

TO: James L. App, City Manager
FROM: Dick McKinley, Public Works Director
SUBJECT: Airport Engineering Consultant Selection
DATE: December 1, 2015

NEEDS: For the City Council to adopt Resolution No. 15-XX approving the selection of an engineering consultant for Airport construction projects.

- FACTS:**
1. The ongoing Airport Capital Improvement Program requires the services of a Consulting Engineer to provide engineering and design services and assure compliance with the many requirements of the FAA's grant program.
 2. City policy and the FAA require a Request for Qualifications be published at regular intervals to assure that qualified consultants are engaged in the various project duties.
 3. On November 14, 2015, the City published a Request for Statement of Interest and Qualifications. This publication was distributed by way of personal letter to eight (8) firms who were determined to be qualified in the field of Airport engineering. A notice was published through the Southwest Chapter of the American Association of Airport Executives (SWAAAE) via e-mail to virtually all airports and interested airport consultants in five western states. The notice was also published on the City website.
 4. The City received three (3) responses to the solicitation. One was from a firm declining to submit due to present workloads. Two (2) firms submitted formal responses for consideration.
 5. The proposals were independently reviewed and rated by Public Works and Engineering staff members according to a standard criteria provided by the FAA.
 6. The review process concluded the firm of Tartaglia Engineering of Atascadero, CA, to be the highest rated of those considered.

**ANALYSIS &
CONCLUSION:**

Tartaglia Engineering is a local firm – well versed in the needs and limitations of our airport. They have provided most of the airport engineering services for the major airport improvement projects for many years. They perform similar work at a number of comparable-sized airports in central California. They maintain a very productive rapport with the FAA as the needs of their client airports are planned for and satisfactorily accommodated.

**POLICY
REFERENCE:**

FAA Consultant Selection guidelines; City Consultant Policies.

FISCAL

IMPACT:

None at this time. Selection is based solely on qualifications. Contract cost is to be negotiated separately and will be approved by the City Council as a separate request.

OPTIONS:

- a. Adopt Resolution No. 15-XX which designates the firm of Tartaglia Engineering as the most qualified to perform the required Airport Engineering Services.
- b. Amend, modify, or reject the above option.

RESOLUTION NO. 15 - XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PASO ROBLES
APPROVING THE SELECTION OF AN ENGINEERING CONSULTANT
FOR AIRPORT CAPITAL PROJECTS

WHEREAS, the City of Paso Robles continues to operate and maintain its Municipal airport in accordance with required policies and standards, and

WHEREAS, City Policy and FAA standards require the selection of certain professional services based on a review of Statements of Interests and Qualifications from qualified firms, and

WHEREAS, the City conducted a review process based on the required criteria for review and rating of qualified submittals, and

WHEREAS, the review team was able to reach a consensus and recommend a qualified firm to perform the required engineering services as specified.

THEREFORE, BE IT RESOLVED AS FOLLOWS:

SECTION 1 The City Council of the City of El Paso de Robles does hereby approve the recommendation to find the firm of Tartaglia Engineering of Atascadero, CA, as the most qualified to perform the required airport engineering services for the Paso Robles Airport.

PASSED AND ADOPTED by the City Council of the City of El Paso de Robles this 1st day of December, 2015, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Steven W. Martin, Mayor

ATTEST:

Kristen L. Buxkemper, Deputy City Clerk