



Agenda Date: 9/19/2006
Agenda Placement: 6G

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 General Equipment

RECOMMENDATION

Director of Public Works/Aviation requests approval of and authorization for the Chair to sign an agreement with General Equipment for a maximum of \$4,000 for the term September 19, 2006 through June 30, 2007 for preventative maintenance and repairs of the Napa County Airport sweeper.

EXECUTIVE SUMMARY

Daily sweeping of the aprons, taxiways and runways is required of the Napa County Airport by the Federal Aviation Administration (FAA) to keep the areas clean and free from foreign object debris (FOD) that could damage aircraft. The sweeper is also used to clean the Airport parking lots. Maintenance and repair of this equipment requires a specialized vendor to provide this service.

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 service is important for the maintenance and continuous and operation of the Airport sweeper.
Is the general fund affected?	No
Future fiscal impact:	Sufficient funds have been included in the FY 2006-2007 budget. The agreement provides for an automatic renewal at the end of each fiscal year

under the same terms and conditions. This renewal will be reflected in future fiscal year budgets.

Consequences if not approved: Staff would be unable to perform the necessary daily sweeping of the runways, taxiways and parking lots. FOD (foreign object debris) found on runways and taxiways is known to cause minor to extensive damage to aircraft if not removed on a daily basis.

Additional Information: Approval of this agreement is being requested as the \$50,000 threshold for Departmental/Purchasing Agent allowable signature has been exceeded.

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) 2002-2003, the Napa County Airport purchased a Schwarze A400 Regenerative Sweeper. The sweeper was purchased using funds provided by the FAA. General Equipment has provided this service in the past, and is the only local provider trained in sweeper repair in the Napa Valley area.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Andrew Carey