

## **LEXINGTON-FAYETTE URBAN COUNTY AIRPORT BOARD**

### **TERMINAL BOILER & CHILLER REPLACEMENT REQUEST FOR PROPOSALS BLUE GRASS AIRPORT, LEXINGTON, KENTUCKY**

The Lexington-Fayette Urban County Airport Board (LFUCAB) invites the submittal of written Proposals from Design-Build firms interested in providing design-build services at Blue Grass Airport (BGA). The Design-Builder contract will be administered by the BGA staff on behalf of the LFUCAB. A mandatory pre-proposal meeting will be held on October 14, 2025, at 2:00 pm local time, in the Blue Grass Airport Board Room, 4000 Terminal Drive, 2<sup>nd</sup> floor. Proposals which do not contain proof of attendance at the pre-proposal meeting by a representative of the Design-Builder will not be considered.

It is the LFUCAB's intent to hire an experienced Design-Builder who will assist the airport's engineering staff in implementing the Terminal HVAC Equipment Replacement – Boiler Room 1 based on applicable engineering standards and the airport's vital role in its local community.

In response to this request, four (4) hardcopies and one (1) electronic copy of the Statement of Qualifications and letter of interest must be received at the LFUCAB offices no later than 1:00 PM, local time, **Wednesday**, October 29<sup>th</sup> and must be submitted to:

U.S. Mail, Overnight, or  
Courier Delivery

Mr. Tim O'Donnell, A.A.E.  
Director of Facilities  
Blue Grass Airport  
4000 Terminal Drive, Suite 206  
Lexington, KY 40510

#### **PROJECT CONTACTS**

Please direct all inquiries regarding the RFP to Jeff Gray at (859) 425-3210, or by e-mail to [jgray@bluegrassairport.com](mailto:jgray@bluegrassairport.com). Inquiries submitted after October 17<sup>th</sup> at Noon will not be considered. Responses to all inquiries will be posted in an addendum on the airport's web site by October 17<sup>th</sup>, 5pm.

CFR Part 26. LFUCAB shall take all necessary and reasonable steps under 49 CFR Part 26 to ensure non-discrimination in the award and administration of DOT-assisted contracts. The LFUCAB's DBE Program, as required by 49 CFR Part 26 and as approved by DOT, is incorporated by reference. Implementation of this DBE program is a legal obligation and failure to carry out its terms shall be treated as a violation of any agreement executed with LFUCAB. Upon notification to LFUCAB of its failure to carry out its approved DBE Program, the DOT may impose sanctions as provided for under Part 26 and may, in appropriate cases, refer this matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C. 3801 *et seq.*)

## **BACKGROUND/HISTORY**

The Lexington Blue Grass Airport serves central Kentucky and is served by seven major airline brands providing convenient non-stop service to 15 major hubs and direct service to destinations worldwide. Serving approximately one million passengers each year, Blue Grass Airport ranks as one of the most convenient airports in the nation. Blue Grass is located just five miles from downtown Lexington and within 20 minutes of all local hotels and most major employers. The airport is easily accessed from all points of Central and Eastern Kentucky.

The airport's terminal was constructed in the late 1980s and was expanded in the late 1990s. The central HVAC plant located at Boiler Room 1 was constructed with the original terminal. It has reached the end of its useful life and requires a disproportionate amount of maintenance. Further, current technology for this type of equipment is much more fuel efficient.

The airport is seeking a firm to design and build a solution to replace portions of the HVAC plant, which includes the cooling tower and boiler. The design and installation should be phased so that affected areas of the terminal are still served properly, depending on heating and cooling seasons.

## **PROPOSED SCOPE**

1. Engineering Services
  - All construction drawings to be stamped and registered P.E. and to be provided in Revit and .PDF format.
2. Demolition of existing HVAC systems
  - (2) Boilers – 2,500,000 BTU
  - (1) Air cooled chiller – 210 ton
  - (4) Pumps & accessories
3. New Chiller Plant
  - (1) 210-ton air cooled chiller
  - (2) pumps & accessories
4. Piping
  - Chilled water piping – existing piping to remain, piping reconfigured/connections to new equipment as required.
  - Hot water piping – existing piping to remain, piping reconfigured/connections to new equipment as required.
  - Natural gas piping - existing piping to remain, piping reconfigured/connections to new equipment as required.
  - Makeup water piping - existing piping to remain, piping reconfigured/connections to new equipment as required.
  - New combustion air piping
  - New flue vent piping
5. Insulation for new piping and equipment.
6. Temperature Controls – See allowance in clarifications.

7. HVAC Permits and required inspections.
8. Rigging for new equipment as required.
9. Coordination required for crane use on the airfield.

**10. Ad Alternate New Boiler Plant**

- (2) Boilers – 2,500,000 BTU
- (2) Pumps and accessories
- Accessories
  - Expansion tank
  - Air Separator
  - Makeup water PRV

Exclusions/Clarifications:

- Temporary heating – rental boilers, piping, fuel, etc. – Is excluded
- Ceiling removal, replacement, etc. – Is excluded
- Protection of existing floors, walls, doors, etc. – Is excluded
- Night and weekend work – Is excluded
- Removal of existing chiller & setting of new chiller is accounted for night work

**PROPOSED SCHEDULE**

The proposed schedule for the Design-Builder selection process is as follows:

|                            |              |
|----------------------------|--------------|
| Advertising RFP            | Oct 1, 2025  |
| Pre-Proposal Meeting – 2pm | Oct 14, 2025 |
| Receive Proposals – 1pm    | Oct 29, 2025 |
| Review & Shortlist         | Oct 31, 2025 |
| Scope and Fee Negotiations | Nov 11, 2025 |
| Board Approval             | Nov 19, 2025 |
| Issue Notice to Proceed    | Dec 1, 2025  |

**CONTENT**

In response to this RFP, three (3) hard copies and one (1) electronic copy of the Proposal and letter of interest are to be submitted by interested firms. Proposals shall be limited to ten (10) double sided, or twenty (20) single sided, 8 ½ x 11 inch sheets of paper (letter of interest is not to be counted towards total). Additional materials, including detailed resumes, relevant project profiles/summaries, and references may be included in appendices attached to the Proposals. Qualifications should include:

1. Ability to design and self-perform the upgrade and retrofit as described.
2. Ability to design and install a corresponding controls system.
3. Provide stamped engineering drawings for construction. As-built drawings and Operation and Maintenance Manuals (1 electronic and 1 hardcopy) will be supplied upon project completion.
4. Add alternate - Provide cost estimate for dual fuel system.
5. Add alternate – Update graphics in existing Niagra Energy Management System.
6. Provide energy cost savings analysis with payback upon investment.
7. Provide 3 or more references for similar projects performed in the past 5 years.
8. Provide a reasonable schedule, including phases which will detail downtime for heating and cooling systems.

Proposals must contain the following information:

- (A) Demonstration of a thorough understanding of the project and its relationship to the work efforts described in the Background/History and Proposed Scope.
- (B) Identify the project manager and discuss his/her relevant project management experience and ability to address technical and public issues.
- (C) Description of the structure of the project team. This shall include the Design-Builder's approach to coordination of the project. Identify any consultants or contractors expected to be used and describe the work that will be assigned to them. Provide an organizational chart indicating the proposed working relationship of all team members and key personnel. Describe relevant program management experience of all personnel to be assigned to the project (detailed resumes may be included in the appendices). Identify relevant projects where team members worked together previously.
- (D) Submit an anticipated task list for the project.
- (E) Demonstration of ability and commitment to undertake the work immediately and dedicate the necessary personnel and resources to the project. Indicate the time availability and commitments of the proposed project manager. A Notice to Proceed is tentatively scheduled to be issued December 1, 2025.
- (F) A list and brief description of relevant projects completed within the last 3-5 years of a similar nature, and specific level of involvement of your firm and/or team. Include professional references for these projects. Indicate complex issues which were dealt with and the relevance of these to this project. Detailed descriptions of relevant project profiles/summaries may be included in the appendices.
- (G) The proposed method of the Design-Builder to provide meaningful work for DBE's. Exclusive agreements between Design-Builder and DBE consultants or Contractors are prohibited. Proposals must include: (1) Names of proposed DBE's, the contact person and phone number for each; (2) Scope of work and

extent of the DBE responsibility in each area; (3) The estimated level of effort by DBE's in each area; and (4) Certification information to include certifying agency and whether or not certification process is in compliance with 49 CFR Part 26.

- (H) Fee proposal including fees for Administration and Overhead, Design, Equipment, Installation, Construction Engineering, Testing and Startup. Fee proposal **MUST** be submitted in a separate sealed envelope.

#### **EVALUATION AND SELECTION CRITERIA**

Based on an evaluation and review of information presented in the submitted Proposals, the airport staff is to select the firm most qualified to perform the project. Proposals are to be reviewed and evaluated by the airport staff in accordance with the following criteria:

- (A) Understanding of the scope of the project and the approach proposed to complete it. (20)
- (B) Professional strength of the project manager, both with respect to the design and management of similar work. (15)
- (C) Professional strength and organization of the proposed project team, including clarity of team members' roles and expertise of key personnel. Any prior teaming experience should be noted. (10)
- (D) Adequacy and reasonableness of the proposed task list. (10)
- (E) Firm's current workload and demonstrated ability to achieve project schedules or deadlines, and the time availability of the project manager and key personnel. (10)
- (F) Successful experience with relevant design and design-build construction projects, and quality of recent projects which have addressed similar complex issues. More recent projects should include greater detail. (15)
- (G) Level of and approach to provide meaningful DBE participation in the project. (5)
- (H) Fee proposal describing fees for Administration and Overhead, Design, Equipment, Installation, Construction Engineering, Testing and Startup. The value of add alternates will be considered as well. (15)

#### **SELECTION PROCESS**

One design-build firm is to be selected by the LFUCAB based on competitive negotiation. The following procedure is to be followed in determining the final Design-Builder selection:

- 1) After receipt of Proposals, airport staff members will review and evaluate the Proposals in accordance with the Evaluation and Selection Criteria previously described herein. The staff will then rank the Proposals in order of qualifications.
- 2) The BGA staff will then begin negotiations with the highest ranked firm to refine the scope for the work.
- 3) After scoping meetings have been held with the number one ranked firm, and the final scope of services agreed upon, the BGA staff will negotiate a final fee with the top ranked firm. If a mutually satisfactory final fee is negotiated by the parties, it will then be submitted to the LFUCAB for approval. If efforts to negotiate a fair and reasonable final fee are unsuccessful with the top ranked firm, those negotiations shall cease, and the BGA staff shall contact the second ranked firm, beginning negotiations with the second ranked firm. If agreement cannot be reached with the second ranked firm, then the same procedure will be followed with the third. If the BGA staff is unable to negotiate a satisfactory final fee with any of the firms, the staff will select additional firms in order of their competence and qualifications and continue negotiations until a satisfactory agreement has been reached and approved by the LFUCAB.
- 4) The BGA staff will provide the final rankings to the full Airport Board and recommend a Design-Builder for LFUCAB approval. Upon the Airport Board's approval, the BGA staff will notify the selected Design-Builder and other firms of the results.
- 5) Final agreement for services, including fees and form of agreement, will be subject to review and approval by the airport's legal counsel, the Board and the FAA.
- 6) The LFUCAB reserves the sole right to evaluate the Proposals submitted for the project, waive any irregularities and/or informalities therein, select the candidate and/or reject any and all firms that submitted Proposals, should such be deemed in the best interests of the LFUCAB. In the event that any such waivers, selections, or rejections are considered necessary, the LFUCAB will be responsible for the final decision.

#### **AVAILABLE DOCUMENTS**

Available data can be downloaded from the airport's website,  
<http://www.bluegrassairport.com/busopps.html>:

- Design-Build Professional Services Agreement

#### **STANDARD AGREEMENT FOR PROFESSIONAL SERVICES**

The airport's standard design-build agreement shall be used. Any requested deviations from the agreement should be noted in the Proposal.

**BID GUARANTY.** Each sealed Fee Proposal shall be accompanied by an irrevocable Bank Letter of Credit, or a Bid Bond satisfactory to LFUCAB with good corporate surety, in a sum not less than ten (10%) percent of the aggregate amount of the Bid, payable without condition to the LFUCAB, to guarantee that if the Proposer's offer results in an Award, that the Proposer will furnish all required bonds, insurance

certificate(s) and insurance policy(ies) within fourteen (14) Calendar Days after the Notice of Award is given, and enter into the Contract for the negotiated amount.

**GOVERNMENT DEBARMENT AND SUSPENSION:** . Proposer must certify at the time they submit their proposal that neither it nor its principals are presently debarred or suspended by any Federal department or agency from participation in this transaction.

**RIGHT TO REJECT ANY AND ALL PROPOSALS.** Proposer is advised that LFUCAB reserves the right to reject any and all Proposals submitted, to waive any and all informalities, irregularities and/or technicalities in any Proposal, to accept any Proposal deemed advantageous to it; and, to negotiate changes, deletions, or additions to these Contract Documents with the successful Proposer.