



COUNTY of VENTURA
Department of Airports

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January 23, 2024

County of Ventura
Board of Supervisors
800 S. Victoria Avenue
Ventura, CA 93009

Subject: Approval and Award of a Construction Administration Services Contract to Woolpert Company, in an Undetermined Amount up to \$1,017,587 for the Taxiway F (renamed A) Pavement Reconstruction Project at Oxnard Airport; Authorization for the Director of Airports, or Designee, to Determine the Final Contract Amount up to \$1,017,587 and to Sign the Subject Contract; Supervisorial District No. 5

Recommendations:

1. Approve and award of a construction administration services contract (Exhibit 1) to Woolpert Company, in the not-to-exceed amount of \$1,017,587, for the Taxiway F (renamed A) Pavement Reconstruction Project at Oxnard Airport;
2. Authorize the Director of Airports, or his designee, to negotiate and determine the final contract amount up to \$1,017,587; and
3. Authorize the Director of Airports, or his designee, to sign the subject contract.

Fiscal/Mandates Impact:

Mandatory: No

Source of funding: *Federal Aviation Administration (90%)*
Caltrans (4.5%)

Funding match required: *Airport Enterprise Fund (5.5%)*

Impact on other departments: *None*

<u>Summary of Revenue and Project Costs</u>	<u>FY 2023/24</u>	<u>FY 2024/25</u>
Revenue: FAA (90%)	\$ 457,914*	\$ 457,914
Caltrans (up to 4.5%)	0*	0
Direct Costs	\$ 508,793	\$ 508,794
Net Costs – Airport Enterprise Fund	\$ 50,879	\$ 50,880

**Estimated Total Grant Amount. Actual grant amount will be dependent upon FAA and Caltrans available funding. Credit for the Caltrans grant has been applied to the construction contract award.*

Current Fiscal Year Budget Projection:

FY 2023-24 Budget Projection for Airports Capital Projects Division 5040 - Unit 5041*				
	Adopted Budget	Adjusted Budget	Projected Budget	Estimated Savings/ (Deficit)
Appropriations	\$19,566,851	\$28,782,666	\$28,782,666	\$0
Revenue	17,595,436	26,730,890	26,730,890	0
Net Cost	\$ 1,971,415	\$ 2,051,776	\$ 2,051,776	\$0

Sufficient revenue and appropriations are available in the FY 23-24 capital budget.

**Includes interest and capital assets.*

The estimated total fiscal impact, including all phases of design and construction, are as follows:

	<u>Costs</u>
Engineering & Environ./Design:	\$ 836,415
Construction**:	17,365,010
Construction Administration:	1,017,587
Project Administration:	200,901
Total	<u>\$ 19,419,913</u>
FAA Grant Revenue	\$ 17,303,815
Caltrans Grant Revenue	<u>150,000</u>
Total Grant Revenue	<u>\$ 17,453,815</u>
Cost to Airport Enterprise Fund	<u>\$ 1,966,098</u>

***This award of contract only references the construction contract.*

Strategic Priority:

This project supports the County's Strategic Priorities to support fiscal responsibility, economic vitality, reliable infrastructure, and sustainability.

Discussion:

Woolpert Company (formerly Jviation), was selected through a request for qualifications selection process in December 2020 as the Airports Consultant for a five (5) year term,

which complies with the guidelines of the Federal Aviation Administration (FAA) Advisory Circular 150/51000-14D, and in accordance with the consultant selection process adopted by your Board on November 3, 1998. Although Woolpert was selected as the Airport's Consultant for a five (5) term, each contract awarded during that period must be negotiated individually. Those contracts exceeding \$200,000 must be approved and awarded by your Board.

This contract is for construction administration services for improvements at Oxnard Airport which is anticipated to be funded in part by the Federal Aviation Administration (FAA) under Airport Improvement Program (AIP) and Airport Infrastructure Grants (AIG). The FAA recently provided an AIP grant for a substantial portion of this work and is anticipated to provide an AIG grant in the coming months for the remainder of federal dollars available to fund the project. Due to long lead times for some construction materials and the coordination still required with the FAA to finalize negotiations, staff requests that the Department of Airports be authorized to negotiate and determine the final contract amount, up to \$1,017,587, to allow for the Department to complete contract negotiations and subsequently sign a contract in a timely manner which would allow Woolpert to review contractor material submittals and expedite the ordering of materials needed to begin construction in May 2024.

The contract includes typical construction administration services such as construction administration, inspection, materials testing, record drawings, certified payroll review, Storm Water Pollution Prevention Plan monitoring and reporting as well as additional services to meet FAA grant assurance requirements. Examples of FAA specific tasks include, development of a construction management plan, weekly progress reports, Disadvantage Business Enterprise (DBE) contract and subcontract review, DBE payment tracking and reporting.

The project includes a base bid to reconstruct taxiway F, which was recently renamed taxiway A to meet current FAA standards. (Location Map, Exhibit 2). The project was designed and bid utilizing the name taxiway F, so both naming conventions will be referenced for the duration of the project.

Reconstruction of Taxiway F (Recently Renamed Taxiway A)

Base Bid (Schedule 1): Taxiway F (recently renamed taxiway A) improvements include demolition, grading, paving, lighting, signage, storm-drainage improvements for the taxiway. The project will also result in a shift of the taxiway centerline south forty feet and elimination of the drive lane to meet current FAA standards.

The project was included in the FY 2022/23 capital budget for the Airport Enterprise Fund which was adopted by your Board on June 20, 2022. The project was also included in the current Capital Improvement Program that was previously approved by the Aviation Advisory Commission and the Oxnard Airport Authority and adopted by your Board.

On June 16, 2020, your Board found this project to be categorically exempt from the California Environmental Quality Act (CEQA) under CEQA Guidelines section 15302(b). The County Executive Office, the Auditor-Controller's Office, and County Counsel have reviewed this item, and the Aviation Advisory Commission and the Oxnard Airport Authority recommend its approval.

If you have any questions regarding this item, please call Erin Powers at (805) 388-4205, or me at (805) 388-4200.

A handwritten signature in blue ink, appearing to read 'Keith Freitas', with a stylized, cursive script.

KEITH FREITAS, A.A.E., C.A.E.
Director of Airports

Attachments:

Exhibit 1 – Contract
Exhibit 2 – Location Map