

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY
AND RECORD OF ACTION**

March 28, 2023

FROM

JAMES E. JENKINS, Director, Department of Airports

DON DAY, Director, Project and Facilities Management Department

SUBJECT

Capital Improvement Projects and Federal Aviation Administration Airport Improvement Program Grant Applications for Chino Airport

RECOMMENDATION(S)

1. Approve the following Capital Improvement Program projects for the Chino Airport:
 - a. Capital Improvement Program Project No. 23-164 – Runway End Identifier Lights Project in the amount of \$2,417,734.
 - b. Capital Improvement Program Project No. 23-165 – Lighting Vault Upgrade Project in the amount of \$316,480.
2. Approve appropriation and revenue adjustment to fund the Capital Improvement Program projects and authorize the Auditor-Controller/Treasurer/Tax Collector to post the necessary budget adjustments, as detailed in the Financial Impact Section (Four votes required).
3. Authorize the Director of the Department of Airports to:
 - a. Execute and submit two non-binding Federal Aviation Administration Airport Improvement Program grant applications for the Runway End Identifier Lights Project for an estimated amount of \$1,651,652, and the Lighting Vault Upgrade Project for an estimated amount of \$229,588, for a total estimated amount of approximately \$1,881,240.
 - b. Execute and submit revised grant applications for the projects, if needed, based on receipt of project bids, subject to County Counsel review.
 - c. Accept and execute two grant agreements, if the applications are approved, subject to County Counsel review.
4. Direct the Director of the Department of Airports to transmit the non-binding Federal Aviation Administration Airport Improvement Program grant applications, and any resulting grant agreements, for the projects in Recommendation No. 3, to the Clerk of the Board of Supervisors within 30 days of execution.
5. Find that the Runway End Identifier Lights Project is exempt under the California Environmental Quality Act Guidelines, Existing Facilities Section 15301(a)(d), Class 1.
6. Find that the Lighting Vault Upgrade Project is exempt under the California Environmental Quality Act Guidelines, Existing Facilities Section 15301(a)(d), Class 1.
7. Approve plans and specifications for the Runway End Identifier Lights Project and the Lighting Vault Upgrade Project at the Chino Airport, located at 7000 Merrill Avenue in Chino.
8. Authorize the Director of the Project and Facilities Management Department to advertise for competitive bids for the Runway End Identifier Lights Project and the Lighting Vault Upgrade Project.
9. Direct the Clerk of the Board of Supervisors to file and post the Notice of Exemption for the Runway End Identifier Lights Project and the Lighting Vault Upgrade Project, as required under the California Environmental Quality Act Guidelines.

(Presenter: James E. Jenkins, Director, 387-8810)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Operate in a Fiscally-Responsible and Business-Like Manner.

FINANCIAL IMPACT

Approval of this item will not require the use of Discretionary General Funding (Net County Cost). The Capital Improvement Program (CIP) Runway End Identifier Lights (REILs) Project budget of \$2,417,734 and the Lighting Vault Upgrade (Vault) Project budget of \$316,480 will be almost entirely funded with the Department of Airports' Federal Aviation Administration (FAA) Airport Improvement Program (AIP) grant awards, in the estimated total amount of \$1,881,240. The FAA AIP grants, through the Non-Primary Entitlement Funds (Entitlement Funds), is expected to provide reimbursement of 90% of the total costs for the projects, based on the approved competitive bids for the projects. The remaining balance of the costs for the projects is expected to be funded with a 5% match from the California Department of Transportation (Caltrans), to be presented to the Board of Supervisors (Board) at a later date, and unspent funds from the Airport Capital Improvement Fund (631-100-2180). Revised grant applications may be submitted upon completion of the bid process when proposed costs are realized.

The following budget adjustments are necessary to establish the project budgets and transfer funds as invoiced by the Project and Facilities Management Department (PFMD):

Fund Center	Commitment Item/GL Account	Description	Action	Amount	WBSE
6311002180	40509094	Federal Grants	Increase	\$1,881,240	
6311002180	40408840	State Other	Increase	\$ 94,062	
6311002180	40909975	Operating Transfer In	Increase	\$ 758,912	
6311002180	55305030	Operating Transfer Out	Increase	\$2,734,214	
6311002182	37008880	F/B Res – Available Reserves	Decrease	\$758,912	
6311002182	55305030	Operating Transfer Out	Increase	\$ 758,912	
7700003100	40909975	Operating Transfer In	Increase	\$2,417,734	10.10.1460
7700003100	54304030	Structures & Improvements to Structures	Increase	\$2,417,734	10.10.1460
7700003100	40909975	Operating Transfers In	Increase	\$316,480	10.10.1461
7700003100	54304030	Structures & Improvements to Structures	Increase	\$316,480	10.10.1461

BACKGROUND INFORMATION

The Department of Airports (Department) is seeking approval to establish both the REILs Project and Vault Project (Projects). The item includes the request to allow the Director of the Department to submit and execute two non-binding FAA AIP grant applications, and execute two grant agreements for the Projects, if the applications are approved. Lastly, the Department is requesting authorization for PFMD to solicit bids for the Projects, located at the Chino Airport.

REILs are synchronized flashing lights located laterally on each side of the runway threshold and at both ends of each runway. Chino Airport has two runways without this safety feature and one runway requiring the REILs to be upgraded. The lights serve as positive identification of the approach end of a particular runway and identify a runway when there is a preponderance of other

lighting, there is a lack of contrast with the surrounding terrain, and during times of reduced visibility.

The Vault Project will support the installation of the REILs, and provide electrical upgrades to operate the computer systems and pilot-controlled REILs lighting.

The Projects advance the FAA AIP policy by improving airport safety as the Projects directly affect the day-and-night operations at the Chino Airport, and pilots are accustomed to having the REILs available for use. Chino Airport is the busiest in the County system and its role in the National Plan of Integrated Airports is at the National level, with over 600 validated based aircraft and approximately 198,888 flight operations in 2022.

The FAA AIP Non-Primary Entitlement Funds are allocated for general aviation airports. The Department receives an annual allocation of \$150,000 per airport of Entitlement Funds for four of the six Department-managed airports. However, use of the funds is subject to the Department's application for grant funds and the FAA's approval of proposed projects. The Department has three federal fiscal years to use the funds, and the annual allocations during these three years can be aggregated to fund larger projects. Funds can also be transferred among the four eligible Department-managed airports to fund larger projects.

Pursuant to the FAA process, the Department, on behalf of the County, as the Airport Sponsor, submitted non-binding pre-applications last December to notify the FAA of the County's intent to request grant funds to accomplish the Projects. The Projects were among those identified on the accepted Department FAA Capital Improvement Program (ACIP) list, which were a result of the FAA and County airfield operations special focus group. The FAA pre-application process assists with determining if the proposed project meets the criteria set forth in the ACIP.

For construction projects, the FAA's process requires the County to obtain bid amounts by May 2023, following the December pre-application submittal. Although the grant pre-applications state specific grant amounts, the revised applications will reflect any cost changes, as the construction bids are intended to confirm the grant amounts. A non-binding grant application is then submitted to the FAA to secure the allocated Entitlement Funds, and if approved, the County will be required to sign a grant contract, which will be brought back to the Board for ratification.

The FAA requires the grant applications and any resulting grant agreements to be executed electronically and the grant agreements have a very short time frame for the County's execution once issued. Approval of Recommendation No. 3 will allow the Director of the Department to execute and submit two grant applications and execute any resulting grant agreements related to the Projects, subject to County Counsel review.

PFMD recommends the Board find the Projects to be categorically exempt from further review under Section 15301, Class 1 Subsection (a)(d) Existing Facilities relative to electrical improvements and runway lighting upgrades of the California Environmental Quality Act Guidelines (CEQA) (Title 14, California Code of Regulations). As evidenced by the Notices of Exemption, Section 15301(a)(d), Class 1 provides categorical exemption for projects consisting of the repair, maintenance, or minor alteration of existing public structures or facilities involving negligible or no expansion of existing or former use. All work involved in the Projects is consistent with the Class 1 exemption and will not have a significant environmental impact.

PROCUREMENT

Upon approval of the Projects, PFMD will advertise for competitive bids for the Projects on March 31, 2023. A mandatory pre-bid meeting for prospective bidders is scheduled to be conducted on

April 12, 2023, at 10:00 a.m. at Chino Airport located at 7000 Merrill Avenue in Chino. The bid opening for the Projects is scheduled for May 10, 2023, at 10:00 a.m. at PFMD.

Pursuant to California Public Contract Code sections 22032 and 22039, the Board shall adopt plans, specifications, and working details for public projects exceeding \$200,000. Plans and specifications adopted for the Projects are on file with the Clerk of the Board.

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Agnes Cheng, Deputy County Counsel, and Katherine Hardy, Deputy County Counsel, 387-5455) on February 27, 2023; Purchasing Department (Bruce Cole, Supervising Buyer, 387-2148) on February 28, 2023; Project and Facilities Management (Robert Gilliam, Chief of Project Management, 387-5000) on February 28, 2023; Auditor-Controller/Treasurer/Tax Collector (Vanessa Doyle, Deputy Chief Controller, 382-3195) on March 7, 2023; Finance (Elias Duenas, Administrative Analyst, 387-4052, and Yael Verduzco, Principal Administrative Analyst, 387-5285) on March 13, 2023; and County Finance and Administration (Valerie Clay, Deputy Executive Officer, 387-5423) on March 13, 2023.