



Agenda Report Form

Open Session Item

SUBJECT: Contract Award (PUR-1714) - Aviation Engineering Services for the Hagerstown Regional Airport

PRESENTATION DATE: December 17, 2024

PRESENTATION BY: Brandi Naugle, CPPO, Director of Purchasing, and Neil Doran, Airport Director

RECOMMENDED MOTION: Move to award the contract for on-call Aviation Engineering Services at the Hagerstown Regional Airport, with the contract Agreement being contingent upon FAA approval.

REPORT-IN-BRIEF: Qualifications & Experience submittals were received on November 20, 2024, from one (1) firm.

In accordance with FAA/MAA regulations, the selection of an aviation engineering consultant is not to be based on price proposals but rather only on consultants' qualifications and experience. The services to be performed shall include but not be limited to aviation planning services, architectural/engineering services, airport development projects, and incidental services. A Tentative List of Projects on which services may be applied is listed on the attachment to this recommendation.

The Coordinating Committee was comprised of the Airport Director (Committee Chairman Designee), County Director of Purchasing, Airport Operations & Terminal Manager, Division of Public Works and Director of Engineering.

The County accepted bids on November 20, 2024. The Invitation to Bid (ITB) was advertised on the State of Maryland's (eMMA) "*eMaryland Marketplace Advantage*" website, on the County's website, in the local newspaper, and on the County's new online bidding site, Ionwave. Fifty-two (52) persons/companies registered/downloaded the bid document online. One (1) bid was received.

The Committee unanimously recommends award of this contract to the sole proposer based on its qualifications and experience submittal. The contract is for a two-year period with an option to renew for up to three (3) consecutive one-year periods.

DISCUSSION: N/A

FISCAL IMPACT: Funding for services is budgeted within the Airport's budget based on individual projects and services as required.

CONCURRENCES: The Coordinating Committee and contingent upon approval of the contract Agreement by the FAA.

ALTERNATIVES: N/A

ATTACHMENTS: Tentative List of Projects

AUDIO/VISUAL NEEDS: N/A

HAGERSTOWN REGIONAL AIRPORT TENTATIVE LIST OF PROJECTS

- FFY 2020
 - a. Wildlife Assessment
 - b. Rehabilitate Runway 9-27

- SFY 2021
 - a. Foam Test Equipment and Live Scan Machine
 - b. Security Improvements – Phase 5
 - c. T-Hangar Replacement - #1, 2 and 3

- FFY 2021
 - a. Acquire Land for Development – Fairchild (RVZ)
 - b. Procure and Install Passenger Boarding Bridge

- SFY 2022
 - a. T-Hangar Replacement - #1, 2 and 3
 - b. Equipment Replacement

- FFY 2022
 - a. Acquire Land for Development – Phase 1
 - b. Reconstruct Taxiway F (Design)

- SFY 2023
 - a. Thermoplastic Marking Applications

- FFY 2023
 - a. Acquire Land for Development – Phase 2
 - b. Reconstruct Taxiway F (Construction)

- SFY 2024
 - a. Snow Removal Equipment Building Expansion (Design)

- SFY 2025
 - a. Snow Removal Equipment Building Expansion (Construction)