



Contra  
Costa  
County

To: Board of Supervisors  
From: Keith Freitas, Airports Director  
Date: October 20, 2020

Subject: On-Call Engineering, Design and Architecture Contracts for the Buchanan Field and Byron Airports

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**RECOMMENDATION(S):**

**APPROVE** and **AUTHORIZE** the Director of Airports, or designee, to execute on-call contracts with Mead & Hunt, Inc., KSA Engineers, the KPA Group, and Kimley Horn and Associates effective November 1, 2020 to October 31, 2025, in an amount not to exceed \$1,000,000 per contract, to provide on-call design, engineering, and architecture services for the Buchanan Field and Byron Airports.

**FISCAL IMPACT:**

No impact to the General Fund. All costs associated with these on-call contracts will be funded by the Airport Enterprise Fund.

**BACKGROUND:**

The Airports Division manages the two County airports: Buchanan Field and Byron. As part of this responsibility and due to a lack of County expertise, contract services are required to provide specialized technical assistance in aviation engineering, design and architecture on an on-call basis. After a solicitation process, four consulting firms, Mead & Hunt, KSA Engineers, the KPA Group, and Kimley-Horn and Associates, were selected to provide the design, engineering, and architecture services on an on-call basis through October 31, 2025.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY

☐ RECOMMENDATION OF BOARD

ADMINISTRATOR

COMMITTEE

Action of Board On: **10/20/2020** ☒ 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: October 20, 2020

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

By: Stacey M. Boyd, Deputy

Contact: Russell Milburn  
925-681-4200

cc:



CONSEQUENCE OF NEGATIVE ACTION:

Not approving one or more of the proposed on-call contracts will result in the loss of needed consultant services and could lead to a delay in completing a multitude of airport projects. Non-approval could also result in non-compliance with current Federal, State and County requirements, policies, and standards.