

CITY OF FRESNO AIRPORTS DEPARTMENT

REQUEST FOR QUALIFICATIONS (RFQ) FOR CONSULTING SERVICES

Airport Information Technology Strategic Plan City of Fresno Airports Department Fresno Yosemite International Airport (FAT) Fresno Chandler Executive Airport (FCH)

A. PROGRAM NARRATIVE

The City of Fresno Airports Department (Airports Department) is requesting Statements of Qualification (SOQ) from qualified and experienced Information Technology (IT) consultants specializing in commercial air service airport environments to develop an Airport Information Technology Strategic Plan (Plan).

B. ADMINISTRATIVE PROCEDURES

1. Phase One of the selection process will evaluate all timely submissions that meet the Minimum Qualifications as outlined in Section C of this RFQ. The submissions will be evaluated using the Criteria for Consultant Selection identified in Section D. Phase One will produce a short-list of the most qualified firms. Firms not on the short-list will not continue in the selection process but may be requested, for a fee, to perform a Peer-Review scope and fee evaluation at a later date.
2. Phase Two of the selection process is a ranking of short-listed Consultants based on their qualifications, submissions and presentation. Guidance presented in FAA AC 150/5100-14D and City of Fresno Administrative Order 6-19 will be used. The rankings will then be presented to the Director of Aviation, unless an interview process is deemed necessary.

A copy of the complete RFQ is available on line at <https://www.flyfresno.com/business-opportunities/>, or can be obtained by contacting Lisa Henslee at 559-621-4512 or at the Airports Department administration office located at 4995 E. Clinton Way, Fresno, CA 93727. Submissions are due by January 25, 2018, at 5:00 PM PDT.