



AGENDA STAFF REPORT

Control: 26001855

MEETING DATE: 10/27/2026
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
Mazen Chilet, 949-252-5270

SUBJECT: Approve Model Contract for Airport IT Systems Design Services

CEO CONCUR

Concur

COUNTY COUNSEL REVIEW

Approve agreement to form

CLERK OF THE BOARD

DISCUSSION

3 Votes Board Majority

Budgeted: Yes

Current Year Cost: \$500,000

Annual Cost:

FY 2027-28 \$1,000,000

FY 2028-29 \$1,000,000

FY 2029-30 \$500,000

Staffing Impact: No

Sole Source: No

Current Fiscal Year

Funding Source: See Financial Impact
Section

**County Audit in Last 3
years:** No

Revenue: N/A

Levine Act Review

Completed? Yes

Prior Board Action: N/A

RECOMMENDED ACTION(S):

1. Find that the subject activity is not a project within the meaning of the California Environmental Quality Act (CEQA) Guidelines Section 15378 and is therefore not subject to review under CEQA.
2. Select and approve three Respondents from the Solicitation Results in Attachment B, resulting from Request for Qualifications No. 280-3026801-CP for Airport IT Systems Design Services.
3. Approve Model Contract for Airport IT Systems Design Services and authorize the Airport Director or designee to negotiate and execute, upon approval as to form by County Counsel, individual contracts without substantive changes, with the three Respondents selected by the Board of Supervisors, in an aggregate amount not to exceed \$3,000,000, for a term of three years, effective upon execution of all necessary signatures. If negotiations with any of the selected Respondents are unsuccessful, authorize the Airport Director or designee to proceed to negotiate and execute the approved contracts, upon County Counsel's approval as to form, with the next Respondent(s) selected by the Board of Supervisors.

4. Select and approve the remaining Respondents from the Solicitation Results in Attachment B, to remain on the Qualified Vendors List, resulting from Request for Qualifications No. 280-3026801-CP for Airport IT Systems Design Services.

SUMMARY:

Approval of the Model Contract for Airport IT Systems Design Services and authorization to negotiate and execute contracts with the Respondents selected by the Board of Supervisors will enable John Wayne Airport to obtain professional information technology systems design and consulting services to support the technology needs of various maintenance, non-capital and capital improvement projects, including emergency and unanticipated projects and assignments.

BACKGROUND INFORMATION:

Airport IT Systems Design Services (Services) provide specialized information technology (IT) systems design and consultation support that will assist John Wayne Airport (JWA) staff in delivering emergency, maintenance, non-capital and capital improvement projects, as well as studies, evaluations, and assessments of varying scope and complexity. These Services support a broad range of airport technology initiatives, such as video surveillance and access control systems; building management and automation systems; energy and power monitoring systems; geographic information systems; IT and network infrastructure planning and development; common use passenger processing systems; baggage handling systems; digital signage and wayfinding; and parking management systems, among others.

In addition to technical design and consultation, the Services may include project management, coordination, evaluation, monitoring, testing, and quality assurance of IT-related work performed at JWA. These activities ensure contractor and project compliance with all applicable airport security, regulatory, and operational requirements and standards.

On July 14, 2026, JWA released a Request for Qualifications (RFQ) to establish a Qualified Vendor List (QVL) for the Services, advertising the solicitation through the County's online bidding system. A total of 13 submittals were received by the August 4, 2026, deadline. One submittal was deemed non-responsive, and 12 submittals met the minimum qualifications and requirements for this solicitation. JWA is procuring these Services in accordance with Section 3.4-101 of the 2026 Contract Policy Manual. The Orange County Preference Policy does not apply to Architect-Engineer (A-E) contracts.

Responsive proposals were evaluated by a five-member panel representing John Wayne Airport, Long Beach Airport, Ontario International Airport, and Paslay Group. The evaluation panel reviewed and scored the written Statement of Qualifications (SOQ) according to the criteria outlined in Attachment C.

Evaluation Criteria

Criteria	Points
Qualification and Related Experience/Technical Expertise	400
Key Personnel/Proposed Staffing	175
Availability to Perform Services	250

SOQ Organization/Completeness of Response	150
Compliance with the County Model Contract *NOTE: RESPONDENTS SUBMITTING EXCEPTIONS TO THE COUNTY MODEL CONTRACT LISTED IN ATTACHMENT A OF THIS RFQ, SHALL RECEIVE A SCORE OF “0” FOR THIS CRITERIA.	25
Total	1000

A Notice of Solicitation Results was issued on September 11, 2026. No protests were received. See Attachment B for the Solicitation Results. The evaluation results are as follows:

Respondent	Total Evaluators’ Score*
Burns Engineering, Inc.	2865
Faith Group, LLC	2790
Arora Engineers	2780
M2P Consulting, Inc.	2635
Wipro LLC	2395
Net Force	2385
Arup US, Inc.	2345
Telavit LLC	2120
Satwic	2045
Azimuth Zero, Inc.	1880
Kopius Inc.	1795
Tec-Refresh, Inc.	1590

*Per Contract Policy Manual §4.3.1-107, the scores reflect the elimination of the highest and lowest evaluators’ scores.

JWA requests that the Board of Supervisors approve the Model Contract and authorize the Airport Director or designee to negotiate and execute contracts with the three highest evaluated Respondents as referenced in the Recommended Actions above.

Approval of the contracts supports the continued execution and delivery of JWA projects and assignments in a manner that supports seamless airport operations and upholds standards for safety, efficiency, and service quality.

Through evaluation of JWA's business needs, additional reserve capacity is necessary for JWA to continue to respond to emergencies and unplanned projects/assignments associated with these Services.

The appropriate due diligence has been conducted, and JWA has verified that all Respondents are in good standing. Reference checks were satisfactory regarding similar Services. Copies of the reference checks and verification are on file.

The contracts include proposed subcontractors for the 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.

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

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 contracts for professional IT systems design and consultation services to support the technology needs of a broad range of airport projects, studies, and/or assignments of varying types and levels of complexity. This proposed activity is therefore not subject to CEQA. Any individual, specific work authorized pursuant to these contracts will be reviewed for compliance with CEQA.

FINANCIAL IMPACT:

Appropriations for the contracts are 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 20% in Fund 280 and 80% in Fund 281.

The proposed contracts include provisions stating the contracts are subject to, and contingent upon, applicable budgetary appropriations being approved by the Board for each fiscal year during the term of the contracts. If such appropriations are not approved, or are reduced, the contracts 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 – Model Contract MA 280-26011105 for Airport IT Systems Design Services

Attachment B – Solicitation Results

Attachment C – Summary of Evaluators' Scoring and Scoring Criteria