



CITY COUNCIL AGENDA REPORT

MEETING DATE: Tuesday, October 28, 2025
TO: CITY COUNCIL
WRITTEN BY: AIRPORT OPERATIONS MANAGER ROSAS
RECOMMENDED BY: AIRPORT DIRECTOR WILLIAMS
APPROVED BY: TAMARA VIDES, CITY MANAGER

SUBJECT: RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A FIVE-YEAR CONTRACT FOR ENGINEERING AND CONSULTING SERVICES AWARDED TO BRANDLEY ENGINEERING, INC.

RECOMMENDATION:

It is recommended that City Council approve a resolution authorizing the City Manager to execute a five-year contract with Brandley Engineering, Inc., for a total compensation amount not to exceed \$2,500,000 to provide various engineering and consulting services to the Municipal Airport (KWVI), which will be funded at a rate of ninety percent (90%) to be funded by the Federal Aviation Administration grants, five percent (5%) by the Caltrans Aeronautical Division and five percent (5%) by Airport enterprise funds, and authorizing the City Manager to execute the contract.

BACKGROUND:

The services under this contract are consultant services in accordance with the FY 2026-2031 Airport Capital Improvement Plan (ACIP) submitted to the FAA's San Francisco Airports District Office on October 14, 2025. This 5-year contract has a value of \$2.5 million non-encumbered funds contingent of FAA grant awards based on a statement of work. The scope of services in the contract includes but is not limited to:

- General Engineering and Consulting Services
- Preparation of annual Airport Capital Improvement Program (CIP)
- Preparation of Applications for Federal Assistance for funding of specific projects
- Preparation of Categorical Exclusions (Cat Ex) and other environmental documents for specific projects
- Engineering review of private improvements at the Watsonville Municipal Airport
- Special project consultation and site visits as needed by City.

Ninety percent (90%) to be funded by the Federal Aviation Administration grants, five percent (5%) by the Caltrans Aeronautical Division and five percent (5%) by Airport enterprise funds.

DISCUSSION:

In accordance with Federal Aviation Administration Advisory Circular (AC) 150/5100- 14E the Municipal Airport is required to survey and test the aviation consultant professional services market on a recurring basis. Also, section 3-5.500 of the Municipal Code also requires that an RFP or RFQ process be followed for these types of services.

The RFQ solicited interested consultants to compete for Architectural and Engineering services at KWVI.

The selected firm would assist the airport with architectural and engineering of proposed projects, improvements and implementation of the airport’s capital improvement program.

STATEMENTS OF QUALIFICATIONS (SOQ) RESULTS:

On August 15, 2025, a Request for Qualifications document was broadly advertised and published soliciting submittals for a five year Engineering and consultant services contract.

By September 30, 2025, three submittals were received, reviewed and scored in accordance with established selection criteria. The highest scoring responsive submission, Brandley Engineering, Airport Consulting Engineer, is recommended for contract award. The summary of the scoring follows:

NO.	CONSULTANT	LOCATION	SCORE
1.	Brandley Engineering, Inc.	Loomis, CA	97
2.	Tartaglia Engineering	San Luis Obispo, CA	83
3.	AE3 Partners, Inc.	San Francisco, CA	66

Given their high score, the City Manager is recommending that the contract be awarded to Brandley Engineering, Inc., as the best response.

CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) DETERMINATION:

The approval of the contract for engineering and consulting services is not subject to review under the California Environmental Quality Act (CEQA) pursuant to Public Resources Code Section 21000, et seq. and the CEQA Guidelines (14 Cal. Code Regs. §§ 15000 et. seq.), including without limitation, Public Resources Code section 21065 and California Code of Regulations 15378 as this is not a “project” that may cause a direct, or reasonably foreseeable indirect, physical change in the environment.

STRATEGIC PLAN:

Infrastructure & Environment- City Council approval of this award is consistent with the Municipal Airports requirement to comply with AC 150/1500-14E and will support the goals and objectives outlined in the Airport Capital Improvement Plan.

FINANCIAL IMPACT:

Airport Enterprise Fund will budget five percent (5%) of the project cost for the ACIP project.

ALTERNATIVE ACTION:

City Council may choose not to award the contract.

ATTACHMENTS AND/OR REFERENCES (IF ANY):

None.