Request for Qualifications
Feasibility Study and Master Plan

For
The Creation of the
Aviation Research and Technology Park
(ARTP) in
Atlantic County, New Jersey

Issued by:
The Atlantic County Improvement Authority

January 9, 2006
Request for Qualifications  
Aviation Research and Technology Park (ARTP) Master Plan

SECTION A - GENERAL INFORMATION

Introduction

The purpose of this Request for Qualifications (RFQ) is to identify qualified professional respondents capable of providing a Feasibility Study and Master Plan for the development of the proposed Aviation Research and Technology Park (ARTP) to be located at or near the Federal Aviation Administration’s William J. Hughes Technical Center in Atlantic County, New Jersey. A short list of qualified respondents will be generated from the replies submitted to this RFQ. Those successful respondents included on that short list will then be invited to reply to a Request for Proposals to produce the Feasibility Study and Master Plan. From those replies one respondent will be selected to produce the final product.

The Feasibility Study/Master Plan will include a market assessment and analysis and will be used as the basis for the implementation of the phased development of the ARTP over the period of the next five to ten years on approximately 55 acres, providing guidelines that address the size and locations of the proposed buildings, supporting infrastructure including utilities, roadways and parking; and campus aesthetics, including landscaping and design guidelines. All developments and improvements which are identified by the plan, will include the associated costs.

The final product should define the concept, identify opportunities and barriers, and provide an implementation plan and schedule for development to take the park from concept to reality. The key elements of the final product should include an in-depth analysis and recommendations in:

- Market Assessment and Analysis,
- Site Assessment, including Environmental Issues (Pinelands considerations, Permitting, etc.)
- Conceptual Design for Development,
- Implementation Plan,
- Cost Estimate, including infrastructure requirements,
- Alternative Funding Strategies, and
- Pro forma Financial Analysis

Covering over 5,000 acres, the William J. Hughes Technical Center is the nation's premier aviation research and development facility. Technical Center programs include testing and evaluation in air traffic control, communications, navigation, airports, aircraft safety, and security. Additional programs include long-range development of innovative aviation systems and concepts, and development of new air traffic control equipment and software. The Coast Guard, Federal Air Marshal training facilities, and the National Transportation Security
Laboratory, are also located on Technical Center property, making the location a focal point for Homeland Security. The Technical Center is also adjacent to the Atlantic City International Airport, and is home to the New Jersey National Guard's 177th Fighter wing.

**Vision and Mission**

The creation of an advanced Aviation Research & Technology Park (ARTP) will result in an integrated, dynamic research center located at the heart of southern New Jersey at or near the Federal Aviation Administration’s (FAA) William J. Hughes Technical Center (WJHTC). In support of the mission of the FAA, the ARTP will provide national and international leadership in aviation research technology and is based upon the premise that innovation depends upon collaboration among Government agencies, public and private enterprises, and academia to support national and international air transportation objectives. The ARTP will provide the environment for future aviation and aviation-related products and services. The ARTP will also provide an environment for regional educational outreach. The benefits of the research performed at the ARTP may extend beyond aviation into several other areas of transportation related technology.

**Background**

A Committee to Advance the Aviation Research and Technology Park has been formed. The committee's participation documents the collaboration, cooperation and support for the development of the ARTP. Organizations that are represented include the Federal Aviation Administration’s William J. Hughes Technical Center, the Richard Stockton College of New Jersey, the County of Atlantic, the Atlantic County Improvement Authority, the New Jersey Economic Development Authority, and the South Jersey Economic Development District. Supporting this Committee is a developing Aviation Research Technology Consortium, consisting of more than sixty (60) private enterprises.

In support of the mission of the WJHTC and building on the activities taking place there, the creation of the ARTP will be a vital community asset in advancing, nurturing, and facilitating leading edge aviation research and enabling Atlantic County to become an internationally recognized center for aviation research. Capitalizing on the activities taking place at the center represents a tremendous opportunity to diversify the local economy as well as the regional economy and eventually the national economy.

**Respondent Qualifications**

Respondents to this RFQ shall be professional firms that have a minimum of five (5) years experience in the preparation of feasibility studies and master plans for research and technology parks of a similar nature. Disciplines of the lead firm and team members (sub-consultants) for the project, must include but not be limited to: market analysis and assessment, technology transfer, architecture, engineering, and environmental impact studies and site analysis including documented experience with the New Jersey Pinelands Commission and
the applicable permitting process, cost estimating, financing strategies, telecommunications planning, and media and computerized virtual reality programming.

SECTION B – STATEMENT OF QUALIFICATIONS

Delivery of the RFQ

The RFQ shall be provided to interested parties by hard copy. They can be picked up at the Office of the Atlantic County Improvement Authority (ACIA), 5909 Main Street, 2nd Floor, Mays Landing, NJ 08330. Upon request, we will mail or e-mail this to any interested party. You can request this by contacting the ACIA at 609-645-5838 or by e-mail at ACIA@aclink.org.

Correspondence/E-Mail

All correspondence during the reply period shall be reviewed and transmitted by e-mail. Notices regarding the RFQ will be posted on the web site of the Atlantic County Improvement Authority at www.atlanticcountyimprovementauthority.org. Interested respondents who do not have access to e-mail or who are not able to use e-mail, and wish to provide a Statement of Qualifications, may request in writing that correspondence be provided by conventional mail.

Please be certain that you maintain an active e-mail account that is checked daily, and that you notify owners of the address if it is different than the address this RFQ is sent to.

Due Date/Reply Period

In response to this RFQ, the prospective Respondents shall submit a Statement of Qualifications (SOQ) no later than 4:00 P.M., Friday, January 27th, 2006 to:

John Lamey
Executive Director
Atlantic County Improvement Authority
5909 Main Street, 2nd Floor
Mays Landing, NJ 08330
Phone: (609) 645-5838
Fax: (609) 645-5813

Respondents shall provide ten (10) original sets of their SOQ. Faxed copies or electronic submissions are not acceptable. The SOQ shall be delivered by hand or by mail. If by mail they must be received by the due date, postmarked dates will not be considered.
Contents and Evaluation of Statement of Qualifications

The successful Respondent to this RFQ will demonstrate that it has the requisite experience, expertise and understanding of the issues to realize the objectives outlined in the introduction. Cost quotations are not requested at this time. Be sure to sign and date your SOQ.

The SOQs will be evaluated on the following categories and contributing elements to each category.

1) Lead Firm: A history of success and substantial experience in the strategic collaborative planning for the development of research and technology parks engaging key individuals/entities in the process, cost effective and timely fulfillment of contractual requirements, innovation and experience with Technology Transfer, expertise, capabilities and credibility of staff members assigned to this project, and quality and alignment of the SOQ with the project goals to perform work and deliver content as evidenced by:
   - Credentials of Project Lead
   - Demonstrated History/Successes
   - Applicability of Experience to this Project (Innovation and Technology Transfer)
   - Project Team (sub-consultants)
   - Previous Projects as Lead
   - Methodology

2) Market Assessment and Analysis: A history of success in the market analysis for the development of research and technology parks, expertise and capabilities of the marketing consultants and planners assigned to the individual components of the scope of services and innovation and experience with Technology Transfer, as evidenced by:
   - Team Members’ Credentials
   - Demonstrated History/Successes
   - Applicability to Project
   - Methodology

3) Site Assessment: A history of success in the Site Assessment and Analysis for the development of research and technology parks, expertise and capabilities of the consultants, planners and engineers assigned to the individual components of the scope of services as evidenced by:
   - Team Members’ Credentials
   - Demonstrated History
     - Environmental Assessment Experience
     - Pinelands Experience
     - NJ Permitting experience
   - Methodology
   - Alignment with Project Goals
4) **Conceptual Design**: A history of success in conceptual design for the development of research and technology parks, and documented expertise and capabilities of the engineers, architects and specialists assigned to the individual components of the scope of services as evidenced by:

- Team Members’ Credentials
- Demonstrated History/Successes
- Applicability to Project
- Methodology
- Alignment with Project Goals
- Functionality

5) **Implementation Plan**: A history of success in the implementation of your plans for the development of research and technology parks, and documented history expertise and capabilities of the specialists assigned to the individual components of the scope of services as evidenced by:

- Team Members’ Credentials
- Demonstrated History/Successes
- Applicability to Project
- Methodology
- Alignment with Project Goals
- Functionality

6) **Financial Analysis**: A history of success in financial analysis for the development and operation of research and technology parks, and documented history expertise and capabilities of the financial analysts and specialists assigned to the individual components of the scope of services as evidenced by:

- Team Members’ Credentials
- Demonstrated History/Successes/Accuracy
  - Cost Estimating
  - Funding Strategies
  - Pro forma
- Applicability to Project
- Methodology
- Alignment with Project Goals
- Functionality

The response to the above information should include; a detailed description of respondent’s firm, a detailed description of the proposed project team, including all major consultants for each category, the resumes of the firm’s principal(s) as well as for the proposed project team members and those from all consultants who would be involved in the project (limit two pages each), a description of previous work experience which clearly demonstrates the respondent’s ability to provide the services described for each category, detailed examples of previous projects of a similar scope and scale completed in the last five (5) years and a description of the proposed methodology to be utilized for each category.
Review of Qualifications

Following receipt of all Statements of Qualification pursuant to this RFQ, The Committee to Advance the ARTP (hereafter referred to as “the Committee”) will carefully review those SOQ’s for compliance with the requirements of the RFQ. The Committee will identify and recommend to the ACIA certain Respondents who appear to best possess the necessary qualifications to provide the services desired. The ACIA will review the recommendations and invite the Respondents and their project team who best meet the overall qualifications to submit a proposal to provide services pursuant to a Request for Proposals (RFP).

SECTION C – GENERAL CONDITIONS

Condition of Statements of Qualifications

A. The ACIA reserves the right to reject any or all Statements received.

B. The ACIA will not be liable for any costs incurred in the preparation of Statements.

C. The submission of a Statement of Qualifications (SOQ) shall be prima facie evidence that the respondent has full knowledge of the scope and nature of the work to be performed.

D. The ACIA reserves the right to request clarification of information submitted and to request additional information. The Respondent shall furnish the ACIA such additional information as the ACIA may reasonably require.