



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

AGENDA TITLE: Specialized Aviation Engineering Services Consultant Selection and Approval

MEETING DATE: February 28, 2018

PREPARED BY: Kevin Smith, General Manager

RECOMMENDED ACTION: Approve Staff recommended selection of Reinard Brandley Airport Consulting Engineer to provide specialized aviation engineering services to the District.

DISCUSSION: In April of 2012 the District selected Reinard Brandley Airport Consulting Engineer to provide aviation engineering consulting and services. Mr. Brandley's firm 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 aviation/airport civil engineering community.

Staff issued the Request for Proposals on October 3, 2017. The RFP was distributed to the airport engineering community as well as posted on the District website. Two proposals were received on Nov. 15, 2017. One from Mead & Hunt of Sacramento and the other from Reinard Brandley Airport Consulting Engineer of Loomis CA. Each submitter had impressive qualifications and a qualified team to provide these services to the District. After review of the materials and discussions with both firms, Staff recommends renewing our Service Agreement with Reinard Brandley Airport Consulting Engineer based on the following findings:

- The District has had positive experience working with Reinard Brandley Airport Consulting Engineer on many projects over the past 5 years.
- Mr. Brandley and his team have proven to be very skilled at accurately estimating project construction costs.
- Reinard Brandley Airport Consulting Engineer is close by in Loomis CA.

- Mr. Brandley has a fair and competitive pricing and billing rate schedule with the District.
- Mr. Brandley as well as his team have extensive experience with the FAA AIP Grant program and has assisted the District successfully to complete many FAA AIP Grant projects.
- Reinard Brandley Airport Consulting Engineer has worked on District projects going back to 1970.

The specialized aviation engineer consultant essentially functions as an extension of staff providing project design, support, information, and data as well as assisting the District to navigate the FAA AIP Grant Process each year as well as providing specialized expertise in aviation and airport design and engineering. Staff recommends the selection of Reinard Brandley Airport Consulting Engineer 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: The Board typically budgets \$30,000 for general engineering services. In addition, each capital project including FAA AIP Grant funded projects have a percentage of the project allocated for design, bidding, project management, and Grant closeout. This ranges from 10 to 15% of total project costs.

CONSENT MOTION(S): I move to approve Reinard Brandley Airport Consulting Engineer to provide specialized airport/aviation 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.

Reinard Brandley Airport Consulting Engineer RFQ Submittal

Mead & Hunt Proposal RFQ Submittal (included with agenda item 4)