



AGENDA STAFF REPORT

Control: 26001391

MEETING DATE: 06/23/2026
LEGAL ENTITY TAKING ACTION: Board of Supervisors
BOARD OF SUPERVISORS DISTRICT(S): District 5
SUBMITTING AGENCY/DEPARTMENT: John Wayne Airport
DEPARTMENT CONTACT PERSON(S): Charlene Reynolds, 949-252-5183
 Steven Carrillo, 949-252-6088

SUBJECT: Approve Aggregate Contract for Airport Planning and Programming Services

CEO CONCUR	COUNTY COUNSEL REVIEW	CLERK OF THE BOARD
Concur	Approve agreement to form	DISCUSSION
		3 Votes Board Majority

Budgeted: N/A	Current Year Cost: N/A	Annual Cost:
		FY 2026-27 \$900,000
		FY 2027-28 \$1,000,000
		FY 2028-29 \$1,000,000
		FY 2029-30 \$100,000

Staffing Impact: No	Funding Source: See Financial Impact	Sole Source: No
Current Fiscal Year Revenue: N/A	Section	County Audit in Last 3 years: No
Levine Act Review Completed? Yes		
Prior Board Action: N/A		

RECOMMENDED ACTION(S):

1. Select and approve Respondents from the Solicitation Ranking Results list of respondents in Attachment B, resulting from Request for Qualifications No. 280-3021703 for Airport Planning and Programming Services.
2. Approve Model Aggregate Contract for Airport Planning and Programming Services, and delegate authority to the County Procurement Officer, or their Deputized designee, to negotiate and execute the approved Contract without substantive changes with the selected Respondents, for an aggregate total amount not to exceed \$3,000,000, for a term beginning July 23, 2026, through July 22, 2029. Should negotiations with any of the selected Respondents fail, authorize the County Procurement Officer, or their Deputized designee, to terminate negotiations with the selected Respondent and proceed to negotiate with the next highest ranked Respondent.

SUMMARY:

Approval of the Model Aggregate Contract for Airport Planning and Programming Services and authorization of the County Procurement Officer, or their Deputized designee, to negotiate and execute the approved Contract with the Selected Respondents will allow John Wayne Airport to access professional planning and programming services needed to support a broad range of airport projects, studies, and/or assignments of varying types and degrees of complexity that facilitate the continued improvement of and development at the Airport.

BACKGROUND INFORMATION:

Airport Planning and Programming Services (Services) provide professional planning and programming services used for a wide range of airport projects, studies, and assignments at John Wayne Airport (JWA). These Services span multiple project types and varying levels of complexity, including airfield geometry studies and evaluations, facility assessments, and infrastructure planning to accommodate both current and projected operational demand and capacity. These Services directly support the continued improvement and development of JWA and help ensure alignment with its strategic vision, operational objectives, and funding priorities.

Services may also include the preparation and analysis of planning-level documents, exhibits, and reports that support JWA’s non-capital, capital improvement, and maintenance initiatives.

Approval of the Contract for Services ensures that the current and long-term airport development strategy is effectively planned, engineered, programmed, and delivered in a manner that maintains seamless operations of JWA's essential functions and preserves safety, efficiency, and service quality. Studies and tasks anticipated over the duration of this Contract include, but are not limited to, California Environmental Quality Act (CEQA) and/or National Environmental Policy Act (NEPA) environmental impact studies and determinations for airport projects, noise impact/mitigation studies, compatible land use evaluations, facility-wide electrification feasibility/implementation planning, Airport Layout Plan update/maintenance, as well as planning and programming support for the continued refinement of the airport’s Maintenance Improvement Program (MIP) and Capital Improvement Program (CIP).

On March 31, 2026, JWA issued a Request for Qualifications (RFQ) to establish a Qualified Vendor List (QVL) for the Services. A total of six submittals were received by the solicitation deadline of April 21, 2026, with all six respondents meeting the minimum pass point to be included in the QVL.

Responsive proposals were evaluated utilizing the scoring criteria provided in Attachment C. On April 30, 2026, a five-member panel with expertise in the Services evaluated the qualifications.

Based on the evaluation rankings set forth in Attachment C as well as historical utilization of similar tasked Services in the prior Airport Architectural Engineering Services contracts (between December 20, 2022 through December 19, 2025) of approximately \$2.97 million, JWA recommends Board of Supervisors (Board) approval to negotiate and execute the approved Contract(s) with the top three highest-ranked Respondents, effective July 23, 2026, through July 22, 2029, for an aggregate total amount not to exceed \$3,000,000, with the following firms:

Respondents	Contracts	Corporate Office Locations

WSP USA, Inc.	MA-280-26011042	One Penn Plaza, 4th Floor, New York, NY 10119
HNTB Corporation	MA-280-26011042	1111 Main Street, Suite 2500, Kansas City, MO 64106
Kimley-Horn	MA-280-26011042	421 Fayetteville Street, Suite 600, Raleigh, NC 27601

The Respondents' respective license numbers were verified as current and active through the Department of Consumer Affairs database on May 11, 2026. Copies of the verifications are on file.

The appropriate due diligence has been conducted and JWA has verified there are no concerns that must be addressed with respect to all Respondents' ownership/name, litigation status or conflicts with County interest.

Reference checks were satisfactory and completed with the following entities regarding similar Services:

Respondents	Reference	Reference	Reference
WSP USA, Inc.	Calpine Corporation	Port of Portland	Sacramento District
HNTB Corporation	Los Angeles Worlds Airport	Oakland International Airport	Ontario International Airport
Kimley-Horn and Associates, Inc.	Parking and Ground Transportation at Houston Airports	Monterey Airport	City of Santa Barbara

This Contract includes proposed subcontractors for the three recommended Respondents. In the event that the addition or substitution of any subcontractor impacts the scope of work and/or the contract amount, JWA will bring the matter back to the Board for approval.

Through evaluation of JWA's business needs and strategic vision, including the volume of anticipated/planned projects reflected in JWA's Capital Improvement Program, additional reserve capacity is necessary for JWA to account for unplanned studies, tasks, and/or assignments that may arise to address operational needs or regulatory requirements.

An analysis was completed to verify the Contract provides the County with persons specially trained, experienced, expert and competent to perform the special services in accordance with the law.

The Orange County Preference Policy is not applicable to the award of these contracts.

Compliance with CEQA: This action is not a project within the meaning of CEQA Guidelines Section 15378 and is therefore not subject to CEQA, since it does not have the potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment. The approval of this agenda item does not commit the County to a definite course of action in regard to a project since it involves approval of a Contract to access professional planning and programming services to support a broad range of airport projects, studies, and/or assignments of varying

types and degrees of complexity. This proposed activity is therefore not subject to CEQA. Any individual, specific work authorized pursuant to this Contract will be reviewed for compliance with CEQA.

FINANCIAL IMPACT:

Appropriations for the contracts will be included in JWA Operating Fund 280 and JWA Construction Fund 281 FY 2026-27 Budget and will be included in the budgeting process for future years. Estimated utilization is 75% in Fund 280 and 25% in Fund 281.

The proposed Contract includes provisions stating that the Contract is subject to and contingent upon applicable budgetary appropriations approved by the Board for each fiscal year during the term of the Contract. If such appropriations are not approved or are reduced, the Contract may be immediately modified or terminated without penalty to the County. The proposed contracts include a provision stating the contracts may be terminated upon 10 days' written notice for cause and upon not less than seven calendar days' written notice for convenience without penalty to the County.

STAFFING IMPACT:

N/A

REVIEWING AGENCIES/DEPARTMENTS:

N/A

ATTACHMENTS:

Attachment A – Aggregate Contract MA 280-26011042

Attachment B – Notice of Solicitation Ranking Results

Attachment C – Summary of Evaluators' Scoring and Scoring Criteria