



COUNTY OF SONOMA

575 ADMINISTRATION
DRIVE, ROOM 102A
SANTA ROSA, CA 95403

SUMMARY REPORT

Agenda Date: 12/6/2022

To: Board of Supervisors

Department or Agency Name(s): Sonoma County Public Infrastructure - Airport Division

Staff Name and Phone Number: Johannes J. Hoevertsz, 707-565-2231

Vote Requirement: 4/5th

Supervisory District(s): Countywide

Title:

Supplemental Professional Services Master Agreements - Charles M. Schulz - Sonoma County Airport

Recommended Action:

1. Approve and authorize the Chair to execute the following Master Agreements and supporting Task Orders for the Charles M. Schulz - Sonoma County Airport with terms ending December 5, 2027:
 - Master Agreement with BKF Engineers for survey and mapping and associated task orders for a total not to exceed \$335,000.
 - Master Agreement with C&S Companies for Construction Management Services with associated task orders for a total of \$614,808.
 - Master Agreement with EBA Engineering for Environmental Services for Hazardous Materials Remediation and associated task orders for a total not to exceed \$131,168.
 - Master Agreement with Guidepost Solutions for Security and associated task orders for a total not to exceed \$150,000.
 - Master Agreement with Mead & Hunt for Planning, Engineering and Architectural Services and associated task orders for a total not to exceed \$1,733,700.
 - Master Agreement with Ninyo and Moore - Geotechnical Materials Testing and associated task order not to exceed \$60,000.
 - Master Agreement with RS&H for Sustainability and Environmental Services and associated task orders with a total not to exceed \$452,944.
2. Authorize the Director of Transportation and Public Works to execute up to four one-year extensions of each Master Agreement and approve amendments for specified scope of services up to a total not to exceed \$200,000 per fiscal year for each Master Agreement.
3. Approve a budgetary adjustment resolution to the FY 2022-2023 Final Budget for the Public Infrastructure Department in the amount of \$801,112.

Executive Summary:

The Sonoma County Public Infrastructure (SPI), Airport Division (Airport), is requesting authorization to execute Master Agreements for various consulting services. Pursuant to Federal Aviation Administration (FAA) requirements, the Airport is required to conduct a Request for Qualifications (RFQ) related to services to be performed for FAA grant funded projects. The Airport recently conducted an RFQ for multiple consulting services for the next 5-year planning period, which includes engineering, environmental services, surveying and mapping, geotechnical materials testing, construction management services, planning, design, as well as on call and general consulting services.

Discussion:

The Airport Division of the Sonoma County Public Infrastructure Department (SPI) (consolidation of the former Transportation and Public Works Department and General Services Departments) requests that the Board authorize the Chair to execute Master Agreements and associated Task Orders with BFK Engineers, C&S Companies, EBA Engineering, Guidepost Solutions, Mead & Hunt, Ninyo and Moore, and RS&H for improvement projects at the Charles M Schulz- Sonoma County Airport (Airport). The Airport also requests that the Chair delegates authority to the Director of Transportation and Public Works to approve task orders for a cumulative total not to exceed \$200,000 per fiscal year and execute up to four one-year extensions of each Master Agreement. Finally, the Airport requests that the Board approve a budgetary adjustment resolution allocating an additional \$801,112 to the Airport Enterprise Fund-other professional services account from its fund balance.

The Federal Aviation Administration (FAA) as part of its guidelines under Advisory Circular 150/5100-14E requires airports to solicit proposals from engineering firms based on qualifications and not necessarily solely on cost. The Airport distributed a Request for Qualifications (RFQ) in December 2021 for supplemental professional services related to improvement projects at the Airport with submissions due in January 2022. Using the County of Sonoma Purchasing Vendor Portal, Airport staff sent requests to twenty-one firms and received responses from fourteen firms. Eleven firms were interviewed and BFK Engineers, C&S Companies, EBA Engineering, Guidepost Solutions, Mead & Hunt, Ninyo and Moore, and RS&H were selected as the most qualified and responsive firms to meet the needs of the Airport.

As a part of the RFQ, the Airport listed the following as potential projects for the next five years:

Runway, apron and taxiway improvements/construction, obstruction analysis and removal, navigational aid replacement/improvements (NAVAIDS), hangars and terminal improvements, master planning, Airport Layout Plan (ALP) updates, Federal grant application and reporting support, engineering studies, design, continuing on-call services (as needed) and other related work at STS.

It is anticipated that several of the projects listed under the Master Agreement will be 90.66% funded with grants from the FAA and will require a 9.34% local match.

The Airport requests a delegated authorization to the Director of Transportation and Public Works to be able to approve task orders to the Master Agreement for specified scope of services up to a cumulative total not to exceed \$200,000 in a fiscal year. In the event that a proposed project has an estimated cost over \$200,000, the Department will bring that task order to the Board for approval.

The Airport also requests that the Board approve a budgetary adjustment resolution for the FY2022-2023 Final Budget of the Public Infrastructure Department - Airport Enterprise Fund, other professional services account in the amount of \$801,112. This amount is to be allocated from fund balance.

BKF Engineers Master Agreement - Survey and Mapping

BKF Engineers was selected as the consultant to provide Survey Mapping Consulting Services and other related services including the task orders listed below. Four firms submitted proposals for survey mapping services. BKF was selected based on a stronger background and their proposed pricing. Headquartered in the Bay Area, BKF Engineers has been providing engineering, surveying and planning services since 1915. The maps produced by BKF for the Airport will be compiled into a digital format suitable for use within the Airport's GIS system.

Task Order #1: On Call Services

BKF will provide land surveying services on an as needed and requested basis for an amount not to exceed \$50,000. Services to be provided may include tree surveys, structural monitoring and boundary surveys and will be individually authorized by staff.

Task Order #2: Stormwater Inventory Services

BKF will prepare a base map composite containing sub-surface stormwater facilities for an amount not to exceed \$160,000. This map will be used to inform field investigations and develop an underground stormwater schematic of Airport property.

Task Order #3: Building Interior Mapping for County GIS Services

BKF will measure building dimensions, including ceiling heights and door widths and locations for up to 50 buildings on Airport property for an amount not to exceed \$125,000. These measurements will be compiled into a graphical representation of the spaces.

C&S Companies Master Agreement - Construction Management Services

C&S Companies was selected as the consultant to provide Construction Management Consulting Services and other related services, including the task orders listed below. Three firms submitted proposals for construction management services. C&S was selected based on a stronger background and their proposed pricing.

Task Order #1: Taxiway A Reconstruction & Rehabilitation Project

C&S will provide construction management services for the Taxiway A Reconstruction Project, which was approved by the Board on October 25, 2022. Task Order #1 will be completed for an amount not to exceed \$316,039. These services include construction observation services during the project, as well as administrative services, such as managing costs and scheduling, and ensuring FAA standards are followed.

Task Order #2: Airline Ramp

For an amount not to exceed \$123,769, C&S will provide pre-bid and procurement services, including RFQ development and interview support, for the Airline Ramp project. C&S will also manage negotiations with the contractor, and review construction documents for accuracy.

Task Order #3: As-Needed Construction Management Services

C&S will provide as-needed construction management services for an amount not to exceed \$100,000. These services may include Providing consultation for the future ARFF project. C&S will also manage negotiations for future projects with the contractor, and review construction documents for accuracy.

Task Order #4: As-Needed Construction Management Services

C&S will develop a standard operating procedure manual (SOP) and charter process for Construction Manager at Risk (CMAR) related projects for an amount not to exceed \$75,000.

EBA Engineering Master Agreement - Environmental Services

EBA Engineering was selected as the consultant to provide environmental remediation consulting services and other related services including the task orders listed below. Six firms submitted proposals for environmental services. EBA was selected based on a strong background and their proposed pricing. Founded in 1979, EBA Engineering is headquartered in Santa Rosa.

Task Order #1: Cost Estimating and On-Call Environmental Services

EBA Engineering will provide cost estimating and on-call environmental services for the Airport on an as-needed basis for an amount not to exceed \$50,000.

Task Order #2: Soil Excavation & Disposal

EBA will provide project coordination, soil excavation, analytical testing, and reporting for an amount not to exceed \$12,627.

Task Order #3: Demolition of Buildings

EBA will provide a hazardous materials survey before building demolition and will assist with permitting and final inspection of demolition areas for an amount not to exceed \$68,541.

Guidepost Solutions Master Agreement - Security

Guidepost Solutions was selected as the consultant to provide Airport Security System Consulting Services and other related services including the task orders listed below. Three firms submitted proposals for security services. Guidepost Solutions was selected based on a strong background and their proposed pricing.

Task Order #1: Low Voltage Systems Design and Consulting and General Consulting

Low voltage systems are comprised of electrical equipment that uses 50 volts (V) of electricity or less. Guidepost Solutions will provide low voltage systems design and consulting services and administrative

support for an amount not to exceed \$50,000. Low voltage systems at the Airport may include fire alarm design, video surveillance design and emergency responder radio communications systems (ERRCS). Guidepost will also provide general safety and security consulting services including threat assessments and TSA regulatory compliance consulting.

Task Order #2: Airport Operations Center Policies and Procedures Assessment

The Airport is working to establish an Airport Operations Center (AOC) to meet TSA requirements. The AOC will provide real-time oversight of cameras and alarms, act as a liaison between tenants and Airport operations staff, and serve as a communication link to police, fire, and other emergency services. The AOC is anticipated to be staffed seven (7) days per week, 365 days a year. Guidepost will perform an assessment of the Operations Center to determine the security-related functions and activities and will review Operations Center staffing and technology. They will also determine if any existing policy and procedures content needs to be revised based on existing or anticipated security functions, rules, regulations and best practices. They will provide a report detailing existing documentation observations and recommendations for the policies and procedures needed in the Airport Operations Center to successfully perform Security functions. Task Order #2 will be completed for an amount not to exceed \$50,000.

Task Order #3: Security System Inventory and Upgrade Plan

Guidepost will provide a full review of existing security services at the Airport for an amount not to exceed \$50,000. The review will include inventorying and determining remaining lifespan of current Airport security technology such as surveillance systems. In addition, they will review the ID Badging process at the Airport to ensure compliance with TSA requirements. They will also provide several reports including a Cyber Security Assessment Report and recommendations for the future.

Mead & Hunt Master Agreement - Planning, Engineering and Architectural Services

Mead & Hunt was selected as the consultant to provide planning, engineering, architectural and other related services, including the task orders listed below. Three firms submitted proposals for planning and engineering and three firms submitted for architectural services. Mead & Hunt was selected based on a strong background and their proposed pricing.

Task Order #1: On-Call Services

Mead & Hunt, Inc. will provide general support, program management, planning and engineering consulting services for the Airport for an amount not to exceed \$280,200. These services may include Airport Layout Plan (ALP) updates, hangar analysis, program management and other engineering support as needed.

Task Order #2: Project Plan Formulation Services

Mead & Hunt, Inc. will provide general support in development of project formulation and engineering consulting services for the Airport including the Airline Apron project, the ARFF Building project and the Apron F Pavement Rehabilitation project. Task Order #2 will be completed for an amount not to exceed \$205,000. □

Task Order #3: Additional Design Scope for Terminal Modernization Project

The Board approved additional upgrades for the terminal modernization project on March 1, 2022. Mead & Hunt, Inc. will provide design, construction and administrative services for design and finishing elements of the terminal modernization project related to these upgrades for an amount not to exceed \$848,500. These elements include COVID related improvements to filtration systems, network upgrades and a central operations center for security monitoring.

Task Order #4: Taxiway A

Mead & Hunt, Inc will provide engineering services for the Taxiway A project which was approved by the Board on October 25, 2022. This will be completed for an amount not to exceed \$400,000.

Ninyo and Moore Master Agreement - Geotechnical Materials Testing

Ninyo and Moore was selected as the consultant to provide Geotechnical Materials Testing and other related services including the task orders listed below. Five firms submitted proposals for geotechnical services and materials testing. Ninyo and Moore was selected based on a strong background and their proposed pricing.

Task Order #1: On-Call Geotechnical Engineering & Certified Industrial Hygienist Services

Ninyo and Moore will provide geotechnical engineering and certified industrial hygienist (CIH) services for the Airport which may include readily available regional information including geologic maps and reports, seismic hazard and fault maps, aerial imagery and topographic data. They may also provide laboratory testing of samples provided or collected during subsurface exploration to evaluate geotechnical characteristics, data compilation and engineering analysis to evaluate subsurface conditions and geotechnical considerations and report preparation to document the findings and conclusions from the geotechnical analysis and provide geotechnical recommendations. Task Order #1 will be completed for an amount not to exceed \$60,000.

Task Order #2: Taxiway A Geotech and Quality Assurance

Ninyo and Moore will provide geotechnical engineering and quality assurance for the Taxiway A project which was approved by the Board on October 25, 2022, to verify contractor compliance with the bid document for construction of the taxiway for an amount not to exceed \$130,000.

RS&H Master Agreement - Sustainability and Environmental Services

RS&H was selected as the consultant to provide Environmental and Sustainability Consulting and other related services including the task orders listed below. Four firms submitted proposals for sustainability services and six firms submitted for environmental services. RS&H has operated for over 80 years and was selected based on a strong background and their proposed pricing.

Task Order #1: On-Call Services

RS&H will provide on-call services for the Airport, which may include field surveys, sustainability project reviews, on-call sustainability needs and third-party reviews of environmental documentation. They will also provide project management, including project scope and budget adherence. Task Order #1 will be completed for an amount not to exceed \$50,000.

Task Order #2: NEPA And CEQA Analysis and Documentation for the Terminal Apron Reconstruction Project

RS&H will prepare the necessary information and documentation that should be provided to the FAA related to the terminal apron reconstruction project. RS&H will prepare a description of the terminal apron reconstruction project and will collect environmental information for the area. They will also prepare documentation for the County to review and sign and will submit the signed documents to the FAA. RS&H will also provide project management for the NEPA and CEQA documentation including project scope and budget adherence. Task Order #2 will be completed for an amount not to

exceed \$19,925.

Task Order #3: Sustainability Management Plan

In April 2022, the Federal Aviation Administration announced the launch of the Airport Climate Challenge to help achieve the goal of net-zero emissions by 2050. Aligning the Plan with the FAA's guidance will provide an opportunity for the Airport to take advantage of future funding opportunities should they arise. RS&H will work on creating a Sustainability Master plan (SMP) by developing sustainability-specific mission and vision statements that will guide subsequent plan development. Based on data, they will gather and assess baseline sustainability performance in each identified focus area (e.g., climate and resilience, energy/emission reduction, water, natural resources, materials, purchasing, airport connectivity, health and safety, economic vitality, social equity, community, etc.). RS&H will also prepare a web-based version of the SMP that summarizes its contents in a concise manner suitable for communication with leadership and other stakeholders using ArcGIS Story Maps, an interactive, visual platform. Task Order #3 will be completed for an amount not to exceed \$198,853.

Task Order #4: NEPA and CEQA Analysis and Documentation for the ARFF Facility Relocation Project

For an amount not to exceed \$21,015, RS&H will provide project management for the CATEX (categorical exclusion) and CEQA documentation for the ARFF facility relocation project, including maintenance and monitoring of the overall project and budget adherence. They will also prepare FAA documents related to the project including a notice of exemption as applicable. If applicable, RS&H will submit a Categorical exemption (CE) with the Notice of Exemption (NOE) for filing with the County Clerk and the State Clearinghouse.

Task Order #5: NEPA Analysis and Documentation for the Acquisitions of the Mumm and Dow Properties

For an amount not to exceed \$16,625, RS&H will provide project management for the CATEX (categorical exclusion) documentation assistance for the acquisitions of the Mumm and Dow properties including drafting of the document, submission to the FAA and project management.

Task Order #6: NEPA and CEQA Analysis and Documentation for Land Release

For an amount not to exceed \$18,960, RS&H will provide project management for the CATEX (categorical exclusion) and CEQA documentation for land release including maintenance and monitoring of the overall project and budget adherence. They will also prepare FAA documents related to the project, including a notice of exemption as applicable. If applicable, RS&H will submit a Categorical exemption (CE) with the Notice of Exemption (NOE) for filing with the County Clerk and the State Clearinghouse.

Task Order #7: NEPA and CEQA Analysis and Documentation for Building Demolition

For an amount not to exceed \$42,320, RS&H will provide project management for the CATEX (categorical exclusion) and CEQA documentation for planned building demolitions on Airport property including maintenance and monitoring of the overall project and budget adherence. They will also prepare FAA documents related to the project including a notice of exemption as applicable. If applicable, RS&H will submit a Categorical exemption (CE) with the Notice of Exemption (NOE) for filing with the County Clerk and the State Clearinghouse.

Task Order #8: Mitigation Management at the Airport

RS&H will work with a subcontractor, LSA, to review, edit and submit annual monitoring and management reports for Riparian Mitigation Areas, SACMA, at Desmond Mitigation Bank and Brown Farm to the U.S. Army Corps of Engineers (Corps), Regional Water Quality Control Board (RWQCB) and California Department of Fish and Wildlife (CDFW). The reports will be prepared by the Laguna de Santa Rosa Foundation (Laguna Foundation) under their contract with the County. LSA will also review and oversee annual maintenance in the Airport Creek mitigation area consisting of the planting area upstream of the arch culvert and the blackberry removal area downstream of the arch culvert. In addition, LSA will facilitate on-going compliance with the USFWS Biological Opinion issued for the Runway Safety Enhancement Project to ensure that the USFWS is advised of the status of all Burke's goldfields mitigation efforts including assisting with final approval of the

Agenda Date: 12/6/2022

Burke's Goldfields Management Plan. RS&H will also provide project management for mitigation management at the Airport, including project scope and budget adherence. Task Order #9 will be completed for an amount not to exceed \$85,246.

SPI recommends the Board of Supervisors approve and authorize and execute master agreements and associated task orders with BFK Engineers, C&S Companies, EBA Engineering, Guidepost Solutions, Mead & Hunt, Ninyo and Moore, and RS&H, and authorize the Director of Transportation and Public Works to execute up to four one-year extensions of each Master Agreement, approve amendments for specified scope of services up to a total not to exceed \$200,000 per fiscal year and approve the budgetary adjustment in the amount of \$801,112.

Strategic Plan:

N/A

Prior Board Actions:

10/25/2022: Award of Contract for Airport Taxiway A Rehabilitation

3/1/2022: Terminal Area Redevelopment Project Enhancements Contingency Increase

4/19/2016: Board approved a new five-year Master Agreement with Mead & Hunt for on-call engineering services at the Charles M. Schulz - Sonoma County Airport.

2/9/2016: Board approved a new five-year Master Agreement with Mead & Hunt for on-call engineering services at the Charles M. Schulz - Sonoma County Airport.

FISCAL SUMMARY

Expenditures	FY 22-23 Adopted	FY23-24 Projected	FY 24-25 Projected
Budgeted Expenses	\$2,135,300	\$626,400	\$34,808
Additional Appropriation Requested	\$801,112		
Total Expenditures	\$2,936,412	\$626,400	\$34,808
Funding Sources			
General Fund/WA GF			
State/Federal	\$2,110,100	\$547,000	\$34,808
Fees/Other	\$826,312	\$79,400	
Use of Fund Balance			
Contingencies			
Total Sources	\$2,936,412	\$626,400	\$34,808

Narrative Explanation of Fiscal Impacts:

The proposed projects will be funded primarily through Airport Improvement Plan (grant) funding with the remainder being funded through routine Airport service fees such as rental, parking and other fees assessed for the use of Airport property. The Airport has currently been awarded a grant, AIP 69, for the Taxiway A remediation in the amount of \$3,832,145 and AIP 61, Runway 14/32 Environmental Mitigation in the amount of \$1,441,540 which will be partially used for the related environmental work. Additional grants are currently being reviewed for award by the Federal Aviation Administration.

Narrative Explanation of Staffing Impacts (If Required):

None.

Attachments:

- Budgetary adjustment Resolution

Related Items “On File” with the Clerk of the Board:

- Agreement with BKF Engineers - Survey and Mapping
- Task Order #1 for On-Call Services
- Task Order #2 for Stormwater Inventory Services
- Task Order #3 for Building Interior Mapping for County GIS Services
- Agreement with C&S Companies - Construction Management Services
- Task Order #1 for Taxiway A Reconstruction & Rehabilitation Project
- Task Order #2 for the Airline Ramp Project
- Task Order #3 for As-Needed Construction Management Services
- Task Order #4 for As-Needed Construction Management Services
- Agreement with EBA Engineering - Environmental Services for Hazardous Materials Remediation
- Task Order #1 for Cost Estimating and On-Call Environmental Services
- Task Order #2 for Soil Excavation & Disposal
- Task Order #3 for Demolition of Buildings
- Agreement with Guidepost Solutions - Security
- Task Order #1 for Low Voltage Systems Design and Consulting and General Consulting
- Task Order #2 for Airport Operations Center Policies and Procedures Assessment
- Task Order #3 for Security System Inventory and Upgrade Plan
- Agreement with Mead & Hunt - Planning, Engineering and Architectural Services
- Task Order #1 for On-Call Services
- Task Order #2 for Project Plan Formulation Services
- Task Order #3 for Additional Design Scope for Terminal Modernization Project
- Task Order #4 for Taxiway A Project
- Agreement with Ninjo and Moore - Geotechnical Materials Testing
- Task Order #1 for On-Call Geotechnical Engineering & Certified Industrial Hygienist Services
- Task Order #2 for Taxiway A Project Geotech and Quality Assurance
- Agreement with RS&H - Sustainability and Environmental Services
- Task Order #1 for On Call Services
- Task Order #2 for NEPA Documented CATEX and CEQA Notice of Exemption for the Terminal Apron Reconstruction Project
- Task Order #3 for Sustainability Management Plan
- Task Order #4 for NEPA Documented CATEX and CEQA Notice of Exemption for the ARFF Facility Relocation Project

- Task Order #5 for NEPA Documented CATEX for the Acquisitions of the Mumm and Dow Properties
- Task Order #6 for NEPA Documented CATEX and CEQA Notice of Exemption for Land Release
- Task Order #7 for NEPA Documented CATEX and CEQA Notice of Exemption for Building Demolition
- Task Order #8 for Mitigation Management at the Airport