



# COUNTY of VENTURA

## Department of Airports

555 Airport Way, Suite B

Camarillo, CA 93010

Phone: (805) 388-4372

Fax: (805) 388-4366

[www.ventura.org/airports](http://www.ventura.org/airports)

March 28, 2023

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

**Subject: Approval and Award of a Consultant Services Contract (AEA No. 23-05) to Jviation, a Woolpert Company, in the Amount of \$355,900 for the Repackage and Design of Select Elements for the Reconstruction of Taxiway F at Oxnard Airport, Authorization for the Director of Airports, or Designee, to Execute the Subject Contract; and Authorization for the Auditor-Controller to Process the Necessary Budgetary Transactions; Supervisorial District No. 5 (Recommendation 3 Requires 4/5ths Vote)**

**Recommendations:**

1. Approve and award a consultant services contract (AEA No. 23-05) (Exhibit 1) to Jviation, a Woolpert Company, in the amount of \$355,900, for the repackage and design of select elements for the reconstruction of Taxiway F at Oxnard Airport;
2. Authorize the Director of Airports, or his designee, to execute the subject contract; and
3. Authorize the Auditor-Controller to Process the Necessary Budgetary Transactions (requires 4/5ths vote);

**Budget Division 5040 Unit 5041 Airport Capital Projects**

Increase 5041-4111 Buildings and Improvements	\$355,900
Decrease Fund E300 Unrestricted Net Position	\$355,900

**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*

<b><u>Summary of Revenue and Total Costs</u></b>	<b><u>FY 2022-23</u></b>	<b><u>FY 2023-24</u></b>
Revenue: FAA (90%)	\$ 0*	\$ 320,310
Caltrans (4.5% of FAA)	0	16,016
Direct Costs	<u>355,900</u>	<u>0</u>
Net Costs – Airport Enterprise Fund	<u>\$ 355,900</u>	<u>\$ (336,326)</u>

*\*Estimated Total Grant Amount. Actual grant amount will be dependent upon FAA available funding and is expected to be reimbursed under a future FY 23-24 grant for construction improvements. Total Net Cost to Airport anticipated at \$19,574.*

**Current Fiscal Year Budget Projection:**

FY 2022-23 Budget Projection for Airports Capital Projects Division 5040 - Unit 5041				
	Adopted Budget	Adjusted Budget	Projected Budget	Estimated Savings/(Deficit)
Appropriations	\$11,782,232	\$13,870,185	\$13,124,998	\$ 745,187
Revenue	8,940,205	11,648,515	9,841,300	(1,807,215)
Net Cost	\$ 2,842,027	\$ 2,221,670	\$ 3,283,698	(\$1,062,028)

*Revenue and appropriations are not included in the FY 2022-2023 capital budget.*

**Discussion:**

Jviation, a Woolpert Company, 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 the Board of Supervisors (Board) on November 3, 1998. Although Jviation 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 the Board.

This contract consists of preparing construction plans, contract documents, and technical specifications, along with bidding, for the Reconstruction of Taxiway F. The proposed construction for this project was previously bid as components of a larger project that were not awarded due to FAA federal funding availability. The taxiway reconstruction project will be re-packaged into one schedule of work.

This contract would include the design of additional select elements because the previous design and project did not include a phased construction schedule, as the original project would have accomplished the work during a planned full closure of the

runway and taxiways. For the rebid of the Reconstruction of Taxiway F project, work will be phased to minimize runway and airport closures which will include night work, phased taxiway completion, and other possible phasing requirements which might impact project construction costs. Specifically, work requiring a runway closure will occur only during the evening hours (i.e., between 10pm and 8am) to allow the runway to be open seven days a week. Additionally, onsite construction conditions discovered during the runway reconstruction require some adjustments to the previous design.

The reconstruction project includes full length reconstruction of parallel Taxiway F. The existing asphalt pavement is showing signs of distress and it is necessary to reconstruct it to improve safety at the airport. Improvements include shifting of the taxiway south to meet FAA runway-taxiway separation standards, adjustments to the taxiway edge lighting system, airfield guidance signs, striping removal and restripe.

The work described in this letter is in line with the County of Ventura Strategic Plan, Focus Area 3, Strategic Goals 2 and 3 (Location Map, Exhibit 2).

The project was not included in the FY 2022-2023 capital budget for the Airport Enterprise Fund which was adopted by your Board on June 20, 2022. However, the project was 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.



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

Attachments:

- Exhibit 1 – Contract
- Exhibit 2 – Location Map