



Interoffice Memorandum

To: Finance Committee

From: Robbie Beaton, Superintendent of Operations

CC: Catherine Conlow, City Manager
Debbie Cyr, City Finance Director
Tony Caruso, Airport Director

Re: Airport Improvement Project (AIP) engineering

Date: August 22, 2014

The FAA requires all public-use airports to retain the services of a qualified engineering and architectural firm for all Federal airport improvement projects (AIP). AIP grants are utilized by airport for planning and airport development projects.

On August 6, 2014, the City received three (3) responses to its Request for Proposals (RFP) for Airport Improvement Project (AIP) engineering and architectural services for a five year period. Responses were received from Hoyle Tanner Associates, Jacobs and Stantec, we were fortunate to receive responses from such highly qualified companies.

After a thorough review of the proposals submitted, staff recommendation is to award the contract to Jacobs. Jacobs is our current contract holder and has provided excellent service to BGR. Over the years Jacobs, has not only provided outstanding design and engineering services, project support, and contract, reporting and grant administration to BGR, but they have consistently completed projects under budget which in turn allows BGR to fund other projects. Jacobs has significant experience and historic knowledge of our Airport. In addition, their response clearly recognized the fact that a majority of the Airport resides in the Birch Stream watershed, which in turn has an impact on projects as well as the operating budget as it relates to storm water.