



Agenda Date: 2/15/2005  
Agenda Placement: 6G

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors  
**FROM:** Martha Burdick for Robert Peterson - Director  
Airport  
**REPORT BY:** Erica Ahmann, Associate Civil Engineer, 259-8369  
**SUBJECT:** Amendment No. 5 to Reinard Brandley's Agreement No. 4719

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### **RECOMMENDATION**

Director of Public Works/Aviation requests the following actions relating to the 5-year Airport Capital Improvement Program:

1. Approval of and authorization for the Chair to sign Amendment No. 5 to Agreement No. 4719 with Reinard W. Brandley Consulting Airport Engineer, increasing the amount by \$138,600 for a new maximum of \$611,472, amending the Scope of Work to include the Napa County Airport Apron Rehabilitation Phase I project for civil engineering design; and
2. Approval of Budget Transfer No. 67 appropriating \$2,207,000 in the Airport Capital Improvement budget with offsetting revenues from the Federal Aviation Administration (FAA), State and the Airport Enterprise Fund for establishing a new Airport Capital Improvement project, AIP 20, for Apron Rehabilitation at the Napa County Airport.  
(4/5 vote required)

### **EXECUTIVE SUMMARY**

The Federal Aviation Administration's (FAA) has recently established a new grant process that requires the design and bid process to occur prior to the awarding of a grant. The new process works as follows:

1. Based upon a preliminary engineering estimate for the design, construction and administration of a proposed project, FAA programs a capital project within its 5 Year Airport Capital Improvement Program (ACIP),
2. Based upon FAA including the project within its ACIP, the Airport Sponsor (Napa County) designs the project and requests bid proposals for the construction of the project,
3. The Airport Sponsor returns to the FAA with the recommended bid proposal and revised overall engineering estimate if necessary,
4. The FAA reviews the recommended bid, revises the anticipated project cost, if necessary, and provides a FAA grant to the Airport Sponsor, and

5. The Airport Sponsor accepts the FAA grant, awards the construction contract, and revises its appropriation authority if necessary.

To conform to the new FAA process, Public Works recommends that the contract with the consultant, that is currently doing airport design work, be amended due to his familiarity with the Napa County Airport and the FAA process.

Approval of the Budget Transfer will appropriate the necessary funds to support the amended Agreement and the Project.

### **FISCAL IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	No
What is the revenue source?	95% of the funds will be granted by the Federal Aviation Administration (FAA), 4.5% from the State and 0.5% from the Airport Enterprise Fund.
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	The project can be designed and constructed this summer utilizing the new grant process funded by the Federal Aviation Administration (FAA). The FAA consultant selection process allows for the County to contract with a specialized aviation consulting Engineer for up to 5 years. The County is guaranteed to recover the design cost through a minimum FAA grant funding.
Is the general fund affected?	No
Future fiscal impact:	Appropriations to complete the project will in all likelihood extend into next Fiscal Year's budget request. Unexpended appropriations from this Fiscal Year will be rebudgeted.
Consequences if not approved:	The airport improvement projects will not be designed and the County will forfeit some if not all the potential 2005 FAA grant funding to construct this item.
Additional Information:	.

### **ENVIRONMENTAL IMPACT**

Categorical Exemption \*Class 1: Existing facilities and no expansion of use.

### **BACKGROUND AND DISCUSSION**

The Board approved Agreement No. 4719 with Reinard W. Brandley Consulting Airport Engineer on March 19th, 2002 for an amount of \$147,000. The agreement provided for civil engineering design services to design the following projects identified in the Federal Aviation Administration (FAA) Airport Improvement Program (AIP) Grant 14:

Original Brandley Agreement – AIP 14 Projects:

- | Construct a Helipad
- | Extend Runway 18L-36R
- | Taxiway "J" Phase II
- | Runway 6 Safety Area Grading
- | Taxiway "F" Extension to Runway 18R
- | Runway 18R Safety Area Grading
- | Demolish a section of Taxiway "A"

Amendment No. 1 was approved November 5, 2002 for an additional amount of \$128,000, and included civil engineering design services for the following projects in FAA Grant 16:

Brandley Amendment No. 1 – AIP 16 Projects:

- | Pavement Evaluation Study/Pavement Management Plan
- | Master Utility Plan and Overall Drainage Study

Amendment No. 2 was approved February 25, 2003 for an additional amount of \$15,500, amending the scope of work to include additional services related to Biological and Cultural Work for various Airport capital improvement projects:

Brandley Amendment No. 2 – Environmental for AIP 14 Projects:

- | Biological and Cultural Work on AIP 14 Projects
- | Submit environmental documentation for CEQA and NEPA Clearance

Amendment No. 3 was approved May 20, 2003 for an additional amount of \$25,795, amending the scope of work to include the redesign and relocation of the heliport construction funded under AIP 14.

Amendment No. 4 was approved May 11, 2004 for an additional amount of \$156,577, amending the scope of work to include additional services for the following Airport capital improvement projects:

Brandley Amendment No. 4 – Additional AIP 14 and 16 Projects:

- | Supplemental Wetland and Sensitive Species Survey (For NEPA/Categorical Exemption on Taxiway 'J' Development and the future Environmental Study)
- | Helipad Phase II
- | Rubber Removal, Paint Removal and Remarketing Runways 18R-36L and 6-24
- | Taxiway "J" Development Area - 23 Acres

The FAA changed the grant award process this year. The Airport Sponsor (Napa County) will now have to design and open bids prior to receiving a grant award from the FAA. The new grant award process was implemented in order to award grants based on the actual bid awarded instead of issuing grants based on estimates. In addition, the new process will ensure that the projects are built and the grant funds expended within 4 years. The FAA reviews the projected 5-year Airport Capital Improvement Program (ACIP) twice a year. After review, the FAA will notify the Sponsor which project(s) in the ACIP program will be included in the FAA budget for the next fiscal

year.

Due to the FAA's midyear grant award process change, the Airport Enterprise budget does not presently include the Apron Rehabilitation Phase I project. In addition there was no opportunity to issue a Request for Qualifications (RFQ) for a new Consultant within the new timelines. The RFQ process would have delayed the project and the 2005 grant funding by a year. The current Consultant has extensive experience at the Napa County Airport as well as the FAA. Staff feels it is conducive to remain with Brandley as the consultant for this project in order to expedite the design process and receive the 2005 grant funding.

Brandley Amendment No. 5 – New AIP 20 Project:

The FAA approved the following project after reviewing the Napa County's 5-year Airport Capital Improvement Program (ACIP) submittal for 2005. The project entails the design and reconstruction of apron around the existing county owned and leased aircraft hangars. The reconstruction of the entire apron will take place in five phases. Phase I was prioritized according to the 2003 Pavement Management Plan.

- | The Reconstruction of Tie Down Area and T-Hangar Taxiways Project (Apron Rehabilitation Phase I)

Approval of the Budget Transfer will appropriate the necessary funds to support the amended Agreement and the Project.

**SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve

Reviewed By: Michael Stoltz