



**COUNTY of VENTURA**  
Department of Airports

555 Airport Way, Suite B  
Camarillo, CA 93010  
Phone: (805) 388-4372  
Fax: (805) 388-4366  
<https://vcairports.org>

September 10, 2024

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

**Subject:** Authorization for the Director of Airports or His Designee, to Accept and Sign Federal Aviation Administration Grant, When Offered, in an Estimated Amount of \$1,830,218, Which Will Provide Funds for the Final Design of Runway 8-26 Reconstruction at Camarillo Airport; Authorization for the Director of Airports or His Designee, to Apply for, Accept, and Sign for a Matching Grant from Caltrans, if Offered; and Authorization for County Counsel to Execute the Certificate of Sponsor's Attorney Required by Federal Aviation Administration Grant Agreements; and Approval and Award of Consultant Services Contract to Woolpert, Inc., in the Not to Exceed Amount of \$1,928,510, for Final Design of Runway 8-26 Reconstruction at Camarillo Airport, Conditioned Upon Receipt of Federal Aviation Administration and/or Caltrans Grants Sufficient to Fund No Less than 85 percent of the Design Costs; Authorization for the Director of Airports, or His Designee, to Execute the Subject Contracts; Supervisorial District No. 3

**Recommendations:**

1. Authorize the Director of Airports or his designee, to accept and sign a Federal Aviation Administration (FAA) Grant, when offered, in an estimated amount of \$1,830,218, Final Design of Runway 8-26 Reconstruction at Camarillo Airport; and
2. Authorize the Director of Airports or his designee, to apply for, accept, and sign for matching grants from Caltrans, if offered; and
3. Authorize County Counsel to execute the Certificate of Sponsor's Attorney required by FAA Grant Agreements; and
4. Approval and award of consultant services contracts to Woolpert, Inc. (Woolpert) in the not to exceed sum amount of \$1,928,510, for the Final Design of Runway 8-26 Reconstruction at Camarillo Airport, (Exhibit 1), conditioned upon receipt of Federal Aviation Administration and/or Caltrans grants sufficient to fund no less than 85

percent of the study costs; and

5. Authorization for the Director of Airports, or his designee, to execute the subject contract.

**Fiscal/Mandates Impact:**

Mandatory: *No*

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

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

Impact on other departments: *None*

<b><u>Summary of Revenue and Project Costs:</u></b>	<b><u>FY 2024-25</u></b>	<b><u>FY 2025-26</u></b>
Revenue (Federal – FAA)	\$ 1,830,218*	\$ 0*
(State – Caltrans)	\$ 91,511*	\$ 0*
Direct Costs	<u>\$ 2,033,576</u>	<u>\$ 0</u>
Net Cost – Airport Enterprise Fund	<u>\$ 111,847</u>	<u>\$ 0</u>

*\*Estimated Total Grant Amount. Actual grant amount will be dependent upon FAA and Caltrans available funding at time of award.*

**Current Fiscal Year Budget Projection:**

FY 2024-25 Budget Projection for Airports Capital Projects Division 5040 - Unit 5041**				
	Adopted Budget	Adjusted Budget	Projected Budget	Estimated Savings/ (Deficit)
Appropriations	\$ 7,303,293	\$14,679,816	\$14,679,816	\$0
Revenue	5,787,844	5,787,844	5,787,844	0
Net Cost	\$ 1,515,449	\$ 8,891,972	\$ 8,891,972	\$0

*Sufficient revenue and appropriations are available in the FY 24-25 capital budget.*

*\*Includes interest and capital assets.*

**Strategic Priority:**

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

## **Discussion:**

### **Grant Acceptance**

The FAA Airport Improvement Program (AIP) and Caltrans provide grant funding to airports for certain airport improvements. The Department of Airports (DOA) works closely with our regional representatives to develop a Five-Year Capital Improvement Plan (CIP), which identifies grant-eligible projects at the Oxnard and Camarillo Airports.

In anticipation of the FAA's deadline for grant award and your Board's meeting schedule, staff requests that the DOA be authorized to accept FAA and Caltrans grants when offered, in an estimated amount, for the final design of runway 8-26 reconstruction at Camarillo Airport described below, as well as the DOA administrative costs calculated at \$105,066.

While the grant agreement for the subject grant is not presently available, it is anticipated that the grant agreement will be similar to prior FAA grant agreements approved by your Board (2022 FAA Grant Agreement Example, Exhibit 2). These grant agreements require an executed Certificate of Sponsor's Attorney. Therefore, your Board is being asked to also authorize County Counsel to execute the Certificate of Sponsor's Attorney, certifying that the County has the authority to enter into the grant agreement and that the grant agreement constitutes a legal and binding obligation.

### **Award of Contract**

Woolpert, Inc. (formerly known as 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, Inc., was selected as the DOA's Consultant for a five (5) year 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 consultant services for the final design of runway 8-26 reconstruction project at Camarillo Airport, which is anticipated to be funded in part by the FAA under Airport Improvement Grants and a matching Caltrans Grant. The FAA has recently indicated that it may be ready to offer a grant for the final design before the end of the federal fiscal year. In anticipation of the FAA's deadline for grant award and your Board's meeting schedule, staff asks that the Department of Airports be authorized to award contracts for the noise compatibility studies, conditioned upon receipt of the anticipated grants indicated above sufficient to fund no less than 85 percent of the project costs.

The projects have been programmed by the FAA under the FAA's Airport Improvement Program. Caltrans will fund a matching grant for up to 5% of the federal funds through the

California Department of Transportation matching grant program. Caltrans' match of federal funds equates to up to 4.5% of the total project cost. The balance of the project funding will be borne by the Airport Enterprise Fund.

The project is comprised of the following elements:

### **Final Design of Runway 8-26 Reconstruction Project**

This project consists of the final design of the reconstruction of the 6,013-foot-long Runway 8-26 and approximately 200-foot-long transitional pavement along Taxiways A through E each. The 200-foot-long east and west blast pads will also be reconstructed and the additional paved Runway Safety Area (RSA) and abandoned pavement (2,500 feet in length on the east end and 800 feet in length on the west end) will be removed and graded. During design, the pavement removals required for safety or per FAA design standards will be determined and included in the base bid; additional pavement removals will be considered for a bid alternate. Based on initial investigations, this final design presumes a full-depth reconstruction is the recommended pavement rehabilitation, but this will be confirmed following additional geotechnical testing and pavement design analysis.

The reconstruction will correct non-standard runway geometry and address failing pavement areas. The existing pavement along the runway is showing signs of distress and failure and is creating foreign object debris (FOD) which is hazardous to aircraft and airport users. The improvements to the existing runway are necessary to improve the safety at the airport and increase the useful life of these pavements, as well as to support the current and future fleet mix of the airport. (Project Location Map, Exhibit 3).

The County Executive Office, the Auditor-Controller's Office, and County Counsel have reviewed this item. The Aviation Advisory Commission and the Camarillo 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.



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

Attachments:

- Exhibit 1 – Consultant Contract for CMA Final Design Grant for RWY 8-26 Reconstruction
- Exhibit 2 – 2022 FAA Grant Agreement Example
- Exhibit 3 – Project Location Map