



NEVADA COUNTY BOARD OF SUPERVISORS

Board Agenda Memo

MEETING DATE: November 12, 2024

TO: Board of Supervisors

FROM: Justin Drinkwater- Director, Facilities Management

SUBJECT: Resolution approving Amendment No. 1 to the Professional Services Contract between the County of Nevada and Brandley Engineering, Inc. for Airport Engineering and Design Services extending the contract timeline through June 30, 2025, increasing the contract Not to Exceed amount by \$260,000 for a revised contract maximum not to exceed amount of \$560,000, authorizing the Director of Facilities Management to execute the contract amendment, and requesting the Auditor-Controller release Airport Fund Balance, and amend the FY 2024/25 Airport Budget (4/5ths vote required).

RECOMMENDATION: Adopt the attached Resolution.

FUNDING: Funding for these services will be paid from the Airport budget. The majority of projects will be funded through Federal Aviation Administration (FAA) grants at 90% of cost and CalTrans Division of Aeronautics grants at 4.5%. The remaining 5.5% of the cost is the responsibility of the Airport Enterprise Fund. A release of Airport fund balance in the amount of \$1,946 is requested and a FY 2024/25 Budget Amendment to increase revenue and expense is needed to support this action. There are no General Funds associated with this contract.

BACKGROUND: On February 25, 2020 the Board of Supervisors through Resolution No. 20-050 appointed Brandley Engineering, Inc. as Nevada County Airport Engineer and approved a five-year Contract term through February 25, 2025 per Resolution No.21-0301 in the amount not to exceed \$300,000.

Over the past few years, several projects have been completed under the Brandley team including an update to the pavement management plan (PMP), a resurfacing project for taxiway A and ramp 2 as well as the award of additional grant funding gained with the support of the Brandley team's experience with writing and applying for FAA grant funding.

The Airport staff are continuously seeking opportunities to improve the airport infrastructure within the budget limits while leveraging grant funds when awarded. This year, the Brandley team was able to assist with securing an FAA Grant for airport development. With these funds the Airport Manager wishes to work with Brandley Engineering to design the reconstruction of Ramp 4 taxilanes.

In order to complete the project mentioned above, an amendment to the contract must be executed to increase the original contract amount to cover the additional design services and extend the Contract term by an additional four (4) months. Specifically, the parties desire to:

1. Extend the contract timeline from February 25, 2025 to June 30, 2025: this contract extension is requested so that project design for the Ramp 4 taxilane project can be executed.
2. Increase the budget by \$260,000 for a new not to exceed Contract amount of \$560,000 to cover the additional design services not originally drafted in the project scope.

In all other respects the prior contract of the parties shall remain in full force and effect. A budget amendment has been included for approval to increase the current adopted FY 2024/2025 budget from \$224,626 to \$260,000. Of the \$35,374 increase to the Airport budget the Airport share of the project costs is \$1,946. This amendment will bring the current budget up to the new projected amount for the current fiscal year projects.

Item Initiated by: Kevin Edwards, Airport Manager

Approved by: Justin Drinkwater, Director- Facilities Management