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Title: Community Development Services, Administration and Finance, recommending the Board approve and authorize the Chair to sign the Second Amendment to Agreement for Services 532-S1311 with C & S Engineers, Inc., to extend the term, with no change in rates or compensation, for one additional year to July 29, 2018, and to include minor administrative revisions, for airport consulting services necessary for Capital Improvement Program work at the Placerville and Georgetown Airports.

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

Sponsors:

Indexes:

Code sections:

Attachments: 1. 3A - Approved Contract Route Sheet 7-25-17, 2. 3B - 532-S1311 Amend II 7-25-17, 3. Executed Agreement 532-S1311, 4. 2A - Draft CRS 6-28-16, 5. 2B - Draft 532-S1311 Amend I 6-28-16, 6. 2C - Final CRS 6-28-16.pdf, 7. Executed Amendment to 532-S1311 (6-28-16), 8. A - RFQ 13-918-029 Evaluation Summary 7-30-13, 9. B - Contract Routing Sheet 7-30-13, 10. C - Contract 7-30-13

Date	Ver.	Action By	Action	Result
7/25/2017	3	Board of Supervisors	Approved	Pass
6/28/2016	2	Board of Supervisors	Approved	Pass
7/30/2013	1	Board of Supervisors	Approved	Pass

Community Development Services, Administration and Finance, recommending the Board approve and authorize the Chair to sign the Second Amendment to Agreement for Services 532-S1311 with C & S Engineers, Inc., to extend the term, with no change in rates or compensation, for one additional year to July 29, 2018, and to include minor administrative revisions, for airport consulting services necessary for Capital Improvement Program work at the Placerville and Georgetown Airports.

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 Second Amendment (Amendment 2) to Agreement for Services 532-S1311 (Agreement) with C & S Engineers, Inc. (C & S), to extend the term, with no change in rates or compensation, for one additional year to July 29, 2018, and to include minor administrative revisions, for airport consulting services necessary for Capital Improvement Program work at the Placerville and Georgetown Airports.

Airport planning and engineering projects are sporadic and dependent on Federal Aviation Administration (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 the requested airport consulting services.

DISCUSSION / BACKGROUND

On July 30, 2013 (Item 11), the Board awarded Request for Qualifications (RFQ) 13-918-029 for airport consulting services to C & S and approved the original Agreement for a term of three years, or upon completion of all issued Task Orders, whichever is later, with a not-to-exceed compensation amount of \$350,000.

On June 28, 2016 (Item 27), the Board approved the First Amendment to the Agreement which extended the term by one year, to July 29, 2017, and increased compensation for services to \$878,000, along with minor administrative revisions, to allow time during Fiscal Year 2016/2017 to complete a RFQ process for creation of various consultant short lists in twenty-five professional services categories for use CDS-wide (RFQ 17-918-020).

RFQ 17-918-020 included general specifications, but not specific FAA requirements related to consultant selection for airport consulting services. To comply with FAA consultant selection requirements, CDS must issue a Request for Proposals (RFP) containing the required FAA language. CDS plans to issue the RFP to the consultants on the airport consulting services short list created from RFQ 17-918-020 and select a consultant or consultants to perform on-call airport consulting services. The RFP process will not be completed for several months beyond the current Agreement's expiration date due to staffing changes, resource constraints, and multiple competing priorities within CDS. Extending the current Agreement with the Consultant by one year will provide continuity of services for airport planning and engineering projects already in process, and will ensure that CDS is able to meet project deadlines, as well as move forward with issuing bids for a construction project at the Georgetown Airport slated to begin late this summer.

The proposed Amendment 2 includes minor administrative revisions to update the County and Consultant's notice recipients and to update the County's Contract Administrator. No additional compensation for services is being requested.

C & S performs on-call services related to the airport portion of the County's Capital Improvement Program (CIP) for the Placerville and Georgetown Airports. Services provided under this Agreement include airport planning, design and engineering, geotechnical, pavement evaluation, drainage studies, cost estimating, construction observation, testing and inspection, and project coordination. Airport projects improve airport operations and infrastructure, provide for public safety, protect County resources, and encourage economic development.

If this Agreement is not extended, CDS will be unable to move forward with projects already in process, including letting bids for a construction project at the Georgetown Airport slated to begin late this summer, which could result in the loss of FAA grant entitlement funds for which the County may apply and which expire at the end of the Federal Fiscal Year on September 30, 2017.

Current airport projects include:

- Georgetown Airport - Update Airport Layout Plan with Program Narrative Report; CIP 93528
- Georgetown Airport - Obstruction Survey; CIP 93503
- Georgetown Airport - Crack Seal, Joint Seal & Mark Runway, Taxiways, Aprons, & T-Hangar

Taxilanes; Change Runway End ID Design; CIP 93527

- Placerville Airport - Airport Layout Plan (ALP) Update and Obstruction Survey; CIP 93132
- Placerville Airport - Taxiway Edge Lights Design; CIP 93130

Upcoming airport projects include:

- Georgetown Airport - Crack Seal, Joint Seal & Mark Runway, Taxiways, Aprons, & T-Hangar Taxilanes; Change Runway End ID Construction Administration/Inspection; CIP 93527
- Placerville Airport - Taxiway Edge Lights Construction Administration/Inspection; CIP 93130
- Georgetown Airport - Environmental Process (National Environmental Policy Act Categorical Exclusion or Environmental Assessment) for Obstruction Removal; CIP 93503

ALTERNATIVES

The Board could choose not to extend the C & S Agreement which would cause delays on projects already in progress, as work on these projects cannot proceed without the engineering specialty skills and certifications of an airport consultant. CDS would be unable to let construction bids for the Crack Seal, Joint Seal & Mark Runway, Taxiways, Aprons, & T-Hangar Taxilanes; Change Runway End ID Project (Project) at the Georgetown Airport, slated to begin in late summer, which could result in the loss of \$150,000 in FAA grant entitlement funds for which the County may apply and which expire at the end of the Federal Fiscal Year on September 30, 2017. Costs for this Project would likely increase significantly due to the delay.

Additionally, the California Department of Transportation Division of Aeronautics conducts annual State permit compliance inspections at both the Placerville and Georgetown Airports, and for the past couple of years has noted in its Georgetown Airport inspection report that in accordance with FAA Advisory Circular 150/5340-1L, Standards for Airport Markings, the runway and taxiway airfield markings at the Georgetown Airport are faded and are in need of repainting. Therefore, it is critical to extend this C & S Agreement in order to advance the Georgetown Airport Project to the construction phase.

OTHER DEPARTMENT / AGENCY INVOLVEMENT

County Counsel and Risk Management.

CAO RECOMMENDATION

It is recommended that the Board approve this item.

FINANCIAL IMPACT

Funding for Amendment 2 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 2017 CIP Book or in the CDS Fiscal Year 2017/2018 (FY17/18) 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 one additional year will not create any additional financial impact. CDS programmed adequate appropriations for required airport consulting services for the airport projects listed in the 2017 CIP Book and in the CDS FY17/18 proposed

budget. Some adjustments will need to be made during the FY17/18 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) The Clerk of the Board will obtain the Chair's signature on two (2) original copies of Amendment 2.
- 2) The Clerk of the Board will forward one (1) fully executed original copy of Amendment 2 to CDS Administration and Finance Division, attention of Sherrie Busby, for transmittal to C & S.

STRATEGIC PLAN COMPONENT

Infrastructure, Public Safety, and Economic Development.

CONTACT

Karen Coleman, Chief Fiscal Officer
Community Development Services, Administration and Finance Division