



Contra
Costa
County

To: Board of Supervisors
From: Keith Freitas, Airports Director
Date: August 16, 2016

Subject: Approve 61-Day Amendment to extend the Fuel Supply Agreement and Purchase Order with Ascent Aviation Group Inc. for aviation fuel, Byron Airport

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Director of Airports, or designee, to amend the Fuel Supply Agreement between the County and Ascent Aviation Group, Inc. to extend the contract termination date to purchase and resell branded aviation fuel at Byron Airport from August 31, 2016 to October 31, 2016.

APPROVE and AUTHORIZE the Purchasing Agent, to execute on behalf of the Director of Airports, a purchase order amendment with Ascent Aviation Group, Inc., to extend the effective end date from August 31, 2016 to October 31, 2016 for aviation fuel at Byron Airport.

FISCAL IMPACT:

The Airport Enterprise Fund will cover the purchase costs and the Airport will then resell the fuel to Byron tenants and other users to generate income.

BACKGROUND:

Contra Costa County Airports is responsible for an aircraft fueling facility at Byron Airport that provides 100 low lead (LL) aviation fuel for its tenants and visiting aircraft.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/16/2016** ☒ 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: August 16, 2016

David 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)

Ascent Aviation Group, Inc. (Ascent) is the current aviation fuel supplier for Byron Airport and their contract ends on August 31, 2016. As such, the Airport Division undertook a Request for Proposal (RFP) process through the BidSync system. The RFP had a deadline of June 16, 2016 and two total proposals were received.

The new agreements for the next fuel supply contractor will not be completed prior to the expiration of the current contract. Thus, it is necessary to amend the Fuel Supply Agreement to extend the termination date with Ascent from August 31, 2016 to October 31, 2016. The extension is essential to allow the County to purchase and sell fuel for Airport tenants and users while the new contract is being completed.

The current purchase order is also set to expire on August 31, 2016 and needs to be extended to October 31, 2016 to allow for fuel to be purchased. On August 2, 2016, the Board authorized a \$125,000.00 increase to the existing purchase order. This added amount is sufficient to purchase fuel through the extended period ending October 31, 2016.

To avoid interruption in the sale of aviation fuel at Byron Airport for tenants and customers, it is necessary to extend both the Fuel Supply Agreement and purchase order through October 31, 2016.

CONSEQUENCE OF NEGATIVE ACTION:

If the purchase order amendment is not approved, the County will no longer be able to buy and sell aviation fuel and there will be a disruption of needed aviation fuel service at the Byron Airport for tenants and customers.