



**TRUCKEE TAHOE AIRPORT DISTRICT
BOARD OF DIRECTOR STAFF REPORT**

AGENDA TITLE: Construction Project Management Services Consultant Selection and Approval

MEETING DATE: July 26, 2017

PREPARED BY: Kevin Smith, General Manager & Dave Hoffman, Director of Operations and Maintenance

RECOMMENDED ACTION: Approve Staff recommended selection of Prosser Building and Development, Inc (PBD) to provide construction management services to the District.

DISCUSSION: The Board of Directors authorized staff to issue Request for Proposals for Construction Management services at the May 2017 Meeting. Staff issued the Request for Proposals on June 7, 2017. Three proposals were received on June 29, 2017 from BPD of Truckee CA, WLC Construction Services of Folsom CA, and K&B Construction Services/Apex Testing Labs of San Francisco CA. While all of the submitters had impressive qualifications, staff recommends the selection of PBD based on the following findings:

- The District has had distinct positive experience working with PBD over the past 7 years.
- PBD is the only submitter that is locally based. PBD is based in Truckee CA.
- PBD has extensive experience working in our local environment and understands the local contracting community as well as local public agencies.
- PBD had the most competitive pricing fee schedule by a substantial margin.

The Construction Project Management Consultant essentially functions as an extension of staff and acts as the owner's representative on District construction projects. Staff recommends the selection of PBD to provide these services. Staff recommends the Board approve staff to enter into a 4 year contract for these services and authorize the Board President to sign contract documents.

FISCAL IMPACT: Typically the construction management fee is included in soft cost and contingency fees for projects approved by the Board. Typical fee is 2% to 6% of project cost depending on the management services requested by District for a specific project.

SAMPLE MOTION(S): I move to approve Prosser Building and Development, Inc (PBD) to provide construction management services to the District for a period of 4 years and authorize the Board President to sign contract documents.

ATTACHMENTS:

RFP – Construction Management Consultant Services

PBD RFP Submittal