

**Contra Costa County
Aviation Advisory Committee
Meeting Agenda
550 Sally Ride Drive, Concord
Thursday, April 9, 2015, 10:00 a.m.**

The Aviation Advisory Committee will provide reasonable accommodations for persons with disabilities who plan to attend its scheduled meetings. Call the Director of Airports Office at (844) 359-8687 at least 24 hours in advance.

Any disclosable public records related to this meeting are available for public inspection at the Director of Airports Office, 550 Sally Ride Drive, Concord, during normal business hours.

- 1. Roll Call**
- 2. Opening Comments by Chair**
- 3. Public Comment Period**
- 4. Approval of Minutes (March 2015)**
- 5. Consider Consent Items**
 - a. Airport Noise Report & Statistics Report (February)
 - b. Relevant Board Actions
 - c. Development Project Matrix (No Current or Ongoing Projects)
- 6. Presentations/Special Reports**
- 7. Discussion/Action Items**
 - a. Items Pulled from Consent
 - b. AAC Appointments
 - c. April Elections of AAC Officers
 - d. Buchanan Field/Byron Construction
 - e. Economic Development Incentive Program
 - f. Airport Rates and Charges
 - g. Tenant BBQ May 7, 2015
- 8. Updates and Announcements**
 - a. Airport Committee Update
 - b. What is Happening at Buchanan Field & Byron Airports/Other Airports
 - c. Airport Land Use Commission (ALUC) Update
 - d. AAC Announcements
 - e. Airport Staff Announcements
- 9. Future Agenda Items**
- 10. Adjourn**

**Next AAC Meeting (Tentative): May 14, 2015 at 10:00 am
Next Airport Committee Meeting (Tentative): June 8, 2015 at 10:30 am**

Aviation Advisory Committee

ATTENDANCE ROSTER FOR 2015

AAC Members	Representing	Contact Information	Jan 08	Feb 12	Mar 12	Apr 09	May 14	Jun 11	Jul 09	Aug 13	Sep 10	Oct 08	Nov 12	Dec 10	Total # Abs
Rudi Raab	District 1	rudi1julie@aol.com	Y	Y	Y										
Mike Bruno	Airports Bus. Assoc.	michael@sterlingav.com	Y	Y	Y										
DeWitt Hodge	Member at Large	dewitt.hodge@comcast.net	Y	Y	Y										
Ronald Reagan	District 3	ron@rmsea.com	Y	ABS	Y										
Derek Mims	City of Pleasant Hill	derekmims@hotmail.com	Y	ABS	Y										
Russell Roe	District 5	russroe@pacbell.net	ABS	Y	ABS										
Keith McMahon	City of Concord	keithcmcmahon@gmail.com	Y	Y	Y										
Roger Bass	District 2	twofivexray@yahoo.com	Y	Y	Y										
Ed Young	Member at Large	edyoung94@comcast.net	Y	ABS	ABS										
Tom Weber	District 4	tr-weber@sbcglobal.net	Y	ABS	Y										
Tina Dodson	DVC	tdodson@dvc.edu	-	Y	ABS										

Was There a Quorum? Y or N	Y	Y	Y	Y	Y										
----------------------------	---	---	---	---	---	--	--	--	--	--	--	--	--	--	--

ABS = Absent
Y = Present

DRAFT

**CONTRA COSTA COUNTY
AVIATION ADVISORY COMMITTEE
MINUTES OF MEETING
March 12, 2015**



MEETING CALLED: Chair Mike Bruno called the meeting to order at 10:01 a.m. at the Director of Airports Office.

PRESENT: Roger Bass, District II
Mike Bruno, Chair, CCC Airports Business Association
DeWitt Hodge, Member at Large
Keith McMahon, City of Concord
Derek Mims, City of Pleasant Hill
Rudi Raab, District I
Ronald Reagan, District III
Tom Weber, District IV

ABSENT: Tina Dodson, DVC
Russell Roe, District V
Ed Young, Member at Large

STAFF: Keith Freitas, Director of Airports
Judy Evans, Clerical

**OPENING COMMENTS
BY CHAIR:**

Mike Bruno asked for introductions and welcomed Maurice Gunderson, who has been selected by the Internal Operations Committee (IOC) to take over Ed Young's At-Large position on the AAC. The recommendation will go to the full Board of Supervisors for final approval.

**PUBLIC COMMENT
PERIOD:**

EAA Chapter 393 is sponsoring a fully restored Ford Tri-Motor from April 30 to May 3, 2015, at Buchanan Field Airport. Twenty minute rides will be offered for a fee. Posters and flyers are available.

**APPROVAL OF
MINUTES:**

Moved by Tom Weber; seconded by Ronald Reagan. Approved unanimously. Yes: Roger Bass, Mike Bruno, DeWitt Hodge, Keith McMahon, Derek Mims, Rudi Raab, Ronald Reagan, and

Tom Weber. No: None. Abstained: None. Absent: Tina Dodson, Russell Roe, and Ed Young.

**APPROVAL OF
CONSENT ITEMS:**

Moved by Derek Mims; seconded by Rudi Raab. Approved unanimously. Yes: Roger Bass, Mike Bruno, DeWitt Hodge, Keith McMahon, Derek Mims, Rudi Raab, Ronald Reagan, and Tom Weber. No: None. Abstained: None. Absent: Tina Dodson, Russell Roe, and Ed Young.

PRESENTATION/SPECIAL REPORTS – None

DISCUSSION/ACTION ITEMS:

a. Items Pulled from Consent

None

b. Airport Security Issues

- Keith Freitas reported that there have been thefts over the last two months at Buchanan Field. Wire theft seems to be the most prevalent source of crime.
 - Airport staff, the Sheriff's Department, and the businesses have created a task force to address security issues.
 - Some security measures the task force is looking into for both airports include:
 - Raising awareness of Airport businesses to protect valuables
 - Increasing night patrols by Sheriff/Operations staff
 - Installing security cameras
 - Hiring contract security
- DeWitt Hodge asked about security at Byron Airport.
 - Keith responded that there have been no recent issues at Byron, although there have been incidents similar to Buchanan in the past. Appears to be cyclical.

c. Byron Construction 2015

- Construction at Byron includes resurfacing of runways and new signage and is projected to be a 30 to 45 day project which should start in September.
- Plan is to keep one runway open while work is done on the other.
- Construction cost is estimated to be 1M to 1.2M and is FAA fundable up to 95%. Other funding sources include Caltrans and the remainder from the Airport Enterprise Fund.
- Question was raised regarding possibility of future plans for runway extension.
 - Airport must demonstrate need first, only then would FAA would consider funding. Airport staff continues to work on this issue.

d. Buchanan Field Construction 2015

- Airport Enterprise Fund will fully fund the Taxilane Reconstruction Project.
- June 2015 timeframe to begin project and estimated to take up to 2.5 months to complete.

- Anticipate 10K per month in lost revenue due to waiver of monthly rent for approximately 100 tenants over the course of the reconstruction period.
 - Question was raised whether the gravel in the farthest row of the East Ramp will be removed.
 - Area will not be paved, but work will be done to prevent gravel from spilling onto Taxilane.
 - Question was asked whether it is absolutely necessary to vacate hangars during the project.
 - Vacating is not mandatory, but tenants will not have access to hangars during the reconstruction period.
- e. **April Elections of AAC Officers**
- Reminder that April is election month.
 - Tom Weber announced he does not plan to serve next term and would like to see new representation.
- f. **Economic Development Incentive Program Update**
- Keith Freitas asked if there was any AAC input.
 - Mike Bruno proposed to take a month to digest and discuss at next month's meeting.
- g. **AAC Members Expire 3/1/15: Ron, Roger, and Derek**
- Ronald Reagan's term will expire at the end of March.
 - Derek Mims will participate in the elections for the City of Pleasant Hill two weeks from now and will re-interview.
 - Mike Bruno reminded Derek Mims that he has 60 days to hold over his position and stressed to all the importance of continuity for the sake of the committee.

UPDATES/ANNOUNCEMENTS

- a. **Airport Committee Update**
- Keith briefly reviewed the issues discussed at the March 9, 2015, Airports Committee Meeting.
 - Discussion topics included:
 - Final approval for Airport video
 - 2013/2014 Airport final budget—report accepted
 - Byron and Buchanan construction projects
 - Airport Economic Development Incentive Program (EDIP)
 - Security issues
- b. **What is happening at Buchanan Field & Byron Airports/Other Airports**
- Tenant Appreciation Barbeque will be Thursday, May 7, 2015.
 - The new Airport video will be uploaded to YouTube and Airport Website.
 - Survey for website re-design was sent out to tenants and will be sent out to AAC members.
- c. **Airport Land Use Commission (ALUC) Update**
- Tom Weber reported that one item pending is the Sustainable Farm.

- The project is much smaller now than what was originally presented.
- ALUC to receive Crop Management Plan and Wildlife and Pest Management Plans to ensure there is no increase in birds and other wildlife that may create safety issues for the Airport.
- Sustainable Farm project is likely to get conditional approval.
- Question was raised how ALUC will enforce compliance to ensure safety of pilots and the Airport.
 - Since the Sanitary District is the landlord, they should be responsible for enforcing compliance.

d. AAC Announcements

None

e. Airport Staff Announcements

None

FUTURE AGENDA ITEMS/COMMENTS

Economic Development Incentive Plan (EDIP).

ADJOURNMENT: The meeting was adjourned by the Chair at 10:50 a.m.

FINAL



**CONTRA COSTA COUNTY
AVIATION ADVISORY COMMITTEE
MINUTES OF MEETING
February 12, 2015**

MEETING CALLED: Chair Mike Bruno called the meeting to order at 10:04 a.m. at the Director of Airports Office.

PRESENT: **Roger Bass**, District II
Mike Bruno, Chair, CCC Airports Business Association
Tina Dodson, DVC
DeWitt Hodge, Member at Large
Keith McMahon, City of Concord
Rudi Raab, District I
Russell Roe, District V

ABSENT: **Ronald Reagan**, District III
Derek Mims, City of Pleasant Hill
Ed Young, Member at Large
Tom Weber, District IV

STAFF: Keith Freitas, Director of Airports
Beth Lee, Assistant Director of Airports
Jake Allred, Administrative Services Assistant II

**OPENING COMMENTS
BY CHAIR:**

Mike Bruno welcomed new DVC Representative, Tina Dodson, and asked for introductions of the public in attendance.

**PUBLIC COMMENT
PERIOD:**

Duane Allen reported that men in 4-wheel drive trucks are driving in mud puddles around the Airport and requested that they be filled in with rocks. Airport staff will check into ruts next to the roads. Mr. Allen knows someone who wants a hangar at Buchanan Field and requested timing of vacant hangars.

**APPROVAL OF
MINUTES:**

Moved by Rudi Raab; seconded by Keith McMahon. Approved unanimously. Yes: Roger Bass, Mike Bruno, Tina Dodson, DeWitt Hodge, Keith McMahon, Rudi Raab, and Russell Roe. No:

None. Abstained: None. Absent: Derek Mims, Ronald Reagan, Tom Weber, Ed Young.

**APPROVAL OF
CONSENT ITEMS:**

Moved by Roger Bass; seconded by DeWitt Hodge. Approved unanimously. Yes: Roger Bass, Mike Bruno, Tina Dodson, DeWitt Hodge, Keith McMahon, Rudi Raab, and Russell Roe. No: None. Abstained: None. Absent: Derek Mims, Ronald Reagan, Tom Weber, Ed Young.

PRESENTATION/SPECIAL REPORTS – None

DISCUSSION/ACTION ITEMS:

a. Items Pulled from Consent

None

b. Review Draft Letter to Pilots/Airport Managers Regarding Byron Area Aerobatic Box Training

- Comments regarding draft letter have been incorporated to date. Unless there are further comments or changes, airport staff will send it out to area airports for their pilots.
- Question was raised whether directing such activities towards other airports will create problems for them. Staff is conferring with those airports. *If either airport (Tracy/New Jerusalem) objects, then the language will be revised to be more generic.

Motion to approve with stipulation* by DeWitt Hodge; seconded by Tina Dodson. Approved unanimously. Yes: Roger Bass, Mike Bruno, Tina Dodson, DeWitt Hodge, Keith McMahon, Rudi Raab, and Russell Roe. No: None. Abstained: None. Absent: Derek Mims, Ronald Reagan, Tom Weber, Ed Young.

c. Airport Security and Staffing Issues

- There have been theft issues along John Glenn Drive over the past few months or so.
 - Trespassing, snipping wire, stealing (downspout), and a perceived organized theft of a Hertz vehicle.
 - Thefts started about 2 months ago and have been escalating since attempted break-in at Pacific States Aviation's maintenance hangar.

Comments, concerns, and recommendations:

- Tenants, Sheriff, and Airport staff are working on a collaborative approach to work on this issue.
- Airport Staff will increase random night patrols for a period of time.
- Fixed Base Operators are taking this issue very seriously due to cost of repair and replacement.
- Area is under County control so the Sheriff is the first responder. Sheriff has committed to increasing patrols and parking along John Glenn Drive.

- Fence line around the Airport is vulnerable in the areas near the golf course, allowing people to gain access to the airfield. This was due to a tree falling down. Airport staff will contact the golf course to have them fix the fence.
 - Perimeter control is needed at minimum and possibly a different, more expensive fencing in some areas was suggested.
 - Sheriff's helicopter squad is vigilant, but has moved to the west side of the Airport, resulting in less nighttime presence on the east side.
 - Suggestion was made to limit items of value to reduce crimes of opportunity.
 - Higher security presence and overall team approach is needed to address this issue.
- d. **New Westside Airport Sign**
- Once the new sign is powered up, tenant panels can be marketed for use.
 - Considering signs for John Glenn Drive and the end of Diamond/Center as money becomes available.
- e. **AAC Positions Due to Expire March 2015**
- Roger Bass was reappointed on February 10, 2015.
 - Representatives were reminded to seek reappointments before terms end.
- f. **Staff Changes**
- Judith Evans hired as new clerical.
 - Introduction of Jake Allred, Environmental and Community Relations.
 - Working to fill three Operations staff within the next few weeks.
- g. **Economic Development Incentive Program (EDIP) Update**
- Focus on retention, new tenants and business.
 - Top priorities (short and long term targets):
 - Update website and signs (already in progress)
 - Request AAC assistance to evaluate the EDIP concepts and ideas.
 - AAC will review information and report back to staff in one month.
- h. **Airport Website Update**
 Airport staff will send out questions, gather information and report back at next month's meeting.

UPDATES/ANNOUNCEMENTS

- a. **Airport Committee Update**
 None
- b. **What is happening at Buchanan Field & Byron Airports/Other Airports**
- Nothing to add beyond what has already been discussed.
- c. **Airport Land Use Commission (ALUC) Update**
- Russell Roe reported that the biggest issue at present is the Sustainable Farm.
 - There is a lease for this activity, but ALUC needs more specific details in order to review and give final approval.

- Request return of budget process in order to discuss issues with significant budget implications that affect the Airport Enterprise Fund.
- Request to have this issue on the next AAC agenda to get update on status (next meeting is scheduled for end of February).

d. **AAC Announcements**

None

e. **Airport Staff Announcements**

Long time Airport Secretary Tillie Larkin passed away. Request was made to adjourn the meeting in her honor.

FUTURE AGENDA ITEMS/COMMENTS

None

ADJOURNMENT: The meeting was adjourned by the Chair at 11:08 a.m.

Noise Abatement Statistics

February 2015

	# Of Callers	Complaints		YTD	YTD	% CHANGE
	2015	2015	2014	2015	2014	
TOTAL NUMBER OF COMPLAINTS	6	7	9	12	14	-14%
LOCATION OF COMPLAINTS						
Concord	1	1	2	1	3	-67%
Pleasant Hill	2	2	4	2	5	500%
Pacheco	1	1	0	1	1	0%
Martinez	1	1	0	6	2	200%
Byron	0	0	0	0	0	0%
Other	2	2	3	2	3	-33%
Subtotal	7	7	9	12	14	-14%
Special Events	0	0	0	0	0	0%
Total Number of Complaints	7	7	9	12	14	-14%
COMPLAINTS ASSOCIATED WITH						
Buchanan Field Airport		5	5	10	9	
Byron Airport		0	0	0	0	
Law Enforcement/Lifeguard Lights		0	0	0	0	
Non-associated		2	4	2	5	
TIME OF INCIDENT						
Day (0700 - 1700)		7	6	12	10	
Evening (1700 - 2200)		0	0	0	1	
Night (2200 - 0700)		0	0	0	0	
All Times		0	3	0	3	
TYPE OF COMPLAINT						
Noise		2	3	4	6	
Low Flying		1	1	1	1	
Noise and Low Flying		1	0	2	0	
Too Many Aircraft		2	2	3	3	
Other		1	3	2	4	
TYPE OF AIRCRAFT						
Jet		1	0	1	2	
Propeller		1	6	5	7	
Helicopter		3	2	3	3	
All Types		2	1	3	1	
Unknown		0	0	0	1	
	0	0	0	0	0	
	0	0	0	0	0	
TOTAL AIRCRAFT OPERATIONS		7,067	5,964	15,578	13,715	14%
COMPLAINTS PER 10,000 OPERATIONS		10	15	8	10	-25%
COMPLAINTS PER 10,000 OPERATIONS - BUCHANAN ONLY		7	8	6	7	-2%

Feb - 2 complaints - Aerobatics over residential area
 2 complaints - Pleasant Hill Residence off end of Runway near DVC
 2 complaints - News Helicopters

Contra Costa County Airports Monthly Operations Report

February 2015

	February 2015	February 2014	YTD 2015	YTD 2014	% CHANGE 2014/2015
--	------------------	------------------	-------------	-------------	-----------------------

AIRCRAFT OPERATIONS

Total Operations	7,068	5,964	15,579	13,715	14%
Local Operations	3,896	3,100	8,787	7,126	23%
Itinerant Operations	2,366	2,081	5,073	4,989	2%
Total Instrument Ops	626	630	1,401	1,276	10%

FUEL FLOWAGE

100 Octane	16,497	13,414	35,244	30,157	17%
Jet Fuel	46,729	47,548	99,090	111,789	-11%
Total	63,226	60,962	134,334	141,946	-5%

BYRON INFORMATION

Byron Fuel	5,561	3,297	9,436	5,953	59%
------------	-------	-------	-------	-------	-----

SKYDIVERS

Number of Flights	79	106	156	200	-22%
Experienced Jumps	733	986	1,673	2,013	-17%
First Time Jumps	166	126	267	191	40%
Student Jumps	21	27	47	58	-19%

**Contra Costa County
Board of Supervisors
APPROVED Board Orders
Relating to County Airports**

The following certified Board Orders are attached:

- March 3, 2015* *APPROVE and AUTHORIZE the Director of Airports, or designee, to execute a month-to-month hangar rental agreement with Tom Howell for a T-hangar at Buchanan Field Airport effective January 14, 2015 in the monthly amount of \$383.74, Pacheco area.*
- March 3, 2015* *AUTHORIZE the Public Works Director, or designee, to ADVERTISE Buchanan Field Airport East Ramp Hangar Taxi Lane Reconstruction Project.*
- March 31, 2015* *APPROVE and AUTHORIZE the Director of Airports, or designee, to execute an eighteen-month Consulting Services Agreement with Kimley-Horn and Associates, Inc. to perform the design engineering for Taxiway Echo and Kilo pavement improvements plus lighting and signage enhancements at the Buchanan Field Airport, Concord Area.*



Contra
Costa
County

To: Board of Supervisors
From: Keith Freitas, Airports Director
Date: March 3, 2015

Subject: APPROVE and AUTHORIZE the Director of Airports, or designee, to execute a hangar rental agreement with Buchanan Field Airport Hangar tenant.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Director of Airports, or designee, to execute a month-to-month hangar rental agreement with Tom Howell for a T-hangar at Buchanan Field Airport effective January 14, 2015 in the monthly amount of \$383.74, Pacheco area.

FISCAL IMPACT:

The Airport Enterprise Fund will realize \$4,604.88 annually.

BACKGROUND:

On September 1, 1970, Buchanan Airport Hangar Company entered into a 30-year lease with Contra Costa County for the construction of seventy-five (75) hangars and eighteen (18) aircraft shelters at Buchanan Field Airport. Buchanan Airport Hangar Company was responsible for the maintenance and property management of the property during that 30-year period.

On September 1, 2000, the County obtained ownership of the aircraft hangars and shelters, pursuant to the terms of the above lease.

On February 13, 2007, Contra Costa County Board of Supervisors approved the new Large Hangar

APPROVE

OTHER

RECOMMENDATION OF CNTY
ADMINISTRATOR

RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: 03/03/2015 APPROVED AS
RECOMMENDED

OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II
Supervisor
Mary N. Piepho, District III
Supervisor
Karen Mitchoff, District IV
Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: March 3, 2015

David J. Twa, County Administrator and Clerk of the Board of Supervisors

ABSENT: Federal D. Glover, District V
Supervisor

By: Stacey M. Boyd, Deputy

Contact: Beth Lee (844) 359-8687

cc:

BACKGROUND: (CONTD)

Lease Agreement for use with the larger East Ramp Hangars.

On February 3, 2008, Contra Costa County Board of Supervisors approved the amended T-Hangar Lease Agreement which removed the Aircraft Physical Damage Insurance requirement. The new amended T-hangar Lease Agreement will be used to enter into this aircraft rental agreement.

CONSEQUENCE OF NEGATIVE ACTION:

A negative action will cause a loss of revenue to the Airport Enterprise Fund.

CHILDREN'S IMPACT STATEMENT:

Not Applicable

ATTACHMENTS

Hangar Rental Agreement



**Contra
Costa
County**

To: Board of Supervisors
From: Keith Freitas, Airports Director
Date: March 3, 2015

Subject: Buchanan Field Airport East Ramp Taxi Lane Reconstruction Project

RECOMMENDATION(S):

AUTHORIZE the Public Works Director, or designee, to ADVERTISE Buchanan Field Airport East Ramp Hangar Taxi Lane Reconstruction Project. (County File #14-22). Project No. 4853-4651-FAS-6X5323, DCD-CP #14-22

FISCAL IMPACT:

The estimated construction cost is approximately \$1,351,000 and it will be funded from the Airport Enterprise Fund.

BACKGROUND:

The Contra Costa County Public Works Department is in process of reconstructing and replacing the existing pavement with new material in the taxi lanes between the East Ramp hangars and the taxilane between the west end of the hangars and the aircraft tie-down area at Buchanan Field Airport. The project will also drainage improvements which include (1) installation of a small retaining wall (maximum height of 3') to replace the existing asphalt berm to prevent further erosion; and (2) replacing the deteriorated concrete channel with a new one to improve water flow.. This pavement is over 29 years old and in deteriorated condition. The proposed project is necessary to maintain the structural integrity of the

APPROVE

OTHER

RECOMMENDATION OF CNTY
ADMINISTRATOR

RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **03/03/2015** APPROVED AS
RECOMMENDED

OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II
Supervisor
Mary N. Piepho, District III
Supervisor
Karen Mitchoff, District IV
Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: March 3, 2015

David J. Twa, County Administrator and Clerk of the Board of Supervisors

ABSENT: Federal D. Glover, District V
Supervisor

By: Stacey M. Boyd, Deputy

Contact: Beth Lee, (925) 681-4200

cc:

BACKGROUND: (CONTD)

taxi lanes as required by the Federal Aviation Administration for safety and operational purposes. The project is consistent with the Buchanan Field Airport Master Plan.

The Department of Conservation and Development previously determined that this project is a Categorical Exemption, under Section 153012 (Replacement/Reconstruction) of the California Environmental Quality Act (CEQA) Guidelines. The Notice of Exemption (County file CP #14-22) was administratively approved on June 11, 2014. Even though a Categorical Exemption has already been determined, our department still requires that Board of Supervisors to authorize the Public Works Director, or designee, to advertise the project for bids.

CONSEQUENCE OF NEGATIVE ACTION:

Delay in approving the project advertisement will result in a delay of the construction which, depending on the weather, may jeopardize undertaking the project this year.

CHILDREN'S IMPACT STATEMENT:

Not Applicable



**Contra
Costa
County**

To: Board of Supervisors
From: Keith Freitas, Airports Director
Date: March 31, 2015

Subject: Authorize to execute a CSA w/Kimley-Horn & Assoc., Inc. for Design Engineering of Taxiway Echo & Kilo & Related Enhancements; Buchanan Field Airport

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Director of Airports, or designee, to execute an eighteen-month Consulting Services Agreement with Kimley-Horn and Associates, Inc. to perform the design engineering for Taxiway Echo and Kilo pavement improvements plus lighting and signage enhancements at the Buchanan Field Airport, Concord Area.

FISCAL IMPACT:

The total contract cost for the Taxiway Echo and Kilo Design Engineering services plus lighting and signage enhancements is \$132,417; of which 90% (or approximately \$119,175) will be funded through a Federal Aviation Administration (FAA) grant, 2.25% (or approximately \$5,959) will be funded by a Caltrans grant, and the remaining 7.75% (or approximately \$7,283) will be funded by the Airport Enterprise Fund.

BACKGROUND:

In 2012 Contra Costa County (County) issued a Request for Statement of Qualifications (SOQ) for engineering, planning and environmental firms to assist the Airports Division with anticipated projects for a three-year period. The County interviewed and ranked the consultants that responded to the SOQ.

Taxiways

APPROVE

OTHER

RECOMMENDATION OF CNTY
ADMINISTRATOR

RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: 03/31/2015 APPROVED AS
RECOMMENDED

OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: Candace Andersen, District II
Supervisor
Mary N. Piepho, District III
Supervisor
Karen Mitchoff, District IV
Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: March 31, 2015

David J. Twa, County Administrator and Clerk of the Board of Supervisors

ABSENT: John Gioia, District I Supervisor
Federal D. Glover, District V
Supervisor

By: Stacey M. Boyd, Deputy

Contact: Beth Lee, (925) 681-4200

BACKGROUND: (CONTD)

Echo and Kilo at Buchanan Field Airport requires rehabilitation to improve the deteriorating pavement conditions. Due to the project cost (\$132,417) and the eligibility to receive FAA grant reimbursement for the design engineering work, County staff sent a project specific technical services solicitation to the top three ranked CSA consultants in order to determine the most qualified firm to perform the Taxiway Echo and Kilo design engineering services. Public Works and Airports Division staff reviewed the three proposals and determined unanimously that Kimley-Horn and Associates was the preferred consultant for this work.

The Airports Division is now requesting to execute an eighteen-month consulting service agreement contract (April 1, 2015 through September 30, 2016) with Kimley-Horn and Associates to perform design engineering services for the Taxiways Echo and Kilo pavement plus signage and lighting enhancements project. The total cost of the design engineering service is \$132,417 which will be funded by a Federal Aviation Administration grant (90%), a Caltrans grant (2.25%), and the Airport Enterprise Fund (7.75%).

CONSEQUENCE OF NEGATIVE ACTION:

If the Airports Division is unable to execute a contract with Kimley-Horn and Associates for the Taxiway Echo and Kilo pavement and related improvements, the taxiways will continue to deteriorate which could impact the long-term ability to use these taxiways.

CHILDREN'S IMPACT STATEMENT:

Not Applicable.

ATTACHMENTS

Consulting Service Agreement Kimley-Horne

**Economic Development Incentive Program
Project/Program Priorities
Revised 3/31/2015**

General Stakeholder Priorities:

Runway extension at Byron Airport
 Jet A fuel facility at Byron Airport
 Signage improvements (electronic sign at Diamond & Concord and at major entrances to Buchanan Field)
 Communication enhancements (between Airports staff and stakeholders plus information provided to general public like adding frequently asked questions section to the website)
 Aesthetic improvements at Buchanan Field (removal of dilapidated buildings/aircraft, landscaping, fencing, ramps and the like to improve 'curb appeal')
 Social media and functions (free wifi, fly-ins, landing contests, etc.)

**Airports Division Priorities
By Investment Type and Implementation Time Frame**

Direct Investment (Funding Impact)

Short Term (Within 5 Years):

Incentive/Bonus Discounts
 Lowering County hangar Rates
 Modify Portable Hangar Ground Lease Term - Byron
 Dedicated Aircraft Display Area By Air Traffic Control Tower or Clubhouse - Buchanan Field
 Digital/electric sign at Concord/Diamond & Upgrade Signage at John Glenn/Concord
 Improve John Glenn Drive
 Improve Marketing & Public Relations To Combat Negative Perceptions
 Find Ways to Bring Aviation & Non-Aviation People to the Airports
 Expand Low Cost Hangar Options
 Facilitate Growth of Byron Airport
 Improve Landscape Maintenance (Airport Property)
 Develop a BBQ Area at Byron & Buchanan Field
 Keep Ramps & Taxiways Cleaner
 Add Recreational Opportunities (like Bocce Court, Horseshoes, etc.) - Tenant v Tenant/Airport v Airport Competitions
 East Ramp Taxiway Rehabilitation -- Buchanan Field
 Jet A Fueling Facility -- Byron Airport
 Marketing & Public Relations Program & Collateral Materials
 Pavement, Signage & Light Enhancements -- Byron Airport
 Improve General Signage (Visibility, Consistency & Standards)
 Mogas at Buchanan Field

Mid Term (5 to 10 Years):

Improve Maintenance of Parking Lots, Curbs, Gutters, Fencing & Gates (Airport Property)
 Remove Dilapidated Buildings (Airport Property)
 Move or Remove Dilapidated &/or Abandoned Aircraft
 Free WiFi Throughout Both Airports
 Develop a Heart/Hub Building at Buchanan Field
 Construct a New Office/Hangar Building at Byron
 Sally Ride Drive North Connector -- Buchanan Field
 East Ramp Hangar Painting/External Coating Improvements -- Buchanan Field
 ARFF Truck Rehabilitation/Replacement -- Byron Airport
 Solar Panels
 Install gutters on East Ramp Hangars

Long Term (Beyond 10 Years):

Air Traffic Control Tower Replacement -- Buchanan Field
 Runway Extension -- Byron Airport
 Sanitary Sewer Connection/Service -- Byron Airport
 Domestic Water Connection/Service -- Byron Airport
 Fire Protection Connection/Service Expansion -- Byron Airport

Indirect Investment (No Funding Impact)

Short Term (Within 5 Years):

Improve Communication (Airport/Tenants)
 Dispel Perception of Growing Byron to Get Rid of Buchanan Field
 Airport Staff Adopts a 'Can Do' Attitude & Eliminates Bureaucratic Obstacles
 Airport Management Routinely Attending Club Meetings
 Airport Management Having Regularly Scheduled Informal Meetings
 Include a Question & Answer Forum on the Website
 Expand Social Media Use
 Storage Area for Tie-Down & Shade Hangar Tenants

Long Term (Beyond 10 Years):

Easier/Better Connection to Public Transit