

**COUNTY OF SAN LUIS OBISPO BOARD OF SUPERVISORS
AGENDA ITEM TRANSMITTAL**

(1) DEPARTMENT General Services Agency/Airport Services	(2) MEETING DATE 10/8/2013	(3) CONTACT/PHONE Craig Piper, Assistant Airports Manager 781-5205	
(4) SUBJECT Request to create a new capital project to update the Airport Layout Plan for the Oceano County Airport and authorize a budget adjustment in the amount of \$110,924 from a Federal Aviation Administration (FAA) grant and \$12,325 from the Airport Enterprise Fund. District 4.			
(5) RECOMMENDED ACTION It is recommended the Board: 1. Approve creation of a capital improvement project to update the Airport Layout Plan at the Oceano County Airport; and 2. Authorize a budget adjustment in the amount of \$110,924 from a Federal Aviation Administration (FAA) Airport Improvement Program (AIP) grant and \$12,325 from the Airport Enterprise Fund.			
(6) FUNDING SOURCE(S) FAA AIP Grant: \$110,924 (90%) Airport Enterprise Fund: \$12,325 (10%)	(7) CURRENT YEAR FINANCIAL IMPACT \$123,249	(8) ANNUAL FINANCIAL IMPACT \$0.00	(9) BUDGETED? No
(10) AGENDA PLACEMENT <input checked="" type="checkbox"/> Consent <input type="checkbox"/> Presentation <input type="checkbox"/> Hearing (Time Est. ___) <input type="checkbox"/> Board Business (Time Est. ___)			
(11) EXECUTED DOCUMENTS <input type="checkbox"/> Resolutions <input type="checkbox"/> Contracts <input type="checkbox"/> Ordinances <input checked="" type="checkbox"/> N/A			
(12) OUTLINE AGREEMENT REQUISITION NUMBER (OAR) 19001344		(13) BUDGET ADJUSTMENT REQUIRED? BAR ID Number: 1314037 <input checked="" type="checkbox"/> 4/5th's Vote Required <input type="checkbox"/> N/A	
(14) LOCATION MAP N/A	(15) BUSINESS IMPACT STATEMENT? No	(16) AGENDA ITEM HISTORY <input type="checkbox"/> N/A Date: <u>2/26/2013</u>	
(17) ADMINISTRATIVE OFFICE REVIEW Emily Jackson			
(18) SUPERVISOR DISTRICT(S) District 4 -			

County of San Luis Obispo



TO: Board of Supervisors

FROM: General Services Agency / Craig Piper, Asst. Airports Manager
781-5205

DATE: 10/8/2013

SUBJECT: Request to create a new capital project to update the Airport Layout Plan for the Oceano County Airport and authorize a budget adjustment in the amount of \$110,924 from a Federal Aviation Administration (FAA) grant and \$12,325 from the Airport Enterprise Fund. District 4

RECOMMENDATION

It is recommended the Board:

1. Approve creation of a capital improvement project to update the Airport Layout Plan at the Oceano County Airport;
2. Authorize a budget adjustment in the amount of \$110,924 from a Federal Aviation Administration (FAA) Airport Improvement Program (AIP) grant and \$12,325 from the Airport Enterprise Fund.

DISCUSSION

On February 26, 2013 the General Services Agency received authorization from the Board to apply for an Airport Improvement Program (AIP) Grant from the Federal Aviation Administration (FAA) for the purpose of updating the Airport Layout Plan (ALP). The grant was recently awarded and Airport Services is ready to move forward. Airport Services requests authorization to create a capital improvement project to update the ALP at the Oceano County Airport and approval of a budget adjustment to fund the project. The cost break down is outlined below in the financial considerations.

The ALP is a set of drawings that shows the near, intermediate, and long-term facilities for an airport. The ALP is prepared in conformance with the Federal Aviation Administration's guidelines and is required to be periodically updated. An updated ALP is critical to airport development as any potential project for future AIP funding must appear on the current ALP to be eligible for grant funding.

This project is also a necessary and critical step in the completion of the Oceano Drainage Project at Highway 1 and 13th Street. Work to be completed by Public Works on airport property for this project must be identified on the ALP and approved by the FAA before it can move forward.

The last ALP was performed as part of the Oceano County Airport Master Plan in 2005 and is due to be updated. This update will include new potential projects which are the installation of an Automated Weather Observation System (AWOS) and an aircraft wash rack. It will more clearly define existing projects such as the widening of the runway and taxiways to meet FAA design standards. It will also incorporate any new FAA standards created since the completion of the Master Plan to ensure projects are in compliance with those standards.

Airport Service's aviation general consultant, Reynolds, Smith and Hills (RS&H) will perform the work on this project. Their fee, \$117,995, and scope of work for this project will be included in a new work order under their existing contract.

OTHER AGENCY INVOLVEMENT/IMPACT

The Federal Aviation Administration (FAA) provides the grant funding as well as reviews and approves the completed Airport Layout Plan. Airport Services is coordinating this work with County Public Works who is developing a drainage project in Oceano that will affect a portion of Airport property.

FINANCIAL CONSIDERATIONS

The project will develop an updated Airport Layout Plan (ALP) in accordance with FAA standards. AIP grants fund 90% of the project with the remaining 10% being the local share. The local share will be funded by the Airport Enterprise Fund operating budget. The total project cost is estimated to be \$123,249. The consultant's fee is \$117,995 with the remaining difference of \$5,254 to be the estimated cost for staff involvement in the project. The funding of the ALP update is broken down below:

FAA Portion (90%)	\$110,924
Local Share (Enterprise Fund) (10%)	<u>\$ 12,325</u>
Total	\$123,249

RESULTS

Approval of the creation of this project along with the associated budget adjustment will allow Airport Services to move forward developing safety and capacity projects for the Oceano County Airport. Once complete, the ALP will provide the opportunity to make needed improvements to the airport which in turn will create added benefit to the surrounding community and increase the self-sustainability of the facility.

ATTACHMENTS

1. Vicinity Map