

RESOLUTION 19-26 – AUTHORIZES AN AGREEMENT BETWEEN THE DELAWARE RIVER AND BAY AUTHORITY AND MCFARLAND JOHNSON TO PROVIDE PROFESSIONAL GENERAL PLANNING CONSULTANT SERVICES FOR MILLVILLE AIRPORT, CAPE MAY AIRPORT, NEW CASTLE AIRPORT, DELAWARE AIRPARK, AND DOVER CIVIL AIR TERMINAL

WHEREAS, The Delaware River and Bay Authority (the “Authority”) is a bi-state Authority of the State of Delaware and the State of New Jersey that operates and maintains the Millville Airport (Cumberland County, NJ), Cape May Airport, New Castle Airport, Delaware Airpark and Dover Civil Air Terminal; and

WHEREAS, the Authority seeks to engage a qualified engineering firm to provide professional “on-call” general planning consultant services for all airports Authority-wide; and

WHEREAS, the Authority intends to enter into a Services Agreement (“Agreement”) with the selected firm; and

WHEREAS, said Services Agreement shall have a base term of four (4) years, with the Authority granted the option to extend the Agreement for an additional period of one (1) year after the expiration of the base term, such option term to be authorized by the originating committee with the consent of the Chairperson and Vice Chairperson of the Board of Commissioners; and

WHEREAS, the Authority publicly advertised a Request for Proposals (“RFP”) for the required GEC services in compliance with Resolution 98-31, as amended, which governs the Authority’s procedure for the procurement of professional services; and

WHEREAS, the Authority received and evaluated two (2) proposals pursuant to the aforementioned public advertisement; and

WHEREAS, the Authority short-listed two (2) firms and conducted oral interviews with each of those firms; and

WHEREAS, McFarland Johnson was designated as the highest-ranking firm following final evaluation; and

WHEREAS, the Authority conducted an analysis of the scope, complexity and cost of the services proposed by McFarland Johnson and has determined the fees proposed for such services to be fair and reasonable; and

WHEREAS, the Projects Committee reviewed this recommendation and concurs with the evaluation; and

NOW, THEREFORE, BE IT RESOLVED, that the Executive Director is hereby authorized to finalize the terms and conditions of a Services Agreement with McFarland Johnson to provide such services to the Authority and to have such Agreement, with the advice and consent of Counsel, executed by the Chairperson, Vice-Chairperson and Executive Director.

Resolution 19-26 Executive Summary

Resolution: Authorizes an agreement between the Authority and McFarland Johnson to provide professional general planning consultant services for Millville Airport, Cape May Airport, New Castle Airport, Delaware Airpark and Dover Civil Air Terminal

Committee: Projects Committee

**Committee/
Board Date:** June 18, 2019

Purpose of Resolution:

To authorize an agreement with McFarland Johnson to provide professional “on-call” general planning consultant services for all airports Authority-wide.

Background for Resolution:

The proposed Resolution meets the requirements of Resolution 98-31, as amended, which governs the procedure for the procurement of professional services.

The Authority received and evaluated proposals submitted by the following two (2) firms, and short-listed* two (2) of those firms:

McFarland Johnson*
Michael Baker International*

The Authority conducted oral interviews with the short-listed firms and utilized the advertised final evaluation criteria to establish a ranked list of firms, with McFarland Johnson being identified as the top-ranked firm following the short-list interviews. The Authority conducted an analysis of the proposed costs of the services and determined the proposed rates to be fair and reasonable.