

TRUCKEE TAHOE AIRPORT DISTRICT
BOARD OF DIRECTORS AGENDA ITEM SUMMARY

Topic: Engineering Consultant Presentations

Purpose	Information: X	Guidance:	Decision:
Objective	<p>Hear presentations from general services and aviation specialized engineering consultants.</p> <p>The Board of Directors, staff, and public will hear presentations in preparation for final consultant section at the Nov. 29, 2012 Board Meeting.</p>		
Last Action	<p>The Airport District's contract with Akins Engineering, formerly PBS&J, for general civil engineering services expires in October of 2012. The Board of Directors approved the General Manager to solicit Statements of Qualifications (SOQ) from the engineering community at their June 28, 2012 Board Meeting.</p> <p>At the August 23, 2012 Board of Directors Meeting the Board appointed Directors Hetherington and Jones to serve on an Engineering Consultant Selection Ad Hoc Committee. The General Manager and Director of Operations and Maintenance served as advisors to the Committee. The Committee was asked to review RFQ proposals and work with the General Manager and Director of Operations and Maintenance to select candidates to present to the full Board. The District received 9 submittals.</p>		
Discussion	<p>The SOQ provided for a two pronged approach to engineering services. Services to be provided are divided into two parts; General Engineering Services and Specialized Engineering Services. Interested parties were invited to bid on one or both services. Bifurcating the RFQ in this manner allowed local qualified engineers to bid on services and assist the District on projects that may not require specialized aviation skill sets. This proposal is also consistent with our Local Business Preference Policy in PI 303. (PI 303 can be found in Dropbox under Policy Instructions).</p> <p>Specialized Engineering Services includes administering the Districts participation in the FAA AIP program, included grant administration, ACIP management, aviation specific design work, ALP updates, etc.</p> <p>As is mentioned, the District received 9 very qualified submittals. After review the Ad Hoc Committee selected the following:</p> <p><u>General Services</u></p> <ul style="list-style-type: none">• Greg Moutinho, Consulting Engineer – Tahoe Vista• Acumen Engineering – Bill Quesnel – Truckee• K.B. Foster Civil Engineering – Ken Foster – Carnelian Bay		

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Aviation Specialized Engineers

Reinard W. Brandley, Consulting Airport Engineer – Loomis, CA
C&S Companies – Sacramento, CA

Presentations

The Ad Hoc Committee identified a few questions and topics of interest for both the General Services Engineering Candidates and Aviation Specialized Candidates. Staff sent these questions to candidates ahead of time for their review and consideration as they prepare their presentations. They are as follows:

General Services

- Do you have the capacity and availability for the time commitment required for this service?
- Talk about your experience with construction management and managing construction projects on a daily basis.
- Your experience working with Special Districts.
- Do you have in-house drafting and design capabilities – Do you have to outsource any of these services?
- Experience with Environmental compliance and planning.
- Do you have experience managing other consultants on projects?

Aviation Specialized

- Described your experience and success in securing AIP grants for your clients.
- Do you have in-house capabilities and experience managing and processing AIP and ACIP projects and paper work?
- Experience working with Special Districts
- Do you have experience working with and/or managing other consultants on projects?

Some of these questions are covered to some degree in the SOQ statements. Providing these questions ahead of time to the candidates adds some emphasis as to what we would like highlighted in their presentations.

Consultant presentations will begin at 9:30 AM. Each consultant was asked to give a 7 to 10 minute presentation about their firm and the services they can provide to the District. There will then be a 5 to 8 minute question and answer period. Staff has allocated 20 minutes total for each consultant. The presentation order is as follows:

9:30 to 9:50 - Acumen Engineering

9:50 to 10:10 – K.B. Foster Civil Engineering

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10:10 to 10:30 – Greg Moutinho Consulting Engineer

10:30 to 10:50 – C&S Companies

10:50 to 11:10 – Reinard Brandley Consulting Airport Engineer

After the presentations, the Board can discuss the presentations and solicit public comment. Final selection of engineering consultants will occur at the Nov. 29, 2012 Board Meeting.

Fiscal Impact

Annual expenditures for engineering services are significant. In FY 2011 the District spent \$195,000 on professional engineering services. These funds were categorized as general engineering services or expenditures for design and management of specific capital projects.

Communication Strategy

The RFQ was widely distributed to the local engineering community as well as California and nationally through the Aviation Consultants Council. The District received a great response to notification efforts based on the number of responses received.

Attachments

Engineering RFQ

Statement of Qualifications from each presenter. Due to their size, hard copies are found in Director Boxes at the administration building.