



Let's Cross Paths

REQUEST FOR
QUALIFICATIONS

RFQ 2027-004

Architectural and Engineering Services
Renovation of Sedalia Regional Airport
Fixed Base Operator (FBO) Facility

Release Date:

June 5, 2026

Due Date:

July 6, 2026

Request For Qualifications: Architectural and Engineering

The City of Sedalia and Sedalia Regional Airport are soliciting requests for qualifications (RFQ) from qualified architectural and engineering firms to provide professional design and consulting services for the renovation and potential expansion of the Fixed Base Operator (FBO) facility located at Sedalia Regional Airport.

The City seeks a qualified consultant team with experience in aviation, public facilities, renovation projects, and multidisciplinary architectural and engineering services. The selected firm will work collaboratively with Airport and City staff to evaluate the existing facility, develop conceptual and final design solutions, prepare construction documents, assist with bidding, and provide construction administration services as authorized.

Background

The existing FBO facility is approximately 40' x 55' and was originally constructed in the late 1970s. The building serves pilots, airport visitors, tenants, and transient aviation users. The City desires to modernize the facility to improve functionality, accessibility, energy efficiency, aesthetics, and long-term operational usefulness while evaluating opportunities for future expansion.

Project Goals

The primary goals of the project include:

- Modernize the FBO facility
- Improve ADA accessibility and code compliance
- Enhance pilot and visitor experience
- Improve operational functionality and efficiency
- Improve building systems and energy performance
- Create a welcoming and professional gateway to the community
- Extend the useful life of the facility
- Position the airport for future growth and development

Scope of Services

The selected consultant team may provide professional architectural, engineering, planning, and related consulting services including, but not limited to, the following:

Existing Facility Evaluation

- Existing conditions assessment
- Field verification and documentation
- Review of building systems and infrastructure
- Identification of deficiencies and improvement opportunities
- Code and ADA compliance review

Mechanical/HVAC Improvements

- Evaluate HVAC system condition and capacity
- Recommend replacement or modernization of HVAC equipment
- Improve energy efficiency and climate control

- Evaluate airflow and ventilation
- Provide long-term maintenance recommendations

Electrical Improvements

- Evaluate electrical infrastructure and service capacity
- Upgrade electrical panels and wiring as needed
- Improve interior and exterior lighting
- Add outlets, data connections, and operational technology infrastructure
- Evaluate emergency or backup power options

Plumbing Improvements

- Evaluate plumbing system condition
- Replace aging plumbing fixtures and infrastructure as needed
- Improve restroom functionality and accessibility
- Evaluate plumbing modifications associated with a potential kitchenette or hospitality area

ADA Accessibility & Code Compliance

- Evaluate exterior access ramps and accessible routes
- Replace or modify doors for ADA compliance
- Improve restroom accessibility
- Review building accessibility and applicable code requirements
- Provide recommendations for compliance-related improvements

Interior Renovation & Finish Improvements

- Update interior finishes and materials
- Improve interior aesthetics and lighting
- Recommend durable, low-maintenance aviation facility materials
- Modernize the overall appearance and functionality of the FBO

Building Layout Reconfiguration

- Evaluate addition of a kitchenette or hospitality area
- Evaluate removal or reconfiguration of existing restroom(s)
- Improve circulation, workflow, and utilization of square footage
- Develop conceptual layout alternatives and recommendations

Pilot Lounge Addition

- Pilot lounge seating areas
- Television/workstation areas
- Flight planning space
- Charging stations and Wi-Fi accommodations
- Coffee/snack or hospitality area

Building Expansion Evaluation

- Evaluate feasibility of expanding the existing FBO structure
- Assess site constraints and utility considerations

- Develop preliminary expansion concepts for lobby, lounge, office, conference and storage areas
- Provide phased construction recommendations and budget impacts

Additional Services

- Conceptual renderings and visualizations
- Opinion of probable construction costs
- Phased implementation recommendations
- Assistance with grant coordination opportunities
- Preparation of construction documents and specifications
- Bidding and procurement assistance
- Construction administration services
- Coordination with airport operations during construction

Qualifications

Interested firms should demonstrate qualifications and experience in the following areas:

- Architectural and engineering services for aviation or public facilities
- Airport terminal, FBO, or support facility renovations
- ADA and code compliance evaluations
- Mechanical, electrical, and plumbing system upgrades
- Phased renovation projects in occupied facilities
- Cost estimating and value-conscious design
- Public-sector project experience
- Multidisciplinary project coordination

Statement of Qualifications Requirements

Firms submitting qualifications shall include the following information:

1. Cover letter
2. Firm overview and contact information
3. Project understanding and approach
4. Description of relevant experience and similar projects
5. Identification of key personnel and subconsultants
6. Resumes of proposed project team members
7. Description of available services and technical capabilities
8. Preliminary project approach and schedule
9. References for similar projects
10. Any additional information relevant to the firm’s qualifications

Selection Process

Understanding of project goals and airport environment	30 points
Relevant experience and qualifications of key personnel	30 points
Project approach and responsiveness	20 points
References and past performance	20 points

The City of Sedalia reserves the right to waive any informalities or minor irregularities, reject any and all proposals which are incomplete, conditional, or obscure, accept or reject any

proposal in whole or in part with or without cause, and accept the proposal which best serves the City of Sedalia.

All questions regarding this project shall be submitted in writing via email to:

mmullen@sedalia.com

All questions submitted after 4:00 pm on Monday, June 22, 2026 will **NOT** be responded to.

All consulting firms interested in submitting formal proposals for the project described herein must submit an **original and three (3) copies** of all required information to:

City of Sedalia
RFQ 2027-004
ATTN: City Clerk
200 South Osage
Sedalia, Missouri 65301

All proposals must be received Monday, July 6, 2026 by 2:00 p.m. CST. Any proposal received after the above stated date and time; will not be opened and will be discarded or upon request and at the expense of the firm will be returned.