



Snohomish County Council

Legislation Text

File #: 2021-0029, Version: 1

Executive/Council Action Form (ECAF)

ITEM TITLE:

Motion 21-122, authorizing the Snohomish County Executive to execute a contract for the award of RFQ 24-19SR for Airport Planning Services with RS&H, Inc. at the Snohomish County Airport

DEPARTMENT: Airport

ORIGINATOR: Kevin Latschaw

EXECUTIVE RECOMMENDATION: Approve

PURPOSE: To hire RS&H, Inc. for on-call airport planning consulting services at Snohomish County Airport.

BACKGROUND: .

1. Snohomish County Airport requires Airport Planning Consultant Services for various aeronautical and non-aeronautical planning related topics such as demand/capacity analysis, facility layouts, and assistance with evaluating tenant proposals.
2. RS&H, Inc. (RS&H) has been selected on the basis of their qualifications to do the planning work identified in RFQ 24-19SR. RS&H has been in business since 1941, has on-call contracts with over 140 airports, and has provided airport planning services to nearly 70 small- and non-hub airports like Paine Field throughout the U.S.
3. The work performed under this on-call professional services contract is to be accomplished under individual task orders approved by the Airport, which shall not exceed a total compensation limit of \$200,000.
4. This request seeks authorization for the Executive to execute this professional services contract with RS&H, and further authorization for the Airport Director or their designee to approve individual task orders pursuant to this contract.
5. The contract is until December 31, 2022; however, at the option of the County up to two one-year extensions may be agreed upon in writing if needed.

FISCAL IMPLICATIONS:

EXPEND: FUND, AGY, ORG, ACTY, OBJ, AU	CURRENT YR	2ND YR	1ST 6 YRS
410.521680.4101 - Professional Services	\$100,000	\$100,000	\$200,000
TOTAL	\$100,000	\$100,000	\$200,000

REVENUE: FUND, AGY, ORG, REV, SOURCE	CURRENT YR	2ND YR	1ST 6 YRS
410.621680.0800 - Fund Balance	\$100,000	\$100,000	\$200,000
TOTAL	\$100,000	\$100,000	\$200,000

DEPARTMENT FISCAL IMPACT NOTES: The airport shall only use this on-call contract when funds area available and approved in the budget. In addition, the airport shall use FAA Grants or Passenger Facility Charges (PFC) whenever feasible to fund projects.

CONTRACT INFORMATION:

ORIGINAL **X** CONTRACT# **RFQ 24-19SR** AMOUNT **NTE \$200,000**
 AMENDMENT _____ CONTRACT# _____ AMOUNT _____

Contract Period

ORIGINAL START **Executed** END **12/31/2022**
 AMENDMENT START _____ END _____

OTHER DEPARTMENTAL REVIEW/COMMENTS: Reviewed/Approved by Risk and Finance