



## Legislation Details (With Text)

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**File created:** 6/27/2018      **In control:** Board of Supervisors

**On agenda:** 7/17/2018      **Final action:** 7/17/2018

**Title:** Community Development Services, Administration and Finance Division, recommending the Board approve and authorize the Chair to sign the Third Amendment to Agreement for Services 532-S1311 with C & S Engineers, Inc., to extend the term for airport consulting services, with no change in rates or compensation, for two additional years as well as two additional days to July 31, 2020, thereby allowing the Agreement term to coincide with the Federal Aviation Administration grant closeout of those Capital Improvement Program projects at the Placerville and Georgetown Airports which were already in process and initiated within the first five years of the Agreement.

**FUNDING:** Federal Aviation Administration Grants (90%) and Accumulated Capital Outlay Fund (10%). (Federal Funds)

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. A - Approved Contract Routing Sheet 7-17-18, 2. B - C & S Amendment 3 to Agreement 532-S1311 (971) 7-17-18, 3. Executed Agreement

Date	Ver.	Action By	Action	Result
7/17/2018	1	Board of Supervisors	Approved	Pass

Community Development Services, Administration and Finance Division, recommending the Board approve and authorize the Chair to sign the Third Amendment to Agreement for Services 532-S1311 with C & S Engineers, Inc., to extend the term for airport consulting services, with no change in rates or compensation, for two additional years as well as two additional days to July 31, 2020, thereby allowing the Agreement term to coincide with the Federal Aviation Administration grant closeout of those Capital Improvement Program projects at the Placerville and Georgetown Airports which were already in process and initiated within the first five years of the Agreement.

**FUNDING:** Federal Aviation Administration Grants (90%) and Accumulated Capital Outlay Fund (10%). (Federal Funds)

**DEPARTMENT RECOMMENDATION**

Community Development Services (CDS), Administration and Finance Division, recommending the Board approve and authorize the Chair to sign the Third Amendment (Amendment 3) to Agreement for Services 532-S1311 (Agreement) with C & S Engineers, Inc. (C & S), to extend the term for airport consulting services, with no change in rates or compensation, for two additional years as well as two additional days to July 31, 2020, thereby allowing the Agreement term to coincide with the Federal Aviation Administration (FAA) grant closeout of those Capital Improvement Program projects at the Placerville and Georgetown Airports which were already in process and initiated within the first five years of the Agreement.

Airport planning and engineering projects are sporadic and dependent on FAA grant funding, which fluctuates depending on the type of projects being handled at any one time. The County does not

have any classifications for airport planners or engineers and airport engineering requires specialized skill sets and certifications that other County engineers do not possess. Therefore, in accordance with County Ordinance Section 3.13.030, CDS requests that the Board make findings that it is more economical and feasible to continue engaging C & S for airport consulting services through the extended term.

## **DISCUSSION / BACKGROUND**

On July 30, 2013 (Item 11), the Board awarded Request for Qualifications (RFQ) 13-918-029 for airport consulting services for the Placerville and Georgetown Airports (Airports) to C & S and approved the original Agreement for a term of three years, expiring July 29, 2016, or upon completion of all issued Task Orders, whichever is later, with a not-to-exceed compensation amount of \$350,000. The Agreement authorizes C & S to provide on-call services related to the airport portion of the County's Capital Improvement Program (CIP) for both Airports, and includes airport planning, design and engineering, geotechnical, pavement evaluation, drainage studies, cost estimating, construction observation, testing and inspection, and project coordination.

On June 28, 2016 (Item 27), the Board approved the First Amendment (Amendment 1) to the Agreement which extended the term by one year to July 29, 2017, deleted the term language of "upon completion of all issued Task Orders, whichever is later," and increased compensation for services to \$878,000, along with minor administrative revisions.

Amendment 1 allowed for services to continue while a RFQ process could be completed in Fiscal Year 2016/2017, which would provide various consultant short lists in twenty-five professional service categories for use CDS-wide. RFQ 17-918-020 was issued by the Procurement and Contracts Division of the County's Chief Administrative Office (County Procurement), and included general specifications, but not specific FAA requirements related to selection of airport consulting services. A separate Request for Proposals (RFP) process would be required in order to include language necessary for FAA consultant selection compliance.

On July 25, 2017 (Item 13), the Board approved the Second Amendment (Amendment 2) to the Agreement which again extended the term by one additional year to July 29, 2018, and provided for minor administrative updates, with no change in rates or compensation.

Amendment 2 has allowed the following projects in process to continue moving forward for both Airports and, at the same time, provided an opportunity for CDS staff to research the County's requirements for initiating a RFP process to secure FAA compliant consulting services following the expiration of this Agreement.

### **Projects in Process**

- Obstruction Survey and Mitigation Plan (including Obstruction Removal) at the Georgetown Airport (CIP 93503);
- Crack Seal, Joint Seal & Mark Runway, Taxiways, Aprons & T-Hangar Taxilanes; Change Runway End ID Project at the Georgetown Airport (CIP 93527);
- Update Airport 2013 Layout Plan with Program Narrative Report for the Georgetown Airport (CIP 93528);
- Crack Seal and Remark Runway 5-23, Taxiways, Aprons and Taxilanes Project at the Placerville Airport (CIP 93129);
- Taxiway Edge Lights Project at the Placerville Airport (CIP 93130); and

- Airport Layout Plan Update and Obstruction Survey (including Obstruction Removal) at the Placerville Airport (CIP 93132).

Since the Board's approval of Amendment 2, unforeseen delays have occurred in FAA's review and approval of various project components, resulting in the need to continue the contractual services of C & S beyond the current five-year term. The FAA Advisory Circular dated September 25, 2015, allows for contracts to be extended beyond a five-year term in order to conclude work on projects that were initiated within the first five years of a consulting agreement. Also, the FAA prefers working through a project with the same contracted consultant, from start to finish, eliminating potential cost increases from a mid-way project shift in consulting services.

As proposed, the Third Amendment (Amendment 3) extends the term of the Agreement for two additional years as well as two additional days to July 31, 2020, which allows the Agreement's term to coincide with the FAA grant closeout of those CIP projects already in process at both Airports. Sufficient funds exist within the contract to fully fund the services through the newly extended term. No change in rates is required.

A separate RFP remains to be completed for selecting airport consulting firms for other approved CIP projects not listed above; however, in order to comply with new FAA requirements, as well as guidance from County Procurement, the RFP competitive process will be replaced with two RFQ processes, one for airport planning and one for airport development, from design through construction.

## **ALTERNATIVES**

The Board could choose to:

- 1) Approve Amendment 3 with a reduced service term that doesn't coincide with anticipated FAA grant closures; or
- 2) Disapprove Amendment 3 which would cause delays on projects already in progress, as work on these projects cannot proceed without the support of an airport consultant. CDS would be unable to let construction bids for the upcoming Taxiway Edge Lights Project (Project) at the Placerville Airport, slated to begin construction in the late fall, and the County could lose FAA grant funds which expire at the end of the Federal Fiscal Year on September 30, 2018. Costs for this Project would likely increase significantly due to the delay.

## **OTHER DEPARTMENT / AGENCY INVOLVEMENT**

County Counsel and Risk Management have approved Amendment 3.

## **CAO RECOMMENDATION**

It is recommended that the Board approve this item.

## **FINANCIAL IMPACT**

Funding for the Agreement, as amended, will be provided by grants from the FAA (90%), with the local match from the Accumulated Capital Outlay (ACO) Fund (10%). The State has provided matching funds for airport projects in past years; however, State matching funds were not programmed in the 2018 CIP Book or in the CDS Fiscal Year 2018/2019 (FY18/19) proposed budget as these funds have become unreliable. ACO funds were included instead. State funding will continue to be pursued and, if awarded, would fund 5% of the FAA Airport Improvement Program (AIP) Grant amounts for each project. If CDS is awarded State AIP matching grants, a portion of the ACO funds will be replaced with the State matching funds.

The requested Board action to extend this Agreement two additional years and two days will not create any additional financial impact. CDS programmed adequate appropriations for required airport consulting services for the projects listed in the 2018 CIP Book and in the CDS FY18/19 proposed budget. Some adjustments will need to be made during the FY18/19 budget addenda process. These adjustments are necessary due to coordination with the FAA on project priorities and grant funding availability and timing.

#### **CLERK OF THE BOARD FOLLOW UP ACTIONS**

- 1) Clerk of the Board will obtain the Chair's signature on the two (2) original copies of Amendment 3.
- 2) Clerk of the Board will forward one (1) fully executed original copy of Amendment 3 to CDS Administration and Finance Division, attention of Sherrie Busby, for transmittal to C & S.

#### **STRATEGIC PLAN COMPONENT**

Infrastructure, Public Safety, and Economic Development.

Airport projects improve airport operations and infrastructure, provide for public safety, protect County resources, and encourage economic development.

#### **CONTACT**

Creighton Avila, Deputy Chief Administrative Officer, for  
Community Development Services, Administration and Finance Division