

TRUCKEE TAHOE AIRPORT DISTRICT
BOARD OF DIRECTORS AGENDA ITEM SUMMARY

Topic: Airport Master Plan Update - Consultant Selection

Purpose	Information:	Guidance:	Decision: X
Recommendation	<p>Select Mead Hunt to provide Master Plan consulting services for the update and revision of the Truckee Tahoe Airport Master Plan.</p> <p>Authorize General Manager to negotiate a competitive and reasonable price for Master Plan services. The final contract will be scheduled for approval on the consent calendar for August 23, 2012.</p>		
Last Action	<p>The Board of Directors reviewed and received presentations from Airport Master Plan consultant finalist, Mead Hunt and C&S. The Board listened to proposals and received public comment concerning both proposals. After consideration the Board decided to continue consideration to the July 26, 2012 Board meeting. Continuing discussion allowed time for each consulting team to provide additional information as requested by the public and Board of Directors and to allow participation by Director Morrison.</p> <p>Consultants were provided a list of questions to be answered in preparation for the final decision on July 26, 2012. These responses were emailed to Board member on July 13th and are included with this staff report.</p>		
Discussion	<p>Staff has reviewed and considered each proposal, consultant team qualifications, and the supplemental question responses provided by the finalists. After consideration, staff recommends selecting Mead Hunt to provide master plan consulting services based on the following findings:</p> <ol style="list-style-type: none">1. Mead Hunt provided a well-organized and impressive RFQ Statement and presentation that addressed the issues identified in the RFQ and scope of work.2. Mead Hunt has extensive experience with airport master plans including resort communities such as Hailey Idaho, Aspen Co., Jackson Hole WY, and Big Bear CA.3. Mead Hunt completed the TTAD Comprehensive Land Use Plan (CLUP) in 2006 which will have a significant influence in preparing the Master Plan. In creating the CLUP, Mead Hunt has significant familiarity with the District including the challenges and opportunities before us.4. Mead Hunt is partnering with Freshtracks Communications to be our local community outreach and public engagement coordinator. Seana Doherty brings an inviting and necessary local component to the project which staff feels will increase community engagement in the process.		

TRUCKEE TAHOE AIRPORT DISTRICT
BOARD OF DIRECTORS AGENDA ITEM SUMMARY

5. ATGeo Systems is a team partner. Staff feels they will contribute significantly to the process. They are the Airport District's current GIS (geographic information systems) consultant. ATGeo Systems has significant experience with TTAD GIS data including projects we are currently working on.
6. Bridgenet International is also a team partner. The District is a current Bridgenet customer. Bridgenet has significant experience with District flight track data and the potential to implement flight track and noise modeling as part of the Master Plan process using VOLANS Software which they support. Among other things, this could be an invaluable tool to inform the public regarding operational impacts around the airport.

Staff has full confidence in Mead Hunt's ability to complete the project and provide a useful and valuable Master Plan which will assist and benefit decision making for years to come.

The General Manger contacted Airport Managers at Jackson Hole Airport (Idaho), Friedman Memorial Airport (Sun Valley ID), and Yuba County Airport (California) regarding their recent experience working with Mead Hunt. All references responded positively to their experience working with Mead Hunt.

C&S Companies also provided a quality RFQ Statement and presentation. While they were very competitive in the process, they do not offer the same level of experience and local knowledge as Mead Hunt. The C&S Team had impressive and knowledgeable team partners but lacked the local experience possessed by the Mead Hunt Consulting Team. However, if the Board is inclined to select C&S, staff is confident we can work with them and create a quality Master Plan.

Fiscal Impact	Final project costs are to be determined based on contract negotiations with selected consultant.
Communication Strategy	The full communication strategy for the Master Plan will be finalized after the consultant is selected.
Attachments	Supplemental Question Responses by Consultants
