



CITY OF HAYWARD

Hayward City Hall
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Cover Memo

File #: CONS 22-356, **Version:** 1

DATE: June 7, 2022

TO: Mayor and City Council

FROM: Director of Public Works

SUBJECT

Adopt a Resolution Authorizing the City Manager to Negotiate and Execute a Professional Services Agreement with Kimley-Horn and Associates, Inc., for Outside Airport Planning and Environmental Services and Appropriate Funds in an Amount Not-to-Exceed \$700,000

RECOMMENDATION

That Council adopts a resolution (Attachment II) authorizing the City Manager to negotiate and execute Professional Services Agreements (PSAs) with Kimley-Horn and Associates, Inc., (Kimley-Horn) in an amount not-to-exceed \$700,000 for outside planning and environmental services and to appropriate additional funds in the amount of \$10,000 from the Airport Capital Fund to the Airport Layout Plan (ALP) Update Project, Project No. 06851, and \$40,000 from the Airport Capital Fund to the Consultant Predesign Services Project, Project No. 06806.

SUMMARY

The Hayward Executive Airport (Airport) has utilized both in-house engineering staff and outside consultants in the past to assist with the design and construction administration for some of its capital projects. The Airport will continue to utilize outside consultants due to their expertise and knowledge of Federal Aviation Administration (FAA) regulations and standards, and for other reasons.

A request for qualifications (RFQ) was prepared according to City procurement policy and FAA guidance. After reviewing and considering the merits of each of the two statements of qualifications received, Kimley-Horn was selected as the consultant for the next two years and will be engaged to complete two projects for the Airport. The first is an update of the ALP that includes an inventory of current facilities and potential capital project locations. The second will consider the modification and relocation of the Remote Transmitter Receiver (RTR), which serves as a means of communication between the pilot and air traffic control.

It is expected that the total cost for both of these projects, as well as other minor projects that may occur during the next two years, will not exceed \$700,000. Most of this funding is included as part of the Recommended FY 2023 Capital Improvement Program (CIP) under Projects 06851 and 06806, with 90% of the cost for the ALP Update (approximately \$535,000) to be reimbursed by the FAA. In order to fully

encumber the total cost of the requested services, an additional appropriation is needed in the amounts of \$10,000 for Project 06851 (ALP Update) and \$40,000 for Project 06806 (Consultant Predesign Services).

ATTACHMENTS

Attachment I Staff Report

Attachment II Resolution