

City of Visalia Agenda Item Transmittal
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Meeting Date: 11/4/2019

Agenda Item Number (Assigned by City Clerk): 6.
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Agenda Item Wording: Approval of an annual contract with Brandley Engineering for the purpose of providing airport engineering design services and project management, for a 5-year contract period, and authorize the City Manager to execute the Professional Services Agreement.

Deadline for Action: 10/21/2019

Submitting Department: General Services

Contact Name and Phone Number:

Katherine Bales, Airport Superintendent, 713-4282, Katherine.Bales@visalia.city

Department Recommendation: That Council Approve an annual contract with Brandley Engineering for the purpose of providing airport engineering design services and project management, for a 5-year contract period, and authorize the City Manager to execute the Professional Services Agreement for engineering design services for FAA grant-funded Airport improvement projects.

Summary: In accordance with the requirements of the Federal Aviation Administration (FAA), a Request for Qualifications was issued in order to seek Statements of Qualifications from any and all firms interested in providing consulting and engineering services for the next five (5) years to the Visalia Airport. The FAA encourages sponsors (the City accepting the grant) to keep a firm under contract, as opposed to a project by project basis, because the federal funding process for Airport Improvement Projects is typically a 2 year process which includes the project submission for initial consideration, filling of an application, and a tentative allocation issued by the FAA.

Once the RFQ was issued, airport staff reviewed the four (4) proposals that were received in response to the Request for Statement of Qualifications. The four (4) firms that responded to the RFQ were:

- EFI Global, Bakersfield, CA
- DKJ Incorporated, Visalia, CA
- C&S companies, Sacramento, CA
- Brandley Engineering, Loomis, CA

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Of those four (4) firms, two firms met all qualifications as listed in the RFQ and were invited for an interview based on a review and evaluation of their written Statements of Qualifications. The firms were rated on the merit of their proposals, their knowledge and expertise in both airport projects and AIP funded grant programs. Additionally, they were rated on the record of past performance with Visalia and other airports as well as any knowledge of local conditions that were exhibited in the proposals.

The two (2) firms invited for interviews were:

- C&S companies, Sacramento, CA
- Brandley Engineering, Loomis, CA

Interviews were conducted by the Airport Superintendent (Katherine Bales) and the General Services Director (Mario Cifuentez). Firms were ranked based on experience with FAA funded projects and expertise in designing and overseeing the types of projects included in the Visalia Airport’s federal Airport Capital Improvement Program (ACIP). Brandley Engineering ranked the highest in the interview process. Additionally, Brandley Engineering has been under contract with the City of Visalia since 1999. During that time, they have overseen the airport’s capital program, developed the current airport layout plan, and written grant applications that have resulted in the City receiving almost \$15 million in AIP grant funding. While the Visalia Airport receives an annual Entitlement Grant of \$150,000, the airport can also qualify for discretionary funding. FAA grants are not “competitive” per se, but the method in which the narrative is written and the ability to phase projects always helps the FAA in their decision on where the discretionary funding gets allocated.

Brandley Engineering has over 65 years of experience in airport design and FAA funded programs. They specialize in pavement and infrastructure projects, with a strong geotechnical background. Given that the Visalia Airport has mostly paving and sealing projects projected for the next 5 years, their proposal rated very strongly. Because the fee structure is based on FAA guidance and must be approved by the FAA, price is not a deciding factor in this process. Engineering, Design, and Project Administration for 2020-2024 FAA Grant eligible project are as follows:

TABLE NO. 1					
VISALIA MUNICIPAL AIRPORT					
VISALIA, CALIFORNIA					
ENGINEER'S COSTS					
Project No. 1 - Crack Repair and Seal Cracks -					
Runway 12-30, All Taxiways, Aprons, Hangar Taxilanes, and Access Roads					
Item No.	Description				Cost
1	Engineer Support During Bidding and Contract Award				\$ 5,000.00
2	Design During Construction and Final Project Closeout				\$ 30,000.00
3	Onsight Construction Management				\$ 173,500.00
Total:					\$ 208,500.00

TABLE NO. 2					
VISALIA MUNICIPAL AIRPORT					
VISALIA, CALIFORNIA					
ENGINEER'S COSTS					
<i>Project No. 2 - Airport Layout Plan Narrative and Drawings</i>					
Item No.	Description				Cost
1	Project Scoping				\$ 10,000.00
2	Airport Requirements- Inventory & Facility Determination				\$ 15,000.00
3	Aviation Forecasts				\$ 10,000.00
4	Narrative Report				\$ 20,000.00
5	ALP Updated Plans				\$ 70,000.00
6	Exhibit A- Property Map & Update				\$ 15,000.00
7	FAA Cordination and Approval				\$ 10,000.00
Total:					\$ 150,000.00
TABLE NO. 3					
VISALIA MUNICIPAL AIRPORT					
VISALIA, CALIFORNIA					
ENGINEER'S COSTS					
<i>Project No. 3 - Access Road Around North End of Runway- Design</i>					
Item No.	Description				Cost
1	Environmental Studies				\$ 20,000.00
2	Topographic Surveys				\$ 20,000.00
3	Geotechnical Studies/ Pavement Design				\$ 30,000.00
4	Design Plans, Specifications, and Reports				\$ 300,000.00
Total:					\$ 370,000.00
TABLE NO. 4					
VISALIA MUNICIPAL AIRPORT					
VISALIA, CALIFORNIA					
ENGINEER'S COSTS					
<i>Project No. 4 - Access Road Around North End of Runway- Construction</i>					
Item No.	Description				Cost
1	Engineers Support During Bidding and Contract Award				\$ 10,000.00
2	Design During Construction and Final Project Closeout				\$ 50,000.00
3	Onsight Construction Management				\$ 360,000.00
Total:					\$ 420,000.00
TABLE NO. 5					
VISALIA MUNICIPAL AIRPORT					
VISALIA, CALIFORNIA					
ENGINEER'S COSTS					
<i>Project No. 5- Reconstruct Taxiways A and B and Tie-Down Apron- Design</i>					
Item No.	Description				Cost
1	Environmental Studies				\$ 5,000.00
2	Topographic Surveys				\$ 20,000.00
3	Geotechnical Studies/ Pavement Design				\$ 30,000.00
4	Design Plans, Specifications, and Reports				\$ 227,000.00
Total:					\$ 282,000.00

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TABLE NO. 6					
VISALIA MUNICIPAL AIRPORT					
VISALIA, CALIFORNIA					
ENGINEER'S COSTS					
<i>Project No. 6- Reconstruct Taxiways A and B and Tie-Down Apron- Construction</i>					
Item No.	Description				Cost
1	Engineers Support During Bidding and Contract Award				\$ 10,000.00
2	Design During Construction and Final Project Closeout				\$ 50,000.00
3	Onsight Construction Management				\$ 342,000.00
				Total:	\$ 402,000.00
TABLE NO. 7					
VISALIA MUNICIPAL AIRPORT					
VISALIA, CALIFORNIA					
ENGINEER'S COSTS					
<i>Project No. 7 - Airport Fuel System Replacement</i>					
Item No.	Description				Cost
1	Environmental Studies				\$ 5,000.00
2	Topographic Surveys				\$ 4,000.00
3	Geotechnical Studies				\$ 7,800.00
4	Engineering Design- Plans, Specs, & Reports				\$ 77,000.00
5	Engineering Support During Bid and Contract Award				\$ 5,400.00
6	Construction Design & Final Project Closeout				\$ 17,500.00
7	Construction Management				\$ 46,000.00
				Total:	\$ 162,700.00

Background Discussion: The FAA requires sponsors to issue a request for Statements of Qualifications for engineering design services every five (5) years. Our engineering services contract with Brandley Engineering was last issued in 2014. Accordingly, the FAA requested that airport sponsors submit for Statement of Qualifications in between FAA grant funded project cycles, which begins each January with the submittal of a revised ACIP. Work to be done under this contract will be accomplished over the course of several grant projects and services will be limited to projects which are expected to be initiated within five (5) years of the date of contract execution. The Scope of Work will require the consultant to provide professional services which are generally of an architectural, civil, geotechnical, structural, mechanical and electrical engineering nature. The basic services which will be required of the consultant are usually conducted in four distinct and sequential phases:

(a) **Preliminary Phase** – Activities required for defining the scope of a project, such as: (1) conferring with the City and the FAA; (2) planning and procuring the necessary surveys and studies required for preliminary design considerations; and (3) developing design schematics, preliminary layouts and cost estimates.

(b) **Design Phase** – Activities required to undertake and accomplish a full and complete project, such as: (1) conducting and attending meetings and design conferences; (2) collecting

engineering data and undertaking field investigations; (3) performing geotechnical engineering studies and special environmental studies; (4) preparing necessary engineering reports and recommendations; (5) preparing detailed plans, specifications and cost estimates; and (6) printing and providing copies of engineering drawings and contract specifications.

(c) **Bidding or Negotiation Phase** – Assist the City in advertising and securing bids, negotiating for services, analyzing bid results, furnishing recommendations on award of contracts and preparing contract documents.

(d) **Construction Phase** – Basic services rendered after the award of a construction contract, including: (1) providing consultation and advice to the City during all phases of construction; (2) attending pre-construction conferences; (3) inspecting work in progress and providing appropriate reports to the City; (4) reviewing and approving shop drawings for compliance with design concepts; (5) preparing and negotiating change orders; (6) determining amounts owed to contractors; and (7) making final inspections.

In addition to the above requirements, consultant would be required to participate in the preparation of application documents for FAA grants.

Proposed projects to be included under the contract include, but are not limited to:

<u>YEAR</u>	<u>PROJECT DESCRIPTION</u>	<u>ESTIMATED COST</u>
2019	Update Airfield Guidance Signs	\$374,455
2020	Crack Repair & Seal	\$1,625,000
2022	Westside Access Road around Runway	\$3,644,000
2024	Reconstruct hangar taxiways and "C"	\$2,632,000
2025	Replace Fuel Tanks and Island System	\$1,465,000

These projects are all part of the airport's 5 year planned Airport Capital Program. Projects will be submitted to the FAA annually for consideration and the FAA will issue a grant offer for those projects that rate the highest on the funding matrix and once there is sufficient funding available for the project. The year list above is simply for planning purposes. The actual year of funding will depend on when the FAA issues the grant for that particular project. All of the projects will be funded 90% by the FAA, 5% of State Matching Grants, and 5% local match coming from money budgeted in the Airport Enterprise Fund for capital improvements.

Fiscal Impact: Brandley Engineering will be paid a negotiated fee, based on the value of the projects designed and in accordance with a fee schedule approved by the FAA. Total five (5) year contract will not exceed \$2,357,750 for engineering and design services. All fees are AIP eligible and covered under the individual Federal AIP Grants and State Matching grants, which will result in a maximum expense to the airport fund of 5% of that total for \$117,887.50 over the term of the contract.

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Prior Council Action: 1/21/2014 – Council authorized the City Manager to execute a Professional Services Agreement with Brandley Engineering for engineering and design services for a 5-year contract period.

Other: N/A.

Committee/Commission Review and Action:

The various projects, to be included under this contract, will be reviewed with the airport tenants, as part of the required process by the FAA prior to all grant funded projects.

Alternatives: None recommended.

Attachments: Proposed General Services Agreement, Lease Exhibit “A”

Recommended Motion (and Alternative Motions if expected):

Move to authorize the City Manager to execute a Professional Services Agreement with Brandley Engineering, for the purpose of providing airport design engineering services for a 5-year period.