



A Tradition of Stewardship  
A Commitment to Service

Agenda Date: 2/27/2018

Agenda Placement: 6L

## 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:** Greg Baer, Interim Airport Manager - x4665

**SUBJECT:** Amendment No. 2 to Agreement No.170402B with Mead & Hunt, Inc.

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### **RECOMMENDATION**

Director of Public Works/Aviation requests the following for the Runway18L-36R design work at the Napa County Airport:

1. Approval of and authorization for the Chair to sign Amendment No. 2 to Agreement No.170402 (otherwise known as Napa County Agreement No. 170402B-17) with Mead & Hunt, Inc. increasing the contract amount by \$47,197 for a new maximum of \$879,237 and amending the scope of work to include the rehabilitation design of Runway 18L-36R; and
2. Approval of Budget Transfer No. AIR003 for the following (4/5 vote required):
  - a. Increase appropriations by \$47,197, in the Airport Operations budget offset by the use of Airport Operations available fund balance; and
  - b. Increase revenue and appropriations by \$47,197 in the 18L Design Project (Program 18027) offset by the transfer from the Airport Operations budget.

### **EXECUTIVE SUMMARY**

Amendment No. 2 to Agreement No.170402 (otherwise known as Napa County Agreement No. 170402B-17) with Mead & Hunt, Inc. adjusts the scope of work to include the design for the rehabilitation of Runway 18L-36R. This scope of work was not originally included in the design contract for the rehabilitation project of the airport's main runway, 18R-36L. Approval of the budget transfer will allow the final design of this project to be completed.

### **FISCAL IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	No
What is the revenue source?	The scope and budget for the design work will be included as part of the main runway (18R-36L) construction grant which is planned to be awarded in July of this year. Until that project grant offer has been received, it will be necessary for the Airport to use funds from the Airport Fund Balance to cover the project amount of \$47,197. Once the grant offer is accepted, the project is anticipated to be funded in the following manner: 90% Federal, 4.5% State, and 5.5% airport funds.
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	This project will allow the airport to advance the construction timeline for the resurfacing of a runway that is in poor condition. When airport staff presented the idea to include the resurfacing of 18L-36R to the main runway project (18R-36L) to FAA staff, they responded favorably by encouraging staff to move forward given the similar nature of work that will result in cost and construction efficiencies.
Is the general fund affected?	No
Future fiscal impact:	Because staff has the desire to advance the construction schedule from 2023 to 2018, a project specific FAA grant is not available for this design work, thus the airport enterprise fund will need to carry these costs until late 2018 or early 2019. The FAA grant process allows for what is called 'Project Formulation' where the airport sponsor can carry and track all the reimbursable costs for work such as environmental studies and design, and then be reimbursed when the construction grant is awarded.
	As described above, normally the State of California will provide 4.5% of the project cost, however given the Caltrans' Division of Aeronautics current and expected budgets, the county airport budget may be required to absorb most of the 4.5%, or up to 10% (\$4,720) of the total contract amendment cost.
Consequences if not approved:	If not approved, the Napa County Airport would miss the opportunity to resurface a runway that is in very poor condition which will result in ongoing maintenance costs until at least 2023.
Additional Information:	

### **ENVIRONMENTAL IMPACT**

**ENVIRONMENTAL DETERMINATION:** It has been determined that this type of project does not have a significant effect on the environment and is exempt from the California Environmental Quality Act. [See Class 1 ("Existing Facilities") which may be found in the guidelines for the implementation of the California Environmental Quality Act at 14 CCR §15301; see also Napa County's Local Procedures for Implementing the California Environmental Quality Act, Appendix B.]

Pursuant to Federal Aviation Administration (FAA) Order 1050.1F as it relates to the National Environmental Policy Act of 1969 as amended (NEPA), this project has been determined by the FAA to be Categorically Excluded.

**BACKGROUND AND DISCUSSION**

Napa County Agreement No.170402 (otherwise known as Napa County Agreement No. 170402B-17) between the County of Napa and Mead & Hunt, Inc. was approved by the Board of Supervisors on August 30, 2016 in order to provide professional design services for the rehabilitation of the Airport's main runway, 18R-36L. The engineer's estimate for the main runway project is nearly \$15M which makes it a very important and high profile project for both the Airport and the FAA. At a meeting with FAA Airport District Office staff in July 2017 for this particular project, the overall condition of runways, taxiways, and apron areas was discussed in the context of a recent pavement condition report finalized in early 2017. This report found that overall the airport's pavements are in generally poor condition and need to be reconstructed or rehabilitated. Airport staff and the County's design consultants specifically called attention to the shorter parallel runway (18L-36R) that has a pavement condition index of 33, classified as 'very poor' in FAA standards. Given the condition of the runway and similarity of project scope that would result in construction bidding efficiencies, FAA staff supported the idea to include this work within the main runway project.

On October 12th, 2017, the Board approved amendment No. 1 and budget transfer to allow for the environmental work to begin. The Runway 18L-36R environmental work is now complete which allows the design phase to commence. The proposed amendment to Agreement 170402 with Mead & Hunt will increase the contract amount from \$832,040 to a new contract total of \$879,237, a \$47,197 increase. Until the federal construction grant funding becomes available, it will be necessary to transfer airport funds in the amount of \$47,197 into Program 18027. When Federal funding becomes available, the project will ultimately be funded by federal funds (90%), state funds (4.5%) and the airport enterprise fund.

**SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve

Reviewed By: Bret Prebula