



County of Monterey

Board of Supervisors
Chambers
168 W. Alisal St., 1st Floor
Salinas, CA 93901

Board Report

File #: A 15-021, **Version:** 1

- a. Approve Professional Services Agreement with Coffman Associates, Inc. to provide airport land use planning consulting services for four general public use airports within Monterey County (Request for Qualifications #10451), in an initial amount of \$25,000 for the current fiscal year, and for a total amount not to exceed \$486,025, contingent upon availability of future funding, for a period of three (3) years, from execution of the Agreement, with the option to extend the Agreement for one (1) additional one (1) year period; and
- b. Authorize the Contracts/Purchasing Officer to execute the Professional Services Agreement and up to three (3) future amendments to said Agreement where the amendments do not significantly alter the scope of work or change the approved Agreement amount.

(REF140098/Airport Land Use Planning Consulting Services for Four General Public Use Airports within Monterey County [Request for Qualifications #10451])

RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Approve Professional Services Agreement with Coffman Associates, Inc. to provide airport land use planning consulting services for four general public use airports within Monterey County (Request for Qualifications #10451), in a total amount not to exceed \$486,025, for a period of three (3) years, from execution of the Agreement, with the option to extend the Agreement for one (1) additional one (1) year period; and
- b. Authorize the Contracts/Purchasing Officer to execute the Professional Services Agreement and up to three (3) future amendments to said Agreement where the amendments do not significantly alter the scope of work or change the approved Agreement amount.

SUMMARY/DISCUSSION:

The County's four public use airports (Monterey, King City, Marina, and Salinas) are required to have Airport Land Use Compatibility Plans. The current plans are between 19 and 37 years old and require updating. Coffman Associates, Inc. was selected for their expertise and capabilities necessary to provide airport land use planning consulting services for four general public use airports within Monterey County under a Professional Services Agreement (Agreement) through a competitive selection process in accordance with County policies (under Request for Qualifications (RFQ) #10451) for an amount not to exceed \$486,025, for a period of three (3) years, from execution of the Agreement, with the option to extend the Agreement for one (1) additional one (1) year period.

Coffman Associates, Inc. would update the Airport Land Use Compatibility Plan (ALUCP) documents for Monterey Regional, Marina Municipal, Salinas Municipal, and Mesa Del Rey Airports. By utilizing work soon to be completed under separate contract for the Monterey Regional and Marina Municipal Airport ALUCP updates, Coffman Associates, Inc. would focus the services for these two airports on the tasks for California Environmental Quality Act (CEQA) documentation and Airport Land Use Commission (ALUC) approval support. Tasks for complete ALUCP updates for Salinas Municipal and Mesa Del Rey Airports are included in this Agreement's Scope of Services. The ALUCP updates will incorporate subsequent changes in the latest edition of the Caltrans Airport Land Use Planning Handbook (2011), circumstances that may have invalidated previous policies, and compatibility criteria.

OTHER AGENCY INVOLVEMENT:

The following agencies have reviewed the Agreement as to form and legality, and fiscal provisions, respectively:

Office of the County Counsel
Auditor-Controller's Office

FINANCING:

There is no impact to the General Fund. Expenditures will be from RMA-Planning (Fund 001, Department 3000, Unit 8172, Appropriations Unit RMA001) reimbursed by funds on reserve held by CAO Office per BOS direction where sufficient appropriations are available in the County Administrative Office Other Financing Uses (Fund 001, Department 1050, Unit 8038, Appropriations Unit CAO 017) to finance Phase I (\$25,000) of the Agreement. Funding for Phase II (\$461,025, including optional tasks) of the Agreement will remain unfunded pending approval of Caltrans grants. In June 2015, the California Transportation Commission will vote on the Fiscal Year (FY) 15-16 California Aid to Airports Program (CAAP), which includes \$180,000 for airport land use planning consulting services in Monterey County. This amount would provide sufficient funding for completion of the Airport Land Use Compatibility Plans (ALUCPs) for the Marina and Monterey airports. Funding for completion of the ALUCPs for the Salinas and King City airports would be pursued through Caltrans via the FY16-17 CAAP.

On June 10, 2014, the Board of Supervisors approved a \$1,000,000 appropriations increase in the County Administrative Office Other Financing Uses (Fund 001, Department 1050, Unit 8038, Appropriations Unit CAO 017) for FY 14-15 expenditures related to General Plan Implementation and long range planning efforts. The \$1,000,000 included an allocation towards the Local Coastal Program tasks of \$99,075. At this time, due to events beyond staff's control it is unlikely the full \$99,075 allocation will be spent in FY 14-15. Therefore, staff recommends using \$25,000 in unexpended funds from this program to initiate Phase I of the ALUCP.

Prepared by: Joseph Sidor, Associate Planner, Ext. #5262
Approved by: Mike Novo, Director, RMA - Planning, Ext. #5192
Carl P. Holm, AICP, Acting Director, RMA

This report was prepared with assistance by Dalia M. Mariscal-Martinez, Management Analyst II.

The following attachment is on file with the Clerk of the Board

Attachment A Professional Services Agreement with Coffman Associates, Inc.