

TASK ORDER 1
2026 Master Professional Services Agreement
Wildlife Hazard Consulting Services
August 24, 2026

ARTICLE 1. OVERVIEW AND PROJECT UNDERSTANDING

Effective _____, SWCA, Incorporated (“Consultant”) and the County of Sonoma (“County”) entered into an Agreement for Professional Consulting Services (the “Master Agreement”). Pursuant to Section 1.1 of the Master Agreement, Consultant and County may execute task orders by which County requests and Consultant agrees to perform certain professional services. This “Task Order 1” is entered into between County and Consultant pursuant to the Master Agreement, the terms of which shall control all work performed hereunder.

This document includes the scope of services to be completed by Consultant for County pursuant to Task Order 1, and the total compensation or not to exceed amount for such services and the basis for calculation and/or payment of same.

ARTICLE 2. SCOPE OF CONSULTANT’S SERVICES

Wildlife Hazard Consulting Services including the preparation of a Wildlife Hazard Assessment (WHA) following guidance set forth in **FAA AC 150/5200-38**, Protocol for the Conduct and Review of Wildlife Hazard Site Visits, Wildlife Hazard Assessments, and Wildlife Hazard Management Plans; **FAA AC 150.5200-33C**, Hazardous Wildlife Attractants on or near Airports, and other guidance. **Preparation of a WHA must take place under the supervision of a Qualified Airport Wildlife Biologist.**

MAJOR ELEMENTS OF WORK ARE:

1. Study Initiation and Kick Off Meeting
2. Map Habitats and Potential Wildlife Hazards
3. Baseline Research
4. Conduct Wildlife Surveys
5. Preparation of Draft and Final WHA
6. Project Management

TASK 1 – WILDLIFE HAZARD ASSESSMENT (WHA)

- Project kickoff meeting with Airport staff to review wildlife concerns, operational procedures, strike history, and coordination needs.
- Mapping and field evaluation of habitats and wildlife attractants within the Airport Operations Area (AOA) and a 10,000-foot Wildlife Hazard Separation Zone.
- Baseline data review of FAA Wildlife Strike Database and other available data sources, including airport records, wildlife logs, and environmental studies.

- 12-month wildlife survey program, including: At least 24 avian surveys (2/month) - Quarterly large and small mammal surveys - Use of cameras, traps, spotlighting, and other approved methods. Consultant shall coordinate with and obtain approval from Airport prior to deploying any equipment such as wildlife cameras, etc.
- Documentation of species presence, location, movement patterns, and seasonal variability.
- Analysis of wildlife strike risk and operational impact.
- Preparation of a draft and final WHA report in compliance with 14 CFR § 139.337(c), FAA AC 150/5200-38 Chapter 2, and incorporating the FAA checklist in Appendix C.
- Deliverables:
 - Draft WHA Report for review by Airport and FAA within two (2) months of completion of surveys.
 - Final WHA Report incorporating Airport and FAA comments within two (2) months of circulation of the draft report.

TASK 2 – WHMP ANNUAL REVIEW AND WORKING GROUP FACILITATION

The consultant shall facilitate the required annual Wildlife Hazard Management Plan (WHMP) review and serve as a neutral third-party technical advisor during the Wildlife Hazard Working Group meeting. Tasks include:

- Prepare an annual WHMP review summary based on observations, Airport wildlife logs, and operational trends.
- Recommend updates to the WHMP based on new data, changes in wildlife activity, or airport operations.
- Document meeting attendees, discussion outcomes, and proposed changes to plan implementation.
- Deliverables:
 - Annual WHMP review report for each of the three (3) years of the initial term of the agreement
 - Meeting facilitation materials and summary documentation

TASK 3 – ON-CALL WILDLIFE HAZARD SUPPORT

The consultant shall provide on-call technical support for wildlife hazard issues on an as-needed basis for the duration of the contract. This may include:

- Evaluation of emergent wildlife incidents (e.g., flocking, strikes, or nesting)
- Technical recommendations for habitat management, deterrent deployment, or permit needs
- Support with FAA communication or documentation, including NOTAM or ACM updates
- Provide annual training to Airport staff and stakeholders on the WHMP and related requirements

TASK 4 – WILDLIFE HAZARD MANAGEMENT PLAN (WHMP)

Based on the findings of the WHA and in coordination with the FAA, the consultant shall

prepare a new WHMP in compliance with 14 CFR § 139.337(f)(1–7) and FAA AC 150/5200-38 Chapter 3, including:

- Identification of responsible individuals and formation of the Wildlife Hazard Management Group (WHMG)
- Specific actions and procedures to manage wildlife hazards, as recommended in the WHA
- Review of applicable federal and state wildlife and environmental laws
- Inventory of tools, equipment, and personnel resources to support plan implementation
- Operational procedures related to inspections, patrols, hazard response, and strike reporting
- Plan review and update procedures, including annual review requirements
- Wildlife hazard management training requirements for airport operations personnel

Deliverables:

- Draft WHMP for review by Airport and FAA within three (3) months of the final WHA
- Final WHMP including figures, maps, strike risk mitigation measures, and FAA checklist items from Appendix E within three (3) months of completion of the draft plan

TASK 5 – ACM INTEGRATION AND FAA COORDINATION SUPPORT

The consultant shall provide assistance to Airport staff to support incorporation of the WHMP into the Airport Certification Manual (ACM), including:

- Preparation of FAA-ready documentation for submission
- Assistance with FAA correspondence or response to comments
- Optional presentations or briefings as needed

Individuals representing the consultant conducting the WHA who do not meet the requirements of advisory circular 150/5200-36A (current edition) must work under the direct supervision of a Qualified Airport Wildlife Biologist (QAWB).

ARTICLE 3. COMPENSATION FOR SERVICES

The Consultant shall be compensated for services provided under this Task Order 1 on a time and material/expense basis. A breakdown of estimated costs is specified in Attachment 1, Cost of Service, attached hereto and incorporated herein by this reference. Consultant shall be compensated for the work described in Article 2 upon the basis of the rates and charges set forth in Attachment 1, and Consultant shall complete all tasks as set forth herein above for a total compensation not to exceed \$245,200, and no more than \$200,000.00 in any fiscal year, July-June.

IN WITNESS WHEREOF, the parties hereto have executed this Task Order as of the effective date.

CONSULTANT: SWCA, Incorporated

COUNTY: COUNTY OF SONOMA

BY: _____

BY: _____

NAME: _____

NAME: Johannes J. Hoevertsz

TITLE: _____

TITLE: Infrastructure Department Director

DATE: _____

DATE: _____

APPROVED AS TO FORM FOR COUNTY:

BY: _____
County Counsel

DATE: _____

Attachment 1

COST OF SERVICE

Based on thoughtful consideration of the project requirements and a thorough estimate of the required labor and direct costs, SWCA proposes a time-and-materials budget of **\$245,200** for Years 1-3 to complete the project as presented in the table below. Costs for Years 4 and 5 are not included in the table below; however, these costs will be developed and submitted in the form of a Task Order as specified in the Master Agreement, utilizing the rate schedule provided in Exhibit A of the Master Agreement and applying the appropriate escalation rate.

To accommodate project changes and scheduling, it is assumed that SWCA will be able to use the overall project funding and will not be held to phase and task limits so long as the per fiscal year limits and total not to exceed amount are not exceeded.

Table 1. Cost Estimate

TASK	LABOR \$	REIMBURSABLE EXPENSES \$	TOTAL \$
Task 1. Wildlife Hazard Assessment	\$117,898.00	\$5,153.00	\$123,051.00
Subtask 1.1 Project Kickoff and Initial Assessment	\$8,227.00	\$1,841.00	\$10,068.00
Subtask 1.2 Wildlife Hazard Assessment Surveys	\$77,128.00	\$3,312.00	\$80,440.00
Subtask 1.3 Wildlife Hazard Assessment Reporting	\$32,543.00	\$0.00	\$32,543.00
Task 2. WHMP Annual Review and Working Group Facilitation	\$45,490.00	\$1,251.00	\$46,741.00
Task 3. On-Call Wildlife Hazard Support	\$20,000.00	\$5,000.00	\$25,000.00
Task 4. Wildlife Hazard Management Plan (WHMP)	\$25,547.00	\$0.00	\$25,547.00
Task 5. Airport Certification Manual (ACM) Integration and FAA Coordination Support	\$24,861.00	\$0.00	\$24,861.00
PROJECT TOTAL	\$233,796.00	\$11,404.00	\$245,200.00