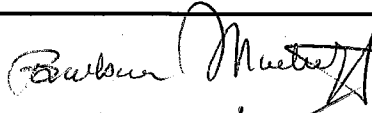


SOUTHERN CALIFORNIA REGIONAL AIRPORT AUTHORITY

INTERIM STAFF:


Barbara Martinoff

MEETING DATE:

September 12, 2007

SUBJECT: *AGENDA ITEM 5b*

***AUTHORIZE INTERIM STAFF TO EXECUTE A SOLE SOURCE CONTRACT WITH
RRM DESIGN FOR CONSULTING SERVICES***

RECOMMENDATION:

Interim staff RECOMMENDS that the Southern California Regional Airport Authority Board:

1. APPROVE the recommendation by the interim staff for a sole source contract with RRM Design for consulting services.
2. AUTHORIZE the interim staff to enter into a contract on behalf of SCRAA with RRM Design for consulting services.
3. AUTHORIZE the County of Los Angeles, Auditor-Controller to reimburse RRM Design for consulting services for an amount not to exceed \$47,000.

DISCUSSION:

The SCRAA Board has been in the start up phase for close to a year with no final determination on the Mission Statement, Purpose and organizational structure. Various options and models have been reviewed with the Board and stakeholder groups. The Interim staff also reviewed the results of the previous meetings, workshop, letters received, as well as the dialogue with representatives from the City of Long Beach and Orange County and determined that due to the diverging ideas and recommendation of the stakeholders, a professional consultant was needed to reach a consensus. The proposed facilitated workshop would assist the SCRAA Board with their goal to be more inclusive and demonstrate their commitment to outreach to new members.

The Interim staff contacted consultants who facilitate meetings to determine their availability for the SCRAA meeting and workshop. Decisions Decisions, one of the consultants contacted, indicated a willingness to be involved but had a conflict with SCRAA's meeting dates. RRM Design Group submitted a scope of work, qualifications and fee schedule, attached for your consideration, and was available on the date of the next SCRAA meeting and on the proposed date of the workshop. The interim staff considered awarding this contract as a sole source since it was impractical and impossible to get another consulting firm in such a short notice. In addition, the work can be performed more feasibly by independent contractors equipped to handle large crowds and facilitate contentious subject matter than by the interim staff.

The Interim staff reviewed the qualifications of RRM Design and deemed them to be qualified for the scope required for this contract. The scope is to facilitate a meeting with the stakeholders to develop a recommended Mission Statement, Purpose and Organization structure. To achieve

this scope, it is proposed that RRM Design review and analyze previous Board actions and reports, correspondence received to date from stakeholders, the “2006 SCAG Regional Airport Management Implementation Study: Final Results from Stakeholder Survey,” and other relevant documents. They will design and facilitate a workshop with the SCRAA stakeholders during the October 25th, 2007 meeting. The purpose of the workshop would be to hold an interactive dialogue and negotiation with all the parties involved. It is expected that in such a format, the stakeholders would reach a consensus and make a recommendation to the SCRAA Board for a Mission Statement, Purpose and Organization for the future of SCRAA.

RRM Design will be required to present a written report with their findings and recommendations at the next Board meeting based on the outcome of stakeholder workshop. The Interim staff recommends that the SCRAA Board authorize a sole contract with RRM Design for consulting services and to facilitate a workshop with the intended outcome of recommending a Mission Statement, Purpose and organizational structure.

ACTIONS:

1. AUTHORIZE the interim staff to enter into a sole source contract with RRM Design for consulting services.
2. AUTHORIZE the County of Los Angeles, Auditor-Controller to reimburse RRM Design for consulting services for an amount not to exceed \$47,000.