



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 7/21/2020

Agenda Placement: 6H

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors

FROM: Steven Lederer - Director of Public Works
Airport

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

SUBJECT: Amendment No. 1 to Napa County Agreement No. 6663 with Napa Jet Center, Inc.

RECOMMENDATION

Director of Public Works requests approval of and authorization for the Chair to sign Amendment No. 1 to Agreement No. 6663 with Napa Jet Center, Inc. in order to provide an area for the placement of a backup generator to be installed at the Airport's bulk fuel storage facility.

EXECUTIVE SUMMARY

In June of 2018, Lynx FBO Network (Lynx) began operating as the sole FBO at the Napa County Airport as a result of a stock purchase of Napa Jet Center Inc., whereby Lynx assumed all of the leases and license agreements with Napa County, including Agreement No. 6663.

Amendment No. 1 to Napa County Agreement No. 6663 authorizes Lynx, acting as the County's Fuel Manager, approval to install a backup generator at the current location of the bulk fuel storage facility at the Napa County Airport. The backup generator will provide electrical backup power to the fuel facility when normal electrical service is interrupted and will benefit those involved in fueling operations including daily users and entities operating out of the Airport during an emergency (e.g., CalFire). All costs associated with the purchase, permitting, installation, maintenance and repair of the generator will be paid for by Lynx, acting as the County's Fuel Manager.

FISCAL & STRATEGIC PLAN IMPACT

Is there a Fiscal Impact? No

County Strategic Plan pillar addressed:

ENVIRONMENTAL IMPACT

Consideration and possible adoption of a Categorical Exemption Class 3: 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. The project will not impact an environmental resource of hazardous or critical concern, has no cumulative impact, there is no reasonable possibility that the activity may have a significant effect on the environment due to unusual circumstances, will not result in damage to scenic resources, is not located on a list of hazardous waste sites, cause substantial adverse change in the significance of a historical resource or extract groundwater in excess of the Phase 1 groundwater extraction standards as set by the Department of Public Works. [See Class 3 ("New Construction or Conversion of Small Structures") which may be found in the guidelines for the implementation of the California Environmental Quality Act at 14 CCR §15303; see also Napa County's Local Procedures for Implementing the California Environmental Quality Act, Appendix B.]

BACKGROUND AND DISCUSSION

On July 1, 1993 the County entered into Agreement No. 3370 with R. A. Bridgeford, Inc. to provide retail aviation fueling services at the Napa County Airport. The Agreement was extended for twelve years (four - 3 year agreements) expiring on June 1, 2005. During the process of developing a new agreement and without interruption to the Airport's customers, four amendments were approved extending the term of Agreement No. 3370 through June 30, 2006. On July 1, 2006, Agreement No. 6663 granted Bridgeford Flying Services, Inc. (Fuel Manager) the exclusive privilege of using the County owned fuel storage facility, and as Fuel Manager responsible for the management, routine maintenance and repair of the fuel facility. The original term of Agreement No. 6663 was July 1, 2006 through June 30, 2018. The term also included two (2) five (5) year option periods, which have been exercised.

In June of 2018, Lynx FBO Network (Lynx) began operating as the sole FBO at the Napa County Airport as a result of a stock purchase of Napa Jet Center Inc., (formerly Bridgeford Flying Services Inc.) whereby Lynx assumed all of the leases and license agreements with Napa County, including Agreement No. 6663.

Amendment No. 1 to Agreement No. 6663 will allow Lynx to install a backup generator to provide electrical backup power to the fuel facility when normal electrical service is interrupted. The generator will be placed in an area of approximately 280 square feet at the fuel storage facility. Lynx will pay the entire cost of the generator, including permitting and installation, which is currently estimated at \$50,000. The amendment requires Lynx, at their sole cost to remove the generator if Agreement 6663 is canceled, terminated for cause, or expires without renewal. The amendment does not grant any further rights under the agreement.

Installation of the proposed generator is essential given the anticipated PG&E Public Safety Power Shutoffs (PSPSs) that may occur during this summer, fall, and beyond. In 2019, the Airport experienced over five days of power outages making bulk fuel tank transfers less safe and efficient. Unlike other critical infrastructure at the Airport, the fuel facility does not have a backup generator. Being able to safely transfer fuel (Avgas and Jet Fuel) during a power outage is a matter of public safety for those involved in fueling operations, for the daily fueling needs of REACH Air Medical Services, and for entities operating out of the Airport during an emergency (e.g., CalFire or its contractors conducting firefighting operations). Without back up power, the Airport is in jeopardy of not being able to meet basic and emergency needs for aircraft fuel.

Aside from the requested amendment to allow for the placement of a backup generator, all other terms and conditions of the agreement will remain the same.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Mary Booher