

HAYWARD CITY COUNCIL

RESOLUTION NO. 24-\_\_\_\_\_

Introduced by Council Member \_\_\_\_\_

RESOLUTION AUTHORIZING THE CITY MANAGER TO AMEND THE PROFESSIONAL SERVICES AGREEMENT WITH KIMLEY-HORN AND ASSOCIATES, INC., FOR ON-CALL AIRPORT PLANNING AND ENVIRONMENTAL SERVICES AT HAYWARD EXECUTIVE AIRPORT, INCREASING THE TOTAL NOT-TO-EXCEED AMOUNT FROM \$700,000 TO \$880,000; AND APPROPRIATING ADDITIONAL FUNDS FROM THE AIRPORT CAPITAL FUND FOR THE REQUESTED SERVICES

WHEREAS, the City of Hayward ("City") owns and operates Hayward Executive Airport ("Airport"); and

WHEREAS, The Airport has employed the use of both consultants and in-house engineering and design staff in the past to assist with various Airport-related capital projects; and

WHEREAS, the Airport requires use of on-call consultants for their design and planning expertise and knowledge of constantly changing FAA regulations and standards; and

WHEREAS, According to City procurement policy and FAA guidance, Airport staff and the Purchasing Division distributed a Request for Qualifications (RFQ) to aviation consultants; and

WHEREAS, after reviewing and considering the merits of each RFQ received, Kimley-Horn was selected as the consultant and entered into an agreement with the City on June 27, 2022; and

WHEREAS, Kimley-Horn was tasked with working on two primary projects, the first of which was the development of an updated ALP; and

WHEREAS, Kimley-Horn was also utilized in the event an interpretation of new FAA policies and procedures and evaluate impacts to the airport is required; and

WHEREAS, Kimley-Horn will require additional time and expense to complete the ALP Update; and

WHEREAS, Kimley-Horn has successfully completed other on-call projects over the course of the contract, and will be allowed to continue providing such services past the Professional Services Agreement termination date of June 30, 2024; and

WHEREAS, the City Council approved a two-year extension to the agreement on May 21, 2024 which was extended to June 30, 2026; and

WHEREAS, the additional cost for the requested outside services will be \$180,000; and

WHEREAS, the Recommended FY 2025 Capital Improvement Program includes funding for the Airport Layout Plan (ALP) Update and other requested services in the Airport Capital Fund (Fund 621), ALP Update, Project No. 06851 and Consultant Predesign Services, Project No. 06806; and

WHEREAS, an additional \$100,000 is required for Project 06851 in FY25 and \$80,000 for FY25 and FY26 (\$40,000 per fiscal year) is required for Project 06806; and

WHEREAS, the Airport Capital Fund of the Capital Improvement Program includes sufficient funding to accommodate the additional budget needed for this contract.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Hayward that the City Manager is hereby authorized to execute an amendment to the Professional Services Agreement (PSA) with Kimley-Horn and Associates, Inc., (Kimley-Horn) for on-call airport planning and environmental services, increasing the amount by \$180,000, for a total not-to-exceed (NTE) contract amount of \$880,000.

BE IT FURTHER RESOLVED by the City Council of the City of Hayward hereby amends the FY 2025 CIP Budget Resolution by increasing the appropriation in the Airport Capital Fund (Fund 621) by \$140,000; and amends the Capital Improvement Program – Airport Capital Fund (Fund 621) as follows:

- Project 06851: Increase of \$100,000 for FY 2025
- Project 06806: Increase of \$40,000 for FY 2025
- Project 06806: Increase of \$40,000 for FY 2026

IN COUNCIL, HAYWARD, CALIFORNIA \_\_\_\_\_, 2024

ADOPTED BY THE FOLLOWING VOTE:

AYES:            COUNCIL MEMBERS:  
                                 MAYOR:

NOES:           COUNCIL MEMBERS:

ABSTAIN:       COUNCIL MEMBERS:

ABSENT:        COUNCIL MEMBERS:

ATTEST: \_\_\_\_\_  
                 City Clerk of the City of Hayward

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney of the City of Hayward