



A Tradition of Stewardship  
A Commitment to Service

Agenda Date: 10/24/2017

Agenda Placement: 6K

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors

**FROM:** Steven Lederer - Director of Public Works  
Airport

**REPORT BY:** Kathy Wagenknecht, Staff Services Analyst II - 259-8683

**SUBJECT:** Professional Services Agreement with Mead & Hunt - Proposed Taxiway H Section 1  
Environmental

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### **RECOMMENDATION**

Director of Public Works requests approval of and authorization for the Chair to sign an agreement with Mead & Hunt, Inc. for a maximum of \$91,757 for the term October 24, 2017 through June 30, 2018, with an automatic one-year renewal provision, for technical studies and agency consultation support for the proposed Taxiway H Section 1 Reconstruction project at the Napa County Airport.

### **EXECUTIVE SUMMARY**

The Professional Services Agreement (PSA) with Mead & Hunt, Inc. will provide for a National Environmental Policy Act Study (NEPA) for the proposed Taxiway H Section 1 Reconstruction project at the Napa County Airport. A grant offer from the Federal Aviation Administration was received by the Airport on July 31, 2017 which appropriated federal funds for this project.

### **FISCAL IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Airport Enterprise Fund. 90% Federal Aviation Administration (FAA) funds \$82,581 (AIP 36), 4.5% State funds \$4,129 and 5.5% Airport funds \$5,047.
Is it Mandatory or Discretionary?	Discretionary

Discretionary Justification:	The Federal Aviation Administration (FAA) provided grant agreement 3-06-0162-036-2017 on August 14, 2017 for a National Environmental Policy Act (NEPA) Study for Proposed Taxiway H Section 1 Reconstruction project at the Napa County Airport. Until the biological investigations are completed, it cannot be known whether the project will qualify for a Categorical Exclusion or whether an Environmental Assessment will be required.
Is the general fund affected?	No
Future fiscal impact:	The consultant has estimated that the project will take nine months to complete and should be expected to continue into next fiscal year.
Consequences if not approved:	In order to provide for the continuing safety of aircraft operations at the Napa County Airport, Napa County has identified a number of runways and taxiway pavement maintenance tasks that need to be implemented over the next five to ten years. The next programmed project in this effort will involve the reconstruction of the western section (Section 1) of Taxiway H. Before a construction project can commence, technical studies are needed for the Federal Aviation Administration (FAA) to determine the appropriate environmental documentation required to comply with FAA regulations and NEPA.
Additional Information:	

## **ENVIRONMENTAL IMPACT**

**ENVIRONMENTAL DETERMINATION:** The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

## **BACKGROUND AND DISCUSSION**

In order to provide for the continuing safety of aircraft operations at the Napa County Airport, Napa County has identified a number of runway and taxiway pavement maintenance tasks that need to be implemented over the next five to ten years. The next programmed project in this effort will involve the reconstruction of the western section (Section 1) of Taxiway H as well as potentially provide for the expansion of an aircraft run-up area that has been deemed by the FAA to be undersized for the classification of aircraft using the airport. Before a construction project can begin, as set forth by federal agency requirements, it must go through a review process under the National Environmental Policy Act (NEPA).

On July 31, 2017, the Napa County Airport received a Grant Agreement (AIP 36) in the amount of \$82,581 for a National Environmental Policy Act Study for Proposed Taxiway H Section 1 Reconstruction project at the Napa County Airport. Upon approval of the Professional Services Agreement, Mead & Hunt will begin the preparation of Technical Studies and Agency Consultation Support. The Scope of Services will provide the technical studies needed for the FAA to determine the appropriate environmental documentation required to comply with FAA regulations and NEPA. Appropriate specialists have been made part of the Mead & Hunt team to provide biological resources expertise. Once started, the project completion is anticipated to take 9 months.

Mead & Hunt, Inc. was selected through a competitive Request for Qualifications (RFQ) process in 2015. The RFQ established a list of qualified aviation consulting firms to provide engineering/architectural services and/or companies to provide planning/environmental services at the Airport. As required by the FAA Airport

Improvement Program Handbook, an Independent Fee Estimate was prepared by an outside consultant deeming the cost of the work as 'reasonable' which has already been submitted to the FAA.

The total cost of the project will be \$91,757.

**SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve

Reviewed By: Bret Prebula