

AGENDA

1. **CALL to ORDER and PLEDGE of ALLEGIANCE**
2. **ROLL CALL**
3. **AGENDA REVIEW**
4. **APPROVAL of MINUTES – January 9, 2023 (Pages 6-13)**
5. **PUBLIC COMMENT PERIOD**

Airport related comments will be limited to a maximum of three minutes per item. The public comment period is reserved for issues NOT on the agenda.

In-Person Public Comment:

Speakers must fill out a speaker card and submit it to the secretary before the end of the public comment period.

Speaker cards for issues listed on the agenda must be presented before the item is up for consideration. Speakers will be called when the item is presented.

Zoom Public Comment:

Speakers should press the raise hand button, or if joining by telephone, press star (*) then 9 to be added to the speaker queue when the Chair of the Commission calls for public comment.

6. NEW BUSINESS

- A. Subject: Review and Approval of the January through August 2023 Aviation Advisory Commission Meeting Calendar (Pages 14-18)**

Recommendation:

Staff requests that your Commission review and approve the January through August 2023 Aviation Advisory Commission meeting calendar.

- B. Subject: Receive and File a Presentation from Mead and Hunt, Inc. Regarding the Relocation and Replacement of the Camarillo Airport Rotating Beacon (Pages 19)**

Recommendation:

Staff requests that your Commission/Authority receive and file a presentation on the relocation and replacement of the rotating beacon at Camarillo Airport.

- C. Subject: Approval and Award of a Consultant Services Contract to Jviation, a Woolpert Company, in the Amount of \$355,900 for the Repackage and Design of Select Elements for the Reconstruction of Taxiway F at Oxnard Airport, Authorization for the Director of Airports, or Designee, to Execute the**

Subject Contract; and Authorization for the Auditor-Controller to Process the Necessary Budgetary Transactions (Pages 20-59)

Recommendations:

Staff requests that your Commission/Authority recommend that the Board of Supervisors:

1. Approve and award a consultant services contract (Exhibit 1) to Aviation, a Woolpert Company, in the amount of \$355,900, for the repackage and design of select elements for the reconstruction of Taxiway F at Oxnard Airport;
2. Authorize the Director of Airports, or his designee, to execute the subject contract; and
3. Authorize the Auditor-Controller to Process the Necessary Budgetary Transactions (requires 4/5ths vote);

<u>Budget Unit 5041 Airport Capital Projects</u>	
Increase Unit 5041 Buildings and Improvements	\$355,900
Decrease Fund E300 Unrestricted Net Position	\$355,900

- D. Subject: Appointment of One Member of the Aviation Advisory Commission to the Planning Advisory Committee for the Camarillo Airport Part 150 Study and One Member to the Planning Advisory Committee for the Oxnard Airport Part 150 Study (Pages 60-61)**

Recommendation:

Staff requests that your Commission appoint one member to Planning Advisory Committee for the Camarillo Airport Part 150 Study and one member to the Planning Advisory Committee for the Oxnard Airport Part 150 Study.

- E. Subject: Receive and File a Staff Presentation Regarding Fly Friendly VC Progress Report (Pages 62-64)**

Recommendation:

Staff requests that your Commission/Authorities receive and file a staff presentation regarding a Fly Friendly VC progress report.

7. DIRECTOR'S REPORT

8. REPORTS (Pages 65-99)

Report items listed below are presented to the Aviation Advisory Commission for information only, at this time. The report items require no action or are not ready for the Commission's consideration. The Commission may refer these items to the Department of Airports for investigation and report back on a future agenda.

Monthly Activity Report – December 2022, January 2023
Monthly Noise Complaints – December 2022, January 2023
Consultant Reports (Coffman Associates) – December 2022 thru January 2023
Consultant Reports (Aviation – Camarillo Airport) – December 2022, January 2023
Consultant Reports (Aviation – Oxnard Airport) – December 2022, January 2023
Consultant Reports (Mead & Hunt) – December 2022 thru February 2023
Airport Tenant Project Status – March 2023
Project Status – March 2023
Financial Statements Second Quarter – FY 2022/2023

9. CORRESPONDENCE (Pages 100-124)

Correspondence items listed below are presented to the Aviation Advisory Commission for information only, at this time. The correspondence items require no action or are not ready for the Commission's consideration. The Commission may refer these items to the Department of Airports for investigation and report back on a future agenda.

Department of Airports Notice dated January 5, 2023 re: Project Schedule Update – Oxnard Airport Connector Taxiways A, B, C, D, & E Reconstruction Project

Letter dated January 10, 2023 from Lease Manager Madeline Herrle to Chris Halling, Halling Meza, LLP re: Public Records Request

Letter dated January 10, 2023 from Director of Airports Keith Freitas to John Copello, Airport Fleet Manager, San Francisco International Airport

Department of Airports Announcement dated January 11, 2023 re: Fire Inside Terminal at Oxnard Airport Extinguished

Department of Airports Announcement dated January 25, 2023 re: Honoring Dr. J Anthony Brown

Article dated January 25, 2023 from VC Star re: Ventura County to Study Noise Complaints at Camarillo, Oxnard Airports

Article dated January 28, 2023 from Camarillo Acorn re: Airport District to Launch Studies on Noise Impacts, Facility Maintenance

Department of Airports Announcement dated February 1, 2023 re: Ventura County Aviation Unit Successful Through January Storms

Letter dated February 3, 2023 from Director of Airports Keith Freitas to Carlos Mora, Airports Program Manager, Federal Aviation Administration re: Camarillo Airport, Camarillo, CA 93030 – Runway 8-26 and Taxiways Reconstruction (Project) Design Modification Request

Letter dated February 8, 2023 from Communications & Engagement Manager Jannette Jauregui to Mustang Sally Aviation, LLC re: Camarillo Airport Hours of Operation Departures Between 12:00 a.m. and 5:00 a.m.

Letter dated February 8, 2023 from Director of Airports Keith Freitas to Mustang Sally Aviation, LLC re: Fly Friendly VC

Letter dated February 8, 2023 from Communications & Engagement Manager Jannette Jauregui to Solairus Aviation re: Camarillo Airport Hours of Operation Departures Between 12:00 a.m. and 5:00 a.m.

Letter dated February 21, 2023 from Communications & Engagement Manager Jannette Jauregui to California Professional Flyers Inc. re: Camarillo Airport Hours of Operation Departures Between 12:00 a.m. and 5:00 a.m.

Letter dated February 28, 2023 from Scott Barer, Chair, Camarillo Airport Authority and Eugene Fussell, Chair, Oxnard Airport Authority to Keith Freitas, Director, Ventura County Department of Airports re: Legal Counsel for Camarillo and Oxnard Airport Authorities

Department of Airports Announcement dated March 1, 2023 re: Ventura County Department of Airports Welcomes Oklahoma State University Women's Tennis Team

Department of Airports Announcement re: Oxnard and Camarillo Part 150 Noise Studies and Camarillo Airport Layout Plan

Department of Airports Announcement re: Part 150 Noise Study Community Meetings

10. COMMISSION COMMENTS – Comments by Commission members on matters deemed appropriate.

11. ADJOURNMENT

The next regular Commission meeting will be on Thursday, April 13, 2023 in the Department of Airports Administration Office Conference Room, 555 Airport Way, Suite B, Camarillo, California.

IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT, IF YOU NEED SPECIAL ASSISTANCE TO PARTICIPATE IN THIS MEETING, PLEASE CONTACT ANA CASTRO (805) 388-4372. NOTIFICATION 48 HOURS PRIOR TO THE MEETING WILL ENABLE THE DEPARTMENT OF AIRPORTS TO MAKE REASONABLE ARRANGEMENTS TO ENSURE ACCESSIBILITY TO THIS MEETING.



AVIATION ADVISORY COMMISSION

MINUTES

January 9, 2023

1. CALL to ORDER and PLEDGE of ALLEGIANCE

Chair, Adriana Van der Graaf, called the meeting to order at 7:00 p.m. and led the pledge of allegiance.

2. ROLL CALL

PRESENT

Adriana Van der Graaf
Maggie Bird
Matthew Johnston
Robert Trimborn
Jerrold Abramson
Steve Weiss
Steve Tannehill

Excused (E)

Late (L)

AIRPORT STAFF

Keith Freitas, Director
Dave Nafie, Deputy Director
Erin Powers, Projects Administrator
Ana Castro, Program Administrator

ABSENT

Nanette Metz
James Flickinger

3. AGENDA REVIEW

No changes to the agenda.

4. APPROVAL OF MINUTES – November 7, 2022

Steve Weiss moved to approve the November 7, 2022 minutes and Maggie Bird seconded the motion. All Commissioners voted in favor and the motion passed unanimously 6-0, with an abstention by Robert Trimborn.

5. **PUBLIC COMMENT** - Citizens wishing to speak to the Commission on an airport related item must fill out a speaker card and submit it to the secretary. Comments will be limited to a maximum of **three** minutes per item.

Speaker cards for issues NOT on the agenda must be submitted before the end of the public comment period.

Speaker cards for issues listed on the agenda must be presented before the item is up for consideration. Speakers will be called when the item is presented.

Public comments heard.

6. NEW BUSINESS

- A. **Subject: Consider Adoption of Resolution #17 Authorizing Remote Teleconference Meetings of the Aviation Advisory Commission Pursuant to Government Code Section 54953, Subdivision (e), of the Ralph M. Brown Act**

Recommendation:

Consider adoption of Resolution #17 (Exhibit 1) authorizing remote teleconference meetings of the Aviation Advisory Commission pursuant to Government Code Section 54953, Subdivision (e), of the Ralph M. Brown Act.

Matthew Johnston moved to approve staff's recommendation and Robert Trimborn seconded the motion. All Commissioners voted in favor and the motion passed unanimously 7-0.

- B. **Subject: Receive and File a Presentation from Coffman Associates Regarding the Airport Layout Plan Update and Part 150 Noise Compatibility**

**Study for Camarillo Airport and the Part 150 Noise Compatibility
Study for Oxnard Airport**

Recommendation:

Receive and file a presentation on the three airport planning projects for Camarillo and Oxnard Airports.

Director Keith Freitas provided staff's report. Director Freitas requested that consultant, Coffman Associates, introduce their project team. Matt Quick introduced himself, Patrick Taylor, Kory Lewis, and Maddie Holliman. Coffman's project team reviewed a PowerPoint presentation and responded to comments and concerns of Commission members.

Steve Weiss moved to approve staff's recommendation and Steve Tannehill seconded the motion. All Commissioners voted in favor and the motion passed unanimously 7-0.

C. Subject: Approval of, and Authorization for the Director of Airports or His Designee to Sign, Amendment No. 1 to the Consulting Services Contract for the Camarillo Airport Master Plan to Transition it to an Airport Layout Plan Update with Coffman Associates, Inc., Decreasing the Total Amount of the Contract by \$50,062 to \$686,032, and Increasing the Airport's Cost Share of the Contract from \$0 to \$333,573

Recommendation:

Staff requests that your Commission/Authority recommend that the Board of Supervisors (Board):

Approve, and authorize the Director of Airports or his designee to sign, Amendment No. 1 to the Consulting Services Contract with Coffman Associates, Inc., for the Camarillo Airport Master Plan to transition it to an Airport Layout Plan Update with additional language translation and interpretation services included, decreasing the total amount of the contract by \$50,062 to \$686,032, and increasing the Airport's cost share of the Contract from \$0 to \$333,573 (Exhibit 1).

Projects Administrator Erin Powers provided staff's report.

Robert Trimborn moved to approve staff's recommendation and Maggie Bird seconded the motion. All Commissioners voted and the motion passed 6-1.

Yes: Adriana Van der Graaf, Maggie Bird, Matthew Johnston, Robert Trimborn, Jerrold Abramson, Steve Tannehill

No: Steve Weiss

D. Subject: Realignment of the Aviation Advisory Commission

Recommendation:

In an effort to broaden public outreach and transparency for the Department of Airports and the County, the Department of Airports is recommending that the Aviation Advisory Commission (AAC) meetings be changed from nighttime to morning or lunchtime. It is also recommended that the meetings be held on the same day as the Airport Authorities' meetings, which are currently held on the second Thursday of each month.

Director Keith Freitas provided staff's report. Steve Weiss and Steve Tannehill voiced their concerns regarding the communities' best interests.

Robert Trimborn moved to approve staff's recommendation with an amendment that the meeting change would commence in March 2023 for a six-month trial period, and that the Commission will revisit this issue at the end of the six-month period with further public comment. Maggie Bird seconded the motion. All Commissioners voted and the motion passed 5-2.

Yes: Adriana Van der Graaf, Maggie Bird, Matthew Johnston, Robert Trimborn, Jerrold Abramson

No: Steve Weiss, Steve Tannehill

E. Subject: Selection of Chair and Vice-Chair for Calendar Year 2023

Recommendation:

Nominate and select the 2023 Chair and Vice-Chair.

Steve Weiss moved to nominate Maggie Bird as Chair. Steve Tannehill moved to nominated himself as Chair. All Commissioners voted in favor of Maggie Bird and the motion passed unanimously 7-0.

Adriana Van der Graaf moved to nominate Robert Trimborn as Vice-Chair. Robert Trimborn accepted the nomination. No vote took place as there were no other nominations.

2023 Seats: Ms. Maggie Bird, Chair
Mr. Robert Trimborn, Vice-Chair

7. DIRECTOR'S REPORT

- Revised monthly Noise Reports are included in the meeting packets. The new information is pulled from the new VNOMS system.
- Airport staff has met with 15 out of 36 flight schools in the LA Basin Region that use Camarillo Airport or Oxnard Airport. The flight schools have been given VC Fly Friendly information and pilot guides.
- The airport accounting team has been working to make online payments available for tenants. This feature should go live the second quarter of 2023.
- New technology update. The airport's partnership with the University of Alaska Fairbanks went into effect December 1, 2022. New entities such as Skyrise, Ampaire, Jaunt Air Mobility, Fathomwerx, and Swarmaero are looking to explore potential partnerships with the Department of Airports.
- FBO, Golden West at Oxnard Airport, will have the first load of unleaded fuel available for sale in the first half of 2023.
- The Department of Airports has started inspections for private hangar ground leases and corresponding transition from month-to-month leases to long-term leases. The department anticipates completing this project by June of 2023.
- Security camera systems are scheduled to be installed at both airports this month. Equipment is expected to be up and running by the end of this year.
- Cloud Nine Project is expected to open the second quarter of this year.
- Oxnard Taxiway construction was planned to start this week but due to weather conditions, the project has been delayed until April 3, 2023.
- Barb Filkins helped facilitate the Oxnard Day of Discovery on December 10, 2022. The Young Eagles flew 41 kids at Oxnard Airport. EAA 1469, EAA 723, Ventura

County 99's, Commemorative Air Force, CAU, Aspen Helicopters, and the Oxnard Tower all participated in this event.

- Burbank Airport donated their surplus 2005 ARFF vehicle to the department.

Report was received and filed.

8. REPORTS

Report items listed below are presented to the Aviation Advisory Commission for information only, at this time. The report items require no action or are not ready for the Commission's consideration. The Commission may refer these items to the Department of Airports for investigation and report back on a future agenda.

Monthly Activity Report – October, November 2022
Monthly Noise Complaints – October, November 2022
Consultant Reports (Coffman Associates) – October through November 2022
Consultant Reports (Aviation – Camarillo Airport) – October, November 2022
Consultant Reports (Aviation – Oxnard Airport) – October, November 2022
Consultant Reports (Mead & Hunt) – October, November 2022
Airport Tenant Project Status – December 2022
Project Status – December 2022

Reports were received and filed.

9. CORRESPONDENCE

Correspondence items listed below are presented to the Aviation Advisory Commission for information only, at this time. The correspondence items require no action or are not ready for the Commission's consideration. The Commission may refer these items to the Department of Airports for investigation and report back on a future agenda.

Article dated December 1, 2022 from General Aviation News re: Fans Flock to Wings over Camarillo

Department of Airports Announcement dated December 1, 2022 re: Department of Airports Partner with University of Alaska Fairbanks for Unmanned Aircraft Systems Integration

Letter dated December 2, 2022 from Communications & Engagement Officer Jannette Jauregui to 105 Leasing 5250038 LLC re: Camarillo Airport Hours of Operation Departures Between 12:00 a.m. and 5:00 a.m.

Letter dated December 2, 2022 from Communications & Engagement Officer Jannette Jauregui to R Consulting & Sales Inc. re: Camarillo Airport Hours of Operation Departures Between 12:00 a.m. and 5:00 a.m.

Department of Airports Announcement dated December 5, 2022 re: Department of Airports Committed to Transparency, Open Communication with Community

Article dated December 6, 2022 from KCLU re: Commemorative Air Force Volunteers Using Woodworking Skills to Make Toy Aircraft

Letter dated December 9, 2022 from Communications & Engagement Officer Jannette Jauregui to Above All Aviation re: Fly Friendly VC

Letter dated December 9, 2022 from Communications & Engagement Officer Jannette Jauregui to ATP Flight School re: Fly Friendly VC

Letter dated December 9, 2022 from Communications & Engagement Officer Jannette Jauregui to First Take Aviation re: Fly Friendly VC

Letter dated December 9, 2022 from Communications & Engagement Officer Jannette Jauregui to Proteus Air Services re: Fly Friendly VC

Department of Airports Announcement dated December 14, 2022 re: Oxnard Airport Youth Discovery Day a Success

Article dated December 21, 2022 from VC Star re: New State-of-the-Art Helicopter Arrives at Ventura County Aviation Unit

Correspondence was received and filed.

10. COMMISSION COMMENTS

Commissioner Steve Weiss recalled a time when Oxnard Airport had passenger service and pointed out the value this service had to the community.

Commissioner Steve Tannehill congratulated Chair Bird. Mr. Tannehill applauded Department of Airport staff on the donated ARFF vehicle and stated that he was glad to

hear about the unleaded fuel at Oxnard Airport. He pointed out that three airports including Camarillo Airport, Oxnard Airport, and Point Mugu can be utilized in case of a catastrophic event. Mr. Tannehill shared comments of support for passenger service at Oxnard Airport. He also requested a review of the Bylaws as those are the Commission's governing documents and a review would help the Commission understand what they are supposed to be doing.

Commissioner Maggie Bird mentioned that the Bylaws were recently revised and are accessible to anyone that would like to view them. Ms. Bird commented that Santa Paula Airport is another airport in the County that can be utilized in response to a comment made by Commissioner Tannehill.

Commissioner Robert Trimborn commented that the last Wings Over Camarillo Air Show brought in over 10,000 people per day and generated a considerable amount of revenue. Last month the Camarillo Wings Association distributed over \$130,000 to local nonprofits. He looks forward to next year's air show but pointed out that event parking will be an issue.

11. ADJOURNMENT

There being no further business, the January 9, 2023 meeting of the Aviation Advisory Commission was adjourned by Chair Maggie Bird at 9:34 p.m.

KEITH FREITAS, A.A.E., C.A.E.
Administrative Secretary



COUNTY of VENTURA
Department of Airports

555 Airport Way, Suite B
Camarillo, CA 93010
Phone: (805) 388-4372
Fax: (805) 388-4366
www.ventura.org/airports

March 9, 2023

Aviation Advisory Commission
555 Airport Way, Suite B
Camarillo, CA 93010

Subject: Review and Approval of the January through August 2023 Aviation Advisory Commission Meeting Calendar

Recommendation:

Staff requests that your Commission review and approve the January through August 2023 Aviation Advisory Commission meeting calendar.

Discussion:

At the January 9, 2023 meeting, your Commission approved changes to your meeting schedule for a six-month trial period beginning in March 2023. The Commission formerly met on the first Monday of every month at 7:00 p.m. The Commission will now meet on the second Thursday of every month to align with the schedule of the Camarillo and Oxnard Airport Authorities. Your Commission also approved a change to your meeting time so that the meetings would occur in the morning or lunchtime.

Staff is presenting your Commission with three proposed meeting schedules through August 2023 (Exhibits 1-3) to identify the Commission's preferred meeting time over the next five months. The meeting schedule for September through December 2023 will come back to your Commission for approval prior to the expiration of the six-month trial period. It is requested that your Commission approve one of the proposed meeting schedules. Please note that the meeting calendar does not conflict with any national holidays.

If you have any questions regarding this item, please call me at (805) 388-4200.

KEITH FREITAS, A.A.E., C.A.E.
Director of Airports

Attachments:

- Exhibit 1 – 2023 Aviation Advisory Commission Calendar (Alternating – Morning & Lunchtime)
- Exhibit 2 – 2023 Aviation Advisory Commission Calendar (Lunchtime)
- Exhibit 3 – 2023 Aviation Advisory Commission Calendar (Morning)

2023 Meeting Schedules

<h2>Aviation Advisory Commission</h2>	
<p>The Aviation Advisory Commission meets on the second Thursday of the month at the time noted below in the Department of Airports Administration Office, 555 Airport Way, Suite B, Camarillo, CA 93010, unless otherwise noted on the agenda. Changes or cancellations may occur.</p>	
<p>January 9</p>	
<p>February 6 (Canceled)</p>	
<p>March 9 at 12:00 p.m.</p>	
<p>April 13 at 9:00 a.m.</p>	
<p>May 11 at 12:00 p.m.</p>	
<p>June 8 at 9:00 a.m.</p>	
<p>July 13 at 12:00 p.m.</p>	
<p>August 10 at 9:00 a.m.</p>	
<p>September TBD</p>	
<p>October TBD</p>	
<p>November TBD</p>	
<p>December TBD</p>	



EXHIBIT 1

2023 Meeting Schedules

<h2>Aviation Advisory Commission</h2>	
<p>The Aviation Advisory Commission meets on the second Thursday of the month at the time noted below in the Department of Airports Administration Office, 555 Airport Way, Suite B, Camarillo, CA 93010, unless otherwise noted on the agenda. Changes or cancellations may occur.</p>	
<p>January 9</p>	
<p>February 6 (Canceled)</p>	
<p>March 9 at 12:00 p.m.</p>	
<p>April 13 at 12:00 p.m.</p>	
<p>May 11 at 12:00 p.m.</p>	
<p>June 8 at 12:00 p.m.</p>	
<p>July 13 at 12:00 p.m.</p>	
<p>August 10 at 12:00 p.m.</p>	
<p>September TBD</p>	
<p>October TBD</p>	
<p>November TBD</p>	
<p>December TBD</p>	



EXHIBIT 2

2023 Meeting Schedules

Aviation Advisory Commission	
The Aviation Advisory Commission meets on the second Thursday of the month at the time noted below in the Department of Airports Administration Office, 555 Airport Way, Suite B, Camarillo, CA 93010, unless otherwise noted on the agenda. Changes or cancellations may occur.	
January 9	
February 6 (Canceled)	
March 9 at 12:00 p.m.	
April 13 at 9:00 a.m.	
May 11 at 9:00 a.m.	
June 8 at 9:00 a.m.	
July 13 at 9:00 a.m.	
August 10 at 9:00 a.m.	
September TBD	
October TBD	
November TBD	
December TBD	





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March 9, 2023

Aviation Advisory Commission
Camarillo Airport Authority
555 Airport Way, Suite B
Camarillo, CA 93010

Subject: Receive and File a Presentation from Mead and Hunt, Inc. Regarding the Relocation and Replacement of the Camarillo Airport Rotating Beacon

Recommendation:

Staff requests that your Commission/Authority receive and file a presentation on the relocation and replacement of the rotating beacon at Camarillo Airport.

Discussion:

The Airport is working with Mead and Hunt, Inc. to relocate and replace the rotating beacon located at Camarillo Airport. The existing beacon has reached its end-of-life cycle and is currently located atop the water tower at the airport. The water tower is not owned by the County and the beacon needs to be relocated to a County-owned location for easier access, control and maintenance.

Mead and Hunt, Inc. will share additional information about the proposed rotating beacon location, including the siting criteria of feasibility, with minimal or no impact to the existing Air Traffic Control Tower (ATCT) or the residences located to the north of the airport in the surrounding hills.

If you have any questions regarding this item, please call Dave Nafie at (805) 388-4201, or me at (805) 388-4200.

KEITH FREITAS, A.A.E., C.A.E.
Director of Airports



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March 9, 2023

Aviation Advisory Commission
Oxnard Airport Authority
555 Airport Way, Suite B
Camarillo, CA 93010

Subject: Approval and Award of a Consultant Services Contract to Jviation, a Woolpert Company, in the Amount of \$355,900 for the Repackage and Design of Select Elements for the Reconstruction of Taxiway F at Oxnard Airport, Authorization for the Director of Airports, or Designee, to Execute the Subject Contract; and Authorization for the Auditor-Controller to Process the Necessary Budgetary Transactions

Recommendations:

Staff requests that your Commission/Authority recommend that the Board of Supervisors:

1. Approve and award a consultant services contract (Exhibit 1) to Jviation, a Woolpert Company, in the amount of \$355,900, for the repackage and design of select elements for the reconstruction of Taxiway F at Oxnard Airport;
2. Authorize the Director of Airports, or his designee, to execute the subject contract; and
3. Authorize the Auditor-Controller to Process the Necessary Budgetary Transactions (requires 4/5ths vote);

Budget Unit 5041 Airport Capital Projects

Increase Unit 5041 Buildings and Improvements	\$355,900
Decrease Fund E300 Unrestricted Net Position	\$355,900

Fiscal/Mandates Impact:

Mandatory: *No*

Source of funding: *Federal Aviation Administration (90%)
Caltrans (4.5%)*

Funding match required: *Airport Enterprise Fund (5.5%)*

Impact on other departments: *None*

<u>Summary of Revenue and Total Costs</u>	<u>FY 2022-23</u>	<u>FY 2023-24</u>
Revenue: FAA (90%)	\$ 0*	\$ 320,310
Caltrans (4.5% of FAA)	0	16,016
Direct Costs	355,900	0
Net Costs – Airport Enterprise Fund	<u>\$ 355,900</u>	<u>\$ (336,326)</u>

**Estimated Total Grant Amount. Actual grant amount will be dependent upon FAA available funding and is expected to be reimbursed under a future FY 23-24 grant for construction improvements. Total Net Cost to Airport anticipated at \$19,574.*

Current Fiscal Year Budget Projection:

FY 2022-23 Budget Projection for Airports Capital Projects Division 5040 - Unit 5041				
	Adopted Budget	Adjusted Budget	Projected Budget	Estimated Savings/(Deficit)
Appropriations	\$11,782,232	\$13,755,185	\$13,124,998	\$ 630,187
Revenue	8,940,205	8,940,205	9,841,300	901,096
Net Cost	\$ 2,842,027	\$ 4,814,980	\$ 3,283,698	\$1,531,282

Revenue and appropriations are not included in the FY 2022-2023 capital budget.

Discussion:

Jviation, a Woolpert Company, was selected through a request for qualifications selection process in December 2020 as the Airports Consultant for a five (5) year term, which complies with the guidelines of the Federal Aviation Administration (FAA) Advisory Circular 150/51000-14D, and in accordance with the Consultant Selection Process adopted by the Board of Supervisors (Board) on November 3, 1998. Although Jviation was selected as the Airport’s Consultant for a five (5) term, each contract awarded during that period must be negotiated individually. Those contracts exceeding \$200,000 must be approved and awarded by the Board.

This contract consists of preparing construction plans, contract documents, and technical specifications, along with bidding, for the Reconstruction of Taxiway F. The proposed construction for this project was previously bid as components of a larger project that were not awarded due to FAA federal funding availability. The taxiway reconstruction project will be re-packaged into one schedule of work.

This contract would include the design of additional select elements because the previous design and project did not include a phased construction schedule, as the original project would have accomplished the work during a planned full closure of the

runway and taxiways. For the rebid of the Reconstruction of Taxiway F project, work will be phased to minimize runway and airport closures which will include night work, phased taxiway completion, and other possible phasing requirements which might impact project construction costs. Specifically, work requiring a runway closure will occur only during the evening hours (i.e., between 10pm and 8am) to allow the runway to be open seven days a week. Additionally, onsite construction conditions discovered during the runway reconstruction require some adjustments to the previous design.

The reconstruction project includes full length reconstruction of parallel Taxiway F. The existing asphalt pavement is showing signs of distress and it is necessary to reconstruct it to improve safety at the airport. Improvements include shifting of the taxiway south to meet FAA runway-taxiway separation standards, adjustments to the taxiway edge lighting system, airfield guidance signs, striping removal and restripe.

The work described in this letter is in line with the County of Ventura Strategic Plan, Focus Area 3, Strategic Goals 2 and 3 (Location Map, Exhibit 2).

The project was not included in the FY 2022-2023 capital budget for the Airport Enterprise Fund which was adopted by the Board on June 20, 2022. However, the project was included in the current Capital Improvement Program that was previously approved by the Aviation Advisory Commission and the Oxnard Airport Authority and adopted by the Board.

On June 16, 2020, the Board found this project to be categorically exempt from the California Environmental Quality Act (CEQA) under CEQA Guidelines section 15302(b).

If you have any questions regarding this item, please call Erin Powers at (805) 388-4205, or me at (805) 388-4200.

A handwritten signature in blue ink, appearing to read 'Keith Freitas', is written over a horizontal line.

KEITH FREITAS, A.A.E, C.A.E.
Director of Airports

Attachments:

- Exhibit 1 – Contract
- Exhibit 2 – Location Map

**CONSULTING SERVICES CONTRACT
AEA No. 23-05**

**Oxnard Airport – REPACKAGE AND CONSTRUCTION PHASING DESIGN FOR THE
RECONSTRUCTION OF TAXIWAY CONNECTORS A-E**

This is a Contract, made and entered into this March _____, 2023, by and between the County of Ventura, hereinafter referred to as COUNTY, and Jviation, a Woolpert Company, 720 South Colorado Boulevard, Ste. 1200-S Glendale, CO 80246, hereinafter referred to as CONSULTANT.

This Contract shall be administered for the COUNTY by the COUNTY's Department of Airports. Claims, disputes, or complaints to the COUNTY under this contract must be addressed to the Projects Coordinator located at 555 Airport Way, Suite B, Ventura, CA 93010 by certified mail return receipt requested. This Contract constitutes the entire agreement between the parties regarding its subject matter and supersedes all previous and contemporaneous agreements, understandings and negotiations regarding the subject matter of this Contract. No modification, waiver, amendment or discharge of this Contract is valid unless the same is in writing and signed by duly authorized representatives of both parties.

The parties hereto agree as follows:

1. COUNTY hereby retains CONSULTANT to perform services as provided in the "Scope of Work and Services", attached hereto as "Exhibit A", and the "County of Ventura, Public Works Agency, Consultant's Guide to Ventura County Procedures" as amended, which is on file with the County of Ventura, Public Works Agency, and which by reference is made a part hereof. This Contract shall take precedence over the Guide in case of conflicting provisions, otherwise they shall be interpreted together.
2. All work under this Contract, and any portion thereof separately identified, shall be completed within the time provided in the "Time Schedule", attached hereto as "Exhibit B". COUNTY shall issue a suspension of the contract time whenever CONSULTANT is delayed by action or inaction of COUNTY and CONSULANT promptly notifies COUNTY of such delays.
3. Payment shall be made monthly, within 30 days from when the COUNTY receives an invoice along with a COUNTY claim form, or 10 days from when the Auditor-Controller's office receives the invoice and COUNTY claim form, in accordance with the "Fees and Payment" guidelines, attached hereto as "Exhibit C".
4. COUNTY, Federal Aviation Administration (FAA), Comptroller General of the United States or any duly authorized representative shall have the right to review the work being performed by CONSULTANT under this Contract at any time during COUNTY's usual working hours. A review of the work in progress shall not relieve the

EXHIBIT 1

CONSULTANT of responsibility for the accuracy and completeness of the work performed under this Contract.

5. COUNTY or any duly authorized representative shall have the right to review the work being performed by CONSULTANT under this Contract at any time during COUNTY's usual working hours. A review of the work in progress shall not relieve the CONSULTANT of responsibility for the accuracy and completeness of the work performed under this Contract.
6. This Contract is for the professional services of CONSULTANT and is non-assignable by CONSULTANT without prior consent by COUNTY in writing except that CONSULTANT may assign money due or which will accrue to CONSULTANT under this Contract. If given written notice, COUNTY will recognize such assignment to the extent permitted by law, but any assignment of money shall be subject to all proper setoffs and withholdings in favor of the COUNTY and to all deductions provided for in this Contract. All money withheld, whether assigned or not, shall be subject to being used by COUNTY for completion of the work, should the Contract be in default. Such professional services shall be actually performed by, or shall be immediately supervised by a Vice President of CONSULTANT.

In performing these professional services, CONSULTANT is an independent contractor and is not acting as an agent or employee of COUNTY.

7. COUNTY retains the right to terminate this Contract for any reason prior to completion by notifying CONSULTANT in writing, and by paying charges accumulated prior to such termination. Such charges shall be limited to the maximum fee specified in "Exhibit C" for completion of any separately identified phase of the work which, at the time of termination, has been started by request of COUNTY.
8. On completion or termination of Contract, COUNTY shall be entitled to immediate possession of, and CONSULTANT shall furnish on request, all computations, plans, correspondence and other pertinent data gathered or computed by CONSULTANT for this particular project prior to any termination. No documents prepared pursuant to this Contract or any modifications thereof shall be copyrighted by CONSULTANT or by COUNTY. CONSULTANT may retain copies of said original documents for CONSULTANT's files.
9. CONSULTANT is authorized to place the following statement on the drawings or specifications prepared pursuant to this Contract:

"This drawing (or These specifications), including the designs incorporated herein, is (are) an instrument of professional service prepared for use in connection with the project identified hereon under the conditions existing on date. Any use, in whole or in part, for any other project without written authorization of MEAD & HUNT, INC., shall be at user's sole risk."

10. CONSULTANT owes COUNTY an undivided duty of loyalty in performing the services under this contract. During the term of this agreement CONSULTANT shall not employ or compensate personnel currently employed by COUNTY.

CONSULTANT shall promptly inform COUNTY of any contract, arrangement, or interest that CONSULTANT may enter into or have (other than this Contract) related to the COUNTY's subject project. This includes contracts and arrangements with manufacturers, suppliers, contractors or other third parties which possess or seek to obtain a financial interest related to the COUNTY's subject project. In performing services under this Contract, CONSULTANT acknowledges that it may be subject to laws addressing financial conflicts of interest such as the Political Reform Act ("Act"), Government Code section 81000 et seq.

CONSULTANT shall comply with financial disclosure requirements under the Act as directed by COUNTY, and shall not engage in activities that may constitute a conflict of interest under applicable law.

11. This Contract is funded in part by a Federal Aviation Administration (FAA), Airport Improvement Program (AIP) grant. Personnel performing services in the field during construction are required, in accordance with Section 1770 et. seq. of the California Labor Code and the Code of Federal Regulations (Davis-Bacon Act), to be paid the higher of determinations of the general prevailing wages for various classes of workers in Ventura County as made by the California Director of Industrial Relations or the U.S. Secretary of Labor.
12. CONSULTANT shall defend, indemnify and hold harmless COUNTY, including the COUNTY's boards, agencies, departments, officers, employees and agents (collectively "Indemnitee"), against any and all claims, lawsuits, judgments, debts, demands or liabilities that arise out of, pertain to, or relate to the CONSULTANT's negligence, recklessness or willful misconduct in the performance of this Contract to the fullest extent allowed by law.
13. Insurance Requirements
 - a. Without limiting CONSULTANT's duty to indemnify and defend COUNTY as required herein, CONSULTANT shall, at CONSULTANT'S sole cost and expense and throughout the term of this Contract and any extensions thereof, carry one or more insurance policies that provide the following minimum coverage:
 - 1) Commercial General Liability insurance shall provide a minimum of \$1,000,000 coverage for each occurrence and \$2,000,000 aggregate coverage.
 - 2) Worker's Compensation insurance in full compliance with California law for all employees of CONSULTANT in the minimum amount of \$500,000.
 - 3) Professional Liability (Errors and Omissions) insurance shall provide a minimum of \$2,000,000 coverage for each occurrence or \$4,000,000 in annual aggregate coverage.

b. CONSULTANT shall notify COUNTY immediately if the CONSULTANT'S general aggregate of insurance is exceeded by valid litigated claims and purchase additional levels of insurance to maintain the above stated requirements. Each type of insurance mentioned herein shall be written by a financially responsible company or companies authorized to do business in the State of California. CONSULTANT agrees to provide COUNTY with copies of certificates of all policies written and each shall contain an endorsement that they are not subject to cancellation without 30 days prior written notice being given to COUNTY by the insurance company or companies writing such insurance. CONSULTANT agrees to name County of Ventura and its officials employees and agents as additional insured ("Additional Insureds") on CONSULTANT'S general and automobile liability insurance policies.

All required insurance shall be primary coverage as respects the Additional Insureds, and any insurance or self insurance maintained by the Additional Insureds shall be in excess of CONSULTANT's insurance coverage and shall not contribute to it. CONSULTANT agrees to waive all rights of subrogation against the Additional Insureds for losses arising directly or indirectly from the activities or work performed by CONSULTANT hereunder.

c. Notwithstanding subparagraph 13.a., if the Professional Liability coverage is "claims made", CONSULTANT must, for a period of five (5) years after the date when Contract is terminated, completed or non-renewed, maintain insurance with a retroactive date that is on or before the start date of contract services or purchase an extended reporting period endorsement (tail coverage). COUNTY may withhold final payments due until satisfactory evidence of the tail coverage is provided by CONSULTANT to COUNTY,

14. CONSULTANT shall sign and comply with the statement as set forth in "Exhibit D" hereto. Where the word Contractor is used in "Exhibit D" it shall mean "CONSULTANT".

15. Disputes arising under or related to the performance of the Contract shall be resolved by arbitration unless the COUNTY and the CONSULTANT agree in writing, after the dispute has arisen, to waive arbitration and to have the claim or dispute litigated in a court of competent jurisdiction. Arbitration shall be pursuant to Article 7.1 (commencing with Section 10240) of Chapter 1 of Part 2 of the Public Contract Code and implementing regulations at Chapter 4 (commencing with Section 1300) of Division 2 of Title 1 of the California Code of Regulations.

The arbitration decision shall be decided under and in accordance with California law, supported by substantial evidence and, in writing, contain the basis for the decision, findings of fact, and conclusions of law.

Arbitration shall be initiated by a Complaint in Arbitration made in compliance with the requirements of section 1300 et seq. of Title 1 of the California Code of Regulations.

Where an election is made by either party to use the Simplified Claims Procedure provided under Sections 1340 – 1346 of Title 1 of the California Code of Regulations, the parties may mutually agree to waive representation by Counsel.

Prior to filing a Complaint in Arbitration, the CONSULTANT shall exhaust the CONSULTANT'S administrative remedies by attempting to resolve the dispute with COUNTY's staff in the following sequence, as further explained below:

1. Project Coordinator; and then, if necessary,
2. Director of Airports (Director).

CONSULTANT shall initiate the administrative review process no later than thirty (30) days after the dispute has arisen by submitting a written statement describing the dispute and request for relief, along with supporting argument and evidence, to the Project Coordinator. CONSULTANT may appeal the Project Coordinator's decision in writing to the Director not later than seven (7) days after receipt of the Project Coordinator's decision. The Project Coordinator's and Director's decision shall be in writing. The Director's decision shall be the final decision.

CONSULTANT: Jviation, a Woolpert Co. Taxpayer No.: _____

Dated: _____

Print Name and Title

Dated: _____

Print Name and Title

COUNTY: County of Ventura

Dated: _____

Keith Freitas, Director of Airports

EXHIBIT A

Scope of Services

**Repackage And Construction Phasing Design and Bidding For
The Reconstruction Of Taxiway F At Oxnard Airport**

PROJECT BACKGROUND

This Scope of Services consists of preparing Construction Plans, Contract Documents, and Technical Specifications, along with Bidding, for the Reconstruction of Taxiway F Project. The proposed construction for this project was previously bid as components of a larger project that were not awarded due to funding. The taxiway reconstruction project will be re-packaged into one schedule of work. This scope of work is for the consulting services provided by the Consultant for the County. See Exhibit No. 1 below for the project location.

The as-bid construction cost for the reconstruction of Taxiway F under AIP Project No. 3-06-0179-038- 2020 ranged from \$9,985,545.00 to \$14,416,562.50. It should be noted that the bid prices shown above do not include any phased construction schedule, as the original project would have accomplished the work during a planned full closure of the runway and taxiways. For the rebid of the Reconstruction of Taxiway F project, work will be phased to minimize runway and airport closures which will include night work, phased taxiway completion, and other possible phasing requirements which might impact project construction costs. The as-bid construction budgets shown above do not include administrative, legal, or professional fees.



EXHIBIT NO. 1

DESCRIPTION

This project consists of the re-packaging with select design elements and bidding of the Taxiway F reconstruction project. The project limits include Taxiway F and transition work along the connector taxiways to tie into existing grades. The existing asphalt pavement is showing signs of distress and is creating foreign object debris (FOD) which is hazardous to aircraft and airport users. The improvements to the existing taxiway pavement are necessary to improve safety at the airport. Improvements and adjustments to taxiway edge lighting system, airfield guidance signs, storm sewer system and a new underdrain system will also be included.

The engineering fees for this project will consist of Part A-Basic Services which includes; 1) Preliminary Design Phase, 2) Design Phase, 3) Bidding Phase, and Reimbursable Costs During Design and Bidding. Part A and the three phases are described in more detail below.

PART A - BASIC SERVICES consists of the Preliminary Design Phase, Design Phase, and Bidding Phase, all invoiced on a lump sum basis.

1.0 Preliminary Design Phase

1.01 Coordinate and Attend Meetings with the County and FAA. Meetings with the County and the FAA will take place to determine critical project dates, establish the proposed design schedule and AIP development schedule, review environmental component(s), determine the feasibility of the proposed project and to establish the need for topographical surveying, pavement investigation and/or geotechnical testing. Various meetings during the design phase will also be conducted to review the progress of the design, discuss construction details and proposed time frame of construction and identify any special requirements for the project. It is anticipated that there will be up to four meetings with the County and/or the FAA throughout the course of the design.

1.02 Prepare Project Scope of Work and Coordinate Contract. This task includes establishing the scope of work through meetings outlined above. Fees will be negotiated with the County and may be subject to an independent fee estimate conducted by a third party hired by the County. This task also includes coordinating with the County on the contract for this project.

1.03 Prepare Preliminary Cost Estimating. Not Applicable. The as-bid data from the OXR AIP 038 project will be utilized for the preliminary construction cost estimate.

1.04 Provide Project Coordination. The Consultant shall provide project management and coordination services to ensure the completion of the design. These duties include:

- Time the Consultant spends planning, organizing, securing and scheduling resources, and providing instruction to staff to meet project objectives as defined in the approved scope of work.
- The Consultant will analyze the budget semi-monthly to ensure budget and staffing needs are on track to meet design schedules within budget.
- Additional items to be accomplished include compiling and sending additional information requested from the office to related parties, maintaining project files as necessary and other items necessary in day-to-day project coordination.
- The Consultant will prepare and submit monthly invoicing.

The Consultant will complete the following tasks:

- Provide the Consultant with a monthly Project Status Report (PSR), in writing, reporting on Consultant's progress and any problems that may arise while performing the work. The PSR must include an update of the project schedule, as described in this section, when schedule changes are expected.
- Submit for acceptance and maintain, a design schedule detailing the scheduled performance of the work.
- Create and maintain a Quality Control Checklist (QCC) for the project. The QCC shall include personnel, project milestone checking and peer review procedures at each phase of the project.

1.05 Review Existing Documents. The Consultant will gather and review existing available documentation that may be relevant to the project, including, but not limited to, record drawings (as-builts), design reports, final reports, utility reports/maps and previous surveys. The Consultant may use relevant information from this review to coordinate the design and topographical survey for the project.

1.06 Coordinate with Geotechnical Investigation Consultant. This task includes coordination with the geotechnical consultant regarding the lime and/or cement treatment of the existing subgrade material.

1.07 Coordinate State Grant Application with County. This task consists of coordinating with the County on the state grant application, which includes the following:

- Prepare Project Financial Information.
- Prepare Project Sketch (11" x 17").

The County will submit the grant application to the CALTRANS Aeronautics' Division.

1.08 Prepare Federal Grant Application. This task consists of preparing the federal grant application. The application will be submitted during the initial portion of the project. Preparation of the application includes the following:

- Prepare Federal 424 form.
- Prepare Federal Form 5100 – II thru IV.
- Prepare project funding summary.
- Prepare program narrative, discussing the purpose and need of the work and the method of accomplishment.
- Project sketch (11" x 17").
- Include preliminary cost estimate.
- Include the existing Exhibit "A" Property Map.
- Include the Sponsor's certifications.
- Attach the current grant assurances.
- Include DOT Title VI assurances.
- Include certification for contract, grants and cooperative agreements.
- Include Title VI pre-award checklist.
- Include current FAA advisory circulars required for use in AIP funded projects.

The Consultant shall submit the grant application to the County for approval and signatures. After obtaining the necessary signatures, the County or Consultant shall forward a copy of the signed application to the FAA for further processing.

1.10 Prepare Environmental Documentation. Not Applicable. The FAA has determined that a Categorical Exclusion (CATEX) applies to the project according to FAA orders 1050.1F and 5050.4B. The project was environmentally approved on January 27, 2021, through a documented CATEX completed under AIP-038. The environmental conditions and scope of the project have not changed since the original environmental determination. The environmental exhibit created as part of the previously approved CATEX will be reviewed for accuracy and referenced throughout this project.

1.11 Prepare Disadvantaged Business Enterprise (DBE) Program and Goal. The County has an established Disadvantaged Business Enterprise (DBE) program in accordance with regulations of the U.S. Department of Transportation (DOT), 49 CFR Part 26. The current DBE program has not been updated since **2020**. In order to be in compliance with 49 CFR Part 26, the program will be amended. The Consultant shall assist the County with this task. The Consultant will research the current state highway certified DBE listings and local area contractors to determine the availability of potential DBE contractors. The Consultant will prepare preliminary construction cost estimates and establish potential DBE work tasks. The Consultant will finalize the DBE goal work sheets for the County for submittal to the FAA Civil Rights Office for approval. Preparation of the amended DBE program will include the following tasks:

- Prepare preliminary program with County specific information.
- Compile additional information from County to finalize program.
- Revise program after County review.
- Submit program to FAA/Civil Rights Office (CRO); revise per CRO review.
- Resubmit Program to CRO for final approval.
- Calculate base figure for DBE goal.
- Adjust base figure for DBE goal.
- Calculate Race Neutral and Race Conscious DBE goals.
- Consultation and Publication for DBE goals.
- Submit DBE goal to CRO.
- Revise DBE goals after County and FAA review.

1.12 Coordinate County/FAA Reimbursable Agreement. A reimbursable agreement is a contractual agreement between the County and FAA for materials, supplies, equipment and services the FAA provides to the County. This task includes providing information to the County for the administration and completion of the reimbursable agreement between the County and FAA, including diagrams/sketches, ROM cost estimates, project schedules, etc.

The process to establish a reimbursable agreement can take on average up to 10-12 months. To avoid unnecessary delays, it is recommended the County initiate this process during the planning and project formulation phases of the project. The costs necessary to mitigate any impacts to FAA owned equipment caused by the County's AIP funded development project are eligible for reimbursement under the AIP.

1.13 Prepare Quarterly Performance Reports – Design. Federal Regulation 49 CFR Part 18 establishes uniform administrative requirements for grants to State and Local Governments. Sub-part 18.40 addresses monitoring and reporting requirements for the County. The Consultant will assist the County in managing grant activities to ensure compliance with applicable Federal requirements. The Consultant will submit a quarterly performance report while the grant is active. It is estimated there will be two quarterly performance reports completed during the design phase of this project.

TASK 1 DELIVERABLES	TO FAA	TO COUNTY
1.01 Meeting Agendas, AIP Development Schedule and Meeting Minutes from Pre-Design Meeting	✓	✓
1.02 Scope of Work and Coordinate Contract with County	✓	✓
1.04 Design Schedule, Project Status Report, and Monthly Invoicing		✓
1.07 State Grant Application		✓
1.08 Federal Grant Application	✓	✓
1.10 DBE Program/Goal	✓	✓
1.12 Quarterly Performance Reports	✓	✓

TASK 1 MEETINGS/SITE VISITS	LOCATION/ATTENDEES/DURATION
1.01 Meetings with County and FAA	<ul style="list-style-type: none"> • Oxnard, CA One (1) Project Engineer and one (1) Project Manager Assume One (1) hour via teleconference (4 meetings)
1.02 Prepare Project Scope of Work and Coordinate Contract	<ul style="list-style-type: none"> • Oxnard, CA One (1) Project Engineer and one (1) Project Manager Assume One (1) hour via teleconference (2 meetings)

2.0 Design Phase

2.01 Analyze Topographic Survey Data. This task includes analyzing the existing topographical surveying data provided by the County and preparing the data for use with computer modeling. This will include the following tasks:

- Input raw survey data into AutoDesk Civil 3D to sort data into the Consultant’s standard layers for efficient analysis.
- Verify surveyor horizontal and vertical control.
- Verify survey data from as-built conditions.
- Sort all data points by layers and descriptions for computer modeling.
- Prepare Triangulated Integrated Network (TIN - surface model) of existing ground contours, pavement edges, roadways, electrical equipment, drainage features, buildings, fences and other miscellaneous entities.
- Generate three-dimensional contour model from TIN - surface model.
- Prepare and process data for spot elevations, grading and/or paving cross sections.

2.02 Analyze Geotechnical Investigation Data. Not Applicable. The geotechnical investigation data and the recommendations submitted by Mead & Hunt and their subconsultant, Earth Systems Pacific, in the OXR AIP 038 project will be utilized for this project.

2.03 Prepare Pavement Design. Not Applicable. The pavement design submitted by Mead & Hunt and the recommendation by their subconsultant, Earth Systems Pacific, in the OXR AIP 038 project will be utilized for this project.

2.04 Prepare Existing Utility Inventory. This task includes reviewing record drawings and consulting with the County and local utility companies to identify all utilities within the project site. The Construction Plans will include, to the maximum extent possible, the surveyed locations of observable utility features and the locations identified by utility locates.

2.05 Prepare Preliminary Contract Documents. This task includes preparing the Preliminary Contract Documents, including Contract Proposal, Bid Bond, Contractor

Information Sheet, Subcontractor/Material Supplier List, Disadvantaged Business Utilization Commitment, DBE Participation Form, Certification of Non-Segregated Facilities, Equal Employment Opportunity Report Statement, Buy America Certification, Buy America Waiver Request, Buy America Conformance Listing, Certification Statement Regarding Undocumented Individuals, Bid Proposal, Contract, Payment Bond, Performance Bond, Notice of Award, Notice to Proceed, Notice of Contractor's Settlement, General Provisions, FAA AC 150/5370-2 (Current Edition), *Operational Safety on Airports During Construction*, and Wage Rates. The wage rates will be updated at the time of advertisement to reflect the most current wage rates available. Preparation will include establishing the location for the bid opening, dates for advertisement and description of the work schedule. Also included in the Preliminary Contract Documents, and covered under separate tasks below, are the Construction Safety and Phasing Plan, Technical Specifications, and Special Provisions. Preliminary Contract Documents will be prepared as early as possible during the design phase and submitted to the County for review.

2.06 Prepare Construction Safety and Phasing Plan (CSPP). This task includes meeting with the County to discuss the current operations of the airport to assist in determining how the proposed construction phasing of the project will affect these operations. From these meetings, a complete Construction Safety and Phasing Plan (CSPP) will be developed to ensure safety compliance when coordinating construction activities and airport operations. The CSPP will be developed in accordance with the requirements of FAA AC 150/5370-2 (Current Edition), *Operational Safety on Airports During Construction*. A construction phasing plan that meets the requirements of the AC and operational needs of the airport will be developed and included in the Contract Documents. This plan will also identify any nighttime work, continuous working times, or other unusual conditions that could affect the Contractor's normal progress on the project. The draft CSPP will be submitted at 90% complete to the County and at 95% complete for ADO review. Upon preliminary approval from the ADO, the CSPP will be submitted to FAA for OE/AAA coordination

During the construction phasing planning process, the Consultant shall be available to clarify phasing issues with airport tenants and for consultation with the various entities associated with the project. The consultant shall be available for a fourth meeting with tenants, as a continuation of the previous series to share the phasing of the project (best possible scenario) and to be available for questions.

2.07 Prepare Preliminary Construction Plans. This task includes preparing the following list of construction plans for the project. Additional plans may be added during the design phase as needed:

Plan Name/Description	Number of Sheets
Cover Sheet	1
Index of Drawings, Summary of Approximate Quantities and General Notes	3
Master Legend and Abbreviations	1
Survey Control Plan	1

Geotechnical Investigation Plan	6
Safety Plan	1
Construction Layout Plan	1
Construction Phasing Plan	6
Environmental Requirements and Details	1
Demolition Plan	5
Demolition Details	1
Geometric Layout Plan	5
Typical Sections	1
Overall Grading and Drainage Plan	1
Grading and Drainage Plan	5
Spot Elevation Plan	5
Pavement Plan and Profile	5
Cross Sections	5
Underdrain and Storm Sewer Layout Plan	5
Underdrain and Drainage Details	2
Pavement Marking Plan	5
Pavement Marking Details	1
Seeding and Erosion Control Plan	5
Seeding and Erosion Control Details	1
Electrical Notes and Symbols	1
Electrical Demolition Plan	5
Electrical Layout Plan	5
Electrical Details	5
Total Sheet Count	89

2.08 Prepare Preliminary Technical Specifications. This task includes assembling the technical specifications necessary for the project. Standard FAA specifications will be utilized where possible, with the guidance from FAA AC 150/5370-10 (Current Edition), *Standard Specifications for Construction of Airports*. Additional specifications will be prepared to address work items for materials that are not covered by the standard FAA specifications. The standard specifications to be utilized shall include, but are not limited to, the following:

- Item C-100 Contractor Quality Control Program (CQCP)
- Item C-102 Temporary Air and Water Pollution, Soil Erosion and Siltation Control
- Item C-105 Mobilization
- Item C-110 Method of Estimating Percentage of Material Within Specification Limits (PWL)
- Item P-101 Preparation/Removal of Existing Pavements
- Item P-151 Clearing and Grubbing
- Item P-152 Excavation, Subgrade and Embankment
- Item P-153 Controlled Low-Strength Material (CLSM)
- Item P-155 Lime-Treated Subgrade
- Item P-156 Cement Treated Subgrade
- Item P-209 Crushed Aggregate Base Course
- Item P-401 Asphalt Mix Pavement
- Item P-603 Emulsified Asphalt Tack Coat
- Item P-605 Joint Sealants for Pavements
- Item P-608 Emulsified Asphalt Seal Coat

Item P-610	Concrete for Miscellaneous Structures
Item P-620	Runway and Taxiway Marking
Item D-701	Pipe for Storm Drains and Culverts
Item D-705	Pipe Underdrains for Airports
Item D-751	Manholes, Catch Basins, Inlets and Inspection Holes
Item T-901	Seeding
Item T-905	Topsoil
Item L-108	Underground Power Cable for Airports
Item L-109	Airport Transformer Vault and Vault Equipment
Item L-110	Airport Underground Electrical Duct Banks and Conduits
Item L-115	Electrical Manholes and Junction Structures
Item L-125	Installation of Airport Lighting Systems

2.09 Prepare Preliminary Special Provisions. This task includes preparing the preliminary Special Provisions to address, or expound on, site conditions that require additional clarification. These include, but are not limited to: Haul Roads, Airport Security, Radio Communications, Work Schedule, Contractor's Quality Control Program, Sequencing of the Work, Closure of Air Operations Areas, Accident Prevention, Underground Cables/Utilities, Insurance, Indemnification, Sales and Use Taxes, Permits and Compliance with Laws, Executed Contracts, Subletting or Assigning of Contracts, Qualification of Disadvantaged Business Enterprises, Liquidated Damages, Acceptance Testing, Grade Control and Surface Tolerance, Construction Management Plan, Instruction Manuals, General Requirements for Airport Construction, Storm Water Pollution Prevention Plan, Key Personnel, Scheduling of Work, Partnering, and Removing Miscellaneous Structures. **Prepare Drainage Analysis and Storm Drainage Design.** Not Applicable. The drainage analysis and storm drainage design completed by Mead & Hunt in the OXR AIP 038 project will be utilized for this project.

2.10 Compile/Submit Permits. This task includes identifying potential federal, state and local permits needed for the project. Permits are anticipated to be required for, but are not limited to, stormwater pollution prevention plans and associated permits (SWPPP). When applicable, the Consultant will assist the County to compile information and submit permits that are required to be obtained by the County.

2.11 Compile/Submit FAA Form 7460. This task includes preparing and submitting the required FAA Form 7460-1, "Notice of Proposed Construction or Alteration," via the FAA's online Obstruction Evaluation/Airport Airspace Analysis (OE/AAA) system on the County's behalf. The Consultant will prepare an exhibit depicting the locations and other information pertinent to the cases' impact on the airspace to include with the submission. The Consultant will submit FAA Form 7460-1 and the associated documentation to the FAA via the OE/AAA system for approval a minimum of 45 days prior to the start of construction.

2.12 Calculate Estimated Quantities. This task includes calculating all necessary quantities for the various work items. Quantities must be consistent with the specifications and acceptable quantity calculation practices.

2.13 Prepare Estimate of Probable Construction Cost. Using the final quantities calculated following the completion of the construction plans and specifications, the

Consultant will prepare the construction cost estimate. The estimate will be based on information obtained from previous projects, contractors, material suppliers and other available databases.

2.14 Prepare Engineer's Design Report and Modification of Standards. Not Applicable. The Engineer's Report and Modification of Standards submitted by Mead & Hunt in the OXR AIP 038 project will be utilized for this project.

2.15 Prepare and Submit Modification of Standards on MOS Website. Not Applicable. The Modification of Standards submitted by Mead & Hunt in the OXR AIP 038 project will be utilized for this project.

2.16 Review Plans at 90% Complete. During various stages of completion of the design, the Consultant will submit a set of Construction Plans, Specifications, and Contract Documents to the County for their review. Meetings will be scheduled for periodic reviews, including a 90% plans-in-hand review. The project will be reviewed with the FAA to obtain their concurrence with the design.

2.17 Provide In-House Quality Control. The Consultant has an established quality control program that will provide both experienced and thorough reviews of all project submittals and will also provide engineering guidance to the design team throughout design development from an experienced, senior-level Professional Engineer.

Prior to each review set of Construction Plans, Specifications, and Contract Documents being submitted to the County and FAA, a thorough, in-house quality control review of the documents will be conducted. This process will include an independent review of the Construction Plans, Specifications, and Contract Documents being submitted by a licensed Professional Engineer other than the Engineer who performed the design of the project. Comments will be offered by the Engineer that performed the review, and revisions to the Construction Plans, Specifications, and Contract Documents will be made accordingly.

In addition to the 90% review, the Consultant's in-house quality control program also provides engineering guidance to the design team throughout the project design in an attempt to steer the project in a manner that provides the best engineering judgment.

At the 90% design review, the independent review will re-evaluate the CATEx boundary.

2.18 Prepare and Submit Construction Plans, Specifications, and Contract Documents. A final set of Construction Plans (11" x 17"), Specifications, and Contract Documents will be prepared and submitted to the County and the FAA. These documents will incorporate all revisions, modifications, and corrections identified during the final review. Paper and electronic copies will be provided.

2.19 Prepare Airfield Signing and Marking Plan. This task includes providing or updating the overall airfield signing and marking plan.

2.20 Prepare Requests for Reimbursement. This task includes preparing the FAA

Standard Form 271 for reimbursement of eligible expenses incurred on a monthly basis. The Consultant will submit the completed form along with appropriate supporting documentation to the County for review and approval. Upon approval, the Consultant or the County will submit the completed forms and supporting documentation to the FAA for reimbursement. It is estimated there will be three RFRs for expenses incurred during the design and bidding phase of this project.

2.21 Prepare and Submit Design Closeout Report. This task includes preparation of the design closeout report in accordance with current FAA Western-Pacific Region Design Closeout Report guidelines. Paper and electronic copies will be provided.

TASK 2 DELIVERABLES	TO FAA	TO COUNTY
2.05 Preliminary Contract Documents for County’s Review	✓	✓
2.06 CSPP at 90% and 95% Complete	✓	✓
2.12 FAA Form 7460	✓	✓
2.17 90 % Construction Plans, Specifications, and Contract Documents	✓	✓
2.19 Final Construction Plans, Specifications and Contract Documents	✓	✓
2.20 Airfield Signing and Marking Plan	✓	✓
2.21 Requests for Reimbursement	✓	✓
2.22 Design Closeout Report	✓	✓

TASK 2 MEETINGS/SITE VISITS	LOCATION/ATTENDEES/DURATION
2.17 Plan Review at 90% Complete.	<ul style="list-style-type: none"> Oxnard, CA One (1) Project Engineer and one (1) Project Manager Assume Two (2) hours via teleconference (1 meeting)

3.0 Bidding Phase

3.01 Provide Bid Assistance. The Consultant will assist the County, as needed, with the preparation of any required bidding documents. Included as part of this task, the Consultant will prepare a legal advertisement for publication in two (2) newspapers (or other form of regularly published print media) as a solicitation for bids. Additionally, the Consultant will advertise the project Invitation for Bids on their website and directly notify potential contractors and plan rooms in order to maximize project exposure and generate interest in the project and manage plan request and necessary addendums with the plan holders. The Consultant will coordinate payment for the project advertisement(s) and request reimbursement from the County as a pass-through cost during invoicing.

3.02 Prepare/Conduct Pre-Bid Meeting. The Consultant will conduct the pre-bid meeting and pre-bid site visit in sequence with the County and contract document requirements. As a part of this meeting, the Consultant will also discuss the environmental plan sheet, surveyed areas, and environmental commitments.

3.03 Prepare Addenda. Any necessary addenda will be issued to clarify and modify the project, as required, and based on questions or comments that may arise from potential contractors during the bidding process. Any necessary addenda will be reviewed with the County and FAA prior to being issued. The addenda will meet all design and construction standards, as required.

3.04 Consult with Prospective Bidders. During the bidding process, the Consultant shall be available to clarify bidding issues with contractors and suppliers and for consultation with the various entities associated with the project.

3.05 Attend Bid Opening. The Consultant shall attend the bid opening for the project, which will be conducted by the County.

3.06 Review Bid Proposals. Upon the opening of submitted bid proposals by the County, the Consultant shall review all the bid proposals submitted. A cost analysis of the bid prices will be completed and tabulated; the contractor's qualifications to perform the work will be included, including review of suspension and debarment rules on the www.Sam.gov website, verification of proposed DBE subcontractors, Buy American compliance analysis/review, and project funding review. Inclusion of bid guarantee, acknowledgement of addenda, and licensure verification in California shall be completed.

3.07 Prepare Recommendation of Award. The Consultant shall prepare a Recommendation of Award for the County to accept or reject the bids received with a summary of the items listed in Task 3.6. If rejection is recommended, the Consultant will supply an explanation for their recommendation and possible alternative actions the County can pursue to complete the project.

TASK 3 DELIVERABLES	TO FAA	TO COUNTY
3.01 Required Bidding Documents	✓	✓
3.02 Pre-Bid Meeting Agenda and Pre-Bid Meeting Minutes	✓	✓
3.03 Addenda	✓	✓
3.06 Bid Tabulations	✓	✓
3.07 Recommendation of Award	✓	✓

TASK 3 MEETINGS/SITE VISITS	LOCATION/ATTENDEES/DURATION
3.02 Prepare/Conduct Pre-Bid Meeting	<ul style="list-style-type: none"> Oxnard, CA One (1) Project Manager and One (1) Project Engineer Assume full day site visit (1 site visit) Assume travel to/from Denver, CO to Oxnard, CA with two (2) overnight stays for Project Manager
3.05 Attend Bid Opening	<ul style="list-style-type: none"> Oxnard, CA One (1) Project Engineer

EX Reimbursable Costs During Design and Bidding. This section includes reimbursable items such as auto rental, mileage, lodging, per diem, and other miscellaneous expenses incurred in order to complete **Part A – Basic Services**.

Special Considerations

The following special considerations are required for this project but will be completed by subconsultants to the Consultant. The cost for this work will be included in the engineering contract agreement with the County and the costs are in addition to the engineering fees outlined above.

Geotechnical Investigation Consultant. Geotechnical consultant recommendations for the lime and/or cement treatment of the existing subgrade material will be updated for this project.

Assumptions

The scope of services described previously, and the associated fees, are based on the following rates and assumed responsibilities of the Consultant and County.

1. For the purposes of estimating the amount of reimbursable expenses which will be incurred by the Consultant, the cost of mileage is calculated in accordance with the current IRS rate and per diem and lodging are calculated in accordance with applicable, current GSA rates. The actual amounts to be invoiced for mileage and per diem will be in accordance with the applicable, published IRS and GSA rates at the time of service and may vary from the rates used in the fee estimate. Lodging will be invoiced as an actual expense incurred.
2. It is anticipated there will be a minimum number of trips and site visits to the airport to facilitate the completion of the various phases listed in this scope. The number of trips, as well as the anticipated lengths and details of the trips, are included at the end of each phase above.
3. The County will provide existing mapping data including as-builts available for the project areas, aerial orthoimagery, subsurface conditions information such as prior geotechnical investigations in the project area and other available information in the possession of the County.
4. The County will provide an electronic copy of the current ALP to allow for updating of the plan upon completion of the project.
5. The Consultant will provide additional base mapping of existing topography, planimetric features and underground utilities needed in the design phase of

the project.

6. The County will furnish escorts as needed for the Consultant to conduct field work.
7. The County will coordinate with tenants as required to facilitate field evaluations and construction.
8. All engineering work will be performed using accepted engineering principles and practices and provide quality products that meet or exceed industry standards. Dimensional criteria will be in accordance with FAA AC 150/5300-13 (Current Edition), *Airport Design*, and related circulars. Construction specifications will be in accordance with FAA AC 150/5370-10 (Current Edition), *Standard Specifications for Construction of Airports*, and the Western-Pacific Region's Regional Updates for Specifying Construction of Airports and related circulars. Project planning, design, and construction will further conform to all applicable standards, including all applicable current FAA Advisory Circulars and Orders required for use in AIP- funded projects and other national, state, or local regulations and standards, as identified and relevant to an airfield design and construction project.
9. The Consultant will utilize the following plan standards for the project:
 - Plans will be prepared using the Consultant's standards, unless the County provides its own standards upon Notice to Proceed.
 - Plan elevations will be vertical datum NAVD 88 derived from the existing control network.
 - Plan coordinates will be based on horizontal datum NAD 83/2011 State Plane Coordinates derived from the existing control network.
 - All plans will be stamped and signed by a state-licensed Professional Engineer, or Professional Land Surveyor, as required.
 - Plans prepared by subconsultants will be prepared using the same base maps, the same coordinate systems and the same plan layout and format as plans prepared by the Consultant.
 - The guidance included in FAA Memorandum, *FAA Review of Construction Plans and Specifications for AIP Funded Projects*, will be reviewed, incorporated and will supplement the Consultant's standards.
10. The Consultant will utilize the following assumptions when preparing the project

manual for bidding and construction of the project:

- The project manual Contract Documents will be developed jointly by the County and the Consultant.
 - The Consultant is responsible for developing the contents of the document and including the Front-End documents which will be supplied by the County.
 - FAA General Provisions and required contract language will be used.
11. The Consultant must maintain records of design analyses and calculations consistent with typical industry standards, as required by the FAA, for a period of three years after the project is closed by the FAA.

Because the Consultant has no control over the cost of construction-related labor, materials, or equipment, the Consultant's opinions of probable construction costs will be made on the basis of experience and qualifications as a practitioner of his/her profession. The Consultant does not guarantee that proposals for construction, construction bids, or actual project construction costs will not vary from Consultant's estimates of construction cost.

Additional Services

The following items are not included under this agreement but will be considered as extra work:

- Redesign for the County's convenience or due to changed conditions after previous alternate direction and/or approval.
- Submittals or deliverables in addition to those listed herein.
- If a project audit occurs, the Consultant is prepared to assist the County in gathering and preparing the required materials for the audit.
- Serving as an expert witness for the Owner in any litigation, surety claim, contractor bond activation, or other proceeding involving the project.
- Additional or extended services during construction made necessary by extension of contract time, non-concurrent work, or changes in the work.
- Legal, surety, or insurance support, coordination, and representation.

Extra Work will be as directed by the County in writing for an additional fee as agreed upon by the County and the Consultant.

EXHIBIT B

SCHEDULE OF COMPLETION

Upon issuance of the notice to proceed to CONSULTANT by the COUNTY, CONSULTANT will complete the work under this contract by December 31, 2023.

Time during which the CONSULTANT is delayed by any public agency reviewing the Contract Documents, or by the COUNTY or FAA for any reason, and not occasioned by acts or omissions of the CONSULTANT, shall not be included in the above time limitations if the CONSULTANT gives prompt notice of delays when they occur.

**EXHIBIT C
FEES AND PAYMENT**

I. FEES

- A.** Payment for work outlined in this Scope of Services shall be a lump sum not to exceed Three Hundred Fifty-five Thousand Nine Hundred Dollars (\$355,900).

These fees shall include all labor, materials, expenses, and incidentals necessary to complete the work as described herein. An Engineering Services Cost Estimate is included as Exhibit C-1 to this Scope of Services.

- B.** Payment for additional services requested by the COUNTY will be performed on a time-and-expense basis in conformance with the Aviation Billing Rate Schedule included as Exhibit C-2 to this Scope of Services. The CONSULTANT will establish the budget for additional services prior to the start of work and may not exceed the budget without written authorization from the COUNTY. Any additional services must be authorized in writing by the COUNTY.
- C.** If all work under this Contract cannot be completed within eighteen (18) months after the Notice to Proceed through no fault of the CONSULTANT, the fee for the work not then completed will be adjusted to reflect increases in costs that occur due to delays from the expiration of the eighteen (18) months and the time the work can actually be performed.

II. PAYMENTS

The COUNTY will make payments to the CONSULTANT as follows:

Progress payments will be made monthly upon presentation of an invoice and completed COUNTY claim form in accordance with "Fees and Payment" for work actually completed, but not exceeding 80 percent (80%) of the fee allocated for a stage until the completion of the work for that stage. Payments will be processed within thirty (30) days of receipt of invoice and completed COUNTY claim form, or ten (10) days from receipt of invoice and completed COUNTY claim form by the Auditor-Controller's office.

Part A – Basic Services	<u>Fee Allocation</u>	
	80%	100%
Phase 1 – Preliminary Design	\$36,568	\$45,710
Phase 2 – Design Phase	\$218,516	\$273,145
Phase 3 – Bidding Phase	\$22,836	\$28,545
Subconsultant - Geotechnical	\$6,800	\$8,500
	Total \$355,900	

**Exhibit C-1
AEA 23-05
CONTRACT**

AWPC Contract Agreement
 Project No.: 2023-05-003
 Project Name: Design and Bid/Build
 Date: February 28, 2023

Job Code	Job Description	UNIT CATEGORY														Phase Item Code																													
		Principal	Construction Manager IV	Project Manager IV	Engineer Phase Manager I	Construction Manager I	Electrical Phase Manager IV	Mechanical Engineer in Training	CDD Test (R)	Project Coordinator	Estimator III	Survey Manager	Materials Manager	Quality Control Manager																															
1.0	1.00000																																												
1.1	1.00000																																												
1.2	1.00000																																												
1.3	1.00000																																												
1.4	1.00000																																												
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1.7	1.00000																																												
1.8	1.00000																																												
1.9	1.00000																																												
1.10	1.00000																																												
1.11	1.00000																																												
TOTALS																																													
1.00000	1.00000																																												

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2.16	2.00000																																															
2.17	2.00000																																															
TOTALS																																																
2.00000	2.00000																																															

JOB COST		BILLING RATE		LANSIE CATEGORY												Phase Item Code
Job Cost	Total Hours	Rate	Subtotal	Construction Manager IV	Project Manager IV	Engineer Phase Manager I	Construction Manager I	Electrical Phase Manager IV	Engineer Phase Manager IV	CPM/ Test III	Project Coordinator II	CPM/ Test II				Phase Item Code
2.0 Building Phase (Lump Sum)	6,476	\$ 292.00 / Hr.	\$ 1,891,832	1	3	18	8	2	8	8	8	8	1	4,411.00		1
2.1 Construction Manager IV	64	\$ 292.00 / Hr.	\$ 18,728	1	3	18	8	2	8	8	8	8	1	4,411.00		1
2.2 Project Manager IV	184	\$ 292.00 / Hr.	\$ 53,728	1	3	18	8	2	8	8	8	8	1	4,411.00		1
2.3 Engineer Phase Manager I	32	\$ 292.00 / Hr.	\$ 9,344	1	3	18	8	2	8	8	8	8	1	4,411.00		1
2.4 Construction Manager I	32	\$ 292.00 / Hr.	\$ 9,344	1	3	18	8	2	8	8	8	8	1	4,411.00		1
2.5 Electrical Phase Manager IV	16	\$ 292.00 / Hr.	\$ 4,672	1	3	18	8	2	8	8	8	8	1	4,411.00		1
2.6 Engineer Phase Manager IV	24	\$ 292.00 / Hr.	\$ 7,008	1	3	18	8	2	8	8	8	8	1	4,411.00		1
2.7 Prepare Reconveyance of Award	2	\$ 292.00 / Hr.	\$ 584	1	3	18	8	2	8	8	8	8	1	4,411.00		1
2.8 Construction Manager II	24	\$ 191.00 / Hr.	\$ 4,584	1	3	18	8	2	8	8	8	8	1	4,411.00		1
TOTAL	14,028		\$ 2,347,860	4	24	180	112	32	72	88	112	88	3	3,322.00		3

Job Cost	Phase Item Code	Phase Item Description	Rate	Hours	Subtotal
2.1 Construction Manager IV	4	Construction Manager IV	\$ 292.00	64	\$ 18,728
2.2 Project Manager IV	6	Project Manager IV	\$ 292.00	184	\$ 53,728
2.3 Engineer Phase Manager I	18	Engineer Phase Manager I	\$ 292.00	32	\$ 9,344
2.4 Construction Manager I	3	Construction Manager I	\$ 292.00	32	\$ 9,344
2.5 Electrical Phase Manager IV	11	Electrical Phase Manager IV	\$ 292.00	16	\$ 4,672
2.6 Engineer Phase Manager IV	25	Engineer Phase Manager IV	\$ 292.00	24	\$ 7,008
2.7 Prepare Reconveyance of Award	5	Prepare Reconveyance of Award	\$ 292.00	2	\$ 584
2.8 Construction Manager II	19	Construction Manager II	\$ 191.00	24	\$ 4,584
TOTAL				14,028	\$ 2,347,860

Job Cost	Phase Item Code	Phase Item Description	Rate	Hours	Subtotal
2.1 Construction Manager IV	4	Construction Manager IV	\$ 292.00	64	\$ 18,728
2.2 Project Manager IV	6	Project Manager IV	\$ 292.00	184	\$ 53,728
2.3 Engineer Phase Manager I	18	Engineer Phase Manager I	\$ 292.00	32	\$ 9,344
2.4 Construction Manager I	3	Construction Manager I	\$ 292.00	32	\$ 9,344
2.5 Electrical Phase Manager IV	11	Electrical Phase Manager IV	\$ 292.00	16	\$ 4,672
2.6 Engineer Phase Manager IV	25	Engineer Phase Manager IV	\$ 292.00	24	\$ 7,008
2.7 Prepare Reconveyance of Award	5	Prepare Reconveyance of Award	\$ 292.00	2	\$ 584
2.8 Construction Manager II	19	Construction Manager II	\$ 191.00	24	\$ 4,584
TOTAL				14,028	\$ 2,347,860

TOTAL PHASE SUBTOTAL \$ 2,347,860
TOTAL \$ 2,347,860

NONCONSTRUCTION 1
Subtotal Investigative Consultant Search (Intervenor Parties)

Phase Item Code 4
Phase Item Description Construction Manager IV
Rate \$ 292.00
Hours 64
Subtotal \$ 18,728

\$ 18,728

**EXHIBIT D
FEDERAL CONTRACT PROVISIONS
FOR PROFESSIONAL SERVICES (A/E) CONTRACTS**

The following provisions, if applicable, are hereby included in and made part of the attached Contract between COUNTY OF VENTURA DEPARTMENT OF AIRPORTS (COUNTY) and Aviation, a Woolpert Company (CONSULTANT).

It is understood by the COUNTY and the Consultant that the FAA is not a part of this Agreement and will not be responsible for Project costs except as should be agreed upon by COUNTY and the FAA under a Grant Agreement for the Project.

1. ACCESS TO RECORDS AND REPORTS. (Reference: 2 CFR § 200.326, 2 CFR § 200.333)

The CONSULTANT must maintain an acceptable cost accounting system. The CONSULTANT agrees to provide the COUNTY, the Federal Aviation Administration and the Comptroller General of the United States or any of their duly authorized representatives access to any books, documents, papers, and records of the CONSULTANT which are directly pertinent to the specific contract for the purpose of making audit, examination, excerpts and transcriptions. The CONSULTANT agrees to maintain all books, records and reports required under this contract for a period of not less than three years after final payment is made and all pending matters are closed.

2. BREACH OF CONTRACT TERMS. (Reference 49 CFR part 18.36(i)(1))

Any violation or breach of terms of this contract on the part of the CONSULTANT or its subconsultants may result in the suspension or termination of this contract or such other action that may be necessary to enforce the rights of the parties of this agreement. The duties and obligations imposed by the Contract Documents and the rights and remedies available thereunder are in addition to, and not a limitation of, any duties, obligations, rights and remedies otherwise imposed or available by law.

3. BUY AMERICAN PREFERENCE. (Reference: 49 USC § 50101)

The CONSULTANT agrees to comply with 49 USC § 50101, which provides that Federal funds may not be obligated unless all steel and manufactured goods used in AIP-funded projects are produced in the United States, unless the FAA has issued a waiver for the product; the product is listed as an Excepted Article, Material Or Supply in Federal Acquisition Regulation subpart 25.108; or is included in the FAA Nationwide Buy American Waivers Issued list.

A bidder or offeror must submit the appropriate Buy America certification (below) with all bids or offers on AIP funded projects. Bids or offers that are not accompanied by a completed Buy America certification must be rejected as nonresponsive.

Type of Certification is based on Type of Project:

There are two types of Buy American certifications.

- For projects for a facility, the Certificate of Compliance Based on Total Facility (Terminal or Building Project) must be submitted.
- For all other projects, the Certificate of Compliance Based on Equipment and Materials Used on the Project (Non-building construction projects such as runway or roadway construction; or equipment acquisition projects) must be submitted.

Certificate of Buy American Compliance for Total Facility

(Buildings such as Terminal, SRE, ARFF, etc.)

As a matter of bid responsiveness, the bidder or offeror must complete, sign, date, and submit this certification statement with their proposal. The bidder or offeror must indicate how they intend to comply with 49 USC § 50101 by selecting one of the following certification statements. These statements are mutually exclusive. Bidder must select one or the other (i.e. not both) by inserting a checkmark (✓) or the letter "X".

- Bidder or offeror hereby certifies that it will comply with 49 USC. 50101 by:
- a) Only installing steel and manufactured products produced in the United States; or
 - b) Installing manufactured products for which the FAA has issued a waiver as indicated by inclusion on the current FAA Nationwide Buy American Waivers Issued listing; or
 - c) Installing products listed as an Excepted Article, Material or Supply in Federal Acquisition Regulation Subpart 25.108.

By selecting this certification statement, the bidder or offeror agrees:

1. To provide to the Owner evidence that documents the source and origin of the steel and manufactured product.
2. To faithfully comply with providing US domestic products
3. To refrain from seeking a waiver request after establishment of the contract, unless extenuating circumstances emerge that the FAA determines justified.

- The bidder or offeror hereby certifies it cannot comply with the 100% Buy American Preferences of 49 USC § 50101(a) but may qualify for either a Type 3 or Type 4 waiver under 49 USC § 50101(b). By selecting this certification statement, the apparent bidder or offeror with the apparent low bid agrees:

1. To the submit to the Owner within 15 calendar days of the bid opening, a formal waiver request and required documentation that support the type of waiver being requested.
2. That failure to submit the required documentation within the specified timeframe is cause for a nonresponsive determination may results in rejection of the proposal.
3. To faithfully comply with providing US domestic products at or above the approved US domestic content percentage as approved by the FAA.
4. To furnish US domestic product for any waiver request that the FAA rejects.
5. To refrain from seeking a waiver request after establishment of the contract, unless extenuating circumstances emerge that the FAA determines justified.

Required Documentation

Type 3 Waiver - The cost of components and subcomponents produced in the United States is more that 60% of the cost of all components and subcomponents of the "facility". The required documentation for a type 3 waiver is:

- a) Listing of all manufactured products that are not comprised of 100% US domestic content (Excludes products listed on the FAA Nationwide Buy American Waivers Issued listing and products excluded by Federal Acquisition Regulation Subpart 25.108; products of unknown origin must be considered as nondomestic products in their entirety)
- b) Cost of non-domestic components and subcomponents, excluding labor costs associated with final assembly and installation at project location.

c) Percentage of non-domestic component and subcomponent cost as compared to total "facility" component and subcomponent costs, excluding labor costs associated with final assembly and installation at project location.

Type 4 Waiver – Total cost of project using US domestic source product exceeds the total project cost using non-domestic product by 25%. The required documentation for a type 4 of waiver is: a) Detailed cost information for total project using US domestic product

b) Detailed cost information for total project using non-domestic product

False Statements: Per 49 USC § 47126, this certification concerns a matter within the jurisdiction of the Federal Aviation Administration and the making of a false, fictitious or fraudulent certification may render the maker subject to prosecution under Title 18, United States Code.

Date

Signature

Company Name

Title

Certificate of Buy American Compliance for Manufactured Products

(Non-building construction projects, equipment acquisition projects)

As a matter of bid responsiveness, the bidder or offeror must complete, sign, date, and submit this certification statement with their proposal. The bidder or offeror must indicate how they intend to comply with 49 USC § 50101 by selecting one on the following certification statements. These statements are mutually exclusive. Bidder must select one or the other (not both) by inserting a checkmark (✓) or the letter "X".

- Bidder or offeror hereby certifies that it will comply with 49 USC § 50101 by:
 - a) Only installing steel and manufactured products produced in the United States, or;
 - b) Installing manufactured products for which the FAA has issued a waiver as indicated by inclusion on the current FAA Nationwide Buy American Waivers Issued listing, or;
 - c) Installing products listed as an Excepted Article, Material or Supply in Federal Acquisition Regulation Subpart 25.108.

By selecting this certification statement, the bidder or offeror agrees:

1. To provide to the Owner evidence that documents the source and origin of the steel and manufactured product.
2. To faithfully comply with providing US domestic product
3. To furnish US domestic product for any waiver request that the FAA rejects
4. To refrain from seeking a waiver request after establishment of the contract, unless extenuating circumstances emerge that the FAA determines justified.

The bidder or offeror hereby certifies it cannot comply with the 100% Buy American Preferences of 49 USC § 50101(a) but may qualify for either a Type 3 or Type 4 waiver under 49 USC § 50101(b). By selecting this certification statement, the apparent bidder or offeror with the apparent low bid agrees:

1. To the submit to the Owner within 15 calendar days of the bid opening, a formal waiver request and required documentation that support the type of waiver being requested.

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CONTRACT**

2. That failure to submit the required documentation within the specified timeframe is cause for a nonresponsive determination may result in rejection of the proposal.
3. To faithfully comply with providing US domestic products at or above the approved US domestic content percentage as approved by the FAA.
4. To refrain from seeking a waiver request after establishment of the contract, unless extenuating circumstances emerge that the FAA determines justified.

Required Documentation

Type 3 Waiver - The cost of the item components and subcomponents produced in the United States is more that 60% of the cost of all components and subcomponents of the "item". The required documentation for a type 3 waiver is:

- a) Listing of all product components and subcomponents that are not comprised of 100% US domestic content (Excludes products listed on the FAA Nationwide Buy American Waivers Issued listing and products excluded by Federal Acquisition Regulation Subpart 25.108; products of unknown origin must be considered as non-domestic products in their entirety)
- b) Cost of non-domestic components and subcomponents, excluding labor costs associated with final assembly at place of manufacture.
- c) Percentage of non-domestic component and subcomponent cost as compared to total "item" component and subcomponent costs, excluding labor costs associated with final assembly at place of manufacture.

Type 4 Waiver – Total cost of project using US domestic source product exceeds the total project cost using non-domestic product by 25%. The required documentation for a type 4 of waiver is: a) Detailed cost information for total project using US domestic product

- b) Detailed cost information for total project using non-domestic product

False Statements: Per 49 USC § 47126, this certification concerns a matter within the jurisdiction of the Federal Aviation Administration and the making of a false, fictitious or fraudulent certification may render the maker subject to prosecution under Title 18, United States Code.

_____ Date

_____ Signature

_____ Company Name

_____ Title

4. CIVIL RIGHTS PROVISIONS– GENERAL. (Reference: 49 USC § 47123)

The CONSULTANT agrees that it will comply with pertinent statutes, Executive Orders and such rules as are promulgated to ensure that no person shall, on the grounds of race, creed, color, national origin, sex, age, or handicap be excluded from participating in any activity conducted with or benefiting from Federal assistance.

This provision binds the contractors from the bid solicitation period through the completion of the contract. This provision is in addition to that required of Title VI of the Civil Rights Act of 1964.

This provision also obligates the tenant/concessionaire/lessee or its transferee for the period during which Federal assistance is extended to the airport through the Airport Improvement Program, except where

Federal assistance is to provide, or is in the form of personal property; real property or interest therein; structures or improvements thereon.

In these cases the provision obligates the party or any transferee for the longer of the following periods:

- (a) the period during which the property is used by the airport sponsor or any transferee for a purpose for which Federal assistance is extended, or for another purpose involving the provision of similar services or benefits; or
- (b) the period during which the airport sponsor or any transferee retains ownership or possession of the property.

5. CIVIL RIGHTS – TITLE VI ASSURANCES

Title VI Clauses for Compliance with Nondiscrimination Requirements

(Source: Appendix A of Appendix 4 of FAA Order 1400.11, Nondiscrimination in Federally-Assisted Programs at the Federal Aviation Administration)

During the performance of this contract, the CONSULTANT, for itself, its assignees, and successors in interest (hereinafter referred to as the "CONSULTANT") agrees as follows:

- 1). **Compliance with Regulations:** The CONSULTANTS will comply with the **Title VI List of Pertinent Nondiscrimination Statutes and Authorities**, as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.
- 2). **Non-discrimination:** The CONSULTANT, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The CONSULTANT will not participate directly or indirectly in the discrimination prohibited by the Acts and the Regulations, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR part 21.
- 3). **Solicitations for Subcontracts, Including Procurements of Materials and Equipment:** In all solicitations, either by competitive bidding, or negotiation made by the CONSULTANT for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by the CONSULTANT of the CONSULTANT's obligations under this contract and the Acts and the Regulations relative to Nondiscrimination on the grounds of race, color, or national origin.
- 4). **Information and Reports:** The CONSULTANT will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the COUNTY or the Federal Aviation Administration to be pertinent to ascertain compliance with such Acts, Regulations, and instructions. Where any information required of a CONSULTANT is in the exclusive possession of another who fails or refuses to furnish the information, the CONSULTANT will so certify to the COUNTY or the Federal Aviation Administration, as appropriate, and will set forth what efforts it has made to obtain the information.

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- 5). **Sanctions for Noncompliance:** In the event of a CONSULTANT's noncompliance with the Nondiscrimination provisions of this contract, the sponsor will impose such contract sanctions as it or the Federal Aviation Administration may determine to be appropriate, including, but not limited to:
 - a. Withholding payments to the CONSULTANT under the contract until the CONSULTANT complies; and/or
 - b. Cancelling, terminating, or suspending a contract, in whole or in part.
- 6). **Incorporation of Provisions:** The CONSULTANT will include the provisions of paragraphs 7.1 through 7.6 in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The CONSULTANT will take action with respect to any subcontract or procurement as the COUNTY or the Federal Aviation Administration may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the CONSULTANT becomes involved in, or is threatened with litigation by a subcontractor, or supplier because of such direction, the CONSULTANT may request the COUNTY to enter into any litigation to protect the interests of the COUNTY. In addition, the CONSULTANT may request the United States to enter into the litigation to protect the interests of the United States.

Title VI List of Pertinent Nondiscrimination Authorities

(Source: Appendix E of Appendix 4 of FAA Order 1400.11, Nondiscrimination in Federally-Assisted Programs at the Federal Aviation Administration)

During the performance of this contract, the CONSULTANT, for itself, its assignees, and successors in interest (hereinafter referred to as the "CONSULTANT") agrees to comply with the following nondiscrimination statutes and authorities; including but not limited to:

- 1). Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin);
- 2). 49 CFR part 21 (Non-discrimination In Federally-Assisted Programs of The Department of Transportation—Effectuation of Title VI of The Civil Rights Act of 1964);
- 3). The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- 4). Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.), as amended, (prohibits discrimination on the basis of disability); and 49 CFR part 27;
- 5). The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), (prohibits discrimination on the basis of age);
- 6). Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- 7). The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);

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- 8). Titles II and III of the Americans with Disabilities Act of 1990, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131 – 12189) as implemented by Department of Transportation regulations at 49 CFR parts 37 and 38;
- 9). The Federal Aviation Administration's Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- 10). Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
- 11). Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
- 12). Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq).

6. CERTIFICATION REGARDING DEBARMENT AND SUSPENSION

The CONSULTANT, by administering each lower tier subcontract that exceeds \$25,000 as a "covered transaction", must verify each lower tier participant of a "covered transaction" under the project is not presently debarred or otherwise disqualified from participation in this federally assisted project. The CONSULTANT will accomplish this by:

- 1). Checking the System for Award Management at website: <http://www.sam.gov>
- 2). Collecting a certification statement similar to the Certificate Regarding Debarment and Suspension (Bidder or Offeror), above.
- 3). Inserting a clause or condition in the covered transaction with the lower tier contract

If the FAA later determines that a lower tier participant failed to tell a higher tier that it was excluded or disqualified at the time it entered the covered transaction, the FAA may pursue any available remedy, including suspension and debarment.

7. CLEAN AIR AND WATER POLLUTION CONTROL.

(Reference: 49 CFR § 18.36(i)(12)) Note, when the DOT adopts 2 CFR 200, this reference will change to 2 CFR § 200 Appendix II(G))

CONSULTANT and subcontractors agree:

- 1). That any facility to be used in the performance of the contract or subcontract or to benefit from the contract is not listed on the Environmental Protection Agency (EPA) List of Violating Facilities;

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- 2). To comply with all the requirements of Section 114 of the Clean Air Act, as amended, 42 U.S.C. 1857 et seq. and Section 308 of the Federal Water Pollution Control Act, as amended, 33 U.S.C. 1251 et seq. relating to inspection, monitoring, entry, reports, and information, as well as all other requirements specified in Section 114 and Section 308 of the Acts, respectively, and all other regulations and guidelines issued thereunder;
- 3). That, as a condition for the award of this contract, the CONSULTANT or subcontractor will notify the awarding official of the receipt of any communication from the EPA indicating that a facility to be used for the performance of or benefit from the contract is under consideration to be listed on the EPA List of Violating Facilities;
- 4). To include or cause to be included in any construction contract or subcontract which exceeds \$100,000 the aforementioned criteria and requirements.

8. CONTRACT WORK HOURS AND SAFETY STANDARDS ACT REQUIREMENTS.

(Reference: 2 CFR § 200 Appendix II (E))

- 1). Overtime Requirements.

The CONSULTANT or subcontractor contracting for any part of the contract work which may require or involve the employment of laborers or mechanics shall require or permit any such laborer or mechanic, including watchmen and guards, in any workweek in which he or she is employed on such work to work in excess of forty hours in such workweek unless such laborer or mechanic receives compensation at a rate not less than one and one-half times the basic rate of pay for all hours worked in excess of forty hours in such workweek.

- 2). Violation; Liability for Unpaid Wages; Liquidated Damages.

In the event of any violation of the clause set forth in paragraph (1) above, the CONSULTANT and any subcontractor responsible therefor shall be liable for the unpaid wages. In addition, CONSULTANT and subcontractor shall be liable to the United States (in the case of work done under contract for the District of Columbia or a territory, to such District or to such territory), for liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer or mechanic, including watchmen and guards, employed in violation of the clause set forth in paragraph 1 above, in the sum of \$10 for each calendar day on which such individual was required or permitted to work in excess of the standard workweek of forty hours without payment of the overtime wages required by the clause set forth in paragraph 1 above.

- 3). Withholding for Unpaid Wages and Liquidated Damages.

The Federal Aviation Administration or the Sponsor shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld, from any monies payable on account of work performed by the CONSULTANT or subcontractor under any such contract or any other Federal contract with the same CONSULTANT, or any other Federally-assisted contract subject to the Contract Work Hours and Safety Standards Act, which is held by the same CONSULTANT, such sums as may be determined to be necessary to satisfy any liabilities of such CONSULTANT or subcontractor for unpaid wages and liquidated damages as provided in the clause set forth in paragraph 2 above.

- 4). Subcontractors.

The CONSULTANT or subcontractor shall insert in any subcontracts the clauses set forth in paragraphs 1 through 4 and also a clause requiring the subcontractor to include these clauses in any lower tier subcontracts. The prime CONSULTANT shall be responsible for compliance by

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any subcontractor or lower tier subcontractor with the clauses set forth in paragraphs 1 through 4 of this section.

9. DISADVANTAGED BUSINESS ENTERPRISES

- 1). **Contract Assurance** (§26.13) - The CONSULTANT and their subcontractors shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The CONSULTANT shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of DOT assisted contracts. Failure by the CONSULTANT to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy, as the recipient deems appropriate.
- 2). **Prompt Payment** (§26.29) - The CONSULTANT agrees to pay each subcontractor under this prime contract for satisfactory performance of its contract no later than thirty days from the receipt of each payment the CONSULTANT receives from COUNTY. Any delay or postponement of payment from the above referenced time frame may occur only for good cause following written approval of the COUNTY. This clause applies to both DBE and non-DBE subcontractors.

10. FEDERAL FAIR LABOR STANDARDS ACT (FEDERAL MINIMUM WAGE) (Reference: 29 USC § 201, et seq.)

All contracts and subcontracts that result from this solicitation incorporate the following provisions by reference, with the same force and effect as if given in full text. The CONSULTANT has full responsibility to monitor compliance to the referenced statute or regulation. The CONSULTANT must address any claims or disputes that pertain to a referenced requirement directly with the Federal Agency with enforcement responsibilities.

Requirement	Federal Agency with Enforcement Responsibilities
Federal Fair Labor Standards Act (29 USC 201)	U.S. Department of Labor – Wage and Hour Division

11. LOBBYING AND INFLUENCING FEDERAL EMPLOYEES. (Reference:49 CFR part 20, Appendix A)

- 1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the CONSULTANT, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- 2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

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This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

12. OCCUPATIONAL SAFETY AND HEALTH ACT OF 1970 (Reference 20 CFR part 1910)

All contracts and subcontracts that result from this solicitation incorporate the following provisions by reference, with the same force and effect as if given in full text. The CONSULTANT has full responsibility to monitor compliance to the referenced statute or regulation. The CONSULTANT must address any claims or disputes that pertain to a referenced requirement directly with the Federal Agency with enforcement responsibilities.

Requirement	Federal Agency with Enforcement Responsibilities
Occupational Safety and Health Act of 1970 (20 CFR Part 1910)	U.S. Department of Labor – Occupational Safety and Health Administration

13. RIGHT TO INVENTIONS (Reference 49 CFR part 18.36(i)(8))

All rights to inventions and materials generated under this contract are subject to requirements and regulations issued by the FAA and the COUNTY of the Federal grant under which this contract is executed.

14. TERMINATION OF CONTRACT (Reference: 49 CFR § 18.36(i)(2))

- a. The COUNTY may, by written notice, terminate this contract in whole or in part at any time, either for the COUNTY's convenience or because of failure to fulfill the contract obligations. Upon receipt of such notice services must be immediately discontinued (unless the notice directs otherwise) and all materials as may have been accumulated in performing this contract, whether completed or in progress, delivered to the COUNTY.
- b. If the termination is for the convenience of the COUNTY, an equitable adjustment in the contract price will be made, but no amount will be allowed for anticipated profit on unperformed services.
- c. If the termination is due to failure to fulfill the CONSULTANT's obligations, the COUNTY may take over the work and prosecute the same to completion by contract or otherwise. In such case, the CONSULTANT is be liable to the COUNTY for any additional cost occasioned to the COUNTY thereby.
- d. If, after notice of termination for failure to fulfill contract obligations, it is determined that the CONSULTANT had not so failed, the termination will be deemed to have been effected for the convenience of the COUNTY. In such event, adjustment in the contract price will be made as provided in paragraph 2 of this clause.
- e. The rights and remedies of the COUNTY provided in this clause are in addition to any other rights and remedies provided by law or under this contract.

15. TRADE RESTRICTION (Reference: 49 CFR part 30)

The CONSULTANT or subcontractor, by submission of an offer and/or execution of a contract, certifies that it:

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- a. is not owned or controlled by one or more citizens of a foreign country included in the list of countries that discriminate against U.S. firms published by the Office of the United States Trade Representative (USTR);
- b. has not knowingly entered into any contract or subcontract for this project with a person that is a citizen or national of a foreign country on said list, or is owned or controlled directly or indirectly by one or more citizens or nationals of a foreign country on said list;
- c. has not procured any product nor subcontracted for the supply of any product for use on the project that is produced in a foreign country on said list.

Unless the restrictions of this clause are waived by the Secretary of Transportation in accordance with 49 CFR 30.17, no contract shall be awarded to a CONSULTANT or subcontractor who is unable to certify to the above. If the CONSULTANT knowingly procures or subcontracts for the supply of any product or service of a foreign country on said list for use on the project, the Federal Aviation Administration may direct through the COUNTY cancellation of the contract at no cost to the Government.

Further, the CONSULTANT agrees that, if awarded a contract resulting from this solicitation, it will incorporate this provision for certification without modification in each contract and in all lower tier subcontracts. The CONSULTANT may rely on the certification of a prospective subcontractor unless it has knowledge that the certification is erroneous.

The CONSULTANT shall provide immediate written notice to the COUNTY if the CONSULTANT learns that its certification or that of a subcontractor was erroneous when submitted or has become erroneous by reason of changed circumstances. The subcontractor agrees to provide written notice to the CONSULTANT if at any time it learns that its certification was erroneous by reason of changed circumstances.

This certification is a material representation of fact upon which reliance was placed when making the award. If it is later determined that the CONSULTANT or subcontractor knowingly rendered an erroneous certification, the Federal Aviation Administration may direct through the COUNTY cancellation of the contract or subcontract for default at no cost to the Government.

Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render, in good faith, the certification required by this provision. The knowledge and information of a CONSULTANT is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

This certification concerns a matter within the jurisdiction of an agency of the United States of America and the making of a false, fictitious, or fraudulent certification may render the maker subject to prosecution under Title 18, United States Code, Section 1001.

16. TEXTING WHEN DRIVING (References: Executive Order 13513, and DOT Order 3902.10)

In accordance with Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving" (10/1/2009) and DOT Order 3902.10 "Text Messaging While Driving" (12/30/2009), FAA encourages recipients of Federal grant funds to adopt and enforce safety policies that decrease crashes by distracted drivers, including policies to ban text messaging while driving when performing work related to a grant or sub-grant.

The CONSULTANT must promote policies and initiatives for employees and other work personnel that decrease crashes by distracted drivers, including policies to ban text messaging while driving. The CONSULTANT must include these policies in each third party subcontract involved on this project.

17. VETERAN'S PREFERENCE (Reference: 49 USC § 47112(c))

In the employment of labor (except in executive, administrative, and supervisory positions), preference must be given to Vietnam era veterans, Persian Gulf veterans, Afghanistan-Iraq war veterans, disabled veterans, and small business concerns owned and controlled by disabled veterans as defined in Title 49 United States Code, Section 47112. However, this preference shall apply only where the individuals are available and qualified to perform the work to which the employment relates.

Date: _____ Executed at (city/state): _____

I declare under penalty of perjury, pursuant to the laws of the State of California, that the foregoing is true and correct to the best of my knowledge.

Signature / Title (Company Representative)

EXHIBIT 2 LOCATION MAP



Taxiway F Reconstruction

EXHIBIT 2



COUNTY of VENTURA
Department of Airports

555 Airport Way, Suite B
Camarillo, CA 93010
Phone: (805) 388-4372
Fax: (805) 388-4366
www.ventura.org/airports

March 9, 2023

Aviation Advisory Commission
555 Airport Way, Suite B
Camarillo, CA 93010

Subject: Appointment of One Member of the Aviation Advisory Commission to the Planning Advisory Committee for the Camarillo Airport Part 150 Study and One Member to the Planning Advisory Committee for the Oxnard Airport Part 150 Study

Recommendation:

Staff requests that your Commission appoint one member to Planning Advisory Committee for the Camarillo Airport Part 150 Study and one member to the Planning Advisory Committee for the Oxnard Airport Part 150 Study.

Discussion:

The Department of Airports has engaged the airport consulting firm Coffman Associates to prepare individual Federal Aviation Regulation (FAR) Part 150 studies for both Camarillo Airport and Oxnard Airport. Each independent study is a cooperative effort between the Ventura County Department of Airports and the Federal Aviation Administration (FAA). These voluntary Part 150 studies, funded by separate FAA grants, will update the Noise Exposure Maps (NEM) for both airports, last updated in 1998. Separate Noise Compatibility Programs (NCP) will also be prepared.

In keeping with the mission of providing robust community engagement, it is essential that a study of this nature features public input and participation. To fulfill this mission, Planning Advisory Committees (PAC) are being formed to assist in providing objective evaluations and input. The County of Ventura Department of Airports requests that the Aviation Advisory Commission appoint one member to serve on each airport's respective PAC.

PAC members will be expected to attend and participate in approximately four (4) meetings over the course of the study to identify specific issues that may need to be addressed during the development of each airport's Part 150 study, as well as review and comment on the study material as it is prepared. The first PAC meetings have been scheduled for March 20th (Camarillo) and March 21st (Oxnard).

AAC
Appointment to Planning Advisory Committee
for the FAR Part 150 Studies (CMA & OXR)
March 9, 2023
Page 2

If you have any questions regarding this item, please call Dave Nafie at (805) 388-4201, or me at (805) 388-4200.

A handwritten signature in blue ink, appearing to read 'Keith Freitas', written in a cursive style.

KEITH FREITAS, A.A.E., C.A.E.
Director of Airports



COUNTY of VENTURA

Department of Airports

555 Airport Way, Suite B

Camarillo, CA 93010

Phone: (805) 388-4372

Fax: (805) 388-4366

www.ventura.org/airports

March 9, 2023

Aviation Advisory Commission
Camarillo Airport Authority
Oxnard Airport Authority
555 Airport Way, Suite B
Camarillo, CA 93010

Subject: Receive and File a Staff Presentation Regarding Fly Friendly VC Progress Report

Recommendation:

Staff requests that your Commission/Authorities receive and file a staff presentation regarding a Fly Friendly VC progress report.

Discussion:

Noise related issues from the community have escalated in recent years. Prior to establishing a person dedicated to addressing noise concerns, the Ventura County Department of Airports tackled the issues with pilots guides (primarily communicated via vcairports.org), a dedicated noise comment phone line, and airfield signage designed to better guide pilots. In the fourth quarter of 2022, those efforts were far surpassed with the hiring of a Communications and Engagement Manager whose role includes an initial heavy focus on noise mitigation, updated pilot guides, a new flight tracking system, and enhanced communication with Ventura County residents and the aviation community alike.

Much of the recent focus has been on Fly Friendly VC, a national program implemented locally (and launched on September 13, 2022) by the Ventura County Department of Airports (DOA). The program focuses on three key goals: (a) addressing noise-related concerns from the community, especially regarding touch and go (TNG) activity (OXR and CMA) and jet arrivals (CMA). (b) connecting with, and nurturing, community relationships with improved communication efforts related to noise, and (c) establishing and continuing relationships with all based pilots, regional flight school leads, and tower staff, improving communications with them, and ensuring they are armed with the tools needed to make Fly Friendly VC a success. The primary components of Fly Friendly VC are (a) pilot guides developed for both CMA and OXR that provide alternative flight patterns that are tailored for pilots to help avoid residential overflights, and (b) enhanced

flight activity and noise comment tracking using the Vector Noise and Operations Management System (VNOMS).

Launched nearly six months ago, Fly Friendly VC has been well received by the aviation community. Department of Airports staff immediately began educating based pilots and regional flight school about the program and anticipated seeing improvements in flight activity, particularly with regard to touch and go activity, within the first three months of the program. Maps showcasing flight activity three months after the launch and up to present day indeed show significant improvements with a majority of days indicating less high-powered traffic over residential communities, more turns before the Edison Canal, and more right-turn traffic patterns to the north of OXR. Similarly, Camarillo residents have indicated that they have noticed improvements in touch and go activity. The initial success of Fly Friendly VC is especially noticeable when recent flight activity maps are compared to maps showcasing activity prior to the program's launch. The OXR Tower team has been vital in this success and their contribution has been recognized accordingly by not only Department of Airports staff, but also neighborhood communities.

There is more work to be done and the educational component of Fly Friendly VC is ongoing.

To date, Department of Airports staff has met with 20 of the 36 identified regional flight schools and flying clubs – all of which are eager to make the program a success. Flight school leads indicate interest in working to improve relationships with the community as their part in this collective effort. Still, the continued success and progress of the program will take time. Flight school leads have confirmed that annual turnover of CFIs and student is high, which is standard for the industry as many instructors and students alike move on to commercial airlines. Therefore, it is critical that Department of Airports staff be in regular communication with each flight school to ensure that new CFIs and students are brought into the conversation and are aware of Fly Friendly VC. Current relationships with regional flights schools outside of Ventura County, particularly in the Van Nuys, Santa Monica, Santa Barbara, and Long Beach areas are the first of their kind in Department of Airports recent history.

Additional communication efforts are in place in anticipation of the spring and summer months with a continued focus on reaching all flight schools and base pilots. Communication will continue for the foreseeable future. Summer months will include a heavier focus on communication with flight school managers/owners whose pilots have been identified as having difficulty following Fly Friendly VC patterns and reiterate our expectations as needed. This accountability communication will also remain in place for the foreseeable future.

Productive communication is critical to the success of Fly Friendly VC. With the Department of Airports taking the lead, our goal is to establish trust that has been lost, create and nurture relationships, and bridge the gap between the community, pilots, and flight schools. A common theme has been addressed in every communication with pilots

and neighbors alike, and that is vested interest in quality of life both in the air and on the ground. We understand that it is our job to lessen existing tensions, resentment, and animosity to collectively work toward that common goal.

In January, the Department of Airports launched Part 150 Noise Compatibility Studies for both Oxnard and Camarillo Airports. These studies will take a much deeper look at the impact of noise on our neighbors and will tackle noise mitigation efforts that are in the hands of the FAA and out of the Department of Airports' reach. These studies will compliment Fly Friendly VC.

While Department of Airports staff is pleased with the results of Fly Friendly VC thus far, we recognize that this is just the beginning. Our team will pivot as needed to ensure continued success. We remain committed to progress.

If you have any questions regarding this item, please call Jannette Jauregui at (805) 388-4287, or me at (805) 388-4200.

A handwritten signature in blue ink, appearing to read 'Keith Freitas', written in a cursive style.

KEITH FREITAS, A.A.E., C.A.E.
Director of Airports



COUNTY of VENTURA

Department of Airports

MONTHLY ACTIVITY REPORT

Month ending December 31, 2022

Hangars and Tie-downs:

Camarillo				Oxnard					
		Inventory	Occupied	Available			Inventory	Occupied	Available
Hangars				Hangars					
Private	170	170	0	Private	79	79	0		
County	160	160	0	County	66	65	1		
Out of Service	16	0	0	Out of Service	6	0	0		
Total	346	330	0	Total	151	144	1		
Tie-downs				Tie-downs					
County	96	56	40	County	7	1	6		
AVEX	25	18	7	Goldenwest Jet Center	15	11	4		
Channel Island Aviation	35	30	5	Oxnard Jet Center	8	6	2		
Visitor	35			Visitor	11				
Total	191	104	52	Total	41	18	23		

Airport Operations:

Aircraft Incidents:

	Camarillo	Oxnard		Camarillo	Oxnard
Current year for the month	14,049	5,860	Current Month	3	0
Last year for the month	11,325	5,396	Current year to date	43	6
% Change	24%	9%	CMA - (1) Beech Bonanza - Flat tire (2) Grumman - Flat Tire (3) Cessna - Flat Tire		
Current year to date	187,904	87,871			
Last year to date	173,970	65,747			
% Change	8%	34%			

Other:

	Camarillo	Oxnard
Airside Citations Issued	0	0
Landside Citations issued	1	10
Cards issued to transient overnight aircraft	21	3
Other aircraft ** (Estimate)	120	15
Hangar Waiting List	24	0

** Includes approximate number of aircraft occupying space in both large and small hangars by agreement with lessee or licensee



COUNTY of VENTURA

Department of Airports

MONTHLY ACTIVITY REPORT

Month ending January 31, 2023

Hangars and Tie-downs:

Camarillo				Oxnard			
	Inventory	Occupied	Available		Inventory	Occupied	Available
Hangars				Hangars			
Private	170	170	0	Private	79	79	0
County	160	160	0	County	66	65	1
Out of Service	16	0	0	Out of Service	6	0	0
Total	346	330	0	Total	151	144	1
Tie-downs				Tie-downs			
County	96	56	40	County	7	1	6
AVEX	25	18	7	Goldenwest Jet Center	15	11	4
Channel Island Aviation	35	30	5	Oxnard Jet Center	8	6	2
Visitor	35			Visitor	11		
Total	191	104	52	Total	41	18	23

Airport Operations:

Aircraft Incidents:

	Camarillo	Oxnard		Camarillo	Oxnard
Current year for the month	12,296	7,055	Current Month	2	0
Last year for the month	12,781	7,872	Current year to date	2	0
% Change	-4%	-10%	CMA: 1/15/23 C-172 engine failure during run-up 1/18/23 Rutan Long-EZ flat tire on RWY 26 OXR:		
Current year to date	12,296	7,055			
Last year to date	12,781	7,872			
% Change	-4%	-10%			

Other:

	Camarillo	Oxnard
Airside Citations Issued	0	0
Landside Citations issued	0	22
Cards issued to transient overnight aircraft	6	2
Other aircraft ** (Estimate)	120	15
Hangar Waiting List	24	0

** Includes approximate number of aircraft occupying space in both large and small hangars by agreement with lessee or licensee

Camarillo Noise Comment Report December 2022

Comments by Location	Number of Comments	Total Number of Households
East Neighborhoods	2	2
Midtown/Old Town	13	2
North Neighborhoods	2	1
Unspecified/Other	3	1

Type of Operation	Number of Comments
Takeoff/Departure	2
Landing/Arrival	0
Traffic Pattern	0
Unspecified	18

Total Comments = 20

Time of Day	Number of Comments
12 a.m. – 5 a.m.	3
5 a.m. – 8 a.m.	0
8 a.m. – 6 p.m.	14
6 p.m. – 12 a.m.	3

Comment Breakdown:

Household #1:
7 comments (35%)

Household #2:
4 comments (20%)

Household #3:
3 comments (15%)

Type of Aircraft	Number of Comments
Single Engine Piston	3
Multi-Engine Piston	0
Turboprop	0
Turbo Jet	11
Helicopter	0
Unspecified	6



**Oxnard Noise Comment Report
December 2022**

Comments by Location	Number of Comments	Total Number of Households
West of Victoria & South of 5 th (Channel Islands, Oxnard Shores, Seabridge, etc.)	317	13
South Neighborhoods (Via Marina, etc.)	43	3
East Neighborhoods	0	0
North Neighborhoods	5	3
Other/Unspecified	52	Unknown

Type of Operation	
Takeoff/Departure	23
Landing/Arrival	4
Traffic Pattern	74
Unspecified	316

Total Comments = 417

Time of Day	
12 a.m. – 5 a.m.	2
5 a.m. – 8 a.m.	3
8 a.m. – 6 p.m.	412
6 p.m. – 12 a.m.	0

Comment Breakdown:

Household #1:
215 comments (52%)

Household #2:
40 comments (10%)

Household #3:
34 comments (8%)

Type of Aircraft	
Single Engine Piston	130
Multi-Engine Piston	0
Turboprop	0
Turbo Jet	1
Helicopter	7
Unspecified	279



Fly Friendly VC Progress Report December 2022

- Drafted and distributed editorial feature: *Department of Airports Committed to Transparency, Open Communication with Community*
- Distributed information related to established partnership with the University of Alaska Fairbanks
- Sent **24** e-mail communications to community members regarding concerns related to air traffic for CMA and/or OXR
- Completed **2** FFVC Training Discussions with regional Flight Schools
- Began planning for launch of Part 150 Noise Compatibility Studies
- Continued weekly e-mail communications with air traffic images for Oxnard community members.
- Continued communications with Vector team for maintenance and improvements to VNOMS.
- Continued organization of vairports.org homepage and FFVC webpage
- Completed development of general FFVC community communication pieces



COUNTY of VENTURA

Department of Airports

Camarillo Noise Comment Report January 2023

Comments by Location	Number of Comments	Total Number of Households
East Neighborhoods	1	1
Midtown/Old Town	6	3
North Neighborhoods	1	1
Unspecified/Other	1	1

Type of Operation	
Takeoff/Departure	0
Landing/Arrival	0
Traffic Pattern	0
Unspecified	9

Total Comments = 9

Time of Day	
12 a.m. – 5 a.m.	1
5 a.m. – 8 a.m.	0
8 a.m. – 6 p.m.	7
6 p.m. – 12 a.m.	1

Comment Breakdown:

Household #1:
4 comments (44%)

Household #2:
1 comment (1%)

Household #3:
1 comment (1%)

Type of Aircraft	
Single Engine Piston	0
Multi-Engine Piston	0
Turboprop	0
Turbo Jet	1
Helicopter	0
Unspecified	8



Oxnard Noise Comment Report January 2023

Comments by Location	Number of Comments	Total Number of Households
West of Victoria & South of 5 th (Channel Islands, Oxnard Shores, Seabridge, etc.)	364	21
South Neighborhoods (Via Marina, etc.)	72	2
East Neighborhoods	0	0
North Neighborhoods	0	0
Other/Unspecified	52	Unknown

Type of Operation	
Takeoff/Departure	9
Landing/Arrival	4
Traffic Pattern	104
Unspecified	371

Total Comments = 488

Time of Day	
12 a.m. – 5 a.m.	0
5 a.m. – 8 a.m.	0
8 a.m. – 6 p.m.	483
6 p.m. – 12 a.m.	5

Comment Breakdown:

Household #1:
221 comments (45%)

Household #2:
71 comments (15%)

Household #3:
19 comments (4%)

Type of Aircraft	
Single Engine Piston	144
Multi-Engine Piston	0
Turboprop	0
Turbo Jet	2
Helicopter	2
Unspecified	340



Fly Friendly VC Progress Report January 2023

- Continued planning for, and prepared and distributed information related to, launch of Part 150 Noise Compatibility Studies for CMA and OXR including organization of web material.
- Coordinated coverage of Part 150 Noise Compatibility Studies with *VC Star*, *Acorn*, City of Camarillo, and City of Oxnard.
- Sent **40** e-mail communications to community members regarding concerns related to air traffic for CMA and/or OXR
- Completed **1** FFVC Training Discussions with regional Flight Schools
- Continued weekly e-mail communications with air traffic images for Oxnard community members.
- Continued communications with Vector team for maintenance and improvements to VNOMS.
- Continued organization and editing of vcairports.org homepage and FFVC webpage
- Began distribution of general FFVC community communication pieces.



JANUARY 2023

CAMARILLO AIRPORT – AIRPORT LAYOUT PLAN UPDATE/NARRATIVE REPORT

Status Update:

- Inventory trip was conducted January 9-12 to collection information and data for the study process.
- Consultant took part in meetings with the Airport Advisory Commission and Camarillo and Oxnard Airport Authorities on January 9 and 12, respectively, to inform the study process.
- Consultant is currently preparing inventory and forecasting elements.
- The study website went “live” during the month of January.
- The biological resources assessment has been prepared and submitted to airport staff for internal records.

Upcoming Action Items:

- Continued preparation of the inventory and forecasting elements.
- Planning underway for Public Information Workshop scheduled for April 18, 2023.

Project Percent Complete: The project is 39.2% complete through January 2023. The majority of this percentage is tied to work tasks that have been completed as part of the previous Master Plan contract and carried forward into the ALP Update/Narrative Report study. Revision to project total will be forthcoming with approval of Amendment No. 1 and will be reflected in February 2023.

CAMARILLO AIRPORT – AIRFIELD GEOMETRY AND DRAINAGE STUDY

Status Update: *No change.*

- Airport staff approved the finalization of the Airfield Drainage Study performed by a Subconsultant.

Upcoming Action Items:

- The Final Report is being coordinated with airport staff to complete the Drainage Study.

Project Percent Complete: The project is 68.7 percent complete through January 2023.

CAMARILLO AIRPORT – PART 150 NOISE COMPATIBILITY STUDY

Status Update:

- Inventory trip was conducted January 9-12 to collection information and data for the study process.
- Consultant took part in meetings with the Airport Advisory Commission and Camarillo and Oxnard Airport Authorities on January 9 and 12, respectively, to inform the study process.
- Study cover graphics and branding were created and approved.
- Radar flight track data was collected from airport staff to develop noise modeling assumptions.
- Study websites launched on January 13, 2023, including PAC Application process.
- Initiation brochure in draft phase.
- Advertising creation (including Spanish translations) for website launch and upcoming meetings.
- Planning Advisory Committee Meeting and Public Information Workshop scheduled for March 21, 2023. Planning underway (including coordination of Spanish/Mixtec interpretation).

Upcoming Action Items:

- Deliver inventory working paper and coordinate revisions with staff.
- Preparation of meeting materials for Planning Advisory Committee and Public Information Workshop on March 20,2023.

Project Percent Complete: The project is 9.8% complete through January 2023.

OXNARD AIRPORT – PART 150 NOISE COMPATIBILITY STUDY

Status Update:

- Inventory trip was conducted January 9-12 to collection information and data for the study process.
- Consultant took part in meetings with the Airport Advisory Commission and Camarillo and Oxnard Airport Authorities on January 9 and 12, respectively, to inform the study process.
- Study cover graphics and branding were created and approved.
- Radar flight track data was collected from airport staff to develop noise modeling assumptions.
- Study websites launched on January 13, 2023, including PAC Application process.
- Initiation brochure in draft phase.
- Advertising creation (including Spanish translations) for website launch and upcoming meetings.
- Planning Advisory Committee Meeting and Public Information Workshop scheduled for March 21, 2023. Planning underway (including coordination of Spanish/Mixtec interpretation).

Upcoming Action Items:

- Deliver inventory working paper and coordinate revisions with staff.
- Preparation of meeting materials for Planning Advisory Committee and Public Information Workshop on March 21,2023.

Project Percent Complete: The project is 9.6% complete through January 2023.

ANNUAL CONSULTING SERVICES CONTRACT (AEA No. 23-01)

Status Update:

- N/A for January 2023.

Upcoming Action Items:

- Coordination as needed to follow-up previous items and assist with new items at the direction of airport staff.

Project Percent Complete: 11.2% of the not-to-exceed amount of \$200,000 has been completed through January 2023.

January 10, 2023

Mrs. Erin Powers
Projects Administrator
County of Ventura Department of Airports
555 Airport Way, Suite B
Camarillo, CA 93010

Re: Monthly Airport Project Status Update – December 2022

Dear Mrs. Powers,

Below is a summary of the tasks completed during the month of December 2022, by Jviation, for the Camarillo Airport:

Conceptual Design for 2025 Runway/Taxiway Reconstruction (AIP Project No. 3-06-0339-039-2022)

- Throughout the month of December, the County and Jviation discussed this project during coordination meetings on December 1 and 15, 2022.
- **Upcoming:**
 - Continued coordination on this project with the County and FAA as needed.
 - Jviation will prepare a write up describing the existing runway not having a crowned pavement section and the difficulties of phasing the reconstruction of the runway project with the existing cross slope pavement section and a proposed crowned pavement section.
 - County and Jviation will discuss the write up described above before it is sent to the FAA for further discussion.

Runway 8-26 and Taxiway A Pavement Improvements (County Project No. AEA 22-08)

- Throughout the month of December, the County and Jviation discussed this project during coordination meetings on December 1 and 15, 2022.
- On December 5, 2022, Jviation and the County held a meeting to discuss the project phasing and upcoming presentation to airport tenants.
- On December 6, 2022, Jviation provided the County with the tenant presentation for review.
- On December 15, 2022, Jviation assisted the County in presenting the proposed project and phasing to the airport tenants.
- On December 15, 2022, Jviation provided the County with a revised tenant presentation for distribution based on the comments provided during the meeting with airport tenants.
- **Upcoming:**
 - Continued coordination on this project with the County.
 - The County will relay tenant feedback following the circulation of the project presentation.

Airport Pavement Management System (APMS) Update

- Throughout the month of December, the County and Jviation discussed this project during coordination meetings on December 1 and 15, 2022.

- Throughout the month of December, Jviation coordinated with Applied Pavement Technology (APT) on this project and their scope of work.
- **Upcoming:**
 - County will request the PaveAIR database files from their previous consultant.
 - County will research the use of PaveAIR versus PAVER database files for the APMS update.
 - Jviation will coordinate with subconsultants to assist with the completion of this project.
 - Jviation will prepare a scope of work and will submit it to the County for review.

Airport Capital Improvement Plan (ACIP) Update

- Throughout the month of December, the County and Jviation discussed this task during coordination meetings on December 1 and 15, 2022.
- **Upcoming:**
 - County to provide revisions to the ACIP spreadsheet and exhibits following the meeting with the FAA.

Final Design for 2025 Runway/Taxiway Reconstruction (AIP Project No. 3-06-0339-040-2023)

- On December 19, 2022, Jviation provided the County with a draft grant application.
- On December 20, 2022, the County provided comments on the draft grant application.
- On December 20, 2022, Jviation provided the County with a revised grant application based on comments and a grant application checklist.
- On December 22, 2022, the County submitted the grant application and checklist to the FAA.
- **Upcoming:**
 - Jviation will wait for direction from the County on any future tasks.

On-Call Services: Cloud Nine Development

- There were no updates in December, 2022 from Jviation on this task.
- **Upcoming:**
 - Jviation will wait for direction from the County on any future tasks.

If you have any comments, please do not hesitate to contact me.

Sincerely,

Jviation, a Woolpert Company



Matt Gilbreath, P.E.
Project Manager

cc: Mr. Keith Freitas, Mr. Dave Nafie – County of Ventura Department of Airports
Mr. Travis Vallin, Mr. JD Ingram, Mr. Jason Virzi, Mrs. Marisa Fluhr, Ms. Amanda Gross – Jviation, a Woolpert Company
File

February 4, 2023

Mrs. Erin Powers
Projects Administrator
County of Ventura Department of Airports
555 Airport Way, Suite B
Camarillo, CA 93010

Re: Monthly Airport Project Status Update – January 2023

Dear Mrs. Powers,

Below is a summary of the tasks completed during the month of January 2023, by Jviation, for the Camarillo Airport:

Conceptual Design for 2025 Runway/Taxiway Reconstruction (AIP Project No. 3-06-0339-039-2022)

- Throughout the month of January, the County and Jviation discussed this project during coordination meetings on January 5 and 19, 2023.
- On January 19, 2023, Jviation provided the County with the draft memo describing the existing runway not having a crowned pavement section and the difficulties of phasing the reconstruction of the runway project with the existing cross slope pavement section and a proposed crowned pavement section.
- **Upcoming:**
 - County will finalize the memo described above and will submit it to the FAA.
 - Continued coordination on this project with the County and FAA as needed.

Runway 8-26 and Taxiway A Pavement Improvements (County Project No. AEA 22-08)

- Throughout the month of January, the County and Jviation discussed this project during coordination meetings on January 5 and 19, 2023.
- Throughout the month of January, Jviation worked on the Issued for Review documents for this project.
- **Upcoming:**
 - Continued coordination on this project with the County.
 - Jviation to provide the County with the Issued for Review plan set and contract documents for review.

Airport Pavement Management System (APMS) Update

- Throughout the month of January, the County and Jviation discussed this project during coordination meetings on January 5 and 19, 2023.
- **Upcoming:**
 - County will request the PaveAIR database files from their previous consultant.
 - County will research the use of PaveAIR versus PAVER database files for the APMS update.
 - Jviation will coordinate with subconsultants to assist with the completion of this project.
 - Jviation will finalize a scope of work and will submit it to the County for review.

Airport Capital Improvement Plan (ACIP) Update

- Throughout the month of January, the County and Jviation discussed this task during coordination meetings on January 5 and 19, 2023.
- On January 19, 2023, the County provided Jviation with the revisions for the ACIP update.
- On January 30, 2023, Jviation provided the County with an updated ACIP for review.
- On January 31, 2023, the County provided Jviation with final revisions for the ACIP update.
- On January 31, 2023, Jviation provided the County with the final ACIP update. The County submitted the ACIP update to the FAA.
- **Upcoming:**
 - Jviation will wait for direction from the County on any future tasks.

Final Design for 2025 Runway/Taxiway Reconstruction (AIP Project No. 3-06-0339-040-2023)

- There were no updates from January 2023 on this task.
- **Upcoming:**
 - Jviation will wait for direction from the County on any future tasks.

On-Call Services: Cloud Nine Development

- There were no updates from January 2023 on this task.
- **Upcoming:**
 - All tasks have been completed for this project so it will be removed from the status update.

If you have any comments, please do not hesitate to contact me.

Sincerely,

Jviation, a Woolpert Company



Matt Gilbreath, P.E.
Project Manager

cc: Mr. Keith Freitas, Mr. Dave Nafie – County of Ventura Department of Airports
Mr. Travis Vallin, Mr. JD Ingram, Mr. Jason Virzi, Mrs. Marisa Fluhr, Ms. Amanda Gross – Jviation,
a Woolpert Company
File

January 11, 2023

Mrs. Erin Powers
Projects Administrator
County of Ventura Department of Airports
555 Airport Way, Suite B
Camarillo, CA 93010

Re: Monthly Airport Project Status Update – December 2022

Dear Mrs. Powers,

Below is a summary of the tasks completed during the month of December 2022, by Jviation and our subconsultants for the Oxnard Airport:

AIP Project No. 03-06-0179-038-2021 (Construction) – Runway 7-25 Reconstruction

- Throughout the month of December, the County and Jviation discussed this project during coordination meetings on December 1 and 15, 2022.
- Throughout the month of December, Jviation and the County coordinated with the Prime Contractor, Sully-Miller, on construction closeout items.
- On December 6, 2022, the County format of Change Order No. 6 was signed and distributed to all parties.
- **Upcoming:**
 - Jviation will continue project coordination with the County, FAA, and Sully-Miller.
 - County to provide Jviation with the Sponsor items needed for the Construction Closeout Report.
 - Sully-Miller to provide Jviation with the Prime Contractor items needed for the Construction Closeout Report.

AIP Project No. 03-06-0179-042-2022 – Connector Taxiways A-E Reconstruction

- Throughout the month of December, the County and Jviation discussed this project during coordination meetings on December 1 and 15, 2022.
- Throughout the month of December, Jviation coordinated with Granite Construction (Granite) on material submittals, requests for information, and proposed construction schedule.
- Throughout the month of December, the County and Jviation coordinated with the FAA on this project.
- On December 1, 2022, the County, Jviation, and Granite held a meeting to discuss the revised environmental requirements regarding soil excavation and stockpiling for the upcoming construction project. These additional environmental requirements are being imposed on the project by the Los Angeles office of the California Water Board.
- On December 2, 2022, Jviation provided the County with a revised Taxiway A-E Reconstruction Project Excavation Boundary Map exhibit for the Los Angeles office of the California Water Board.
- On December 12, 2022, Jviation confirmed that the only differences in the resubmitted airspace cases were the grant number and construction dates. Responses to FAA questions were coordinated with the County.

- On December 12, 2022, Jviation coordinated with the County and Granite to schedule the pre-construction meeting.
- On December 13, 2022, the County, Jviation, and Granite participated in a partnering kickoff workshop for the upcoming construction project.
- On December 19, 2022, the County provided Jviation with the executed contract and Notice to Proceed for construction management services.
- On December 19 and 22, 2022, Jviation provided the County with an updated construction notice for tenants.
- On December 21, 2022, Jviation conducted the pre-construction meeting with the County, Granite, FAA, and subconsultants. Jviation distributed the minutes from the pre-construction meeting on December 22, 2022.
- On December 21, 2022, Jviation provided the FAA and the County with Granite's proposed project schedule.
- On December 22, 2022, Jviation provided the County with the FAA Form 6000-26 (Airport Sponsor Strategic Event Submission Form) for review and distribution to the FAA.
- On December 27, 2022, the County provided Jviation with the revised Soil Management Plan to reference in the soil excavation memo.
- On December 28, 2022, Jviation provided the County with a draft soil excavation memo for review and received comments.
- On December 29, 2022, Jviation distributed the soil excavation memo to Granite.
- On December 29, 2022, Jviation coordinated with Granite regarding DBE compliance requirements.
- On December 29, 2022, Jviation and Granite held a meeting to discuss the construction schedule.
- **Upcoming:**
 - Jviation will continue project coordination with the County, FAA, and Granite.

Airport Pavement Management System (APMS) Update

- Throughout the month of December, the County and Jviation discussed this project during coordination meetings on December 1 and 15, 2022.
- Throughout the month of December, Jviation coordinated with Applied Pavement Technology (APT) on this project and their scope of work.
- **Upcoming:**
 - County will request the PaveAIR database files from their previous consultant.
 - County will research the use of PaveAIR versus PAVER database files for the APMS update.
 - Jviation will coordinate with subconsultants to assist with the completion of this project.
 - Jviation will prepare a scope of work and will submit it to the County for review.

Air Traffic Control Tower (ATCT) Facility Assessment

- Throughout the month of December, the County and Jviation discussed this project during coordination meetings on December 1 and 15, 2022.
- On December 19, 2022, the County provided Jviation with the executed contract and Notice to Proceed for construction management on this project.
- **Upcoming:**
 - Jviation will continue project coordination with the County.
 - County and Jviation will schedule a kickoff meeting for this project.

Airport Capital Improvement Plan (ACIP) Update

- Throughout the month of December, the County and Jviation discussed this task during coordination meetings on December 1 and 15, 2022.
- **Upcoming:**
 - County to provide revisions to the ACIP spreadsheet and exhibits following the meeting with the FAA.

AIP Project No. 03-06-0179-043-2023 (Design) – Taxiway F Reconstruction

- On December 19, 2022, Jviation provided the County with a draft grant application.
- On December 20, 2022, the County provided comments on the draft grant application.
- On December 20, 2022, Jviation provided the County with a revised grant application based on comments and a grant application checklist.
- On December 22, 2022, the County submitted the grant application and checklist to the FAA.
- On December 28, 2022, Jviation provided the County with a scope of work for review.
- **Upcoming:**
 - County review and approval of proposed scope of work.

If you have any comments, please do not hesitate to contact me.

Sincerely,

Jviation, a Woolpert Company



Matt Gilbreath, P.E.
Project Manager

cc: Mr. Keith Freitas, Mr. Dave Nafie – County of Ventura Department of Airports
Mr. Travis Vallin, Mr. JD Ingram, Mr. Jason Virzi, Mr. Mike Quinn, Mrs. Marisa Fluhr, Ms. Amanda Gross, Ms. Tracey Salazar – Jviation, a Woolpert Company
File

February 4, 2023

Mrs. Erin Powers
Projects Administrator
County of Ventura Department of Airports
555 Airport Way, Suite B
Camarillo, CA 93010

Re: Monthly Airport Project Status Update – January 2023

Dear Mrs. Powers,

Below is a summary of the tasks completed during the month of January 2023, by Jviation and our subconsultants for the Oxnard Airport:

AIP Project No. 03-06-0179-038-2021 – Runway 7-25 Reconstruction

- Throughout the month of January, the County and Jviation discussed this project during coordination meetings on January 5 and 19, 2023.
- Throughout the month of January, Jviation and the County coordinated with the Prime Contractor, Sully-Miller, on construction closeout items.
- **Upcoming:**
 - Jviation will continue project coordination with the County, FAA, and Sully-Miller.
 - County to provide Jviation with the Sponsor items needed for the Construction Closeout Report.
 - Sully-Miller to provide Jviation with the Prime Contractor items needed for the Construction Closeout Report.
 - County to provide Jviation with the signed copy of the County format of Change Order No. 6
 - County and FAA to sign the FAA format of Change Order No. 6.

AIP Project No. 03-06-0179-042-2022 – Connector Taxiways A-E Reconstruction

- Throughout the month of January, the County and Jviation discussed this project during coordination meetings on January 5 and 19, 2023.
- Throughout the month of January, Jviation coordinated with Granite Construction (Granite) on material submittals, requests for information, and proposed construction schedule.
- Throughout the month of January, the County and Jviation coordinated with the FAA on material submittals and proposed construction schedule for this project.
- On January 3, 2023, Jviation provided the FAA with Granite's proposed schedule for night closures.
- On January 3, 2023, Jviation received Granite's request to postpone the project start date to April 2023 and forwarded the request to the County.
- On January 4, 2023, Jviation and the County held a meeting to discuss Granite's proposed project start postponement to April 2023.
- On January 4, 2023, Jviation provided the County with a letter response to Granite's proposed project start postponement to April 2023.
- On January 4 and 5, 2023, Jviation provided the County with an updated construction notice for tenants.

- On January 5, 2023, Jviation provided the County with a copy of the project Construction Safety and Phasing Plan (CSPP).
- On January 5, 2023, Jviation provided the County with the revised FAA Form 6000-26 (Airport Sponsor Strategic Event Submission Form) for review and distribution to the FAA.
- On January 10, 2023, Jviation provided the FAA with a copy of the Issued for Construction plan set.
- On January 10 and 19, 2023, Jviation provided the FAA with electrical material submittals for review.
- On January 18, 2023, Jviation coordinated with Granite and the County on Granite's request for a meeting to discuss the revised environmental requirements regarding soil excavation and stockpiling for the upcoming construction project.
- On January 25, 2023, Jviation coordinated with Granite regarding their request to deliver electrical items to the staging area.
- **Upcoming:**
 - Jviation will continue project coordination with the County, FAA, and Granite.

AIP Project No. 03-06-0179-043-2023 – Taxiway F Reconstruction (Design)

- Throughout the month of January, the County and Jviation discussed this project during coordination meetings on January 5 and 19, 2023.
- On January 9, 2023, the County provided Jviation with comments on the scope of work and submitted the scope of work to the FAA for review.
- **Upcoming:**
 - FAA review and approval of Jviation's proposed scope of work for design and bidding services.

Airport Pavement Management System (APMS) Update

- Throughout the month of January, the County and Jviation discussed this project during coordination meetings on January 5 and 19, 2023.
- **Upcoming:**
 - County will request the PaveAIR database files from their previous consultant.
 - County will research the use of PaveAIR versus PAVER database files for the APMS update.
 - Jviation will coordinate with subconsultants to assist with the completion of this project.
 - Jviation will finalize the scope of work and will submit it to the County for review.

Air Traffic Control Tower (ATCT) Facility Assessment

- Throughout the month of January, the County and Jviation discussed this project during coordination meetings on January 5 and 19, 2023.
- On January 27, 2023, Jviation and the County scheduled a kickoff meeting for this project which will be held on February 1, 2023.
- **Upcoming:**
 - Jviation will continue project coordination with the County.

Airport Capital Improvement Plan (ACIP) Update

- Throughout the month of January, the County and Jviation discussed this task during coordination meetings on January 5 and 19, 2023.
- On January 19, 2023, the County provided Jviation with the revisions for the ACIP update.

- On January 30, 2023, Jviation provided the County with an updated ACIP for review.
- On January 31, 2023, the County provided Jviation with final revisions for the ACIP update.
- On January 31, 2023, Jviation provided the County with the final ACIP update. The County submitted the ACIP update to the FAA.
- **Upcoming:**
 - Jviation will wait for direction from the County on any future tasks.

If you have any comments, please do not hesitate to contact me.

Sincerely,

Jviation, a Woolpert Company



Matt Gilbreath, P.E.
Project Manager

cc: Mr. Keith Freitas, Mr. Dave Nafie – County of Ventura Department of Airports
Mr. Travis Vallin, Mr. JD Ingram, Mr. Jason Virzi, Mr. Mike Quinn, Mrs. Marisa Fluhr, Ms. Amanda Gross, Ms. Tracey Salazar – Jviation, a Woolpert Company
File



Mead & Hunt No. County No. Grant No.	Airport	Description	Status	Percent Complete	Action Item
2206900-221833.01 AEA 23-03 AIP - N/A	CMA & OXR	DESIGN SERVICES ON-CALL SERVICES (2022-2023) On-call services at the request of the County. Period is effective through June 30, 2023.	<ul style="list-style-type: none"> a) Contract executed. b) Mead & Hunt finalized and submitted beacon study at CMA. c) Mead & Hunt submitted revised Base Part 26 DBE Program for County review on October 5, 2022. d) Mead & Hunt assisting the Wings Over Camarillo team with graphics; draft graphics submitted to Air Show staff. e) Mead & Hunt prepared final OXR and CMA SWPPP mapping for County submission. f) Mead & Hunt final design for CMA beacon: Project setup complete and submitted preliminary package. Geotechnical work and project currently on hold pending potential ATCT SRM panel. Mead & Hunt to obtain beacon glare information from Hallibrite. 	28%	<ul style="list-style-type: none"> a) Mead & Hunt awaiting comments from Wings Over Camarillo team on item "d". b) County review of item "c". c) Mead & Hunt coordinating with Hallibrite on beacon glare potential.
2206900-221956.01 CT 5020FY23000000000022 AIP - N/A	CMA & OXR	DESIGN SERVICES GENERAL SERVICES AGENCY PURCHASE ORDER (2022-2023) On-call services at the request of the County. Period is effective through June 30, 2023.	<ul style="list-style-type: none"> a) Fully executed contract received. b) Mead & Hunt submitted final plan for perimeter road alignment. c) Mead & Hunt prepared leasehold graphic for OXR and CMA. 	22%	<ul style="list-style-type: none"> a) None to note.

**AIRPORT TENANT
PROJECT STATUS
March 2, 2023**

CAMARILLO

- Airport Properties Limited (APL) Row I final project approval pending FAA required NEPA review/approval.
- CloudNine Development project construction in progress. Construction estimated for completion within the second quarter of 2023.

OXNARD

- 5 and 7 acre RFP parcel developments concepts under discussion, preliminary concept phase.

OTHER

- None

**COUNTY OF VENTURA
DEPARTMENT OF AIRPORTS
NON GRANT PROJECTS**

March 2023

Sup. Dist.	Project Name Spec. Number	Estimate Low Bid	CCO's Claims	Design Engr. Contractor	Scheduled or Actual Dates			% Compl Design / Const.	Remarks
					Bid Date	Contract Award	Const Start		
5	CMA RWY Centerline and TWY Alpha Repair	<u>116,505</u>		<u>Jviation</u>	9/13/22	TBD	TBD	25%	Design underway with representative tenant and ATCT group coordination. Bid and construction estimated for April-May of 2023. Construction management proposal TBD after design identifies construction phasing/schedule.
5	CMA Beacon Siting Study and Relocation Design	<u>8,500</u> <u>52,544</u>		<u>Mead & Hunt</u>	On-call	N/A	N/A	<u>100</u> <u>60</u>	Beacon siting study initiated due to developer purchase of CMA Water Tower and adjacent property. Recommended relocation site identified and Airport coordinating with FAA to finalize design.
3	OXR PFAS Supplemental Plan/Sampling & Monitoring	<u>\$6,500</u> <u>137,000</u>	\$226,018	<u>Ninyo & Moore</u>	1/19/21	N/A	3/29/21	<u>100</u> <u>75</u>	The CA State Water Board requires Part 139 Airports that have discharged firefighting foam to develop a work plan and perform testing. Airport working with the State Water Board to satisfy workplan and sampling/monitoring goals. The State is requiring new quarterly monitoring and additional work plan development.

Note: Shaded boxes indicate changes from previous month

CMA – Camarillo Airport
OXR – Oxnard Airport

Project Reports-Monthly\Non Grant Proj. Report.doc

TBD – To be determined
CCO – Contract Change Orders
CUE – Camarillo Utility Enterprise

**COUNTY OF VENTURA
DEPARTMENT OF AIRPORTS
FAA GRANT PROJECTS**

March 2023

Sup. Dist.	Project Name Spec. Number	Estimate Low Bid	CCO's Claims	Design Engr. Contractor	Estimated Schedule or Actual Dates			% Compl Design / Const.	Remarks
					Bid Date	Contract Award	Const Start		
5	CMA Airfield Geometry Study and Drainage Study for RWY & TWY Reconstruction	\$ <u>147,300</u>		<u>Coffman Assoc.</u>	<u>N/A</u>	<u>1/24/19</u>	<u>N/A</u>	<u>TBD</u>	<u>69</u> Draft forecasts for geometry study to be refreshed with the Airport Layout Plan Update process. Draft drainage study for RWY reconstruction (2025) finalized.
5	TWY H Pavement Rehabilitation (Seal Coat)	\$ <u>273,576</u> \$ <u>213,351</u>		<u>Mead & Hunt Maxwell Asphalt</u>	<u>6/25/19</u>	<u>8/15/19</u>	<u>4/20/20</u>	<u>TBD</u>	<u>100</u> <u>99</u> Grant closeout paperwork underway.
5	CMA Airport Layout Plan Update	\$ <u>391,621</u>		<u>Coffman Associates</u>	<u>N/A</u>	<u>9/24/20</u>	<u>9/30/20</u>	<u>TBD</u>	<u>39</u> The Airport received FAA approval to transition the Master Plan to an Airport Layout Plan (ALP) Update to allow for community concerns, like noise, to be addressed, with a master plan update to be revisited in a future year, should it be warranted. ALP inventory trip, biological report accompanied and first public information meeting date set for April 18, 2023.
5	CMA Conceptual Design for 2025 RWY and TWY Reconstruction	\$ <u>187,260</u>		<u>Jviation</u>	<u>N/A</u>	<u>9/19/22</u>	<u>N/A</u>	<u>N/A</u>	<u>20</u> The Airport executed a contract for the conceptual design and coordinated with consultants to provide the FAA a CatEx document on the future project. Design work to

Sup. Dist.	Project Name Spec. Number	Estimate Low Bid	CCO's Claims	Design Engr. Contractor	Estimated Schedule or Actual Dates				% Compl Design / Const.	Remarks
					Bid Date	Contract Award	Const Start	Const Comp		
5	CMA Part 150 Noise Compatibility Study	\$770,943		Coffman Associates	N/A	9/30/22	N/A	N/A	10	Inventory trip complete. Data collection underway and material development underway, study website launched, PAC applications and first meeting dates identified and shared.
3	OXR RWY & TWY Connector Transitions Reconstruction	\$12,832,636 \$12,274,001	\$124,906	Mead Hunt Sully-Miller Inc.	4/29/21	7/20/21	7/23/21	2/28/22	100 95	Final project closeout underway.
3	OXR TWY Connector Reconstruction	\$335,960 7,706,536		Jviation Granite Construction	4/26/22	12/17/21 TBD	1/9/23	4/28/23	100	Construction start scheduled for April 3, 2023. Coordination in process with contractor and FAA.
3	OXR TWY Connector Reconstruction Management Services	\$674,799		Jviation	N/A	12/21/21	1/9/23	4/28/23		Construction start scheduled for April 3, 2023. Overseeing preliminary coordination with contractor.
3	OXR Part 150 Noise Compatibility Study	\$770,943		Coffman Associates	N/A	9/30/22	N/A	N/A	10	Inventory trip complete. Data collection underway and material development underway, study website launched, PAC applications and first meeting dates identified and shared.

Sup. Dist.	Project Name Spec. Number	Estimate Low Bid	CCO's Claims	Design Engr. Contractor	Estimated Schedule or Actual Dates			% Compl Design / Const.	Remarks
					Bid Date	Contract Award	Const Start		
3	OXR ATCT Facility Assessment	\$150,440		Jviation	N/A	12/21/22	N/A	Kick-off began in January. Site assessment date identified in March and coordinated with FAA ATCT and facility staff.	

Note: Shaded boxes indicate changes from previous month
CMA – Camarillo Airport
OXR – Oxnard Airport
TBD – To be determined
CCO – Contract Change Orders

County of Ventura
Department of Airports
Fund: E300
Statement of Net Assets
As of December 31, 2022
(Unaudited)

ASSETS

Cash	\$	19,162,600
Cash - petty cash/change fund		500
Receivables:		
Accounts receivable net of allowance for Uncollectable accounts of \$20,000		982,000
Interest receivable		113,700
Current lease receivable - GASB 87		1,397,200
Grants receivable		-
Long term lease receivable - GASB 87		31,812,700
Capital assets:		
Easements		848,800
Land		9,362,500
Land improvements		48,676,400
Building & Improvements		18,399,500
Equipment		1,268,300
Vehicle		989,700
Construction in Progress		26,631,400
Accumulated depreciation		(51,115,700)
Deferred outflows related to pensions		869,000
Total assets	\$	109,398,600

LIABILITIES

Accounts payable	\$	321,500
Accrued liabilities		61,200
Short-term compensated absences		131,900
Due to other funds - GSA, ITS, PWA		-
Unearned revenue (prepayments)		223,000
Security deposit		822,700
Unreserved overpayments		358,700
Long-term compensated balances		80,000
Net pension liability		1,946,900
Deferred inflows lease receivables - GASB 87		33,209,900
Deferred inflows related to pensions		48,900
Total liabilities	\$	37,265,900

NET ASSETS

Investment in capital assets net of related debt	\$	55,060,900
Unrestricted Net Assets		17,071,800
Total net assets		72,132,700
Total liabilities and net assets	\$	109,398,600

County of Ventura
 Department of Airports
 Fund: E300
 Statement of Cash Flows
 July 1, 2022 thru December 31, 2022
 (Unaudited)

Operating Activities:

Permits	\$	30,793	
Fines and penalties		4,228	
Rents and concessions		1,318,955	
Percentage lease rent		127,789	
Tiedown rents		64,653	
Hangar rents		682,029	
Land rent - hangars		278,692	
Transient tiedown rents		16	
Landing fees		73,009	
Parking fees		4,308	
Gas & oil fuel flow percentage		158,528	
% rent-all other gross rec		1,106,091	
Insurance claims		2,876	
Hazmat collections		-	
Miscellaneous		28,100	
Salaries & Benefits		(1,701,538)	
Service & Supplies		(1,192,041)	
Interest Received		89,182	
Interest Paid		-	
Prepay/Security Deposit		(54,925)	
CUE tax assessment		-	
Cash Provided by Operating Activities			\$ 1,020,745

Investing Activities:

State and federal grant receipts		3,637,019	
Fixed asset sales/(purchases)		(349,445)	
Capital Expenditures		(221,602)	
Cash Used in Investing Activities			3,065,972

Financing Activities:

Transfers out to other funds **		-	
Principal Payment on Short & Long Term Debt	\$	-	

Cash Provided by Financing Activities -

Increase (Decrease) in Cash & Equivalents **\$ 4,086,717**

Cash & Equivalents-Beginning of Year **\$ 15,075,886**

Cash & Equivalents-End of Period **\$ 19,162,603**

County of Ventura
Airport Enterprise-Camarillo Oxnard
Statement of Revenues and Expenses
July 1, 2022 thru December 31, 2022
(Rounded to the nearest hundred)
(Unaudited)

	Camarillo	Oxnard	Total
Revenues:			
Permits	\$ 29,300	\$ 2,800	\$ 32,100
Fines and penalties	3,500	1,700	5,200
Rents and concessions	1,304,900	145,700	1,450,600
Percentage lease rent	48,800	76,000	124,800
Tiedown rents	62,100	5,000	67,100
Hangar rents	497,400	180,900	678,300
Land rent - hangars	221,300	59,200	280,500
Transient tiedown rents	-	100	100
Landing fees	62,300	10,700	73,000
Parking fees	-	4,300	4,300
Gas & oil fuel flow percentage	137,900	36,100	174,000
% rent-all other gross rec	1,053,600	262,800	1,316,400
Miscellaneous	24,900	3,300	28,200
Total operating revenues	<u>\$ 3,446,000</u>	<u>\$ 788,600</u>	<u>\$ 4,234,600</u>

Expenditures:

Current:

Salaries and wages	\$ 851,200	\$ 154,500	\$ 1,005,700
Benefits	559,300	147,800	707,100
Admin salaries allocated to Oxnard Airport	(72,600)	72,600	-
Agricultural	-	4,900	4,900
Uniforms and clothing	6,200	4,700	10,900
Communications	37,100	6,900	44,000
Household expense	9,300	1,200	10,500
Insurance	68,300	36,800	105,100
Indirect county costs	23,700	13,600	37,300
Maintenance-equipment	24,500	16,700	41,200
Maintenance-building and improvements	97,000	44,900	141,900
Memberships and dues	6,100	300	6,400
Miscellaneous expense	21,100	13,600	34,700
Office expense	22,500	3,600	26,100
Professional and specialized services	332,200	294,100	626,300
Rents and leases - equipment	44,800	2,000	46,800
Small tools and equipment	13,200	700	13,900
Transportation charges	56,800	64,200	121,000
Conference and seminars	300	3,300	3,600
Utilities	149,600	194,400	344,000
Education, books and training	5,400	2,200	7,600
Taxes and licenses	-	-	-
Bad debts	-	-	-

County of Ventura
Airport Enterprise-Camarillo Oxnard
Statement of Revenues and Expenses
July 1, 2022 thru December 31, 2022
(Rounded to the nearest hundred)
(Unaudited)

	Camarillo	Oxnard	Total
Depreciation	224,000	372,300	596,300
Total operating expenditures	<u>\$ 2,480,000</u>	<u>\$ 1,455,300</u>	<u>\$ 3,935,300</u>
Operating income (loss)	<u>\$ 966,000</u>	<u>\$ (666,700)</u>	<u>\$ 299,300</u>
Non-operating revenues (expenses):			
State and federal grants	\$ -	\$ -	\$ -
CARES COVID-19 Grants	-	-	-
Contribution to Outside Agency	-	-	-
Gain/Loss Disposal Fixed Asset	-	-	-
Interest income	113,700	-	113,700
Insurance proceeds	-	-	-
Hazmat collections	-	-	-
Other Loan Interest Payment	-	-	-
Total non-operating revenues (expenses)	<u>113,700</u>	<u>-</u>	<u>113,700</u>
Income (loss) before transfers	1,079,700	(666,700)	413,000
Other financing sources (uses):			
Transfers in	-	-	-
Transfers Out	-	-	-
Operating Gain/(Loss)	<u>\$ 1,079,700</u>	<u>\$ (666,700)</u>	<u>\$ 413,000</u>
Operating Gain/(Loss) before Depreciation	<u>\$ 1,303,700</u>	<u>\$ (294,400)</u>	<u>\$ 1,009,300</u>

County of Ventura
Airport Enterprise-Camarillo
Budget to Actual
July 1, 2022 thru December 31, 2022
(Rounded to the nearest hundred)
(Unaudited)

	Adopted Budget as of Dec 2022	Adjusted Budget as of Dec 2022	YTD Actuals & Accruals thru Dec 2022	% Variance
Revenues:				
Permits	\$ 73,611	\$ 73,611	\$ 29,300	40%
Fines and penalties	7,332	7,332	3,500	48%
Rents and concessions	2,667,395	2,667,395	1,304,900	49%
Percentage lease rent	113,659	113,659	48,800	43%
Tiedown rents	160,680	160,680	62,100	39%
Hangar rents	587,841	587,841	497,400	85%
Land rent - hangars	414,864	414,864	221,300	53%
Transient tiedown rents	4,464	4,464	-	0%
Landing fees	84,148	84,148	62,300	74%
Parking fees	-	-	-	0%
Gas & oil fuel flow percentage	230,414	230,414	137,900	60%
% rent-all other gross rec	2,010,609	2,010,609	1,053,600	52%
Miscellaneous	16,958	16,958	24,900	147%
Total operating revenues	<u>\$ 6,371,975</u>	<u>\$ 6,371,975</u>	<u>\$ 3,446,000</u>	<u>54%</u>
Expenditures:				
Current:				
Salaries and wages	\$ 2,184,170	\$ 2,184,170	\$ 851,200	39%
Benefits	1,216,844	1,216,844	559,300	46%
Admin Salary allocated to Oxnard Airport	(442,074)	(442,074)	(72,600)	16%
Agricultural	44,780	44,780	-	0%
Uniforms and clothing	15,040	15,040	6,200	41%
Communications	46,471	46,471	37,100	80%
Household expense	30,220	30,220	9,300	31%
Insurance	150,903	150,903	68,300	45%
Indirect county costs	49,736	49,736	23,700	0%
Maintenance-equipment	86,000	86,100	24,500	28%
Maintenance-building and improvements	868,910	876,335	97,000	11%
Medical	380	380	-	0%
Memberships and dues	8,999	8,999	6,100	68%
Miscellaneous	28,383	28,383	21,100	74%
Office expense	46,968	46,968	22,500	48%
Professional and specialized services	1,095,344	1,514,313	332,200	22%
Rents and leases - equipment	30,800	42,110	44,800	106%
Small tools and equipment	32,277	32,277	13,200	41%
Transportation charges	100,727	100,727	56,800	56%
Conference and seminars	39,125	39,125	300	1%
Utilities	226,700	226,700	149,600	66%
Education, books and training	17,310	17,310	5,400	31%
Taxes and licenses	4,958	4,958	-	0%
Bad debts	10,000	10,000	-	0%
Depreciation	928,772	928,772	224,000	24%
Total operating expenditures	<u>\$ 6,821,743</u>	<u>\$ 7,259,547</u>	<u>\$ 2,480,000</u>	<u>34%</u>
Operating income (loss)	<u>\$ (449,768)</u>	<u>\$ (887,572)</u>	<u>\$ 966,000</u>	<u>-109%</u>

County of Ventura
Airport Enterprise-Camarillo
Budget to Actual
July 1, 2022 thru December 31, 2022
(Rounded to the nearest hundred)
(Unaudited)

	Adopted Budget as of Dec 2022	Adjusted Budget as of Dec 2022	YTD Actuals & Accruals thru Dec 2022	% Variance
Non-operating revenues (expenses):				
State and federal grants	\$ -	\$ -	\$ -	
Contribution to Outside Agency	(5,000)	(5,000)	-	
Gain/Loss Disposal Fixed Asset	-	-	-	
Interest income	123,945	123,945	113,700	92%
Interest expense	-	-	-	
Hazmat collections	-	-	-	
Other loan payments	-	-	-	
Total non-operating revenues (expenses)	118,945	118,945	113,700	96%
 Income (loss) before transfers	 (330,823)	 (768,627)	 1,079,700	 -140%
Other financing sources (uses):				
Transfers in	-	-	-	-
Transfers Out	-	-	-	-
Operating Gain/(Loss)	\$ (330,823)	\$ (768,627)	\$ 1,079,700	-140%
 Operating Gain/(Loss) before Depreciation	 \$ 597,949	 \$ 160,145	 \$ 1,303,700	 814%

County of Ventura
Airport Enterprise-Oxnard
Budget to Actual
July 1, 2022 thru December 31, 2022
(Rounded to the nearest hundred)
(Unaudited)

	Adopted Budget as of Dec 2022	Adjusted Budget as of Dec 2022	YTD Actuals & Accruals thru Dec 2022	% Variance
Revenues:				
Permits	\$ 2,688	\$ 2,688	\$ 2,800	104%
Fines and penalties	8,734	8,734	1,700	19%
Rents and concessions	292,975	292,975	145,700	50%
Percentage lease rent	174,745	174,745	76,000	43%
Tiedown rents	3,939	3,939	5,000	127%
Hangar rents	354,606	354,606	180,900	51%
Land rent - hangars	118,134	118,134	59,200	50%
Transient tiedown rents	363	363	100	28%
Landing fees	31,028	31,028	10,700	34%
Parking fees	9,952	9,952	4,300	43%
Gas & oil fuel flow percentage	42,038	42,038	36,100	86%
% rent-all other gross rec	547,681	547,681	262,800	48%
Miscellaneous	5,213	5,213	3,300	63%
Total operating revenues	<u>\$ 1,592,096</u>	<u>\$ 1,592,096</u>	<u>\$ 788,600</u>	<u>50%</u>
Expenditures:				
Current:				
Salaries and wages	\$ 478,816	\$ 478,816	\$ 154,500	32%
Benefits	358,460	358,460	147,800	41%
Admin salaries allocated from Camarillo Airport	432,074	432,074	72,600	17%
Agricultural	4,380	4,380	4,900	112%
Uniforms and clothing	18,891	18,891	4,700	25%
Communications	10,385	10,385	6,900	66%
Household expense	46,452	46,452	1,200	3%
Insurance	59,360	59,360	36,800	62%
Indirect county costs	21,778	21,778	13,600	0%
Maintenance-equipment	63,400	63,400	16,700	26%
Maintenance-building and improvements	305,952	306,181	44,900	15%
Medical	650	650	-	0%
Memberships and dues	1,995	1,995	300	15%
Miscellaneous expense	44,972	48,465	13,600	28%
Office expense	7,022	7,022	3,600	51%
Professional and specialized services	127,025	165,180	294,100	178%
Rents and leases - equipment	7,200	7,200	2,000	28%
Small tools and equipment	5,068	5,068	700	14%
Transportation charges	46,607	46,607	64,200	138%
Conference and seminars	33,850	33,850	3,300	10%
Utilities	130,203	130,203	194,400	149%
Education, books and training	1,300	1,300	2,200	0%
Bad debts	15,000	15,000	-	0%
Depreciation	882,510	882,510	372,300	42%
Total operating expenditures	<u>\$ 3,103,350</u>	<u>\$ 3,145,227</u>	<u>\$ 1,455,300</u>	<u>46%</u>
Operating income (loss)	<u>\$ (1,511,254)</u>	<u>\$ (1,553,131)</u>	<u>\$ (666,700)</u>	<u>43%</u>

County of Ventura
 Airport Enterprise-Oxnard
 Budget to Actual
 July 1, 2022 thru December 31, 2022
 (Rounded to the nearest hundred)
 (Unaudited)

	Adopted Budget as of Dec 2022	Adjusted Budget as of Dec 2022	YTD Actuals & Accruals thru Dec 2022	% Variance
Non-operating revenues (expenses):				
State and federal grants	\$ -	\$ -	\$ -	
Contribution to Outside Agency	-	-	-	
Gain/Loss Disposal Fixed Asset	-	-	-	
Insurance Proceeds	-	-	-	
Other Loan Interest Payment	-	-	-	
Total non-operating revenues (expenses)	-	-	-	
Income (loss) before transfers	(1,511,254)	(1,553,131)	(666,700)	43%
Other financing sources (uses):				
Transfers in	-	-	-	-
Transfers Out	-	-	-	-
Operating Gain/(Loss)	\$ (1,511,254)	\$ (1,553,131)	\$ (666,700)	43%
Operating Gain/(Loss) before Depreciation	\$ (628,744)	\$ (670,621)	\$ (294,400)	-44%

PROJECT SCHEDULE UPDATE

OXNARD AIRPORT

CONNECTOR TAXIWAYS A, B, C, D, & E RECONSTRUCTION PROJECT

Due to forecasted precipitation and cold weather concerns, the Connector Taxiway A, B, C, D, & E Reconstruction Project has been postponed. The project is now expected to begin on **April 3, 2023** with an anticipated completion date of **July 21, 2023**.

JANUARY 5, 2023

Oxnard Airport will remain open for normal daily operations utilizing Runway 7-25. Reconstruction of Taxiways A, B, C, D, and E will be phased to occur overnight during the hours of 2200 to 0600, with Runway 7-25 closed each night to facilitate construction activities, and Runway 7-25 and various taxiways will reopen each morning to allow for daily operations. Please refer to the table below for more information about the planned closures for Taxiway A, B, C, D, and E.

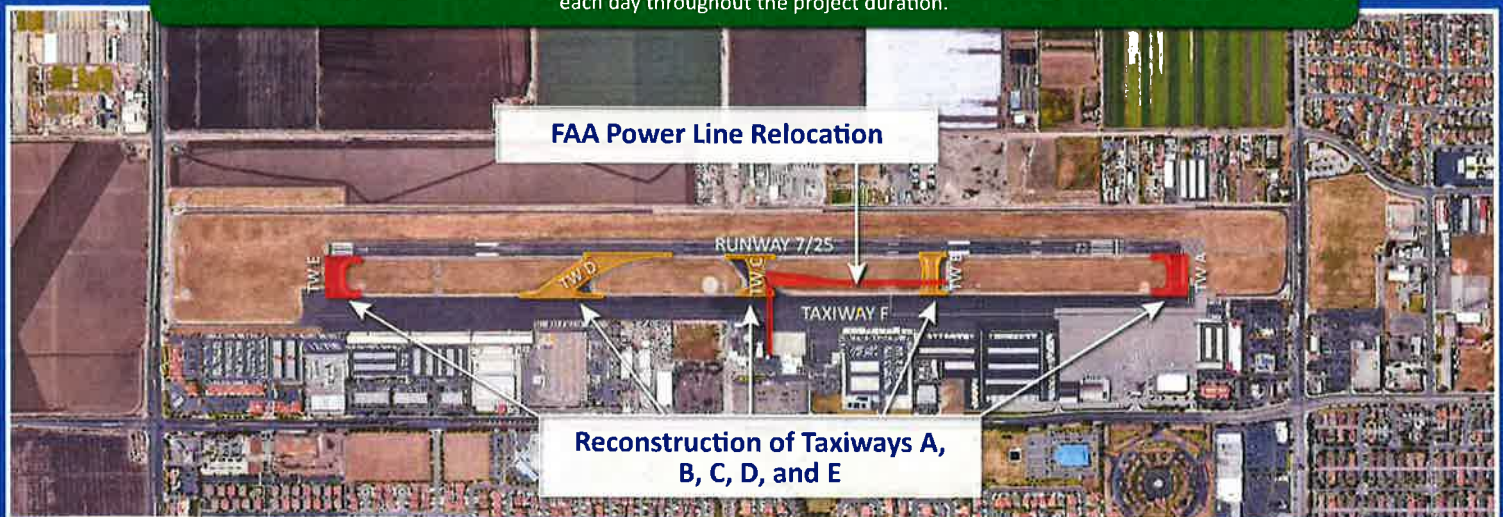
The reconstruction of Connector Taxiways A, B, C, D, and E will include the removal of the existing pavement section and the full depth construction of the new pavement section, including subgrade stabilization to improve pavement longevity. This project will also consist of the construction of taxiway shoulders, installation of underdrain and storm drain infrastructure, improvements to electrical infrastructure, the relocation of the FAA power line, and application of pavement markings. The relocation of the FAA power line will take place during the nightly construction activities and will not require any additional taxiway closures. The taxiway naming convention will also be updated with this project, from Taxiways A, B, C, D, E, and F to Taxiways A1, A2, A3, A4, A5, and A respectively.



COUNTY of VENTURA
Department of Airports

	TAXIWAY A	TAXIWAY E	TAXIWAY B, C, & D	RUNWAY 7-25
Estimated Date of Closure	APRIL 9, 2023	MAY 3, 2023	MAY 28, 2023	APRIL 5 & 6, 2023 (NIGHTS ONLY)
Estimated Duration of Closure	24 CALENDAR DAYS	25 CALENDAR DAYS	35 CALENDAR DAYS	86 CALENDAR NIGHTS (2200 TO 0600)

* Runway 7-25 will only be closed at night between April 5, 2023 through July 21, 2023 and will reopen each day throughout the project duration.





COUNTY of VENTURA

Department of Airports

555 Airport Way, Suite B
Camarillo, CA 93010
Phone: (805) 388-4372
Fax: (805) 388-4366
<https://vcairports.org>

January 10, 2023

Mr. Chris W. Halling
Halling Meza, LLP
23586 Calabasas Road, Suite 200
Calabasas, CA 91302

RE: Public Records Request

Dear Mr. Halling:

Attached please find the estimate to retrieve information responsive to your Public Records Act Request dated January 4, 2023.

Once we have received your payment, we will provide the requested information within 14 days of payment.

Sincerely,

Madeline Herrle

Lease Manager

805-388-4243

Madeline.HERRLE@ventura.org

Enclosure



COUNTY of VENTURA

Department of Airports

555 Airport Way, Suite B
Camarillo, CA 93010
Phone: (805) 388-4372
Fax: (805) 388-4366
<https://vcairports.org>

January 10, 2023

John Copello
Airport Fleet Manager
San Francisco International Airport
P.O. Box 8097
San Francisco, CA 94128
Email: john.copello@flysfo.com

Subject: Surplus ARFF Unit #37 1999 Oshkosh Ti1500 (VIN# 10TBK8Z12XS065312)

Dear Mr. Copello,

I would first like to take this opportunity to thank you and the entire San Francisco International Airport Team for your support and willingness to working with Ventura County Airports to acquire your surplus ARFF unit. As we had previously discussed, the current ARFF units at Oxnard Airport, both primary and backup, are in extremely poor mechanical condition.

We are happy to report that Hollywood Burbank Airport donated a 2005 Oshkosh Striker 1500 to Ventura County Airports which will become our primary ARFF unit. San Francisco International Airport's (SFO) surplus ARFF vehicle #37 will become our backup unit.

Offer:

We would like to make an offer for the 1999 Oshkosh Ti1500 surplus vehicle as follows:

- If SFO is not in a position to donate the unit to Ventura County Airports, we can offer up to **\$14,000** for the vehicle.
- We will be responsible for transportation costs estimated at **\$5,500**.
- We will be responsible for addressing the PFAS issues associated with ARFF.
- We can schedule the pickup at your earliest convenience.

Please feel free to call me at 805-388-4200 with any questions you might have.

Regards,

KEITH FREITAS, A.A.E., C.A.E.
Director of Airports

Fire Inside Terminal at Oxnard Airport Extinguished - January 11, 2023



Oxnard Fire Department responded to a civilian call just before 11:30 on January 10th for a reported fire at the terminal at Oxnard Airport. Upon arrival, firefighters were able to extinguish the fire before major structural damage occurred. Security cameras inside the terminal show that the fire was a result of a computer monitor malfunction. The civilian who reported the fire was on site to pick up a shuttle and noticed smoke from inside the terminal. That individual's emergency call likely saved the terminal from much more extensive damage.

Rental car service out of the Oxnard Airport terminal will be temporarily interrupted. No other airport operations have been affected.

Honoring Dr. J Anthony Brown - January 25, 2023



The Ventura County Department of Airports joins in mourning the loss of Dr. J. Anthony Brown, local surgeon and longtime pilot and member of the CMA family. Below is the obituary for Dr. Brown with information regarding upcoming services.

Dr. J. Anthony Brown, 87 of Thousand Oaks, CA., passed away peacefully on January 3rd, 2023. "Tony" as he liked to be called, is survived by his wife of 60 years, Marjorie, his two daughters, two granddaughters and two great grandsons.

Tony was born in Orchard Park, NY, in 1935, to Evelyn Anthony and Harry "Bud" Brown who owned the very first pharmacy in Orchard Park. He attended Culver Military Academy, attended Brown University, graduated from the University of Buffalo Medical School, and went on to The Research and Educational Hospital in Chicago, IL where he completed his surgical residency under Dr. Warren H. Cole.

Tony and Marge spent four years in Germany while he served as an Army Major and Surgeon stationed at the 30th Field in Augsburg, Germany. Tony was a patriot and loved serving his country.

In 1969, they moved to the Conejo Valley. Dr. Brown opened his General and Vascular Surgery Practice. He was innovative in his field and the first surgeon in the tri county area to perform a Laparoscopic Cholecystectomy.

Dr. Brown served as both Chief of Surgery and Chief of Staff at Los Robles Medical Center and continued his private practice for 36 years. We have been blessed by stories of how much Tony helped others with his medical achievements while maintaining a gentle bedside manner and a mentor to many doctors.

He was a Ham radio enthusiast, part of the Ventura County Search and Rescue Medical Team, a member of the Quiet Birdmen and had a lifelong love for flying. He flew in and out of the local Camarillo airport where he maintained a hanger and friendships for decades. If Tony wasn't in the air flying, he was on the ground flying his radio-controlled model airplanes that he built and customized himself.

In addition to his professional life, marriage and hobbies, Tony was a loving father and role model to his two daughters that he loved dearly. He always made time for his family by gathering around the dinner table and spending time together on family trips. Lake Tahoe was just one of many favorite destinations where you could find the Brown family enjoying the great outdoors. Whether it was skiing, camping, riding ATV's and motorcycles or just being together, he was our hero. We will carry his loving warmth and memories forever.

A Celebration of Life service will be held at 1:00 PM, Sunday, January 29th, 2023, at Conejo Mountain Funeral Home Memorial Park, 2052 Howard Road; Camarillo, CA 93012. 805-482-1959.

Ventura County to study noise complaints at Camarillo, Oxnard airports



Brian J. Varela
Ventura County Star

Published 4:49 p.m. PT Jan. 25, 2023

The Ventura County Department of Airports is conducting a pair of studies to identify ways it can minimize noise complaints at the Camarillo and Oxnard airports.

The reports will help the county identify noise concerns and implement strategies to address them.

“It’s a document to help us to be the best neighbor that we can,” said Keith Freitas, the department’s director.

While the studies will take more than a year to complete, the county is hosting two public meetings in March to gather input from residents.

Additionally, the county is commissioning a third report to update the Camarillo Airport Layout Plan.

Coffman Associates, an airport consulting firm with offices in Arizona and Kansas, will conduct all three studies.

The noise analyses will look at current and possible future aircraft flying into the two airports and their impacts on surrounding communities, Freitas said. The noise studies will cost about \$795,000 each.

The airport agency will also incorporate feedback and complaints from residents.

Some Camarillo residents, for example, have complained about noise levels as aircraft approach the airport. Freitas said the county could look at raising or adjusting the approach path.

“If we have a target community that is telling us their concerns, we take that and look in depth at what kinds of things we can do — if possible — to reduce those impacts,” Freitas said.

Public meetings are planned at the Camarillo Airport on March 20 and Oxnard Airport on March 21.

The county is creating two temporary Planning Advisory Committees to help consolidate and review public input and identify noise concerns. Freitas noted the advisory committees will work with the same information available to the public.

To join the Camarillo Airport or Oxnard Airport planning advisory committee, visit vcairports.org.

In July, Freitas announced the county would abandon its Camarillo Airport Master Plan update following public outcry.

The update explored options that sparked concern the county would allow cargo planes and large commercial passenger flights at the general aviation airport.

On Tuesday, the Ventura County Board of Supervisors approved a transition from the Airport Master Plan to an update of the Airport Layout Plan.

Coffman Associates will conduct a study to help prioritize future capital projects, such as runway repair and hangar construction, over the next five to 10 years.

The county will then submit the document to the Federal Aviation Administration, letting them know its intent to apply for future federal funding, Freitas said.

The study will cost about \$686,000, with the airport expected to pay about \$334,000, Freitas said in a report supervisors. The FAA will cover the remaining expenses.

The county will hold a public meeting in April to receive community feedback on the direction of the Airport Layout Plan update.

Freitas added the update will not change the use of the airport.

Brian J. Varela covers Oxnard, Port Hueneme and Camarillo. He can be reached at brian.varela@vcstar.com or 805-477-8014. You can also find him on Twitter @BrianVarela805.

Airport district to launch studies on noise impacts, facility maintenance

January 28, 2023

By Makena Huey
makena@theacorn.com



LANDING—Private planes like those pictured above are common at the Camarillo Airport. Photos by MICHAEL COONS/Acorn Newspapers

This month, the Ventura County Department of Airports will launch updates to two critical documents for the Camarillo Airport: the airport layout plan and the noise compatibility program.

The former will outline facility maintenance at 555 Airport Way while the latter will seek to minimize the impact of noise levels on residents.

Community outreach and input will be a focus for both projects, according to city and county officials.

Airport layout plan update

The department of airports plans to launch the airport layout plan update with the goal of providing guidelines for the airport's maintenance, development and operation.

Keith Freitas, county director of airports, announced in July that the department of airports canceled the airport master plan update, which his predecessor, Kip Turner, had begun in early 2021.

Turner said the airport's master plan, completed in 2011, was outdated and failed to meet current FAA requirements. He also questioned the validity of a 1976 joint powers agreement between the city and county governments that limited the airport to general aviation uses.

The update was put on hold due to widespread opposition to the possibility of commercial airline service.

Unlike a master plan update, a layout plan update is a short-term planning study that assumes there will be no change to the role of the airport, which would continue to operate as a general aviation facility in accordance with the 1976 agreement.

"The key is that the airport layout plan update presumes there will be no significant changes in the use and operations of the airport," Freitas told the *Acorn* in July.

This means there will be no scheduled airline service or freight operations, and the length of the runway will not be increased, he said.

The layout plan is concerned only with identifying strategies that will sustain the airport within its current role.

The document identifies and plans for facility needs, including maintenance and rehabilitation for the next five to seven years.

Coffman Associates, a national aviation consulting firm, will prepare the study.

The process is expected to take roughly 18 months to complete and will be followed by agency reviews and approvals.

The plan update will cost the department just over \$686,000, with the FAA and Caltrans covering half the cost.

There will be three public information workshops, with the first held this spring.

Noise compatibility study

The Camarillo Airport's noise exposure maps, published in 1998, identify current and projected aircraft noise levels at the airport and surrounding areas.

The airport's noise compatibility program, adopted in 1999, identifies ways to reduce aircraft noise in residential areas, including changes in aircraft operations or facilities.

The study also encourages land uses that are compatible with aircraft noise, such as commercial or industrial uses in undeveloped areas.

It does not serve as justification for airport expansion.

Funded by a grant from the FAA, the 20-month study will cost roughly \$770,000.

The department of airports is establishing a planning advisory committee to review and comment on the part 150 study. Applications are open through Feb. 15 at cma-noise-study.airportstudy.net/pac-application.

Three public information workshops will give community members the opportunity to provide feedback. The first is scheduled for Mon., March 20.

To learn more about the airport layout plan and noise compatibility study, go to vcairports.org.

Ventura County Aviation Unit Successful Through January Storms - February 1, 2023



As we welcome a new month, we want to recognize the work of the Ventura County Aviation Unit, which was in full force throughout the month of January as residents navigated heavy rains and flooding. The team was successful in rescuing five individuals from the Santa Clara and Ventura Rivers and 80 individuals who were trapped in the Matilija Canyon. Additionally, the Ventura County Aviation Unit was tasked with rescuing several animals during the storms.

Established in 1971 under the umbrella of the Ventura County Sheriff's Office, the Ventura County Aviation Unit now operates as a partnership between the Sheriff and Ventura County Fire Department and is based out of the Camarillo Airport.

"Being based out of Camarillo is invaluable to the residents of Ventura County," said Capt. Randy Downard. "Having the ability to launch out of a centralized location cuts down on arrival time to an incident."

Both Camarillo and Oxnard Airports play an active role as reliever airports for the National Transportation Service. The Airports also serve as a critical resource for emergency response in Ventura County and throughout the state, including through natural disasters (flooding, mudslides, wildfires, and more) and medical emergencies (including life flights).

To learn more about the Ventura County Airports, visit vairports.org. To learn more about the Ventura County Aviation Unit, visit venturasheriff.org.



COUNTY of VENTURA
Department of Airports

555 Airport Way, Suite B
Camarillo, CA 93010
Phone: (805) 388-4372
Fax: (805) 388-4366
<https://vcairports.org>

February 3, 2023

Mr. Carlos Mora, Airports Program Manager
Federal Aviation Administration
Los Angeles Airport District Office, AWP-LAX ADO
777 S. Aviation Boulevard, Suite 150
El Segundo, CA 90245
Email: Carlos.M.Mora@faa.gov

RE: Camarillo Airport
Camarillo, CA 93030
Runway 8-26 and Taxiways Reconstruction (Project)
Design Modification Request

Dear Mr. Mora:

The Camarillo Airport (CMA) is located in Camarillo, California approximately 50 miles from downtown Los Angeles and is designated in the NPIAS as a general aviation reliever airport for Los Angeles International Airport (LAX). CMA currently consists of a single runway, Runway 8-26, that is 6,013 feet long by 150 feet wide, as well as two main parallel taxiways, Taxiways F and H, and adjoining taxiway connectors.

Runway 8-26 was originally constructed from 1942-1958 and the last pavement rehabilitation was completed in 1998. The existing pavement areas along the runway and taxiways are showing signs of distress and failure, which is creating foreign object debris that is hazardous to aircraft and airport users. In addition to its age, the subgrade material below the airfield's pavement is very poor. Thus, it is recommended that the existing runway and connector taxiways undergo a full depth reconstruction of the airfield pavements to improve the safety of aircraft operations at the airport. This project would require the complete shutdown of Runway 8-26, and thus the Camarillo Airport, to complete the required construction.

The existing Runway Design Code (RDC) for Runway 8-26, based on the most recent Airport Layout Plan, is Airport Approach Category D, Design Group II (D-II). However, analysis of the existing fleet mix utilizing Runway 8-26 consists of over 500 operations of aircraft that are characterized as D-III aircraft. Hence, based on the FAA Advisory Circular 150/5300-13B *Airport Design*, Runway 8-26 will be designed to accommodate D-III aircraft and Taxiways A through E will be designed to accommodate Taxiway Design Group 3 (TDG-3). The recommended design, per AC 150/5300-13B, consists of a 100-foot-wide runway, 20-foot-wide shoulders, and a center crown with equal and constant transverse grades. However, the decrease of the runway width from 150-foot to 100-foot, the installation of shoulders, and the regrading required to install a crown along Runway 8-26 would increase the cost and duration of the project considerably.

When originally constructed by the military, Runway 8-26 featured a constant transverse grade that slopes from north to south, with the runoff draining into catch basins south of the runway within the unpaved infield. This runway with the constant transverse grade profile has seen millions of safe operations over many decades without any documented incident where the transverse grade was a contributing factor. Analysis of specific risks that a center crown profile is designed to address could identify alternative methods to mitigate those risks without changing the historic transverse grades, thereby achieving an equivalent level of safety when compared to meeting the standard.

With regard to constructing a runway with the standard transverse grade, the effect on the total project cost and the phasing of construction is substantial. The installation of a crown along Runway 8-26 would eliminate the ability to efficiently phase the project due to the substantial earthwork and grading required and would result in an approximate project cost increase of over \$4,000,000 as well as a total project duration increase of approximately 20 days. This would mean that the Camarillo Airport would be closed for the entirety of the project, estimated to span 3-4 months, and would remove an important reliever airport from service for the Los Angeles metropolitan area and impact the national system.

In an effort to identify a funding strategy that can accommodate phased construction and decrease the impacts to stakeholders from an extended and complete closure of the Camarillo Airport, the County of Ventura Department of Airports is seeking support for a modified design standard allowing for the reconstructed Runway 8-26 to match historic grades and eliminate the crown requirement. The Department of Airports is open to mitigation measures to achieve an equivalent level of safety that may be acceptable to the FAA, thus allowing the Camarillo Airport to reopen sooner to continue to relieve the region's commercial service airports.

Please let us know if this is an acceptable modification and if you have any questions.

Sincerely,



KEITH FREITAS, A.A.E, C.A.E.
Director of Airports

cc: Mr. Dave Nafie, County of Ventura, Department of Airports
Ms. Erin Powers, County of Ventura, Department of Airports
Mr. Matt Gilbreath, Ms. Amanda Gross, Aviation
File



COUNTY of VENTURA
Department of Airports

555 Airport Way, Suite B
Camarillo, CA 93010
Phone: (805) 388-4372
Fax: (805) 388-4366
<https://vcairports.org>

February 8th, 2023

Mustang Sally Aviation, LLC
[REDACTED]

Lake Havasu City
AZ 86406

**Subject: Camarillo Airport Hours of Operation
Departures Between 12:00 a.m. and 5:00 a.m.**
[REDACTED]

Dear Operator,

On January 29th, 2023, an aircraft we believe is owned and/or operated by Mustang Sally Aviation, LLC departed Camarillo Airport (KCMA) at 12:07 a.m., 12:14 a.m., and 12:45 a.m. The Federal Aviation Administration publishes a Supplement document which provides information to flight crews regarding local rules and restrictions. Crews must review this information prior to conducting flight operations. The Supplement states that takeoffs between 0800Z-1300Z (12:00 a.m. and 5:00 a.m. local time) are not allowed, without prior permission.

This restriction arises from a Joint Powers Agreement between the City of Camarillo and the County of Ventura, which has been in effect since Camarillo Airport opened as a civilian airport in 1976. The purpose of the restriction was, and continues to be, the reasonable quiet enjoyment of neighboring residents.

The County of Ventura requests that you and your flight crews assist us by not scheduling flight operations at Camarillo Airport between 12:00 a.m. and 5:00 a.m. Your compliance will help ensure that Camarillo Airport remains a good neighbor and continues to meet the air transportation needs of the region.

Sincerely,

Jannette Jauregui
Communications & Engagement Manager
Ventura County Department of Airports



COUNTY of VENTURA

Department of Airports

555 Airport Way, Suite B

Camarillo, CA 93010

Phone: (805) 388-4372

Fax: (805) 388-4366

www.ventura.org/airports

Mustang Sally Aviation, LLC

[REDACTED]
Lake Havasu City
AZ 86406

RE: Fly Friendly VC

Dear Operator,

I am writing to let you know that, while you were missed at the September 13th Fly Friendly VC workshop and launch event, there is still time to join us as your role is critical to the success of our efforts to implement more efficient and effective operations of both Camarillo and Oxnard airports with regard to noise mitigation.

As you know, throughout the past two years there has been an increase in the number of neighbors surrounding the airports that have shared concerns with noise and specifically regarding touch and go operations.

The most impactful part of Fly Friendly VC will be the implementation of the updated flight tracks provided at the workshop that are designed for touch and go training operations. While it's important to note that most community members currently support the airport, they are, at the same time, coming to us with an expectation to make some reasonable adjustments to operations.

We hope that we can count on your commitment to Fly Friendly VC and that you will join our efforts to prioritize safety while also improving community relations and serving as better neighbors to the residents of Ventura County. Please know that the educational component of Fly Friendly VC is an ongoing effort. Therefore, we ask that you communicate with us regarding your team's need for training and information. We have enclosed copies of the updated pilot guides for you to share with your community of pilots that utilize Camarillo and/or Oxnard airports. Digital copies of the pilot guides may also be found on our website at vcairports.org.

Thank you in advance for your partnership with Fly Friendly VC.

Director of Airports,

Keith Freitas, A.A.E., C.A.E.



COUNTY of VENTURA
Department of Airports

555 Airport Way, Suite B
Camarillo, CA 93010
Phone: (805) 388-4372
Fax: (805) 388-4366
<https://vcairports.org>

February 8th, 2023

Solairus Aviation
[REDACTED]

Petaluma, Ca. 94952

**Subject: Camarillo Airport Hours of Operation
Departures Between 12:00 a.m. and 5:00 a.m.**
[REDACTED]

Dear Operator,

On February 1st, 2023, an aircraft we believe is owned and/or operated by Solairus Aviation departed Camarillo Airport (KCMA) at 3:44 a.m. The Federal Aviation Administration publishes a Supplement document which provides information to flight crews regarding local rules and restrictions. Crews must review this information prior to conducting flight operations. The Supplement states that takeoffs between 0800Z-1300Z (12:00 a.m. and 5:00 a.m. local time) are not allowed, without prior permission.

This restriction arises from a Joint Powers Agreement between the City of Camarillo and the County of Ventura, which has been in effect since Camarillo Airport opened as a civilian airport in 1976. The purpose of the restriction was, and continues to be, the reasonable quiet enjoyment of neighboring residents.

The County of Ventura requests that you and your flight crews assist us by not scheduling flight operations at Camarillo Airport between 12:00 a.m. and 5:00 a.m. Your compliance will help ensure that Camarillo Airport remains a good neighbor and continues to meet the air transportation needs of the region.

Sincerely,

Jannette Jauregui
Communications & Engagement Manager
Ventura County Department of Airports



COUNTY of VENTURA
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555 Airport Way, Suite B
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Fax: (805) 388-4366
<https://vcairports.org>

February 21st, 2023

California Professional Flyers Inc.
[REDACTED]

Murrieta, Ca. 92563

**Subject: Camarillo Airport Hours of Operation
Departures Between 12:00 a.m. and 5:00 a.m.**
[REDACTED]

Dear Operator,

On February 18th, 2023, an aircraft we believe is owned and/or operated by California Professional Flyers Inc. departed Camarillo Airport (KCMA) at 12:03 a.m. The Federal Aviation Administration publishes a Supplement document which provides information to flight crews regarding local rules and restrictions. Crews must review this information prior to conducting flight operations. The Supplement states that takeoffs between 0800Z-1300Z (12:00 a.m. and 5:00 a.m. local time) are not allowed, without prior permission.

This restriction arises from a Joint Powers Agreement between the City of Camarillo and the County of Ventura, which has been in effect since Camarillo Airport opened as a civilian airport in 1976. The purpose of the restriction was, and continues to be, the reasonable quiet enjoyment of neighboring residents.

The County of Ventura requests that you and your flight crews assist us by not scheduling flight operations at Camarillo Airport between 12:00 a.m. and 5:00 a.m. Your compliance will help ensure that Camarillo Airport remains a good neighbor and continues to meet the air transportation needs of the region.

Sincerely,

Jannette Jauregui
Communications & Engagement Manager
Ventura County Department of Airports

**CAMARILLO AIRPORT AUTHORITY
OXNARD AIRPORT AUTHORITY**

February 28, 2023

VIA EMAIL: KEITH.FREITAS@VENTURA.ORG

Keith Freitas
Director
Ventura County Department of Airports
555 Airport Way, Suite B
Camarillo, CA 93010

Re: Legal Counsel for Camarillo and Oxnard Airport Authorities

Dear Director Freitas:

On several occasions, Oxnard City Councilmember Perello has commented at Airport Authority meetings about the need for counsel to advise the Authorities from time-to-time. Often the agendas do not require legal counsel, but on many occasions having legal counsel would have been a benefit to the Authorities by providing legal perspective and advice on issues we are called-upon to evaluate and decide whether to approve.

The purpose of this letter is to request that the Department of Airports explore options for having legal counsel available to advise the Airport Authorities on an as-needed basis. We understand that County Counsel is unable to provide this service due to, among other reasons, County Counsel having a conflict of interest. This is because the Authorities, which are comprised in part by elected officials from the cities of Camarillo and Oxnard, potentially could be called upon to vote on matters where the County's and the Cities' interests diverge. Since County Counsel is unable to provide legal counsel to the Airport Authorities, we are requesting that independent outside counsel be identified and retained, and that person be available on an as-needed basis to advise the Authorities on matters that come before both bodies. We believe the relatively minor expense is more than justified by the benefit an attorney would provide.

Please let us know how we can assist in this process. We would both be available to interview any prospective outside counsel candidates identified by the Department of Airports.

Keith Freitas
February 28, 2023
Page 2 of 2

Thank you for your attention to this matter.

Very truly yours,



Scott Barer
Chair, Camarillo Airport Authority



Eugene Fussell
Chair, Oxnard Airport Authority

cc: Supervisor Kelly Long
Supervisor Vianey Lopez
Mayor Susan Santangelo
Councilmember Martita Martinez-Bravo
Councilmember Bert Perello
Councilmember Gabe Teran

Ventura County Department of Airports Welcomes Oklahoma State University Women's Tennis Team - March 1, 2023



A Saab 2000 (similar to the one in the attached photo) will be flying into Oxnard Airport (OXR) on the morning of March 2nd and will depart early in the afternoon. The aircraft will return again on March 3rd and March 5th and will be piloted by Meregrass, a Texas-based charter company that frequently flies athletic teams to competitions throughout the country. This visit will focus on the Oklahoma State University women's tennis team as they travel to California for matches against the University of California, Santa Barbara and Pepperdine University.

The use of Oxnard and Camarillo Airports for charter flights is an essential element of Ventura County's transportation system, which supports many different missions every day. Oxnard Airport is an ideal choice for this type of mission, and we are delighted to welcome the Cowgirl Tennis team to Ventura County.



Ventura County Department of Airports

Oxnard and Camarillo Part 150 Noise Studies and Camarillo Airport Layout Plan

The Ventura County Department of Airports is launching three major studies in 2023 that include an Airport Layout Plan (ALP) for Camarillo Airport and two Part 150 Noise Compatibility Studies (one for Camarillo Airport and one for Oxnard Airport).

Each study will include a heavy focus on community outreach and input from members of the community, and will incorporate community meetings that all interested Ventura County residents are encouraged to attend.

ALP and Part 150 Websites Now Available

Study websites are now available for the Camarillo Airport Part 150 Noise Compatibility Study, Oxnard Airport Part 150 Noise Compatibility Study, and Camarillo Airport Layout Plan Narrative Report. Links to the study websites may be found at vcairports.org.

Spanish translations of study websites will be available by the end of January 2023.

El sitio del estudio sea disponible en Espanol por Enero 2023.

Planning Advisory Committee Applications Are Being Accepted

The Department of Airports is currently accepting applications for the Part 150 Study Planning Advisory Committees (PAC).

To apply visit:

Camarillo Airport: <https://cma-noise-study.airportstudy.net/pac-application/>

Oxnard Airport: <https://oxr-noise-study.airportstudy.net/pac-application/>

Upcoming Community Meetings

Community meetings for the ALP for Camarillo Airport will not be held until the spring of 2023, however the first Part 150 Noise Compatibility Study public information workshops have been scheduled.

Camarillo Airport: March 20th, 2023

Oxnard Airport: March 21st, 2023

Time and location to be determined soon and updates will be provided. Please note that community meetings will include interpretation in Spanish and Mixteco.

Las juntas incluyen una interpretacion en Espanol y Mixteco.

Mark Your Calendars!

Ventura County Department of Airports Part 150 Noise Study Community Meetings



The first community information meetings for the Part 150 Noise Studies have been scheduled.

- Camarillo Airport
Part 150 Noise Study:
March 20th, 2023
5:30 p.m. - 7:30 p.m.
- Oxnard Airport
Part 150 Noise Study:
March 21st, 2023
5:30 p.m. - 7:30 p.m.



The meetings will feature an open house format with a project overview presentation at 5:30 p.m. and again at 6:30 p.m.

 **Location:** Courtyard by Marriott, Oxnard-Ventura,
600 E Esplanade Dr,
Oxnard, CA 93036

Please note that study materials will be available in both English and Spanish. Live interpretation in Spanish and Mixteco will also be available.

For more information
visit vcairports.org.



COUNTY of VENTURA
Department of Airports