



COUNTY OF SONOMA

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

SUMMARY REPORT

Agenda Date: 8/25/2026

To: Board of Supervisors

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

Staff Name and Phone Number: Johannes J. Hoevertsz, 707-565-2550

Vote Requirement: Majority

Supervisory District(s): Countywide

Title:

Airport SWCA Wildlife Hazard Management Services Agreement

Recommended Action:

- A. Authorize the Director of Public Infrastructure to execute a Master Agreement with SWCA, Incorporated (dba SWCA Environmental Consultants), for Wildlife Hazard Assessment and Management services at the Charles M. Schulz-Sonoma County Airport (Airport), not to exceed \$500,000 total for an initial term of three (3) years, with up to two (2) additional one (1) year extensions.
- B. Authorize the Director to execute Task Orders under the Master Agreement, including:
 1. Task Order #1 for \$245,200 to complete the Wildlife Hazard Assessment; update the annual Wildlife Hazard Management Plan; provide On-Call Wildlife Hazard Support; assist with integrating the WHMP into the Airport Certification Manual; and provide FAA coordination.
 2. Additional Task Orders, as needed, within the \$500,000 limit.

Executive Summary:

The Airport Division within the Department of Public Infrastructure requests Board authorization for the Director of Public Infrastructure to execute a Master Agreement with SWCA, Incorporated (dba SWCA Environmental Consultants) for Wildlife Hazard Assessment and Management Services at the Charles M. Schulz-Sonoma County Airport for an initial term of three (3) years, with up to two (2) additional one (1) year extensions. The authorization includes execution of task orders up to \$200,000 per fiscal year, not to exceed \$500,000 over the agreement term.

The project will be funded by Airport Enterprise Funds from rents and service charges with no impact to the County General Fund.

Discussion:

Under FAA regulation 14 CFR § 139.337, the Charles M. Schulz-Sonoma County Airport is required to ensure that Wildlife Hazard Assessments (WHAs) are conducted by professionally qualified wildlife biologists when

certain wildlife-related risk events occur. These assessments must follow specific federal criteria, including expert analysis of wildlife species, attractants, hazards, and recommended mitigation actions, and must be submitted to the FAA for review and determination of further planning needs.

FAA Advisory Circular 150/5200-36B further specifies the professional qualifications required for wildlife biologists who perform this work, making it necessary for airports to obtain specialized consulting services.

In order to conduct the required competitive procurement process and select a consultant in accordance with all applicable rules, ensuring transparency, cost-effectiveness, and compliance with FAA-mandated professional qualifications, the Airport issued a Request for Qualifications (RFQ) in July 2025. The RFQ sought a qualified consultant to complete a Wildlife Hazard Assessment (WHA), develop and support implementation of a Wildlife Hazard Management Plan (WHMP), and provide ongoing technical wildlife hazard services. The solicitation and selection process complied with FAA Airport Improvement Program (AIP) procurement requirements and included Disadvantaged Business Enterprise (DBE) outreach in accordance with 49 CFR Part 26.

The Airport received two (2) qualified submittals. Proposals were evaluated by an airport operations and wildlife management review panel, including Airport management staff responsible for wildlife hazard oversight and a peer airport wildlife biologist/wildlife manager, using the RFQ evaluation criteria. Interviews were conducted, and SWCA Environmental Consultants was determined to be the most qualified firm. Under the proposed Master Agreement, individual task orders will define the specific scope of work, schedule, and budget and will be issued by the Director under Board-approved authority.

If approved, the Master Agreement will have a three-year term with up to two one-year extensions, for a total not-to-exceed amount of \$500,000 over the potential five (5) year term, funded by FAA AIP grants and Airport Enterprise Funds, with no General Fund impact.

Scope of Work & Task Orders

The proposed Master Agreement will authorize the issuance of individual Task Orders for FAA-compliant wildlife hazard services at the Charles M. Schulz - Sonoma County Airport, consistent with 14 CFR §139.337 and applicable FAA Advisory Circulars, including AC 150/5200-38, AC 150/5200-33C, and AC 150/5200-36A and as detailed in the Wildlife Management RFQ issued in July 2025.

Task Order 1

- Task 1 - Wildlife Hazard Assessment (WHA)
- Task 2 - WHMP Annual Review And Working Group Facilitation
- Task 3 - On-Call Wildlife Hazard Support
- Task 4 - Wildlife Hazard Management Plan (WHMP)
- Task 5 - ACM Integration & FAA Coordination Support

Agenda Date: 8/25/2026

Strategic Plan:

N/A

Racial Equity:

Was this item identified as an opportunity to apply the Racial Equity Toolkit?

No

Prior Board Actions:

7/24/2018 - Board approved amendment to Professional Services Agreement with LSA Associates.

7/19/2016 - Board approved agreement with LSA for mitigation compliance services.

10/21/2014 - Board approved First Amendment to the LSA agreement for mitigation compliance services.

3/11/2014 - Board approved agreement with LSA for mitigation compliance services.

FISCAL SUMMARY

Expenditures	FY 26-27 Adopted	FY 27-28 Projected	FY 28-29 Projected
Budgeted Expenses	\$114,420	\$94,435	\$36,345
Additional Appropriation Requested			
Total Expenditures	\$114,420	\$94,435	\$36,345
Funding Sources			
General Fund/WA GF			
State/Federal			
Fees/Other	\$114,420	\$94,435	\$36,345
Use of Fund Balance			
Contingencies			
Total Sources	\$114,420	\$94,435	\$36,345

Narrative Explanation of Fiscal Impacts:

Appropriations for this Agreement are included in the FY 26/27 Airport Operations Adopted Budget (41301-34030101), and appropriations for future years will be included in the annual Airport Recommended Budget. Funding for this contract will be derived from Airport revenues from rents, fees and charges, for use of Airport property and services provided. In addition, the Airport may use federal grants to fund FAA required Airport improvements when appropriate.

Agenda Date: 8/25/2026

Narrative Explanation of Staffing Impacts (If Required):

No staffing impacts.

Attachments:

- 1 - Professional Services Agreement with SWCA Environmental Consultants
- 2 - Task Order 1

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

None