



Request for Qualifications (RFQ)

Design and Construction of Ground Sign for Eastern Oregon Regional Airport

Project Overview:

The Eastern Oregon Regional Airport, located in Pendleton, Oregon seeks to select a qualified and experienced firm to design and construct a ground sign to direct airport visitors to key destinations within the airport vicinity. The ground sign will serve to guide visitors to the Airport Terminal, Unmanned Aircraft Systems (UAS) Range, and UAS Center of Innovation Excellence.

Scope of Work:

The selected firm shall be responsible for the following aspects of the project:

1. **Design and Planning:** Develop a visually appealing and functional ground sign that clearly directs visitors to the Airport Terminal, UAS range, and UAS Center of Innovation Excellence. The design should adhere to the airport's branding guidelines. Digital LED functionality is encouraged, but not required.
2. **Construction:** Construct the ground sign, ensuring it is durable, compliant with local regulations, and capable of withstanding varying weather conditions.
3. **Installation:** Install the sign at a prominent fixed location on the airport grounds to maximize visibility.
4. **Sign Maintenance:** Provide a maintenance plan for the ground sign to ensure its longevity and effectiveness.

Qualifications Required:

Interested firms must meet the following qualifications:

1. **Experience:** Demonstrate experience in designing and constructing similar ground signs at airports or comparable facilities.
2. **Expertise:** Show expertise in sign design, construction, and installation, including knowledge of materials and technologies suitable for outdoor signage.
3. **Compliance:** Prove compliance with local building and zoning regulations, including any permits or approvals required for the project.



**EASTERN OREGON
REGIONAL AIRPORT**



Submission Requirements:

Interested firms are invited to submit their qualifications, which should include the following:

1. **Company Profile:** A brief overview of the firm's history, experience, and relevant projects.
2. **Project Portfolio:** Examples of previous ground sign projects and related experience.
3. **Qualifications:** Details about the firm's qualifications, including relevant certifications, licenses, and affiliations.
4. **References:** Contact information for at least three references from previous clients for whom similar work has been performed.

Submission Deadline: January 15, 2024.

Selection Process:

After the submission deadline, the Eastern Oregon Regional Airport will review all submissions and may invite selected firms for interviews or additional discussions. The selection will be based on qualifications, experience, references, and the proposed approach to the project.

Contact Information:

All inquiries, submissions and site survey requests should be directed to:

Dan Bandel, Airport Manager
Eastern Oregon Regional Airport
2016 Airport Road, Pendleton, Oregon. 97801
541.276.7754
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We look forward to receiving your qualifications and potentially working with a qualified firm to enhance the Eastern Oregon Regional Airport's visitor experience.