



Contra  
Costa  
County

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

Subject: On-Call Contract with The KPA Group and Stevens + Associates for the Buchanan Field and Byron Airports

---

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Director of Airports, or designee, to execute an on-call contract with The KPA Group and Stevens + Associates effective November 1, 2015 to October 31, 2020, in an amount not to exceed \$300,000, to provide on-call design, engineering, and planning services for the Buchanan Field and Byron Airports.

**FISCAL IMPACT:**

All costs associated with these on-call contracts will not exceed \$300,000 and will be funded 100% by the Airport Enterprise Fund. There will be no impact to the County General Fund.

**BACKGROUND:**

The Airports Division manages the two County airports; Buchanan Field and Byron. As part of this responsibility, contract services are required to augment staff and provide special technical assistance on an on-call basis. After a solicitation process, five consulting firms (Mead & Hunt, Inc., The KPA Group, C & S Engineers, Inc., Stevens + Associates, and Kimley Horn and Associates, Inc.) were selected to provide the design, engineering and planning services.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **11/03/2015** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, District I Supervisor  
Candace Andersen, District II Supervisor  
Mary N. Piepho, District III Supervisor  
Karen Mitchoff, District IV Supervisor  
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 3, 2015

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

By: Stacey M. Boyd, Deputy

Contact: Beth Lee, (925)  
681-4200

cc:

A Board Order for consideration

### BACKGROUND: (CONT'D)

of the contracts for C & S Engineers, Inc., Mead & Hunt, Inc., and Kimley Horn & Associates, Inc. will be submitted separately.

The proposed list of projects and services include but are not limited to: preparation of Federal Aviation Administration and Caltrans grant funding documents/elements, geotechnical studies, pavement evaluation studies, drainage studies, value engineering, cost estimating, review of airport development proposals, airport master planning, airport layout plan development and changes, terminal area planning, facilities construction, land acquisition, land use planning, environmental planning, updates to airport plans and manuals, lighting analysis and plans, security upgrades, airfield markings and many other professional service needs.

### CONSEQUENCE OF NEGATIVE ACTION:

Delay in project approval will result in a delay of completing a multitude of airport related projects and may cause inconsistency with current Federal, State and County requirements, policies and standards.

### ATTACHMENTS

The KPA Group CSA-2015

Stevens + Associates CSA 2015