



CITY OF SALINAS CITY COUNCIL STAFF REPORT

DATE: AUGUST 13, 2019

DEPARTMENT: PUBLIC WORKS, AIRPORT DIVISION

FROM: DAVID JACOBS, PUBLIC WORKS DIRECTOR

BY: BRETT J. GODOWN, AIRPORT MANAGER

TITLE: C&S ENGINEERS PROFESSIONAL SERVICES AGREEMENT
AMENDMENT NO. 2

RECOMMENDED MOTION:

A motion to approve a Resolution approving a Second Amendment to the Professional Services Agreement between the City of Salinas and C&S Engineers for construction administration and observation services associated with pavement rehabilitation for Runway 08-26 and the Heliport (CIP #9157) at the Salinas Municipal Airport.

RECOMMENDATION:

It is recommended City Council approve a Resolution approving the Second Amendment to the Professional Services Agreement between the City of Salinas and C&S Engineers for construction administration and observations services associated with pavement rehabilitation for Runway 08-26 and the Heliport (CIP #9157) at the Salinas Municipal Airport.

BACKGROUND:

In September 2018, the City of Salinas entered into a Professional Services Agreement with C&S Engineers (C&S) to provide airport architectural, engineering, and construction management services for the Salinas Municipal Airport. C&S was selected using a Request for Qualifications (RFQ), conducted in conformance with the FAA Advisory Circular 150/5100-14E Architectural, Engineering, and Planning Consultant Services for Airport Grant Projects, dated September 25, 2015. Consistent with the required FAA Consultant selection process, by way of City of Salinas Resolution No. 21489, C&S was selected by qualifications rather than bids, which allows for the provision of services for five years, provided satisfactory services are rendered.

The Professional Service Agreement is essentially a service retainer agreement, which is structured in a manner that allows the City to enter into amendments to the Agreement for individual work orders or projects. Amendments to the original agreement are driven by funded projects by the FAA with specific scopes of work and associated fees. The City desires to amend the agreement with C&S for construction administration and management services associated with pavement rehabilitation for Runway 08-26 and the Heliport at the Salinas Municipal Airport.

This work is fundamentally a pavement rehabilitation project to remediate the failing surface pavement of the runway. The project scope includes: the crack seal, slurry seal, and re-marking of Runway 8-26 (full length) and the crack seal slurry seal, and re-marking of the Helipad.

C&S's scope of work includes the following:

Construction Management and Observation Phase

This Phase shall consist of observation of the construction to become generally familiar with the progress and quality of the Contractor's work to determine if the work is proceeding in general conformity with the Contract Documents. In addition, C&S will aid the City, acting as its Liaison and Project coordinator with FAA during the construction of the Project.

1. Provide consultation and advice to the City during construction, including the holding of a pre-construction conference, weekly construction coordination meetings, and other meetings required during the course of construction. Prepare and distribute minutes of all meetings.
2. Prepare FAA reimbursement request packages.
3. Maintain a Project record in accordance with requirements of the FAA for aviation capital projects.
4. Review documents and submissions by Contractor(s) pertaining to scheduling and advise the City as to their acceptability.
5. Observe the work to determine general conformity with the Contract Documents and to ascertain the need for correction or rejection of the work. Monitor the suitability of materials on the Project site or brought to the Project site to be used in construction; interpret the contract plans and specifications and check the construction activities for general compliance with the design intent; measure, compute, or check quantities of work performed and quantities of materials in-place for partial and final payments to the Contractor.
6. Prepare and submit inspection reports of construction activity.
7. Prepare, review, and approve monthly and final payments to Contractor(s).
8. Conduct pre-final and final inspections of the completed Project with the City's airport personnel, the FAA and the Contractor.
9. Issue certificates of construction completion to the City and the FAA.
10. Perform an orderly closeout of the Project as required by the City and the FAA.

At the February 28, 2019, Airport Commission meeting, the Airport Commission recommended City Council adopt a resolution approving the Second Amendment to the Professional Services

Agreement between the City of Salinas and C&S for construction administration and management services associated with pavement rehabilitation for Runway 08-26 and the Heliport at the Salinas Municipal Airport.

ANALYSIS:

The selection of the consultant was conducted in conformance with Advisory Circular 150/5100-14E. The project timing is consistent with the 2017 Salinas Municipal Airport Layout Plan and Narrative Report. Funding for the work will be reimbursed through a Federal and State Grant.

CEQA/NEPA CONSIDERATION:

CEQA:

The City of Salinas has determined that the project is exempt (Categorical Exemption – CATEX) from the California Environmental Quality Act (CEQA) Guidelines (Section 15300, Class 1) because the project proposes the rehabilitation of an existing public facility (airport runway pavement) that will not expand beyond the existing limits. This project will ensure the airport remains a safe operating facility as mandated by the FAA.

NEPA:

Because the City is accepting federal funds for this project, the work is subject to National Environmental Policy Act (NEPA). The City of Salinas has determined that the project is exempt (Categorical Exclusion – CATEX) pursuant to FAA Order 1050.1E paragraph 310e because the project proposes the rehabilitation of an existing public facility (airport runway pavement) that will not expand beyond the existing limits. This project will ensure the airport remains a safe operating facility as mandated by the FAA.

STRATEGIC PLAN INITIATIVE:

This action complements the City Council's Goals for Well Planned City and Excellent Infrastructure.

DEPARTMENTAL COORDINATION:

The process of administering this particular project involves Public Works, Finance, and Legal Departments. Public Works Department oversaw the development of the project's plans, specifications, and estimates. Finance Department will administer the proper disbursement of funds, and Legal Department reviews pertinent documents/contracts to ensure compliance with applicable laws and regulations.

FISCAL AND SUSTAINABILITY IMPACT:

There will be no impact to the City's General Fund. Funding to complete this project CIP No. 9157, FAA AIP No. 3-06-0206-28, will come from the FAA, Caltrans Division of Aeronautics, and the Airport Enterprise Fund. The total amount of compensation to be paid to C&S for services rendered pursuant to the proposed Amendment will not exceed \$55,012.00. The federal grant is

reimbursable at 90% of the project costs. The FAA will contribute approximately \$49,511. It is anticipated Caltrans Division of aeronautics will contribute approximately \$2,475, leaving the airport enterprise fund to contribute approximately \$3,026.

ATTACHMENTS:

Professional Service Agreement – C&S Engineers. - Amendment No. 2

Resolution - C&S Engineers, Professional Service Agreement - Amendment No. 2