CENTRAL WEST VIRGINIA REGIONAL AIRPORT AUTHORITY

West Virginia International Yeager Airport (CRW)

REQUEST FOR QUALIFICATIONS

to provide

CONSTRUCTION MANAGER AT RISK (CMAR) SERVICES

Terminal Improvement Program — Terminal Expansion & Renovation

STEP ONE: STATEMENT OF QUALIFICATIONS (SOQ)

Statements of Qualifications Due:

Thursday, January 14, 2027 at 2:00 PM (EST)

West Virginia International Yeager Airport
100 Airport Road, Suite 175
Charleston, WV 25311
www.flycrw.com

SECTION 1 — Introduction & Procurement Authority

The Central West Virginia Regional Airport Authority ("Authority"), owner and operator of West Virginia International Yeager Airport ("CRW" or "Airport"), is soliciting Statements of Qualifications (SOQ) from qualified firms or teams ("Respondents") to provide Construction Manager at Risk (CMAR) services for the Terminal Improvement Program ("Project").

This is Step One of a two-step qualifications-based procurement process. **Step One** consists of this Request for Qualifications (RFQ), through which the Authority will evaluate submitted SOQs and establish a shortlist of the most qualified Respondents. **Step Two** will consist of a Request for Proposals (RFP) issued only to shortlisted firms, which will solicit fee and rate proposals, technical approach, and other factors necessary for final selection and negotiation of a Preconstruction Services Agreement, to be followed by development and negotiation of a Guaranteed Maximum Price (GMP) for construction.

This RFQ addresses Step One only. Firms responding to this RFQ are not being asked to submit fee, rate, or price information at this stage; do not submit pricing or rate information in response to this RFQ. Pricing and rate information will be requested only from shortlisted firms as part of Step Two RFP.

1.1 Regulatory Basis for This Procurement

Selection of the CMAR is a competitive, qualifications-based procurement of construction services involving selection factors other than price, consistent with:

- Procurement; 2 CFR §200.320(b)(2), Procurement by Competitive Proposals, as clarified by the FAA Airport Improvement Program (AIP) Handbook (FAA Order 5100.38D), Section 3-43, Design-Build and Construction Manager-at-Risk Contracts;
- 49 U.S.C. §47142(a)(2) and related FAA policy requiring FAA Airports District Office (ADO) pre-review and concurrence for any AIP-funded (or otherwise federally assisted) project utilizing construction manager at risk or other competitive-proposal delivery methods involving factors other than price; and
- Applicable West Virginia procurement law and the Authority's purchasing policies, including W.Va. Code §8-29-8 related to project delivery methods for FAA-funded infrastructure projects.

The Authority is coordinating with the FAA Airport District Office (ADO) regarding this delivery method and will submit the documentation required to obtain ADO concurrence prior to final award, consistent with FAA Advisory Circular 150/5100-14, Appendix G. Advertisement and evaluation of SOQs under this RFQ may proceed in parallel with that coordination; however, contract execution is contingent upon FAA concurrence to the extent required for federal funding eligibility.

1.2 Funding

Initial funding for the Project has been secured primarily through congressionally directed spending (federal appropriation) and competitive FAA AIP grants. Specific FAA Airport Improvement Program (AIP) grant numbers have not yet been assigned to this phase of the Project as of the date of this RFQ; grant documentation will follow at a later stage of program development. Respondents should be aware that the resulting contract will be subject to federal grant assurances, Davis-Bacon wage requirements, and other federal contract provisions applicable to federally assisted airport construction, which will be incorporated into the Preconstruction Services Agreement and construction contract once funding is finalized.

The Terminal Improvement Program also includes a separate, federally funded (AIP-93/ATP) design-bid-build contract for enabling work — see Section 2.3 below — which is procured, funded, and administered independently of this CMAR procurement.

1.3 Schedule

The anticipated schedule for this two-step procurement is shown below. The Authority reserves the right to modify, change, or amend any of these dates and to alter, suspend, or cancel the procurement process at its sole discretion.

Milestone	Target Date
RFQ Advertised / Statements of Qualifications Solicited	November 16, 2026
Deadline for Written Questions	December 9, 2026, 4:00 PM (EST)
Addendum / Answers to Questions Posted	December 18, 2026
Statements of Qualifications (SOQ) Due — Step 1	January 14, 2027, 2:00 PM (EST)
Shortlist of Qualified Firms Announced	January 27, 2027
Request for Proposals (RFP) Issued to Shortlisted Firms — Step 2	February 3rd, 2027
Pre-Proposal Conference (shortlisted firms only)	Mid-February 2027
RFP / Fee & Rates Proposals Due	March 10, 2027
Interviews / Presentations	Late March, 2027
Final Selection & Notification	March 31, 2027 (anticipated)
Preconstruction Services Agreement Executed / Notice to Proceed	April 28, 2027
Preconstruction Services (constructability review, cost validation, GMP development)	April 2027 – Mid-July 2027
Guaranteed Maximum Price (GMP) Proposal Submitted	July 14, 2027
GMP Negotiation & Acceptance	Late July 2027

SECTION 2 — Airport & Project Overview

2.1 Airport Overview

West Virginia International Yeager Airport is owned and operated by the Central West Virginia Regional Airport Authority. The Airport opened for commercial service in 1947 and has since played a vital role in the region and the state by providing access to the world economy through four major airlines and a growing general aviation facility with U.S. Customs facilities. In addition, CRW serves as a base for the West Virginia Air National Guard's 130th Airlift Wing. CRW is West Virginia's largest and busiest commercial service airport, plays a central role in statewide business connectivity, tourism, and emergency preparedness, and generates over $250 million in economic impact each year.

2.2 Project Description

The Project involves modernization of the CRW terminal building, an amalgamation of multiple independent additions dating back to the original 1946 building, with major additions in 1970, 1983, 2000, and 2009. The Project scope, as reflected in the current 30% Engineer's Design Report (April 2026), includes:

- New terminal building construction adjoining the existing terminal, at the Operations Level and Passenger Level, totaling approximately 44,000 SF;
- Renovation of the central portion of the existing terminal building;
- Civil site work including site preparation, geometry, paving, grading, storm drainage, and utility connections outside the building;
- Structural foundation and building support systems;
- Mechanical, Electrical, and Plumbing (MEP) systems throughout the new and renovated areas; and
- Associated environmental controls, including erosion and sediment control and stormwater management; and, general building and facility improvements.

The west portion of the existing terminal building/Concourse A will be decommissioned under this Project, with demolition to occur under a separate future contract. The Project is located at the main Terminal building and adjacent aircraft parking apron, an active commercial-service environment requiring careful construction phasing, safety coordination, and continuity of airport and airline operations throughout construction.

A construction cost estimate has been prepared as part of the 30% design submission. Consistent with Section 1 of this RFQ, the Authority is not publishing a specific anticipated construction value at this time; cost information will be developed collaboratively with the selected CMAR during preconstruction services and will inform GMP development.

2.3 Relationship to the Terminal Enabling Package

The Authority has competitively bid a separate design-bid-build contract for the Terminal Improvement Program Enabling Package, funded in part through an FAA ATP grant. Bids for the enabling package were received in October 2026, and, as of October 2026, the Authority intends to award the enabling package construction contract to the qualified low bidder (the lowest responsive and responsible bidder), subject to final Authority approval and any required FAA concurrence. The enabling package includes airline gate relocations, demolition of Concourse C, relocation of Taxiway B, fire suppression infrastructure, a relocated deicing pad, and related enabling work necessary to clear the site for the Project described in Section 2.2. Airport Design Consultants, Inc. (ADCI) and its subconsultant team designed the enabling package.

The enabling package is a separate contract, with a separate contractor, procured and administered independently of the CMAR contract solicited under this RFQ. The CMAR selected under this RFQ is expected to be onboarded and engaged in preconstruction services (constructability review, cost estimating, scheduling, and phasing coordination) for the Project while enabling package construction is underway; enabling package construction is anticipated to begin in the first or second quarter of 2027. The CMAR's construction Notice to Proceed for the Project itself is anticipated to follow substantial completion of the applicable portions of the enabling package. Respondents should describe their approach to coordinating preconstruction activities with an active, adjacent construction contract and to sequencing GMP development around the enabling package's completion.

2.4 Design Team & Reference Documents

Airport Design Consultants, Inc. (ADCI) and its subconsultant team have continued to advance portions of the 30% design. Design references and standards used include the 2018 International Building, Fuel-Gas, Mechanical, Plumbing, and Energy Conservation Codes; the 2017 National Electrical Code; NFPA 72 and NFPA 415; and

applicable FAA Advisory Circulars. Additional design and geotechnical detail is available in the 30% Engineer's Design Report.

The following documents are available for Respondents to review at the following link: EXHIBITS

Terminal 30% Design Report (April 2026), Terminal 30% plans (April 2026), Terminal Enabling Package Design Report (October 2026).

SECTION 3 — Scope of CMAR Services

The selected CMAR will provide preconstruction services with the intent of forming a Guaranteed Maximum Price (GMP) to assume risk for delivery of the Project. The CMAR will be responsible for construction means and methods, and will solicit competitive bids from prequalified subcontractors using an Authority-approved subcontractor selection process. The CMAR may compete to self-perform work, subject to the limitations described in Section 8.C. The Authority does not guarantee a minimum amount of work or contract value under this RFQ.

3.1 Preconstruction Services

Preconstruction services will include, but are not necessarily limited to:

- Engaging with the Authority and its designated design consultants to inform the final design and incorporate the CMAR's construction knowledge and input.
- Continually reviewing documents to confirm conformance with Project budget and schedule;
- Developing cost information and analysis, including independent cost estimating at design milestones, to facilitate Authority decision-making;
- Conducting value analysis to identify opportunities to reduce construction cost and improve constructability or facility performance;
- Advising the Authority on strategies to gain efficiencies in project delivery;
- Developing a detailed phasing plan and construction schedule, including identification of long-lead items, off-site fabrication, and Authority-supplied equipment/materials;
- Developing a project implementation plan and site staging/logistics plan coordinated with the Authority, adjacent enabling-package construction activity (see Section 2.3), and active terminal/airfield operations;
- Providing construction phasing and scheduling that minimizes interruption to airport and airline operations;
- Investigating and analyzing construction labor, fabrication, and material markets in preparation for bidding;
- Developing scopes of work for multiple bid/trade packages and communicating with subcontractors during bid package preparation;
- Receiving subcontractor bids, preparing bid analyses, and making award recommendations to the Authority;
- Establishing a Guaranteed Maximum Price (GMP) for the Project, or for identified work package(s), in coordination with the Authority, Program/Project Manager (if engaged), and design team;
- Coordinating with FAA, TSA, airlines, and other stakeholders on construction safety and phasing plans (CSPP) and 7460 filings as applicable; and
- Addressing all applicable federal, state, and local requirements.

3.2 Construction Phase Services

Construction phase services, to commence upon GMP acceptance and issuance of a construction Notice to Proceed, will include, but are not necessarily limited to:

- Managing the work, including subcontractor activities, throughout construction of the Project;
- Developing and administering the project schedule in accordance with contract requirements;
- Coordinating on-site construction activities, including with the adjacent/concurrent enabling package contractor as applicable;
- Coordinating and participating in operational readiness, activation, and transition (ORAT) and commissioning activities;
- Developing and administering BIM coordination processes during submittals and construction, if applicable;
- Developing and administering the project safety program for an active commercial-service airport environment;
- Coordinating with Authority departments, FAA, TSA, and other agencies, utility companies, airlines, tenants, and local businesses;
- Coordinating with the airport's third-party inspection and program management team;
- Monitoring quality control and site safety;
- Managing contract closeout and turnover processes;
- Overseeing and coordinating remedial work during the warranty period; and
- Bonding and insuring the construction work in accordance with Section 8.

SECTION 4 — Minimum Qualifications

The SOQ shall clearly demonstrate that the Respondent meets the following minimum qualifications. Submittals that do not demonstrate compliance may be deemed non-responsive.

A. Licensing

The Respondent must be licensed, or able to obtain licensing, to perform construction contracting work in the State of West Virginia prior to commencement of any work under a resulting contract.

B. Experience

The Respondent must demonstrate current, active experience serving as a Construction Manager at Risk (or in a substantially similar at-risk, GMP-based construction management role) on at least three (3) projects of comparable size, scope, or complexity within the last seven (7) years, with preference given to firms with aviation/commercial-service airport experience and experience constructing in occupied, operational facilities.

C. Bonding Capacity

The Respondent must demonstrate sufficient single-project and aggregate bonding capacity, supported by a letter from a surety authorized to do business in the State of West Virginia, sufficient to support the anticipated scope of the Project.

D. Team Composition & Key Personnel

The SOQ shall identify the proposed team, including a Project Executive, Preconstruction Manager, Project Superintendent, and Safety Officer, along with any subconsultants or trade partners. For each key team member,

provide name, title, firm affiliation, role, years of relevant experience, professional registrations/licenses (as applicable), and location/availability.

SECTION 5 — Statement of Qualifications (SOQ) Content & Format

5.1 Format Requirements

- Printed on 8-1/2" x 11" sheet size (folded 11" x 17" exhibits acceptable for schedules or organization charts);
- Typewritten, no smaller than 12-point font size;
- No more than twenty (20) single-sided pages, excluding the cover page, transmittal letter, minimum qualifications demonstration, and appendices/attachments.

5.2 Required Content, in Order

1. Transmittal Letter (not to exceed 2 pages)

Describing the Respondent's interest and commitment to performing CMAR services for the Project, signed by the individual authorized to negotiate a contract with the Authority. Address the cover letter as follows:

> West Virginia International Yeager Airport
> **Attn: CMAR SERVICES RFQ**
> 100 Airport Road, Suite 175
> Charleston, WV 25311

2. Firm & Team Experience

Describe the firm's current and average annual construction volume during the past five (5) years, aviation/airport experience, and experience on projects of similar size and complexity. Provide descriptions of at least five (5) current or past projects where the firm served as CMAR, CM as Agent, or General Contractor, including: owner name and contact information; completion date; project description, size, and major elements/special challenges; contract type and value (budget, actual, and change order value); construction value; and whether preconstruction services were provided. For each referenced project, include the owner contact as the project reference — a separate references section is not required.

3. Key Personnel

Provide the proposed project team and describe anticipated staffing, current workload, and availability for the duration of the Project. Include resumes for all key team members as an attachment (does not count toward the page limit). It is the Authority's expectation that key personnel identified in the SOQ will actually be assigned to the Project; replacement of key personnel should not occur without prior Authority consultation and approval.

4. Project Approach & Understanding

Describe the team's proposed approach to preconstruction services, constructability review, cost estimating and GMP development, and construction phasing/logistics for work in an active, occupied commercial-service terminal. Demonstrate understanding of the Project's relationship to the Terminal Enabling Package (Task 1022.1) described in Section 2.3, including the team's approach to coordinating with adjacent/concurrent construction and sequencing preconstruction and GMP development around that package's schedule. Describe the firm's relevant experience with, and proposed approach to, the progressive/partial GMP strategy anticipated for this Project and

described in Section 8.A.1. Include an organization chart and describe how the team will coordinate with the Authority, design team, and (if engaged) Program/Project Manager.

5. Safety Record

Document the firm's safety history for the previous five (5) years, including any open or closed OSHA citations or investigations. Identify the designated Safety Officer for the Project and relevant credentials. Describe key elements of the firm's safety plan for work at an operational commercial-service airport. Provide the firm's Experience Modification Rate (EMR) for the current year and the last five (5) years.

6. Minimum Qualifications Demonstration (does not count toward page limit)

Demonstrate compliance with each minimum qualification in Section 4, including the surety bonding letter and licensing statement, and include the executed Form A-1, Respondent Certifications, from Attachment A (FAA Required Solicitation Provisions).

7. Appendices (do not count toward page limit)

- Attachment 1: Resumes for all key team members identified in Section 5.2.3.
- Attachment 2: Disclosure of any potential conflicts of interest with the Authority, the Airport, or other relevant parties.
- Attachment 3: Disclosure of any legal actions against the Respondent or key team members pending, settled, or finalized in the last three (3) years.

8. Confidentiality

All documentation submitted with the SOQ becomes the property of the Authority. During the selection process, SOQs shall remain confidential; after final selection, the process file will be available to the public as required by the West Virginia Freedom of Information Act.

Do not submit fee, rate, or price information with this SOQ. Any pricing information included will not be evaluated and may render the SOQ non-responsive.

SECTION 6 — SOQ Submission Instructions

Each Respondent must submit three (3) hard copies of the complete SOQ, along with one (1) electronic copy in PDF format (via USB drive or a link referenced in the submittal, such as a cloud storage link). SOQs not submitted as described here will be considered non-responsive and may be rejected. SOQs submitted after the deadline specified in Section 1.3 will be rejected as late and will not be accepted.

SOQs must be enclosed in a sealed envelope, box, or package clearly marked: “Statement of Qualifications — CMAR Services, Terminal Improvement Program.” The Respondent's business name and address should be written on the outside of the package. Respondents should be aware that they may be required to submit additional information if requested.

SOQs shall be delivered to:

West Virginia International Yeager Airport
Attn: Statement of Qualifications — CMAR Services
100 Airport Road, Suite 175
Charleston, WV 25311

6.1 Inquiries and Questions

Communications between Respondents and Authority or Airport officials or employees regarding this RFQ during the selection process, except as expressly authorized in this RFQ, are strictly prohibited. Violation of this requirement is grounds for disqualification. The Authority will only accept written questions submitted by email to **[CMAR@flycrw.com**] no later than the deadline shown in Section 1.3. **Questions and written responses will be posted on the Authority's procurement website at https://flycrw.com/business-at-crw/.** Each Respondent is solely responsible for monitoring that site for addenda, updates, or additional information.

6.2 No Pre-Submittal Site Meeting for Step One

No pre-submittal conference or site visit will be held in connection with this Step One RFQ. A pre-proposal conference (and, if warranted, a site visit) may be held for shortlisted firms in connection with the Step Two RFP; details will be provided with the RFP package.

SECTION 7 — Evaluation Criteria & Selection Procedures

7.1 Step One — SOQ Evaluation

SOQs will be evaluated by an Authority selection committee against the criteria below. Raw scores of 0 (Unacceptable) to 5 (Outstanding) will be applied within each category and weighted to the maximum points shown.

Criterion	Description	Max Points
Firm & Team Experience (incl. References)	Relevant CMAR / at-risk construction experience on projects of similar size, complexity, and airport/aviation environment within the last 5–7 years; verified through client references and project outcomes (on-time, on-budget performance).	25
Key Personnel	Qualifications, specific relevant experience, and confirmed availability of the proposed Project Executive, Preconstruction Manager, Project Superintendent, and Safety Officer.	25
Project Approach & Understanding	Demonstrated understanding of the Project, the phased relationship with the Terminal Enabling Package (Task 1022.1), constructability and preconstruction approach, phasing/logistics strategy for construction in an active commercial-service terminal environment, and approach to cost control and GMP development.	20
Safety Record	Five-year safety history (EMR, OSHA recordables/citations), designated project Safety Officer credentials, and firm safety program applicable to active-airport construction.	10
Total		**80**

The selection committee will review SOQs against the criteria above and establish a shortlist of the most qualified Respondents to receive the Step Two RFP. The Authority reserves the right to shortlist as many or as few firms as it determines appropriate, and reserves the right to proceed directly to negotiation with a single firm if only one responsive SOQ is received.

7.2 Step Two — RFP, Interviews & Final Selection

Shortlisted firms will receive a Request for Proposals. The RFP will request a proposed preconstruction services fee; proposed CM fee percentage for construction services; sample contract documents including modified AIA agreements for Construction Manager as Constructor and related exhibits (AIA Forms A133, Exhibits A, B, and C); FAA-required contract provisions; 30% Terminal Expansion design report and plans, 100% Terminal Enabling Package Plan, and other relevant documentation and data.

Interviews with shortlisted firms will be conducted to determine which firm(s) have the personnel and approach best suited to deliver the Project and to allow the selection committee to ask questions regarding RFP submittals. Interviews are anticipated to be no longer than one hour. Total scores will combine the Step One SOQ evaluation and Step Two RFP/interview evaluation, per a weighting to be established and communicated in the Step Two RFP package. The Authority may, at its sole discretion, decline to hold interviews and base selection on written submittals alone.

7.3 Contract Negotiation & Award

Upon identification of the highest-ranked Respondent, Authority staff will negotiate a Preconstruction Services Agreement, including scope and fee for preconstruction services, consistent with the AIP Handbook Section 3-43 and applicable FAA guidance for alternative-delivery procurements. If a mutually satisfactory agreement cannot be reached, negotiations will be terminated and the Authority may negotiate with the next highest-ranked Respondent. The Authority reserves the right to reject any or all SOQs, waive informalities or minor irregularities, and reject responses on any other basis authorized under its purchasing policies.

SECTION 8 — Contract Terms & Requirements

8.A Contract Structure

The Authority anticipates awarding a single CMAR contract structured in two phases: (1) a Preconstruction Services Agreement, under which the CMAR provides the services described in Section 3.1 and develops a GMP for the construction phase; and (2) upon Authority acceptance of a negotiated GMP, a Notice to Proceed authorizing construction phase services described in Section 3.2 under the same agreement. The Authority does not guarantee that a GMP will be accepted or that a construction Notice to Proceed will be issued, and reserves the right to terminate the relationship following preconstruction services if a satisfactory GMP cannot be negotiated.

8.A.1 Anticipated Progressive (Partial) GMP Strategy

Given the Project's fast-tracked schedule and its sequencing behind the Terminal Enabling Package (Task 1022.1) described in Section 2.3, the Authority anticipates pursuing a progressive, or partial, GMP strategy rather than a single all-at-once GMP. Under this approach, the CMAR would develop and submit an initial GMP for early work package(s) — anticipated to include sitework, foundations, structural systems, and long-lead procurement items — as those packages reach sufficient design completion, while design continues on later interior, finish, and systems packages. Subsequent GMP amendments would then be negotiated and incorporated as each additional package reaches an appropriate design milestone, allowing procurement of early packages and long-lead items to proceed without waiting for 100% construction documents on the full Project scope.

This strategy is the Authority's current anticipated approach and remains subject to refinement during preconstruction services. Respondents should describe their relevant experience with, and proposed approach to, progressive/partial GMP delivery as part of the Project Approach & Understanding section of their SOQ (Section 5.2.4). Shortlisted firms will be asked to propose a preconstruction fee structure and GMP packaging strategy consistent with this approach as part of the Step Two RFP.

8.B Bonding & Insurance

The CMAR shall furnish and maintain, throughout performance of the work, a separate performance bond and a separate labor and material payment bond, each in the amount of the total Contract Price (as modified from time to time), conditioned upon faithful performance and payment of all obligations arising in connection with the work. Bonds shall name the Authority as obligee and be in a form and with sureties acceptable to the Authority. Insurance shall be contractor-provided. Detailed bonding and insurance requirements will be included in the Step Two RFP and draft contract documents.

8.C Self-Performed Work

The CMAR may compete to self-perform portions of the work; however, self-performed work (by dollar value) shall not exceed thirty percent (30%) of the total GMP without prior written Authority approval. Requests to exceed this threshold for a specific trade or package must demonstrate best value to the Authority, supported by competitive pricing information (e.g., a minimum of two to three subcontractor bids or equivalent market documentation) for the scope in question. This limitation is intended to preserve competitive subcontractor pricing and maintain the CMAR's independence in its estimating and GMP-development role.

8.D Disadvantaged Business Enterprise (DBE) Participation

The Authority's DBE Program is administered in accordance with 49 CFR Part 26. Respondents should be aware that, effective October 3, 2025, the U.S. Department of Transportation issued an Interim Final Rule (IFR) removing race- and sex-based presumptions of social and economic disadvantage from DBE certification eligibility. Following the IFE, the Airport's goal was set to 0.0%. The Authority's DBE Program is administered in accordance with 49 CFR Part 26, as amended, including by the U.S. Department of Transportation Interim Final Rule effective October 3, 2025. This procurement, and any contract resulting from it, shall adhere to the Authority's DBE Program in effect at the time of solicitation and award, subject to any changes required as a result of the State of West Virginia's DBE recertification process or other subsequent USDOT or FAA action. Any DBE contract goal(s) applicable to the Project, including goals for individual subcontract bid packages, will be established in accordance with the Authority's DBE Program and communicated to shortlisted firms in the Step Two RFP or in subsequent bid package documents. Prior to the issuance of the October 3rd, 2025 IFR, the Authority's goal for federal fiscal years 2025 through 2027 was set at 5.25% for Disadvantaged Business Enterprise (DBE) airport construction projects.

Regardless of whether the DBE contract goal is adjusted due to the implementation of federal or state regulations, for this Project or any bid package, the Authority's DBE Program obligations under 49 CFR Part 26 apply in full. Accordingly, the CMAR and all subcontractors will be required to: comply with the nondiscrimination requirements of 49 CFR Part 26; comply with the Authority's approved DBE Program, as amended from time to time; maintain fair and open subcontractor solicitation practices, including reasonable race-neutral outreach to small and disadvantaged businesses; and track and report subcontracting participation as required by the Authority. The Authority will notify the selected CMAR of any changes to its DBE Program, including changes resulting from the State's DBE recertification process, that affect the CMAR's obligations.

The Authority's DBE program can be accessed at: https://flycrw.com/title-vi-airport-nondiscrimination-program/

8.E Licensing

The CMAR must hold, or demonstrate the ability to obtain prior to commencement of work, all licenses required to perform construction contracting services in the State of West Virginia.

8.F Federal Solicitation & Contract Provisions

This RFQ, and the Step Two RFP that follows it, are subject to the FAA solicitation provisions required for federally assisted airport procurements. The full text of the required FAA solicitation provisions applicable to this procurement is attached to this RFQ as **Attachment A — FAA Required Solicitation Provisions** and is incorporated herein by reference. Each Respondent, by submitting an SOQ, certifies its compliance with those provisions. **Attachment A** includes, without limitation, provisions addressing Title VI nondiscrimination, debarment and suspension, certification regarding lobbying, trade restriction certification, and other FAA-mandated solicitation clauses applicable at this stage of procurement.

Consistent with FAA compliance and audit guidance, the Authority maintains a clear separation between (a) the solicitation provisions applicable to this RFQ and the Step Two RFP, attached per the paragraph above, and (b) the federal contract provisions applicable during contract performance (including, but not limited to, Davis-Bacon prevailing wage requirements, Buy American preferences, Title VI and related civil rights requirements, and the DBE requirements referenced in Section 8.D). The contract-phase federal provisions will be incorporated into the Preconstruction Services Agreement, the GMP Amendment, and the General Contract Conditions as a standalone exhibit positioned first in the contract's order of precedence, so that the Authority's compliance with FAA grant assurances and 2 CFR Part 200 is readily identifiable and verifiable in the event of an FAA audit. The Authority's legal counsel is finalizing this contract-phase exhibit and the related General Contract Conditions, including provisions addressing the role of the CMAR's Project Manager (in lieu of the Architect's traditional role under standard AIA-based General Contract Conditions) and coordination between the General Contract Conditions' change-order provisions and applicable FAA change-order requirements; these will be provided to shortlisted firms with the Step Two RFP.

SECTION 9 — General Conditions

- The Authority reserves the right to reject any or all SOQs, in whole or in part; to waive informalities, technicalities, or omissions; and to reject responses on any other basis authorized by the Authority's purchasing policies.
- All firms are placed on notice that neither the Authority's Board of Directors nor its employees are to be lobbied, individually or collectively, regarding this RFQ. Firms and their agents are not to contact Board members or staff for purposes of introduction, promotion, or submission of information outside this RFQ process. Any firm contacting individuals in violation of this notice may be disqualified from further consideration.
- The Authority is an equal opportunity employer and prohibits discrimination on the basis of age, race, sex, color, national origin, disability, marital status, military service, or sexual orientation in its hiring and employment practices and in admission to, access to, or operation of its programs, services, and activities.
- This RFQ does not commit the Authority to award a contract, to pay any costs incurred in preparing a response, or to procure or contract for the described services.
- **Documentation for this RFQ will be posted at https://flycrw.com/business-at-crw/. It is each Respondent's responsibility to monitor this site for addenda, updates, or additional information.**

SECTION 10 — Attachments

The following attachments are incorporated into and made a part of this RFQ:

- **Attachment A** — FAA Required Solicitation Provisions.

Exhibits: Terminal 30% design plans and design report (April 2026); Terminal Enabling Package Design Report (October 2026). **The following documents are available for Respondents to review at the following link:**

EXHIBITS

[END OF STEP ONE RFQ DRAFT]