

Notice to Structural Engineers

On-Call Structural Engineering Services

TAIT Project #90035

The Tulsa Airports Improvement Trust (TAIT) is hereby soliciting Statements of Qualifications (“Statement(s)”) from structural engineers for **on-call structural engineering services at Tulsa International (TUL) and Tulsa Riverside (RVS) Airports**. To the extent it is advantageous to TAIT, the selected consultant may be asked to provide support to other projects contemplated by TAIT to the extent that such additional services are relevant. The selection process is anticipated to be valid for a period of up to five years, however TAIT reserves the right to use the services of other structural engineers during this period when advantageous to TAIT.

A qualification-based selection process conforming to Federal Aviation Administration (FAA) Advisory Circular 150/5100-14E will be used to select a well-qualified firm. Fee information will not be considered in the selection process and must not be submitted with the Statement.

Scopes and not-to-exceed fee totals (hourly) will be negotiated for projects or tasks as TAIT has need. However, note that TAIT limits the cost multiplier to 3.0 max (Direct Labor + Overhead + Profit < 3 * Direct Labor). Prospective firms are advised that applied overhead rates must be in accordance with the cost principles established within Federal Regulation 48 CFR Part 31, *Contract Cost Principles and Procedures*. The successful firm will be required to submit a copy of their current overhead rate audit certification.

The Selection Committee will score each Statement based on the proposed key personnel’s recent experience in structural engineering analysis, design, and construction contract administration services. The Committee may short-list two or more firms if it is deemed necessary. It is anticipated that the short-listed firms will then be asked to respond to a request for more information and/or to participate in an interview. However, TAIT reserves the right to proceed directly to contract negotiations with the highest ranked firm immediately after reviewing the Statements.

Interested firms may attend an optional Pre-Submittal Conference in person or remotely. The conference will be held in Tulsa International Airport’s Conference Room A211 in the Terminal Building (<https://flytulsa.com/travel/amenities/terminal-map/?location=14>) at **1:00 PM local time on Thursday, January 8th, 2026**. Remote participation is available via Microsoft Teams.

[Join the meeting now](#)

Meeting ID: 232 587 646 818 98

Passcode: Ey38Fk33

Interested firms shall email their Statement of Qualifications to BrianAussieker@flytulsa.com no later than **8:00 AM local time on Monday, January 19th, 2026**. Statements received after such time will not be considered.

The Statement is limited to five (5) 8 ½” x 11” pages of content, not including DBE forms noted below under “DBE Requirements in Submitting Qualifications.” Any cover page, transmittal letter, table of contents, or divider pages that do not contain content are also not included in the maximum number of pages. A Certificate of Insurance shall be included in the Statement but is not counted toward the maximum number of pages.



TAIT has the right to:

1. Cancel this solicitation at any time.
2. Reject any and all submissions
3. Request an oral interview or additional information from individuals or firms prior to final selection.
4. Select for contract negotiations the firms' submittal that, in the sole discretion of TAIT, best meets its needs.
5. Waive minor/non-substantive irregularities in at the sole discretion of TAIT.
6. Require the successful firm to present a certificate(s) of insurance for malpractice liability insurance, general liability, and worker's compensation insurance from an insurance carrier(s) authorized to do business in the State of Oklahoma, at limits commensurate with the risk associated with the project.

The TAIT method of selection of professional consultants will meet TAIT policy and FAA guidelines, be professionally acceptable, ensure maximum open and free competition, and avoid any suggestion of unfair or unethical practices.

The successful firm will be required to use the Airport's contract management system B2G now for all contract administration and compliance.

Title VI Solicitation Notice

TAIT, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 USC §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders or offerors that it will affirmatively ensure that for any contract entered into pursuant to this advertisement, businesses will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, national origin (including limited English proficiency), creed, sex (including sexual orientation), age, or disability in consideration for an award.

The remaining language in this Notice will apply only to federally-funded contracts resulting from this solicitation.

Contracts will include required federal provisions not limited to the following:

- Title VI of the Civil Rights Act of 1964
- DOT Regulation 49 CFR Part 20 - Lobbying and Influencing Federal Employees
- DOT Regulation 49 CFR Part 29 – Government-wide Debarment and Suspension

Federal Fair Labor Standards Act (Federal Minimum Wage) Requirements:

All contracts and subcontracts that result from this solicitation incorporate by reference the provisions of 29 CFR part 201, et seq, the Federal Fair Labor Standards Act (FLSA), with the same force and effect as if given in full text. The FLSA sets minimum wage, overtime pay, recordkeeping, and child labor standards for full and part-time workers.

The Consultant has full responsibility to monitor compliance to the referenced statute or regulation. The Consultant must address any claims or disputes that arise from this requirement directly with the U.S. Department of Labor – Wage and Hour Division.

Trade Restriction Certification

By submission of an offer, the Offeror certifies that with respect to this solicitation and any resultant contract, the Offeror –



- 1) is not owned or controlled by one or more citizens of a foreign country included in the list of countries that discriminate against U.S. firms as published by the Office of the United States Trade Representative (USTR);
- 2) has not knowingly entered into any contract or subcontract for this project with a person that is a citizen or national of a foreign country included on the list of countries that discriminate against U.S. firms as published by the USTR; and
- 3) has not entered into any subcontract for any product to be used on the Federal project that is produced in a foreign country included on the list of countries that discriminate against U.S. firms published by the USTR.

This certification concerns a matter within the jurisdiction of an agency of the United States of America and the making of a false, fictitious, or fraudulent certification may render the maker subject to prosecution under Title 18 USC § 1001.

The Offeror/Contractor must provide immediate written notice to the Owner if the Offeror/Contractor learns that its certification or that of a subcontractor was erroneous when submitted or has become erroneous by reason of changed circumstances. The Contractor must require subcontractors provide immediate written notice to the Contractor if at any time it learns that its certification was erroneous by reason of changed circumstances.

Unless the restrictions of this clause are waived by the Secretary of Transportation in accordance with 49 CFR § 30.17, no contract shall be awarded to an Offeror or subcontractor:

- 1) who is owned or controlled by one or more citizens or nationals of a foreign country included on the list of countries that discriminate against U.S. firms published by the USTR; or
- 2) whose subcontractors are owned or controlled by one or more citizens or nationals of a foreign country on such USTR list; or
- 3) who incorporates in the public works project any product of a foreign country on such USTR list.

Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render, in good faith, the certification required by this provision. The knowledge and information of a contractor is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

The Offeror agrees that, if awarded a contract resulting from this solicitation, it will incorporate this provision for certification without modification in all lower tier subcontracts. The Contractor may rely on the certification of a prospective subcontractor that it is not a firm from a foreign country included on the list of countries that discriminate against U.S. firms as published by USTR, unless the Offeror has knowledge that the certification is erroneous.

This certification is a material representation of fact upon which reliance was placed when making an award. If it is later determined that the Contractor or subcontractor knowingly rendered an erroneous certification, the Federal Aviation Administration (FAA) may direct through the Owner cancellation of the contract or subcontract for default at no cost to the Owner or the FAA.

DBE Requirements in Submitting Qualifications

Each firm must fully complete the attached Bidders List (Attachment 3) and include it with its Statement of Qualifications as a condition of responsiveness to this bid.

October 3, 2025 DBE Interim Final Rule

All DBE Requirements set out herein are subject to the “Disadvantaged Business Enterprise Program and Disadvantaged Business Enterprise in Airport Concessions Program Implementation Modifications”, Interim Final Rule, 90 Fed. Reg. 47969 et seq, (October 3, 2025) amending 49 CFR Parts 23 and 26. As such, except for the Bidder’s List as set out above, the DBE Programs are paused pending reevaluation of DBEs pursuant to the Interim Final Rule. Pending reevaluation of DBEs, the program may be re-implemented, however the timeframe for re-implementation is unknown.

DBE Requirements for Selected Firm

The selected firm will not be awarded a contract unless they have complied with the DBE requirements as set out in this section, AC150/510014E, and the regulations set out below. Selected firms who are awarded a contract will be expected to follow the spirit and letter of the DBE regulations, and comply with TAIT’s procedures for following such guidelines, including the use pre-specified forms or software programs which assist TAIT in monitoring compliance with the DBE regulations. The bidding documents, this Notice, and all contract documents as specified in the awarded contract are made a part of the Agreement as specifically set out therein.

The following information is provided to communicate DBE expectations.

Agreements made from this selection may be funded in part by a grant from the Federal Aviation Administration, therefore the requirements of Title 49 CFR Part 26, Participation by Disadvantaged Business Enterprises, applies to applicable Agreements. The Consultant must carry out applicable requirements of 49 CFR Part 26 in the award and administration of a federally-funded Agreement formed as a result of this selection/award process.

If you have any questions about TAIT’S DBE program, please contact Sandra Charon, TAIT DBE Liaison Officer, at 918-838-5016. Consultant selection is conditioned upon the selected firm providing a correctly completed Bidders List (Attachment 3). The Consultant or Sub-Consultant shall not discriminate on the basis of race, color, national origin, or sex in the performance of subsequent Agreements. Failure by the Consultant to carry out these requirements is a material breach of Agreement, which may result in the termination of such Agreements, withholding payment under the regulations, or such other remedy, as TAIT deems appropriate in compliance with the regulations.

Dated at Tulsa, Oklahoma, this 10th day of December 2025.

BIDDERS LIST (ATTACHMENT 3)

BIDDER LIST		AIPRORT NAME		PROJECT NUMBER
NAME OF PRIME CONTRACTOR		AIP NUMBER		

In accordance with TAIT’S Disadvantaged Business Enterprise (DBE) Program and Regulations (49 CFR Part 26), the Tulsa Airports Improvement Trust & Tulsa Riverside Airport (RVS) is required to collect and maintain a comprehensive Bidders List. This list collects information used to determine the relative availability of firms that bid as prime or subcontractor/suppliers. Please provide the following information for **your firm** and for **ALL subcontractors/suppliers that provided bids/quotations/qualifications in support of this solicitation.** **The submittal of this information will be a matter of responsiveness.** Attach additional copies of the form as necessary.

Firm Name	Firm Address	Prime or Sub	NACIS code the firm sought to Preform	Age of Firm	Gross Receipts	Win/Loose Bid

(Duplicate e form as necessary.)