



CITY OF MARSHALL AGENDA ITEM REPORT

Presenter:	Jason Anderson
Meeting Date:	Tuesday, January 14, 2025
Category:	NEW BUSINESS
Type:	ACTION
Subject:	Authorize to Advertise for Request for Qualifications (RFQ) for Airport Consultant Services for 5-Year CIP Items at Airport
Background Information:	<p>Consultant selection for assistance in the completion of airport projects included in the Capital improvement Plan for the Airport must be performed every 5 years to satisfy FAA requirements. The current TKDA Professional Services Agreement expires on March 10, 2025. Any future Project Authorizations will be subject to going through the consultant selection process and executing a new Professional Services Agreement.</p> <p>Attached is the Request for Qualifications (RFQ) that City staff would like to advertise. An RFQ review committee was established by the Airport Commission at their January 7, 2025 meeting. The review committee is proposed to be two City staff, two Airport Commission members, and one City Council member. The Airport Commission established the RFQ review committee to consist of Jason Anderson (staff), Dean Coudron (staff), Ron Halgerson (airport), Quentin Fixen (airport), and Craig Schafer (Council-airport liaison).</p>
Fiscal Impact:	None at this time.
Alternative/ Variations:	No alternative actions recommended.
Recommendations:	that the Council authorize advertisement for airport consultant services, per FAA requirements.