



## Flint Hills Area Transportation Agency

5815 Marlatt Ave. Manhattan, Kansas 66503 • (785) 537-6345 • [www.flinthillsatabus.com](http://www.flinthillsatabus.com)

- Courteous
- Reliable
- Safe

### ADVERTISEMENT: REQUEST FOR QUALIFICATIONS

February 9, 2021

Flint Hills Area Transportation Agency

Request for Qualifications

FY21-1002-A&E

FHATA is seeking a well-qualified Architecture and Engineer Firm (A&E Professional) to provide architecture, engineering, and design related services (Services), as further described in this RFQ and Attachments. We are seeking a firm with experience in transit storage and maintenance facilities, multi-modal planning, bus transit infrastructure, architecture, engineering, and pre-construction. Firms submitting a State of Qualifications (SOQ) must demonstrate comparable project-type experience. The Contract(s) that may be awarded following this Request for Qualification process will be based upon, without limitation, FHATA's professional service procurements and related applicable laws. A&E Professional's responsibilities will be determined on a per Project Scope Basis. Construction budgets are not currently identified.

Any individual(s) or firm(s) proposing to perform architectures, engineering services, environmental services, pre-construction, and construction services must be appropriately licensed / registered in the State of Kansas at the time of submission of the Qualifications.

Complete details of the Request for Qualification, as well as any future addendums are posted at our website <https://rileycountyks.gov/1773/Bid-Postings>. Bids must be received in the FHATA office (5815 Marlatt Avenue, Manhattan, KS 66503) by 1:00 PM (CST) on March 9, 2021.

#### **Pre-Submittal Conference and Inquiries:**

Proposers may submit questions or inquire for clarification due by February 24, 2021 and must be submitted in writing to Melanie Tuttle, Finance Director, at [mtuttle@fhata.org](mailto:mtuttle@fhata.org). and will anticipate having an answer by close of business March 1, 2021. If required, FHATA's response to these submissions will be in the form of an Addendum.

A pre-submittal conference will be held on **February 24, 2021 at 2:00 PM, CST**, as a virtual meeting via Zoom. Details on how to join the Zoom meeting are in Section C of this RFQ. It is not required to attend the conference; however, it is strongly suggested. FHATA staff will discuss the scope of work, general contract issues, and respond to questions and inquiries from attendees and those received in writing prior to the meeting. FHATA staff will not be available to respond to individual inquiries regarding the project outside of the pre-submittal conference, it is strongly recommended that interested firms attend the pre-submittal conference.

We will be unable to entertain conversation outside of the process outlined in this document nor will be able to entertain onsite visits. Neither offerors, nor members of their teams, shall communicate concerning this project with selection committee members, employees of FHATA, except as stipulated above. Failure to abide by this requirement may result in rejection of the Offeror's Statement of Qualifications.



This Project Funded in Part by the KDOT Public Transit Program  
This Project Funded in Part by the City of Manhattan

**Sealed Statements of Qualifications (SOQ) Closing and Submission**

Sealed Qualifications must be received with all required submittals as stated in the RFQ, no later than **1:00 p.m. CST on March 9, 2021**. Qualifications received after time specified shall not be considered for award. Qualifications received via facsimile (fax) or electronic mail (e-mail) shall not be considered. Qualifications not meeting specified delivery and method of submittal will not be opened nor considered responsive.

**SOQs submitted must be addressed and delivered to FHATA at the following address. This is also the address to be used for all communication in connection with this RFQ:**

Flint Hills Area Transportation Agency  
Procurement Department  
5815 Marlatt Avenue  
Manhattan, Kansas 66503

Submission of a SOQ shall constitute a firm offer to FHATA for ninety (90) days from the date of the RFQ closing.

A handwritten signature in blue ink, appearing to read 'Melanie Tuttle', with a stylized flourish at the end.

**Melanie Tuttle**  
**Finance Director**