

AUTHORIZING EXECUTION OF PURCHASE OF SERVICES AGREEMENT
FOR ENGINEERING AND CONSULTING SERVICES FOR THE DANE COUNTY REGIONAL
AIRPORT

The Dane County Regional Airport has a demonstrated need for specific engineering and consulting services in the disciplines of airport planning, engineering, design, and air service development.

A Request for Proposals was issued by Dane County and a local company, Mead & Hunt, Inc., was the only firm to respond. Mead & Hunt, Inc. presently provides the same services through a contract which expired on January 31, 2014. They performed satisfactorily under that contract.

NOW, THEREFORE, BE IT RESOLVED that a Purchase of Services Agreement be awarded to Mead & Hunt, Inc. for a maximum term of five years. Maximum annual expenditures under the contract will be established each year in the budget adopted by the County Board. Expenditures under the contract for 2014 are capped at \$50,000.

BE IT FURTHER RESOLVED that the County Executive and the County Clerk are hereby authorized and directed to sign the agreement on behalf Dane County.

Submitted by Supervisors O'Loughlin and Gillis, April 3, 2014.
Referred to PERSONNEL & FINANCE and PUBLIC WORKS & TRANSPORTATION.

DANE COUNTY
POLICY AND FISCAL NOTE

<input checked="" type="checkbox"/> Original	<input type="checkbox"/> Update	Substitute No. _____
Sponsor: _____		Resolution No. <u>299</u> , 2013-2014
Vote Required: _____		Ordinance Amendment No. _____
Majority <input checked="" type="checkbox"/> Two-Thirds <input type="checkbox"/>		

Title of Resolution or Ord. Amd.:

AUTHORIZING EXECUTION OF PURCHASE OF SERVICES AGREEMENT FOR ENGINEERING AND CONSULTING SERVICES FOR THE DANE COUNTY REGIONAL AIRPORT

Policy Analysis Statement:

Brief Description of Proposal -

A Purchase of Services Agreement is awarded to Mead & Hunt, Inc. for engineering and consulting services at the Dane County Regional Airport in the disciplines of airport planning, engineering, design, and air service development.

Current Policy or Practice -

Mead & Hunt provided essentially the same services under a contract that recently expired.

Impact of Adopting Proposal -

The Airport will continue to procure engineering and consulting services from Mead & Hunt.

Fiscal Estimate:

Fiscal Effect (check all that apply) -

- No Fiscal Effect
- Results in Revenue Increase
- Results in Expenditure Increase
- Results in Revenue Decrease
- Results in Expenditure Decrease

Budget Effect (check all that apply)

- No Budget Effect
 - Increases Rev. Budget
 - Increases Exp. Budget
 - Decreases Rev. Budget
 - Decreases Exp. Budget
 - Increases Position Authority
 - Decreases Position Authority
- Note: if any budget effect, 2/3 vote is required

Narrative/Assumptions about long range fiscal effect:

The contract is for a period not to exceed five years. The annualized expenditure is estimated to be \$50,000 however each year's expenditure is limited to the budget amount adopted by the County Board.

Expenditure/Revenue Changes:

	Current Year		Annualized			Current Year		Annualized	
	Increase	Decrease	Increase	Decrease		Increase	Decrease	Increase	Decrease
Expenditures -					Revenues -				
Personal Services					County Taxes				
Operating Expenses					Federal				
Contractual Services	\$50,000		\$50,000		State				
Capital					Other				
Total	\$50,000	\$0	\$50,000	\$0	Total	\$0	\$0	\$0	\$0

Personnel Impact/FTE Changes:

None

Prepared By:

Agency: Airport	Division: Administration
Prepared by: Doug Pickard	Date: 03/27/14
Reviewed by: Kim Jones	Phone: 246-3384
	Date: 03/27/14
	Phone: 246-3391