



## Legislation Text

File #: 20-182, Version: 1

### Memorandum

**Date:** March 17, 2020

**To:** The Honorable Moke Simon, Chair, Lake County Board of Supervisors

**From:** Scott De Leon, Public Works Director

**Subject:** Approve Supplemental Service Agreement between the County of Lake and Mead & Hunt, Consultants, for Mandatory Filings of Lampson Field Airport Capital Improvement Plan 2020-2025, not to exceed \$5,000.00, and Authorize the Chair to Execute the Agreement.

**Executive Summary:** (include fiscal and staffing impact narrative):

Lampson Field Airport is required to file documentation with the FAA and Caltrans Aeronautical Division to disclose any upcoming capital improvements for the years 2020-2025. This filing maintains our eligibility for grants from the FAA & Caltrans. The filing had to be submitted by January 31, 2020.

Documents were prepared by our consultants Mead & Hunt and submitted, however, we still need the attached agreement approved and signed.

This fee is funded by our annual Caltrans entitlement of \$10,000.

Staff recommends that the Board of Supervisors approve the agreement for the preparation and filing of the 5 year Airport Capital Improvement Plan for the years 2020-2025 in the amount not to exceed \$5,000. And authorize the Chair to execute said agreement.

**If not budgeted, fill in the blanks below only:**

Estimated Cost: \$5,000 Amount Budgeted: \$5,000 Additional Requested: \_\_\_\_\_ Future Annual Cost: \_\_\_\_\_

**Consistency with Vision 2028 and/or Fiscal Crisis Management Plan** (check all that apply):

- |  |  |  |  |
|--|--|--|--|
| <input type="checkbox"/> Well-being of Residents         | <input checked="" type="checkbox"/> Public Safety    | <input checked="" type="checkbox"/> Infrastructure | <input type="checkbox"/> Not applicable      |
| <input checked="" type="checkbox"/> Economic Development | <input type="checkbox"/> Disaster Recovery           | <input type="checkbox"/> County Workforce          | <input type="checkbox"/> Technology Upgrades |
| <input type="checkbox"/> Community Collaboration         | <input type="checkbox"/> Business Process Efficiency | <input type="checkbox"/> Clear Lake                | <input type="checkbox"/> Revenue Generation  |
|  |  |  | <input type="checkbox"/> Cost Savings        |

**If request for exemption from competitive bid in accordance with County Code Chapter 2 Sec. 2-38, fill in blanks below:**

Which exemption is being requested?  
How long has Agreement been in place?  
When was purchase last rebid?  
Reason for request to waive bid?

**Recommended Action:** Approve the agreement for the preparation and filing of the 5 year Airport Capital Improvement Plan for the years 2020-2025 in the amount not to exceed \$5,000. And authorize the Chair to execute said agreement.