

TRUCKEE TAHOE AIRPORT DISTRICT
BOARD OF DIRECTORS AGENDA ITEM SUMMARY

Topic: Review Request for Qualifications (RFQ) Solicitation for Airport District Engineer(s)

Purpose Information: Guidance: **X** Decision:

Objective Review draft RFQ for Airport Planning, Engineering, and Consulting Services. If draft is agreeable, staff plans to issue RFQ within next 2 weeks.

Last Action The Board of Directors last solicited RFQs for general airport engineering services in the summer of 2008. After the solicitation and review of responders, the Board selected PBS&J to continue providing consulting services. PBS&J, which was acquired by Atkins Engineering last year, has provided airport consulting engineering services to TTAD for approximately 14 years. The current contract for Atkins ends in October of 2012.

Discussion With the current contract with Atkins Engineering ending in October of this year, staff feels it prudent to begin the selection process for airport engineering services. With the Master Plan process before us, staff recommends accelerating the timeline to select an engineer, or team of engineers, to assist in the facilitation and dissemination of information for this important project.

After some internal staff review, and considering discussions from the May 2012 Board Meeting, staff has re-evaluated how the District could procure engineering services. The General Manager has consulted with various local and regional civil engineers and aviation specialized engineers regarding options for how engineering services could be provided to the District.

The new draft of the RFQ provides for a two pronged approach to engineering services. Staff has broken it into General Engineering Services and Specialized Engineering Services. Interested parties can bid on one or both services. Bifurcating the RFQ in this manner allows local qualified engineers to bid on services and assist the District on projects that may not require detailed or specialized aviation skill sets. Staff also feels the District may realize cost savings by using local engineers instead of firms out of Nevada, the Bay Area, or Sacramento. This proposal is also consistent with our Local Business Preference Policy in PI 303. (PI 303 can be found in Dropbox under Policy Instructions). The District completes many engineering related projects on an annual basis that require little if any specialized aviation related engineering knowledge.

The second service the RFQ calls for is Specialized Engineering Services. Its Staff's opinion and intention to continue to solicit a well-qualified engineer to assist in administering the Districts participation in the FAA AIP program included grant administration,

TRUCKEE TAHOE AIRPORT DISTRICT
BOARD OF DIRECTORS AGENDA ITEM SUMMARY

ACIP management, aviation specific design work, ALP updates, etc.

We may find through this process that both services can be provided by the same firm.

Please review the attached RFQ for details, scope of services to be provided, and requested information to be provided by RFQ responders.

Fiscal Impact

Annual expenditures for engineering services is 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

This RFQ will be distributed primarily through the Aviation Consultants Council, American Society of Civil Engineers, the Association of California Airports, and other appropriate professional organizations. We will also post the RFQ on the District Website.

Attachments

Draft Statement of Qualifications.
