



AVIATION ADVISORY COMMISSION

MINUTES

July 7, 2021

1. CALL to ORDER and PLEDGE of ALLEGIANCE

Chair, Robert Trimborn, called the meeting to order at 7:05 p.m. and led the pledge of allegiance.

2. ROLL CALL

PRESENT

Robert Trimborn
Maggie Bird
Adriana Van der Graaf
Bruce Hamous
Steve Tannehill

Excused (E)
Late (L)

ABSENT

James Flickinger
Gary Jacobs (E)
Nanette Metz (E)
Bobby Williams
Steve Weiss (E)

AIRPORT STAFF

Kip Turner, Director
Dave Nafie, Deputy Director
Erin Powers, Projects Administrator
Jamal Ghazaleh, Accounting Manager
John Feldhans, Operations Supervisor
Ana Castro, Management Assistant

3. APPROVAL OF MINUTES – June 7, 2021

Bruce Hamous moved to approve the June minutes and Maggie Bird seconded the motion. Steve Tannehill abstained. All other Commissioners voted in favor and the motion passed unanimously 4-0.

4. **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.

None.

5. NEW BUSINESS

- A. **Subject:** Approval of Plans and Specifications for the Runway 7-25, Taxiway Connectors and Parallel Taxiway Pavement Reconstruction at Oxnard Airport, Including Addenda Nos. 1-3; Waiver of Any Minor Irregularities in the Bid; Award a Contract for the Base Bid Schedule A and Base Bid Transition Schedule B to Sully-Miller Company, in the Amount of \$12,274,001, on the Basis of the Lowest Responsive Bid, Conditioned Upon Receipt of a Federal Aviation Administration Grant Sufficient to Fund the Project; Authorization for the Director of Airports, or Designee, to Execute the Subject Contract, if Awarded
(Exhibit 1 available for review on the Department of Airports website www.ventura.org/airports)

Recommendations:

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

1. Approve the plans and specifications (Exhibit 1) for the Runway 7-25, Taxiway Connectors and Parallel Taxiway Pavement Reconstruction at Oxnard Airport, including Addenda Nos. 1-3 (Exhibit 2);

2. Waive any minor irregularities in the bids;
3. Award a Contract for the Base Bid Schedule A and Base Bid Transition Schedule B to Sully-Miller Company, in the Amount of \$12,274,001, on the basis of the lowest responsive bid, conditioned upon receipt of a Federal Aviation Administration Grant sufficient to fund the project; and
4. Authorize the Director of Airports, or his designee, to execute the subject Contract if awarded (Exhibit 3).

Director Kip Turner introduced the item and stated that projects administrator Erin Powers will provide staff's report. Ms. Powers stated that the airport went out to bid for the reconstruction of the runway, taxiway connectors and parallel Taxiway F pavements at Oxnard Airport in March 2021. The project was bid with a base bid for the runway, a bid alternate 1 for the taxiway connectors and a bid alternate 2 for the parallel Taxiway F. Bids for the project were opened on April 29, 2021 and five bids were received. Ms. Powers shared that the Federal Aviation Administration (FAA) is ready to offer the airport a grant for the base bid and base bid transition work only. Sully-Miller Company submitted the lowest responsible bid for the base bid and the base bid transition in the amount of \$12,274,001 which came in at approximately 4.4% under the engineer's estimate. Ms. Powers noted that a bid protest was received from the second-lowest bidder but the airport found that the bid protest was without merit. The airport is requesting that a contract be awarded to Sully-Miller Company. Director Kip Turner clarified that the FAA funding is for the runway and the transition to the taxiway connectors. The taxiway connectors will be a standalone project at a different point in time. Ms. Powers shared that for airport improvement grants, the FAA typically funds 90% of a project but the airport will also pursue a Caltrans grant to help pay for the project. Director Turner added that there is a possibility the FAA will fund up to 100% of this project. Ms. Powers clarified that the contract before the Commission results in an anticipated cost to the airport in the amount of \$1.12 million dollars. The anticipated total cost for the whole project is just over \$1.3 million dollars to be paid from the Airport Enterprise Fund.

Adriana Van der Graaf moved to approve staff's recommendations and Maggie Bird seconded the motion. All Commissioners voted in favor and the motion passed unanimously 5-0.

B. Subject: Approval and Award of a Construction Administration Services Contract to Jviation, a Woolpert Company, in the Not-to-Exceed Amount of \$1,086,169, for the Runway 7-25, Connector Taxiways and Parallel Taxiway Pavement Reconstruction at Oxnard Airport, Conditioned Upon Receipt of a Federal

**Aviation Administration Grant Sufficient to Fund the Project;
Authorization for the Director of Airports, or Designee, to
Execute the Subject Contract**

Recommendations:

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

1. Approve and award a construction administration services contract (Exhibit 1) to Jviation, a Woolpert Company, in the not-to-exceed amount of \$1,086,169, for the Runway 7-25 Pavement Reconstruction at Oxnard Airport, conditioned upon receipt of a Federal Aviation Administration Grant sufficient to fund the project; and
2. Authorize the Director of Airports, or his designee, to execute the subject contract.

Director Kip Turner introduced the item and stated that projects administrator Erin Powers will provide staff's report. Ms. Powers stated that this contract is for construction administrative services for the Runway 7-25 pavement reconstruction project only. The contract reflects only those services needed to oversee the base bid and base bid transition work. The type of services covered in a construction administration services contract include inspection, materials testing, record drawings, certified payroll review, storm water monitoring and reporting, weekly progress reports, and compliance with federal requirements. Ms. Powers shared that Jviation was selected as the airport's consultant for a five-year period through a request for qualification selection process in 2020. Although Jviation was selected for a five-year period, each contract awarded during that period must be negotiated individually and any contracts exceeding \$200,000 need to be approved by the Board of Supervisors. Ms. Powers clarified that the airport does not normally go out to bid for a consultant contract because it is a qualifications-based selection process which was completed in 2020.

Bruce Hamous moved to approve staff's recommendations and Steve Tannehill seconded the motion. All Commissioners voted in favor and the motion passed unanimously 5-0.

6. DIRECTOR'S REPORT

Director Kip Turner provided an update on the private hangar lease agreement. It is anticipated that this item will come back before the Commission in the September timeframe. Regarding the Rent & Fee Schedule that was passed in

June, airport staff is working on airfield signage for the transient ramp area that was referenced in the Schedule. Regarding the Oxnard Airport runway and taxiway reconstruction project, the third and final tenant workshop took place on July 6, 2021. Mr. Turner stated that the design team's project lead, Chuck McCormick with Mead & Hunt, and Mike Quinn, the on-site construction project representative with Aviation, will provide a summary of the tenant workshop. Mr. McCormick and Mr. Quinn reviewed a powerpoint presentation.

Mr. Turner stated that deputy director Dave Nafie will provide an update on airport noise issues. Mr. Nafie reviewed a new format for the monthly noise complaint report which can be found in the meeting packet. Mr. Nafie shared that airport staff is looking to hold a series of workshops to discuss noise issues. Additionally, the airport's website will be updated to include a dedicated page for noise abatement. The page will also include a web form to file a noise complaint. Airport staff is also exploring the use of social media to engage the public. Mr. Nafie continues to work with the neighborhood councils to address the noise concerns.

Director Turner stated that regarding the upcoming meeting of the Commission in August, if the Board of Supervisors goes to an in-person format at their upcoming meetings in July then airport staff will follow suit and the August meeting of the Commission will also be in-person. If the Board of Supervisors continue with a virtual format then the Commission meetings will remain virtual. Mr. Turner also shared that he submitted a notice of resignation to the County with an effective date of Friday, July 16, 2021. He thanked Commissioners for the opportunity to work with each of them. Deputy director Dave Nafie will serve as the interim director until the County hires a new director.

7. REPORTS

- Monthly Activity Report – May 2021
- Monthly Noise Complaints – May 2021
- Consultant Reports – May 2021
- Airport Tenant Project Status – June 2021
- Project Status – June 2021
- Financial Statements Period Ended – March 31, 2021
- Financial Statements Third Quarter – FY 2020/2021
- Meeting Calendar

Reports were received and filed.

8. CORRESPONDENCE

Letter dated June 5, 2021 from Erin Powers to Eric Landegger, C.A. Rasmussen

re: Bid Protest for Oxnard Airport - Runway 7-25, Taxiway Connectors and Parallel Taxiway Pavement Reconstruction; Specification No: DOA 20-02; Project No: OXR-146

Letter dated June 16, 2021 from Erin Powers to Eric Landegger, C.A. Rasmussen re: Response to June 11th Bid Protest for Oxnard Airport - Runway 7-25, Taxiway Connectors and Parallel Taxiway Pavement Reconstruction; Specification No: DOA 20-02; Project No: OXR-146

Letter dated June 18, 2021 from Madeline Herrle to Kim Rivers, Times Media Group re: Public Records Request dated June 8, 2021

Estimate dated June 18, 2021 from Ana Castro to Kathleen Wilson, Ventura County Star re: Public Records Request of June 9, 2021

Letter dated June 18, 2021 from Madeline Herrle to Dominick Mills, Mills Law Group re: Public Records Request dated June 8, 2021

Notice re: Oxnard Airport Runway 7-25, Taxiway Connectors, and Parallel Taxiway Pavement Reconstruction Project Tenant Workshop #3 Rescheduled to June 29, 2021

Notice re: Oxnard Airport Runway 7-25, Taxiway Connectors, and Parallel Taxiway Pavement Reconstruction Project Tenant Workshop #3 Rescheduled to July 6, 2021

Correspondence was received and filed.

9. COMMISSION COMMENTS

Commissioner Bruce Hamous shared with Mr. Turner that it has been a pleasure to work with him and wished him luck wherever he lands. Mr. Hamous thanked Mr. Turner for his service.

Commissioner Maggie Bird seconded Mr. Hamous' comments. Ms. Bird shared with Mr. Turner that he has been wonderful and wished him luck. Ms. Bird also commented on Commissioner Steve Weiss' prior comments about allowing the Channel Islands Neighborhood Council (CINC) to make a presentation to the Commission. Ms. Bird believes the presentation should have been made at a separate meeting where Commissioners could have been invited. Ms. Bird would like the record to reflect that she agrees with Mr. Weiss' comments that the presentation exceeded the three-minute public comment time.

Commissioner Adriana Van der Graaf seconded Ms. Bird's comments about the CINC presentation. Ms. Van der Graaf shared that in the 21 years she has been on the Commission she has never seen that kind of presentation done at this meeting. Ms. Van der Graaf shared with Mr. Turner that he has been wonderful and that he will be missed.

Commissioner Steven Tannehill shared with Mr. Turner that he (Mr. Tannehill) wishes him (Mr. Turner) the best. Mr. Tannehill commented that he would like to cover the financials next time.

Commissioner Robert Trimborn thanked Mr. Turner for his service to the County. Mr. Trimborn shared with Mr. Turner that he (Mr. Trimborn) really enjoyed working with him (Mr. Turner) and that he (Mr. Turner) will be missed. Mr. Trimborn stated that regarding the CINC's public presentation that was made to the Commission at the last meeting, the Commission's bylaws do not cover those types of items. Mr. Trimborn would like to create a structure and protocol if there is a neighborhood council or any other organization that wishes to present to the Commission. Mr. Trimborn requested that airport staff come back with a recommendation on the structure and protocol for consideration by the Commission.

10. ADJOURNMENT

There being no further business, the July 7, 2021 meeting of the Aviation Advisory Commission was adjourned at 8:21 p.m.

A handwritten signature in black ink, appearing to read "Kip Turner". The signature is fluid and cursive, with a long horizontal stroke at the end.

KIP TURNER, C.M.
Administrative Secretary