

ALBANY COUNTY AIRPORT AUTHORITY

REQUEST FOR QUALIFICATIONS

The Albany County Airport Authority hereby solicits request for qualifications for **Contract No. S-1170 for Aviation Related Legal Services** at Albany International Airport. The Authority invites you to submit a Statement of Qualifications if you wish to be considered. Complete sets of Request for Qualification Documents MAY BE OBTAINED beginning January 18, 2024, AT THE ALBANY COUNTY AIRPORT AUTHORITY PURCHASING OFFICE, Albany International Airport, Main Terminal, 22 Jetway Drive, Albany, New York. For an electronic version of the RFQ document go to www.bidnetdirect.com/albany-county-airport-authority. The submission Deadline is: **11:00 A.M. (EST), February 15, 2024**. In accordance with State Finance Law §§139-j and 139-k, this solicitation includes and imposes certain restrictions on communications between the Airport Authority and an Offerer/bidder during the procurement process. An Offerer/bidder is restricted from making contacts from the earliest notice of intent to solicit offers by this solicitation through final award and approval of the Procurement Contract by the Authority (“restricted period”) to other than designated staff unless it is a contact that is included among certain statutory exceptions set forth in State Finance Law §139-j(3)(a). Designated staff, as of the date hereof, is Bobbi Matthews. Authority employees are also required to obtain certain information when contacted during the restricted period and make a determination of the responsibility of the Offerer/bidder pursuant to these two statutes. Certain findings of non-responsibility can result in rejection for contract award and in the event of two findings within a 4 year period the Offerer/bidder is debarred from obtaining governmental Procurement Contracts. Further information about these requirements can be found by request to the designated staff and the New York State Office of General Services Advisory Council on Procurement Lobbying Web site at: [http://www.ogs.state.ny.us/aboutOgs/regulations/default Advisory Council.html](http://www.ogs.state.ny.us/aboutOgs/regulations/default%20Advisory%20Council.html). Please submit your Statement of Qualification, by delivery, to: Bobbi Matthews, Purchasing Agent, Albany County Airport Authority, 22 Jetway Drive, Albany International Airport, Main Terminal, Third Floor, Albany, New York 12211. MWBE / SDVOB RESPONSES ARE ENCOURAGED.