



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

**AGENDA TITLE: General Engineering Services Consultant Selection and Approval**

**MEETING DATE: January 24, 2018**

**PREPARED BY: Kevin Smith, General Manager**

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**RECOMMENDED ACTION:** Approve Staff recommended selection of Auerbach Engineering Corporation to provide local general engineering services for the District.

**DISCUSSION:** In January 2013 the District selected Bill Quesnel of Acumen Engineering to provide local general engineering consulting and services. Mr. Quesnel has served the District faithfully for the past 5 years. As is custom, the District periodically issues Request for Qualifications for vendor and consultant services. As it has been 5 years since this was last posted, staff felt it prudent to advertise this service to our local civil engineering community. Mr. Quesnel has also indicated his desire to not renew the contract due to his desire to cycle back on the amount of work he is accepting.

Staff issued the Request for Proposals on October 3, 2017. The RFP was distributed locally to the engineering community as well as posted on the District website. One proposal was received on Nov. 15, 2017 from Auerbach Engineering Corporation of Tahoe City, CA. While the District received only one submittal, staff felt the submitter had impressive qualifications and a qualified team to provide these services to the District. Staff recommends the selection of Auerbach Engineering based on the following findings:

- The District has had positive experience working with Auerbach Engineering on ancillary projects within the Airport District.
- Auerbach Engineering is locally based in Tahoe City, CA.

- Auerbach Engineering has extensive experience working in our local environment and understands the local engineering, planning, and contracting community as well as local public agencies.
- Auerbach Engineering provided a competitive rate schedule.
- Auerbach Engineering has a team of engineers and professionals that cover a variety of disciplines relevant to District needs.

The local engineer consultant essentially functions as an extension of staff providing project design, support, information, and data as well as assisting the District to navigate local agencies environmental and land use entitlement processes. Staff recommends the selection of Auerbach Engineering 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.

The RFQ submitted on Oct. 3, 2017 (see attached) also solicited proposals for Specialized Aviation Engineering Services for FAA Airport Improvement Program (AIP) project work. Staff received two proposals on this request from Brandley Engineering (current vendor) and Mead & Hunt. Staff is still in the process of vetting these proposals and will make a recommendation to the Board in February or March 2018.

**FISCAL IMPACT:** The Board typically budgets \$30,000 for general local engineering services. The local engineer will also do separate project specific work through Supplemental Agreements on projects approved by the Board.

**CONSENT MOTION(S):** I move to approve Auerbach Engineering Corporation to provide General Engineering Services to the District for a period of 4 years and authorize the Board President to sign contract documents.

**ATTACHMENTS:**

RFQ – Request for Statement of Interest and Qualifications for Airport Planning, Engineering, and Consulting Services.

Auerbach Engineering RFQ Submittal

Consulting Agreement with Auerbach Engineering

2018 Standard Rate Schedule