



Agenda Report

Agenda of: October 28, 2025

Department: Airport

Subject: Authorization to Issue a Request for Qualifications (RFQ) for Airport Engineering Services

Recommended Motion: Authorize staff to issue a Request for Qualifications (RFQ) for professional airport engineering services to support current and future Castroville Municipal Airport projects.

Background: At the October 14, 2025 Special Called Meeting, the City Council received presentations from multiple professional engineering and consulting firms to evaluate the City's existing contracts and identify service gaps. During this discussion, it was clarified by representatives of KSA, a Pape-Dawson company, that the City does not currently have a professional services agreement in place to provide **aviation and airport engineering support**.

The Castroville Municipal Airport has historically relied on specialized aviation engineers to design and manage federally and state-funded projects through the **TxDOT Aviation Division**, including runway extensions, lighting upgrades, and hangar developments. The last major projects, such as the **Airport Layout Plan (ALP) Update completed in 2022**, were also managed by aviation engineers with TxDOT experience.

Moving forward, the City will need professional engineering services to assist with the following priorities:

- Runway resurfacing to extend pavement life expectancy.
- Conversion of runway lighting from incandescent to LED.
- Full-depth apron pavement repairs.
- Design and planning for additional taxiway paving and future hangar development.
- Preparation of environmental, permitting, and design documents required for future **FAA and TxDOT grant cycles**.

The City has accumulated multiple years of available funding allocations under the **Non-Primary Entitlement (NPE) Program** and the **Airport Infrastructure Grant (AIG) Program**, with several of these funds expiring within the next 24–36 months if not obligated. Without a qualified aviation engineer under contract, the City risks losing access to these funds and delaying key capital improvements at the airport.

To maintain eligibility for future funding and to ensure compliance with the **Texas Professional Services Procurement Act (Gov't Code, Chapter 2254)**, staff recommends issuing a formal RFQ to select a qualified airport engineering firm. The selected firm will assist with planning, design, and construction management for upcoming TxDOT- and FAA-funded projects.

Fiscal Impact: None at this time. Future costs associated with engineering design and project management will be included in project-specific funding requests or grant applications.

☒ **Budgeted** ☐ **Requires Budget Amendment**

Source of Funding: Airport Adopted Budget for FY 25-26

Attachments: RFQ Template

Urgency (0-5 = Low Urgency to High Urgency): 3

Impact (0-5 = Low Impact to High Impact): 3

Submitted by: Michael Haley