



**Contra  
Costa  
County**

To: Board of Supervisors  
From: Keith Freitas, Airports Director  
Date: July 18, 2017

Subject: Authorization to Execute a Two-Year Contract with Kimley-Horn for Engineering & Planning for Airport Layout Plan Update Project; Buchanan Field Airpor

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Director of Airports, or designee, to execute a two-year contract with Kimley-Horn in the amount of \$309,400 to perform the engineering and planning for the Buchanan Field Airport Layout Plan update project from July 1, 2017 through June 30, 2019.

**FISCAL IMPACT:**

There is no negative impact on the General Fund. The total contract cost for the Buchanan Field Airport Layout Plan update project is \$309,400, which will be funded initially by the Airport Enterprise Fund. This project is eligible for a Federal Aviation Administration (FAA) grant (up to 90% of the total cost, or approximately \$278,460) and a California Department of Transportation-Division of Aeronautics (Caltrans) grant (2.5% of the FAA grant amount, or approximately \$6,961). The balance of the project cost (approximately \$23,979) will be funded by the Airport Enterprise Fund. Grant applications will be submitted in 2017 for the engineering and planning. Grant proceeds will reimburse the Airport Enterprise Fund once received. (90% Federal Aviation Administration, 2.5% CALTRANS, and 7.5% Airport Enterprise Fund).

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **07/18/2017** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, District I Supervisor  
Candace Andersen, District II Supervisor  
Diane Burgis, 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: July 18, 2017

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

By: Stacey M. Boyd, Deputy

Contact: Beth Lee, (925)  
681-4200

cc:

## BACKGROUND:

In 2015 Contra Costa County (County) issued a Request for Statement of Qualifications (SOQ) for engineering, planning and environmental firms to assist the Airports Division with anticipated projects for a five-year period. The County interviewed and ranked the consultants that responded to the SOQ. As a result, there are five (5) on-call consulting contracts.

The Buchanan Field Airport Layout Plan needs to be updated to identify future facility needs, land use designations on airport and development direction. County staff sent a project-specific technical services solicitation to the five on-call consultants in order to determine the most qualified firm to perform this work. Public Works and Airports Division staff reviewed the proposals and determined unanimously that Kimley-Horn was the preferred consultant for this work.

On December 13, 2016, the Board of Supervisors (Board) approved and authorized the Director of Airports, or designee, to (i) submit an Airport Improvement Program (AIP) grant application to both the FAA and Caltrans, and (ii) sign an acceptance of funds under the California Aid to Airports Program Grant Agreement-Federal AIP Matching Funds grant program to perform an Airport Layout Plan update. The grant funds can be used to reimburse the Airport Enterprise Fund. In addition, the Board approved and authorized the Chair of the Board of Supervisors to sign a Statement of Acceptance with the Federal Aviation Administration for grant funds to perform an Airport Layout Plan update. The Airports Division is now requesting authority to execute a two year contract (July 1, 2017 through June 30, 2019) with Kimley-Horn for \$309,400 to perform the engineering and planning for the Buchanan Field Airport Layout Plan update project.

## CONSEQUENCE OF NEGATIVE ACTION:

If the County is unable to hire professionals to perform the engineering and planning for the Buchanan Field Airport Layout Plan, the County will not be able to update the Airport Layout Plan. Failing to update the Airport Layout Plan in a timely manner could affect the County's ability to receive future FAA funding until the Airport Layout Plan is updated as required.

## ATTACHMENTS

Consulting Services Agreement