



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

NOTICE IS HEREBY GIVEN
that the Regular Meeting of the
Camarillo Airport Authority and Oxnard Airport Authority
will be held on:

Thursday September 9, 2021 6:30 P.M.

DEPARTMENT OF AIRPORTS
ADMINISTRATION OFFICE
555 AIRPORT WAY, SUITE B
CAMARILLO, CA

IN RESPONSE TO THE DECLARED STATE AND LOCAL EMERGENCIES DUE TO THE NOVEL CORONAVIRUS, AND CONSISTENT WITH THE CALIFORNIA GOVERNOR'S EXECUTIVE ORDER N-29-20, THIS MEETING IS BEING CONDUCTED ELECTRONICALLY.

TO FIND OUT HOW YOU MAY ELECTRONICALLY ATTEND THE MEETING AND PROVIDE PUBLIC COMMENT, PLEASE REFER TO THE INSTRUCTIONS BELOW.

1. You may join the meeting via **Zoom**. See last page for detailed instructions about participating in the meeting via Zoom.
2. You may observe the meeting via the **Department of Airports YouTube channel**
https://www.youtube.com/channel/UC4jLWASMGn4wTrEPdT8BOTQ?view_as=subscriber
3. Public Comment Options
 - a. **Email** – You may submit your comment, limited to 250 words or less, via email by 4:30 p.m. on Thursday, September 9, 2021 to Airport Staff at AirportInfo@ventura.org. Please indicate in the Subject Line, the Agenda item number (e.g., Item No. 5.A.). When the Authorities reach your item of interest on the agenda, Airport Staff will read your comment during the time for public comments.
 - b. **Zoom** – You may provide verbal comments during the meeting. See last page for detailed instructions about participating in the meeting via Zoom.

AGENDA

1. **CALL to ORDER and PLEDGE of ALLEGIANCE**
2. **ROLL CALL and AGENDA REVIEW**
3. **APPROVAL of MINUTES – July 8, 2021**
4. **PUBLIC COMMENT PERIOD**
5. **NEW BUSINESS**

CAMARILLO AIRPORT AUTHORITY

- A. Subject: Approval of, and Authorization for the Director of Airports or His Designee to Sign, the Month-to-Month Hangar Storage Agreement with the California Department of Fish and Wildlife**

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, the month-to-month Hangar Storage Agreement with the California Department of Fish and Wildlife to allow it to store the Department of Fish and Wildlife's multiple aircraft at the Camarillo Airport.

- B. Subject: Approval of, and Authorization for the Director of Airports or His Designee to Sign, Amendment No. 2 to the Consulting Services Contract for the Camarillo Airport Northeast Hangar Development with Mead and Hunt, Inc., Raising the Total Amount of the Contract by \$3,666 to \$1,459,267**

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. 2 to the Consulting Services Contract for the Camarillo Airport Northeast Hangar Development with Mead and Hunt, Inc., raising the total amount of the contract by \$3,666 to \$1,459,267 (Exhibit 1).

6. **DIRECTOR'S REPORT** – Staff requests that your Authorities receive and file the director's report.
7. **REPORTS** – Staff requests that your Authorities receive and file the reports.

Monthly Activity Report – June, July 2021

Monthly Noise Complaints – June, July 2021
Consultant Reports – June, July 2021
Airport Tenant Project Status – August 2021
Project Status – August 2021
Financial Statements Fourth Quarter – FY 2020/2021
Meeting Calendar

8. CORRESPONDENCE – Staff requests that your Authorities receive and file the correspondence.

Estimate dated July 8, 2021 from Madeline Herrle to Scott Barer re: Public Records Request of June 23, 2021

Notice of Closure re: Oxnard Airport Runway 7-25 Reconstruction beginning August 4, 2021

Letter dated August 20, 2021 from Dave Nafie to Greg Ramirez, City of Camarillo re: Agreement Regarding Cloud Nine Hangar Development Project at the Camarillo Airport

Letter dated September 2, 2021 from Dave Nafie to Greg Ramirez, City of Camarillo re: Agreement Regarding Cloud Nine Hangar Development Project at the Camarillo Airport

9. AUTHORITY COMMENTS – Comments by Authority members on matters deemed appropriate.

10. ADJOURNMENT

The next regular Authority meeting will be on Thursday, October 14, 2021 at 6:30 p.m. Location to be determined.

IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT, IF YOU NEED SPECIAL ASSISTANCE TO PARTICIPATE IN THIS MEETING, PLEASE CONTACT ANA CASTRO AT (805) 388-4211. NOTIFICATION 48 HOURS PRIOR TO THE MEETING WILL ENABLE THE DEPARTMENT OF AIRPORTS TO MAKE REASONABLE ARRANGEMENTS TO ENSURE ACCESSIBILITY TO THIS MEETING.



Webinar Instructions

Public link to Zoom webinar:

<https://us06web.zoom.us/j/86794402270?pwd=QitjMWpwMGN5UXhaRGJFNENsSmNudz09>

Webinar ID: 867 9440 2270

Passcode: 290525

Phone Numbers: 1-669-900-6833
1-253-215-8782

Cell Phone or Computer with Audio (Microphone) Feature: Click on the link above and enter passcode. Enter your name so we may call on you when it is your turn to speak.

The Chairperson will ask if anyone wishes to speak to the item. At that time, raise your hand by clicking the Raise Hand button. Follow the instructions below regarding Speaking.

Computer without Audio (Microphone) Feature: Click on the link above and enter passcode. This will allow you to view and listen to the meeting. In order to speak, follow the instructions below for Telephone.

Telephone: If you do not have access to the internet, you can watch the live broadcast of the meeting on the City of Camarillo Local Government Channels – Spectrum Channel 10 and Frontier Channel 29, or via the Department of Airports YouTube channel. If you are interested in speaking to an item, you can call into one of the phone lines listed above, and when prompted enter the Webinar ID and Passcode shown above. Once in the meeting, you will be listening to the meeting through your phone handset.

The Chairperson will ask if anyone wishes to speak to the item. At that time, raise your hand by dialing *9. Follow the instructions below regarding Speaking.

Speaking

When it is your turn to speak, the Chairperson will call your name or the last 4 digits of your phone number if you are calling from a phone, and you will have 3 minutes to speak. Please ensure that all background noise is muted (TV, radio, etc.). You will be prompted to unmute your microphone/phone. Unmute and begin speaking; start by stating your name.

The timer on the screen will count down your 3 minutes. The timer starts green indicating you have 3 minutes; when the time hits 1 minute remaining, the timer will change to yellow; when the 3 minutes have elapsed, the timer will turn red. At that time, your microphone will be muted and we will move onto the next speaker. If you called in on one of the phone lines listed above, you will not be able to see the timer. Instead, you will be prompted when the 3 minutes has begun; when the time hits 1 minute remaining; when the 3 minutes have elapsed.





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CAMARILLO AIRPORT AUTHORITY AND OXNARD AIRPORT AUTHORITY

MINUTES

July 8, 2021

1. CALL to ORDER and PLEDGE of ALLEGIANCE

CAA Chair, Kelly Long, called the meeting to order at 6:30 p.m. and requested that CAA Vice-Chair, Bill Thomas, lead the pledge of allegiance.

2. ROLL CALL

CAA PRESENT

Kelly Long
 Carmen Ramirez
 Shawn Mulchay
 Susan Santangelo
 Bill Thomas
 Michael Hodson (Alt)

CAA ABSENT

OAA PRESENT

Kelly Long
 Carmen Ramirez
 Bert Perello
 Vianey Lopez
 Walter Calhoun
 Eugene Fussell (Alt)

OAA ABSENT

Excused (E)

Late (L)

Alternate (Alt)

AIRPORT STAFF

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

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3. APPROVAL OF MINUTES – June 10, 2021

Camarillo Airport Authority: Vice-Chair Bill Thomas moved to approve the June meeting minutes and Councilmember Susan Santangelo seconded the motion. All members voted in favor and the motion passed unanimously 5-0.

Oxnard Airport Authority: Supervisor Kelly Long moved to approve the June meeting minutes and Chair Walter Calhoun seconded the motion. Councilmember Bert Perello abstained. All other Authority members voted in favor and the motion passed unanimously 4-0.

4. PUBLIC COMMENT PERIOD

Public comments heard.

CAA Chair, Kelly Long, requested that the Director's Report (Agenda Item #6) be heard after the Public Comment Period (Agenda Item #4). Following the Director's Report (Agenda Item #6), agenda items were heard in the following order: Agenda Item #5.A., Agenda Item #5.C., Agenda Item #5.B.

5. NEW BUSINESS

OXNARD AIRPORT AUTHORITY

**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):

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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 and taxiway 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 (this means the runway will be reconstructed and transitional pavements into the existing taxiway connectors will be completed). 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. Total project costs for construction, design and construction management is estimated at approximately \$14.2 million dollars and the FAA typically pays 90% of the project costs. Ms. Powers shared that the FAA has indicated there is a possibility they will fund up to 100% of the project costs but staff will not know if this is the case until an offer is received. In response to a question posed by Authority member Bill Thomas, Ms. Powers stated that it is unknown at this point whether the airport will need to shut down again when it comes time for construction on the taxiway connectors and parallel taxiway. Airport staff will look at phasing the future work and staff will look at avoiding closures when possible. In response to a question posed by Authority member Carmen Ramirez, Ms. Powers stated that OSHA safety is not a reviewing factor when determining which contractor has submitted the lowest responsible bid. Ms. Powers indicated that airport staff can look into this. Authority member Bert Perello supports the department looking into the contractor's safety record. Ms. Powers clarified that no RFP was issued for the design portion of this project because

the airport does not use the RFP process for consultants. The consultant, in this instance a design engineer, was chosen through a qualification based selection process and fees were negotiated between the consultant and the department.

Oxnard Airport Authority: Supervisor Kelly Long moved to approve staff's recommendations and Councilmember Bert Perello seconded the motion. All members 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 runway reconstruction work (base bid and base bid transitions). 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 must be approved by the Board of Supervisors. In response to a concern raised by alternate Authority member Mike Hodson, Ms. Powers shared that an independent fee analysis of the proposal was performed regarding the contract and fees were negotiated. Construction administration costs on an over \$12 million dollar project typically run

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between 10-12% which is considered reasonable. Ms. Powers shared that the Jviation contract is just about 11% of project construction costs. Ms. Powers clarified that airport staff fees are included in the overall federal grant amount and the fee for Jviation is separate than staff costs/fees. Mike Quinn of Jviation provided additional information about the contract fees. A discussion took place about the fee split between Jviation and subcontractors, and overhead fees of subcontractors.

Oxnard Airport Authority: Supervisor Kelly Long moved to approve staff's recommendations and Chair Walter Calhoun seconded the motion. All members voted in favor and the motion passed unanimously 5-0.

CAMARILLO AIRPORT AUTHORITY

C. Subject: Receive and File a Report Regarding the 1976 Agreement Between County of Ventura and City of Camarillo Pertaining to Camarillo Airport Development and Surrounding Land Use

Recommendation:

Staff requests that your Authority receive and file a report regarding the 1976 Agreement Between County of Ventura and City of Camarillo Pertaining to Camarillo Airport Development and Surrounding Land Use Joint Powers Agreement (JPA).

Camarillo Airport Authority: Chair Kelly Long moved to postpone this item to a future date, continuing the work between the County and the City of Camarillo on the JPA. Vice-Chair Bill Thomas seconded the motion. All members 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. Airport staff is looking at a mediation clause and section 10 regarding vehicles. It is anticipated that this item will come back before the Airport Authorities 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 FAA announced that the Oxnard Airport will receive the grant that the department was expecting. A 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

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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. From a standpoint of community engagement, Mr. Nafie shared that airport staff is looking to hold a first workshop in the near term. Additionally, the airport's website will be updated to include a dedicated page for noise information which will include a feature to submit a noise complaint. Airport staff is exploring the use of social media as an engagement tool. Staff is also pursuing public venue opportunities to share information.

Director Turner stated that regarding the upcoming meeting of the Airport Authorities 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 Airport Authorities will also be in-person. If the Board of Supervisors continue with a virtual format then the Authority 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 Authority members for the opportunity to have worked with each of them and he also thanked his team.

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

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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. AUTHORITY COMMENTS

In reference to a discussion that took place during Agenda Item #8 – CORRESPONDENCE, Vice Mayor Shawn Mulchay requested that a receive and file action item be attached to any report that is on the agenda so that a discussion on that item can take place during the meeting.

Councilmember Bert Perello commented about the upcoming transition paving job and the questions about whether there would be any more delays because of the job. Mr. Perello stated a concern about the fact that there is no safety records check on the people that submit bids. Mr. Perello strongly recommends that the safety records, such as the state Department of Labor, worker's compensation and OSHA, of bidders are checked.

Supervisor Kelly Long thanked Authority members for their dedication to making sure that the absolute right is being done for the community, the airport, and everybody. Supervisor Long also thanked staff for their knowledge about the agenda items. Supervisor Long also thanked Director Turner for his service and for leading both airports. Ms. Long commented

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that the spirit everyone has regarding the JPA is extremely important as is the commitment to making sure the work is being done for the community.

Public member Walter Calhoun wished Director Turner blue skies and tailwinds.

10. ADJOURNMENT

There being no further business, the July 8, 2021 Authority meeting was adjourned at 9:23 p.m.

KIP TURNER, C.M.
Administrative Secretary

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 Department of Airports

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September 9, 2021

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

Subject: Approval of, and Authorization for the Director of Airports or His Designee to Sign, the Month-to-Month Hangar Storage Agreement with the California Department of Fish and Wildlife

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, the month-to-month Hangar Storage Agreement with the California Department of Fish and Wildlife to allow it to store the Department of Fish and Wildlife's multiple aircraft at the Camarillo Airport.

Fiscal/Mandates Impact:

Mandatory: *No*

Source of funding: *California Department of Fish and Wildlife*

Funding match required: *None*

Impact on other departments: *None – No impact on General Fund*

Summary of Revenues and Costs

	<u>FY 2021-22</u>	<u>FY 2022-23</u>
Revenue:	\$ 12,366	\$ 16,488
Costs:		
Direct	<u>0</u>	<u>0</u>
Total Costs	<u>\$ 0</u>	<u>\$ 0</u>
Net Costs – Airport Enterprise Fund	<u>\$ 12,366</u>	<u>\$ 16,488</u>

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Current Fiscal Year Budget Projection:

FY 2021-22 Budget Projection for Camarillo Administration – Division 5020 Unit 5021				
	Adopted Budget	Adjusted Budget	Projected Budget	Estimated Savings/(Deficit)
Appropriations	\$3,129,339	\$3,129,339	\$3,129,339	-0-
Revenue	5,149,650	5,149,650	5,149,650	-0-
Net Cost/(Credit)	\$(2,939,160)	\$(2,939,160)	\$(2,939,160)	-0-

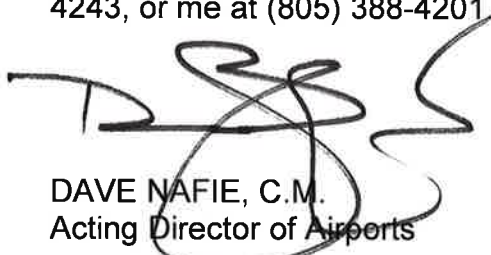
Revenue and appropriations are included in the FY 2021-22 Adopted Budget.

Discussion:

The California Department of Fish and Wildlife (“Fish and Wildlife”) have a number of aircraft that they use in the day to day management of their department needs and have a requirement to store them at an accessible and well-located site for their use. The County has a large storage hangar which would accommodate Fish and Wildlife’s aircraft and Fish and Wildlife has agreed to pay the monthly rent as set forth in the Rent and Fee.

Because Fish and Wildlife uses the California Department of General Services (“GSA”) for its real estate contracts, GSA requires the rent be paid monthly in arrears, which is not presently set forth as an approved concession to government leases.

If you have any questions regarding this item, please call Madeline Herrle at (805) 388-4243, or me at (805) 388-4201



DAVE NAFIE, C.M.
Acting Director of Airports

Attachment:

Exhibit 1 – County Hangar Lease between County of Ventura and California Department of Fish and Wildlife

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COUNTY OWNED AIRCRAFT STORAGE HANGAR LEASE AGREEMENT

THIS AGREEMENT made and entered into the day, month, and year last below written by and between "**Lessee**" and **COUNTY OF VENTURA**, a body corporate and politic, hereinafter referred to as "**Lessor**".

1. **Lessor**, in consideration of the mutual covenants herein and full performance of the acts herein to be performed by **Lessee**, gives unto **Lessee** the privilege to store an aircraft in an aircraft hangar, that can be relocated, and which is determined to be the property of the **County of Ventura**.
2. The term of this Agreement shall commence on the day, month, and year last below written and shall extend for a period of one (1) calendar month with automatic renewal upon the same terms and conditions as may be modified from time to time or terminated as herein provided.
3. Either party hereto may cancel the Lease for any reason by giving thirty (30) days prior written notice by certified mail to the other party.
4. **Lessor** may terminate this Lease at any time and without prior written notice in the event of violations of laws, rules, regulations, or the lawful instruction of Airport servants or the event of the disregard or breach of any of the terms or conditions herein.
5. **Lessee** hereby releases and discharges **Lessor** from all claims and demands by **Lessee** for loss of or damage to **Lessee's** property and agrees to indemnify **Lessor** against and save **Lessor** harmless from all costs and expense, including attorney's fees, and all liability, claims and demands of others for loss of or damage to property or injury to or death of persons, which may result directly or indirectly from any operation under this Lease. **Lessee** agrees to pay **Lessor** in full and promptly upon demand for any and all loss of or damage to **Lessor's** property cause by or resulting from any operation of **Lessee** hereunder or in connection herewith.
- ~~6. **Lessee** hereby grants to **Lessor** a lien against aircraft and all personal property which **Lessee** may, from time to time, store upon the premises. This lien shall exist and continue for all unpaid amounts which **Lessee** may owe **Lessor**, from time to time, and the assertion of the lien shall not relieve **Lessee** from the obligation to pay the monthly fees as herein provided. In the event **Lessee** does not fully and immediately discharge all unpaid amounts, **Lessor** may take possession of aircraft and personal property stored, without notice or other action, and exercise its lien against the same and, in additions thereto, have and recover all costs and expense including attorney's fees in connection with the repossession for personal property and assertion of the lien.~~
7. **Lessor** will not be responsible for theft, loss, injury, damage, or destruction of the property thereon or therein, or accident, or injury to **Lessee**, it being

EXHIBIT 1

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specifically understood that the amount of charges fixed for this Lease is for the privilege of aircraft storage only.

8. Assigned hangar space shall be used only for storage of aircraft, equipment, and supplies for minimum owner maintenance of said aircraft. Motor vehicles may be parked only in public parking lots or Lessee's assigned aircraft storage area. Conditions may arise where it may be necessary for the **Lessor** to withdraw temporarily or permanently, without prior notice, the privilege of parking motor vehicles in the assigned storage area.
9. **Lessee shall use the premises for state government business only** and may not conduct any commercial activity on the premises and the aircraft located in said storage area shall not be used for commercial activity. Such use constitutes grounds for termination of this Lease, unless **Lessee** secures prior written consent of the **Lessor**.
10. If **Lessee** desires to engage or use the services of another person in connection with any aircraft work or repair, other than at repair facilities established at the Airport, **Lessee** shall give written notice of such intention prior to commencement of any work. Said notice shall state the name, address, and qualifications of such person, and **Lessor** shall have the right to refuse to permit or to stop any work. This shall not limit the aircraft owner to pilot's right to do work on his own aircraft as permitted by the Federal Aviation Regulations in areas on the Airport approved by the Director of Airports.
11. **Lessee** shall not by his own or his agent's actions cause any increase in the Lessor's insurance rates or damage to the Lessor's property. The use of power tools which in any way increases the hazard of fire is strictly prohibited. Any use of the storage areas **shall conform to all Airport rules and regulations, and local building and fire codes**.
12. The use of combustible chemicals, cleaning solvents, stripping, washing, painting, welding, or repairs to the fuel system in or adjacent to the storage area is **strictly prohibited**. **Lessee** may perform the foregoing only in a location assigned by the **Lessor**.
13. **Lessee** shall not exercise the right granted herein in any manner, which would interfere with the departure and arrival of aircraft.
14. **Lessee** shall permit Lessor's authorized agents free access to the aircraft storage hangar area at all reasonable times for the purpose of inspection or for making necessary improvements.
15. **Lessee** shall not make or cause to be made any alteration to the storage area without first securing the written consent of Lessor's authorized agent and then only upon the terms set by said agent.
16. Waiver of any provision herein or of the regulations governing the use of aircraft storage hangar shall not be deemed a continuing waiver of any other provision or regulation.

17. The privilege conveyed herein may be subject to real property taxation and/or assessment. In such event, **Lessee** shall pay before delinquency, all taxes or assessments which at any time may be levied by the State, County, City, or any other tax assessment levying body upon the leased premises and any improvements or fixtures located thereon. **Lessee** shall also pay all taxes, assessments, fees, and charges on all merchandise fixtures and equipment owned or used thereon.
18. **THIS LEASE IS PERSONAL TO THE LESSEE, AND SHALL NOT BE TRANSFERRED, IN WHOLE OR IN PART, OR ASSIGNED.**
19. **Lessee** shall notify **Lessor** in writing within ten (10) days of any change in aircraft ownership or substitution of aircraft.
20. The aircraft storage hangar shall be occupied by an aircraft registered to the **Lessee** as reflected on the signed lease agreement. Federal Aviation Administration records will determine registration of aircraft.
21. Rental payments shall be paid by the State, from legally available funds and subject to the California Constitution, in arrears on the last day of each month during said term as follows:
- ONE THOUSAND THREE HUNDRED NINETY-FOUR AND 00/100 DOLLARS (\$1,394.00) per month, on a month-to-month basis, and subject to annual modification.
- Rental payable hereunder for any period of time less than that for which periodic rental is payable shall be determined by prorating the rental due for the applicable period of occupancy.
- ~~Lessee agrees to pay as consideration the posted monthly lease fee in advance within fifteen (15) days after the first (1st) day of each and every month of the term. Partial months shall be prorated. Failure to pay monthly in advance shall automatically revoke this lease and the use of the space, thereafter, shall be charged for at the standard daily fee. Fees charged and lease deposits required shall automatically conform to fee changes approved by the Board of Supervisors. Additionally, Lessee agrees to provide Lessor, concurrently with the execution of this Agreement, with a lease deposit in the amount of one (1) months license fee in order to secure Lessee's conformance with the terms of this Agreement.~~
22. Notices required herein except as specified in Paragraph 3 may be given by enclosing the same in a sealed envelope addressed to the party for whom intended and by deposition such envelope, with postage prepaid, by any United States Post Office facility. Such notice shall be addressed to Director of Airports, Department of Airports, County of Ventura, 555 Airport Way, Suite B, Camarillo, CA 93010.
23. Lessor hereby warrants and guarantees that the space leased to the state will be operated and maintained free of hazard from Asbestos Containing Materials.
24. During the lease term, Lessor shall maintain the leased premises together with appurtenances, rights, privileges, and easements belonging or appertaining thereto, in good repair and tenantable condition, except in case of damages arising from the negligence of State's agents, invitees or employees.

25. In the event the leased premises or any essential part thereof shall be destroyed by fire or other casualty, this lease shall, in the case of total destruction of the leased premises, immediately terminate. In the case of partial destruction or damage State may elect to terminate by giving written notice setting forth the date of termination to the Lessor within fifteen (15) days after such fire or casualty, and no rent shall accrue or be payable to the Lessor after such termination. In the event of any such destruction where the State remains in possession of said premises, whether for the remainder of the term or temporarily pending termination, the rental as herein provided shall be reduced by the ratio of the floor space State is precluded from occupying to the total floor space of the leased premises.
26. Upon termination or expiration of this lease, the State will peacefully surrender to the Lessor the leased premises in as good order and condition as when received, except for reasonable use and wear thereof and damage by earthquake, fire, public calamity, the elements, acts of God, or circumstances over which State has no control or for which Lessor is responsible pursuant to this lease. The State shall have no duty to remove any improvements or fixtures placed by it on the premises or to restore any portion of the premises altered by it, save and except in the event State elects to remove any such improvements or fixtures and such removal causes damages or injury to the leased premises, and then only to the extent of any such damage or injury.

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27. Lessee is the owner of the following aircraft:

Plane#: N21FG Make: B-200
Plane#: N23FG Make: C-185
Plane#: N37FG Make: P-68

Registered owner: State of California, Department of Fish and Wildlife

Physical Address: 715 P Street, Sacramento, CA 95814

Mailing Address: PO BOX 944209, Sacramento, CA 94244-2090

Phone#: (805)338-5584 Type of Pilot's License: ATP

Hangar#: 40 Durley Avenue, Camarillo, CA 93010, Hangar C

Airport: CMA

Business Phone: (805) 338-5584 Pilot's License # 3357516

Insurance Co.: State of California (See Government Code Section 11007.4)

Lease No.: 7139-001

Phone#: (916) 376-5300


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IN WITNESS WHEREOF, the **Lessee** as executed this Lease and the **Lessor** has caused this Lease to be executed on its behalf by the Administrator, Department of Airports, County of Ventura, on this _____ day of _____, **20**_____

STATE OF CALIFORNIA - LESSEE

Approval Recommended

DEPARTMENT OF GENERAL SERVICES
REAL ESTATE SERVICES DIVISION
ASSET MANAGEMENT BRANCH

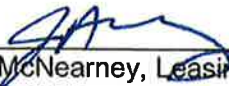
By 
Ryan Smyth, Real Estate Officer
Real Estate Leasing and Planning
Section

Date 7/28/2021

Approved:

DIRECTOR OF THE DEPARTMENT
OF GENERAL SERVICES

COUNTY OF VENTURA - LESSOR

By 
Jim McNearney, Leasing Manager
Real Estate Leasing and Planning
Section

By _____
County Agent

Date 7/28/21

Date _____





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

September 9, 2021

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

Subject: Approval of, and Authorization for the Director of Airports or His Designee to Sign, Amendment No. 2 to the Consulting Services Contract for the Camarillo Airport Northeast Hangar Development with Mead and Hunt, Inc., Raising the Total Amount of the Contract by \$3,666 to \$1,459,267

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. 2 to the Consulting Services Contract for the Camarillo Airport Northeast Hangar Development with Mead and Hunt, Inc., raising the total amount of the contract by \$3,666 to \$1,459,267 (Exhibit 1).

Fiscal/Mandates Impact:

Mandatory: *No*

Source of funding: *Airport Enterprise Fund*

Funding match required: *None*

Impact on other departments: *None – No impact on General Fund*

Summary of Revenue and Total Costs

FY 2021/22

Revenue	\$ 0
Direct Costs	\$ 3,666
Net Costs – Airport Enterprise Fund	\$ 3,666

5b1

Current Fiscal Year Budget Projection:

FY 2021-22 Budget Projection for Airports Capital Projects - Division 5040, Unit 5041				
	Adopted Budget	Adjusted Budget	Projected Budget	Estimated Savings/(Deficit)
Appropriations	\$27,930,872	\$27,930,872	\$27,930,872	\$0
Revenue	25,237,812	25,237,812	25,237,812	0
Net Cost	\$ 2,693,060	\$ 2,693,060	\$ 2,693,060	\$0

Revenue and appropriations are included in the FY 2021-22 Adopted Budget.

The current estimated total fiscal impact, including all phases of design and construction, are as follows:

	<u>Original Costs</u>	<u>Final Costs</u>
Engineering & Environ./design:	\$ 960,417	\$ 960,417
Construction:	7,950,236	7,840,161
Construction management**:	1,312,550	1,459,267
Project administration:	107,070	36,228
Permitting Fees:	<u>264,493</u>	<u>127,864</u>
Total	<u>\$10,594,766</u>	<u>\$10,423,937</u>
FAA Grant Revenue	\$ 3,755,942	\$ 3,733,948
Caltrans Grant Revenue	\$ 100,000	\$ 100,000
Total Grant Revenue	<u>\$ 3,855,942</u>	<u>\$ 3,833,948</u>
Cost to Airport Enterprise Fund	<u>\$ 6,738,824</u>	<u>\$ 6,589,989</u>

***This amendment request only references the construction management services contract.*

Discussion:

Mead and Hunt, Inc. was selected through a request for qualifications selection process in August 2016 as one of the Department of Airports' consultants 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 on November 3, 1998. Although Mead and Hunt, Inc. was selected as the Department of Airports' consultant for a five (5) year term, each contract awarded during that period must be negotiated individually. Contracts exceeding \$200,000, either individually or cumulatively in a fiscal year, must be approved and awarded by the Board. Any amendments to a Board-approved contract must also receive Board approval.

5b2

On October 17, 2017, the Board authorized the Department of Airports to enter into a contract with Mead and Hunt, Inc., for the construction management services related to the Northeast Hangar Development located at the Camarillo Airport in the amount of \$1,312,550 (Exhibit 3). The original contract is partially funded by Federal Aviation Administration (FAA) Airport Improvement Grant (AIP) 3-06-0339-036-2017. The contract included typical construction management services such as construction administration, inspection, materials testing, record drawings, certified payroll review, Storm Water Pollution Prevention Plan monitoring and reporting as well as additional services to meet FAA grant assurance requirements.

On February 25, 2020, the Board authorized the Department of Airports to amend the contract in the amount of \$143,051, to cover the various redesign costs required by permitting agencies, additional biological surveys to meet seasonal survey protocol, the review of several remaining contractor submittals, inspection costs for nine (9) additional work days added to the contract to accommodate the expansion of the infiltration system required by permitting, and a revised overall construction schedule (Exhibit 2). The cumulative increase to the original contract was approximately 11 percent.

The proposed Amendment No. 2, in the amount of \$3,666, is requested to cover the costs associated with the additional time and work required to complete the project as a result of construction material delays, adverse weather conditions, and a shortage of qualified labor due to the Covid-19 pandemic which extended the completion date of the project from December 18, 2020 to February 12, 2021 (Exhibit 1). Additionally, the County and Mead and Hunt, Inc. mutually agree that the Airfield Pavement Maintenance System (APMS) study element of work should be deducted from the contract so that a more comprehensive study can be completed at a later date. Should the proposed amendment be authorized, the cumulative increase to the original contract remains at approximately 11 percent. Sufficient appropriations are available in the FY 2021-22 capital budget to cover the net costs.

If you have any questions regarding this item, please call Erin Powers at (805) 388-4205, or me at (805) 388-4201.



DAVE NAFIE, C.M.
Acting Director of Airports

Attachments:

Exhibit 1 – Amendment No. 2 to Contract
Exhibit 2 – Amendment No. 1 to Contract
Exhibit 3 – Contract

5b3

**CONSULTING SERVICES CONTRACT: AEA 18-06
AMENDMENT of CONTRACT NO. 2**

**Camarillo Airport – CONSTRUCTION MANAGEMENT SERVICES FOR
CMA-195, NORTHEAST HANGAR DEVELOPMENT, PHASE 1**

The County of Ventura (County), and Mead and Hunt, Inc., (Consultant) enter into this agreement (Amendment No. 2) to amend the existing consulting services contract between them, entered into on October 25, 2017, and first amended on February 25, 2020 (Amendment No.1), for construction management services for the Northeast Hangar Development, Phase 1 at the Camarillo Airport. The original contract and Amendment No. 1 together constitute the Contract).

County and Consultant desire to amend the terms of said existing Contract to allow for the additional time and work required to complete the project as a result of construction material delays, adverse weather conditions, and a shortage of qualified labor due to the Covid-19 pandemic which extended the completion date of the project from December 18, 2020 to February 12, 2021. Additionally, the County and Mead and Hunt, Inc. mutually agree that the Airfield Pavement Maintenance System (APMS) study element of work should be deleted from the Contract so that a more comprehensive study can be completed at a later date.

NOW THEREFORE, County and Consultant agree as follows:

1. All provisions of the existing Contract remain in full force and effect except as expressly modified by this Amendment No. 2.
2. The following changes are made to the Contract:
 - a. EXHIBIT C, FEES and PAYMENT, paragraph A is deleted and replaced in its entirety with the following paragraph:

A. COUNTY shall compensate CONSULTANT on a time-and-expense basis not to exceed the amount of one million, four hundred and fifty-nine thousand, two hundred and sixty-seven dollars (\$1,459,267) to complete all services outlined in Sections 1 through 7 of the Scope of Services as detailed in Exhibit A. The schedule of hourly rates is fixed for the entire length of the contract period. No changes or adjustments will be allowed.
 - b. EXHIBIT B, TIME SCHEDULE, the first paragraph is deleted and replaced in its entirety with the following paragraph:

CONSULTANT will complete all work called for under Sections 1-7 in Exhibit A on a schedule submitted by the Construction Contractor and approved by COUNTY. Construction began in December 2019 and was completed on February 12, 2021.
 - c. By this Amendment, the current Contract amount of one million, four hundred and fifty-five thousand, six hundred and one dollars (\$1,455,601) is increased by three thousand six hundred sixty-six dollars (\$3,666), to a total of one million, four hundred and fifty-nine thousand, two hundred and sixty-seven dollars (\$1,459,267).

EXHIBIT 1

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CONSULTANT: MEAD AND HUNT, INC.

Taxpayer No.: _____

Dated: _____

Print Name and Title

Dated: _____

Print Name and Title

COUNTY: County of Ventura

Dated: _____

Dave Nafie, Acting Director of Airports

5b5

**CONSULTING SERVICES CONTRACT: AEA 18-06
AMENDMENT NO. 1**

**Camarillo Airport – CONSTRUCTION MANAGEMENT SERVICES FOR
CMA-195, NORTHEAST HANGAR DEVELOPMENT, PHASE 1**

The County of Ventura (County) and Mead and Hunt, Inc. (Consultant) enter into this agreement (Amendment) to amend the existing consulting services contract between them, entered into on October 25, 2017, for construction management services for the Northeast Hangar Development, Phase 1 at the Camarillo Airport (Contract).

County and Consultant desire to amend the terms of said existing Contract to allow for the additional time and work required as a result of permit-required changes to project design, additional biological surveys to meet seasonal survey protocol, the review of several remaining contractor submittals, inspection costs for additional work days added to the project, and a revised overall construction schedule.

NOW THEREFORE, County and Consultant agree as follows:

1. All provisions of the existing Contract remain in full force and effect except as expressly modified by this Amendment.
2. The following changes are made to the Contract:
 - a. EXHIBIT C, FEES and PAYMENT, paragraph A is deleted and replaced in its entirety with the following paragraph:

A. COUNTY shall compensate CONSULTANT on a time-and-expense basis not to exceed the amount of one million, three hundred forty-eight thousand, four hundred twenty-four dollars (\$1,348,424) to complete all services outlined in Sections 1 through 7 of the Scope of Services as detailed in Exhibit A. The schedule of hourly rates is fixed for the entire length of the contract period. No changes or adjustments will be allowed.
 - b. EXHIBIT B, TIME SCHEDULE, is modified as follows:

DELETE the following paragraph in its entirety which is the first paragraph of Exhibit B:

CONSULTANT will complete all work called for under Sections 1-7 in Exhibit A on a schedule submitted by the Construction Contractor and approved by COUNTY. Construction is expected to begin in October 2017 and be completed by December 1, 2018.

ADD the following paragraph:

CONSULTANT will complete all work called for under Sections 1-7 in Exhibit A on a schedule submitted by the Construction Contractor and approved by COUNTY. Construction began in December 2019 and is expected to be completed by December 31, 2020.
 - c. By this Amendment, the original total Contract amount of one million, three hundred and twelve thousand, five hundred and fifty dollars (\$1,312,550) is increased by *one hundred forty-three thousand, fifty-one dollars (\$143,051)*, to a total of one million, four hundred and fifty-five thousand, six hundred and one dollars (\$1,455,601).


EXHIBIT 2

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CONSULTANT: MEAD AND HUNT, INC.


Taxpayer No.: 39-0793822

Dated: 3/3/2020



ROBERT A. REGUARANDE, VICE PRESIDENT
Print Name and Title

Dated: 3-3-2020



JEFFREY T. LEONARD, VICE PRESIDENT
Print Name and Title

COUNTY: County of Ventura

Dated: 3/24/20



Kip Turner, Director of Airports

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Camarillo Airport (CMA)
Phase 1 to the proposed terminal development
Fee Breakdown for Amendment No. 1 (Approximate)
 Date: 07/2020

PHASES and TASKS	Miles & Hours (labor hours and rates)										Subcontractors (total labor costs), including 15% markup				Total Cost
	Principal Engineer / Project Manager	Senior Engineer / Senior Architect	Construction Observer	Engineer III	Engineer II / Architect II	Engineer I	Technician III	Administrative Assistant	Chemical	Earth Systems Pacific	Sunrise Consulting Services, Inc	WRETA	Coffman and Associates	Expenses	
SECTION 1 - PROJECT MANAGEMENT	300.00	220.00	190.00	497.00	125.00	114.00	96.00	53.00	1.0	1.0	1.0	1.0	1.0	\$ 4,600.00	
1.1 Project Management and Periodic Site Vis. (PMA Eng): <i>From Management and Periodic Site Vis. from PMA Eng.</i>	30.0	20.0	15.0	40.0	10.0	8.0	6.0	3.0	0.0	0.0	0.0	0.0	0.0	\$ 440.00	
Subtotal Section 1 - Project Management	6.0	34.0	8.0	4.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	\$ 6,040.00	
SECTION 2 - PRE-CONSTRUCTION															
2.1 Pre-construction Conference															
2.2 Preparation of Construction Set and Permitting <i>Preparer & Construction Set Drawing (per 1.4A Code)</i>	33.00	2.00	38.00	37.00	102.00					28,474.00				\$ 57,909.00	
2.3 Review Submittance Drawings for Compliance (Per 1.4B) <i>Review Submittance Drawings for Compliance (Per 1.4B) (per 1.4A Code)</i>	40.00	3.00	15.00	22.00	96.00									\$ 29,475.00	
2.4 Prepare Construction Management Plan (CMP) & O&M Workshop <i>Review Submittance Drawings for Compliance (Per 1.4B) (per 1.4A Code)</i>	1.50	1.00	6.75	29.00	10.00									\$ 18,950.00	
2.5 Obtain Permit Fees	40.00	5.00	6.75	29.00	10.00									\$ 12,300.00	
2.6 Prepare Construction Management Plan (CMP) & O&M Workshop	12.00	1.00	6.75	29.00	10.00									\$ 3,315.00	
2.7 Obtain Permit Fees	1.5	1.0	6.75	29.00	10.00									\$ 119,996.00	
Subtotal Section 2 - Pre-construction	1.5	119.0	31.6	96.8	6.0	207.0	2.00	0.0	0.0	28,474.00	0.0	0.0	0.0	\$ 119,996.00	
SECTION 3 - CONSTRUCTION ADMINISTRATION SERVICES															
3.1 Construction Administration															
3.2 (Per 1.4B to 1.4E Assumed) and Change Order (Per 1.4E Assumed)	12.0			16.0										\$ 3,360.00	
3.3 Agency Coordination														\$ 0.00	
3.4 Site Vis. During Construction (Per 1.4B Assumed)														\$ 0.00	
3.5 Weekly PMA Progress Reports (Per 1.4B Assumed)														\$ 0.00	
3.6 Review Pay Estimates (Per 1.4B Assumed)														\$ 0.00	
3.7 Certified Payroll and O&M Shop Act Invoices														\$ 0.00	
3.8 CBE Program Annual Reporting														\$ 0.00	
Subtotal Section 3 - Construction Administration Services	0.0	12.0	0.0	6.0	16.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	\$ 3,360.00	
SECTION 4 - CONSTRUCTION OBSERVATION															
4.1 Daily Construction Observation														\$ 0.00	
Subtotal Section 4 - Construction Observation	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	\$ 0.00	
SECTION 5 - MATERIALS TESTING															
5.1 Materials Testing														\$ 0.00	
Subtotal Section 5 - Materials Testing	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	\$ 0.00	
SECTION 6 - SWPPP MONITORING AND REPORTS															
6.1 SWPPP Assistance														\$ 0.00	
Subtotal Section 6 - SWPPP Monitoring and Reports	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	\$ 0.00	
SECTION 7 - BIOLOGICAL PROTOCOL LEVEL SURVEYS FOR WESTERN BURROWSING OWL															
7.1 Biological Survey (Per 1.4 Assumed)														\$ 1,437.50	
7.2 Burrows Owl Survey Report														\$ 1,437.50	
Subtotal Section 7 - Biological Surveys	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	\$ 2,875.00	
TOTAL PROJECT BUDGET (Time & Expense)														\$ 143,062.50	

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Billing Backup

Date	Project	Task	Expend Type	Employee/Supplier	Quantity	Bill Rate	Bill Amount	Comment
2019-01-18	2064128000	300.102	Direct - Regular	AGUILAR, NITA L (LYNNE)	0.75	156.00	117.00	ADD SW-2 SHEETS TO EC TITLE SHEET
2019-01-22	2064128000	300.102	Direct - Regular	AGUILAR, NITA L (LYNNE)	0.25	156.00	39.00	REPLACE SW-2 SHEETS W/ SIGNED SET ON EC COVER
2019-04-18	2064128000	300.102	Direct - Regular	HENDREN, MATTHEW JOSEPH	3.50	156.00	546.00	DATA CRUNCHING - INPUT OF HYDROGRAPHS FOR CRAIG
2019-01-23	2064128000	300.102	Direct - Regular	HICKS, VIVIAN MARIE (VIV)	1.00	86.00	86.00	PRINTED & BOUND 2 DRAINAGE REPORTS (DAVE RUNDLE)
2019-04-30	2064128000	300.102	Direct - Regular	HICKS, VIVIAN MARIE (VIV)	0.50	86.00	43.00	SCANNED 10 MARK-UP SHEETS, REDUCED FILE SIZE, REPLACED LAST PAGE WITH ADDITIONAL MARK-UPS - SENT LINK TO DAVE
2019-05-30	2064128000	300.102	Direct - Regular	HICKS, VIVIAN MARIE (VIV)	0.50	86.00	43.00	SUBMIT PLANS AND REPORTS TO COAST REPO WITH INSTRUCTIONS; COMMUNICATION WITH COAST (DAVE RUNDLE)
2018-12-13	2064128000	300.102	Direct - Regular	KLEIN, TYLER WILLIAM	1.00	156.00	156.00	REVIEW PROJECT AND PLAN CHECK COMMENTS
2018-12-14	2064128000	300.102	Direct - Regular	KLEIN, TYLER WILLIAM	1.00	156.00	156.00	COUNTY PLAN CHECK COMMENTS
2018-12-17	2064128000	300.102	Direct - Regular	KLEIN, TYLER WILLIAM	2.00	156.00	312.00	COUNTY PLAN CHECK COMMENTS
2018-12-18	2064128000	300.102	Direct - Regular	KLEIN, TYLER WILLIAM	0.75	156.00	117.00	SW-2 FORM
2018-12-19	2064128000	300.102	Direct - Regular	KLEIN, TYLER WILLIAM	1.25	156.00	195.00	SWPPP UPDATES
2019-01-11	2064128000	300.102	Direct - Regular	KLEIN, TYLER WILLIAM	1.50	156.00	234.00	TITLEBLOCK REV, PLOT STYLE FIX
2019-01-18	2064128000	300.102	Direct - Regular	KLEIN, TYLER WILLIAM	1.00	156.00	156.00	EC PLAN SW-2
2019-01-23	2064128000	300.102	Direct - Regular	KLEIN, TYLER WILLIAM	2.00	156.00	312.00	SWPPP SUBMITTAL
2019-01-30	2064128000	300.102	Direct - Regular	KLEIN, TYLER WILLIAM	0.75	156.00	117.00	SWPPP UPDATE
2019-03-22	2064128000	300.102	Direct - Regular	KLEIN, TYLER WILLIAM	2.75	156.00	429.00	WATERSHED COMMENTS, PLAN REV MEMO
2019-03-25	2064128000	300.102	Direct - Regular	KLEIN, TYLER WILLIAM	4.75	156.00	741.00	PLAN CHECK COMMENTS, SD SITE & PLAN DWG REV, DRAINAGE REPORT UPDATE, O&M UPDATE, PLAN CHECK RESPONSES
2019-03-26	2064128000	300.102	Direct - Regular	KLEIN, TYLER WILLIAM	2.00	156.00	312.00	SUMMARY OF CHANGES MEMO,
2019-05-01	2064128000	300.102	Direct - Regular	KLEIN, TYLER WILLIAM	3.00	156.00	468.00	QC COMMENTS DRAINAGE PLANS
2019-05-02	2064128000	300.102	Direct - Regular	KLEIN, TYLER WILLIAM	5.25	156.00	819.00	QC COMMENTS DRAINAGE PLANS
2019-05-03	2064128000	300.102	Direct - Regular	KLEIN, TYLER WILLIAM	2.25	156.00	351.00	QC COMMENTS DRAINAGE PLANS
2019-05-16	2064128000	300.102	Direct - Regular	KLEIN, TYLER WILLIAM	4.00	156.00	624.00	DRAINAGE PLAN REVISIONS
2019-05-22	2064128000	300.102	Direct - Regular	KLEIN, TYLER WILLIAM	1.00	156.00	156.00	C-232 REV SHEET
2019-05-28	2064128000	300.102	Direct - Regular	KLEIN, TYLER WILLIAM	1.00	156.00	156.00	ETRANSMIT, COORDINATION
2018-11-29	2064128000	300.102	Direct - Regular	RUNDLE, DAVID W	0.50	225.00	112.50	COORD WITH DARIO TO PICK UP AND SCAN PLAN CHECK REVIEW COMMENTS, EMAILED TO ALEX R. AT MEAD AND HUNT.
2018-12-10	2064128000	300.102	Direct - Regular	RUNDLE, DAVID W	1.50	225.00	337.50	REVIEW FILES AND RESPOND TO EMAIL FROM MEAD AND HUNT (ALEX R.) REGARDING SWPPP AND EROSION CONTROL. PLAN CHECK COMMENTS FROM COUNTY B&S
2018-12-11	2064128000	300.102	Direct - Regular	RUNDLE, DAVID W	4.75	225.00	1,068.75	EMAIL FROM M&H RE: COUNTY PLAN CHECK COMMENTS FOR DRAINAGE AND SWPPP. REVIEWED DRAINAGE REPORT, SWPPP, FIGURED OUT SEVERAL ISSUES,
2018-12-13	2064128000	300.102	Direct - Regular	RUNDLE, DAVID W	5.75	225.00	1,293.75	ADDRESSED COUNTY PLAN CHECK COMMENTS FOR DRAINAGE AND SWPPP, FIGURED OUT SEVERAL ISSUES, CONFERENCE CALL WITH MEAD & HUNT, REVIEWED WITH TYLER FOR HIS ASSIST AND EMAILED HIM DETAILED INSTRUCTIONS, RESPONSE LETTER TO COUNTY.
2019-01-22	2064128000	300.102	Direct - Regular	RUNDLE, DAVID W	1.25	234.00	292.50	COORD UPDATE OF DRAWINGS SET (SIGNED SW-2 FORM), SENT TO M&H, RESEARCH GRADING SUBMITTAL.
2019-01-23	2064128000	300.102	Direct - Regular	RUNDLE, DAVID W	2.00	234.00	468.00	REVIEW AND COMPILE MATERIALS FOR SUBMITTAL TO PUBLIC WORKS.

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Billing Backup

Date	Project	Task	Expend Type	Employee/Supplier	Quantity	Bill Rate	Bill Amount	Comment
2019-01-29	2064128000	300.102	Direct - Regular	RUNDLE, DAVID W	0.25	234.00	58.50	RECEIVED SIGNED LRP PAGE, SAVED IT AND ASKED TYLER TO INSERT INTO SWPPP.
2019-02-01	2064128000	300.102	Direct - Regular	RUNDLE, DAVID W	0.25	234.00	58.50	CHECKED SWPPP DOCUMENT, HAD REVISIONS MADE TO ADD BMP SHEETS, AND ASKED VIV TO HAVE 2 COPIES MADE.
2019-02-25	2064128000	300.102	Direct - Regular	RUNDLE, DAVID W	0.50	234.00	117.00	EMAILS WITH JEFF RE: CONSTRUCTION SCHEDULE AND SUBMITTAL TO COUNTY, PREPARED TRANSMITTAL AND PRINTED COPIES OF SCHEDULE.
2019-02-26	2064128000	300.102	Direct - Regular	RUNDLE, DAVID W	0.75	234.00	175.50	TRAVEL TO VENTURA CO. GOVT CENTER AND SUBMITTED CONSTRUCTION SCHEDULE FOR PW PERMIT.
2019-03-05	2064128000	300.102	Direct - Regular	RUNDLE, DAVID W	0.25	234.00	58.50	COORD WITH JEFF LEONARD FOR SUBMITTAL DELIVERY TO COUNTY.
2019-03-06	2064128000	300.102	Direct - Regular	RUNDLE, DAVID W	0.50	234.00	117.00	EMAILS AND COORD B&S PLAN CHECK SUBMITTAL #3.
2019-03-07	2064128000	300.102	Direct - Regular	RUNDLE, DAVID W	0.25	234.00	58.50	COORD B&S PLAN CHECK SUBMITTAL #3.
2019-03-12	2064128000	300.102	Direct - Regular	RUNDLE, DAVID W	0.25	234.00	58.50	RESPOND TO COUNTY FCD EMAIL WITH ADDITIONAL PLAN CHECK COMMENTS
2019-03-14	2064128000	300.102	Direct - Regular	RUNDLE, DAVID W	0.50	234.00	117.00	TELECOM WITH JEFF LEONARD RE: PERMITTING, PROJECT SCHEDULE, PLAN REVISIONS, ETC.
2019-04-03	2064128000	300.100	Direct - Regular	RUNDLE, DAVID W	0.50	234.00	117.00	COORDINATED PROJECT SURVEYORS SIGNATURE ON CITY OF CAM FORM AND EMAILED TO JEFF LEONARD - FILED DOCUMENT.
2019-04-15	2064128000	300.102	Direct - Regular	RUNDLE, DAVID W	1.50	234.00	351.00	MEET WITH CRAIG RE: DRAINAGE REPORT REVISION AND TELECOM WITH JEFF LEONARD.
2019-04-17	2064128000	300.102	Direct - Regular	RUNDLE, DAVID W	0.50	234.00	117.00	COORD WITH CRAIG RE: DRAINAGE REPORT REVISION AND TELECOM WITH JEFF LEONARD.
2019-04-23	2064128000	300.102	Direct - Regular	RUNDLE, DAVID W	0.75	234.00	175.50	REVIEW AND UPDATE PLANS FOR DRAINAGE REVISIONS - INTERRUPTED AND NEVER GOT TRACTION
2019-04-24	2064128000	300.102	Direct - Regular	RUNDLE, DAVID W	1.75	234.00	409.50	FINISH REDLINES OF PLANS AND SENT/DISCUSSED WITH TYLER TO ACAD.
2019-04-25	2064128000	300.102	Direct - Regular	RUNDLE, DAVID W	3.00	234.00	702.00	COORD WITH TYLER FOR ACAD OF REDLINES FOR DRAINAGE PLANS. UPDATE OF DRAINAGE REPORT.
2019-04-26	2064128000	300.102	Direct - Regular	RUNDLE, DAVID W	0.50	234.00	117.00	BACK CHECK DRAFTING, AND LOADED SUBMITTAL DOCUMENTS ONTO FTP SITE AND COMPOSED SUBMITTAL EMAIL.
2019-04-30	2064128000	300.102	Direct - Regular	RUNDLE, DAVID W	2.00	234.00	468.00	REVIEW PLAN CHECK COMMENTS, TELECOM WITH HUITT-ZOLLARS TO REVIEW COMMENTS, COORD WITH GAS RESEARCH DRAINAGE SCREENS
2019-05-02	2064128000	300.102	Direct - Regular	RUNDLE, DAVID W	2.25	234.00	526.50	REVISE/REDLINE PLANS AND DRAINAGE REPORT FOR RE-SUBMITTAL. COORD WITH TYLER TO REVISE.
2019-05-03	2064128000	300.102	Direct - Regular	RUNDLE, DAVID W	2.00	234.00	468.00	BACK CHECK MARK UPS FOR PLAN REVISIONS, RESPOND TO ADS QUESTIONS. UPDATE PLANS, RESPONSE LETTER TO COUNTY EMAIL AND FTP SUBMITTAL.
2019-05-14	2064128000	300.102	Direct - Regular	RUNDLE, DAVID W	0.75	234.00	175.50	REVIEW ADS SUBMITTAL, TELECOM AND SEND GRADING PLANS TO ADS.
2019-05-16	2064128000	300.102	Direct - Regular	RUNDLE, DAVID W	4.50	234.00	1,053.00	RESEARCH DRAINAGE SCREENS
2019-05-17	2064128000	300.102	Direct - Regular	RUNDLE, DAVID W	3.25	234.00	760.50	BACK CHECK MARK UPS FOR PLAN REVISIONS, RESPOND TO ADS QUESTIONS. UPDATE PLANS, RESPONSE LETTER TO COUNTY EMAIL AND FTP SUBMITTAL.
2019-05-21	2064128000	300.102	Direct - Regular	RUNDLE, DAVID W	0.75	234.00	175.50	REVIEW ADS SUBMITTAL, TELECOM AND SEND GRADING PLANS TO ADS.
2019-05-22	2064128000	300.102	Direct - Regular	RUNDLE, DAVID W	0.50	234.00	117.00	EMAILS AND OTHER CORRESPONDENCE RE: PERMIT

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Billing Backup

Date	Project	Task	Expend Type	Employee/Supplier	Quantity	Bill Rate	Bill Amount	Comment
2019-05-30	2064128000	300.102	Direct - Regular	RUNDLE, DAVID W	0.50	234.00	117.00	COORD PRINTING OF CMA PLANS AND DRAINAGE REPT. PREPARED TRANSMITTAL TO COUNTY FOR PERMIT.
2019-05-31	2064128000	300.102	Direct - Regular	RUNDLE, DAVID W	0.50	234.00	117.00	TELECOM TO JENNY MITAL AT H-Z. EMAIL TO EMILY LOWILY AND TELECOM WITH JEFF LEONARD.
2019-06-04	2064128000	300.102	Direct - Regular	RUNDLE, DAVID W	1.00	234.00	234.00	MEMO TO JEFF LEONARD RE: DRAINAGE PLAN REVISIONS AND REVIEW OF DRAINAGE QUANTITIES.
2019-06-05	2064128000	300.102	Direct - Regular	RUNDLE, DAVID W	0.50	234.00	117.00	RESPOND TO JEFF'S QUESTION RE: MH QUANTITIES.
2019-06-07	2064128000	300.102	Direct - Regular	RUNDLE, DAVID W	0.25	234.00	58.50	EMAILS AND TELECOM WITH JEFF. EMAILED COUNTY TO INQUIRE ABOUT GRADING PERMIT ISSUANCE.
2019-06-11	2064128000	300.102	Direct - Regular	RUNDLE, DAVID W	0.25	234.00	58.50	EMAIL FROM JEFF AND SENT EMAIL TO KENJI AT CO. VENTURA.
2019-06-17	2064128000	300.102	Direct - Regular	RUNDLE, DAVID W	0.25	234.00	58.50	VM FROM JEFF LEONARD RE: AMENDMENT AND GRADING PERMIT ISSUANCE / APPROVAL.
2019-03-25	2064128000	300.103	Direct - Regular	RUNDLE, DAVID W	0.50	234.00	117.00	COORD W/ TYLER AND REVIEW INFO PREPARED. DISCUSSED NEXT STEPS FOR COUNTY PLAN CHECK COMMENTS
2019-03-27	2064128000	300.103	Direct - Regular	RUNDLE, DAVID W	4.25	234.00	994.50	REVIEW DRAINAGE REPORT, PLANS AND RESPOND TO WATERSHED PROTECTION DISTRICT'S 3RD PLAN CHECK COMMENTS
2019-03-28	2064128000	300.103	Direct - Regular	RUNDLE, DAVID W	1.50	234.00	234.00	CONTINUE WITH RESPONSE TO WATERSHED PROTECTION DISTRICT'S 3RD PLAN CHECK COMMENTS
2019-04-19	2064128000	300.102	Direct - Regular	STEWARD, CRAIG ALAN	6.00	225.00	1,350.00	RESEARCH AND PRELIM DESIGN
2019-04-22	2064128000	300.102	Direct - Regular	STEWARD, CRAIG ALAN	2.00	225.00	450.00	PRELIMINARY DESIGN
2019-04-23	2064128000	300.102	Direct - Regular	STEWARD, CRAIG ALAN	4.00	225.00	900.00	FINAL DESIGN AND REPORT
2019-04-24	2064128000	300.102	Direct - Regular	STEWARD, CRAIG ALAN	4.00	225.00	900.00	FINAL DESIGN AND REPORT
2019-04-25	2064128000	300.102	Direct - Regular	STEWARD, CRAIG ALAN	2.00	225.00	450.00	FINAL DESIGN AND REPORT
2019-05-14	2064128000	300.102	Direct - Regular	STEWARD, CRAIG ALAN	2.00	225.00	450.00	FINAL DESIGN AND REPORT
2019-05-15	2064128000	300.102	Direct - Regular	STEWARD, CRAIG ALAN	4.00	225.00	900.00	FINAL DESIGN AND REPORT
2019-05-16	2064128000	300.102	Direct - Regular	STEWARD, CRAIG ALAN	2.00	225.00	450.00	FINAL DESIGN AND REPORT
Total Labor:					123.00		\$24,766.00	
Total subTasks					123.00		\$24,766.00	
Total Project 2064128000					123.00		\$24,766.00	

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CONSULTING SERVICES CONTRACT
AEA No. 18-06
Camarillo Airport – CONSTRUCTION MANAGEMENT SERVICES For CMA-195,
NORTHEAST HANGAR DEVELOPMENT, PHASE 1
FAA AIP No: 3-06-0339-036-2017

This is a Contract, made and entered into this October 25, 2017, by and between the County of Ventura, hereinafter referred to as COUNTY, and Mead and Hunt, Inc., 1360 19th Hole Drive, Suite 200, Windsor, CA 95492, hereinafter referred to as CONSULTANT. An Engineer of the firm is registered, licensed or certified by the State of California as a Civil Engineer, C-71754.

This Contract shall be administered for COUNTY by COUNTY's Department of Airports. Claims, disputes, or complaints to 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, or amendment 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 Services" attached and incorporated herein as "Exhibit A" and the "County of Ventura, Public Works Agency, Consultant's Guide to Ventura County Procedures" as amended ("Guide"), which is on file with the County of Ventura, Public Works Agency, and which by this 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 and incorporated herein as "Exhibit B." COUNTY shall issue a suspension of the contract time whenever CONSULTANT is delayed by action or inaction of COUNTY and CONSULTANT promptly notifies COUNTY of such delays.
3. Payment shall be made monthly, within 30 days from when COUNTY receives an invoice, or 10 days from when COUNTY's Auditor-Controller's office receives the invoice, in accordance with the "Fees and Payment" terms attached and incorporated herein as "Exhibit C."
4. COUNTY, the Federal Aviation Administration ("FAA"), the 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 CONSULTANT of responsibility for the accuracy and completeness of the work performed under this Contract.
5. 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 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 CONSULTANT be in default. Such professional services shall be actually performed by, or shall be immediately supervised by CONSULTANT.

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

6. 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.

7. On completion or termination of the 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.

8. 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 and HUNT, Inc., shall be at user's sole risk."

9. Without limiting COUNTY's other available remedies or CONSULTANT's obligation to maintain Professional Liability insurance coverage under this Contract, if a construction change order is required as a proximate result of an error or omission of CONSULTANT in the preparation of the construction documents pursuant to this Contract, regardless of whether such error or omission was the result of negligence, the necessary amendment or supplement to the construction documents required for such change order shall be made by CONSULTANT at no additional charge to COUNTY.

10. Without limiting COUNTY's other available remedies, if a construction change order is required for the subject project as a proximate result of CONSULTANT's failure, in providing services pursuant to this Contract, to exercise that degree of skill that is customarily exercised by similar firms or professionals in the State of California when providing similar services with respect to similarly complex construction projects, there shall be charged to CONSULTANT a sum equal to the amount, if any, by which the reasonable cost of implementing the work by change order exceeds the amount it would reasonably have cost to do such work had such work been a part of the originally prepared construction documents ("CCO Charge"). COUNTY will withhold the amount of the CCO Charge from any amounts COUNTY then owes CONSULTANT ("Amount Payable") until COUNTY receives payment as a result of court judgment, arbitration award, or negotiated settlement. If the Amount Payable is less than the CCO Charge, CONSULTANT must pay COUNTY the difference between the Amount Payable and the CCO Charge. The foregoing provisions of this paragraph shall not apply to any construction change order which is the direct result of either (a) an order or direction of any regulatory agency having jurisdiction in the premises which changes or reverses a previous approval given by any such regulatory agency, or (b) the non-negligent failure of CONSULTANT to discover latent conditions in existing construction or under the surface of the ground after making a diligent effort to make such discovery.

11. This Contract is funded in part by a 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.

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12. CONSULTANT owes COUNTY an undivided duty of loyalty in performing the services under this Contract. During the term of this Contract CONSULTANT shall not employ or compensate personnel at the same time that such personnel are employed or compensated 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 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 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.

13. CONSULTANT shall defend, indemnify and hold harmless COUNTY, including 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 CONSULTANT's negligence, recklessness or willful misconduct in the performance of this Contract.

14. 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 of \$1,000,000 coverage for each occurrence and \$2,000,000 aggregate coverage.
- 2) Automobile Liability insurance of either a combined single limit of \$300,000 for each accident or all of the following: \$100,000 bodily injury per person, \$300,000 bodily injury per accident and \$50,000 property damage
- 3) Workers' Compensation insurance of \$500,000 in full compliance with California law for all employees of CONSULTANT.
- 4) Professional Liability (Errors and Omissions) insurance of \$1,000,000 coverage for each occurrence or \$2,000,000 in annual aggregate coverage.

b. CONSULTANT shall notify COUNTY immediately if 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 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 14a, if the Professional Liability coverage is "claims made," CONSULTANT must, for a period of five (5) years after the date when the Contract is terminated, completed or non-renewed, maintain insurance with a retroactive date that is on or before the start date of contract

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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.

15. CONSULTANT shall sign and comply with the statement set forth in "Exhibit D," attached and incorporated herein. Where the word Contractor is used in "Exhibit D" it shall mean "CONSULTANT."

16. Disputes arising under or related to the performance of the Contract shall be resolved by arbitration unless COUNTY and 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 said Chapter 4. Where an election is made by either party to use the Simplified Claims Procedure provided under Sections 1340 – 1346 of Division 2 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, CONSULTANT shall exhaust its administrative remedies by attempting to resolve the dispute with COUNTY's staff in the following sequence:

Project Coordinator
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: Mead and Hunt, Inc.

Taxpayer No.: 39-0793822

Dated: 10-23-17

Jeffrey T. Leonard

Jeffrey T. Leonard, Vice President
Print Name and Title

Dated: 10/23/17

Robert A. Casagrande

ROBERT A. CASAGRANDE, VICE PRESIDENT
Print Name and Title

COUNTY: County of Ventura

Dated: 10/26/17

T. R. McNamee
Todd McNamee, Director of Airports

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EXHIBIT A

MEAD and HUNT, INC.
SCOPE OF SERVICES
FOR
CAMARILLO AIRPORT
CONSTRUCTION ADMINISTRATION SERVICES
FOR
PHASE 1 OF THE NORTHEAST HANGAR DEVELOPMENT

GENERAL PROJECT DESCRIPTION

- A. The County of Ventura (COUNTY) intends to construct Project CMA-195, Camarillo Airport – Northeast Hangar Development, Phase 1 (Project). The Project has been designed under a separate contract, with the COUNTY currently soliciting bids, followed by awarding a Construction Contract to one or more contractors (Construction Contractor). This Contract, between COUNTY and CONSULTANT, is for construction support, including observation and materials testing services, of the construction work on the designated Project.
- B. The Project detailed in Paragraph 1.A. above is funded by the Federal Aviation Administration (FAA) under Airport Improvement Program (AIP) Grant No. 3-06-0339-036-2017 and is subject to compliance to all FAA regulations and standards.
- C. Mead and Hunt, Inc. (CONSULTANT) shall exercise CONSULTANT's best judgment, guided by consultation with the COUNTY, in determining the balance between the needs of the COUNTY, the FAA design standards, the quality of construction, and the COUNTY funds available to achieve optimum construction of the Project.
- D. CONSULTANT shall assist the COUNTY in establishing the requirements for the Project and perform the professional services necessary to complete the Project.
- E. The Project consists of the following elements:
1. Development of Hangar Rows A, B, and C

The three (3) hangar buildings will be situated north of the extended runway overrun. Hangar Row A will consist of seven (7) box hangars. Hangar Rows B and C will each consist of 17 T-hangar bays. Two (2) ADA-compliant restrooms will be located in Hangar Row B. The hangars will be constructed of a pre-engineered steel frame meeting California seismic requirements, enclosed with a metal panel wall and roof system, and a concrete floor slab. Electrical service will provide for interior and exterior lighting, power outlets, and automatic bi-fold doors. The hangars will be outfitted with a fire suppression system and alarm monitoring system in accordance with COUNTY requirements.

2. Construction of Hangar Taxilanes

The main taxilane for the development will be constructed within the existing runway overrun, parallel to the extended runway centerline, and will connect to existing Taxiway G1. Taxilanes will be constructed to serve Hangar Rows A-C, with pavement extended up to the hangars.

3. Construction of Utility Extensions

The hangar development will include construction and installation the following utilities:

- Water Supply and Fire Protection
- Sewer Service
- Electrical Service (Primary and Secondary)

4. Construction of Drainage Improvements

Drainage improvements will include the construction and installation of a system of catch basins and storm pipes that will be directed to an underground infiltration and detention facilities.

The Engineers Estimate of Probable Construction Cost is \$7,126,201.00.

F. The CONSULTANT team shall consist of the following subconsultant support:

- 1) Earth Systems Pacific – Materials testing for Quality Acceptance and Special Inspections
- 2) Stantec Consulting Services Inc. – Drainage and stormwater pollution prevention plan (SWPPP) Support
- 3) Water Resource Engineering Associates (WREA) – Water and Sanitary Sewer Support

G. The Bid Documents include a Project duration of 45 calendar days for the Mobilization Element and 310 Calendar Days for the Construction Element. Daytime work is anticipated for the majority of the Project with the exception of Work Area 3 which requires four (4) night shifts. The Mobilization Element is anticipated to begin in October 2017 with Construction completed by December 1, 2018.

CONSTRUCTION SERVICES PHASES

The scope of services to be provided by CONSULTANT is detailed as follows:

SECTION 1 PROJECT MANAGEMENT

Task 1.1 Project Management

Project management is a set of interrelated actions and processes performed by the CONSULTANT to identify, assemble, and employ appropriate resources to accomplish the Scope of Services.

The CONSULTANT will use correspondence and administration to accomplish project management, which is expected to include: development of Scope of Services, fee estimate, schedule, and agreement; assignment of appropriate staff and resources; monitoring of scope, budget, and schedule to determine status, action, and effort; invoicing and reporting (expected monthly).

A Project Manager (PM) will be assigned to the Project and will be responsible for the overall administration and review of construction progress. Work will be performed under the supervision of the PM, with the

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assistance of office based engineering staff supporting the PM as appropriate, in addition to Construction Observation (CO) staff and subconsultant staff. The PM will review the Project on periodic site visits (up to four (4) anticipated) to attend progress meetings (in addition to site visits in Task 3.4 below).

The CONSULTANT will contact subconsultants if necessary for the Project work, and establish a preliminary schedule for their activities, arrange for security badges, and discuss site access.

In addition to attendance at the preconstruction meeting, each subconsultant will also provide a PM with the following anticipated site visits to attend progress meetings: Stantec (up to four (4) site visits) and WREA (up to four (4) site visits).

SECTION 2 PRE-CONSTRUCTION

Task 2.1 Pre-Construction Conference

CONSULTANT will arrange for and conduct the pre-construction conference. The PM and CO (defined below) will establish this meeting to review FAA and Project-specific requirements prior to commencing construction. The meeting will be conducted at the Airport and will include (as applicable) the COUNTY, representatives of FAA Airports District Office and Air Traffic Control, Construction Contractor, subcontractors, subconsultants, Airport tenants affected by construction, and utility companies. The CONSULTANT will provide / perform the following services under this task:

- a. Schedule meeting, provide meeting materials, and prepare pre-meeting exhibits and materials.
- b. Obtain and review the Project construction schedules from the Contractor or Contractors prior to presentation at the pre-construction conference. The COUNTY shall be provided with copies of all the construction schedules.
- c. Preside at the pre-construction conference, prepare a record of the conference, submit meeting minutes to the COUNTY for review and comment, and distribute the final meeting minutes to all attendees. CONSULTANT attendees to include PM, Architect of Record, Electrical Engineer of Record, CO, and Engineer II. Subconsultant attendees will include a representative from Earth Systems, WREA, and Stantec.

Task 2.2 Preparation of Construction Set and Permitting

The Metal Building Manufacturer for the Contractor will be providing engineered plans and calculations for submission to the COUNTY Division of Building and Safety. The Bid Documents will be required to be updated based on the actual building locations, which will vary slightly from the Bid Documents. CONSULTANT will update the base files with the exact hangar locations (and dimensions), and prepare an updated finish ground surface to update the Bid Set plans for the Construction Set of documents. These updates will include 2-D adjustments and slight adjustments to the finish ground surface may be necessary with the overall intent of the design remaining the same. Actual sheet numbers will also be updated based on the number of Contractor-provided plan sheets for permitting. Bid addendum items will be incorporated into the Construction Set. Please note, the Construction Set will not contain design changes that are not previously reflected in an addendum during the bidding process, unless specifically noted and discussed

with the COUNTY.

Task 2.3 Review Submittal/Shop Drawings for Compliance

CONSULTANT will review Shop Drawings and Contractor submitted certificates for compliance with design concepts. It is expected that up to 89 Shop Drawings (submittals) will be reviewed. The budget assumes half of the submittals will require resubmittal. The costs for resubmittals, in excess of two (2) submittals, will be the responsibility of the Contractor as stated in the Bid Documents.

Task 2.4 Prepare Construction Management Plan (CMP)

The CONSULTANT will obtain the Contractor's Quality Control (QC) Plan and will then prepare the Construction Management Plan (CMP). The CMP combines data from the QC Plan with information of Project responsibilities from the COUNTY and CONSULTANT. The CMP will outline the submittal requirements and materials testing requirements, as set forth in the construction documents and contained in Federal Advisory Circular 150/5370-10G. The CMP will summarize the types and frequency of testing required for quality acceptance, in addition to the credentials of those performing the testing. A preliminary copy of the CMP will be submitted to the COUNTY and FAA for approval. After FAA review, the CMP will be revised if needed, and issued to the Contractor for use during the Project. A Quality Control (QC)/Quality Assurance (QA) workshop will be held in accordance with FAA General Provisions 100-01. The PM and CO will attend the QC/QA workshop.

Task 2.5 Prepare Project Files

The CONSULTANT will verify that the construction contracts are in order, the Contractor has met the Disadvantaged Business Enterprise (DBE) goals (if applicable) or made a good-faith effort towards meeting the goals, and that the Contractor has provided proof of insurance and the bonds have been completed.

The quantity sheets, testing sheets, FAA reporting documents, and construction report format will be prepared on CONSULTANT standard forms or COUNTY-provided forms. Contractor will be provided with electronic copies of the construction set of plans and specifications.

The CONSULTANT will prepare project files for use during the Project.

Section 2 Deliverables

- 1) Pre-Construction Meeting Minutes – Electronic files to COUNTY and attendees.
- 2) Construction Management Plan – Electronic files to COUNTY.
- 3) Construction Set for Permitting – Six (6) full size sets for initial and final submissions (12 total).
- 4) QC/QA Workshop Meeting Minutes – Electronic files to COUNTY and attendees.

Section 3 – Construction Administration Services

Task 3.1 Construction Administration

The CONSULTANT agrees to provide Construction Administration Services required for the execution of the contracted work as detailed below.

The PM will provide the following services:

- Provide interpretation of plans and specifications.
- Check construction activities to obtain compliance with plans and specifications.
- Review and provide comment on Project compliance issues for quality control testing performed by the Contractor.
- Supervise and coordinate subconsultant contracts for field inspection and testing.
- Verify that all testing required by the specifications is performed, and review all materials reports prepared in accordance with the Construction Management Plan.

Task 3.2 Requests for Information (RFIs) and Change Orders

Preparation of written responses to Contractor RFIs to clarify design intent. Assist with preparation of change orders, which include a cost estimate, cost/price analysis, and preparation and/or negotiation of necessary interpretations and clarifications, additions and deletions to change orders, and supplemental agreements, as required. Change orders shall be submitted to the COUNTY for review. Up to 36 RFIs and up to six (6) change orders are anticipated for the Project.

Task 3.3 Agency Coordination

This task includes the necessary coordination with the various agencies including COUNTY Building and Safety, Southern California Edison, and City of Camarillo for the various elements of work included in the Project design.

Task 3.4 Site Visits During Construction

The PM will review the Project on periodic site visits (up to 12 anticipated) to monitor construction activities from the beginning of the Mobilization Element through substantial completion of the Construction Element. The Electrical Engineer of Record will make up to two (2) site visits, the Architect of Record will make up to one (1), and Engineer II will make up to one (1) visit during construction.

Each subconsultant will also provide site visits as follows: Stantec (up to eight (8) site visits) and WREA (up to three (3) site visits).

Task 3.5 Weekly FAA progress reports

Review and submit weekly reports prepared by the CO as to the progress of the Project. Up to 50 weekly reports are anticipated.

Task 3.6 Pay Estimate Review

All pay estimates prepared by the CO will be reviewed and an explanation of variation between the Contract and pay quantities (if any) will be provided. The COUNTY-required pay application forms will be utilized. Up to 14 pay applications are anticipated.

Task 3.7 Certified Payroll and Davis Bacon Requirements

Review Contractor submitted payroll reports and monitor Contractor's compliance with paying employees, per the Davis-Bacon Act requirements.

Task 3.8 DBE Program Annual Reporting

As part of the federal grant assurances under the AIP, recipients are required to report annual achievements

for the DBE program in accordance with 49 CFR Part 26 for work performed using federal grant funds. This requirement applies to recipients who will award or anticipate awarding prime contracts exceeding \$250,000 in FAA funds during a federal fiscal year. The COUNTY uploaded the DBE Part 26 Program to the DBE Connect System on May 24, 2017 and started using the program at that time. Included with the program is

Section 26.11.
Section 26.11 Record Keeping Requirements Reporting to
DOT: 26.11

You must continue to provide data about your DBE Program to the Department as directed by DOT operating administrations.

CONSULTANT will report DBE participation to DOT/FAA as follows:

Transmit to FAA annually on December 1, the "Uniform Report of DBE Awards or Commitments and Payments" through the DBE Connect System. The report will include all payment information made to prime contractors and subcontractors DBE and Non-DBE.

Included in this task is:

3.8.1 Background and Research

The CONSULTANT will assist the COUNTY with reporting of the DBE Program for FFY 2017 and FFY 2018 (through anticipated duration of the Project). In order to accomplish these tasks the CONSULTANT will need to research available information and documents in order to gain the necessary background in order to complete the tasks. Included in this effort are:

- Review of payment information provided to prime.
- Review of payment information made to subcontractors.
- Review of subcontractor list.
- Verification/Identification of the DBE Contractors.
- Review certified payment information to DBE and Non-DBE.
- Research final payment certification and lien release.
- Interview(s) with DBE/COUNTY.

3.8.2 Project Administration, Coordination, and Communication

CONSULTANT will manage our designated services and administer the Project. The CONSULTANT will provide coordination and communication throughout the course of this agreement as to the status of the Project and any questions or issues that arise. The CONSULTANT will assist the COUNTY in coordinating a consultation meeting in accordance with DBE program development. All communication will be done via telephone conferencing and electronic mail. This will include coordination between the COUNTY and the regional FAA Office of Civil Rights. The CONSULTANT will provide other coordination with other agencies as necessary. Project design will is also included in this task.

This task will also include coordination and uploading of information through the DBE Connect System. The CONSULTANT will coordinate with FAA/ACR and the COUNTY to gain access through the system

for the aforementioned purposes.

3.8.3 DBE Program Reporting

The CONSULTANT will use the information gathered to assist the COUNTY in reporting the DBE accomplishments for the Airport.

Section 3 Deliverables

- 1) Review of Contractor submittals – Electronic files to COUNTY and Contractor.
- 2) Weekly FAA Progress Reports – Electronic files to the COUNTY and FAA.
- 3) Monthly Contractor Pay Requests – Electronic files to the COUNTY.
- 4) Change Orders – Electronic files to the COUNTY, Contractor, and FAA.
- 5) Certified Payroll Review Analysis Reports – Electronic files to the COUNTY.
- 6) Coordinate and complete the Uniform Report of DBE Commitments/Awards and Payments through the DBE Connect System.

Section 4 – Construction Observation

Task 4.1 Construction Observation

This task will include construction observation, material testing during construction, and on-site construction administration for the duration of the Project. Consultant must provide a full time dedicated construction observer (CO) to this Project. The CO will have experience with building, civil, and electrical improvement-type projects as required for the Project. The CO will work with the PM to oversee the construction progress throughout the Project. The duration is anticipated to be 310 contractual calendar days plus an additional 30 days to anticipate COUNTY-approved construction extensions.

The budget for CO has been developed based upon the Construction Contractor working 278 work shifts, including one (1) weekend day every other week, with a 10.5 hour work day. Two (2) additional days were allotted for the CO at the beginning and end of construction for set-up and clean-up, for a total of 280 days.

A CO will be on-site, as outlined in the construction observation schedule, to coordinate and schedule staff, answer questions, observe quality control activities, and record as-built changes. The CO will report non-compliance issues to the COUNTY.

The CO shall maintain a construction diary to record the construction history of the Project. The diary will be made available to the COUNTY upon request for review during inspections or visits. The Project diary will include, but not be limited to, the following information: weather conditions, job site conditions, work in progress, general location of work, equipment in use, Contractor's work force and hours worked, delivered materials, tests performed, failed tests (if any) and action taken, instructions to Contractors, record of visitors to Project and verbal or written instructions given, record of telephone conversations and any verbal instructions received or authorizations granted, engineering field force activity and hours worked, and any delays to construction and the reason for delays.

Construction Observation services will include (as applicable), but are not limited to, the following:

- a. Review and check layout and surveys conducted by the Contractor in accordance with the plans and specifications.

- b. Check construction activities for compliance with plans and specifications.
- c. Evaluate and determine the acceptability of substitute materials and equipment proposed by the Contractor.
- d. Evaluate the Contractor's suggestions on Drawings or specifications modifications and report those suggestions to the COUNTY and Engineer-of Record.
- e. Acquire field measurements.
- f. Monitor the Contractor's compliance with the Construction Safety and Phasing Plan and immediately bring any non-compliance issues to the attention of the Contractor.
- g. Monitor Contractor's compliance with the Contractor's Quality Control Program.
- h. Establish and conduct weekly construction progress meetings with the Contractor to discuss work progress and pertinent construction issues such as schedules, pavement closures, quality acceptance testing coordination, secured area access, and the need for traffic control or gate guards.
- i. Prepare the COUNTY and FAA with weekly construction progress and inspection reports.
- j. Review Contractor's weekly submitted payrolls for compliance with Federal and State law on classification and wage rates and conduct labor interviews.
- k. Prepare and coordinate any necessary change orders, which shall include a cost estimate, cost/price analysis, and record of negotiations. Prepare and negotiate all necessary interpretations and clarifications, additions and deletions to change orders, and supplemental agreements as required. Copies of the change order(s) shall be submitted to the COUNTY and the FAA for approval and signature before proceeding with the work. Change orders that require new design elements is not included in this scope of services.
- l. Prepare and submit periodic estimates, including the final estimate, during the construction project. Determine the amount owed to the Contractor and recommend those payment amounts in writing to the Contractor. Submit periodic payment recommendations to the COUNTY for concurrence and the FAA for federal participation payment requests. The payment recommendations will demonstrate that work has progressed to the point indicated for payment and that, to the CONSULTANT's best knowledge, information, and belief, the quality of such work is in accordance with the Contract. The CONSULTANT, as an experienced and qualified professional, will make payment recommendations from information provided by the Contractor, reviewed from payment applications and accompanying data and schedules, and/or measured in the field.
- m. Receive from Contractor and review the required maintenance and operating instructions, schedules, guarantees, bonds, inspection certificates, tests, approvals, etc.
- n. Conduct an inspection to determine if the work is completed and ready for final acceptance. After consultation with the COUNTY, the CONSULTANT will furnish the Contractor with a list of items that were observed and require completion or correction, prior to final acceptance.

Relocation of staff for Project-specific work. This type of Project requires construction observation staff with experience in the construction oversight of pavement reconstruction projects. For this reason, CONSULTANT staff will relocate for the duration of the Project. This scope assumes the work will be

completed without a single winter shutdown. The travel and per diem cost included in the proposal are as follows as defined by GSA guidelines:

- a. Food Per Diem – Fixed rate of \$64 per day, seven (7) days a week, for duration of the Project.
- b. Lodging – Actual cost per day +15% markup, seven (7) days a week for duration of Project. Fee estimates extended stay rate of \$140 per day.
- c. Auto Rental – Actual cost per day +15% markup, seven (7) days a week for duration of Project. Fee estimates extended rental rate of \$50 per day.

Section 5 – Materials Testing

Task 5.1 Materials Testing

The materials testing services shall be performed by Earth Systems Pacific as a subconsultant to the CONSULTANT in conformance with the Project specifications, under a subconsultant agreement with the CONSULTANT. The CONSULTANT will be responsible to coordinate and schedule QA materials testing with Earth Systems Pacific throughout the Project duration.

Make necessary acceptance tests in accordance with the cited requirements and standard methods of FAA, ASTM, and AASHTO; record all test results on the appropriate forms; prepare a summary and disposition of all testing and materials inspection; record all deviating tests; conduct materials inspections and acceptance tests required by the FAA and observe and evaluate all such tests made by the Contractor in the field and laboratory as necessary in accordance with plans and specifications; and monitor Contractor's performance of the required quality control tests and furnish copies of all test reports to the COUNTY. Any non-compliance issues shall immediately be reported to the Contractor and COUNTY.

This scope assumes the following materials testing and construction administration support by Earth Systems Pacific:

- Item A-110, Demolition and Removals: Density and Moisture testing
- Item A-115, Pavement Pulverization and Recycled Base: Density, moisture and gradation testing
- Item A-120, Hangar Subsurface Stabilization: Density and Moisture testing
- Item P-152, 155 Excavation, Subgrade, Embankment: Density and Moisture testing
- Item P-155 Lime Treated Subgrade: Density and Moisture testing
- Item P-209, Crushed Aggregate Base: Density and Moisture testing
- Item P-401, Hot Mix Asphalt: Test section and Production Paving Quality Assurance
- Item D-754, Structural Concrete: Compressive Strength Testing
- Item A-221, Infiltration/Detention Basins: Density and Moisture testing
- Item D-752 Cast-in-Place Stormwater Diversion Structure: Compressive Strength Testing
- Item A-301, Sanitary Sewer Improvements: Density and Moisture testing
- Item A-321, Water Distribution Improvements: Density and Moisture testing

- Item A-500, Hangar Foundations: Compressive Strength Testing and Special Inspections
- Item A-510, Hangar Building: Special Inspection for Bolting

Section 5 Deliverables

- 1) Quality Acceptance Reports – Electronic files to COUNTY and Contractor.

Section 6 – SWPPP Monitoring and Reports

Task 6.1 SWPPP Assistance

The SW PPP Monitoring and Reporting services shall be performed by Stantec as a subconsultant to the CONSULTANT.

1. Provide assistance with preparation of Notice of Intent and processing SWPPP through SMARTS system.
2. Provide inspections and reporting as outlined below throughout the duration of construction. It is our understanding that the construction duration is expected to last nine (9) months. The required weekly rain inspections must be conducted by a QSP, or a trained designee. The services provided will be in accordance with the provisions of the developed SWPPP and the construction general permit to identify failures and shortcomings and to inform you or your agents such that repairs or design changes to Best Management Practices (BMPs) can be implemented.
 - a. Weekly Monitoring – The QSP will conduct weekly inspections and observations to identify and record BMPs that need maintenance to operate effectively, that have failed, or that could fail to operate as intended. These weekly inspections will be recorded and documented per the Construction Site Monitoring Program (CSMP).
 - b. Rain Event Action Plan (REAP) – When a likely precipitation event (equal to or greater than 50% chance of any precipitation per NOAA), the QSP will prepare a REAP and make it available onsite no later than 24 hours prior to the likely precipitation event to ensure that the REAP can be implemented in advance of any precipitation. In addition to the preparation of the REAP document, the QSP will conduct a visual site inspection prior to the likely precipitation event to inspect implemented BMPs. The REAP and pre-storm inspection and record keeping will be conducted in compliance with the CSMP detailed in the SWPPP. Based on our experience, we estimate that up to ten (10) REAPs may be necessary and have included that within our proposal cost.
 - c. Rain Event Monitoring and Field Sampling – In accordance with CGP requirements, the QSP will conduct a visual site inspection, monitoring and field sampling every 24-hour period of a qualifying rain event to ensure BMPs are functioning properly. A qualifying rain event is one that produces a minimum of 0.50" of precipitation within a period of 48 hours or more between rain events. At a minimum, three (3) effluent samples will be collected for each discharge location and analyzed for pH and turbidity utilizing a calibrated portable instrument. The sampling locations will be established during Erosion Control Plan preparation. Based on our experience, we estimate that up to five (5) field sampling visits for qualifying rain events may be necessary and have included that within our proposal cost.

- d. **Post Rain Event Monitoring** – Within 48-hours of each qualifying rain event, the QSP will conduct a post rain event site inspection to identify whether BMPs were adequately designed, implemented, and effective, and to identify additional BMPs, if necessary. Records of the post rain event inspection will be prepared in accordance with the CSMP.
- e. **Quarterly Monitoring** – On a quarterly basis, the QSP will conduct visual monitoring of the site in conjunction with weekly inspections to inspect each drainage area for the presence of (or indication of prior) unauthorized and authorized non-storm water discharges and their sources. Documentation of the quarterly monitoring will be prepared per the CSMP.
- f. **Annual Reporting** – The QSD will prepare Annual Reports and assist in the electronic submittal which shall be posted no later than September 1 of each year, and at Project completion. The Annual Report will consist of:
 - 1) A summary and evaluation of all sampling and analysis results, including copies of laboratory results, if any.
 - 2) The analytical method(s), method reporting unit(s), and method detection limit(s) of each analytical method.
 - 3) A summary of all corrective actions taken during the reporting year.
 - 4) Identification of any compliance activities or corrective actions that were not implemented.
 - 5) A summary of all violations of the General Permit.
 - 6) The name of individual(s) who performed the inspections, sampling, visual observations, inspections, and measurements.
 - 7) The date, place, time of facility inspections, sampling, visual observations, inspections, and measurements, including precipitation.
 - 8) The visual observations and sample collection exception records and reports specified in the CGP.
- g. **Notice of Termination (NOT)** – The CGP requires the filing of a NOT when construction is complete and final stabilization has been achieved. The QSP will monitor the stabilization effort and will document the progress. The State Water Resources Control Board will consider a construction site complete when all the following conditions have been met:
 - 1) For purposes of "final stabilization" the site will not pose any additional sediment discharge risk than it did prior to the commencement of construction activity;
 - 2) There is no potential for construction-related storm water pollutants to be discharged into site runoff;
 - 3) Final stabilization has been reached;
 - 4) Construction materials and wastes have been disposed of properly;
 - 5) Post-construction storm water management measures have been installed and a long-term maintenance plan has been established;

- 6) All construction-related equipment, materials and any temporary BMPs no longer needed are removed from the site; and
- 7) The site has attained final stabilization by the 70% final cover method.

Section 7 – Biological Protocol-level Surveys for Western Burrowing Owl

Task 7.1 Biological Survey

The biological survey services shall be performed by Stantec as a subconsultant to the CONSULTANT. Based on previous knowledge of the biological conditions at the Airport, there is a high probability that either burrowing owls or their habitat are present on the site. Owls have previously been documented utilizing burrows in the infield portion of the Airport.

Given the current timeline, it will not be possible to conduct burrowing owl survey during the 2017 breeding season, which stretches from February 15 to August 31. However, the protocol described in the CDFW's '2012 Staff Report on Burrowing Owl Mitigation' (CDFW Staff Report) stipulates that non-breeding season surveys may be conducted outside that timeframe. As prescribed by the CDFW Staff Report, subconsultant biologists will conduct four (4) separate visits of the Airport Project site, spread evenly throughout the non-breeding season, to survey for burrowing owls. Subconsultant biologists will conduct transect surveys of the Project area and a surrounding 150 meter buffer zone, inspecting all portions of the survey area identified as suitable habitat for burrowing owls. Per the CDFW Staff Report guidelines, transects will be spaced between 7 and 20 meters apart, depending on vegetation and terrain. Presence of owls, potential burrows used by owls, and signs of owls will be recorded and mapped.

Based on the results of the surveys, subconsultant will engage the CDFW in informal consultation to obtain the agency's concurrence that the methodology employed for the non-breeding season surveys is sufficient for planning and mitigation purposes for the Project. However, it is possible that the CDFW may require additional surveys during the breeding season. The CDFW Staff Report dictates that four (4) separate surveys should be conducted during the breeding season, that the initial survey be conducted prior to April 15, that at least one (1) survey should be conducted after June 15, and that surveys be conducted at least three (3) weeks apart. The cost for these additional surveys is not included in this proposal.

Task 7.2 Burrowing Owl Survey Report

Within four (4) weeks following completion of the final survey for burrowing owl, subconsultant will submit a report documenting the results of the focused surveys. The report will include maps depicting recorded observations of owls and their sign.

Section 7 Assumptions

- Subconsultant will conduct four (4) surveys for burrowing owl. If additional surveys are required, a separate scope and cost will be submitted upon request.
- Subconsultant will make revisions to the Burrowing Owl Survey Report based on two (2) rounds of client comments; however, the scope and costing assumes that the initial round of revisions will be the most substantial, and the second will be relatively minor.

- The COUNTY will provide a consolidated set of comments for each round of revision and client comments will be provided electronically, in 'review' mode.

Section 8 – Post Construction Services

Task 8.1 Final Inspection and Documentation

8.1.1 Final Inspection

CONSULTANT will schedule and conduct a final inspection with the COUNTY, Contractor and FAA representatives to determine whether the Project has reached substantial completion and verify that the work is in accordance with the plans and specifications. The CONSULTANT will document items found to be deficient and will provide the Contractor a list of those items. CONSULTANT team for final inspection will include PM, Architect of Record, and Electrical Engineer of Record. Subconsultant team for final inspection will include a representative from WREA and Stanec.

8.1.2 Final Punch List

CONSULTANT will prepare a punch list correspondence to include the deficient items discovered during final inspection, and will forward the correspondence to the Contractor. It will state the items in need of correction and will request a schedule for completion. The CONSULTANT will send a copy to the COUNTY and may include a copy in the Final Construction Report. Construction observation for remedy of punch list items is assumed within the days allotted in Task 4.1

8.1.3 Final Construction Certifications

Once all of the punch list items have been completed to the satisfaction of the COUNTY and FAA, the CONSULTANT will prepare a COUNTY Certification of Final Construction Acceptance for the Project, to be signed off by the COUNTY. This certification will also be included in the Final Construction Report.

Task 8.2 Record Drawings and Equipment Manuals

8.2.1 Record Drawings

The CONSULTANT, Contractor, and any subcontractors (Project Team) will collaboratively assemble the Project Record Drawings. The Record Drawings will detail field constructed conditions included as part of this Project and will include any field surveying required to compute final quantities. Any Drawings will become record information. The CONSULTANT will provide the COUNTY with a set of reproducible Record Drawings in both digital and hardcopy format.

8.2.2 Equipment Manuals

The Project Team will collaboratively assemble the equipment operation manuals for the Project. The Project equipment manuals will be collected and bound into one (1) document for use by the Airport. The COUNTY shall receive two (2) copies of the bound document.

Task 8.3 Final Construction Report (FCR)

Once the Project is complete, an FCR will be prepared and assembled in conformance with FAA standards and requirements. Components of the report will include a summarization of the Project description, Project

pay requests, change orders, Project certifications, documentation of final Project acceptance, and test results for any material testing performed during construction. As part of this task, the Project closeout will be coordinated with the COUNTY and FAA.

Task 8.4 Airport Layout Plan Record Drawing Update

The airport planning services shall be performed by Coffman and Associates (the COUNTY's selected Airport planning consultant) as a subconsultant to the CONSULTANT. The Airport Layout Plan (ALP) will be updated with the Project-specific improvements as a result of the Project. A draft ALP will be prepared for COUNTY and FAA review followed by a final copy for signatures.

Task 8.5 Update Airfield Pavement Management Plan

CONSULTANT will update the previous APMS report and add the new pavement as a result of the Project improvements. The methods and techniques used in preparation of the APMS shall be in conformance with FAA AC 150/5380-7B, "Airport Pavement Management Program." The APMS update will include the following:

1. Conduct a visual condition survey of airfield pavement areas to identify and quantify pavement distress.
2. Generate current Pavement Condition Index (PCI) ratings for each paved area identified, based upon the Visual Condition Survey, the CONSULTANT's judgment of the pavement condition, and PaveAir software. Prepare an AutoCAD drawing that graphically shows condition ratings of the pavement.
3. Based upon the results of the pavement inspection and analysis, prepare pavement maintenance, rehabilitation, and repair recommendations for the next five (5) years.
4. CONSULTANT to prepare draft report detailing analysis and recommendations for COUNTY review. The APMS report will include a discussion of the existing pavement sections and a summary of subsurface material properties, pavement distresses, pavement condition ratings, maintenance and repair recommendations, and associated cost estimates. Drawings will be included depicting Pavement Features and Pavement Condition Ratings.
5. After the COUNTY's review, CONSULTANT shall incorporate COUNTY's comments, finalize, and provide copies of the final report and an electronic copy to the COUNTY.

Section 8 Deliverables

- 1) Final inspection letter – Electronic file.
- 2) Final Construction Report – Three (3) bound copies and electronic file.
- 3) Record Drawings – Reproducible hardcopy and electronic files.
- 4) Draft and Final Record Drawing ALP – Reproducible hardcopy and electronic files.
- 5) Draft and Final APMS Report – Three (3) bound copies and electronic files.

RESPONSIBILITIES OF COUNTY

This Scope of Services and compensation are based on the COUNTY performing or providing the following:

- 1) Issue Notices to Airmen (NOTAMs) and announcements regarding the impact of the Project on aviation activities.
- 2) Guarantee access to and make all provisions for the Engineer to enter upon public land as required for the Engineer to perform his work under this Agreement.
- 3) Examine all documents requested by the COUNTY and presented by the CONSULTANT and render, in writing, decisions pertaining thereto within a reasonable time so as not to delay the work of the Engineer.
- 4) Preparation of reimbursement requests from grant projects.

EXCLUDED SERVICES

The following services are excluded from this scope of services, but may be added if desired by the COUNTY:

- 1) Services not outlined above.

EXHIBIT B

TIME SCHEDULE

CONSULTANT will complete all work called for under Sections 1-7 in Exhibit A on a schedule submitted by the Construction Contractor and approved by COUNTY. Construction is expected to begin in October 2017 and be completed by December 1, 2018.

CONSULTANT will complete the work called for under Section 8 within 30 working days of the receipt of a copy of the Notice of Completion filed by COUNTY.

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

END OF EXHIBIT B

EXHIBIT C

FEES and PAYMENT

I. FEES

- A. COUNTY shall compensate CONSULTANT on a time-and-expense basis not to exceed the amount of one million two hundred five thousand three hundred seventy-three dollars (\$1,205,373) to complete all services outlined in Sections 1 through 7 of the Scope of Services as detailed in Exhibit A. The schedule of hourly rates is fixed for the entire length of the contract period. No changes or adjustments will be allowed.
- B. COUNTY shall compensate CONSULTANT at the lump sum amount of one hundred seven thousand one hundred seventy-seven dollars (\$107,177) to complete all services outlined in Section 8 of the Scope of Services as detailed in Exhibit A.

II. PAYMENTS. COUNTY will make payments to CONSULTANT as follows:

- A. Progress payments for fees due under Paragraph 1.A and Paragraph 1.B above will be made monthly on presentation of an invoice for work actually completed on authorized services. Payments will be processed within thirty (30) days of receipt of invoice by the Department of Airports or ten (10) days from receipt of the Department of Airports' approved invoice by the Auditor-Controller's office. Each pay element will be limited to 80% of the element total until all work for that element is complete.

END OF EXHIBIT C

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FEE SCHEDULE
MEAD and HUNT, Inc.
Western Standard Billing Rate
Schedule Effective thru 2018

Standard Billing Rates

Clerical.....	\$65.00 / hour
Interior Designer, Technical Editor.....	\$106.00 / hour
Senior Editor	\$156.00 / hour
Registered Land Surveyor.....	\$120.00 / hour
Accounting, Administrative Assistant.....	\$98.00 / hour
Technician I, Technical Writer	\$91.00 / hour
Technician II, Surveyor - Instrument Person.....	\$106.00 / hour
Technician III.....	\$114.00 / hour
Technician IV.....	\$132.00 / hour
Senior Technician.....	\$152.00 / hour
Engineer I, Scientist I, Architect I, Planner I.....	\$115.00 / hour
Engineer II, Scientist II, Architect II, Planner II.....	\$125.00 / hour
Engineer III, Scientist III, Architect III, Planner III.....	\$140.00 / hour
Senior Engineer, Senior Scientist, Senior Architect, Senior Planner, Senior Economist	\$157.00 / hour
Project Engineer, Project Scientist, Project Architect, Project Planner.....	\$190.00 / hour
Senior Project Engineer, Senior Project Scientist, Senior Project Architect, Senior Project Planner.....	\$220.00 / hour
Senior Associate.....	\$300.00 / hour
Principal	\$300.00 / hour
Senior Client/Project Manager	\$300.00 / hour

Expenses

Geographic Information or GPS Systems	\$32.00 / hour
Total Station Survey Equipment	\$16.00 / hour
Charges for other equipment may appear in a proposal	
Out-Of-Pocket Direct Job Expenses.....	cost plus 15%
Such as reproductions, sub-consultants / contractors, etc.	

Travel Expense

Company or Personal Car Mileage.....	\$ IRS rate / mile*
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* the current IRS rate as of Feb. 2, 2017 is: 53.5 cents per mile

Air and Surface Transportation.....	cost plus 15%
Lodging and Sustenance.....	cost plus 15%

END OF EXHIBIT C-1

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**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 (COUNTY) and MEAD AND HUNT, INC. (CONSULTANT).

It is understood by COUNTY and CONSULTANT that the FAA is not a part of this Contract 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 non-responsive 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 non-domestic 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.

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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.

10-23-17	<i>Jeffrey T. Leland</i>
Date	Signature
Mead + Hunt, Inc	Vice President
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.
- 2. That failure to submit the required documentation within the specified timeframe is cause for a non-responsive 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.

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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 than 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 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.

<u>10-23-17</u> Date	<u><i>Jeffrey T. Leonard</i></u> Signature
<u><i>Meads Hunt</i></u> Company Name	<u><i>Vice President</i></u> 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.

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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 Non-discrimination 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.

- 5). **Sanctions for Noncompliance:** In the event of a CONSULTANT's noncompliance with the Non-discrimination 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 non-discrimination 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);

- 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 etseq).

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;

- 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 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.

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- 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.

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.

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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:

- 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: 10-23-17 Executed at (city/state): Windson, California

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.

Jebby T Leonard, Vice President Ac Mead & Hunt, Inc
Signature / Title (Company Representative)



COUNTY of VENTURA

Department of Airports

MONTHLY ACTIVITY REPORT

Month ending June 30, 2021

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	62	4
Total	330	330	0	Total	145	141	4
Tie-downs				Tie-downs			
County	96	48	48	County	7	2	5
Western Cardinal	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	96	60	Total	41	19	22

Airport/Tower Operations:

Aircraft Incidents:

	Camarillo	Oxnard		Camarillo	Oxnard
Current year for the month	14,801	6,932	Current Month	0	0
Last year for the month	14,033	7,023	Current year to date	11	9
% Change	5%	-1%			
Current year to date	83,236	45,949			
Last year to date	72,846	35,779			
% Change	14%	28%			

Other:

	Camarillo	Oxnard
Airside Citations Issued	0	0
Landside Citations issued	0	8
Cards issued to transient overnight aircraft	44	5
Noise/nuisance compliants	26	80
Other aircraft ** (Estimate)	120	15
Hangar Waiting List	22	2

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

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COUNTY of VENTURA

Department of Airports

MONTHLY ACTIVITY REPORT

Month ending July 31, 2021

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	62	4
Total	330	330	0	Total	145	141	4
Tie-downs				Tie-downs			
County	96	48	48	County	7	2	5
Western Cardinal	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	96	60	Total	41	19	22

Airport/Tower Operations:

Aircraft Incidents:

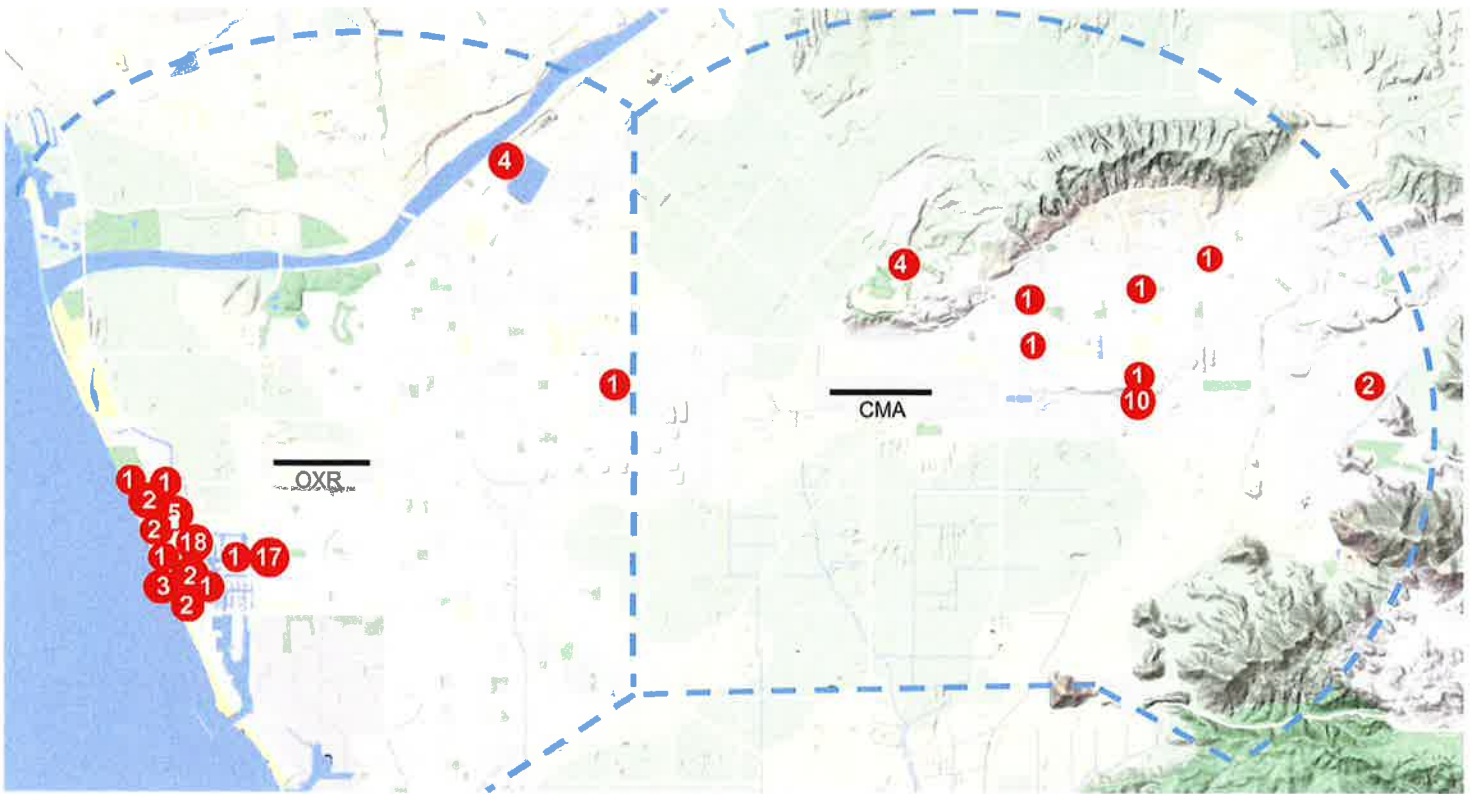
	Camarillo	Oxnard		Camarillo	Oxnard
Current year for the month	16,486	7,170	Current Month	1	0
Last year for the month	15,573	6,717	Current year to date	12	9
% Change	6%	7%			
Current year to date	99,722	53,119			
Last year to date	88,419	42,496			
% Change	13%	25%			

Other:

	Camarillo	Oxnard
Airside Citations Issued	0	0
Landside Citations issued	0	4
Cards issued to transient overnight aircraft	39	7
Noise/nuisance compliants	96	104
Other aircraft ** (Estimate)	120	15
Hangar Waiting List	22	2

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

7a2



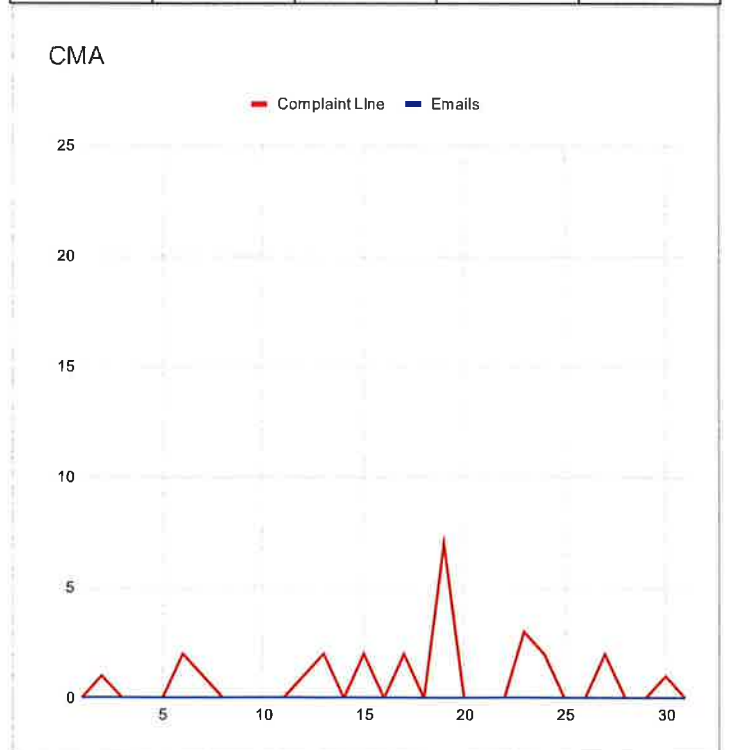
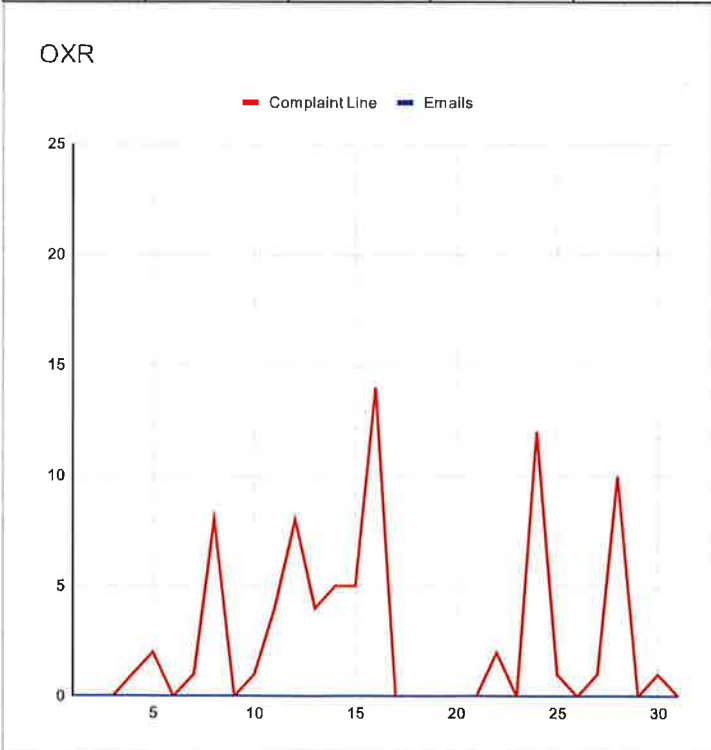
Ventura County Noise Complaints - June 2021

OXR

Total Contacts Logged	Recieved from Complaint Line	Emailed Complaints	Batch Email Complaints	Total Deviations from VNAP**
80	80	0	0	0

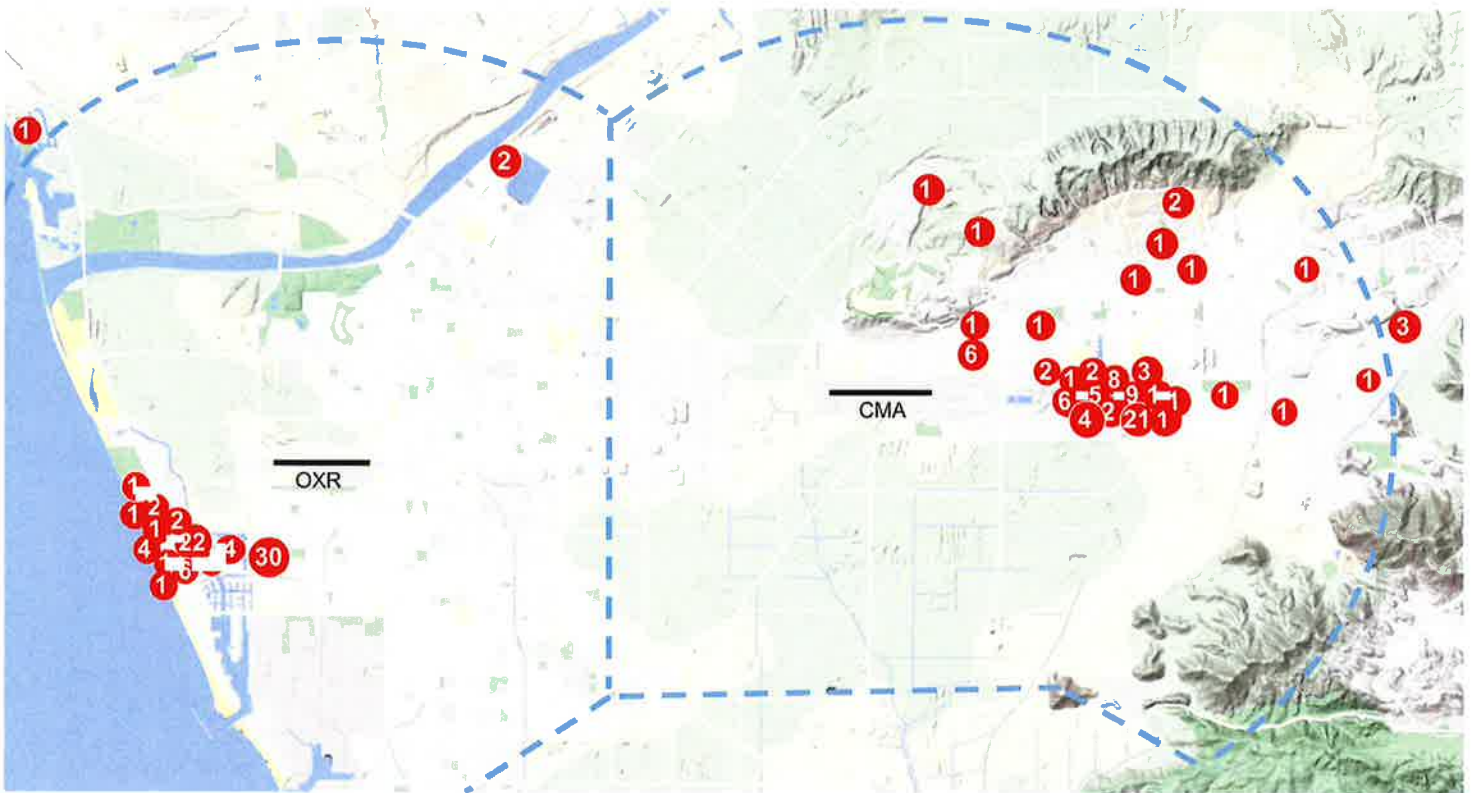
CMA

Total Contacts Logged	Recieved from Complaint Line	Emailed Complaints	Batch Email Complaints	Total Deviations from VNAP**
26	26	0	0	0



** Voluntary Noise Abatement Procedures

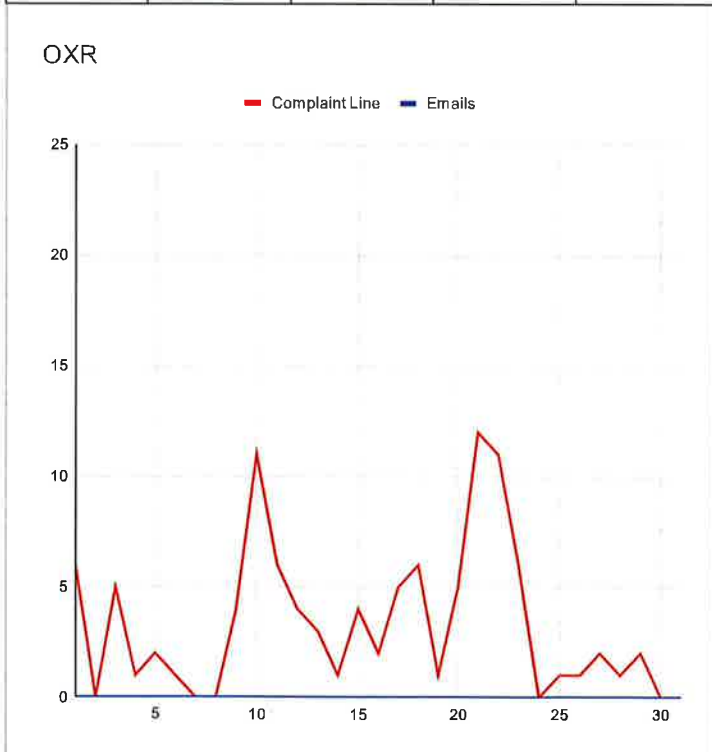
761



Ventura County Noise Complaints - July 2021

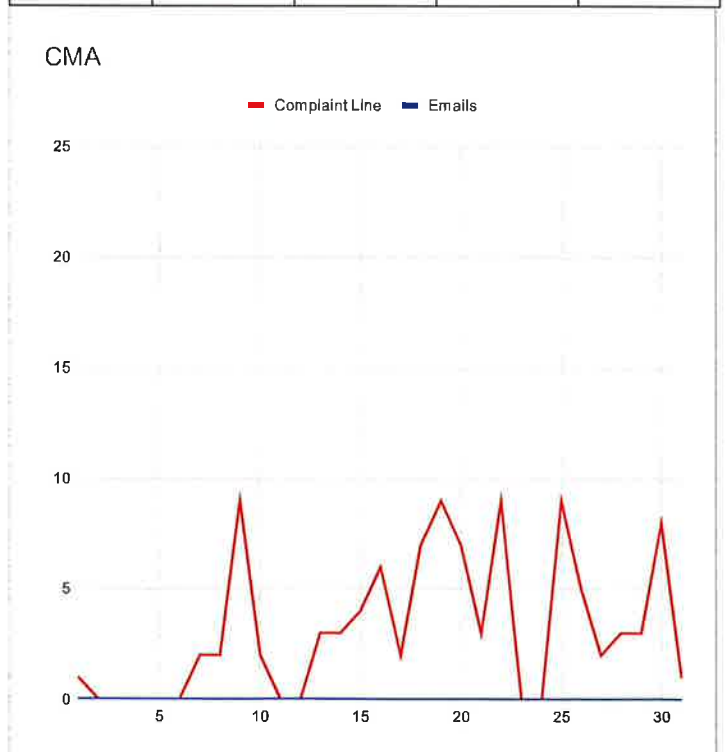
OXR

Total Contacts Logged	Recieved from Complaint Line	Emailed Complaints	Batch Email Complaints	Total Deviations from VNAP**
104	104	0	0	0



CMA

Total Contacts Logged	Recieved from Complaint Line	Emailed Complaints	Batch Email Complaints	Total Deviations from VNAP**
96	96	0	0	0



** Voluntary Noise Abatement Procedures

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CAMARILLO AIRPORT – AIRPORT MASTER PLAN UPDATE

Note: Per direction from airport staff, the Consultant has been advised to pause the master plan as of May 25, 2021. Certain elements related to the AGIS and environmental surveys will still be moving forward as they relate to information needed for FAA coordination and other project needs outside the master plan study process.

Status Update:

- The AGIS survey Statement of Work (SOW) has been submitted and approved by the FAA on June 10, 2021.
- Several work tasks associated with the AGIS survey are in the process of being completed that include photogrammetry collection, field survey collection, imagery acquisition, aerotriangulation, orthophoto production, and planimetric/mapping collection.
- Environmental survey reports associated with biological and cultural resource evaluations are in progress.

Project Percent Complete: The project is 39 percent complete through June 2021.

CAMARILLO AIRPORT – AIRFIELD GEOMETRY AND DRAINAGE STUDY

Status Update: No change from May 2021.

- Discussion has been undertaken with airport staff on re-engaging this study process to evaluate the future reconstruction of Runway 8-26.
- “Draft” aviation demand forecasts have been prepared and were coordinated with airport staff on July 5, 2019. The current master plan will re-evaluate aviation demand forecasts for input into this study.
- On-site surveying has been conducted by a Subconsultant for further input in the airfield drainage study.

Upcoming Action Items:

- Coordination as needed with airport staff and the FAA to determine course of action in relationship to master plan process and future design.
- Recommended airfield drainage enhancements pending the drainage study.

Project Percent Complete: The project is 41 percent complete through May 2021.

OXNARD AIRPORT – AIRPORT LAYOUT PLAN UPDATE / NARRATIVE REPORT

Status Update:

- The “draft” Narrative Report, “draft” ALP Drawing Set, and associated ALP SOP 2.00 Checklist and Exhibit A SOP 3.00 Checklist were submitted to the FAA for review on January 31, 2020.
- The Consultant and airport staff have coordinated on multiple occasions in recent past regarding current airfield issues that relate to pending revisions to the “draft” ALP Drawing Set.

7c1

Upcoming Action Items:

- Coordination as needed with airport staff to discuss appropriate revisions to the ALP Drawing Set.
- Appropriate revisions will be made to the Narrative Report and ALP Drawing Set pending comments from the FAA.
- Final documents will be prepared upon review and approval of the ALP Drawing Set.

Project Percent Complete: The project is at 100 percent per Invoice #18MP01-24 dated July 6, 2021, for airport staff to coordinate with the FAA to close out the AIP grant. It is understood that the Narrative Report and ALP Drawing Set will be finalized per direction from airport staff at a later date.

ANNUAL CONSULTING SERVICES CONTRACT (AEA No. 21-01)

Status Update:

- The Consultant is working with airport staff to prepare an update to the Oxnard Airport Wildlife Hazard Management Plan (WHMP). A draft WHMP Update was submitted to airport staff on June 25, 2021, based on feedback received from the Wildlife Hazard Site Visit and FAA comments.
- A Subconsultant is preparing a training program to utilize with airport staff. This training is scheduled for July 7, 2021.

Upcoming Action Items:

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

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PROJECT STATUS REPORT
Ventura County, Department of Airports

Prepared by Mead & Hunt, Inc
Revision Date 2021-07-09



Mead & Hunt No. County No. Grant No.	Airport	Description	Status	Percent Complete	Action Item
3168900-190121.02 AEA 18-06 AIP - 036	CAMARILLO	CONSTRUCTION SERVICES NORTHEAST HANGAR DEVELOPMENT, PHASE 1 Construction of the Phase 1 project, which includes 3 rows of hangars and surrounding pavement/drainage and the extension of water, sewer, and electrical services.	a) Construction commenced on 12-5-19. b) Pavement study (APMS) to be removed from Mead & Hunt scope of work; final costs and draft amendment prepared for County review (net increase contract amount of \$3,666). c) Contract work complete, final amendment only item remaining to close the contract.	99%	a) County review of draft Mead & Hunt contract amendment submitted on April 8, 2021.
3168900-190121.02 AEA 20-03 AIP - 037	CAMARILLO	CONSTRUCTION SERVICES TAXIWAYS H PAVEMENT REHABILITATION Surface treatment and remarking of Taxiway H.	a) Construction complete after application of second coat of pavement markings performed February 24, 25 and 26. b) As-Built version of the plans has been prepared. c) The Final Closeout Report (FCR) is done except for section 8 (Construction Cost).	99%	a) Finalize section 8 of FCR once final back charging to contractor water use is determined.
22069-181879.01 AEA 18-13 AIP - N/A	CMA & OXR	DESIGN SERVICES OXR AND CMA DBE UPDATES (2020-2021) Develop DBE program and goals as well as prepare yearly reports.	a) CMA & OXR i) Programs and goals submitted and approved. ii) Programs and goals reporting. iii) Submit 2020 year end reports (FAA accepted)	90%	a) None at this time.
3138400-181115.02 AEA-20-06 AIP - 3-06-0179-037-2020	OXNARD	FINAL DESIGN OXR RUNWAY 7-25 RECONSTRUCTION Runway 7-25 - Base Bid Taxiway Connectors A, B, C, D & E - Bid Alt 1 Parallel Taxiway F - Bid Alt 2	a) Meetings with FAA regarding SRM. b) Third public workshop planning/rehearsal. c) Bid protest analysis. d) Bi-weekly meeting with Client and FAA. e) Third public workshop re-scheduled for July 6th at 3pm. f) Presentations at Aviation Advisory Commission and Airport Authority Meetings. g) Updated Airport Sponsor Strategic Event Submission Form to FAA.	100%	a) Project has been completed as of July 9, 2021.
2206900-202100.01 AEA 21-02 AIP - N/A	CMA & OXR	DESIGN SERVICES ON-CALL SERVICES (2020-2021) On-call services at the request of the County. Period is effective through June 30, 2021.	a) Contract executed. b) Updated FAA grant application for Oxnard Runway Construction Project	45%	a) Contract elements complete. Contract expired 6/30/21.



703

July 22, 2021

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 – June 2021

Dear Mrs. Powers,

Below is a summary of the tasks completed during the month of June 2021, by Jviation and our subconsultants for the Camarillo Airport:

Airport Capital Improvement Plan (ACIP) Update

- There is no change in the status of this task from June 2021.
- **Upcoming:**
 - Jviation will wait for direction from the Sponsor on any future tasks.

AIP Project No. 3-06-0339-039-2021 (Conceptual Design for 2025 Runway/Taxiway Reconstruction)

- There is no change in the status of this task from June 2021.
- **Upcoming:**
 - Sponsor approval of the proposed fees from Jviation and Coffman Associates.

Runway 8-26 Centerline Pavement Cracks

- On June 8, 2021, Jviation submitted the scope of work for design, bidding, and construction management services to the Sponsor for review.
- On June 25, 2021, the Sponsor and Jviation discussed the pavement cracking along the runway centerline.
- **Upcoming:**
 - Sponsor review and approval of the scope of work for design, bidding, and construction management services.
 - Jviation will prepare a fee and will submit it to the Sponsor for review.

On-Call Services: Cloud Nine Hangars and Offices

- There is no change in the status of this task from June 2021.
- **Upcoming:**
 - All tasks associated with this project are completed and it will be removed from the status update.

On-Call Services: Aquarium Plaza Business Park

- On June 14, 2021, the Sponsor requested Jviation to review the pre-application for this proposed development near the airport.

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- On June 22, 2021, Jviation provided the Sponsor with draft comments on the pre-application for this proposed development.
- On June 23, 2021, Jviation provided the Sponsor with the final comments on the pre-application for this proposed development.
- **Upcoming:**
 - Jviation will wait for direction from the Sponsor on any future tasks.

On-Call Services: Industrial Building

- On June 14, 2021, the Sponsor requested Jviation to review the pre-application for this proposed development near the airport.
- On June 23, 2021, Jviation provided the Sponsor with the final comments on the pre-application for this proposed development.
- **Upcoming:**
 - Jviation will wait for direction from the Sponsor on any future tasks.

On-Call Services: East End Hangar Development

- On June 1, 2021, the Sponsor requested Jviation to review the drawings for this proposed hangar development on the airport.
- On June 23, 2021, Jviation provided the Sponsor with the review comments on the drawings for this proposed hangar development on the airport. The Sponsor and Jviation discussed the review comments as well.
- **Upcoming:**
 - Jviation will wait for direction from the Sponsor on any future tasks.

On-Call Services: Compass Rose Painting

- On June 21, 22, and 23, 2021, the Sponsor and Jviation discussed a proposed project to repaint the compass rose on the airfield. The Sponsor and Jviation also shared information on the compass rose repaint.
- **Upcoming:**
 - Jviation will wait for direction from the Sponsor 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. Dave Nafie – County of Ventura Department of Airports
Mr. Travis Vallin, Mr. JD Ingram, Mr. Jason Virzi, Mr. Mike Quinn, Mr. Jon Noble, Mrs. Marisa Fluhr,
Ms. Amanda Gross – Jviation
File



A WOOLPERT COMPANY

July 23, 2021

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 – June 2021

Dear Mrs. Powers,

Below is a summary of the tasks completed during the month of June 2021, 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 June 2021, Jviation, the Sponsor, and Mead & Hunt coordinated on this project. This included coordination with the FAA.
- Throughout the month of June 2021, Jviation, the Sponsor, and Mead & Hunt coordinated with the Prime Contractor, Sully Miller. This included responding to requests for information (RFI), material submittals, construction contract, and scheduling construction activities.
- On June 3, 2021, Jviation and the Sponsor coordinated to schedule a site visit for Jviation and Sully Miller.
- On June 7, 2021, Jviation attended the project design team meeting with the Sponsor, FAA, and Mead & Hunt.
- On June 7, 2021, the Sponsor provided a response letter to C.A. Rasmussen's bid protest letter.
- On June 8, 2021, the Sponsor met with Sully Miller and completed a site visit. The Sponsor provided a summary of the meeting discussion to Jviation.
- On June 10, 2021, Jviation and the Sponsor coordinated on the information Sully Miller needs for the Stormwater Pollution Prevention Plan (SWPPP) and the information was provided to Sully Miller the same day.
- On June 11, 2021, the Sponsor received a second bid protest letter from C.A. Rasmussen. On June 14, 2021, a response to the bid protest letter was coordinated with the Sponsor, Jviation, and Mead & Hunt. The Sponsor contacted Sully Miller for a response to the bid protest letter which was provided on June 15, 2021. The Sponsor provided a draft response letter to review.
- On June 14, 2021, Jviation and the Sponsor had a conference call to discuss the anticipated schedule for contract execution.
- On June 16, 2021, the Sponsor provided a response letter to C.A. Rasmussen's second bid protest letter.
- On June 16, 2021, Jviation met with the Sponsor and the Contractor at the Oxnard Airport, Sully Miller, to discuss the upcoming construction project. A site visit was also completed.
- On June 17, 2021, Jviation provided a summary of the meeting and site visit with Sully Miller to the Sponsor and Mead & Hunt.
- On June 21, 2021, Jviation attended the project design team meeting with the Sponsor, FAA, and Mead & Hunt.

Main 303.524.3030
Fax 303.524.3031

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JVATION.COM

7c6

- On June 23, 2021, Jviation attended the 3rd Public Workshop Rehearsal with the Sponsor, Mead & Hunt, and Arellano Associates
- On June 24, 2021, Jviation submitted the proposed engineering fee for construction management services to the Sponsor for review.
- On June 29, 2021, Jviation provided the Sponsor with a construction information flyer for the County's website.
- **Upcoming:**
 - Jviation will continue pre-construction project coordination with the Sponsor and Sully-Miller.
 - Sponsor approval of Jviation's proposed engineering fee for construction management services.

Airport Capital Improvement Plan (ACIP) Update

- There is no change in the status of this task from June 2021.
- **Upcoming:**
 - Jviation will wait for direction from the Sponsor 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. Dave Nafie – County of Ventura Department of Airports
Mr. Travis Vallin, Mr. JD Ingram, Mr. Jason Virzi, Mr. Mike Quinn, Mr. Jon Noble, Mrs. Marisa Fluhr,
Ms. Amanda Gross – Jviation
File



CAMARILLO AIRPORT – AIRPORT MASTER PLAN UPDATE

Note: Per direction from airport staff, the Consultant has been advised to pause the master plan as of May 25, 2021. Certain elements related to the AGIS and environmental surveys will still be moving forward as they relate to information needed for FAA coordination and other project needs outside the master plan study process.

Status Update:

- Tasks associated with the AGIS survey continue. Most recently, data is being compiled for mapping updates that will ultimately be included in the Airport Layout Plan (ALP). Survey data is also being collected for input into future approach/obstruction analyses
- Environmental survey reports associated with biological and cultural resource evaluations are in progress.

Project Percent Complete: The project is 41 percent complete through July 2021.

CAMARILLO AIRPORT – AIRFIELD GEOMETRY AND DRAINAGE STUDY

Status Update: No change from June 2021.

- Discussion has been undertaken with airport staff on re-engaging this study process to evaluate the future reconstruction of Runway 8-26.
- "Draft" aviation demand forecasts have been prepared and were coordinated with airport staff on July 5, 2019. The current master plan will re-evaluate aviation demand forecasts for input into this study.
- On-site surveying has been conducted by a Subconsultant for further input in the airfield drainage study.

Upcoming Action Items:

- Coordination as needed with airport staff and the FAA to determine course of action in relationship to master plan process and future design.
- Recommended airfield drainage enhancements pending the drainage study.

Project Percent Complete: The project is 41 percent complete through July 2021.

OXNARD AIRPORT – AIRPORT LAYOUT PLAN UPDATE / NARRATIVE REPORT

Status Update:

- The "draft" Narrative Report, "draft" ALP Drawing Set, and associated ALP SOP 2.00 Checklist and Exhibit A SOP 3.00 Checklist were re-submitted to the FAA for review on July 26, 2021.

Upcoming Action Items:

- Appropriate revisions will be made to the Narrative Report and ALP Drawing Set pending comments from the FAA.
- Final documents will be prepared upon review and approval of the ALP Drawing Set.

7c8

Project Percent Complete: The project is at 100 percent per Invoice #18MP01-24 dated July 6, 2021, for airport staff to coordinate with the FAA to close out the AIP grant. It is understood that the Narrative Report and ALP Drawing Set will be finalized per direction from airport staff at a later date.

ANNUAL CONSULTING SERVICES CONTRACT (AEA No. 21-01)

Status Update:

- The Consultant prepared an update to the Oxnard Airport Wildlife Hazard Management Plan (WHMP) and provided it to airport staff on July 8, 2021.
- A Subconsultant conducted a training program associated with the WHMP Update on July 7, 2021.

Upcoming Action Items:

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

PROJECT STATUS REPORT
Ventura County, Department of Airports

Prepared by Mead & Hunt, Inc
 Revision Date 2021-09-19



Mead & Hunt No. County No. Grant No.	Airport	Description	Status	Percent Complete	Action Item
3168900-132415.05 AEA 18-06 AIP - 036	CAMARILLO	CONSTRUCTION SERVICES NORTHEAST HANGAR DEVELOPMENT, PHASE 1 Construction of the Phase 1 project, which includes 3 rows of hangars and surrounding pavement/drainage and the extension of water, sewer, and electrical services.	a) Construction commenced on 12-5-19. b) Pavement study (APMS) to be removed from Mead & Hunt scope of work; final costs and draft amendment prepared for County review (net increase contract amount of \$3,666). c) Contract work complete, final amendment only item remaining to close the contract.	99%	a) County preparing amendment request for anticipated approval in September.
3168900-190121.02 AEA 20-03 AIP - 037	CAMARILLO	CONSTRUCTION SERVICES TAXIWAYS H PAVEMENT REHABILITATION Surface treatment and remarking of Taxiway H.	a) Construction complete after application of second coat of pavement markings performed February 24, 25 and 26. b) As-Built version of the plans has been prepared. c) The Final Closeout Report (FCR) is done except for section 8 (Construction Cost).	99%	a) Finalize section 8 of FCR once final back charging to contractor water use is determined.
22069-181879.01 AEA 18-13 AIP - N/A	CMA & OXR	DESIGN SERVICES OXR AND CMA DBE UPDATES (2020-2021) Develop DBE program and goals as well as prepare yearly reports.	a) CMA & OXR i) Programs and goals submitted and approved. ii) Programs and goals reporting. iii) Submit 2020 year end reports (FAA accepted)	90%	a) None at this time.



7c10

August 10, 2021

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 – July 2021

Dear Mrs. Powers,

Below is a summary of the tasks completed during the month of July 2021, by Jviation and our subconsultants for the Camarillo Airport:

Airport Capital Improvement Plan (ACIP) Update

- There is no change in the status of this task from July 2021.
- **Upcoming:**
 - Jviation will wait for direction from the Sponsor on any future tasks.

AIP Project No. 3-06-0339-039-2021 (Conceptual Design for 2025 Runway/Taxiway Reconstruction)

- There is no change in the status of this task from July 2021.
- **Upcoming:**
 - Sponsor approval of the proposed fees from Jviation and Coffman Associates.

Runway 8-26 Centerline Pavement Cracks

- On July 12 and 13, 2021, the Sponsor and Jviation coordinated on the scope of work submitted by Jviation for this proposed project. Jviation also provided the Sponsor with a preliminary cost estimate for an 8-foot-wide pavement repair option of the Runway 8-26 centerline.
- On July 23, 2021, the Sponsor and Jviation coordinated on the inspection report completed by airport operations staff. The inspection report showed the cracks on the Runway 8-26 centerline and taxiway pavement areas continue to grow.
- On August 4, 2021, the Sponsor and Jviation had a conference call to discuss possible ways to repair the Runway 8-26 centerline and taxiway pavement areas. Also discussed were possible ways to approach the FAA about participating in this project.
- On August 9, 2021, Jviation joined airport operations staff on the Runway 8-26 and taxiway pavement inspection.
- **Upcoming:**
 - Conference call with the Sponsor and Jviation to discuss possible ways to repair the Runway 8-26 centerline and taxiway pavement areas.
 - Conference call with the Sponsor, FAA, and Jviation to discuss the repairs on the Runway 8-26 centerline and taxiway pavement areas.

7011

On-Call Services: Aquarium Plaza Business Park

- There is no change in the status of this task from July 2021.
- **Upcoming:**
 - All tasks associated with this project are completed and it will be removed from the status update.

On-Call Services: Industrial Building

- There is no change in the status of this task from July 2021.
- **Upcoming:**
 - All tasks associated with this project are completed and it will be removed from the status update.

On-Call Services: East End Hangar Development

- There is no change in the status of this task from July 2021.
- **Upcoming:**
 - All tasks associated with this project are completed and it will be removed from the status update.

On-Call Services: Compass Rose Painting

- There is no change in the status of this task from July 2021.
- **Upcoming:**
 - Jviation will wait for direction from the Sponsor 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. Dave Nafie – County of Ventura Department of Airports
Mr. Travis Vallin, Mr. JD Ingram, Mr. Jason Virzi, Mr. Mike Quinn, Mr. Jon Noble, Mrs. Marisa Fluhr,
Ms. Amanda Gross – Jviation
File

August 11, 2021

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 – July 2021

Dear Mrs. Powers,

Below is a summary of the tasks completed during the month of July 2021, 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 July 2021, Jviation, the Sponsor, and Mead & Hunt coordinated on this project. This included coordination with the FAA.
- Throughout the month of July 2021, Jviation, the Sponsor, and Mead & Hunt coordinated with the Prime Contractor, Sully-Miller. This included responding to requests for information (RFI), material submittals, construction contract, and scheduling construction activities.
- On July 6, 2021, the third public workshop was held for this project. It was attended by the Sponsor, Jviation, Mead & Hunt, and Arellano Associates.
- On July 7, 2021, Jviation virtually attended the Airport Advisory Commission Meeting.
- On July 7, 2021, the Sponsor indicated the construction information flyer prepared by Jviation would be posted to the County's website.
- On July 8, 2021, Jviation virtually attended the CAA/OAA Meeting.
- On July 14, 2021, the Sponsor, Jviation, and Sully-Miller had a conference call to discuss Sully-Miller's safety procedures and record.
- On July 14, 2021, the Sponsor provided Jviation with the contract for construction management services that will be presented to the Airport Board for approval.
- On July 20, 2021, the Sponsor informed Jviation that the contract for construction management services did not make the Airport Board agenda and it is set for approval on July 27, 2021.
- On July 20, 2021, Jviation provided the Sponsor with requested revisions to the contract for construction management services. The Sponsor provided a response from the County Counsel on July 21, 2021. Jviation and the Sponsor coordinated on this contract on July 22, 2021.
- On July 21, 2021, the Sponsor, Jviation, and Sully-Miller had a conference call to discuss the timing of the construction contract and Notice to Proceed as well as the conformed construction drawings being prepared by Mead & Hunt.
- On July 22, 2021, Sully-Miller was issued the conformed set of construction drawings and associated AutoCAD files.
- On July 22, 2021, the Notice to Proceed No. 1 for Mobilization Element 1, Phase 1 was issued to Sully-Miller.
- On July 26, 2021, Jviation was on-site for a pre-job walk and coordinating pre-construction activities with Sully-Miller and their subcontractors.

- On July 27, 2021, the Sponsor provided Jviation with the contract for construction management services for signature. Jviation returned the contract with signatures and the certificate of insurance on July 29, 2021.
- On July 28, 2021, Jviation conducted the pre-construction meeting for this project, and it was attended by the Sponsor, FAA, Sully-Miller, and subcontractors for Jviation and Sully-Miller. Jviation issued the meeting minutes to all attendees on July 29, 2021.
- On August 4, 2021, Jviation was on-site during the closure of Runway 7-25 for pre-construction investigations associated with Mobilization Element 1.
- On August 5, 2021, the Sponsor informed Jviation that signatures were needed in Exhibit D of the contract for construction management services. Jviation returned with contract with the signatures in Exhibit D the same day.
- On August 6, 2021, the Notice to Proceed No. 2 for Construction Element, Phase 1 and for Mobilization Element 1, Phase 2 was issued to Sully-Miller.
- On August 6, 2021, construction activities for the reconstruction of Runway 7-25 began.
- On August 9, 2021, Jviation submitted the first weekly Construction Progress and Inspection Report to the FAA and Sponsor.
- On August 10, 2021, Jviation conducted the first weekly construction meeting for this project, and it was attended by the Sponsor, FAA, Sully-Miller, and subcontractors for Jviation and Sully-Miller.
- **Upcoming:**
 - Jviation will continue construction project coordination with the Sponsor and Sully-Miller.
 - Jviation will be on-site monitoring construction activities completed by Sully-Miller and their subcontractors.
 - FAA will host the Safety Risk Management (SRM) Panel for this project on August 11, 2021.
 - Sully-Miller will host the Partnering Workshop for this project on August 12, 2021.
 - The QA/QC Meeting will be conducted on August 13, 2021.

Airport Capital Improvement Plan (ACIP) Update

- There is no change in the status of this task from July 2021.
- **Upcoming:**
 - Jviation will wait for direction from the Sponsor 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. Dave Nafie – County of Ventura Department of Airports
Mr. Travis Vallin, Mr. JD Ingram, Mr. Jason Virzi, Mr. Mike Quinn, Mr. Jon Noble, Mrs. Marisa Fluhr,
Ms. Amanda Gross – Jviation
File

**AIRPORT TENANT
PROJECT STATUS
August 30, 2021**

CAMARILLO

- Airport Properties Limited (APL) Row I plans submitted to Airport for final review and approval before County Agency permits can be issued. APL coordinating with Airport for FAA required NEPA review. CSPP and SWPPP also submitted for Airport consultation.
- CloudNine Development project construction initial grading complete. Additional permits pending.

OXNARD

- None

OTHER

- None

7d

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

August 2021

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	Const Comp		
5	CMA TWY's A, E, F, and Run-up Area Pavement Marking Improvements	\$18,285		<u>Mead & Hunt</u>	TBD	TBD	TBD	TBD	75	Airport marking project at TWY A and other pavement markings due for refresh will be addressed at a later date.
5	CMA RWY Centerline and TWY Alpha Repair	TBD		<u>Jviation</u>	TBD	TBD	TBD	TBD	TBD	Jviation developing SOW for design, bid and construction management.
3 & 5	OXR & CMA Disadvantaged Business Enterprise Program Goal Updates and Annual Reports	\$17,985		<u>Mead & Hunt</u>	N/A	8/14/18	N/A	N/A	95	CMA & OXR plans approved by FAA. Annual accomplishment reports approved by FAA.
3	OXR PFAS Supplemental Plan/Sampling & Monitoring	\$6,500 137,000		<u>Ninyo & Moore</u>	N/A	1/19/21	N/A	3/29/21	100	The CA State Water Board requires Part 139 Airports that have discharged firefighting foam to develop a work plan and perform testing. Soil sampling and report submitted to State Water Board. New order requires additional workplan and sampling/monitoring. Results of this round of sampling were submitted and the Water Board has identified additional sampling needed. Consultant providing amendment to Airport for approval.

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Note: Shaded boxes indicate changes from previous month

CMA – Camarillo Airport

OXR – Oxnard Airport

TBD – To be determined

CCO – Contract Change Orders

CUE – Camarillo Utility Enterprise

7e2

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

August 2021

Sup. Dist.	Project Name Spec. Number	Estimate Low Bid	CCO's Claims	Design Engl. Contractor	Estimated Schedule or Actual Dates				% Compl Design / Const.	Remarks
					Bid Date	Contract Award	Const Start	Const Comp		
5	NE Hangar Development, Phase 1	\$7,126,202 \$7,950,236	\$45,658 0	Mead & Hunt Toro Enterprises	8/15/17	10/17/17	12/5/19	2/12/21	100 100	Construction complete. Project construction closeout complete. Final construction contract amount: \$7,840,161.
5	CMA Airfield Geometry Study and Drainage Study for RWY & TWY Reconstruction	\$147,300		Coffman Assoc.	N/A	1/24/19	N/A	TBD	41	Draft forecasts for geometry study to be refreshed with the Airport Master Plan process. Drainage survey for RWY reconstruction underway to allow for 2025 planned construction.
5	TWY H Pavement Rehabilitation (Seal Coat)	\$273,576 \$213,351		Mead & Hunt, Maxwell Asphalt	6/25/19	8/15/19	4/20/20	TBD	100 99	Final striping complete. Closeout paperwork underway.
5	CMA System Master Plan Update	\$741,094		Coffman Associates	N/A	9/24/20	9/30/20	TBD	41	First public workshop date held May 13, 2021. Based on workshop feedback, the master plan has been paused to address main community concerns. Certain elements related to the AGIS and environmental surveys will still be moving forward as they relate to information needed for FAA coordination and other project needs outside the master plan study process.

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		
3	OXR Airport Layout Plan Update	\$246,176		Coffman Assoc.	N/A	10/17/17	N/A	12/30/19	100	Work complete, pending FAA review and approval. Revised draft full ALP set submitted to FAA on 7/26/21 for review and comment or approval.
3	OXR RWY & TWY Connector Transitions Reconstruction	\$12,832,636 \$12,274,001		Mead Hunt Sully-Miller Inc.	4/29/21	7/20/21	7/23/21	2/28/21	100	Construction underway and on schedule. OXR RWY & TWY's closed August 4 th -November 4, 2021 for Phase 1 reconstruction. Schedule for Phase 2 work to groove and stripe the runway will be accomplished as night work – schedule TBD.

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

7e4

County of Ventura
 Department of Airports
 Fund: E300
 Statement of Net Assets
 As of June 30, 2021
 (Unaudited)

ASSETS

Cash	\$	15,608,400
Cash - petty cash/change fund		500
Receivables:		
Accounts receivable (Net of allowance for Uncollectable accounts of \$20,000)		185,200
Interest receivable		5,400
Grants receivable		158,900
Due from other funds		7,200
Capital assets:		
Easements		848,800
Land		9,362,500
Land improvements		48,676,400
Building & Improvements		18,399,500
Equipment		1,254,800
Vehicle		989,700
Construction in Progress		13,848,500
Accumulated depreciation		(48,074,600)
Deferred outflows related to pensions		794,800
Total assets	\$	<u><u>62,066,000</u></u>

LIABILITIES

Accounts payable	\$	25,300
Accrued liabilities		333,800
Short-term compensated absences		146,300
Due to other funds - GSA, ITS, PWA		99,400
Unearned revenue (prepayments)		125,400
Security deposit		776,800
Unreserved overpayments		234,200
Long-term compensated balances		74,200
Net pension liability		1,660,300
Deferred inflows related to pensions		264,500
Total liabilities	\$	<u><u>3,899,000</u></u>

NET ASSETS

Invested in capital assets net of related debt	\$	45,305,600
Unrestricted Net Assets		12,861,400
Total net assets		<u><u>58,167,000</u></u>
Total liabilities and net assets	\$	<u><u>62,066,000</u></u>

7F1

County of Ventura
 Department of Airports
 Fund: E300
 Statement of Cash Flows
 July 1, 2020 thru June 30, 2021
 (Unaudited)

Operating Activities:

Permits	\$	44,647
Fines and penalties		15,833
Rents and concessions		2,857,426
Percentage lease rent		168,357
Tiedown rents		106,000
Hangar rents		871,145
Land rent - hangars		528,707
Transient tiedown rents		5,310
Landing fees		85,698
Parking fees		9,952
Gas & oil fuel flow percentage		294,531
% rent-all other gross rec		2,318,902
Insurance claims		2,388
Miscellaneous		32,019
Salaries & Benefits		(3,248,393)
Service & Supplies		(1,945,565)
Interest Received		198,041
Interest Paid		
Prepay/Security Deposit		(76,391)
CUE tax assessment		
		2,268,608
Cash Provided by Operating Activities	\$	2,268,608

Investing Activities:

State and federal grants		2,811,708.38
Fixed asset sales/(purchases)		(19,814)
Capital Expenditures		(6,876,186.59)
		(4,084,292)
Cash Used in Investing Activities		(4,084,292)

Financing Activities:

Transfers out to other funds **		
Principal Payment on Short & Long Term Debt		
		-
Cash Provided by Financing Activities		-
Increase (Decrease) in Cash & Equivalents	\$	(1,815,684)
Cash & Equivalents-Beginning of Year	\$	17,424,084
Cash & Equivalents-End of Period	\$	15,608,399

7f2

County of Ventura
Airport Enterprise-Camarillo Oxnard
Statement of Revenues and Expenses
July 1, 2020 thru June 30, 2021
(Rounded to the nearest hundred)
(Unaudited)

	Camarillo	Oxnard	Total
Revenues:			
Permits	\$ 42,800	\$ 2,900	\$ 45,700
Fines and penalties	8,300	9,200	17,500
Rents and concessions	2,430,800	267,800	2,698,600
Percentage lease rent	72,100	117,100	189,200
Tiedown rents	100,400	2,500	102,900
Hangar rents	558,900	317,600	876,500
Land rent - hangars	417,400	115,800	533,200
Transient tiedown rents	4,300	1,100	5,400
Landing fees	89,700	16,800	106,500
Parking fees	-	10,000	10,000
Gas & oil fuel flow percentage	233,200	64,500	297,700
% rent-all other gross rec	1,898,300	515,400	2,413,700
Miscellaneous	29,200	2,900	32,100
Total operating revenues	\$ 5,885,400	\$ 1,443,600	\$ 7,329,000

Expenditures:			
Current:			
Salaries and wages	\$ 1,557,200	\$ 390,500	\$ 1,947,700
Benefits	972,600	346,000	1,318,600
Admin salaries allocated to Oxnard Airport	(279,300)	279,300	-
Agricultural	5,200	4,800	10,000
Uniforms and clothing	6,400	12,000	18,400
Communications	68,100	11,300	79,400
Household expense	20,500	49,000	69,500
Insurance	32,100	17,300	49,400
Indirect county costs	64,900	19,900	84,800
Maintenance-equipment	46,100	22,400	68,500
Maintenance-building and improvements	196,600	175,000	371,600
Memberships and dues	6,400	1,400	7,800
Miscellaneous expense	22,900	149,800	172,700
Office expense	38,400	3,600	42,000
Professional and specialized services	478,200	56,500	534,700
Rents and leases - equipment	43,400	3,000	46,400
Small tools and equipment	30,900	1,600	32,500
Transportation charges	91,000	83,000	174,000
Conference and seminars	1,400	-	1,400
Utilities	225,900	132,500	358,400
Education, books and training	16,600	1,300	17,900
Taxes and licenses	-	-	-
Bad debts	-	-	-
Depreciation	966,200	956,500	1,922,700
Total operating expenditures	\$ 4,611,700	\$ 2,716,700	\$ 7,328,400

7f3

County of Ventura
 Airport Enterprise-Camarillo Oxnard
 Statement of Revenues and Expenses
 July 1, 2020 thru June 30, 2021
 (Rounded to the nearest hundred)
 (Unaudited)

	Camarillo	Oxnard	Total
Operating income (loss)	\$ 1,273,700	\$ (1,273,100)	\$ 600
Non-operating revenues (expenses):			
State and federal grants	\$ -	\$ -	\$ -
CARES COVID-19 Grants	263,000	27,200	290,200
Contribution to Outside Agency	-	-	-
Gain/Loss Disposal Fixed Asset	-	-	-
Interest income	94,800	-	94,800
Insurance proceeds	-	2,400	2,400
Other Loan Interest Payment	-	-	-
Total non-operating revenues (expenses)	<u>357,800</u>	<u>29,600</u>	<u>387,400</u>
Income (loss) before transfers	1,631,500	(1,243,500)	388,000
Other financing sources (uses):			
Transfers in	-	-	-
Transfers Out	-	-	-
Operating Gain/(Loss)	<u>\$ 1,631,500</u>	<u>\$ (1,243,500)</u>	<u>\$ 388,000</u>
Operating Gain/(Loss) before Depreciation	<u>\$ 2,597,700</u>	<u>\$ (287,000)</u>	<u>\$ 2,310,700</u>

7f4

County of Ventura
Airport Enterprise-Camarillo
Budget to Actual
July 1, 2020 thru June 30, 2021
(Rounded to the nearest hundred)
(Unaudited)

	Adopted Budget as of Jun 2021	Adjusted Budget as of Jun 2021	YTD Actuals & Accruals thru Jun 2021	% Variance
Revenues:				
Permits	\$ 6,316	\$ 6,316	\$ 42,800	678%
Fines and penalties	10,062	10,062	8,300	82%
Rents and concessions	2,163,950	2,163,950	2,430,800	112%
Percentage lease rent	131,475	131,475	72,100	55%
Tiedown rents	86,800	86,800	100,400	116%
Hangar rents	625,891	625,891	558,900	89%
Land rent - hangars	416,006	416,006	417,400	100%
Transient tiedown rents	4,489	4,489	4,300	96%
Landing fees	66,906	66,906	89,700	134%
Parking fees	-	-	-	0%
Gas & oil fuel flow percentage	236,103	236,103	233,200	99%
% rent-all other gross rec	1,860,142	1,860,142	1,898,300	102%
Miscellaneous	30,695	30,695	29,200	95%
Total operating revenues	<u>\$ 5,638,835</u>	<u>\$ 5,638,835</u>	<u>\$ 5,885,400</u>	<u>104%</u>
Expenditures:				
Current:				
Salaries and wages	\$ 1,611,399	\$ 1,611,399	\$ 1,557,200	97%
Benefits	1,192,165	1,192,165	972,600	82%
Admin Salary allocated to Oxnard Airport	(301,627)	(301,627)	(279,300)	93%
Agricultural	36,380	36,380	5,200	14%
Uniforms and clothing	15,040	15,040	6,400	43%
Communications	66,013	66,013	68,100	103%
Household expense	30,100	30,100	20,500	68%
Insurance	40,125	40,125	32,100	80%
Indirect county costs	64,853	64,853	64,900	0%
Maintenance-equipment	86,000	86,000	46,100	54%
Maintenance-building and improvements	323,408	323,408	196,600	61%
Medical	1,580	1,580	-	0%
Memberships and dues	8,999	8,999	6,400	71%
Miscellaneous	27,382	30,983	22,900	74%
Office expense	44,806	44,806	38,400	86%
Professional and specialized services	500,018	647,471	478,200	74%
Rents and leases - equipment	30,800	38,600	43,400	112%
Small tools and equipment	22,977	36,383	30,900	85%
Transportation charges	88,006	88,006	91,000	103%
Conference and seminars	54,650	54,650	1,400	3%
Utilities	190,025	190,025	225,900	119%
Education, books and training	17,310	17,310	16,600	96%
Taxes and licenses	59,617	59,617	-	0%
Bad debts	20,000	20,000	-	0%
Depreciation	958,239	958,239	966,200	101%
Total operating expenditures	<u>\$ 5,188,265</u>	<u>\$ 5,360,525</u>	<u>\$ 4,611,700</u>	<u>86%</u>
Operating income (loss)	<u>\$ 450,570</u>	<u>\$ 278,310</u>	<u>\$ 1,273,700</u>	<u>458%</u>

7f5

County of Ventura
 Airport Enterprise-Camarillo
 Budget to Actual
 July 1, 2020 thru June 30, 2021
 (Rounded to the nearest hundred)
 (Unaudited)

	Adopted Budget as of Jun 2021	Adjusted Budget as of Jun 2021	YTD Actuals & Accruals thru Jun 2021	% Variance
Non-operating revenues (expenses):				
State and federal grants	\$ -	\$ -	\$ 263,000	
Contribution to Outside Agency	(5,000)	(5,000)	-	
Gain/Loss Disposal Fixed Asset	-	-	-	
Interest income	297,435	297,435	94,800	32%
Interest expense	-	-	-	
Other loan payments	-	-	-	
Total non-operating revenues (expenses)	292,435	292,435	357,800	122%
Income (loss) before transfers	743,005	570,745	1,631,500	286%
Other financing sources (uses):				
Transfers in	-	-	-	-
Transfers Out	-	-	-	-
Operating Gain/(Loss)	\$ 743,005	\$ 570,745	\$ 1,631,500	286%
Operating Gain/(Loss) before Depreciation	\$ 1,701,244	\$ 1,528,984	\$ 2,597,700	170%

7f6

County of Ventura
Airport Enterprise-Oxnard
Budget to Actual
 July 1, 2020 thru June 30, 2021
 (Rounded to the nearest hundred)
 (Unaudited)

	Adopted Budget as of Jun 2021	Adjusted Budget as of Jun 2021	YTD Actuals & Accruals thru Jun 2021	% Variance
Revenues:				
Permits	\$ 3,072	\$ 3,072	\$ 2,900	94%
Fines and penalties	3,674	3,674	9,200	250%
Rents and concessions	92,362	92,362	267,800	290%
Percentage lease rent	143,249	143,249	117,100	82%
Tiedown rents	3,258	3,258	2,500	77%
Hangar rents	333,826	333,826	317,600	95%
Land rent - hangars	109,685	109,685	115,800	106%
Transient tiedown rents	100	100	1,100	1100%
Landing fees	19,494	19,494	16,800	86%
Parking fees	18,962	18,962	10,000	53%
Gas & oil fuel flow percentage	56,743	56,743	64,500	114%
% rent-all other gross rec	532,440	532,440	515,400	97%
Miscellaneous	2,400	2,400	2,900	121%
Total operating revenues	<u>\$ 1,319,265</u>	<u>\$ 1,319,265</u>	<u>\$ 1,443,600</u>	<u>109%</u>
Expenditures:				
Current:				
Salaries and wages	\$ 377,578	\$ 377,578	\$ 390,500	103%
Benefits	377,021	377,021	346,000	92%
Admin salaries allocated from Camarillo Airport	-	291,627	279,300	96%
Oxnard Airport refurbishment funds	-	(83,000)	-	0%
Agricultural	3,080	3,080	4,800	156%
Uniforms and clothing	15,691	15,691	12,000	76%
Communications	12,434	12,434	11,300	91%
Household expense	46,452	46,452	49,000	105%
Insurance	9,274	9,274	17,300	187%
Indirect county costs	19,892	19,892	19,900	0%
Maintenance-equipment	63,400	63,400	22,400	35%
Maintenance-building and improvements	110,952	283,517	175,000	62%
Medical	650	650	-	0%
Memberships and dues	1,995	1,995	1,400	70%
Miscellaneous expense	26,492	41,492	149,800	361%
Office expense	6,795	6,795	3,600	53%
Professional and specialized services	86,670	92,217	56,500	61%
Rents and leases - equipment	7,200	7,200	3,000	42%
Small tools and equipment	5,068	5,068	1,600	32%
Transportation charges	49,126	49,126	83,000	169%
Conference and seminars	31,650	31,650	-	0%
Utilities	101,148	101,148	132,500	131%
Education, books and training	1,300	1,300	1,300	0%
Bad debts	15,000	15,000	-	0%
Depreciation	950,022	950,022	956,500	101%
Total operating expenditures	<u>\$ 2,318,890</u>	<u>\$ 2,720,629</u>	<u>\$ 2,716,700</u>	<u>100%</u>
Operating income (loss)	<u>\$ (999,625)</u>	<u>\$ (1,401,364)</u>	<u>\$ (1,273,100)</u>	<u>91%</u>

7f7

County of Ventura
 Airport Enterprise-Oxnard
 Budget to Actual
 July 1, 2020 thru June 30, 2021
 (Rounded to the nearest hundred)
 (Unaudited)

	Adopted Budget as of Jun 2021	Adjusted Budget as of Jun 2021	YTD Actuals & Accruals thru Jun 2021	% Variance
Non-operating revenues (expenses):				
State and federal grants	\$ -	\$ -	\$ 27,200	
Contribution to Outside Agency	-	-	-	
Gain/Loss Disposal Fixed Asset	-	-	-	
Insurance Proceeds	-	-	2,388	
Other Loan Interest Payment	-	-	-	
Total non-operating revenues (expenses)	-	-	29,588	
Income (loss) before transfers	(999,625)	(1,401,364)	(1,243,512)	89%
Other financing sources (uses):				
Transfers in	-	-	-	-
Transfers Out	-	-	-	-
Operating Gain/(Loss)	\$ (999,625)	\$ (1,401,364)	\$ (1,243,512)	89%
Operating Gain/(Loss) before Depreciation	\$ (49,603)	\$ (451,342)	\$ (287,012)	64%

7f8

**DEPARTMENT OF AIRPORTS
2021 MEETING SCHEDULES**

AAC/CAA/OAA

AVIATION ADVISORY COMMISSION	CAMARILLO & OXNARD AUTHORITIES
January 11	January 14
February 11	February 11
March 1	March 11
April 5	April 8
May 10 (CANCELED)	May 13 (CANCELED)
June 7	June 10
July 7 (DUE TO HOLIDAY)	July 8
August 2 (CANCELED)	August 12 (CANCELED)
September 9 @ 5:00 p.m. (DUE TO HOLIDAY)	September 9
October 4	October 14
November 1	November 1 @ 5:00 p.m. (DUE TO HOLIDAY)
December 6	December 9

The Aviation Advisory Commission meets on the first Monday of the month (exceptions are noted above in yellow highlight) at 7:00 p.m. in the Department of Airports Administration Office, 555 Airport Way, Suite B, Camarillo, CA 93010, unless otherwise noted on the agenda.

The Camarillo & Oxnard Airport Authorities meet jointly on the second Thursday of the month (exceptions are noted above in green highlight) at 6:30 p.m. in the Department of Airports Administration Office, 555 Airport Way, Suite B, Camarillo, CA 93010, unless otherwise noted on the agenda.



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

ESTIMATE FOR PUBLIC RECORDS REQUEST of June 23, 2021

Date: July 8, 2021
To: Scott Barer
Request: #1 & #4 "All documents and communications related to the Joint Powers Agreement between the County of Ventura and the City of Camarillo regarding the operation of Camarillo Airport."

Hours	Items	Description	Unit Price	Total
4.5		Research, review & copy	24.00	108.00
1		Review by County Counsel of items Subject to PRR	24.00	24.00
	33	Estimated number of pages	.03	.99
			Subtotal	\$ 132.99

Request: #2 & 5 "All documents and communications related to proposed modification to the Agreement between the County of Ventura and City of Camarillo pertaining to Camarillo Airport Development and surrounding land use".

Hours	Items	Description	Unit Price	Total
1.0		Research, review & copy	24.00	24.00
0		Review by County Counsel of items Subject to PRR	24.00	0.00
	4	Estimated number of pages	.03	.12
			Subtotal	\$24.12

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Request: #3 & #6 "All documents and communications related to the letter dated April 13, 2021 from Kip Turner to Greg Ramirez regarding 'Agreement between County of Ventura and City of Camarillo pertaining to Camarillo Airport Development and Surrounding Land Use' (referred to in the letter as the "Agreement"). Limited to Documents related to the County's assertion that 'the Agreement needs to be amended to ensure it meets the County's needs and comports with applicable law and current FAA requirements' as set forth in the April 13, 2021 letter"

<u>Hours</u>	<u>Items</u>	<u>Description</u>	<u>Unit Price</u>	<u>Total</u>
.5		Research, review & copy	24.00	12.00
0		Review by County Counsel of items Subject to PRR	24.00	0.00
	0	Estimated number of pages	.03	0.00
			Subtotal	\$12.00

Request: #7 "All documents related to communications with representatives of the CloudNine development (including, without limitation, Ronald Rasak and/or Nicholas "Nick" Martino) related to the County's assertion the Agreement between County of Ventura and City of Camarillo pertaining to Camarillo Airport Development and Surrounding Land Use needs to be amended to ensure it meets the County's needs and comports with applicable law and current FAA requirements"

<u>Hours</u>	<u>Items</u>	<u>Description</u>	<u>Unit Price</u>	<u>Total</u>
2.0		Research, review & copy	24.00	48.00
.5		Review by County Counsel of items Subject to PRR	24.00	12.00
	10	Estimated number of pages	.03	.30
			Subtotal	\$60.30

8a2

Request: #8 and #9 "All communications with representatives of Amazon, Inc. (including, without limitation, any parent, subsidiary or related entities or organizations including, without limitation Amazon Air or Amazon Global air, hereinafter referred to as the "Amazon Entities" or "Amazon Entity") and any documents related to any Amazon Entity utilizing Camarillo Airport for aircraft and/or cargo operations."

<u>Hours</u>	<u>Items</u>	<u>Description</u>	<u>Unit Price</u>	<u>Total</u>
.5		Research, review & copy	24.00	12.00
0		Review by County Counsel of items Subject to PRR	24.00	0.00
	60	Estimated number of pages	.03	1.80
			Subtotal	\$13.80
-2.0		First 2 hours, deducted per Ord No 4339	24.00	(48.00)

Total Due \$195.21

The above is only an estimate. The estimate also includes redaction of private information as needed.

8a3

OXNARD AIRPORT RUNWAY 7-25 RECONSTRUCTION

Date of Runway and Taxiways Closure: August 4, 2021

Duration of Runway and Taxiways Closure: 91 Calendar Days

Anticipated Date of Runway and Taxiways Reopening: November 4, 2021

PROJECT DESCRIPTION

The construction project will consist of the reconstruction of Runway 7-25 at the Oxnard Airport. Airport operations on Runway 7-25 and all taxiways will be closed for 91 calendar days starting on August 4, 2021. The reconstruction of Runway 7-25 will include the removal of the existing pavement section, construction of a new pavement section, pavement shoulder improvements, installation of a new underdrain system, application of pavement markings, modifications to existing storm sewer infrastructure, and improvements to airfield electrical infrastructure. Runway 7-25 will also be closed at night for 14 calendar days in late 2021 or early 2022 and more information will be provided once the construction schedule is determined for this work. This runway closure will be required to groove the new pavement surface and for the application of pavement markings.

Project updates can be found on the County of Ventura Department of Airports website.



COUNTY of VENTURA
Department of Airports



8b



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

August 20, 2021

VIA HAND DELIVERY

Greg Ramirez
City Manager
City of Camarillo
601 Carmen Drive
Camarillo, CA 93010

RE: Agreement Regarding Cloud Nine Hangar Development Project at the Camarillo Airport

Dear Mr. Ramirez:

Enclosed please find four original copies of the Agreement between the City of Camarillo and the County of Ventura regarding the Cloud Nine Hangar Development Project at the Camarillo Airport. I have signed the copies and request that you kindly sign where indicated. I would also request that you arrange for the Agreement to be signed by Brian Pierik, City Attorney. Please return the four original copies of the Agreement to my attention at your earliest opportunity. I will then arrange for County Counsel to sign the Agreement and provide you with two original copies for your records.

Sincerely,



DAVE NAFIE, C.M.
Interim Director of Airports

Enclosures





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

September 2, 2021

VIA HAND DELIVERY

Greg Ramirez
City Manager
City of Camarillo
601 Carmen Drive
Camarillo, CA 93010

RE: Agreement Regarding Cloud Nine Hangar Development Project at the Camarillo Airport

Dear Mr. Ramirez:

Enclosed please two signed original copies of the Agreement between the City of Camarillo and the County of Ventura regarding the Cloud Nine Hangar Development Project at the Camarillo Airport.

Sincerely,



DAVE NAFIE, C.M.
Interim Director of Airports

Enclosures

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