



## Commission Meeting

November 7, 2023

Augusta Regional Airport

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<b>Department:</b>	Augusta Regional Airport – Master Agreement for Professional Aviation Planning and Feasibility Studies Consulting Services RFP 23-156
<b>Presenter:</b>	Herbert Judon
<b>Caption:</b>	Motion to <b>approve</b> Professional Services Contract with Mead & Hunt, Inc. to perform Aviation Planning Services, Feasibility Studies and all related tasks as listed/shown within the professional services RFQ and/or requested by Augusta Regional Airport. Approved by the Augusta Aviation Commission on September 21, 2023. RFQ 23-156 ( <b>Approved by Public Services Committee October 31, 2023</b> )
<b>Background:</b>	Augusta, GA via the Procurement Department and Augusta Regional Airport advertised a new 5-year on-call professional services agreement for Aviation Planning and Feasibility Studies in March 2023 per all Federal requirements. Bids were opened and read publicly on April 10, 2023, at 11:00 am at the Augusta Procurement Department. Three responsive bids were received. The new Agreement will commence on November 1, 2023.
<b>Analysis:</b>	Mead & Hunt received the highest scores on the evaluation. Based on Augusta Regional Airport's review and scoring completed on June 1, 2023, we recommend awarding the professional services contract to Mead & Hunt, Inc. Based upon our review and the Procurement Department's review, we believe Mead & Hunt has submitted a responsive bid and is a responsible and experienced professional aviation planning firm.
<b>Financial Impact:</b>	The contract encompasses multiple subcontracts (Work Authorizations, or WAs), assigned to the design and the construct management/administration for each Airport's improvements project acknowledged by the Federal Aviation Administration (FAA) and budgeted during the contract periods, , including in the 2023 and 2024 budget. The annual cost is typically approximately 20% of total capital improvements cost.
<b>Alternatives:</b>	To deny.
<b>Recommendation:</b>	Recommend Approval. Approved by the Augusta Aviation Commission on September 21, 2023.
<b>Funds are available in the following accounts:</b>	551081301-5412110, 5413120, 5421110 551081302-5421110, 551081303-5412110,

551081304-5319150, 5412110,  
551081305-5319150, 5412110, 5413130,  
551081306-5412110, 5413130, 5414910

**REVIEWED AND**  
**APPROVED BY:**

N/A