management methods and systems proposed for the project. Demonstrate your firm's ability to: manage coordination between several simultaneous construction projects and technical design staff, meet schedules, and manage costs. Discuss your capabilities to staff this project and to ensure completion on schedule and within budget.
- **Familiarity with the FAA, State, and Local Standards and Requirements** - Provide your firm's experience in working with the Federal Aviation Administration, State, and local regulatory and/or review agencies.
- **Related Project Experience** - Provide descriptions of projects your firm has performed that are similar to this project. You are encouraged to emphasize your firm's experience and precise involvement with each project.

## **Selection Procedure**

During the review of submitted materials and interview, the staff will pay particular attention to the qualifications and pertinent experience of the project principal, managers, planners, engineers and designers involved, as well as the consultant's understanding of sound insulation programs. The consultant's ability to accomplish the work in a timely manner, in view of other commitments, will also be considered.

Upon receipt and evaluation of responses, Oakland County will prepare a short list of three or four of the most qualified firms, together with a place, date and a time for each firm named on the short list to make a presentation.

Oakland County will commence negotiations with the top ranked consultant immediately upon notification of all firms.

Prospective consultants are advised that no obligations or duties are incurred by the Oakland County, or Oakland County International Airport in soliciting for Statements of Interest and

Qualifications. The County retains the right to award the project in part or in total to the consultant of its choice, should it decide to undertake the project or to terminate the proposed project at any time prior to approval of a formal contract.

### **Major Features of the Residential Sound Insulation Program**

**Voluntary Participation:** The Residential Sound Insulation Program is voluntary. There is no obligation on the part of any property owner to participate in the Program.

**Residence Eligibility:** "Owner occupied residences" within the 65 DNL or greater noise contour as defined in the Oakland County International Airport FAR Part 150 Noise Exposure and Land Use Compatibility Program are eligible for the Program. "Owner occupied residences" means any structure where the owner maintains a regular full time residence.

While the eligibility area for the Program is generally based upon the DNL 65 dB noise contour, as defined in the approved Noise Compatibility Program for Oakland County International Airport, eligibility may be extended outside the DNL 65 dB contour in order to include all homes within neighborhoods where strict adherence to the noise contour would result in awkward boundaries.

**Interior Noise Goal of DNL 45 dB:** The interior noise level which the Airport will seek to achieve in all eligible residential structures in the program will be DNL 45 dB. This goal is the interior standard for aircraft noise required by FAA standards.

The sound insulation for the program may include, but not be limited to, replacement of windows and doors, the possible addition of storm doors, adding insulation to attics and wall voids, installing new central air conditioning where none exists or replacing existing heating systems if they cannot support air conditioning in residential structures. The type of sound insulation modifications needed for each individual structure will be determined by the consultant and be reviewed with and approved by each homeowner prior to initiation of construction. Only those rooms that are "habitable" will be eligible for sound insulation. These habitable areas will include, but not be limited to, living rooms, family rooms, kitchens, bedrooms, studies, dens and bathrooms. Structures such as garages, porches, and patios will not be eligible for sound insulation. In addition, rooms or structures that are not "legal" under the applicable zoning code will not be eligible for sound insulation. Rooms considered "habitable" shall have all the amenities normally found in living areas, such as: electrical outlets per code, finished wall and ceiling coverings of permanent design and installation, lighting, and floor coverings of a permanent nature.

**Avigation Easement Requirement:** Each property owner who participates in the voluntary program must grant an avigation easement to the Airport in return for the Airport and other contributing government bodies paying for the sound insulation work.

**Financial Obligation of the Airport:** The Airport's sole financial obligation under the Program is to contribute the "project sponsor's matching share" of any federal Airport Improvement Program grants and any other federal grants made available for sound attenuation that are received in connection with the program.

## **Equal Opportunity Program Requirements**

### **Equal Opportunity Contracting Policy Statement**

It is the policy of Oakland County that all businesses, including those that meet the definition of socially and economically disadvantaged (DBEs), be provided equal access to participate in the performance of all State contracts and leasing opportunities. The County has further committed to take all necessary and reasonable steps to increase its utilization of socially and economically disadvantaged business enterprises, to the extent feasible and legally permissible.

### **Disadvantaged Business Enterprise Defined**

To qualify for certification as a DBE, a for-profit business entity, whether a sole proprietorship, partnership, joint venture, or corporation, must meet at a minimum the following definition, as set forth in 49 Code of Federal Regulations ("CFR") Part 23.

A business that is at least 51 percent owned by one or more socially and economically disadvantaged individuals (or, in the case of any publicly-owned business, at least 51 percent of the stock is owned by one or more socially and economically disadvantaged individuals) and whose management and daily business operations are controlled by one or more of the socially and economically disadvantaged individuals who own it.

The following groups, who are citizens of the United States (or lawfully permanent residents) are refutably socially and economically disadvantaged:

- (1) Women;
- (2) Black Americans;
- (3) Hispanic Americans;
- (4) Native Americans;
- (5) Asian-Pacific Americans; and
- (6) Asian-Indian Americans.

### **DBE Participation Goal**

A DBE participation goal for this solicitation of 10% as measured by the total estimated dollar value of this agreement will be established. Respondent shall take all necessary and reasonable steps in making good faith efforts to achieve the DBE participation goal. DBE participation may be in the form of one or more sub-participants, partnerships, or other legal arrangements meeting the eligibility standards in 49 CER Part 23.

### **Required DBE Information**

Respondents must provide information pertaining to its proposed DBE participation for this solicitation. Information to be provided will include the name and address of each DBE and a description of the services to be provided.

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**Respondent's Good Faith Efforts**

Good faith efforts are those that could reasonably be expected to result in goal attainment by a respondent.

**Equal Employment Opportunity Policy Statement**

Oakland County is committed to equal employment opportunity and requires that its agents, lessees and others doing business with the District adhere to Title VII of the Civil Rights Act of 1964, as amended, and any other applicable Federal and State laws and regulations hereinafter enacted. The County will abide by nondiscrimination requirements in connection with the award or performance of any leasing agreement and will take necessary steps to ensure nondiscrimination against any business owner because of the owner's race, color, national origin, or sex.

**Respondent's Obligation**

Respondent will assure that no person is excluded from participation in, denied the benefits of, or otherwise discriminated against in connection with the award and performance of any contract, including leases covered by 49 CFR 23 on the grounds of race, color, national origin or sex.

Pt150.Sound Insulation RFQ.revised.doc