

**Contra Costa County
Aviation Advisory Committee
Meeting Agenda
550 Sally Ride Drive, Concord, CA 94520
Thursday, December 13, 2018 10:00 a.m.**

*The Aviation Advisory Committee (AAC) 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. Public Comment Period**
- 3. Approval of the Aviation Advisory Committee's November 8, 2018 Meeting Minutes**
- 4. Consider Consent Items**
 - a. Accept the airport Noise & Statistics Report (October 2018)
 - b. Accept the relevant Board actions that occurred from November 6-13, 2018
- 5. Discussion/Action Items**
 - a. Discuss items pulled from consent
 - b. Discuss the Byron General Plan Amendment program including the schedule, contract billing to date, remaining contract amount by component, and deliverables with the consultant, Dudek, and the Department of Conservation and Development staff, Will Nelson
 - c. Review and recommend Contra Costa County Airports staff to use approximately \$49,000 of Mariposa funds for added costs to the Byron General Plan Amendment (including water supply assessment)
 - d. Review and recommend Contra Costa County Airports staff to use approximately \$100,000 of Mariposa funds for the construction of a maintenance and Aircraft Rescue and Firefighting truck storage shed at Byron Airport
 - e. Review and recommend Contra Costa County Airports staff to execute an agreement with an Unmanned Aircraft Systems company to perform testing at Buchanan Field and Byron Airports
 - f. Discuss the recent interest in leasing the maintenance hangar located at 505 Eagle Court at the Byron Airport and select two AAC members to participate on the bidder Selection Committee
 - g. Review and accept the 2018 AAC Annual Report that went before the Board of Supervisors on December 11, 2018
 - h. Discuss and accept the AAC meeting schedule for 2019
 - i. Discuss Buchanan Field and Byron Airports' new Facebook pages that went live on November 20, 2018
 - j. Discuss the Buchanan Field Santa event that will take place on December 1, 2018
 - k. Discuss new rates and charges effective January 1, 2019
 - l. Discuss the Buchanan Field F-row hangar re-skinning and door replacement project
 - m. Review and recommend allowing Contra Costa County Airports staff to apply for federal, state and local airport related grants up to \$1,000,000
 - n. Discuss the Byron Airport public viewing plaza project
 - o. Discuss the community outreach program for the Buchanan Field and Byron Airports
- 6. Future Agenda Items**
- 7. Adjourn**

**Next AAC Meeting (tentative): January 10, 2019 at 10:00am
Next Airport Committee Meeting (tentative): February 13, 2019 at 11:00am**

AVIATION ADVISORY COMMITTEE

ATTENDANCE ROSTER FOR 2018

AAC Members	Representing	Contact Information	Jan 11	Feb 08	Mar 08	Apr 12	May 10	Jun 14	Jul 12	Aug 09	Sep 13	Oct 11	Nov 08	Dec 13	Total # Abs
Dale Roberts	District 1	datenkale@netscape.net	Y	Y	ABS	Y	Y	Y	Y	Y	ABS	Y	Y		2
Mike Bruno	Airports Bus. Assoc.	michael@sterlingav.com	Y	ABS	ABS	Y	Y	ABS	Y	Y	Y	ABS	ABS		5
Eric Meinbress	Member at Large	ericmeinbress@comcast.net	Y	Y	Y	Y	Y	ABS	Y	Y	Y	Y	Y		1
Ronald Reagan	District 3	ron@rmsea.com	Y	Y	Y	Y	ABS	ABS	Y	Y	ABS	Y	Y		3
Derek Mims	City of Pleasant Hill	derekmims@hotmail.com	Y	Y	Y	ABS	ABS	Y	Y	Y	Y	ABS	ABS		4
Russell Roe	District 5	russroe@pacbell.net	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y		0
Keith McMahon	City of Concord	keithcmcmahon@gmail.com	Y	ABS	Y	ABS	Y	ABS	ABS	ABS	ABS	Y	Y		6
Roger Bass	District 2	twofivexray@yahoo.com	ABS	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y		1
Maurice Gunderson	Member at Large	mauricegunderson@mac.com	Y	ABS	ABS	Y	Y	Y	Y	Y	ABS	ABS	Y		4
Tom Weber	District 4	Tr-weber@sbcglobal.net	Y	Y	Y	Y	Y	Y	Y	ABS	Y	Y	Y		1
Emily Barnett	Member at Large	emilyebarnett@gmail.com	Y	Y	Y	Y	Y	ABS	Y	ABS	Y	ABS	Y		2
Donna Dietrich	Airport Neighbor - Pacheco	concordcascade_mgr@equitylifestyle.com	-----	-----	-----	-----	-----	-----	-----	Y	Y	Y	ABS		1
Steven Starratt	Airport Neighbor - Byron	starratt@pacbell.net	-----	-----	-----	-----	-----	-----	-----	Y	Y	Y	Y		0
Was There a Quorum?	Y or N		Y	Y	Y	Y	Y	N	Y	Y	Y	Y	Y		

ABS = Absent, Y = Present, N = No

TERM EXPIRATION AND TRAINING CERTIFICATION

AAC Members	Representing	Term Expiration Date	Brown Act & Better Gov't Ordinance Video Completion Date	Ethics Orientation for County officials Completion Date
Dale Roberts	District 1	2/29/20	8/6/17	9/13/17
Mike Bruno	Airports Bus. Assoc.	2/28/19	6/10/18	6/10/18
Eric Meinbress	Member at Large	2/29/20	1/7/18	1/7/18
Ronald Reagan	District 3	2/28/21	4/12/16	4/12/16
Derek Mims	City of Pleasant Hill	2/28/21	1/12/17	1/12/17
Russell Roe	District 5	2/29/20	1/15/18	1/15/18
Keith McMahon	City of Concord	2/28/19	3/4/18	3/4/18
Roger Bass	District 2	2/28/21	5/9/18	6/25/18
Maurice Gunderson	Member at Large	2/28/21	4/5/16	4/6/16
Tom Weber	District 4	2/29/20	4/12/18	4/12/18
Emily Barnett	Member at Large	2/28/19	3/10/17	3/10/17
Donna Dietrich	Pacheco Neighbor	2/28/21		
Steven Starratt	Byron Neighbor	2/28/21	9/7/18	10/10/18

DRAFT

**CONTRA COSTA COUNTY
AVIATION ADVISORY COMMITTEE
MEETING MINUTES
NOVEMBER 8, 2018**



MEETING CALLED: Chair Maurice Gunderson called the meeting to order at 10:02 AM at Byron Airport.

PRESENT: **Maurice Gunderson, Chair**, Member At-Large
Emily Barnett, Secretary, Member At-Large
Tom Weber, Vice Chair, District IV
Roger Bass, District II
Steven Starratt, Airport Neighbor – Byron Airport
Russell Roe, District V
Eric Meinbress, Member At-Large
Keith McMahon, City of Concord
Dale Roberts, District I
Ronald Reagan, District III

ABSENT: **Donna Dietrich**, Airport Neighbor –Pacheco
Mike Bruno, Airport Business Association
Derek Mims, City of Pleasant Hill

STAFF: Keith Freitas, Director of Airports
Beth Lee, Assistant Director of Airports – Administration
Will Nelson, Principal Planner

**OPENING
COMMENTS**

BY CHAIR: Chair Maurice Gunderson welcomed the attendees.

**PUBLIC COMMENT
PERIOD:**

There was no public comments

**APPROVAL OF
10/11/18 MINUTES:**

Moved by Keith McMahon; seconded by Roger Bass. Yes: Emily Barnett, Dale Roberts, Maurice Gunderson, Ronald Reagan, Eric Meinbress, Russell Roe, Tom Weber, and Steven Starratt. No: None. Abstained: None. Absent: Donna Dietrich, Mike Bruno, and Derek Mims.

**APPROVAL OF
CONSENT ITEMS:**

Moved by Tom Weber; seconded by Roger Bass. Yes: Dale Roberts, Maurice Gunderson, Keith McMahon, Ronald Reagan, Eric Meinbress, Russell Roe, Emily Barnett, and Steven Starratt. No: None. Abstained: None. Absent: Donna Dietrich, Mike Bruno, and Derek Mims

DISCUSSION/ACTION ITEMS:

a. **Discuss items pulled from consent**

No items were pulled from consent.

b. **Review and discuss updates on the Byron Airport General Plan Amendment (Will Nelson, Conservation and Development)**

Will Nelson with the department of Conservation and Development (DCD) gave an update on the Byron Airport General Plan Amendment (GPA) project. DCD staff received a portion of the draft Environmental Impact Report (EIR) and expects to get the remaining contents by December 2018. Once the full draft is received, it will go to public review. Adoption of the full program is expected around May 2019. The AAC expressed their concerns regarding detail components (Byron Airport allowable use specificity) of the project and their lack of confidence with completion and the contractor's performance. It was stressed the importance of completing the GPA as staff received a proposal to develop approximately 36-acres at Byron Airport. After discussions, the AAC requested to hear from the contractor at the December 13, 2018 AAC meeting, have the projects' list of milestones and dates as part of the meeting packet, then take additional concerns to the Airport Committee if there is limited progress made.

c. **Review and discuss updates regarding the Byron Airport public viewing plaza proposed project**

The AAC gave an update on the proposed public viewing plaza at Byron Airport. The proposed location would be adjacent to the Byron administrative building. AAC members met with a contractor with Mount Diablo Gardening and discussed using artificial turf and wrought iron fencing, etc. The contractor has agreed to donate some labor and materials (fencing, grading, and artificial turf) to assist with the project. Mount Diablo Gardening would be recognized and placed on a commemorative plaque at the location. Table, chairs, and other various items may be added over time as money is contributed. The AAC agreed to view the proposed location after the adjournment of the meeting. Airport staff must Review and approve a plan before moving forward but are supportive of proposed improvement and added community benefits. The AAC plans to speak with the contractor and will provide updates as they come.

d. **Review and discuss Unmanned Aircraft Systems (a.k.a. drones) and incorporating them at Byron Airport**

Supervisor Burgis is very supportive of the Airports and promoting new technologies/employment opportunities. 3DR came out to do drone pavement inspection testing at Byron Airport. Airport staff continue to look further opportunities as they emerge.

e. **Review and discuss the Byron Airport Unicom issue update**

Airport staff received a one weeks' notice about Nut Tree Airport changing their radio frequency to the same frequency Byron Airport utilizes. The frequency change was likely put in place too quickly and without a lot of advanced research. Staff contacted the Federal

Aviation Administration (FAA) and the Federal Communications Commission (FCC) to voice safety concerns. The FAA proactively helped to bring issues to light and partner together to find a better resolution as opposed to the FCC. Nut Tree Airport has agreed to change frequencies, which may take up to six months to occur. Byron Airport users were very appreciative and the AAC thanked staff for their efforts in getting this issue resolved.

f. Review and discuss the new (used) Aircraft Rescue Fire Fighting (ARFF) vehicle that was delivered to Byron Airport on Friday, September 14, 2018

The new ARFF truck was on site at the Byron Airport.

g. Review and discuss construction activity taking place on Marsh Drive at Buchanan Field Airport

AAC members inquired about the construction activity on Marsh Drive at the end of Runway 32R on the north side of Buchanan Field Airport. The construction activity has to do with an underground pipeline improvement project that is nearing completion.

h. Review and discuss updates regarding 16 acres of development at Buchanan Field Airport

Airport staff submitted a request to the FAA that asked for a release for approximately 16-acres of land on the west side of Buchanan Field Airport for non-aviation purposes. Staff received a development interest letter and sent out a competitive solicitation requesting letters of interests. Staff did not receive any additional users of interest and are scheduled to go before the Board of Supervisors (Board) on December 4, 2018 for negotiations. Non-aviation use is predicated on the FAA releasing the property for non-aviation purposes and County land use controls being consistent with the use.

i. Review and discuss the design of a new Terminal, administrative office and ARFF building and select two AAC members for the consultant Selection Committee

Airport staff requested two volunteers to work with staff on the consultant Selection Committee for the new Buchanan Field Airport Terminal building design. There were multiple interested parties to assist staff. Russell Roe and Eric Meinbress were ultimately selected to participate.

j. Review and discuss updates on the F-row hangar re-skinning and door replacement project that began on September 11, 2018

Staff were happy to report that the F-row improvement project is still scheduled to be completed as anticipated by December 25, 2018.

k. Review and discuss the full-scale emergency response exercise that took place at the Buchanan Field Clubhouse ramp October 15-19, 2018

A full-scale emergency exercise took place at Buchanan Field the week of October 15-19, 2018. Public notices were sent out to airport tenants and surrounding communities. Staff received no calls and all feedback was positive. A mobile training unit was delivered. The

full-scale exercise allowed for improved interagency emergency response including Aircraft Rescue and Firefighting (ARFF) Operations staff, Contra Costa County Fire Protection District, and Sheriff personnel, as well as by mutual aid units. The exercise was a very positive experience for all.

l. Review and discuss the Rates & Charges Board Resolution No. 2018/524 and public hearing that took place on October 16, 2018

On October 16, 2018, the Board held a public hearing and adopted Resolution 2018/524 establishing new and reduced rates and charges at Buchanan Field and Byron Airports. The new rates will go into effect January 1, 2019. Staff thanked the AAC for their ongoing support.

m. Review and discuss the Around the World Flight Discussion by John Koehler that began on June 1, 2018 and ended August 31, 2018 that will take place at the Mount Diablo Pilots Association (MDPA) and Experimental Aircraft Association (EAA) Chapter 393 Thanksgiving dinner at the Buchanan Field Airport Clubhouse

The AAC Chair gave an update that Buchanan Field Airport tenant John Koehler will not be attending the MDPA and EAA Thanksgiving dinner scheduled for Friday, November 16, 2018 as he is working on writing a book and screenplay on his around the world flight journey. Instead, EAA club member, Bill Larkin will be narrating the history of Buchanan Field Airport using historical photos.

n. Review and discuss the Santa Event that will take place on December 1, 2018 at Buchanan Field Airport Transient Ramp

Santa is coming to Buchanan Field Airport on December 1, 2018 at 10:00am. The event is free and will take place behind the Crowne Plaza Hotel (45 John Glenn Drive, Concord). Attendees are encouraged to contribute to the Food Bank with either a monetary or non-perishable food donation. MDPA will also be having a historical aircraft display. For any questions, contact the Airport at (925) 681-4200.

FUTURE AGENDA ITEMS/COMMENTS

- Review and discuss updates on the Byron Airport General Plan Amendment from the assigned contractor and

ADJOURNMENT: The Chair adjourned the meeting at 11:30am.

FINAL

CONTRA COSTA COUNTY
AVIATION ADVISORY COMMITTEE
MEETING MINUTES
OCTOBER 11, 2018



MEETING CALLED: Vice Chair, Tom Weber called the meeting to order at 10:00 AM.

PRESENT:

Tom Weber, Vice Chair, District IV
Roger Bass, District II
Donna Dietrich, Airport Neighbor –Pacheco
Steven Starratt, Airport Neighbor – Byron Airport
Russell Roe, District V
Eric Meinbress, Member At-Large
Keith McMahan, City of Concord
Dale Roberts, District I
Ronald Reagan, District III

ABSENT:

Emily Barnett, Secretary, Member At-Large
Mike Bruno, Airport Business Association
Derek Mims, City of Pleasant Hill
Maurice Gunderson, Chair, Member At-Large

STAFF:

Keith Freitas, Director of Airports
Beth Lee, Assistant Director of Airports – Administration
Russell Milburn, Assistant Director of Airports – Operations
Alina Zimmerman, Airport Administrative Assistant

**OPENING
COMMENTS
BY CHAIR:**

Vice Chair Tom Weber welcomed the attendees.

**PUBLIC COMMENT
PERIOD:**

Beth Lee informed the AAC to expect discussions regarding the Byron Airport General Plan Amendment and 36 acre development at Byron Airport.

**APPROVAL OF
10/11/18 MINUTES:**

Moved by Roger Bass; seconded by Dale Roberts. Yes: Ronald Reagan, Eric Meinbress, Russell Roe, Tom Weber, Donna Dietrich, and Steven Starratt. No: None. Abstained: Keith McMahan. Absent: Emily Barnett, Maurice Gunderson, Mike Bruno, and Derek Mims.

**APPROVAL OF
CONSENT ITEMS:**

Moved by Tom Weber; seconded by Dale Roberts. Yes: Ronald Reagan, Eric Meinbress, Russell Roe, Roger Bass, Donna Dietrich, and Steven Starratt. No: None. Abstained: Keith McMahon. Absent: Emily Barnett, Maurice Gunderson, Mike Bruno, and Derek Mims.

DISCUSSION/ACTION ITEMS:

a. Discussion of items pulled from consent

The monthly operations report for August 2018 was pulled. There was concern regarding the decline in Bay Area Skydiving operations. Airport staff clarified due to the change in ownership of the business, numbers through February 16, 2018 for the monthly skydiving operations are not available.

b. Review and discuss updates regarding the 4.6-acre development on the corner of Marsh Drive and Solano Way at Buchanan Field Airport

Airport staff went through the standard County solicitation selection process to select an entity to develop a 4.6 acre parcel located on the corner of Marsh Drive and Solano Way at Buchanan Field. A Selection Committee ranked all interested parties in priority ranking order. Staff are working with the number one ranked entity, a partnership between StoragePRO, Inc. and Deutscher Properties Corporation. They have been meeting with the City of Concord to proceed through the environmental process. They anticipate submitting an application to start the review process in November 2018, then starting construction in 2019.

c. Review and discuss updates regarding the three-acre development on the northeast corner of Marsh Drive and Sally Ride Drive at Buchanan Field Airport

On April 10, 2018, staff received approval from the Board of Supervisors to execute a long-term lease with Montecito Commercial Group, LLC. Montecito has been working with the Planning/Building Division within the Department of Conservation and Development to refine the documents needed to proceed through the planning/building process and anticipate submittal by November 1, 2018. The group anticipates breaking ground in January 2019.

d. Review and discuss any updates for the Buchanan Field new Terminal building project

After completion of the Airports' Economic Development Incentive Program (EDIP) process, Airport staff sent out a request for proposals to five consultants on October 9, 2018 for the proposed Buchanan Field Terminal building project. Proposals are due by 5:00pm on November 20, 2018. Staff will then proceed through the standard County selection process. The Terminal building would consist of three main components including an ARFF maintenance bay, office space for Administrative staff, and general aviation terminal flex space.

e. Review and discuss updates on the F-row hangar re-skinning and door replacement project that began on September 11, 2018

The F-row hangar project began on-time on September 11, 2018 at Buchanan Field Airport.

All led paint has been abated, skin on the exterior has been replaced, and electrical work is close to be completed. Portions of the replacement doors will begin arriving and will be put in as they come. The goal is to have all doors replaced by Thanksgiving. Staff anticipates the project to be complete under time. So far, the overall project is coming in underbudget. Staff are currently looking into options to either fix or replace the roofing on the F-row. Staff will continue to provide updates as the project progresses.

f. Review and Discuss updates regarding the Buchanan Field Airport hangar inspections

Airport staff began conducting quadrennial inspections of hangars at Buchanan Field Airport on September 19, 2018 and completed them on October 10, 2018. The objective of the hangar inspections is to ensure that hangar use is compliant with the Federal Aviation Administration (FAA) rules and regulations for grant assurances. Airport staff inspected a total of 230 hangars and nine businesses. The majority of the hangars passed. Staff are currently in the process of working with tenants that did not pass to get in compliance. Staff and the AAC gave kudos to Judith Evans of Airport Staff for coordinating the project.

g. Review and discuss updates regarding the full-scale emergency response exercise taking place at the Buchanan Field Clubhouse ramp October 15-19, 2018

A full-scale emergency exercise will take place at Buchanan Field Airport the week of October 15-19, 2018 between the hours of 1:00 p.m. and 4:00 p.m.. The full-scale exercise will allow for improved aviation emergency response by Aircraft Rescue and Firefighting (ARFF) Airport Operations staff, Contra Costa County Fire Protection District (ConFire), Sheriff personnel as well as by mutual aid units. Public notices have been distributed to the airport tenants and surrounding communities notifying them of the exercise. Monday, Wednesday, and Thursday Airport Operations staff will perform the exercise with ConFire and mutual aid agencies. Wednesday will be the full-scale emergency exercise consisting of all emergency responders. Tuesday and Thursday Operations will be performing their required eight-hour live burn ARFF training. For any questions or concerns, please contact Russell Milburn at (925) 348-0750 or Steve Padilla at (925) 723-2382.

h. Review and discuss any updates regarding the Byron Airport public viewing plaza proposed project

Several months ago, members of the public suggested that a public viewing area at Byron Airport would be a valuable addition, similar to the public area already at Buchanan Field Airport. The AAC contacted local newspaper companies around Byron and requested a pool be taken from the communities to get feedback on the proposed project. Most feedback was positive. The AAC is currently in the process of gathering basic information before a recommendation can be made. This would include determining interest from local schools and other youth groups, evaluation of the potential site, development of a preliminary design sufficient for estimating costs, and scoping of cash and in-kind donations that might be available. The AAC expects to make a recommendation in December whether or not to proceed with the proposed project.

i. **Review and discuss airport policy regarding allowable conditions of aircrafts being stored at Buchanan Field and Byron Airports**

The AAC and Airport staff discussed airport policies regarding allowable conditions of aircrafts currently stored at Buchanan Field and Byron Airports. Staff stressed the importance of keeping every aircraft possible as the number of based aircraft ultimately determines the amount of grant funding (federal and state) received. Staff however did mention that if a tenant is repeatedly in default, an eviction process may be initiated. Staff also mentioned many aircraft have been voluntarily transferred to less visible areas such as the gravel pit area on the west side of Buchanan Field Airport. In return, the aircraft remains based at the Airports and is more cost effective for the tenant.

j. **Review and discuss the new (used) Aircraft Rescue Fire Fighting (ARFF) vehicle that was delivered to Byron Airport on Friday, September 14, 2018**

A new (used) ARFF vehicle was delivered to Byron Airport on September 14, 2018. The unit will act as a back-up for Buchanan Field's current ARFF unit. Airport staff determined it was more cost effective to purchase a used unit as a new unit can cost up to one million dollars or more. Staff purchased the used ARFF unit for approximately \$175,000. Modifications are being made to match Buchanan Field's current, newer ARFF unit. The AAC gave kudos to staff and discussed the importance of having ARFF units at the Airports from an emergency and marketing perspective.

k. **Review and discuss the overview of the new closed-circuit TV security systems at Buchanan Field and Byron Airport**

In an effort to enhance security around the Airports, Operations staff have upgraded security surveillance and access control for both airports. Multiple surveillance cameras have been installed at both airports as well as an upgraded security access control system at Byron Airport to match the one at Buchanan Field. 13 surveillance cameras have been installed at Byron Airport and 19 at Buchanan Field. Staff continuously work to upgrade security where needed as airport security is always staff's top priority.

l. **Review and discuss the fiscal year 2017/18 Airport Enterprise Fund budget (attachment)**

The AAC reviewed the 2017/18 fiscal year Airport Enterprise Fund budget. Keith Freitas reported revenues are up 104%. In an effort to provide additional detail, staff provided the top six revenue categories:

1. Hangar/Tiedown rent - \$992,000
2. Fuel flowage- \$143,000
3. Aviation ground rent - \$604,000
4. Aviation Concessions - \$141,000
5. Non-aviation ground rent - \$1,710,000
6. Non-aviation concessions - \$497,000

m. Review and discuss the new Aviation Advisory Committee (AAC) meeting attendance system using Evite

The AAC discussed alternatives to assist staff with achieving quorums for their monthly meetings. Evite, a social-planning website for creating, sending, and managing online invitations was suggested. Staff spoke with County Counsel prior about the proposed alternative; however, it was advised the online platform may risk the AAC of violating Brown Act requirements as members have the ability to posts comment with other members through the online system. After discussions, staff and the AAC ultimately decided to continue with the current process through email, but instead, staff will send an initial quorum count email ten days in advance of the meeting, report the total count three days prior to the meeting, then the AAC officers will determine whether or not a meeting can be held.

n. Remind the AAC of the Rates & Charges Board resolution and set public hearing on October 16, 2018 at 9:30 a.m. at the Board Chambers located at 651 Pine Street in Martinez, room 107

Airport staff performed a market survey of their regional competitors (Livermore, Hayward, Napa, Sonoma, Stockton and Nut Tree) and found the rates in effect for Buchanan Field and Byron Airports were on the high end of the rate range. To best position the airports, staff are proposing new lowered hangar and tiedown rates. Staff will go before the Board on October 16, 2018 where a public hearing will be held at 9:30 am at the Board Chambers located at 651 Pine Street in Martinez, CA 94553 to consider adoption of Resolution 2018/524 to establish the new rates. If the Board approves, the new rates will go into effect January 1, 2019.

o. Discuss and schedule a meeting date to be held at Byron Airport

The next AAC meeting will be held at Byron Airport (500 Eagle Court, Byron, CA 94514) on Thursday November 8, 2018 at 10:00 am.

FUTURE AGENDA ITEMS/COMMENTS

- Review and discuss updates on the Byron Airport General Plan Amendment
- Review and discuss updates on the proposed Byron Airport public viewing plaza
- Review and discuss the new (used) ARFF truck
- Review and discuss construction activity on Marsh Drive
- Review and discuss incorporating unmanned aircraft systems at Byron Airport

ADJOURNMENT: The Chair adjourned the meeting at 11:23 am.

Noise Abatement Statistics

October 2018

	# Of Callers	Complaints		YTD	YTD	% CHANGE
	2018	2018	2017	2018	2017	
TOTAL NUMBER OF COMPLAINTS	11	15	18	141	182	-23%
LOCATION OF COMPLAINTS						
Concord	4	7	3	67	32	109%
Pleasant Hill	2	2	5	25	58	-57%
Pacheco	0	0	2	3	10	-70%
Martinez	2	2	2	8	22	-64%
Byron	0	0	0	1	0	0%
Other	3	4	2	25	29	-14%
Subtotal	11	15	14	129	151	-15%
Special Events	0	0	4	12	31	-61%
Total Number of Complaints	11	15	18	141	182	-23%
COMPLAINTS ASSOCIATED WITH						
Buchanan Field Airport		9	16	100	130	
Byron Airport		0	0	1	0	
Law Enforcement/Lifeguard Lights		2	0	12	10	
Non-associated		4	2	28	42	
TIME OF INCIDENT						
Day (0700 - 1700)		12	14	90	123	
Evening (1700 - 2200)		0	0	22	28	
Night (2200 - 0700)		2	0	18	16	
All Times		1	4	11	15	
TYPE OF COMPLAINT						
Noise		4	2	58	81	
Low Flying		3	5	23	22	
Noise and Low Flying		8	8	52	66	
Too Many Aircraft		0	0	1	6	
Other		0	3	7	7	
TYPE OF AIRCRAFT						
Jet		1	7	28	44	
Propeller		10	3	60	67	
Helicopter		3	1	21	26	
All Types		0	4	10	22	
Unknown		1	3	22	23	
TOTAL AIRCRAFT OPERATIONS		10,013	10,147	98,913	101,685	-3%
COMPLAINTS PER 10,000 OPERATIONS		15	18	14	18	-20%
COMPLAINTS PER 10,000 OPERATIONS - BUCHANAN ONLY		9	16	10	13	-21%

January
 (1)- Other- Low flying jet - Antioch
 (1)- Non-Assoc. Jet noise - Bay Point

February
 2- Non-Assoc-Unknown Activity - Antioch

March
 1- non assoc jets walnut creek
 1- non assoc prop noise concord
 1- non assoc pge helicopter pittsburg
 4- Special Event non assoc national guard

April
 (1)-Non.Assoc.-Unknown-Antioch
 (1) Non Assoc.-News Helicopter
 (1) Non Assoc.-Prop Walnut Creek

May
 (1)- Special Event Centennial Airmail

Year to Date
 (3) Concord Households with 39 complaints

June
 1- non assoc low flying prop Benicia
 (7)- Special Event Collings Foundation

August
 (2)-Non.Assoc.-Unknown-Antioch/El Sobrante
 (1)- Non-assoc. unknown walnut creek

September
 (1)- non-assoc traffic helicopter
 (1)- Non-assoc. unknown walnut creek

October
 (2)- non-assoc air quality testing Martinez
 (1)- Non-assoc. unknown- Brentwood
 (1)- Non-assoc. all a/c walnut creek

Contra Costa County Airports Monthly Operations Report

October 2018

	October 2018	October 2017	YTD 2018	YTD 2017	% CHANGE 2017/2018
AIRCRAFT OPERATIONS					
Total Operations	10,013	10,147	98,913	101,685	-3%
Local Operations	4,808	4,923	50,999	54,970	-7%
Itinerant Operations	3,964	3,951	35,723	35,550	0%
Total Instrument Ops	1,026	1,063	10,051	9,391	7%
FUEL FLOWAGE					
100 Octane	23,800	28,525	222,411	253,246	-12%
Jet Fuel	105,955	115,553	1,106,684	974,440	14%
Total	129,755	144,078	1,329,095	1,227,686	8%
BYRON INFORMATION					
Byron Fuel	12,578	13,513	98,007	133,216	-26%
Bay Area Skydiving*					
Fuel Purchased (gallons)	2,000	0	18,071	2,000	804%
Glider Operations^					
Tow Aircraft	192	62	1,308	510	n/a
Glider Aircraft	192	62	1,308	510	n/a

*New ownership as of February 2018, monthly skydiving statistics not available.

^ Tracking began June 2017

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

The following certified Board Orders are attached:

- November 6, 2018 *APPROVE and AUTHORIZE the Director of Airports, or designee, to execute a month-to-month hangar rental agreement with George Grech for a T-hangar at Buchanan Field Airport effective November 1, 2018 in the monthly amount of \$394.10 (100% Airport Enterprise Fund).*
- November 6, 2018 *APPROVE and AUTHORIZE the Director of Airports, or designee, to execute a month-to-month hangar rental agreement with Delmar Humbert and Denise Humbert for a T-hangar at Buchanan Field Airport effective October 24, 2018 in the monthly amount of \$394.10 (100% Airport Enterprise Fund).*
- November 13, 2018 *APPROVE and AUTHORIZE the Director of Airports, or designee, to execute a month-to-month hangar rental agreement with Neil Friedman for a Shade hangar at Buchanan Field Airport effective November 6, 2018 in the monthly amount of \$177.07 (100% Airport Enterprise Fund).*



Contra
Costa
County

To: Board of Supervisors
From: Keith Freitas, Airports Director
Date: November 6, 2018

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 George Grech for a T-hangar at Buchanan Field Airport effective November 1, 2018 in the monthly amount of \$394.10, Pacheco area (District IV).

FISCAL IMPACT:

The Airport Enterprise Fund will realize \$4,729.20 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/shade hangars at Buchanan Field Airport. In 1977 Buchanan Airport Hangar Company amended their lease to allow for the construction of another 30-year lease

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: 11/06/2018 APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V 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: November 6, 2018

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

By: Stacey M. Boyd, Deputy

Contact: Beth Lee, (925)
681-4200

cc:

with Contra Costa County for the construction of seventeen (17) additional hangars.
Buchanan Airport Hangar Company was

BACKGROUND: (CONT'D)

responsible for the maintenance and property management of the property during the lease period.

On September 1, 2000, the ninety-three (93) t- and shade hangars at Buchanan Field reverted to the County ownership pursuant to the terms of the above lease.

On November 14, 2006, the Contra Costa County Board of Supervisors approved the form of the T-Hangar and Shade Hangar Rental Agreement for use with renting the County's t-hangars, shade hangars, medium hangars, and executive hangars at Buchanan Field Airport.

On February 16, 2007, the additional seventeen (17) hangars at Buchanan Field reverted back to the County pursuant to the above referenced lease. This row included six (6) large hangars which were not covered by the approved T-Hangar and Shade Hangar Rental Agreement.

On February 23, 2007, Contra Costa County Board of Supervisors approved the new Large Hangar Rental Agreement for use with the large East Ramp Hangars.

On January 16, 2009, Contra Costa County Board of Supervisors approved an amendment to the T-Hangar and Shade Hangar Rental Agreement and the Large Hangar Rental Agreement (combined "Hangar Rental Agreements") which removed the Aircraft Physical Damage Insurance requirement. The Hangar Rental Agreements are the current forms in use for rental of all the County hangars at Buchanan Field Airport.

CONSEQUENCE OF NEGATIVE ACTION:

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

ATTACHMENTS

Hangar Rental Agmt - George Grech



Contra
Costa
County

To: Board of Supervisors
From: Keith Freitas, Airports Director
Date: November 6, 2018

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 Delmar Humbert and Denise Humbert for a T-hangar at Buchanan Field Airport effective October 24, 2018 in the monthly amount of \$394.10.

FISCAL IMPACT:

The Airport Enterprise Fund will realize \$4,729.20 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/shade hangars at Buchanan Field Airport. In 1977 Buchanan Airport Hangar Company amended their lease to allow for the construction of another 30-year lease with Contra Costa County for the construction of seventeen (17) additional hangars. Buchanan Airport Hangar Company was responsible for the maintenance and property management of the property during the lease period.

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: 11/06/2018 APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V 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: November 6, 2018

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

By: Stacey M. Boyd, Deputy

Contact: Beth Lee, (925)
681-4200

cc:

BACKGROUND: (CONT'D)

On September 1, 2000, the ninety-three (93) t- and shade hangars at Buchanan Field reverted to the County ownership pursuant to the terms of the above lease.

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CONSEQUENCE OF NEGATIVE ACTION:

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

ATTACHMENTS

Hangar Rental Agreement



Contra
Costa
County

To: Board of Supervisors
From: Keith Freitas, Airports Director
Date: November 13, 2018

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 Neil Friedman for a Shade hangar at Buchanan Field Airport effective November 6, 2018 in the monthly amount of \$177.07, Pacheco area (District IV).

FISCAL IMPACT:

The Airport Enterprise Fund will realize \$2,124.84 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/shade hangars at Buchanan Field Airport. In 1977 Buchanan Airport Hangar Company amended their lease to allow for the construction of another 30-year lease

APPROVE

OTHER

RECOMMENDATION OF CNTY ADMINISTRATOR

RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **11/13/2018** APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I
Supervisor
Candace Andersen, District II
Supervisor
Diane Burgis, 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: November 13, 2018

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:

with Contra Costa County for the construction of seventeen (17) additional hangars.
Buchanan Airport Hangar Company was

BACKGROUND: (CONT'D)

responsible for the maintenance and property management of the property during the lease period.

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CONSEQUENCE OF NEGATIVE ACTION:

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

ATTACHMENTS

Hangar Rental Agreement - Neil Friedman

Contra Costa County
Standard Form L-1
Revised 2014

STANDARD CONTRACT
(Purchase of Services – Long Form)

Number: C47538
Fund/Org: As Coded
Account:
Other:

1. **Contract Identification.**

Department: Conservation and Development

Subject: To prepare an Environmental Impact Report for the Byron Airport General Plan Amendment

2. **Parties.** The County of Contra Costa, California (County), for its Department named above, and the following named Contractor mutually agree and promise as follows:

Contractor: Dudek

Capacity: Corporation

Address: 980 9th Street, Suite 1750, Sacramento, CA 95814

3. **Term.** The effective date of this Contract is August 19, 2015. It terminates on August 18, 2016 unless sooner terminated as provided herein.

4. **Payment Limit.** County's total payments to Contractor under this Contract shall not exceed

\$ 180,545.00.

5. **County's Obligations.** County shall make to the Contractor those payments described in the Payment Provisions attached hereto which are incorporated herein by reference, subject to all the terms and conditions contained or incorporated herein.

6. **Contractor's Obligations.** Contractor shall provide those services and carry out that work described in the Service Plan attached hereto which is incorporated herein by reference, subject to all the terms and conditions contained or incorporated herein.

7. **General and Special Conditions.** This Contract is subject to the General Conditions and Special Conditions (if any) attached hereto, which are incorporated herein by reference.

8. **Project.** This Contract implements in whole or in part the following described Project, the application and approval documents of which are incorporated herein by reference.

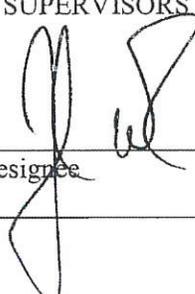
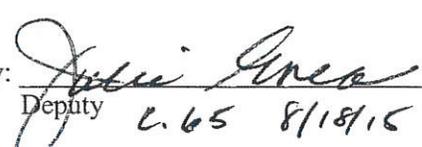
N.A.

9. **Legal Authority.** This Contract is entered into under and subject to the following legal authorities:

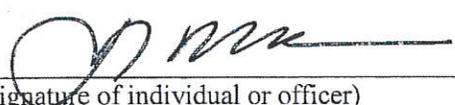
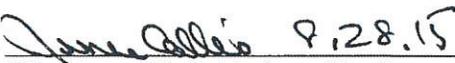
California Government Code Section 31000.

10. **Signatures.** These signatures attest the parties' agreement hereto:

COUNTY OF CONTRA COSTA, CALIFORNIA

BOARD OF SUPERVISORS	ATTEST: Clerk of the Board of Supervisors
By:  Chair/Designee	By:  Deputy L.65 8/18/15

CONTRACTOR

Signature A Name of business entity: Dudek	Signature B Name of business entity: Dudek
By:  (Signature of individual or officer)	By:  (Signature of individual or officer)
<u>Joe Monaco, Vice President</u> (Print name and title A, if applicable)	<u>Dudek June Collins Corporate Secretary</u> (Print name and title B, if applicable)

Note to Contractor: For corporations (profit or nonprofit) and limited liability companies, the contract must be signed by two officers. Signature A must be that of the chairman of the board, president, or vice-president; and Signature B must be that of the secretary, any assistant secretary, chief financial officer or any assistant treasurer (Civil Code Section 1190 and Corporations Code Section 313). All signatures must be acknowledged as set forth on Form L-2.

PAYMENT PROVISIONS
(Fee Basis Contracts - Long and Short Form)

1. **Payment Amounts.** Subject to the Payment Limit of this Contract and subject to the following Payment Provisions, County will pay Contractor the following fee as full compensation for all services, work, expenses or costs provided or incurred by Contractor:

[Check one alternative only.]

- a. \$ monthly, or
- b. \$ per unit, as defined in the Service Plan, or
- c. \$ after completion of all obligations and conditions herein.
- d. Other: As specified under Payment Provisions of the L-3 Service Plan Outline.

2. **Payment Demands.** Contractor shall submit written demands for payment on County Demand Form D-15 in the manner and form prescribed by County. Contractor shall submit said demands for payment no later than 30 days from the end of the month in which the contract services upon which such demand is based were actually rendered. Upon approval of payment demands by the head of the County Department for which this Contract is made, or his designee, County will make payments as specified in Paragraph 1. (Payment Amounts) above.
3. **Penalty for Late Submission.** If County is unable to obtain reimbursement from the State of California as a result of Contractor's failure to submit to County a timely demand for payment as specified in Paragraph 2. (Payment Demands) above, County shall not pay Contractor for such services to the extent County's recovery of funding is prejudiced by the delay even though such services were fully provided.
4. **Right to Withhold.** County has the right to withhold payment to Contractor when, in the opinion of County expressed in writing to Contractor, (a) Contractor's performance, in whole or in part, either has not been carried out or is insufficiently documented, (b) Contractor has neglected, failed or refused to furnish information or to cooperate with any inspection, review or audit of its program, work or records, or (c) Contractor has failed to sufficiently itemize or document its demand(s) for payment.
5. **Audit Exceptions.** Contractor agrees to accept responsibility for receiving, replying to, and/or complying with any audit exceptions by appropriate county, state or federal audit agencies resulting from its performance of this Contract. Within 30 days of demand, Contractor shall pay County the full amount of County's obligation, if any, to the state and/or federal government resulting from any audit exceptions, to the extent such are attributable to Contractor's failure to perform properly any of its obligations under this Contract.

Initials: sc
Contractor

JK
County Dept.

A. **SERVICE PLAN**

As specified per the attached **Work Program, Project Schedule, Budget for Byron Airport EIR, Payment Schedule, and Dudek 2015 Standard Schedule of Charges.**

B. **PAYMENT PROVISIONS**

As specified per the attached **Budget for Byron Airport EIR, Payment Schedule, and Dudek 2015 Standard Schedule of Charges.**

C. **CONSULTANT'S CONTRACT DATA REQUIREMENTS**

All documents submitted by Contractor shall comply with the attached "Consultants/Contract Data Requirements", which is incorporated into this contract.

Initials: JSK
Contractor

JK
County Dept.

WORK PROGRAM

Byron Airport General Plan Amendment EIR

A. EIR Process and Work Program

Task 1 – Project Management, Coordination, and Meetings

Contractor's project manager, Brian Grattidge, will serve as the primary point of contact for County staff. Contractor's project manager will:

- Manage and oversee the preparation of all work products.
- Coordinate with County staff as necessary throughout the EIR process.
- Ensure the technical accuracy of all deliverables.
- Maintain the performance schedule and resolve any scheduling conflicts.
- Ensure that company resources required to satisfy the project scope and schedule are applied effectively.
- Monitor budget expenditures and prepare invoices.
- Provide senior-level CEQA consultation and review.
- Oversee the Quality Assurance/Quality Control process.

Meetings and Public Hearings

Contractor's project manager will:

- Participate in up to four (4) in-person project meetings with the County.
- Participate in up to six (6) public meetings/hearings:
 - EIR scoping hearing and Draft EIR comment hearing, each of which may be observed remotely via the County's real-time online streaming.
 - County Planning Commission hearing.
 - Board of Supervisors hearing.
 - Two (2) meetings with stakeholders, community advisory groups, etc.

Contractor will be available to attend additional meetings and hearings on a time and materials basis at the County's request. Additional meetings and hearings may be accommodated at the rate provided in the cost estimate. Subcontractor Mead & Hunt project manager may attend up to two (2) meetings or hearings and subcontractor OmniMeans project manager may attend up to four (4) meetings or hearings.

Neither Contractor nor subcontractors are tasked with making a presentation at the public hearings/meetings, but they will hear questions and comments received and be available to respond at the request of County staff.

Task 2 – Project Initiation

Contractor will:

- Review the 1985 Byron Airport Environmental Impact Report and subsequent Environmental Checklist for the 2005 Master Plan Update. Contractor will focus on the potential to use information contained in these documents in the preparation of the current EIR, and to identify previously approved mitigation measures that should be considered in the current analysis.
- Attend one "kickoff" meeting as part of this task (attended by the Contractor's project manager and both subconsultant project managers). Objectives of the kickoff meeting will be to identify all available Airport environmental documents, and current and proposed Master Plan, Airport Layout Plan, infrastructure plans, and other land use plans. The kickoff meeting agenda may also include issues such as communication, site access, and schedule.

Task 3 – Draft Project Description

Contractor will:

- Assist County staff in refining the list of potential land uses allowed at Byron Airport with an emphasis on uses that would be supportive of long-term aviation needs and the economic viability of the airport. Contractor's subconsultant, Mead & Hunt, will lead this analysis based on their previous work at Byron Airport, with support from the rest of the Contractor's team. Current and forecasted operations, trends at similar airports, economic viability, airport land use compatibility, and transportation linkages will be considered in refining the list.
- Attend one meeting to discuss the proposed land uses with County staff.
- Prepare the draft EIR project description. The project description will include the project objectives, location, list of potential land uses, and proposed changes to the County General Plan. A list of necessary permits/entitlements to implement the project will be included.
- Submit the draft EIR project description to County staff for review and comment.
- Incorporate all comments received on the draft EIR project description into a final description to be included in the Draft EIR (Task 4).

Task 4 – Preparation of Draft EIR

Contractor will:

- Prepare a Draft EIR in accordance with CEQA. The Draft EIR will be organized and formatted as directed by County staff. At minimum, the document will include the following:
 - **Table of Contents**
 - **Acronyms and Abbreviations**
 - **Executive Summary**
 - **Introduction**
 - **Summary** of the proposed project, the impacts and mitigation measures identified in the Draft EIR, the CEQA alternatives analysis, and any points of controversy regarding the environmental analysis.
 - **Project Description** (see Task 3 above).
 - **Environmental Setting, Impacts and Mitigations Measures**, which for each environmental topic addressed in the EIR includes environmental setting; applicable regulations and policies; baseline; significance criteria; methodology discussions; and environmental impacts and mitigation measures (construction and operations, project-level). (See detailed technical tasks by topic in Section B of this scope).
 - **Other CEQA Considerations (Significant and Unavoidable Impacts Summary, Significant Irreversible Environmental Effects, Cumulative Impact Analysis, Growth-Inducing Analysis, and Effects Found Not to Be Significant).**
 - **Alternatives Analysis**, which will describe and present a comparative analysis of up to three (3) project alternatives intended to avoid or substantially reduce any significant impacts identified with the project.

Contractor will formulate alternatives in coordination with the County. These may include the CEQA-required No Project alternative (which may include a No Build and Existing General Plan scenario since the project requires a General Plan Amendment) and two development alternatives that could consider reduced development and/or different land uses or distribution of proposed land uses.
 - **Roster of EIR Preparers**
 - **Appendices and References** supporting all information presented in the document.
- Prepare an Administrative Draft EIR (ADEIR) for submittal to the County for review.
- Revise the ADEIR and submit a Screen-check Draft EIR for County review, following the receipt of a single set of non-contradictory comments from County staff.

- Make final revisions of the Draft EIR, following receipt of any additional comments on the Screen-check version and submit it to DCD in electronic format.

Deliverables

- Digital file and up to 10 printed copies of the Administrative Draft EIR.
- Digital file of the Screen-check Draft EIR.
- Digital file and up to 20 printed copies and 50 CDs of the Draft EIR.
- 15 additional CDs, along with 15 printed copies of the Draft EIR Summary, for distribution to the State Clearinghouse.
- One (1) copy of the administrative record on CD, to be delivered simultaneously with the Draft EIR.

County staff will complete distribution of the Draft EIR, including distribution to the State Clearinghouse. Thus, this task is not included in this Work Program.

Task 5 – Responses to Comments

Following the close of the public comment period, Contractor will prepare a separate Response to Comments document (titled “Final EIR”) that, in combination with the Draft EIR, will constitute the Final EIR for purposes of CEQA. Contractor will complete the following specific tasks:

- Review and catalogue all comments received.
- Consult with County staff to determine the approach for organizing and responding to the comments.
- Prepare an Administrative Draft Response to Comments document for submittal to the County for review.
- Revise the Administrative Draft Response to Comments and submit a Screen-check Response to Comments document for County review, following receipt of a single set of non-contradictory comments from County staff.
- Make final revisions and to the Response to Comments document (“Final EIR”), following receipt of any additional comments on the Screen-check and submit it to the County in electronic format.

Concurrent with preparation of the Response to Comments, Contractor will:

- Prepare a draft Mitigation Monitoring and Reporting Program (MMRP), if necessary, for County staff review. The MMRP will identify the timing of, and the parties responsible for, implementation and monitoring of required mitigation measures.
- Following receipt of comments on the Draft MMRP, revise the document and provide the final MMRP to the County.
- Submit the MMRP to the County in electronic format simultaneously with the Response to Comments document.

County staff will complete distribution of the Final EIR and MMRP. Thus, this task is not included in the Work Program.

Deliverables

- Digital file and up to 10 printed copies each of the Administrative Draft Response to Comments document and Draft MMRP.
- Digital file of the Screen-check Administrative Draft Response to Comments and Draft MMRP.
- Digital file and up to 20 printed copies of the Final Response to Comments document and Final MMRP, and up to 50 CDs of the Final Response to Comments document and Final MMRP.
- One (1) copy of the administrative record on CD, to be delivered simultaneously with the Final EIR.

B. Technical Tasks

Contractor will address each of the following topic areas in sufficient detail to fulfill the legal requirements of CEQA and the State and County CEQA Guidelines, and to address environmental concerns that may be raised during the EIR's public scoping period. This includes, but is not limited to, answering all of the questions in Appendix G of the CEQA Guidelines.

Task 3a – Aesthetics

Contractor will:

- Review existing local and state plans regarding scenic views and corridors. The analysis will consider the effect of future development, including facility lighting and glare, on the character and quality of the landscape.
- Prepare up to three visual simulations to demonstrate the potential mass of the future development (for example, by showing the allowable building envelope with the existing background). If significant impacts are identified, appropriate mitigation measures, including relevant measures in the previous Airport EIR or County General Plan EIR, will be identified.
- Incorporate the findings and conclusions of the foregoing analysis into the EIR.

Task 3b – Agricultural and Forestry Resources

Contractor will:

- Assess potential conflicts with Williamson Act lands and County zoning.

- Describe any existing agriculture and forestry resources in the area and analyze the project's potential effects on these resources by reviewing available plans, reports, and previous analyses.
- Incorporate the findings and conclusions of the foregoing into the EIR.

Task 3c – Air Quality

Contractor will:

- Identify federal, state, and local regulatory agencies responsible for air quality management; summarize applicable federal, state, and local air quality policies, regulations, and standards; and describe the common air pollutants, their sources, and their health and other effects.
- Describe current air quality conditions and attainment status with respect to California and National Ambient Air Quality Standards in Contra Costa County.
- Prepare an air quality study describing local and regional climate, meteorology, and topography as related to air quality. The air quality analysis will analyze the long-term (operational) and short-term (construction) effects of future development. The discussion of air quality impacts will reflect the guidance of the Bay Area Air Quality Management District (BAAQMD). Potential project-level impacts and recommended mitigation measures will be identified.
- Incorporate the findings and conclusions of the foregoing into the EIR.

Task 3d – Biology

Contractor will:

- Prepare a biological resources study that includes:
 - Review of readily available biological literature and documentation, including the proposed East Contra Costa Habitat Conservation Plan, California Department of Fish and Game's Natural Diversity Database, the U.S. Fish and Wildlife Service's online species list, and the California Native Plant Society's online rare plant inventory.
 - A reconnaissance study to identify and map vegetation and habitat types.
 - Recommendations for any additional species-specific studies or wetland delineations based on the database and field study.

- Assess consistency with, and potential mitigation and permitting possibilities through, the East Contra Costa County Habitat Conservation Plan and Natural Community Conservation Plan.
- Describe the regulatory framework governing protection of biological resources.
- Assess potential biological resources impacts and identify any necessary mitigation measures.
- Incorporate the findings and conclusions of the foregoing into the EIR.

Task 3e – Cultural Resources

Contractor will:

- Prepare a cultural resources inventory, including a records search at the appropriate California Historical Resource Information System center, and a pedestrian survey of land identified for future development. The study will identify potential impacts to cultural resources, and the project-level mitigation that development projects may incorporate.
- Assist in the Senate Bill 18 consultation process with Native American tribes.
- Assist in the Assembly Bill 52 consultation process regarding tribal cultural resources.
- Assist with National Historic Preservation Act Section 106 compliance.
- Incorporate the findings and conclusions of the foregoing into the EIR.

Contractor assumes there are no historical structures/resources within the project area that will require individual evaluation.

Task 3f – Energy and Greenhouse Gas Emissions

Contractor will:

- Evaluate the effects of energy usage and related greenhouse gas (GHG) emissions. Project energy usage, conservation features, and renewable energy opportunities will be discussed. Consistency with local GHG reduction and climate action plans, including Plan Bay Area, will be considered, as well as project impact guidance from BAAQMD.
- Consistent with Appendix F of the CEQA *Guidelines*, describe and assess whether the project or project-related construction would result in a wasteful, inefficient, and unnecessary use of energy; or a significant demand on regional energy supply; or would require substantial additional capacity.

- Incorporate the findings and conclusions of the foregoing into the EIR.

Task 3g – Geology, Soils, and Mineral Resources

Contractor will:

- Focus the analysis of potential impacts to geology, soils, and seismicity on review of the available regional geotechnical data, such as known faults, and areas of soil and slope instability. Previous studies, such as geotechnical reports and soil surveys, for Byron Airport will be relied upon if possible.
- Integrate the County Geologist's assessment of geologic impacts and recommended mitigation measures into the analysis.
- Describe any existing mineral resources in the area and evaluate the project's potential to impair access to these resources by reviewing available plans, reports, and previous analyses.
- Incorporate the findings and conclusions of the foregoing into the EIR.

Task 3h – Hazards and Hazardous Materials

Contractor will:

- Address hazards and hazardous materials using previous studies, such as Phase I or Phase II environmental surveys prepared for the Airport property, if available. If such information is not available, Contractor will prepare a technical memo in support of the EIR.
- Assess aviation-related hazards based on the airport land use compatibility plan.
- Identify the potential for wildland fire hazards.
- Identify appropriate mitigation measures to avoid or reduce potential impacts.
- Incorporate the findings and conclusions of the foregoing analysis into the EIR.

Task 3i – Hydrology and Water Quality

Contractor will:

- Evaluate issues related to hydrology including stormwater runoff impacts (quality and quantity) and floodplain impacts.
- Evaluate the potential for future development to impact water quality (such as waste discharge).
- Summarize applicable local, state, and federal regulations that address hydrology and water quality.

- Identify feasible mitigation measures if a potentially significant impact is identified that would not be reduced by existing regulations and best management practices.
- Incorporate the findings and conclusions of the foregoing into the EIR.

Task 3j – Land Use and Planning

Contractor will:

- Evaluate potential conflicts with land use plans, including the proposed changes to the General Plan Land Use and Circulation Elements (and potential changes to the internal consistency of these documents). Particular attention will be given to analyzing consistency between the proposed land uses and the airport land use compatibility plan.
- Evaluate potential conflicts with the East Contra Costa County Habitat Conservation Plan and Natural Community Conservation Plan.
- Incorporate the findings and conclusions of the foregoing analysis into the EIR.

Task 3k – Noise

Contractor will:

- Describe the existing noise sources (aircraft, surface traffic, and stationary).
- Conduct a combination of short- and long-term noise measurements, and evaluate the adopted noise contours for the airport, in order to describe the existing noise environment.
- Evaluate mobile source noise resulting from future development by inputting existing and future traffic volumes into the Federal Highway Administration noise model.
- Describe the existing regulatory environment (local and state noise standards).
- Determine potential impacts for construction and operation of future development by comparing identified changes in the noise environment against adopted policies and ordinances. For noise impacts identified as potentially significant, prescribe mitigation measures.
- Incorporate the findings and conclusions of the foregoing into the EIR.

Task 3l – Population and Housing

Contractor will:

- Discuss existing and projected population and employment in the community and the County on the basis of Census data and other relevant materials.

- Evaluate indirect demand for housing (growth inducement) due to job creation.
- Incorporate the findings and conclusions of the foregoing into the EIR.

Task 3m – Public Services, Utilities, and Recreation

Contractor will:

- Discuss the acceptable service ratios, response times, and other performance standards and objectives for fire protection, police protection, public schools, and other public facilities, and regulations related to such services.
- Review the *Infrastructure Study for the Byron Airport* and other Airport Master Plan documents. Potential impacts to public services, including police and fire, will be evaluated, and service providers will be contacted.
- Evaluate potential impacts to utility systems, including water, wastewater, storm drain, and energy.
- Describe the existing setting pertaining to recreation, including existing local per capita standards, and analyze the potential operational effects of future development on existing recreational facilities or related per capita ratio.
- Incorporate the findings and conclusions of the foregoing into the EIR.

Task 3n – Transportation

Contractor and subconsultant, OmniMeans, will:

- Prepare a traffic study to analyze the effects of proposed development on the local circulation system, including the proposed TriLink (SR 239). The study will address development of the following: (1) the 96-acre area identified for aviation uses, generally located west of the intersection of the two runways, reserved for uses directly associated with the function of the Airport, such as a terminal, hangars, fixed base operator, aircraft maintenance, fueling facilities, airport administrative offices, etc.; and (2) the 125-acre area designated for airport-related uses generally located north and east of the runways, approximately 56 acres of which could be developed with certain aviation uses and airport compatible uses, such as light industry. The County is reserving the remaining area, approximately 69 acres, for infrastructure and/or protection of the airfield.

At a minimum, the traffic study will evaluate impacts at 6 intersections. If more intersections require evaluation based on agency input, this additional work will be

completed only with the County's prior authorization, and will be billed on a Time and Materials Basis.

The traffic study will evaluate project impacts for the following scenarios:

- Existing
- Existing plus Project conditions
- Cumulative No Project
- Cumulative Plus Project conditions

The traffic study will include the following deliverables:

- Administrative Draft Traffic Impact Analysis Report
- Draft Traffic Impact Analysis Report (incorporates comments on the Administrative Draft Traffic Impact Analysis Report)
- Response to comments on the Draft Traffic Impact Analysis Report
- Final Traffic Impact Analysis Report

Although not expected, agency comments requiring new analysis or significant technical discussion will be subject to additional charges. This additional work will be completed only with the County's prior authorization, and will be billed on a Time and Materials Basis.

- Describe the existing regulatory environment related to transportation and traffic.
- Identify mitigation measures for potentially significant impacts identified in the traffic study.
- Incorporate the findings and conclusions of the foregoing into the EIR.

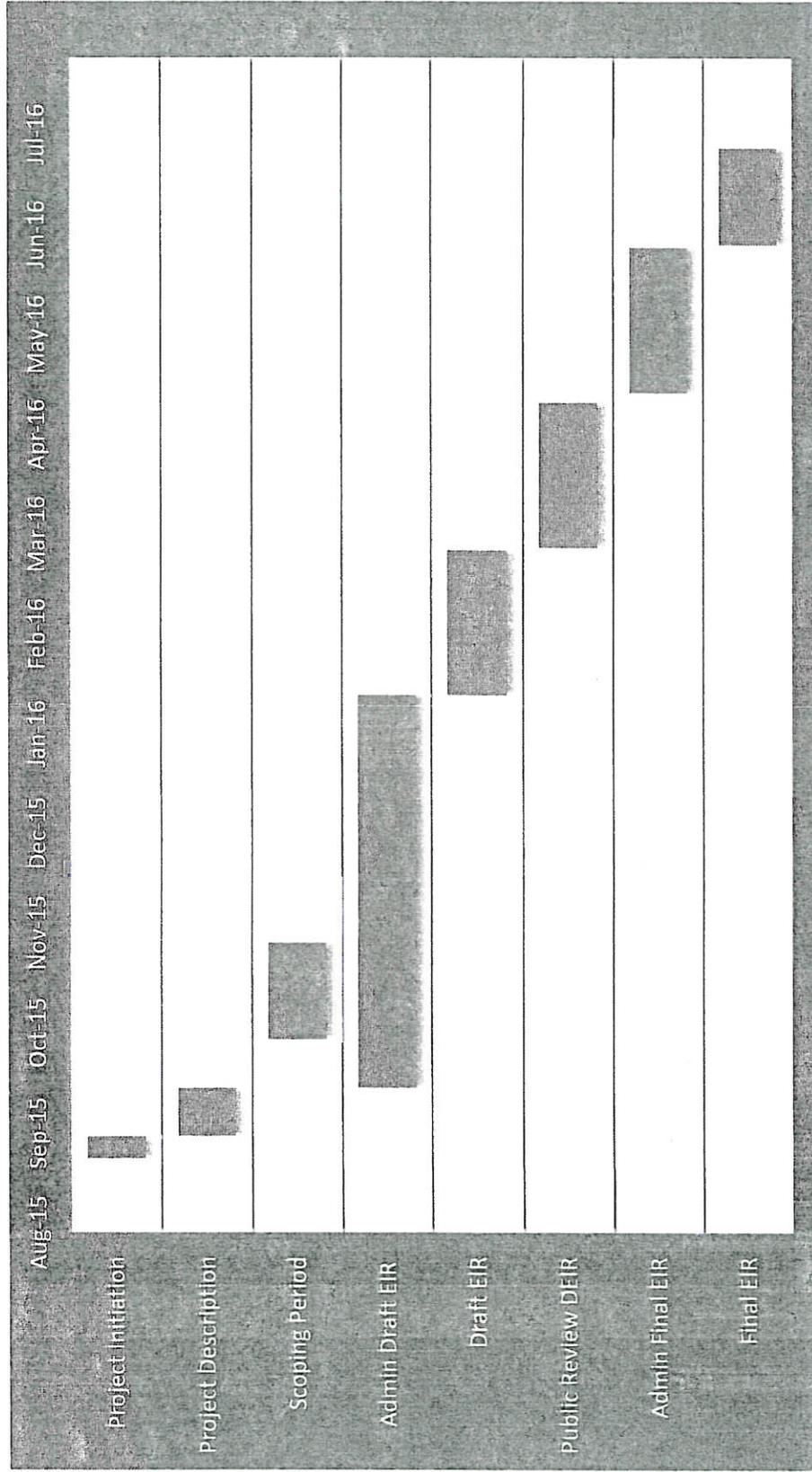
Task 3o – Optional Work

Upon receiving written authorization from the County to proceed with each item listed below, Contractor will:

- Attend additional project meetings as deemed necessary by County staff.
- Complete a Phase 1 Environmental Site Assessment that meets U.S. Environmental Protection Agency and American Society for Testing and Materials standards.

- Update the Byron Airport Noise Contours based on the noise measurements described in Task 3k above.
- Prepare a formal wetland delineation that meets the applicable requirements of the U.S. Army Corps of Engineers, State Water Resources Control Board, and Central Valley Regional Water Quality Control Board.

Byron Airport EIR Project Schedule



Budget for Byron Airport EIR

Other Direct Costs (ODC's)

County will reimburse Contractor in an amount not to exceed \$1,680 for the allowable "Other Direct Costs" (ODC's) that Contractor actually incurs during the performance of the work described in the Service Plan. ODC's include:

- 1) Reimbursement for mileage made at current IRS allowable rates.
- 2) Per diem rates where an overnight stay is involved and will be charged at cost.
- 3) Reimbursement for any other travel expenses, including meals, must be approved in advance by the County. Expenses shall be separately itemized on each invoice that is submitted for payment.
- 4) Reimbursement for material and outside services for subcontractors, rental of special equipment, special reproductions and blueprinting, outside data processing and computer services, etc., which will be charged at 1.15 the direct cost.
- 5) Reimbursement for forensic engineering such as appearances at court, depositions, and interrogatories as an expert witness, which will be billed at 2.00 times the normal rates.
- 6) Records searches (regarding Cultural Resources and Hazards/Hazardous Materials environmental impacts)

DUDEK

8/10/2015

Payment Schedule

Dudek will invoice the County upon completion of the identified milestones (see below). If completion of a milestone task is delayed more than 60 days for reasons beyond Dudek’s control, Dudek will invoice the County for work performed to that point. The schedule may be adjusted to reflect the actual project initiation date. Dudek will submit the final invoice within 60 days of the final milestone. Dudek assumes that the County will process project invoices within 30 days of receipt.

Project Payment Schedule

Milestone/Deliverable	Percent	Cumulative Percent	Estimated Date
Project Initiation	10%	10%	8/24/2015
Project Description submittal	15%	25%	9/15/2015
Admin Draft EIR submittal	40%	65%	1/15/2016
Draft EIR submittal	10%	75%	2/29/2016
Admin Final EIR submittal	15%	90%	6/2/2016
Final EIR submittal	10%	100%	7/3/2016

DUDEK
2015 STANDARD SCHEDULE OF CHARGES

ENGINEERING SERVICES

Project Director.....	\$255.00/hr
Principal Engineer III.....	\$225.00/hr
Principal Engineer II.....	\$215.00/hr
Principal Engineer I.....	\$205.00/hr
Program Manager.....	\$205.00/hr
Senior Project Manager.....	\$195.00/hr
Project Manager.....	\$190.00/hr
Senior Engineer III.....	\$185.00/hr
Senior Engineer II.....	\$175.00/hr
Senior Engineer I.....	\$165.00/hr
Project Engineer IV/Technician IV.....	\$155.00/hr
Project Engineer III/Technician III.....	\$140.00/hr
Project Engineer II/Technician II.....	\$125.00/hr
Project Engineer I/Technician I.....	\$110.00/hr
Project Coordinator.....	\$85.00/hr
Engineering Assistant.....	\$75.00/hr

ENVIRONMENTAL SERVICES

Principal.....	\$235.00/hr
Senior Project Manager/Specialist II.....	\$220.00/hr
Senior Project Manager/Specialist I.....	\$210.00/hr
Environmental Specialist/Planner VI.....	\$190.00/hr
Environmental Specialist/Planner V.....	\$170.00/hr
Environmental Specialist/Planner IV.....	\$160.00/hr
Environmental Specialist/Planner III.....	\$150.00/hr
Environmental Specialist/Planner II.....	\$130.00/hr
Environmental Specialist/Planner I.....	\$120.00/hr
Analyst III.....	\$110.00/hr
Analyst II.....	\$100.00/hr
Analyst I.....	\$90.00/hr
Planning Assistant II.....	\$80.00/hr
Planning Assistant I.....	\$70.00/hr

COASTAL PLANNING/POLICY SERVICES

Senior Project Manager/Coastal Planner II.....	\$215.00/hr
Senior Project Manager/Coastal Planner I.....	\$205.00/hr
Environmental Specialist/Coastal Planner VI.....	\$195.00/hr
Environmental Specialist/Coastal Planner V.....	\$175.00/hr
Environmental Specialist/Coastal Planner IV.....	\$165.00/hr
Environmental Specialist/Coastal Planner III.....	\$155.00/hr
Environmental Specialist/Coastal Planner II.....	\$145.00/hr
Environmental Specialist/Coastal Planner I.....	\$135.00/hr

ARCHAEOLOGICAL SERVICES

Senior Project Manager/Archaeologist II.....	\$210.00/hr
Senior Project Manager/Archaeologist I.....	\$200.00/hr
Environmental Specialist/Archaeologist VI.....	\$180.00/hr
Environmental Specialist/Archaeologist V.....	\$160.00/hr
Environmental Specialist/Archaeologist IV.....	\$150.00/hr
Environmental Specialist/Archaeologist III.....	\$140.00/hr
Environmental Specialist/Archaeologist II.....	\$130.00/hr
Environmental Specialist/Archaeologist I.....	\$120.00/hr
Environmental Specialist/Paleontologist III.....	\$160.00/hr
Environmental Specialist/Paleontologist II.....	\$140.00/hr
Environmental Specialist/Paleontologist I.....	\$120.00/hr
Paleontological Technician III.....	\$80.00/hr
Paleontological Technician II.....	\$70.00/hr
Paleontological Technician I.....	\$50.00/hr
Archaeologist Technician II.....	\$70.00/hr
Archaeologist Technician I.....	\$50.00/hr

CONSTRUCTION MANAGEMENT SERVICES

Principal/Manager.....	\$195.00/hr
Senior Construction Manager.....	\$180.00/hr
Senior Project Manager.....	\$160.00/hr
Construction Manager.....	\$150.00/hr
Project Manager.....	\$140.00/hr
Resident Engineer.....	\$140.00/hr
Construction Engineer.....	\$135.00/hr
On-site Owner's Representative.....	\$130.00/hr
Construction Inspector III.....	\$125.00/hr
Construction Inspector II.....	\$115.00/hr
Construction Inspector I.....	\$105.00/hr
Prevailing Wage Inspector.....	\$135.00/hr

COMPLIANCE SERVICES

Compliance Director.....	\$200.00/hr
Compliance Manager.....	\$140.00/hr
Compliance Project Coordinator.....	\$100.00/hr
Compliance Monitor.....	\$90.00/hr

HYDROGEOLOGICAL SERVICES

Principal.....	\$235.00/hr
Sr. Hydrogeologist IV/Engineer IV.....	\$215.00/hr
Sr. Hydrogeologist III/Engineer III.....	\$200.00/hr
Sr. Hydrogeologist II/Engineer II.....	\$180.00/hr
Sr. Hydrogeologist I/Engineer I.....	\$165.00/hr
Hydrogeologist VI/Engineer VI.....	\$150.00/hr
Hydrogeologist V/Engineer V.....	\$140.00/hr
Hydrogeologist IV/Engineer IV.....	\$130.00/hr
Hydrogeologist III/Engineer III.....	\$120.00/hr
Hydrogeologist II/Engineer II.....	\$110.00/hr
Hydrogeologist I/Engineer I.....	\$100.00/hr
Technician.....	\$95.00/hr

DISTRICT MANAGEMENT & OPERATIONS

District General Manager.....	\$175.00/hr
District Engineer.....	\$160.00/hr
Operations Manager.....	\$150.00/hr
District Secretary/Accountant.....	\$85.00/hr
Collections System Manager.....	\$95.00/hr
Grade V Operator.....	\$100.00/hr
Grade IV Operator.....	\$85.00/hr
Grade III Operator.....	\$80.00/hr
Grade II Operator.....	\$63.00/hr
Grade I Operator.....	\$55.00/hr
Operator in Training.....	\$40.00/hr
Collection Maintenance Worker II.....	\$55.00/hr
Collection Maintenance Worker I.....	\$40.00/hr

OFFICE SERVICES

Technical/Drafting/CADD Services

3D Graphic Artist.....	\$150.00/hr
Senior Designer.....	\$140.00/hr
Designer.....	\$130.00/hr
Assistant Designer.....	\$125.00/hr
GIS Specialist IV.....	\$150.00/hr
GIS Specialist III.....	\$140.00/hr
GIS Specialist II.....	\$130.00/hr
GIS Specialist I.....	\$120.00/hr
CADD Operator III.....	\$120.00/hr
CADD Operator II.....	\$115.00/hr
CADD Operator I.....	\$100.00/hr
CADD Drafter.....	\$90.00/hr
CADD Technician.....	\$80.00/hr

SUPPORT SERVICES

Technical Editor III.....	\$140.00/hr
Technical Editor II.....	\$125.00/hr
Technical Editor I.....	\$110.00/hr
Publications Specialist III.....	\$100.00/hr
Publications Specialist II.....	\$90.00/hr
Publications Specialist I.....	\$80.00/hr
Clerical Administration II.....	\$80.00/hr
Clerical Administration I.....	\$75.00/hr

Forensic Engineering – Court appearances, depositions, and interrogatories as expert witness will be billed at 2.00 times normal rates.

Emergency and Holidays – Minimum charge of two hours will be billed at 1.75 times the normal rate.

Material and Outside Services – Subcontractors, rental of special equipment, special reproductions and blueprinting, outside data processing and computer services, etc., are charged at 1.15 times the direct cost.

Travel Expenses – Mileage at current IRS allowable rates. Per diem where overnight stay is involved is charged at cost.

Invoices/Late Charges. – All fees will be billed to Client monthly and shall be due and payable upon receipt. Invoices are delinquent if not paid within thirty (30) days from the date of the invoice. Client agrees to pay a monthly late charge equal to one percent (1%) per month of the outstanding balance until paid in full.

Annual Increases – Unless identified otherwise, these standard rates will increase 3% annually.

GENERAL CONDITIONS
(Purchase of Services - Long Form)

1. **Compliance with Law.** Contractor is subject to and must comply with all applicable federal, state, and local laws and regulations with respect to its performance under this Contract, including but not limited to, licensing, employment, and purchasing practices; and wages, hours, and conditions of employment, including nondiscrimination.
2. **Inspection.** Contractor's performance, place of business, and records pertaining to this Contract are subject to monitoring, inspection, review and audit by authorized representatives of the County, the State of California, and the United States Government.
3. **Records.** Contractor must keep and make available for inspection and copying by authorized representatives of the County, the State of California, and the United States Government, the Contractor's regular business records and such additional records pertaining to this Contract as may be required by the County.
 - a. **Retention of Records.** Contractor must retain all documents pertaining to this Contract for five years from the date of submission of Contractor's final payment demand or final Cost Report; for any further period that is required by law; and until all federal/state audits are complete and exceptions resolved for this Contract's funding period. Upon request, Contractor must make these records available to authorized representatives of the County, the State of California, and the United States Government.
 - b. **Access to Books and Records of Contractor, Subcontractor.** Pursuant to Section 1861(v)(1) of the Social Security Act, and any regulations promulgated thereunder, Contractor must, upon written request and until the expiration of five years after the furnishing of services pursuant to this Contract, make available to the County, the Secretary of Health and Human Services, or the Comptroller General, or any of their duly authorized representatives, this Contract and books, documents, and records of Contractor necessary to certify the nature and extent of all costs and charges hereunder.

Further, if Contractor carries out any of the duties of this Contract through a subcontract with a value or cost of \$10,000 or more over a twelve-month period, such subcontract must contain a clause to the effect that upon written request and until the expiration of five years after the furnishing of services pursuant to such subcontract, the subcontractor must make available to the County, the Secretary, the Comptroller General, or any of their duly authorized representatives, the subcontract and books, documents, and records of the subcontractor necessary to verify the nature and extent of all costs and charges thereunder.

This provision is in addition to any and all other terms regarding the maintenance or retention of records under this Contract and is binding on the heirs, successors, assigns and representatives of Contractor.

4. **Reporting Requirements.** Pursuant to Government Code Section 7550, Contractor must include in all documents and written reports completed and submitted to County in accordance with this Contract, a separate section listing the numbers and dollar amounts of all contracts and subcontracts relating to the preparation of each such document or written report. This section applies only if the Payment Limit of this Contract exceeds \$5,000.

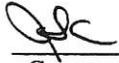

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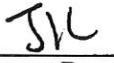

County Dept.

GENERAL CONDITIONS
(Purchase of Services - Long Form)

5. Termination and Cancellation.

- a. Written Notice. This Contract may be terminated by either party, in its sole discretion, upon thirty-day advance written notice thereof to the other, and may be cancelled immediately by written mutual consent.
 - b. Failure to Perform. County, upon written notice to Contractor, may immediately terminate this Contract should Contractor fail to perform properly any of its obligations hereunder. In the event of such termination, County may proceed with the work in any reasonable manner it chooses. The cost to County of completing Contractor's performance will be deducted from any sum due Contractor under this Contract, without prejudice to County's rights to recover damages.
 - c. Cessation of Funding. Notwithstanding any contrary language in Paragraphs 5 and 11, in the event that federal, state, or other non-County funding for this Contract ceases, this Contract is terminated without notice.
6. Entire Agreement. This Contract contains all the terms and conditions agreed upon by the parties. Except as expressly provided herein, no other understanding, oral or otherwise, regarding the subject matter of this Contract will be deemed to exist or to bind any of the parties hereto.
7. Further Specifications for Operating Procedures. Detailed specifications of operating procedures and budgets required by this Contract, including but not limited to, monitoring, evaluating, auditing, billing, or regulatory changes, may be clarified in a written letter signed by Contractor and the department head, or designee, of the county department on whose behalf this Contract is made. No written clarification prepared pursuant to this Section will operate as an amendment to, or be considered to be a part of, this Contract.
8. Modifications and Amendments.
- a. General Amendments. In the event that the total Payment Limit of this Contract is less than \$100,000 and this Contract was executed by the County's Purchasing Agent, this Contract may be modified or amended by a written document executed by Contractor and the County's Purchasing Agent or the Contra Costa County Board of Supervisors, subject to any required state or federal approval. In the event that the total Payment Limit of this Contract exceeds \$100,000 or this Contract was initially approved by the Board of Supervisors, this Contract may be modified or amended only by a written document executed by Contractor and the Contra Costa County Board of Supervisors or, after Board approval, by its designee, subject to any required state or federal approval.
 - b. Minor Amendments. The Payment Provisions and the Service Plan may be amended by a written administrative amendment executed by Contractor and the County Administrator (or designee), subject to any required state or federal approval, provided that such administrative amendment may not increase the Payment Limit of this Contract or reduce the services Contractor is obligated to provide pursuant to this Contract.
9. Disputes. Disagreements between County and Contractor concerning the meaning, requirements, or performance of this Contract shall be subject to final written determination by the head of the county department for which this Contract is made, or his designee, or in accordance with the applicable procedures (if any) required by the state or federal government.


Contractor


County Dept.

GENERAL CONDITIONS
(Purchase of Services - Long Form)

10. Choice of Law and Personal Jurisdiction.

- a. This Contract is made in Contra Costa County and is governed by, and must be construed in accordance with, the laws of the State of California.
- b. Any action relating to this Contract must be instituted and prosecuted in the courts of Contra Costa County, State of California.

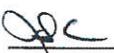
11. Conformance with Federal and State Regulations and Laws. Should federal or state regulations or laws touching upon the subject of this Contract be adopted or revised during the term hereof, this Contract will be deemed amended to assure conformance with such federal or state requirements.

12. No Waiver by County. Subject to Paragraph 9. (Disputes) of these General Conditions, inspections or approvals, or statements by any officer, agent or employee of County indicating Contractor's performance or any part thereof complies with the requirements of this Contract, or acceptance of the whole or any part of said performance, or payments therefor, or any combination of these acts, do not relieve Contractor's obligation to fulfill this Contract as prescribed; nor is the County thereby prevented from bringing any action for damages or enforcement arising from any failure to comply with any of the terms and conditions of this Contract.

13. Subcontract and Assignment. This Contract binds the heirs, successors, assigns and representatives of Contractor. Prior written consent of the County Administrator or his designee, subject to any required state or federal approval, is required before the Contractor may enter into subcontracts for any work contemplated under this Contract, or before the Contractor may assign this Contract or monies due or to become due, by operation of law or otherwise.

14. Independent Contractor Status. The parties intend that Contractor, in performing the services specified herein, is acting as an independent contractor and that Contractor will control the work and the manner in which it is performed. This Contract is not to be construed to create the relationship between the parties of agent, servant, employee, partnership, joint venture, or association. Contractor is not a County employee. This Contract does not give Contractor any right to participate in any pension plan, workers' compensation plan, insurance, bonus, or similar benefits County provides to its employees. In the event that County exercises its right to terminate this Contract, Contractor expressly agrees that it will have no recourse or right of appeal under any rules, regulations, ordinances, or laws applicable to employees.

15. Conflicts of Interest. Contractor covenants that it presently has no interest and that it will not acquire any interest, direct or indirect, that represents a financial conflict of interest under state law or that would otherwise conflict in any manner or degree with the performance of its services hereunder. Contractor further covenants that in the performance of this Contract, no person having any such interests will be employed by Contractor. If requested to do so by County, Contractor will complete a "Statement of Economic Interest" form and file it with County and will require any other person doing work under this Contract to complete a "Statement of Economic Interest" form and file it with County. Contractor covenants that Contractor, its employees and officials, are not now employed by County and have not been so employed by County within twelve months immediately preceding this Contract; or, if so employed, did not then and do not now occupy a position that would create a conflict of interest under Government Code section 1090. In


Contractor


County Dept.

GENERAL CONDITIONS
(Purchase of Services - Long Form)

addition to any indemnity provided by Contractor in this Contract, Contractor will indemnify, defend, and hold the County harmless from any and all claims, investigations, liabilities, or damages resulting from or related to any and all alleged conflicts of interest. Contractor warrants that it has not provided, attempted to provide, or offered to provide any money, gift, gratuity, thing of value, or compensation of any kind to obtain this Contract.

16. **Confidentiality**. To the extent allowed under the California Public Records Act, Contractor agrees to comply and to require its officers, partners, associates, agents and employees to comply with all applicable state or federal statutes or regulations respecting confidentiality, including but not limited to, the identity of persons served under this Contract, their records, or services provided them, and assures that no person will publish or disclose or permit or cause to be published or disclosed, any list of persons receiving services, except as may be required in the administration of such service. Contractor agrees to inform all employees, agents and partners of the above provisions, and that any person knowingly and intentionally disclosing such information other than as authorized by law may be guilty of a misdemeanor.
17. **Nondiscriminatory Services**. Contractor agrees that all goods and services under this Contract will be available to all qualified persons regardless of age, gender, race, religion, color, national origin, ethnic background, disability, or sexual orientation, and that none will be used, in whole or in part, for religious worship.
18. **Indemnification**. Contractor will defend, indemnify, save, and hold harmless County and its officers and employees from any and all claims, demands, losses, costs, expenses, and liabilities for any damages, fines, sickness, death, or injury to person(s) or property, including any and all administrative fines, penalties or costs imposed as a result of an administrative or quasi-judicial proceeding, arising directly or indirectly from or connected with the services provided hereunder that are caused, or claimed or alleged to be caused, in whole or in part, by the negligence or willful misconduct of Contractor, its officers, employees, agents, contractors, subcontractors, or any persons under its direction or control. If requested by County, Contractor will defend any such suits at its sole cost and expense. If County elects to provide its own defense, Contractor will reimburse County for any expenditures, including reasonable attorney's fees and costs. Contractor's obligations under this section exist regardless of concurrent negligence or willful misconduct on the part of the County or any other person; provided, however, that Contractor is not required to indemnify County for the proportion of liability a court determines is attributable to the sole negligence or willful misconduct of the County, its officers and employees. This provision will survive the expiration or termination of this Contract.
19. **Insurance**. During the entire term of this Contract and any extension or modification thereof, Contractor shall keep in effect insurance policies meeting the following insurance requirements unless otherwise expressed in the Special Conditions:
- a. **Commercial General Liability Insurance**. For all contracts where the total payment limit of the contract is \$500,000 or less, Contractor will provide commercial general liability insurance, including coverage for business losses and for owned and non-owned automobiles, with a minimum combined single limit coverage of \$500,000 for all damages, including consequential damages, due to bodily injury, sickness or disease, or death to any person or damage to or destruction of property, including the loss of use thereof, arising from each occurrence. Such insurance must be endorsed to include County and its officers and employees as additional insureds as to all services performed by Contractor under this Contract. Said policies must constitute primary insurance as to County, the state and federal governments, and their officers, agents, and employees, so that other insurance policies held by


Contractor


County Dept.

GENERAL CONDITIONS
(Purchase of Services - Long Form)

them or their self-insurance program(s) will not be required to contribute to any loss covered under Contractor's insurance policy or policies. Contractor must provide County with a copy of the endorsement making the County an additional insured on all commercial general liability policies as required herein no later than the effective date of this Contract. For all contracts where the total payment limit is greater than \$500,000, the aforementioned insurance coverage to be provided by Contractor must have a minimum combined single limit coverage of \$1,000,000.

- b. **Workers' Compensation**. Contractor must provide workers' compensation insurance coverage for its employees.
- c. **Certificate of Insurance**. The Contractor must provide County with (a) certificate(s) of insurance evidencing liability and worker's compensation insurance as required herein no later than the effective date of this Contract. If Contractor should renew the insurance policy(ies) or acquire either a new insurance policy(ies) or amend the coverage afforded through an endorsement to the policy at any time during the term of this Contract, then Contractor must provide (a) current certificate(s) of insurance.
- d. **Additional Insurance Provisions**. No later than five days after Contractor's receipt of: (i) a notice of cancellation, a notice of an intention to cancel, or a notice of a lapse in any of Contractor's insurance coverage required by this Contract; or (ii) a notice of a material change to Contractor's insurance coverage required by this Contract, Contractor will provide Department a copy of such notice of cancellation, notice of intention to cancel, notice of lapse of coverage, or notice of material change. Contractor's failure to provide Department the notice as required by the preceding sentence is a default under this Contract
20. **Notices**. All notices provided for by this Contract must be in writing and may be delivered by deposit in the United States mail, postage prepaid. Notices to County must be addressed to the head of the county department for which this Contract is made. Notices to Contractor must be addressed to the Contractor's address designated herein. The effective date of notice is the date of deposit in the mails or of other delivery, except that the effective date of notice to County is the date of receipt by the head of the county department for which this Contract is made.
21. **Primacy of General Conditions**. In the event of a conflict between the General Conditions and the Special Conditions, the General Conditions govern unless the Special Conditions or Service Plan expressly provide otherwise.
22. **Nonrenewal**. Contractor understands and agrees that there is no representation, implication, or understanding that the services provided by Contractor under this Contract will be purchased by County under a new contract following expiration or termination of this Contract, and Contractor waives all rights or claims to notice or hearing respecting any failure to continue purchasing all or any such services from Contractor.
23. **Possessory Interest**. If this Contract results in Contractor having possession of, claim or right to the possession of land or improvements, but does not vest ownership of the land or improvements in the same person, or if this Contract results in the placement of taxable improvements on tax exempt land (Revenue & Taxation Code Section 107), such interest or improvements may represent a possessory interest subject to property tax, and Contractor may be subject to the payment of property taxes levied on such interest. Contractor agrees that this provision complies with the notice requirements of Revenue & Taxation Code Section 107.6, and waives all rights to further notice or to damages under that or any comparable statute.


Contractor


County Dept.

GENERAL CONDITIONS
(Purchase of Services - Long Form)

24. **No Third-Party Beneficiaries.** Nothing in this Contract may be construed to create, and the parties do not intend to create, any rights in third parties.
25. **Copyrights, Rights in Data, and Works Made for Hire.** Contractor will not publish or transfer any materials produced or resulting from activities supported by this Contract without the express written consent of the County Administrator. All reports, original drawings, graphics, plans, studies and other data and documents, in whatever form or format, assembled or prepared by Contractor or Contractor's subcontractors, consultants, and other agents in connection with this Contract are "works made for hire" (as defined in the Copyright Act, 17 U.S.C. Section 101 et seq., as amended) for County, and Contractor unconditionally and irrevocably transfers and assigns to Agency all right, title, and interest, including all copyrights and other intellectual property rights, in or to the works made for hire. Unless required by law, Contractor shall not publish, transfer, discuss, or disclose any of the above-described works made for hire or any information gathered, discovered, or generated in any way through this Agreement, without County's prior express written consent. If any of the works made for hire is subject to copyright protection, County reserves the right to copyright such works and Contractor agrees not to copyright such works. If any works made for hire are copyrighted, County reserves a royalty-free, irrevocable license to reproduce, publish, and use the works made for hire, in whole or in part, without restriction or limitation, and to authorize others to do so.
26. **Endorsements.** In its capacity as a contractor with Contra Costa County, Contractor will not publicly endorse or oppose the use of any particular brand name or commercial product without the prior written approval of the Board of Supervisors. In its County-contractor capacity, Contractor will not publicly attribute qualities or lack of qualities to a particular brand name or commercial product in the absence of a well-established and widely accepted scientific basis for such claims or without the prior written approval of the Board of Supervisors. In its County-contractor capacity, Contractor will not participate or appear in any commercially produced advertisements designed to promote a particular brand name or commercial product, even if Contractor is not publicly endorsing a product, as long as the Contractor's presence in the advertisement can reasonably be interpreted as an endorsement of the product by or on behalf of Contra Costa County. Notwithstanding the foregoing, Contractor may express its views on products to other contractors, the Board of Supervisors, County officers, or others who may be authorized by the Board of Supervisors or by law to receive such views.
27. **Required Audit.** (A) If Contractor is funded by \$500,000 or more in federal grant funds in any fiscal year from any source, Contractor must provide to County, at Contractor's expense, an audit conforming to the requirements set forth in the most current version of Office of Management and Budget Circular A-133. (B) If Contractor is funded by less than \$500,000 in federal grant funds in any fiscal year from any source, but such grant imposes specific audit requirements, Contractor must provide County with an audit conforming to those requirements. (C) If Contractor is funded by less than \$500,000 in federal grant funds in any fiscal year from any source, Contractor is exempt from federal audit requirements for that year; however, Contractor's records must be available for and an audit may be required by, appropriate officials of the federal awarding agency, the General Accounting Office (GAO), the pass-through entity and/or the County. If any such audit is required, Contractor must provide County with such audit. With respect to the audits specified in (A), (B) and (C) above, Contractor is solely responsible for arranging for the conduct of the audit, and for its cost. County may withhold the estimated cost of the audit or 10 percent of the contract amount, whichever is greater, or the final payment, from Contractor until County receives the audit from Contractor.


Contractor


County Dept.

GENERAL CONDITIONS
(Purchase of Services - Long Form)

28. **Authorization**. Contractor, or the representative(s) signing this Contract on behalf of Contractor, represents and warrants that it has full power and authority to enter into this Contract and to perform the obligations set forth herein.
29. **No Implied Waiver**. The waiver by County of any breach of any term or provision of this Contract will not be deemed to be a waiver of such term or provision or of any subsequent breach of the same or any other term or provision contained herein.



Contractor



County Dept.

Consultants/Contract Data Requirements

Contractor shall submit documents as follows:

1. Camera-ready hard copy

At least one camera-ready hard copy of the document type (e.g. EIR, Geological Study, Traffic Study, etc.) must be submitted unless otherwise specified by the Project Planner.

2. Compact Disk

One or more CDs containing the electronic (digital) document and all related data which meets the below standards must be submitted.

3. Compatible software versions

Contractor shall contact Department of Conservation and Development (DCD) IT staff at dcdit@dcd.cccounty.us or (925) 674-7253 prior to preparing electronic documents to obtain current software versions and technical requirements related to preparing the CDs. All Documents **must be provided in Word and Acrobat** format unless otherwise agreed to by DCD IT staff.

4. PDF (Adobe Acrobat)

Standards for documents to be submitted in PDF form:

- a. Save in a version compatible with DCD.
- b. Provide a PDF file containing complete document with Bookmarks to each Chapter/Section.
- c. In addition to the single PDF required under 4.b, provide additional web-ready PDFs of the document sectioned into chapters (each chapter saved as a separate PDF file).
- d. Web-ready PDF files required under 4.c containing individual chapters/sections must not exceed 2MB in size. This may require that individual PDFs contain less than a complete chapter and some individual maps/figures may need to be saved as their own PDF file.
- e. Documents with multiple chapters must contain an Index/TOC (table of contents). The single PDF (see item 4.b above) and the web-ready PDF containing the TOC (see item 4.c above) must have individual Bookmarks that link to the other PDFs for the remaining sections (chapters/maps) of the document.
- f. All web-ready chapter/section PDFs other than the TOC (see item 4.c above) must include Bookmarks with a link **back** to the web-ready PDF containing the TOC.

5. DOC (Microsoft Word)

Standards for documents to be submitted in DOC form:

- a. Save in a version compatible with DCD.
- b. Save as unprotected file that includes all graphics, unless provided separately in a format agreed to by DCD IT staff.

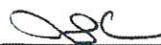
6. Maps

All maps are to be submitted in .pdf, .jpg, .tif, and if applicable in the version of ESRI ArcMap products currently used by DCD.

7. Fonts

All fonts must be compatible with the DCD's current version of Microsoft Office products.

Initials:


Contractor


County Dept.

CONTRACT EXTENSION AGREEMENTS
(Purchase of Services – Long Form)

Number: C47538
Fund/Org: As Coded
Account:
Other:

1. **Identification of Contract to be Extended.**

Number: C47538
Effective Date: August 19, 2015
Department: Conservation and Development
Subject: To prepare an Environmental Impact Report for the Byron Airport General Plan Amendment

2. **Parties.** The County of Contra Costa, California (County), for its Department named above, and the following named Contractor mutually agree and promise as follows:

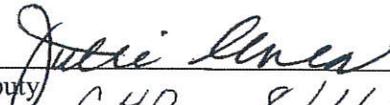
Contractor: Dudek
Capacity: Corporation
Address: 980 9th Street, Suite 1750, Sacramento, CA 95814

3. **Extension of Term.** The termination date of the above described contract is hereby extended from August 18, 2016 to the new termination date of August 18, 2017, unless sooner terminated as provided in said contract.

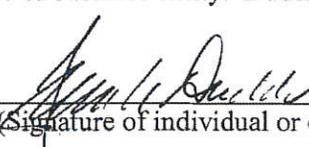
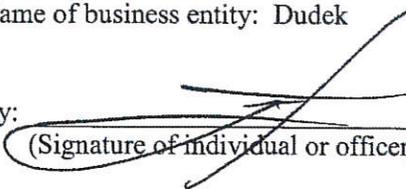
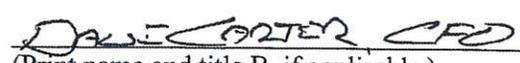
4. **Payment Limit.** The maximum amount payable by the County under this Contract is unchanged.

5. **Signatures.** These signatures attest the parties' agreement hereto:

COUNTY OF CONTRA COSTA, CALIFORNIA

BOARD OF SUPERVISORS By:  Chair/Designee	ATTEST: Clerk of the Board of Supervisors By:  Deputy C.40, 8/16/2016
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CONTRACTOR

Signature A Name of business entity: Dudek By:  9-7-16 (Signature of individual or officer) Dudek Frank Dudek President (Print name and title A, if applicable)	Signature B Name of business entity: Dudek By:  (Signature of individual or officer)  (Print name and title B, if applicable.)
--	---

Note to Contractor: For corporations (profit or nonprofit) and limited liability companies, the contract must be signed by two officers. Signature A must be that of the chairman of the board, president, or vice-president; and Signature B must be that of the secretary, any assistant secretary, chief financial officer or any assistant treasurer (Civil Code Section 1190 and Corporations Code Section 313). All signatures must be acknowledged as set forth on Form L-2.

**CONTRACT AMENDMENT AGREEMENT
(Purchase of Services – Long Form)**

Number: C47538
Fund/Org: As Coded
Account:
Other:

1. Identification of Contract to be Amended.

Number: C47538
Effective Date: August 19, 2015
Department: Conservation and Development
Subject: To prepare an Environmental Impact Report for the Byron Airport General Plan Amendment

2. Parties. The County of Contra Costa, California (County), for its Department named above, and the following named Contractor mutually agree and promise as follows:

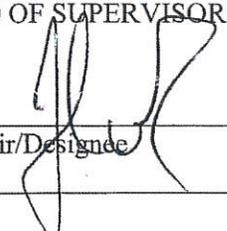
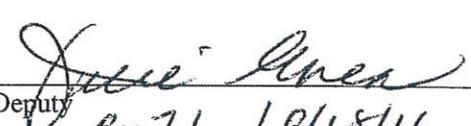
Contractor: Dudek
Capacity: Corporation
Address: 980 9th Street, Suite 1750, Sacramento, CA 95814

3. Amendment Date. The effective date of this Contract Amendment Agreement is October 19, 2016.

4. Amendment Specifications. The Contract identified above is hereby amended as set forth in the "Amendment Specifications" attached hereto which are incorporated herein by reference.

5. Signatures. These signatures attest the parties' agreement hereto:

COUNTY OF CONTRA COSTA, CALIFORNIA

BOARD OF SUPERVISORS By:  _____ Chair/Designee	ATTEST: Clerk of the Board of Supervisors By:  _____ Deputy e. 21 10/15/16
--	--

CONTRACTOR

Signature A Name of business entity: Dudek By:  12.2.16 _____ (Signature of individual or officer) June Collins Executive Vice President _____ (Print name and title A, if applicable)	Signature B Name of business entity: Dudek By:  12/2/16 _____ (Signature of individual or officer) ASST. SECRETARY _____ (Print name and title B, if applicable)
---	--

Note to Contractor: For corporations (profit or nonprofit) and limited liability companies, the contract must be signed by two officers. Signature A must be that of the chairman of the board, president, or vice-president; and Signature B must be that of the secretary, any assistant secretary, chief financial officer or any assistant treasurer (Civil Code Section 1190 and Corporations Code Section 313). All signatures must be acknowledged as set forth on Form L-2.

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA)
)
COUNTY OF CONTRA COSTA)

On DECEMBER 2, 2016 (Date),
before me, DANIEL KIL, NOTARY PUBLIC (Name and Title of the Officer),
personally appeared, JUNE COLLINS AND JOSEPH MONACO

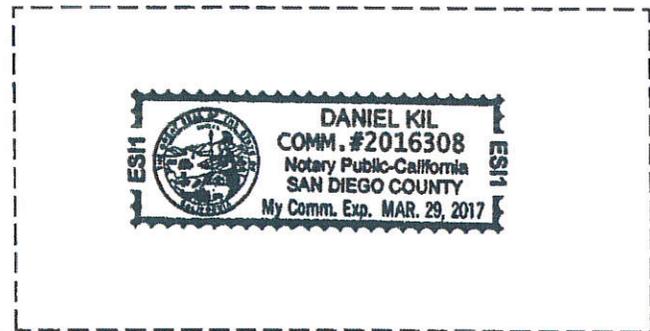
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS MY HAND AND OFFICIAL SEAL.



Signature of Notary Public



Place Seal Above

ACKNOWLEDGMENT (by Corporation, Partnership, or Individual)
(Civil Code §1189)

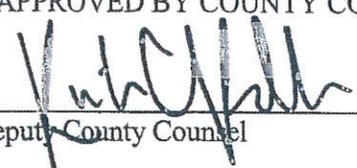
APPROVALS

RECOMMENDED BY DEPARTMENT

By: 

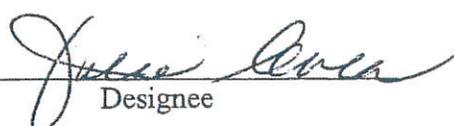
Designee

FORM APPROVED BY COUNTY COUNSEL

By: 

Deputy County Counsel

APPROVED: COUNTY ADMINISTRATOR

By: 

Designee

Amendment Specifications

For good and valuable consideration, the County and Contractor agree to amend the Contract as follows:

1. Section 5 (Payment Limit) of the Contract is hereby amended by increasing the payment limit by \$43,256, from \$180,545 to a new total payment limit of \$223,801.
2. The Service Plan Outline of the Contract is hereby amended by replacing all references to "Work Program" with "Revised Work Program," by replacing all references to "Project Schedule" with "Revised Byron Airport ALUCP and EIR Schedule," by replacing all references to "Budget for Byron Airport EIR" with "Revised Budget for Byron Airport EIR and Airport Land Use Compatibility Plan Update," and by replacing all references to "Payment Schedule" with "Revised Payment Schedule."
3. The Work Program of the Contract is hereby deleted in its entirety and replaced with the Revised Work Program, which is attached and incorporated herein by this reference. The table below shows the additional tasks included in the Revised Work Program and the total amount allocated to these three tasks:

Task	Amount
Task 8a. Prepare Administrative Draft Revisions to the CCCALUCP.	
Task 8b. Review of Administrative Draft ALUCP Chapters and Preparation of Draft Chapters.	
Task 8c. Respond to Public Comments and Prepare Final Revised ALUCP Chapters.	
Total:	\$43,256

4. The Byron Airport EIR Project Schedule is hereby deleted in its entirety and replaced by the new Revised Byron Airport ALUCP and EIR Schedule, which is attached and incorporated herein by this reference.

5. The Budget for Byron Airport EIR is hereby deleted in its entirety and replaced by the new Revised Budget for Byron Airport EIR and Airport Land Use Compatibility Plan Update, which is attached and incorporated herein by this reference.

6. The Payment Schedule is hereby deleted in its entirety and replaced by the new Revised Payment Schedule, which is attached and incorporated herein by this reference.

All other terms and conditions of the Contract entered into on August 19, 2015 between the County and Contractor not modified by this Agreement remain unchanged and in full force and effect.

Initials: JSE
Contractor

 JK
County Dept.

REVISED WORK PROGRAM

Byron Airport General Plan Amendment Environmental Impact Report (EIR) and Airport Land Use Compatibility Plan Update (ALUCP)

A. EIR Process and Work Program

Task 1 – Project Management, Coordination, and Meetings

Contractor's project manager, Brian Grattidge, will serve as the primary point of contact for County staff. Contractor's project manager will:

- Manage and oversee the preparation of all work products.
- Coordinate with County staff as necessary throughout the EIR process.
- Ensure the technical accuracy of all deliverables.
- Maintain the performance schedule and resolve any scheduling conflicts.
- Ensure that company resources required to satisfy the project scope and schedule are applied effectively.
- Monitor budget expenditures and prepare invoices.
- Provide senior-level California Environmental Quality Act (CEQA) consultation and review.
- Oversee the Quality Assurance/Quality Control process.

Meetings and Public Hearings

Contractor's project manager will:

- Participate in up to four (4) in-person project meetings with the County.
- Participate in up to six (6) public meetings/hearings:
 - EIR scoping hearing and Draft EIR comment hearing, each of which may be observed remotely via the County's real-time online streaming.
 - County Planning Commission hearing.
 - Board of Supervisors hearing.
 - Two (2) meetings with stakeholders, community advisory groups, etc.

Contractor will be available to attend additional meetings and hearings on a time and materials basis at the County's request. Additional meetings and hearings may be

accommodated at the rate provided in the cost estimate. Subcontractor Mead & Hunt project manager may attend up to two (2) meetings or hearings and subcontractor OmniMeans project manager may attend up to four (4) meetings or hearings.

Neither Contractor nor subcontractors are tasked with making a presentation at the public hearings/meetings, but they will hear questions and comments received and be available to respond at the request of County staff.

Task 2 – Project Initiation

Contractor will:

- Review the 1985 Byron Airport Environmental Impact Report and subsequent Environmental Checklist for the 2005 Master Plan Update. Contractor will focus on the potential to use information contained in these documents in the preparation of the current EIR, and to identify previously approved mitigation measures that should be considered in the current analysis.
- Attend one “kickoff” meeting as part of this task (attended by the Contractor's project manager and both subconsultant project managers). Objectives of the kickoff meeting will be to identify all available Airport environmental documents, and current and proposed Master Plan, Airport Layout Plan, infrastructure plans, and other land use plans. The kickoff meeting agenda may also include issues such as communication, site access, and schedule.

Task 3 – Preparation of Draft Project Description

Contractor will:

- Assist County staff in refining the list of potential land uses allowed at Byron Airport with an emphasis on uses that would be supportive of long-term aviation needs and the economic viability of the airport. Contractor's subconsultant, Mead & Hunt, will lead this analysis based on their previous work at Byron Airport, with support from the rest of the Contractor's team. Current and forecasted operations, trends at similar airports, economic viability, airport land use compatibility, and transportation linkages will be considered in refining the list.
- Attend one meeting to discuss the proposed land uses with County staff.
- Prepare the draft EIR project description. The project description will include the project objectives, location, list of potential land uses, and proposed changes to the County General Plan. A list of necessary permits/entitlements to implement the project will be included.
- Submit the draft EIR project description to County staff for review and comment.
- Assist County staff in preparing the Notice of Preparation as required under CEQA.
- Incorporate all comments received on the draft EIR project description into a final description to be included in the Draft EIR (Task 4).

Task 4 – Preparation of Draft EIR

Contractor will:

- Prepare a Draft EIR in accordance with CEQA. The Draft EIR will be organized and formatted as directed by County staff. At minimum, the document will include the following:
 - **Table of Contents**
 - **Acronyms and Abbreviations**
 - **Executive Summary**
 - **Introduction**
 - **Summary** of the proposed project, the impacts and mitigation measures identified in the Draft EIR, the CEQA alternatives analysis, and any points of controversy regarding the environmental analysis.
 - **Project Description** (see Task 3 above).
 - **Environmental Setting, Impacts and Mitigations Measures**, which for each environmental topic addressed in the EIR includes environmental setting; applicable regulations and policies; baseline; significance criteria; methodology discussions; and environmental impacts and mitigation measures (construction and operations, project-level). (See detailed technical tasks by topic in Section B of this scope).
 - **Other CEQA Considerations (Significant and Unavoidable Impacts Summary, Significant Irreversible Environmental Effects, Cumulative Impact Analysis, Growth-Inducing Analysis, and Effects Found Not to Be Significant).**
 - **Alternatives Analysis**, which will describe and present a comparative analysis of up to three (3) project alternatives intended to avoid or substantially reduce any significant impacts identified with the project.

Contractor will formulate alternatives in coordination with the County. These may include the CEQA-required No Project alternative (which may include a No Build and Existing General Plan scenario since the project requires a General Plan Amendment) and two development alternatives that could consider reduced development and/or different land uses or distribution of proposed land uses.
- **Roster of EIR Preparers**
- **Appendices and References** supporting all information presented in the document.
- Prepare an Administrative Draft EIR (ADEIR) for submittal to the County for review.
- Revise the ADEIR and submit a Screen-check Draft EIR for County review, following the receipt of a single set of non-contradictory comments from County staff.
- Make final revisions of the Draft EIR, following receipt of any additional comments on the Screen-check version and submit it to the County in electronic format.

Deliverables

- Digital file and up to 10 printed copies of the Administrative Draft EIR.
- Digital file of the Screen-check Draft EIR.
- Digital file and up to 20 printed copies and 50 CDs of the Draft EIR.
- 15 additional CDs, along with 15 printed copies of the Draft EIR Summary, for distribution to the State Clearinghouse.
- One (1) copy of the administrative record on CD, to be delivered simultaneously with the Draft EIR.

County staff will complete distribution of the Draft EIR, including distribution to the State Clearinghouse. Thus, this task is not included in this Work Program.

Task 5 – Preparation of Responses to Comments/Final EIR

Following the close of the public comment period, Contractor will prepare a separate Response to Comments document (titled "Final EIR") that, in combination with the Draft EIR, will constitute the Final EIR for purposes of CEQA. Contractor will complete the following specific tasks:

- Review and catalogue all comments received.
- Consult with County staff to determine the approach for organizing and responding to the comments.
- Prepare an Administrative Draft Response to Comments document for submittal to the County for review.
- Revise the Administrative Draft Response to Comments and submit a Screen-check Response to Comments document for County review, following receipt of a single set of non-contradictory comments from County staff.
- Make final revisions to the Response to Comments document ("Final EIR"), following receipt of any additional comments on the Screen-check and submit it to the County in electronic format.

County staff will complete distribution of the Final EIR. Thus, this task is not included in the Work Program.

Deliverables

- Digital file and up to 10 printed copies of the Administrative Draft Response to Comments.
- Digital file of the Screen-check Administrative Draft Response to Comments.
- Digital file and up to 20 printed copies of the Final Response to Comments document, and up to 50 CDs of the Final Response to Comments document.
- One (1) copy of the administrative record on CD, to be delivered simultaneously with the Final EIR.

Task 6 – Preparation of Mitigation Monitoring and Reporting Program

Concurrent with preparation of the Response to Comments, Contractor will:

- Prepare a Draft Mitigation Monitoring and Reporting Program (MMRP), if necessary, for County staff review. The MMRP will identify the timing of, and the parties responsible for, implementation and monitoring of required mitigation measures.
- Following receipt of comments on the Draft MMRP, revise the document and provide the Final MMRP to the County.
- Submit the Final MMRP to the County in electronic format simultaneously with the Final Response to Comments document.

County staff will complete distribution of the MMRP. Thus, this task is not included in the Work Program.

Deliverables

- Digital file and up to 10 printed copies of the Draft MMRP.
- Digital file and up to 20 printed copies of the Final MMRP, and up to 50 CDs of the Final MMRP.

Task 7 – Preparation of Draft CEQA Findings

Following preparation of the MMRP, Contractor will assist County staff in preparing the necessary CEQA findings.

Deliverables

- Digital file of Draft CEQA Findings.

NEW TASKS

Task 8a – Prepare Administrative Draft Revisions to the Contra Costa County Airport Land Use Compatibility Plan (ALUCP)

Concurrently with preparation of the EIR, Contractor and their subconsultant, Mead & Hunt, will prepare updates to portions of the County's ALUCP pertaining to Byron Airport. Countywide policies and policies and information pertaining to Buchanan Field Airport will not be updated.

Contractor's subconsultant, Mead & Hunt, will:

- Update ALUCP Chapter 1, *Introduction*, pertaining to plan preparation and review, to discuss the revisions to Byron Airport policies and basis of the proposed changes.
- Update ALUCP Chapter 4, *Byron Airport Policies*. Subconsultant will compare the compatibility policies and zones presented in the 2000 ALUCP with current guidance set forth in the Caltrans Handbook pertaining to airports in rural areas, and adjust the compatibility zones and criteria to reflect both the Caltrans guidance and existing and planned Byron Airport conditions.

- Update ALUCP Chapter 6, *Background Data: Byron Airport*, to reflect the changes in the 2016 Airport Layout Plan (ALP).
- Prepare a single noise contour exhibit to replace ALUCP Exhibits 6D, 6E, and 6F to reflect the operational forecasts provided to the FAA with the 2016 ALP update and adjusted using the FAA's Terminal Area Forecast (TAF) to support a 20-year planning horizon. The FAA's Integrated Noise Model (INM) will be used to produce the revised noise contour exhibit.
- Prepare a graphic that compares the adopted compatibility zones with the proposed zones to facilitate discussions with County staff and the County Airport Land Use Commission (ALUC).
- Update the proposed Airport land use plan and local land use plans (ALUCP Exhibit 3J).

Deliverables

- Digital files (Microsoft Word and PDF) and up to 10 hard copies of Administrative Draft ALUCP Chapters 1, 4, and 6 for review by Contractor, County staff, and the ALUC.

Task 8b – Review of Administrative Draft ALUCP Chapters and Preparation of Draft Chapters

Contractor's subconsultant, Mead & Hunt, will:

- Prepare a PowerPoint presentation and facilitate a meeting with the ALUC and County staff to describe and discuss the proposed revisions to the ALUCP.
- Based on comments received from the ALUC and County staff, revise the Administrative Draft ALUCP Chapters and prepare a set of Draft Chapters for circulation with the Draft EIR for the County's proposed Byron Airport General Plan Amendment/Rezone project.

Deliverables

- Facilitation and attendance (by one Mead & Hunt staff member) of one meeting with the ALUC.
- Digital files (Microsoft Word and PDF) and up to 10 hard copies of Draft ALUCP Chapters 1, 4, and 6 for public circulation.

Task 8c – Respond to Public Comments and Prepare Final Revised ALUCP Chapters

Contractor's subconsultant, Mead & Hunt, will:

- Prepare brief responses to comments received on the Draft ALUCP Chapters and applicable sections of the Draft EIR, and indicate recommended revisions to the Draft ALUCP Chapters, if necessary. All recommended revisions to the Draft ALUCP Chapters will be listed in a formal addendum.

- Prepare a PowerPoint presentation and attend an ALUC meeting to discuss the comments received during the public comment period and final revisions proposed for the ALUCP.
- Prepare a final version of the ALUCP incorporating all of the revisions listed in the addendum and decided upon at the second ALUC meeting, and create a revised ALUCP document incorporating the changes pertaining to Byron Airport.

Deliverables

- Responses to comments and addendum containing proposed ALUCP revisions following the CEQA public comment period circulation.
- Facilitation and attendance (by one Mead & Hunt staff member) of one meeting with the ALUC and County staff to discuss final revisions to the ALUCP.
- Digital files (Microsoft Word and PDF) of the Final ALUCP incorporating revisions to Chapter 1, 4, and 6.
- Data/shape files of the final noise contours and safety zones to allow updating of the County's GIS.

B. Technical Tasks

Contractor will address each of the following topic areas in sufficient detail to fulfill the legal requirements of CEQA and the State and County CEQA Guidelines, and to address environmental concerns that may be raised during the EIR's public scoping period. This includes, but is not limited to, answering all of the questions in Appendix G of the CEQA Guidelines.

Task 3a – Aesthetics

Contractor will:

- Review existing local and state plans regarding scenic views and corridors. The analysis will consider the effect of future development, including facility lighting and glare, on the character and quality of the landscape.
- Prepare up to three visual simulations to demonstrate the potential mass of the future development (for example, by showing the allowable building envelope with the existing background). If significant impacts are identified, appropriate mitigation measures, including relevant measures in the previous Airport EIR or County General Plan EIR, will be identified.
- Incorporate the findings and conclusions of the foregoing analysis into the EIR.

Task 3b – Agricultural and Forestry Resources

Contractor will:

- Assess potential conflicts with Williamson Act lands and County zoning.

- Describe any existing agriculture and forestry resources in the area and analyze the project's potential effects on these resources by reviewing available plans, reports, and previous analyses.
- Incorporate the findings and conclusions of the foregoing into the EIR.

Task 3c – Air Quality

Contractor will:

- Identify federal, state, and local regulatory agencies responsible for air quality management; summarize applicable federal, state, and local air quality policies, regulations, and standards; and describe the common air pollutants, their sources, and their health and other effects.
- Describe current air quality conditions and attainment status with respect to California and National Ambient Air Quality Standards in Contra Costa County.
- Prepare an air quality study describing local and regional climate, meteorology, and topography as related to air quality. The air quality analysis will analyze the long-term (operational) and short-term (construction) effects of future development. The discussion of air quality impacts will reflect the guidance of the Bay Area Air Quality Management District (BAAQMD). Potential project-level impacts and recommended mitigation measures will be identified.
- Incorporate the findings and conclusions of the foregoing into the EIR.

Task 3d – Biology

Contractor will:

- Prepare a biological resources study that includes:
 - Review of readily available biological literature and documentation, including the proposed East Contra Costa Habitat Conservation Plan, California Department of Fish and Game's Natural Diversity Database, the U.S. Fish and Wildlife Service's online species list, and the California Native Plant Society's online rare plant inventory.
 - A reconnaissance study to identify and map vegetation and habitat types.
 - Recommendations for any additional species-specific studies or wetland delineations based on the database and field study.

- Assess consistency with, and potential mitigation and permitting possibilities through, the East Contra Costa County Habitat Conservation Plan and Natural Community Conservation Plan.
- Describe the regulatory framework governing protection of biological resources.
- Assess potential biological resources impacts and identify any necessary mitigation measures.
- Incorporate the findings and conclusions of the foregoing into the EIR.

Task 3e – Cultural Resources

Contractor will:

- Prepare a cultural resources inventory, including a records search at the appropriate California Historical Resource Information System center, and a pedestrian survey of land identified for future development. The study will identify potential impacts to cultural resources, and the project-level mitigation that development projects may incorporate.
- Assist in the Senate Bill 18 consultation process with Native American tribes.
- Assist in the Assembly Bill 52 consultation process regarding tribal cultural resources.
- Assist with National Historic Preservation Act Section 106 compliance.
- Incorporate the findings and conclusions of the foregoing into the EIR.

Contractor assumes there are no historical structures/resources within the project area that will require individual evaluation.

Task 3f – Energy and Greenhouse Gas Emissions

Contractor will:

- Evaluate the effects of energy usage and related greenhouse gas (GHG) emissions. Project energy usage, conservation features, and renewable energy opportunities will be discussed. Consistency with local GHG reduction and climate action plans, including Plan Bay Area, will be considered, as well as project impact guidance from BAAQMD.
- Consistent with Appendix F of the CEQA *Guidelines*, describe and assess whether the project or project-related construction would result in a wasteful, inefficient, and unnecessary use of energy; or a significant demand on regional energy supply; or would require substantial additional capacity.

- Incorporate the findings and conclusions of the foregoing into the EIR.

Task 3g – Geology, Soils, and Mineral Resources

Contractor will:

- Focus the analysis of potential impacts to geology, soils, and seismicity on review of the available regional geotechnical data, such as known faults, and areas of soil and slope instability. Previous studies, such as geotechnical reports and soil surveys, for Byron Airport will be relied upon if possible.
- Integrate the County Geologist's assessment of geologic impacts and recommended mitigation measures into the analysis.
- Describe any existing mineral resources in the area and evaluate the project's potential to impair access to these resources by reviewing available plans, reports, and previous analyses.
- Incorporate the findings and conclusions of the foregoing into the EIR.

Task 3h – Hazards and Hazardous Materials

Contractor will:

- Address hazards and hazardous materials using previous studies, such as Phase I or Phase II environmental surveys prepared for the Airport property, if available. If such information is not available, Contractor will prepare a technical memo in support of the EIR.
- Assess aviation-related hazards based on the airport land use compatibility plan.
- Identify the potential for wildland fire hazards.
- Identify appropriate mitigation measures to avoid or reduce potential impacts.
- Incorporate the findings and conclusions of the foregoing analysis into the EIR.

Task 3i – Hydrology and Water Quality

Contractor will:

- Evaluate issues related to hydrology including stormwater runoff impacts (quality and quantity) and floodplain impacts.
- Evaluate the potential for future development to impact water quality (such as waste discharge).
- Summarize applicable local, state, and federal regulations that address hydrology and water quality.

- Identify feasible mitigation measures if a potentially significant impact is identified that would not be reduced by existing regulations and best management practices.
- Incorporate the findings and conclusions of the foregoing into the EIR.

Task 3j – Land Use and Planning

Contractor will:

- Evaluate potential conflicts with land use plans, including the proposed changes to the General Plan Land Use and Circulation Elements (and potential changes to the internal consistency of these documents). Particular attention will be given to analyzing consistency between the proposed land uses and the airport land use compatibility plan.
- Evaluate potential conflicts with the East Contra Costa County Habitat Conservation Plan and Natural Community Conservation Plan.
- Incorporate the findings and conclusions of the foregoing analysis into the EIR.

Task 3k – Noise

Contractor will:

- Describe the existing noise sources (aircraft, surface traffic, and stationary).
- Conduct a combination of short- and long-term noise measurements, and evaluate the adopted noise contours for the airport, in order to describe the existing noise environment.
- Evaluate mobile source noise resulting from future development by inputting existing and future traffic volumes into the Federal Highway Administration noise model.
- Describe the existing regulatory environment (local and state noise standards).
- Determine potential impacts for construction and operation of future development by comparing identified changes in the noise environment against adopted policies and ordinances. For noise impacts identified as potentially significant, prescribe mitigation measures.
- Incorporate the findings and conclusions of the foregoing into the EIR.

Task 3l – Population and Housing

Contractor will:

- Discuss existing and projected population and employment in the community and the County on the basis of Census data and other relevant materials.

- Evaluate indirect demand for housing (growth inducement) due to job creation.
- Incorporate the findings and conclusions of the foregoing into the EIR.

Task 3m – Public Services, Utilities, and Recreation

Contractor will:

- Discuss the acceptable service ratios, response times, and other performance standards and objectives for fire protection, police protection, public schools, and other public facilities, and regulations related to such services.
- Review the *Infrastructure Study for the Byron Airport* and other Airport Master Plan documents. Potential impacts to public services, including police and fire, will be evaluated, and service providers will be contacted.
- Evaluate potential impacts to utility systems, including water, wastewater, storm drain, and energy.
- Describe the existing setting pertaining to recreation, including existing local per capita standards, and analyze the potential operational effects of future development on existing recreational facilities or related per capita ratio.
- Incorporate the findings and conclusions of the foregoing into the EIR.

Task 3n – Transportation

Contractor and subconsultant, OmniMeans, will:

- Prepare a traffic study to analyze the effects of proposed development on the local circulation system, including the proposed TriLink (SR 239). The study will address development of the following: (1) the 96-acre area identified for aviation uses, generally located west of the intersection of the two runways, reserved for uses directly associated with the function of the Airport, such as a terminal, hangars, fixed base operator, aircraft maintenance, fueling facilities, airport administrative offices, etc.; and (2) the 125-acre area designated for airport-related uses generally located north and east of the runways, approximately 56 acres of which could be developed with certain aviation uses and airport compatible uses, such as light industry. The County is reserving the remaining area, approximately 69 acres, for infrastructure and/or protection of the airfield.

At a minimum, the traffic study will evaluate impacts at 6 intersections. If more intersections require evaluation based on agency input, this additional work will be completed only with the County's prior authorization, and will be billed on a Time and Materials Basis.

The traffic study will evaluate project impacts for the following scenarios:

- Existing
- Existing plus Project conditions
- Cumulative No Project
- Cumulative Plus Project conditions

The traffic study will include the following deliverables:

- Administrative Draft Traffic Impact Analysis Report
- Draft Traffic Impact Analysis Report (incorporates comments on the Administrative Draft Traffic Impact Analysis Report)
- Response to comments on the Draft Traffic Impact Analysis Report
- Final Traffic Impact Analysis Report

Although not expected, agency comments requiring new analysis or significant technical discussion will be subject to additional charges. This additional work will be completed only with the County's prior authorization, and will be billed on a Time and Materials Basis.

- Describe the existing regulatory environment related to transportation and traffic.
- Identify mitigation measures for potentially significant impacts identified in the traffic study.
- Incorporate the findings and conclusions of the foregoing into the EIR.

Task 3o – Optional Work

Upon receiving written authorization from the County to proceed with each item listed below, Contractor will:

- Attend additional project meetings as deemed necessary by County staff.
- Complete a Phase 1 Environmental Site Assessment meeting U.S. Environmental Protection Agency and American Society for Testing and Materials standards.
- Update the Byron Airport Noise Contours based on the noise measurements described in Task 3k above.

- Prepare a formal wetland delineation meeting the applicable requirements of the U.S. Army Corps of Engineers, State Water Resources Control Board, and Central Valley Regional Water Quality Control Board.


Contractor


County Dept

Final Impact Report (EIR) and Airport Land Use Compatibility Plan (ALUCP) Update

Employee	Laura A Burris	Nicole A Peacock	Jonathan V Leech	Paul A Caligiuri	Publications Assistant II	GIS Specialist III	Labor Hours	Labor @ Billing Rates \$	Sub-Consultant Mead & Hunt	Sub-Consultant OmniMeans	ODCs	Total \$
1.00	150.00	200.00	210.00	140.00	90.00	140.00	69	7,505				7,505
							24	2,400				2,400
							125	14,375				14,375
							51	5,825				5,825
							7	650				650
							24	2,640				2,640
							19	3,230	39,883		143	43,256
5,040	6,000	4,000	10,500	1,680	7,470	2,800	1,128	143,745	50,163	24,840	1,680	223,801

ws
Contractor

JK
County Dept

Revised Schedule
Byron Airport ALUCP Update and EIR

Title	Start Date (MM/DD/YYYY)	Duration (Days)	End Date (MM/DD/YYYY)
Project Reinitiation	10/18/2016	1	10/18/2016
Administrative Draft ALUCP Update	10/18/2016	57	12/15/2016
Review Administrative Draft ALUCP	12/16/2016	31	1/16/2017
Draft Project Description	1/16/2017	16	1/31/2017
Revise Draft ALUCP Update	1/16/2017	12	1/27/2017
Revise Project Description	2/1/2017	13	2/13/2017
Scoping Period	2/14/2017	31	3/17/2017
Prepare Administrative Draft EIR	2/14/2017	46	4/1/2017
Review Administrative Draft EIR	4/2/2017	22	4/23/2017
Prepare Draft EIR	4/24/2017	14	5/8/2017
Public Review Draft EIR	5/9/2017	45	6/23/2017
Prepare Administrative Final EIR	6/9/2017	30	7/9/2017
Review Administrative Final EIR	7/10/2017	15	7/24/2017
Prepare Final EIR	7/25/2017	10	8/4/2017
Board of Supervisors to Consider Certifying Final EIR	8/5/2017	31	9/5/2017


 Contractor
 
 County Dept

Revised Payment Schedule

Dudek will invoice the County upon completion of the identified milestones (see below). If completion of a milestone task is delayed more than 60 days for reasons beyond Dudek's control, Dudek will invoice the County for work performed to that point. The schedule may be adjusted to reflect the actual project initiation date. Dudek will submit the final invoice within 60 days of the final milestone. Dudek assumes that the County will process project invoices within 30 days of receipt.

Project Payment Schedule

Milestone/Deliverable	Percent	Cumulative Percent	Estimated Date
Project Reinitiation	10%	10%	10/19/2016
Admin. Draft ALUP Update	15%	25%	12/15/2016
Draft Project Description submittal	15%	40%	1/16/2017
Revised Land Use/Project Description	5%	45%	2/13/2017
Admin. Draft EIR submittal	35%	80%	4/1/2017
Draft EIR submittal	5%	85%	5/8/2017
Admin Final EIR submittal	10%	95%	7/9/2017
Final EIR submittal	5%	100%	8/4/2017


 Contractor


 County Dept

**ADMINISTRATIVE AMENDMENT
AGREEMENT
(Purchase of Services – Long Form)**

Number: C47538
Fund/Org: As Coded
Account:
Other:

1. **Identification of Contract to be Extended.**

Number: C47538

Effective Date: August 19, 2015

Department: Conservation and Development

Subject: To prepare an Environmental Impact Report for the Byron Airport General Amendment

2. **Parties.** The County of Contra Costa, California (County), for its Department named above, and the following named Contractor mutually agree and promise as follows:

Contractor: Dudek

Capacity: Corporation

Address: 980 9th Street, Suite 1750, Sacramento, CA 95814

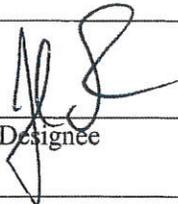
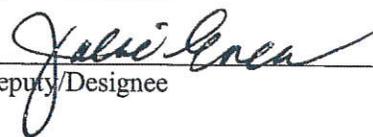
3. **Amendment Date.** The effective date of this Contract Amendment Agreement is October 19, 2016.

4. **Amendment Specifications.** The Contract identified above is hereby amended, pursuant to Paragraph 8.b. (Administrative Amendments) of the General Conditions, as set forth in the attached Amendment Specifications.

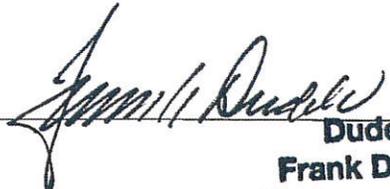
As specified on the attached Amendment Specifications.

5. **Signatures.** These signatures attest the parties' agreement hereto:

COUNTY OF CONTRA COSTA, CALIFORNIA

Department	County Administrator
By: 	By: 
Director/Designee	Deputy/Designee

CONTRACTOR

By:  Dudek 1-16-18 Frank Dudek Chairman / CEO	Name of business entity (if applicable) Dudek
Contractor/Designee (Print name and title)	

Amendment Specifications

The County and Contractor agree to amend the Contract as follows:

1. To add the following provision which was unintentionally not included in the previous amendment specification:

“7. The Term of the contract is extended from August 18, 2017 to February 18, 2018.”

All other terms and conditions remain unchanged and in full force and effect.

Initials:


Contractor


County Dept.

CONTRACT EXTENSION AGREEMENTS
(Purchase of Services – Long Form)

Number: C47538
Fund/Org: As Coded
Account:
Other:

1. **Identification of Contract to be Extended.**

Number: C47538

Effective Date: August 19, 2015

Department: Conservation and Development

Subject: To prepare an Environmental Impact Report for the Byron Airport General Plan Amendment

2. **Parties.** The County of Contra Costa, California (County), for its Department named above, and the following named Contractor mutually agree and promise as follows:

Contractor: Dudek

Capacity: Corporation

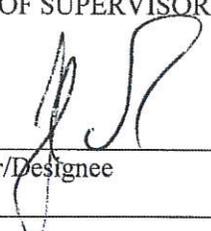
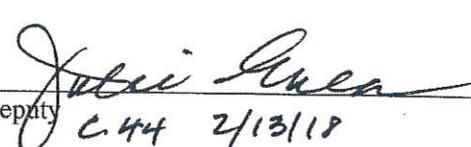
Address: 980 9th Street, Suite 1750, Sacramento, CA 95814

3. **Extension of Term.** The termination date of the above described contract is hereby extended from February 18, 2018 to the new termination date of June 30, 2019, unless sooner terminated as provided in said contract.

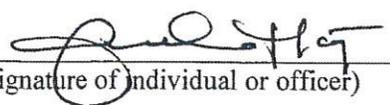
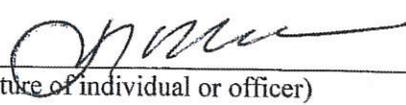
4. **Payment Limit.** The maximum amount payable by the County under this Contract is unchanged.

5. **Signatures.** These signatures attest the parties' agreement hereto:

COUNTY OF CONTRA COSTA, CALIFORNIA

BOARD OF SUPERVISORS By:  Chair/Designee	ATTEST: Clerk of the Board of Supervisors By:  Deputy C.44 2/13/18
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CONTRACTOR

Signature A Name of business entity: Dudek By:  4.9.18 (Signature of individual or officer) Emily Hart Secretary Dudek (Print name and title A, if applicable)	Signature B Name of business entity: Dudek By:  (Signature of individual or officer) Joseph Monaco President Dudek (Print name and title B, if applicable.)
--	--

Note to Contractor: For corporations (profit or nonprofit) and limited liability companies, the contract must be signed by two officers. Signature A must be that of the chairman of the board, president, or vice-president; and Signature B must be that of the secretary, any assistant secretary, chief financial officer or any assistant treasurer (Civil Code Section 1190 and Corporations Code Section 313). All signatures must be acknowledged as set forth on Form L-2.

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA)

COUNTY OF ~~CONTRA COSTA~~)
SAN DIEGO)

On APRIL 9, 2018 (Date),

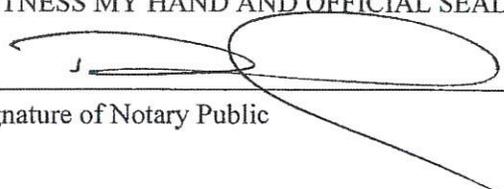
before me, DANIEL KIL, NOTARY PUBLIC (Name and Title of the Officer),

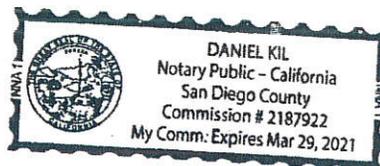
personally appeared, JOSEPH MONALO AND EMILY HART,

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS MY HAND AND OFFICIAL SEAL.


Signature of Notary Public

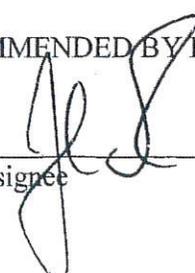


Place Seal Above

ACKNOWLEDGMENT (by Corporation, Partnership, or Individual)
(Civil Code §1189)

APPROVALS

RECOMMENDED BY DEPARTMENT

By: 
Designee

FORM APPROVED BY COUNTY COUNSEL

By: 
Deputy County Counsel

APPROVED: COUNTY ADMINISTRATOR

By: 
Designee

Vendor #	Vendor Name	Warrant #	Date	Description	Amount	PO #	P C	Dept	Org	Acct	Fund	Task	Option	Activity	
06417	DUDEK	401841	11/13/2018	20186245/9269	\$7,556.44	F4753800		0280	2606	2313	112000	X95		5AADMN	
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06417	DUDEK	381659	9/13/2018	20184891/9269	\$1,835.16	F4753800		0280	2606	2313	112000	X95		5AADMN	
06417	DUDEK	368569	8/3/2018	20184165/9269	\$2,621.50	F4753800		0280	2606	2313	112000	X95		5AADMN	
06417	DUDEK	359151	7/9/2018	20183239/9269	\$5,482.62	F4753800		0280	2606	2313	112000	X95		5AADMN	
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06417	DUDEK	302465	1/31/2018	20174730/9269	\$3,046.00	F4753800		0280	2606	2313	112000	X95		5AADMN	
06417	DUDEK	302465	1/31/2018	20176074/9269	\$2,823.00	F4753800		0280	2606	2313	112000	X95		5AADMN	
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06417	DUDEK	236996	7/13/2017	20170319/9269	\$170.00	F4753800		0280	2606	2313	112000	X95		5AADMN	
06417	DUDEK	236996	7/13/2017	20172493/9269	\$5,099.00	F4753800		0280	2606	2313	112000	X95		5AADMN	
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06417	DUDEK	620679	8/10/2016	20163731/9269	\$1,469.50	F4753800		0280	2606	2313	112000	X95		5AADMN	
06417	DUDEK	610509	7/11/2016	20163125/9269 PY	\$4,476.64	F4753800		0280	2606	2313	112000	X95		5AADMN	
06417	DUDEK	608442	7/6/2016	20155912/9269 PY	\$1,607.63	F4753800		0280	2606	2313	112000	X95		5AADMN	
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06417	DUDEK	607445	7/1/2016	20161583/9269 PY	\$4,800.00	F4753800		0280	2606	2313	112000	X95		5AADMN	
06417	DUDEK	594314	5/27/2016	20156574/9269	\$7,677.45	F4753800		0280	2606	2313	112000	X95		5AADMN	
06417	DUDEK	594314	5/27/2016	20156759/9269	\$1,020.00	F4753800		0280	2606	2313	112000	X95		5AADMN	
06417	DUDEK	579817	4/19/2016	20161204/9269	\$14,593.11	F4753800		0280	2606	2313	112000	X95		5AADMN	
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TOTAL					\$127,003.30										

The Accounts Payable **Vendor History** can be queried online.
Please enter one or more fields to search on:

Vendor #:* Name:*
 P.O. #:* Description: include "F" pays
 Warrant #:* Account #: view in EXCEL
 From Date: Thru Date: 150 records maximum
 Dept #:* Org #:*
 Fund #: Activity:
 Task: Option:

(* You must enter AT LEAST ONE of these fields to search on...

NOTE: Click on the document icon (📄) to view the source documents in the WebLink LaserFiche imaging system.

November 20, 2018

9269

Mr. William Nelson
Contra Costa County Department of Conservation and Development
30 Muir Road
Martinez, CA 94553

Subject: Byron Airport Development Program, Amendment 2

Dear Mr. Nelson:

Dudek has prepared this amendment to the Scope of Work (Amendment 2) to address changes in the proposed Byron Airport Development Program. Dudek has entered into a contract with Contra Costa County to prepare an Environmental Impact Report (EIR) for the Byron Airport Development Program. An amendment (Amendment 1) was previously approved to address the update of the current Airport Land Use Plan (ALUP) for Byron Airport by Dudek's subconsultant, Mead & Hunt. This amendment (Amendment 2) would address (1) the incorporation of an off-site 11.7-acre parcel into the project study area; and (2) the preparation of a Water Supply Assessment.

REVISIONS TO THE SCOPE OF WORK

Project Description

The County is considering the addition of an 11.7-acre parcel to the airport development area. The project description would be revised to address the acquisition of this property and the resulting change in the development footprint and intensity. At the same time, other areas identified for development on the airport would not be developed. The project description will reflect this change.

Project Study Area Revision

Biological Survey

Dudek prepared a biological resources report for the airport property. This report would be revised to include the 11.7-acre parcel. This would include a site visit to the property and updating the report text and figures.

Cultural Resources Survey

Dudek prepared a cultural resources report to identify the effect of development on any historic resources, or unique archaeological resources. This report would be revised to include the 11.7-acre parcel. This would include a site visit to the property and updating the report text and figures. The existing records search performed by Dudek is assumed to adequately address this property.

Hazardous Materials Survey

Dudek prepared a records search of all known hazardous materials within the project area as part of preparing a technical memo to address potential environmental hazards. Dudek proposed to amend this records search to address the 11.7-acre parcel and update the report text and figures.

Administrative Draft EIR Update

Various sections of the EIR would need to be updated to reflect the change in the project, including the project description, aesthetics, agriculture, hydrology, land use, and housing.

Water Supply Assessment

SB 610 requires proposed developments subject to the California Environmental Quality Act (CEQA) and defined as a “project” in accordance with California Water Code (CWC) Section 10912 to prepare a WSA. When a WSA is required per the CWC, it must examine the availability of an identified water supply under normal-year, single-dry-year, and multiple-dry-year conditions over a 20-year projection, accounting for the projected water demand of the project in addition to other existing and planned future uses of the identified water supply. Updates to planning documents that are subject to CEQA require the preparation of a WSA in accordance with Section CWC 10912.

Project Understanding

Contra Costa County (County) constructed the Byron Airfield and completed an Airport Master Plan (AMP) in the in the early 1990s. The AMP was revised in 2005 and includes potential development of the property for airport and non-airport related land uses. Such uses may include light industry, a business park, airport infrastructure, and related offices and commercial uses. Current zoning and general plan designations do not allow for some of the proposed Byron Airport land uses. The existing Airport Land Use Plan (ALUP) also limits potential airport development components. Therefore, the County proposes to update the ALUP and is preparing the necessary Environmental Impact Report to do so.

Approach

Dudek will comply with the requirements of SB 610, which specifies that, upon determination that an EIR is required in connection with a project, the public water supplier for the project must assess whether its total projected water supplies will meet the projected water demand associated with the Project. Existing water supply for the Byron Airport is from a non-potable water well and water for fire protection is supplied by the BBID. Neither source qualifies as a Public Water System. Therefore, as the lead agency for the project, the County of Contra Costa is the agency responsible for preparing the WSA.

Dudek will utilize the *Guidebook for Implementation of Senate Bill 610 and Senate Bill 221*, prepared by the California Department of Water Resources, to assist the County in meeting the requirements of the WSA. Because there is no Public Water Supplier, Byron Airport is not within a City, and there is no applicable Urban Water Management Plan (UWMP) that includes the Byron Airport, Dudek will use other available plans and information including the East Contra Costa County Integrated Regional Water Management Plan (IRWMP), the County General Plan, and documents and data produced by the BBID Groundwater Sustainability Agency to conduct the required existing and proposed water use analyses for compliance with SB610.

The WSA will document the following: 1) current water demand for the Byron Airport and projected water demand under the development scenario shown in Table 1; 2) projected water demands for the proposed Project through buildout (a 20-year planning period) in five-year increments; 3) identification of existing water supply entitlements, water rights, water service contracts, or agreements relevant to the identified water supplies and proposed development scenario; 4) water received in prior years pursuant to those entitlements, rights, contracts, and agreements; and 5) description of the quantities of water received in prior years by the Airport, if available. The WSA will also evaluate the availability of the identified water supplies during normal, single-dry year, and multiple-dry water years during, at minimum, a 20-year projection to meet existing demands, expected demands of the Project, and reasonably foreseeable planned future water demands for the Airport, thereby, assessing the reliability and sufficiency of water supplies as required.

Project Meetings / Communication / Presentations

Dudek staff will participate in an initial meeting, as needed with the County, to do all of the following: 1) clarify water supply assessment WSA goals; 2) clarify and establish a Project description; 3) review required information for the WSA; 4) identify key Project data needed; 5) identify the Project representatives to assist with acquisition of information; and 6) confirm the WSA preparation schedule. Additional meetings/phone conferences will be scheduled as needed to ensure a coordinated and informed approach.

Mr. William Nelson

Subject: Byron Airport Development Program, Amendment 2

Data Collection and Analyses

For historical and projected water demand and supply for the Airport, Dudek will utilize information contained in the County's General Plan, the East Contra Costa IRWMP, and other relevant documents. The County will provide data for existing and future water demands for the proposed Airport development.

Draft Water Supply Assessment

Dudek will develop a Draft WSA that will meet the requirements of SB 610 and generally include the following sections:

- Executive Summary
- Proposed Project Description
- Projected Water Demands for the Project
- Project Water Demand and Supplies for all water sources
- Description of water sources included imported, groundwater, and recycled
- Reliability of Water Supplies, including the following:
 - Water purveyors
 - Water regulators
 - Water infrastructure including storage facilities and plans, pipelines, and other related facilities
 - Water conservation
 - Analysis of normal, single-dry year, and multiple dry water years for the Project and the City during, at minimum, a 20-year projection
- Conclusion

The Draft WSA will be submitted electronically to the County for review and comment. The review/comment period is recommended to be brief in order to expedite completion of the final WSA within the required 90-day response period from the time of request. The law provides the option of requesting an extension to the 90-day response period in writing for specified causes for no more than a period of 60 days.

Final Water Supply Assessment

Mr. William Nelson

Subject: Byron Airport Development Program, Amendment 2

Dudek will receive, review, and discuss comments from the County to confirm appropriate refinement of the Draft WSA. Dudek will incorporate comments into a Final WSA. Five (5) printed copies and one electronic copy of the Final WSA will be provided to the County.

COST

Please see the attached cost estimate for a detailed breakdown of labor and direct costs by task. The total task for the scope of work described above is \$48,815.00. If you have any questions, please contact me at (916) 438-5312 or bgrattidge@dudek.com. We at Dudek are looking forward to completing this important project.

Sincerely,



Brian J. Grattidge
Project Manager

Cc: Beth Lee, Assistant Director of Airports

Attachment: Cost Estimate

Cost Estimate

Budget Amend 2 Nov 2018

Employee	Brian J Grettidge	Adam R Giacinto	Nicole A Peacock	Shilpa S Iyer	Laura A Burris	Principal Hydrogeologist/Engineer	Sr. Hydrogeologist/Engineer IV	Hydrogeologist/Engineer VI	Labor Hours	Labor @ Billing Rates	Reimbursables COST	Reimbursables BILLING	DIRECT COSTS	Total
Phase	170.00	120.00	200.00	85.00	150.00	240.00	225.00	160.00	27	3,495				3,495.00
Revise PD	12			12										
Project Area Revision														
Revise Cultural Study		24							25	3,025				3,025.00
Revise Bio Study					24				25	3,745				3,745.00
Revise HazMat Study			4						5	945	825			1,770.00
Other EIR Sections	4			16					20	2,040				2,040.00
Water Supply Assessment														
Initial Site Assessment						1	12	22	35	6,460	800			7,260.00
Identification of Water Rights						1	10	6	17	3,450				3,450.00
Water Demand Analysis						1	10	10	21	4,090				4,090.00
Water Supply Analysis							12	10	22	4,300				4,300.00
WSA Report						1	40	40	81	15,940				15,940.00
Total Hours	16	24	4	28	24	4	84	88	278	47,190	1,625			48,815.00
Total Billing	2,720	2,580	800	2,380	3,500	960	18,900	14,080			1,625			

October 26, 2018

9269

Mr. William Nelson
Contra Costa County Department of Conservation and Development
30 Muir Road
Martinez, CA 94553

Subject: Byron Airport Development Program, Amendment 3

Dear Mr. Nelson:

Dudek has prepared this amendment to the Scope of Work (Amendment 3) to address changes in the Byron Airport Development Program since the project was initiated in late 2015. An amendment was previously approved to address the update of the current Airport Land Use Plan (ALUP) for Byron Airport by Dudek's subconsultant, Mead & Hunt. A second amendment was submitted and is still pending. This amendment would address the additional work required to incorporate additional property into the project area. The County is considering the addition of an 11.7-acre parcel to the airport development area. The EIR would address the acquisition of this property and the resulting change in the development footprint and intensity. At the same time, other areas identified for development on the airport would not be developed.

Task 1. Biological Survey

Dudek prepared a biological resources report for the airport property. This report would be revised to include the 11.7-acre parcel. This would include a site visit to the property and updating the report text and figures.

Task 2. Cultural Resources Survey

Dudek prepared a cultural resources report to identify the effect of development on any historic resources, or unique archaeological resources. This report would be revised to include the 11.7-acre parcel. This would include a site visit to the property and updating the report text and figures. The existing records search performed by Dudek is assumed to adequately address this property.

Mr. William Nelson

Subject: Byron Airport Development Program, Amendment 3

Task 3. Hazardous Materials Survey

Dudek prepared a records search of all known hazardous materials within the project area as part of preparing a technical memo to address potential environmental hazards. Dudek proposed to amend this records search to address the 11.7-acre parcel and update the report text and figures.

Task 4. Administrative Draft EIR Update

Various sections of the EIR would need to be updated to reflect the change in the project, including the project description, aesthetics, agriculture, hydrology, land use, and housing.

Schedule

The addition of the 11.7-acres parcel, at this point, would have minimal impact on the schedule. The revised schedule would be as follows.

Task	Start	Days	End
Revise Admin Draft	10/29/2018	46	12/14/2018
Review Admin Draft EIR (County)	12/17/2018	21	1/7/2019
Prepare Draft EIR	1/8/2019	14	1/22/2019
Public Review Draft EIR	1/23/2019	47	3/11/2019
Prepare Admin Final EIR	2/25/2019	35	4/1/2019
Review Admin Final EIR	4/2/2019	21	4/23/2019
Prepare Final EIR	4/24/2019	7	5/1/2019
Certify Final EIR - Approve Project	5/1/2019	30	5/31/2019

We will of course work with the County to refine the review and revision dates. The limiting factor is the 45-day public review period. If public and agency comments on the Draft EIR are minimal (which is possible, given the consensus on enhancing the economic opportunities at the airport), the Administrative Final EIR could take much less time.

The total cost estimate is \$11,685, based on previously approved rates and estimated hours of additional time. Please see the attached cost estimate. If you have any questions, please contact me at (916) 438-5312 or bgrattidge@dudek.com. We at Dudek are looking forward to completing this important project.

Mr. William Nelson

Subject: Byron Airport Development Program, Amendment 3

Sincerely,



Brian J. Grattidge
Project Manager

Cc: Beth Lee, Assistant Director of Airports

Attachment: Cost Estimate

Cost Estimate

Budget Amend 3 property addition

Employee	Billing Category	Adam R Giacinto Enviro Specialist/Archaeolo gist IV	Nicole A Peacock Sr. Hydrogeologist IV/Engineer IV	GIS Specialist III	Shilpa S Iyer Planning Assistant II	Laura A Burris Biologist / Specialist IV	Labor Hours	Labor @ Billing Rates	Reimbursables COST	Reimbursables BILLING	DIRECT COSTS	Total
Phase	% Used on job	170.00	200.00	145.00	85.00	150.00	-	-	-	-	-	-
Property Addition							11	1,795				1,795.00
Revise PD		8		3			24	2,880				2,880.00
Revise Cultural Study		24				24	24	3,600				3,600.00
Revise Bio Study			2	1			3	545	825	825		1,370.00
Revise HazMat Study							20	2,040				2,040.00
Other EIR Sections		4			16		-	-				-
Total Hours		12	2	4	16	24	82	10,860				11,685.00
Total Billing		2,040	400	580	1,360	3,600		10,860	825	825	-	\$ 11,685.00

CONTRA COSTA COUNTY Aviation Advisory Committee

2018 Annual Report

Advisory Board Meeting Time/Location: 10:00am on the 2nd Thursday of every one (1) month at either Buchanan Field or Byron Airport.

Advisory Body Chair: Maurice Gunderson

Airport Staff: Keith Freitas/Beth Lee/Russel Milburn

Activities

- Monthly review of noise statistics, operations report, airport development projects, airfield updates
- Discussions of airport projects and programs to disseminate information and solicit input from members and public
- Discussions of issues facing the airports and airport community
- Input to the Airports Director, Airport Committee, and Board of Supervisors on issues affecting the Contra Costa County Airports and surrounding communities
- Participation in community outreach efforts
- Quarterly review of the Airports' year to date and end of year forecast financial reports
- Annual review of input on the Part 150 Noise Mitigation recommendations

Accomplishments

Discussed and advised on the following:

- Airport administration activities to enhance airport economic development including:
 - Progressing on updating the Byron General Plan Amendment to bring conformity between the adopted Master Plan and County General Plan relative to allowable uses at both Airports
 - Progressing on the development of a 3-acre industrial business park
 - Progressing on negotiation to execute a long-term lease with the number one ranked entity to develop 4.6-acres at Buchanan Field
 - Receiving greater stakeholder and community involvement regarding the Economic Development and Incentive Program (EDIP) and strategic planning processes
 - Progressing in the growth of the Byron Airport including projects to connect Armstrong and Vasco road, and upgrade airport utilities infrastructure.

Accomplishments (continued)

- Aviation Advisory Committee (AAC) projects:
 - Update and revision of AAC bylaws
 - Addition of two AAC members
 - Airport Pacheco Neighbor representing community of Pacheco
 - Airport Byron Neighbor representing the vicinity of Byron Airport (Knightsen, Brentwood, Byron, Discovery Bay)
- Resolution (No. 2018/462) – Recognition from Board of Supervisors for contributions from Buchanan Field and Byron Airports to the aeronautical community and economic growth of Contra Costa County
- Resolution (No. 2018/524) – Establishing new rates and charges for Buchanan Field and Byron Airports effective January 1, 2019
- Completion of Buchanan Field Airport 2018 physical hangar inspections
- Airport Land Use Commission (ALUC)
 - Progressing on the development regarding Concord area construction projects and advising on their impact on air navigation and airport users
- Buchanan Field and Byron Airport construction projects including:
 - F-row hangar reskinning and door replacement project at Buchanan Field Airport
 - Security enhancements to both Airports which include:
 - Additional security cameras
 - New security gate access system at Byron Airport to match the current security system at Buchanan Field
 - Increased security patrols throughout both airports during day and night
- Airport hangar management activities and concerns including:
 - Use of hangars for purposes other than aircraft storage (hangar inspections)
 - hangar waiting list processes and progressing on the implementation of north and south facing lists
- Airport noise impact on communities including:
 - Addressing various Buchanan Field & Byron noise complaints
- Encouraged additional Airport staff, AAC members, and Board of Supervisors, as well as the general public to be more involved with Contra Costa County Airports and aviation communities

Attendance/Representation

- AAC is composed of members representing each of the supervisorial districts, the cities of Concord and Pleasant Hill, the Airport Business Association, community of Pacheco, surrounding communities of Byron Airport (Brentwood, Byron, Knightsen, Discovery Bay), and three at large positions for a total of 13 members
- Quorums have been achieved at all but one meeting in June with good participation from members for 2018
- The AAC is a diverse group of aviation professionals, retired executives, members of the public, consultants and educators. There is a balanced mix of pilots and non-pilots.
- Several committee members are also involved in other county and city advisory bodies, committees, and commissions

Current AAC member roster is as follows:

<u>AAC Members</u>	<u>Representing</u>	<u>2018 Appointment Status</u>	<u>Term Expiration Date</u>
Dale Roberts	District I		2/29/2020
Mike Bruno	Airport Business Association		2/28/2019
Eric Meinbress	Member at large		2/29/2020
Ronald Reagan	District III	Reappointed	2/28/2021
Derek Mims	City of Pleasant Hill	Reappointed	2/28/2021
Russell Roe	District V		2/29/2020
Keith McMahan	City of Concord		2/28/2019
Roger Bass	District II	Reappointed	2/28/2021
Maurice Gunderson	Member at large	Reappointed	2/28/2021
Tom Weber	District IV		2/29/2020
Emily Barnett	Member at large		2/28/2019
Donna Dietrich	Pacheco Neighbor	Recruiting	2/28/2021
Steven Starratt	Byron Neighbor	Recruiting	2/28/2021

Current AAC Officers:

<u>AAC Member</u>	<u>Position</u>	<u>Election Status</u>
Maurice Gunderson	Chair	Elected
Tom Weber	Vice Chair	Elected
Emily Barnett	Secretary	Elected

Training/Certification

- It is mandatory for all Committee members to complete County training regarding the Ralph M. Brown Act and the County's Better Government Ordinance, and complete the County's Ethics Orientation within 90 days of the appointment

Proposed Objectives for 2019

- Contact contractor assigned to the Byron Airport General Plan Amendment and create project milestones with deadlines to enforce expedited completion of the commissioned study and other efforts to improve growth, infrastructure and road access at Byron Airport
- Continue to advise and review the EDIP program including promoting progress on EDIP and strategic priority projects
- Continue to advise, monitor, and review the Buchanan Field and Byron Airports' construction and maintenance projects
- Continue to advise, monitor, and review activities and incidents impacting airport security
- Continue to grow and develop community and tenant outreach efforts for both airports
- Continue to advise, monitor, and review the Airports' budget, noise statistics, and overall operations
- Continue to work with the surrounding communities regarding noise concerns and other aviation related issues
- Continue regular discussions with Airport Staff on various airport developments (current and future), projects and issues, as well as disseminate information and offer recommendations
- Continue to provide the general public an open forum for discussions on aviation related matters

KF:MG:az
G:\AAC\Annual Reports\2018\2018 AAC Report V4 FINAL.doc

c: Keith Freitas, Airports
Beth Lee, Airports
Russell Milburn, Airports
Maurice Gunderson, AAC
Tom Weber, AAC
Emily Barnett, AAC

CONTRA COSTA COUNTY Aviation Advisory Committee

2019 Meeting Schedule

Advisory Board Meeting Time/Location: 10:00am on the 2nd Thursday of every one (1) month at either Buchanan Field or Byron Airport.

JANUARY 10, 2019

FEBRUARY 14, 2019

MARCH 14, 2019

APRIL 11, 2019

MAY 9, 2019

JUNE 13, 2019

JULY 11, 2019

AUGUST 8, 2019

SEPTEMBER 12, 2019

OCTOBER 10, 2019

NOVEMBER 14, 2019

DECEMBER 12, 2019



Buchanan Field - CCR

- Home
- About
- Events
- Photos
- Posts
- Reviews
- Community
- Info and Ads

Create a Page

This is what your Page looks like to a visitor. Switch back to your view to manage this Page.



Like Follow Share

Send Message

Create Post

Write a post...

Photo/Video Tag Friends Check in

No Rating Yet

Invite friends to like your Page

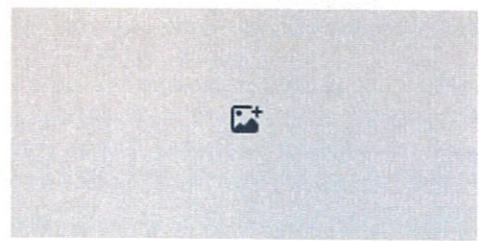


Daniel Wick likes this.

Grow your audience on Facebook and reach more people who are interested in your business.

Invite Friends

Upcoming Events



Our Story



This is what your Page looks like to a visitor. [Switch back to your view](#) to manage this Page.



Byron Airport - C83

Home

About

Events

Posts

Photos

Videos

Reviews

Community

Info and Ads

Create a Page



Like

Following

Share

...

Learn More

Send Message

Create Post



Write a post...

Photo/Video

Tag Friends

Check in

...

No Rating Yet

Invite friends to like your Page

Grow your audience on Facebook and reach more people who are interested in your business.

Invite Friends

Upcoming Events



Gateway to East Contra Costa County

Byron Airport (C83) opened to the public in 1994 to provide greater service to the eastern part of C...

29 Events

Events

Calendar

Santa Claus is Coming to Buchanan Field - CCR

Birthdays

Discover

Hosting

+ Create Event



DEC 1

Santa Claus is Coming to Buchanan Field - CCR

Public · Hosted by Byron Airport - C83 and Buchanan Field - CCR

★ Interested

✓ Going

➔ Share

⋮

🕒 Saturday at 10 AM – 12 PM
2 days from now · 39–59°F Rain Showers

📍 Behind Crowne Plaza Hotel (45 John Glenn Drive, Concord, CA) [Show Map](#)

🗨 Hosted by Buchanan Field - CCR [Message Host](#)

About

Discussion

✍ Write Post

📷 Add Photo/Video

🗳 Create Poll



Write something...

1 Going · 3 Interested

I. RATES FOR AIRCRAFT TIE-DOWN AND TRANSIENT PARKING

Location/Type	Aircraft Wingspan	Monthly Rate	Daily Rate
A. BUCHANAN FIELD			
Tie-Down			
Gravel Area.....	40 feet or less	\$ 35.00	
Northwest Ramp.....	40 feet or less	\$ 45.00	
Southwest Ramp.....	40 feet or less	\$ 45.00	
East Ramp Rows B through K.....	40 feet or less	\$ 55.00	
East Ramp Row A.....	40 feet or less	\$ 85.00	
Transient Parking			
Itinerant Parking – Transient Ramp*.....	Under 50 feet		\$ 5.00
Itinerant Parking – Transient Ramp*.....	50 feet or more		\$ 25.00
Transient Daily Small Hangar Rental.....			\$ 65.00
Transient Daily Medium & Large Hangar Rental.....			\$110.00
B. BYRON			
Tie-Down			
Ramp.....	Under 40 feet	\$ 35.00	
Between Hangars.....	Under 40 feet	\$ 45.00	
Transient Parking			
Itinerant Parking – At any Transient Ramp*.....	Under 50 feet		\$ 5.00
Itinerant Parking – At any Transient Ramp*.....	50 feet or more		\$ 25.00
Transient Daily Hangar Rental.....			\$ 50.00

*Fee may be waived if parking is validated by an airport business that is enrolled in the Airports' Overnight Parking Fee Waiver Program.

I. RATES FOR MONTHLY HANGAR RENT FOR AIRCRAFT STORAGE

Location/Type	Monthly Rent*
A. BUCHANAN FIELD	
Small/Medium Portable Hangar – Ground Rent.....	\$ 115.00
Large Portable Hangar – Ground Rent.....	\$ 130.00
Shade Hangar – South Facing.....	\$ 140.00
Shade Hangar – North Facing.....	\$ 165.00
T-Hangar – South Facing.....	\$ 350.00
T-Hangar – Modernized South Facing.....	\$ 370.00
T-Hangar – North Facing.....	\$ 370.00
T-Hangar – Modernized North Facing.....	\$ 390.00
Medium Hangar – South Facing.....	\$ 470.00
Median Hangar – Modernized South Facing.....	\$ 490.00
Medium Hangar – North Facing.....	\$ 490.00
Median Hangar – Modernized North Facing.....	\$ 510.00
Large Hangar – South Facing.....	\$ 600.00
Large Hangar – Modernized South Facing.....	\$ 620.00
Large Hangar – North Facing.....	\$ 620.00
Large Hangar – Modernized North Facing.....	\$ 640.00
Executive Hangar – South Facing.....	\$ 470.00
Executive Hangar – Modernized South Facing.....	\$ 490.00
Executive Hangar – North Facing.....	\$ 490.00
Executive Hangar – Modernized North Facing.....	\$ 510.00
Storage/Half Hangar Units.....	\$ 185.00
B. BYRON	
T-Hangars.....	\$ 260.00
Portable Hangar – Ground Rent.....	\$ 96.00
Large Portable Hangar – Ground Rent.....	\$ 120.00
Storage/Half Hangar Units.....	\$ 140.00

Note: Rents increase every 3 years on January 1 by an amount equal to the 3-year average CPI change (rounded to the nearest whole dollar) ending October 31st, not to exceed 6%.

III. HANGAR RENTAL RATE DISCOUNTS – APPLICABLE TO BOTH AIRPORTS

- A. A tenant who prepays 12 months in advance will receive a 3% reduction in rent for the 12-month period. There is a maximum discount of \$1,000 per year.
- B. A hangar tenant who refers a pilot who rents a tie-down or hangar will receive a one-time \$50 rent credit after 6 months of tenancy by the referred pilot. A tie-down tenant who refers a pilot who rents a tie-down or hangar will receive a one-time \$15 rent credit after 6 months of tenancy by the referred pilot. (In all cases, the referred pilot must continue to be a tenant during the rent credit month.)
- C. A tenant who refers a business that enters into a lease agreement with the County will receive, after their sixth month of operation at the airport by the referred business, an amount equal to 2% of the amount the County receives from the business each month for the subsequent 6-month period. (The maximum benefit is \$1,000 over 6 months and the business must continue to be a tenant during the rent credit period.)
- D. Frequent tenant discount: A tenant who rents more than one hangar or tie-down at a time will receive a 5% discount on rent for each additional hangar or tie-down space. (The discount applies to the lowest-priced rent and there is a maximum discount of \$1,500 per year.)
- E. A person who obtains a pilot's license through a business located on Buchanan Field or Byron Airport and then rents a hangar or tie-down from the County will receive, after the second month of tenancy, a one-time \$50 rent credit on the hangar or a \$15 rent credit on the tie-down.

IV. MISCELLANEOUS FEES APPLICABLE TO BOTH AIRPORTS

A. Fixed Fees

Hangar Swap Fee.....	\$ 100.00 Per Tenant
Hangar Upgrade/Move Fee.....	\$ 100.00 Plus*
Hangar Agreement Modification/Change Fee.....	\$ 100.00 Per Occurrence

*In addition to the \$100 upgrade/move fee, tenant must pay the rent for both locations until tenant is fully out of the original location

1. Insurance Certificate Late Fees

Up to 30 Days after Existing Certificate has Lapsed.....	\$25.00 Late Fee
Up to 60 Days after Existing Certificate has Lapsed.....	\$50.00 Late Fee
Up to 90 Days after Existing Certificate has Lapsed.....	\$75.00 Late Fee

Note: Failure to Provide an Insurance Certificate within 90 Days after Existing Certificate has Lapsed is Default and Grounds for Termination

2. Gate Access Control Cards

Deposit.....	\$ 30.00
Replacement of Lost or Damaged.....	\$ 30.00
Reactivation Fee Per Occurrence	\$ 15.00

3. Flight Instructor Registration

Annually.....	\$ 100.00
---------------	-----------

4. Aircraft Mechanic Registration

Annually.....	\$ 100.00
---------------	-----------

5. Landing Fees*

Under 12,500 lbs.....	\$ 10.00
12,500 lbs. and over.....	\$ 25.00

*Landing fees apply to commercial operations that are not under an agreement with the County.

6. Ground Transportation Providers

One Time Administrative Fee.....	\$ 1,000.00
Annual User Fee.....	\$ 1,200.00*

*Or \$0.50 per each trip (Note: a trip is defined as a pick up or drop off)

7. Airport Movement Area Authorization/ID Badge

Issuance.....	No Cost
Replacement Badge Per Occurrence.....	\$ 30.00

IV. MISCELLANEOUS FEES APPLICABLE TO BOTH AIRPORTS (CONTINUED)

8. Driver/Fueler Training

First Training Class.....	No Cost
Each Subsequent Training Class.....	\$ 300.00
Replacement Badge.....	\$ 30.00

B. Variable Fees

1. Airport Sweeper, Fire Hydrant Clean Out, or Other Assistance Fee

\$125.00 per hour for each airport personnel. This fee will be increased annually on July 1 for each year after July 1, 2018, according to the change in the Consumer Price Index (CPI) for the preceding one-year period ending April 30 of each year and rounded to nearest whole dollar.

2. Airport Administration Staff Services for Account Reconciliation, Insurance Certificate Assistance, Property Re-inspections and/or Other Related Actions Fee

\$125.00 per hour or partial hour for each airport personnel. This fee will be increased annually on July 1 for each year after July 1, 2018, according to the change in the Consumer Price Index (CPI) for the preceding one-year period ending April 30 of each year and rounded to nearest whole dollar.

3. Property Fees (such as putting spray on the airfield pavement)

Cost of time and materials necessary to restore property to former condition

4. Aircraft Improperly Parked & Obstructs Operations or Compromises Safety Fee

Relocation fee.....\$ 125.00 Per Hour or Portion of an Hour

5. Aircraft Obstruction Runway and/or Taxiway Fees

There is no charge for the first two (2) hours after a runway obstruction occurs. After the first two hours, there is a charge in the amount of \$500 for each thirty minutes or portion thereof.

6. Property Development

The developer is responsible for all costs associated with the development of airport property, including environmental review, design, and construction, but excluding Airport staff's time. Upon the County's acceptance of a developer's proposal, the developer is required to make a good faith deposit of \$10,000.

If within six months of the proposal's acceptance by the County, the developer fails to make meaningful progress in developing the agreed-upon development, as determined by the County's Director of Airports, one-half of the security deposit will be non-refundable.

If within twelve months of the proposal's acceptance by the County, the developer fails to make meaningful progress in developing the agreed-upon development, as determined by the County's Director of Airports, the entire security deposit will be non-refundable.

If the developer enters into a long-term lease with the County for the site of the development, the remaining portion of the good faith deposit will be applied to the cost to the Airport of putting the lease in place, excluding the cost of Airport staff's time, but including the cost of other County staff's time. At developer's election, any remaining balance will be refunded to the developer or applied to ground rent.

Contra Costa County Airports Buchanan Field and Byron

Aviation Advisory Committee

Community Engagement

December 13, 2018

Avenues of Engagement

- County
 - Airports Website (Calendar of Events and Newsflash)
 - County and Public Works Public Information Officers (CCTV, Press Releases)
- Online
 - Social Media (Facebook, NextDoor)
 - Blogs/News (Claycord)
 - Marketing/Advertising (AirNav, San Francisco Business Times)
 - Print and online
- On-field events
 - Airport Sponsored (Airport Tour, Santa)
 - Tenant and Flying Club Sponsored (Young Eagles Program, Patriot Jet Team Foundation STEM Learning Center, Civil Air Patrol Cadet Program)
 - Non-airport Sponsored (Wings of Freedom)
- Off-field Events
 - Business and Trade Convention/Exhibition (Chamber Business Expo)
- Direct mailing
 - Noise Program Brochure, Letters and Email, Newsletter

Pilot Community

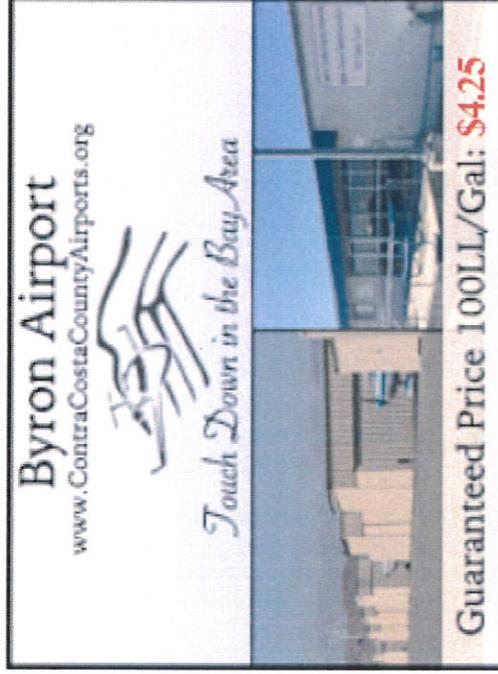
Noise Management Program Brochure

Buchanan Field Airport (CCR)
www.ContraCostaCountyAirports.org

Noise Management Program

Buchanan Field Airport, located in Concord, California, is a public facility owned by Contra Costa County. As such, the County has a responsibility to provide Airport users a safe, efficient facility with access to the national airspace system. By the same token, the Airport must also be sensitive to community concerns and operated in such a way as to minimize the affects of aircraft noise on the community.

AirNav Advertisement



General Public Community

CLAYCORD NEWS & TALK



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Collings Foundation "Wings of Freedom"
Tour at Buchanan Field Airport this
Weekend

CONCORD, CA
49°
6:44 am PST
Cloudy



The B-17 B-24 B-26 and P-51 Mustang "Wings of Freedom" offering vintage flight experiences and tours is scheduled at the historic Fleet Airport for Founders' June 15th through Sunday, June 17.

The tour provides an opportunity for the treatment to come to life in color and live a rare opportunity to visit, explore and learn more about these aircraft's history of aviation history.

The Collings Foundation is a non-profit educational foundation devoted to organizing "bring history" events that allows people to learn more about their heritage and history through direct participation.

Airport staff cannot take to inform you of the value of other aircraft that include more than one or a single passenger, that is typical aircraft operation at the Airport. In addition, the large size of the aircraft may make it appear to be more in the foreground than it actually is.

If you would like more information or have concerns, please contact Duane Wick at 644-256-8667. Email: dww@collings.org

Additional information regarding the Collings Foundation "Wings of Freedom" tour can be found on their website at www.collings.org



SHOWTIMES:
12:30 at 7p
12:30 at 7p
12:30 at 7p & 8p
12:30 at 8p & 8p
THE DOWNTOWN CO
Perry's Wine and Tap

Buy or Renew Your Family Membership Today and Save 20%!
Lindsay Wildlife Experience

Tung Nguyen O.D.
Member 925-313-9278
389
Visit our website at www.tungnguyen.com

County Home - Calendar

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Select the arrows on either side of the current month to change the month.

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Show Past Events Select a Calendar

Featured Events
CONTRA COSTA COUNTY CA
Secured Property Tax List
Final Payment Due
2018

Event Details

EAA - Young Eagles Program

Saturday, September 15, 2018
Sponsored by the Experimental Aircraft Association (EAA) Chapter 393, the Young Eagles Program exposes young people, ages 8-17, to aviation by providing free rides in private aircraft flown by experienced EAA member pilots. For more information, visit the EAA Chapter 393 website.

Date: September 15, 2018
Time: 8:00 AM - 12:00 PM
Time: 8:00 AM to 12:00 PM
Details:
Location: Buchanan Field Airport Clubhouse
Address: 200 Buchanan Field Road
CONCORD, CA 94520
Cost: Free to the general public 8-17 years of age.
Link: <http://www.eaa.org>

View Map



County Airports
Calendar with
automatic email to
everyone signed up

NextDoor

 Contra Costa County Airports Community Relations Daniel Wick, Contra ...

Collings Foundation "Wings of Freedom" Tour at Buchanan Field Airport

The B-17, B-24, B-25, and P-51 Mustang "Wings of Freedom Tour", offering historic flight experiences and tours, is scheduled at Buchanan Field Airport for Thursday, June 7th through Sunday, June 10th. The tour provides an opportunity for the museum to come to the visitor and it is a rare opportunity to visit, explore and learn See more...



Collings Foundation "Wings of Freedom" Tour at Buchanan Field Airport
45 John Glenn Dr

✓ Going ▾

How many different times it was displayed on NextDoor.

17 May · Subscribers of Contra Costa County

 Reply

 47  9 · 23907 Impressions



Contra Costa County Television



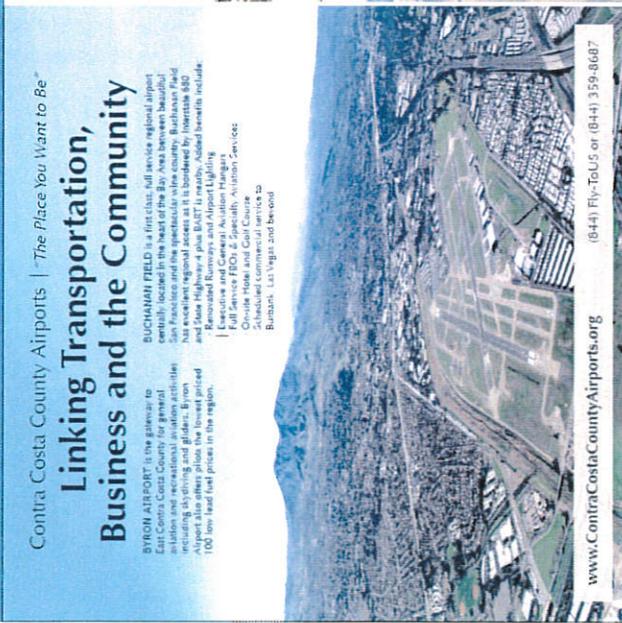
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presents

LEARNING TO FLY

Getting a Pilot's License Made Easy



Overall Engagement



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Linking Transportation, Business and the Community

BYRON AIRPORT is the gateway to East Contra Costa County for general aviation and recreational aviation activities including skydiving and gliders. Byron Airport has the lowest rates in the area and 100 low fuel prices in the region.

BUCHANAN FIELD is a first class, full service regional airport centrally located in the heart of the Bay Area between beautiful San Francisco and the spectacular wine country. Buchanan Field has excellent regional access as it is bordered by Interstate 880 and Interstate 580. Airport amenities and services include:

- Executive and General Aviation Hangars
- Full Service FBO's: Specialty Aviation Services
- Charter Services
- Scheduled Commercial service to Burbank, Las Vegas and beyond

www.ContraCostaCountyAirports.org (844) Fly-TeLUIS or (844) 359-8607



Contra Costa County Airports
Buchanan Field & Byron
Linking Transportation, Business and the Community




San Francisco Business Times
Advertisement

Concord, Pleasant Hill, Hispanic
Chambers of Commerce 2018
Business Expo



Expanding Engagement



The Airports are always exploring opportunities to expand and increase our communication and engagement with the community and we appreciate any and all feedback.

As a stakeholder representative of the Airports, your involvement will exponentially expand our outreach.

- Follow us on Facebook
- Signup for our Calendar of Events and Newsflash on our website
- Share our posts
- Invite everyone you know to do the same.



Buchanan Field -
CCR

Byron Airport - C83