



Agenda Date: 8/1/2006  
Agenda Placement: 6F

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

---

**TO:** Board of Supervisors  
**FROM:** Michael Stoltz for Robert Peterson - Director  
Airport  
**REPORT BY:** Kathy Dubrin, Staff Services Analyst II , 259-8683  
**SUBJECT:** Approval of Professional Services Agreement with Vortex Industries, Inc. for a Preventative Maintenance Plan for the hangars and sliding gates at the Napa County Airport

---

### **RECOMMENDATION**

Director of Public Works/Aviation requests approval of and authorization for the Chair to sign an agreement with Vortex Industries, Inc. for a maximum of \$40,000 for the term August 1, 2006 through June 30, 2007 for a Preventative Maintenance Program for the hangars and sliding gates located at the Napa County Airport.

### **EXECUTIVE SUMMARY**

The proposed professional service agreement provides for the maintenance and repair of 120 T-hangar and 9 corporate hangar door tracks, and the 11 electric gates that were installed as part of the perimeter fencing project.

### **FISCAL IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Airport
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	The proposed specialized services are important for the continued success of the Airport Hangar Refurbishment Program that is included as part of the Napa County Airport's 5-Year Maintenance Plan, and for inspection and repair of security gates.
Is the general fund affected?	No
Future fiscal impact:	None

Consequences if not approved: Hangar doors and sliding gates must be properly maintained in order to open properly. Tenant satisfaction would be compromised if tenants were unable to reach their airplanes due to inoperable gates and hangar doors.

Additional Information: None

### **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**

During Fiscal Year (FY) 2005-2006, the Napa County Airport developed the Airport Hangar Refurbishment Program for maintenance and repair of 120 T-hangar and 9 corporate hangar door tracks located at the Airport. The scope of work included inspection, cleaning, and needed repairs of these hangars. For FY 2006-2007 it has also become necessary to establish a maintenance program for the 11 electric gates that were installed at the Airport as part of the perimeter fencing project during FY 2004.

The required aviation related services are specialized in nature with limited number of contractors available. Vortex Industries, Inc. has previously provided completed repairs and refurbishment of numerous sliding hangar doors that were necessary to maintain the doors in proper working order. It has also provided remedial work for airport gates. Vortex provided the lowest bid as to its hourly rate for services performed.

### **SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve

Reviewed By: Andrew Carey