



SUBCONTRACTOR REQUEST FOR QUALIFICATIONS
DULUTH AIRPORT AUTHORITY
NEW AIR TRAFFIC CONTROL TOWER AND BASE BUILDING



ISSUED DECEMBER 22, 2025

DUE DATE AND TIME: JANUARY 9, 2026 at 2:00 P.M. CENTRAL TIME, USA

REQUEST FOR QUALIFICATIONS (RFQ)

Responses to this Request for Qualifications (RFQ) must be returned to H+U Construction at the following location, or by email. Paper (hard copy) or e-mailed electronic copies will be accepted. Responses are due by 2:00PM CST on January 9, 2026.

H+U Construction Attn: Lisa Knox
5555 West 78th Street, Ste A
Minneapolis, MN 55439
lknox@hu-construction.com

In accordance with this RFQ the signatory on page 3 of this document agrees that its response to this RFQ is both current and accurate. It is understood and agreed that the response may become part of a legal and binding contract for the project between the responding subcontractor and H+U Construction. Subcontractor acknowledges and agrees that the prequalification will be based objectively on your complete response to this RFQ.

OVERVIEW

This RFQ describes the prequalification requirements and process for subcontractors to become eligible to bid on trade work for the stated project for the Duluth Airport Authority New Air Traffic Control Tower and Base Building. This RFQ also specifies many (but not necessarily all) contractual conditions that a responder will be required to agree to should they become prequalified and receive a subcontract for the work. Subcontractors must be pre-qualified through the submission requirements of this RFQ to be eligible to bid on this project.

Detailed Contract obligations and measures of performance will be defined further during the Bidding phase.

Direct all correspondence and inquiries, legal questions, general issues, or technical issues regarding this RFQ to:

H+U Construction
Joe Uhlhorn
5555 West 78th Street, Suite A
Minneapolis, MN 55439
juhlhorn@hu-construction.com
Phone: 651.335.4634

RFQ ACKNOWLEDGEMENT

NEW AIR TRAFFIC CONTROL TOWER AND BASE BUILDING

(Respondents shall fill in the information below and return a signed copy of this page with their Qualification Submittal)

Firm Name of Respondent: _____

Address: _____

E-Mail: _____

Phone: _____

Authorized Signature: _____

Typed name of signer: _____

Title of Signer: _____

Signer must be authorized to contractually obligate the Responding Firm. By signing and returning this page, the individual signing agrees that the information provided in Attachment 1 and Attachment 2 are true, accurate, and verifiable.

Please return this page, Attachment 1, and Attachment 2 (3 separate project references) to:

H+U Construction Attn: Lisa Knox
5555 West 78th Street, Ste A
Minneapolis, MN 55439
lknox@hu-construction.com

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1.0 GENERAL INFORMATION

1.1 Background and Purpose of This Request for Qualifications

The purpose of this Request for Qualifications (RFQ) is to evaluate and prequalify prime subcontractors for the Duluth Airport Authority New Air Traffic Control Tower and Base Building. Based upon evaluation of the responses to the RFQ, the successful responders will be eligible to submit bid proposals for work and enter into a contract with H+U Construction, the Construction Manager at Risk (CM) for the project.

The RFQ applies to the following Bid Packages:

BID PACKAGE #	BID PACKAGE NAME	BRIEF DESCRIPTION OF WORK	ESTIMATED P&P BOND VALUE REQUIRED	OTHER INFORMATION/REQUIREMENTS
0330	Structural Concrete	Footings, foundation walls, tower walls, tower stairs, floor slabs, below grade, waterproofing, below grade/slab insulation	\$ 6,500,000	Firm must have experience with high rise concrete construction with buildings over 150ft and be familiar with self climbing formwork systems.
0420	Masonry	CMU infills	\$ 600,000	
0510/0512		Columns, beams, joists, deck, misc metals	\$ 2,500,000	Combined supply and install
0610	Carpentry	Blocking/backing, HM Doors/Hardware, Casework Supply/Install, Bath Accessories, Signage, Lockers, Fire Extinguishers, retractable stairs/loading dock equip/appliances (div 11), Div 12	\$ 1,000,000	
0750	Roofing	Roofing and roof accessories including providing fall protection davits	\$ 1,000,000	
0742	Wall Panels, Air Barrier	Wall panel and air barrier on both buildings	\$ 5,000,000	The ~150 tall tower is clad in a panel system.
0840	Aluminum Openings	Aluminum Doors, Coiling Doors, Curtain Wall, Hardware, Glazing	\$ 2,500,000	This will include the tower cab glass.
0920	Gypsum Board	Non structural metal framing, gypsum board, fire proofing	\$ 1,000,000	
0930	Tiling	Ceramic tiling and accessories	\$ 200,000	
0951	Acoustics	Acoustic ceilings and wall panels	\$ 500,000	
0965	Flooring	Carpet, Base, Resinous Flooring, div 12 floor mat	\$ 500,000	
0990	Painting	Interior/Exterior painting and HPC	\$ 500,000	
1400	Elevator	Tower elevator	\$ 500,000	
2100	Fire Suppression	Wet fire sprinkler system	\$ 500,000	
2200/2300	Plumbing, HVAC, Controls	Combined plumbing and hvac systems and controls	\$ 5,000,000	The bid for this package will be "Best Value"
2600/2700/2800	Electrical	Combined electrical, low voltage, fire alarm, and airfield cabling	\$ 7,000,000	The bid for this package will be "Best Value"
3100/3300	Earthwork and Utilities	Earthwork, site demolition, utilities, contaminated material handling	\$ 3,000,000	
3210	Site Paving	Site concrete walks, curbs, aprons, and asphalt paving	\$ 1,000,000	
3290	Landscaping	Plantings, topsoil, site amenities	\$ 500,000	
3291	Fencing	Site fencing and gates	\$ 500,000	

1.2 Project Description

H+U Construction has been selected as the Construction Manager at Risk for the construction of a new air traffic control tower and base building at the Duluth International Airport. When complete, this project will replace the existing tower.

The intent of this RFQ process is to select subcontractors for the opportunity to be a bidding subcontractor.

Schedule

1. Project Start tentatively set for: April 2026 (Utility relocations and Earthwork)
2. Project Completion set for: February 2026 (Substantial Completion), May 2026 Final Completion of Landscaping.

1.3 Description of Subcontract with Construction Manager at Risk

All subcontracts will be executed by H+U Construction. Subcontractors interested in being pre-qualified for performing work on the project will be required to meet the qualification requirements contained in the RFQ. Sample subcontract available upon request.

1.4 Prequalification Selection Process Schedule of Events

The intended schedule for prequalification is set forth below; however, H+U reserves the right to modify this schedule as necessary via addendum.

EVENT	DATE
Issue RFQ	December 22, 2025
RFQ Responses Due	January 9, 2025
Anticipated Construction Documents Issued for Bid	January 13, 2026
Anticipated Bid Date for Prequalified Companies	February 6, 2026
Interviews for Best Value Subcontracts	February 9-10, 2026
Anticipated Construction Start	April 6, 2026

2.0 INSTRUCTIONS TO RESPONDENTS

2.1 Required Review of Documentation

Requirement: Respondents shall include a signed copy of the “RFQ Acknowledgement” of this RFQ (page 3) with their submittal which confirms acknowledgement of the RFQ contents.

2.2 Completion of RFQ Responses

Each Respondent must (1) submit all attachments, (2) answer all questions, and (3) provide all requested information.

2.3 RFQ Response Submission – Content and Format

The RFQ Response package must include:

- a. A signed original of page 3 - RFQ acknowledgment
- b. Attachment One – Prequalification Form
- c. Attachment Two – Three Signed Reference Verification Forms

2.4 Quantities and Electronic Submission

One (1) Paper (hard copies) or e-mailed electronic copies will be accepted.

2.5 Requests for Clarification and Information

Communications with the Construction Manager regarding this RFQ must be submitted via e-mail to juhlnhorn@hu-construction.com. All communications must be through the Construction Manager’s designated point of contact.

2.6 Expenses

Neither the Construction Manager nor the Duluth Airport Authority assumes liability for payment of expenses incurred by Respondents in preparing and submitting proposals in response to this RFQ.

2.7 Disposition of Responses

All materials submitted in response to this RFQ will become public record after the evaluation process is completed and a prequalification decision made. If the responder submits information in response to this RFQ that it believes to be trade secret materials, as defined by the Minnesota Government Data Practices Act, Minn. Stat. § 13.37, the responder must clearly mark all trade secret materials in its response. Respondent shall defend any action seeking release of the materials it believes to be trade secret, and

indemnify and hold harmless the CM, Owner, their agents and employees, from any judgments awarded in favor of the party requesting the materials, and all costs connected with that defense. This indemnification survives the award of a Contract. In submitting a response to the RFQ, the responder agrees that this indemnification survives as long as the trade secret materials are in possession of the CM and/or Owner.

3.0 THE PREQUALIFICATION PROCESS

3.1 Evaluation and Prequalification Process

To prequalify for the bid (RFB) phase of the selection process, your firm must pass all Requirement criteria. RFQ responses will be objectively evaluated using pass/fail criteria relating to each firm's ability to deliver the required construction service to the project.

These criteria include:

- Experience and Capacity of the Firm/Company
- Experience and Capacity of key personnel
- Experience on other similar projects
- Availability to and familiarity with the project locale
- Ability to meet the scheduled project substantial completion date of February 2026
- Capabilities to perform
- Past performance of the firm and its employees assigned to this project
- Compliance with state and federal law
- Safety record: Your Experience Modification Rate (EMR) and no willful or repeated OSHA safety citations.
- Bonding capacity (see note on Attachment 1, Requirement 11 for more information)
- Ability to sign and comply with PLA requirements

4.0. CONTRACTING REQUIREMENTS

Detailed Contract obligations and measures of performance will be defined further during the Request for Bid (RFB) phase. The RFQ shall not be construed to limit H+U Construction's right to enter into a Contract, to reject all proposals, or select the best value proposal.

H+U Construction reserves the right to seek clarifications from responders on their RFQ and RFB proposal responses.

Per MN Statute 471.463, Subd. 5(b): The construction manager at risk shall competitively bid all trade contract work for the project from a list of qualified firms. The list of qualified firms may be limited to qualified Small Business Enterprise firms, Disadvantaged Business Enterprise firms, or both, subject to availability of such qualified firms for the specific work. The list of qualified firms must be based on an open, competitive, and objective prequalification process in which the selection criteria, approved by the municipality, may include but is not limited to the firm's experience as a constructor, including capacity of key personnel, technical competence, capability to perform, past performance of the firm and its employees, safety record and compliance with state and federal law, availability to and familiarity with the project locale, Small Business Enterprise or Disadvantaged Business Enterprise certification, and other considerations as defined by the construction manager at risk and the municipality. The construction manager at risk and the municipality shall jointly determine the composition of the list of qualified firms.

5.0 CONTRACTOR REGISTRATION

1.4.4.1 Minn. Stat 181.723 as amended (Minn. Laws, chapter 295) requires Contractors and Subcontractors that provide commercial or residential building construction or improvement services in Minnesota to be registered with the Minnesota Department of Labor and Industry (DLI) by September 15, 2012, unless they are already licensed, certified or registered by the Minnesota Department of Labor and Industry.

- a. Building construction contractors, including independent contractors, subcontractors, and business entities providing public or private sector commercial or residential building construction or improvement services are required to be registered with the Department of Labor and Industry
- b. The registration requirement does not apply to workers and businesses that are already licensed, registered or certified with DLI, nor does it apply to employees.
- c. No fee will be charged for initial registration.
- d. Registration shall be done online and requires information about the business and its owners and officers. This information is critical to enforcement activities of DLI, DEED, and Revenue and is the same information currently required for licensed residential building contractors, electrical contractors, and plumbing contractors.

e. The law provides for penalties for failure to register, hiring unregistered contractors, misclassifying employees and coercing others to form a business entity. The penalty for failing to register will be forgiven if registration is achieved within 30 days, during the pilot project.

f. The Building Construction Contractor Registration replaces the Independent Contractor Exemption Certificate program (ICEC).

6.0 GOVERNMENT DATA PRACTICES ACT

The companies and individuals working on this project fall under MN Statute 13 Government Data Practices Act. All the data created, collected, received, stored, used, maintained, or disseminated by the private person or company in performing those functions is subject to the requirements of this chapter and that the private person or company must comply with those requirements as if it were a government entity. The remedies in the statute's section 13.08 apply to the private person or companies under this subdivision.

7.0 PROJECT LABOR AGREEMENT (PLA)

Qualified respondents will accept and be bound to the terms and conditions of the PLA for this project.

ATTACHMENT 1
PREQUALIFICATION OF SUBCONTRACTORS FORM
NEW AIR TRAFFIC CONTROL TOWER AND BASE BUILDING
SUBCONTRACTOR QUALIFICATION STATEMENT

The Prime Subcontractor must submit this form and the Reference Verification Affidavits with their response to this solicitation. These qualifications do not apply to any 2nd tier subcontractors under the prime subcontractor.

H+U Construction reserves the right to clarify/verify any Qualification Statement and Reference Verification Affidavit information submitted to determine that all qualifications listed below have been met.

Please complete the information below and respond to the *Requirement Statements* on the following pages.

Answer the following questions:

- Bid Package # (Ref Para 1.1): _____
- Subcontractor name: _____
- # of Years in Business: _____
- Location that would service this project(city, state): _____
- Proposed Project Manager: _____
- Proposed On-Site Supervisor: _____
- List at least 3 similar projects your firm has completed within the last 7 years that meet the subcontract amount listed in the table of section 1.1.

	Project Name	Value of Your Contract	Scope Performed
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____

REQUIREMENTS

1. Requirement - Firm's experience with comparable projects and technical experience: Subcontractor named above has completed at least 3 similar projects in the past 7 years with a subcontract amount of at least the Estimated P&P Bond Value as shown in the table of part 1.1 and with a similar scope as described in sections 1.1 and 1.2.

NOTE: You must provide 3 Reference Verification Forms that meet the above Requirement #1. See the last page of this RFQ for the Reference Verification Form template.

Place an "X" next to your response to the items below.

Company listed above "HAS" _____ "HAS NOT" _____ completed at least (3) projects with a subcontract value of at least the Estimated P&P Bond Value as shown in the table of part 1.1 in the last 7 years.

2. Requirement - Staff experience, past performance, and capacity of key personnel: Company's designated on-site supervisor is highly experienced and has recently been assigned this role for one of the qualifying comparable projects meeting requirement #1 above within the past 3 years.

My Company's designated on-site superintendent/foreman "IS" _____ "IS NOT" _____ highly experienced and "HAS" _____ "HAS NOT" _____ recently been assigned this role for one of the qualifying comparable projects listed in Requirement #1 above within the past 3 years. Name the qualifying comparable project that your designated on-site supervisor completed _____.

3. Requirement - Company has not been dismissed by any public agency as a prime contractor or subcontractor on any previous projects within the last Seven (7) years.

My Company "HAS" _____ "HAS NOT" _____ been dismissed by any public agency as a prime or subcontractor within the last Seven (7) years.

4. Requirement - Safety Program and Record: Company has not had any willful or repeated OSHA citations within the last Three Years.

My Company "HAS" _____ "HAS NOT" _____ received willful or repeated OSHA citations within the last Three years.

5. Requirement - Company will provide a written site-specific Safety Plan, Silica Plan (if required), and Quality Control Plan.

My Company "WILL" _____ "WILL NOT" _____ provide a site-specific Safety Plan, Silica Plan, and Quality Control Plan.

6. Requirement - Company Experience Modification Rate (EMR) has been under 1.00 over the past 3 years.

My Company's current EMR "HAS" _____ "HAS NOT" _____ held an EMR under 1.00 over the past 3 years.

2023 EMR: _____

2024 EMR: _____

Current EMR: _____

7. Requirement - Disciplinary measures and compliance with laws: Subcontractor operates within compliance with State and Federal laws and has not been convicted of violation of State and Federal laws.

My Company "HAS" _____ "HAS NOT" _____ been convicted of violation of State and Federal laws.

8. Requirement - Company is able to provide payment and performance bonds for the subcontract amount of the Bid Event # and amount shown for that bid event in the table of section 1.1.

My Company "IS" _____ "IS NOT" _____ able to provide payment and performance bonds for the subcontract amount of the Bid Event # and amount shown for that bid event in the table of section 1.1.

NOTE: Determination of whether a company is required to provide a performance and payment bond will take place under a separate review by H+U Construction. Fulfillment of Requirement 8 does not, in and of itself, obligate your company to provide a bond.

9. Requirement - Assessment of Liquidated Damages or Failure to Complete Scope of Work on time with projects in the past 3 years.

My Company "HAS" _____ "HAS NOT" _____ been assessed liquidated damages or failed to complete its assigned scope of work in the past 3 years.

10. Requirement - Company will accept and be bound to the terms and conditions of the PLA for this project. The PLA is not finalized, but is anticipated to be very similar to the PLA found here: https://www.duluthbuildingtrades.com/images/Public_Sector_PLA_21.pdf

My Company "WILL" _____ "WILL NOT" _____ accept and be bound to the terms and conditions of the PLA for this project.

11. Requirement - Provide the name of your surety or bonding company including contact information. Identify your company’s bonding capacity including single limit, total capacity and available capacity.

Surety or Bonding Company Contact Info

Bonding Capacity Single Limit	Total Capacity	Available Capacity
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12. Requirement - Company is able to adequately staff this project and complete the assigned work before the end of February, 2028.

My Company “IS” _____ ”IS NOT” _____ able to adequately staff this project and complete the assigned work before the end of February, 2028.

13. Requirement: Company is a Responsible Contractor as defined by MN Statute 16C.285 and will provide documentation proving so during the RFB phase of the procurement process.

My Company “IS” _____ ”IS NOT” _____ is a Responsible Contractor as defined by MN Statute 16C.285 and will provide documentation proving so during the RFB phase of the procurement process.

**ATTACHMENT 2
REFERENCE VERIFICATION FORM**

Please provide completed reference verification forms for Three (3) projects that meet Requirement #1 of this RFQ.

TO BE COMPLETED BY THE PROPOSING SUBCONTRACTOR

(Reference: General Contractor or Owner's Name)

We are submitting a response to a solicitation for a construction project for the Duluth Airport Authority. The solicitation requires that the subcontractors meet a minimum level of experience.

(Reference: Project Title (from list in Attachment 1))

(Subcontractor Firm Name)

(Complete this section and answer questions as the General Contractor or Owner listed above would)

___ YES ___ NO This subcontractor successfully completed the above project within the last Seven (7) years.

___ YES ___ NO This subcontractor had a subcontract value equal to or greater than the amount shown for the qualifying bid event in the table of section 1.1.

___ YES ___ NO Owner and General Contractor were satisfied with work.

General Contractor or Owner Representative Contact Information:

Name: _____ Telephone #: _____

E-Mail Address: _____