



City of Oceanside

300 North Coast Highway,
Oceanside, California 92054

Staff Report

File #: 25-645

Agenda Date: 3/26/2025

Agenda #: 14.

DATE: March 26, 2025

TO: Honorable Mayor and City Councilmembers

FROM: Public Works Department

TITLE: RESOLUTIONS APPROVING THE DESIGN OF EAST APRON RECONSTRUCTION AND DRAINAGE IMPROVEMENTS AND ACQUISITION OF AN AIRPORT SWEEPER FOR THE BOB MAXWELL MEMORIAL AIRFIELD; ACCEPTANCE OF GRANTS FROM THE FEDERAL AVIATION ADMINISTRATION; AND AWARDED WORK ORDER NOS. 2 AND 4 AS PART OF AN EXISTING CONSULTANT AGREEMENT WITH C&S ENGINEERS, INC.

RECOMMENDATION

Staff recommends that the City Council:

1. Adopt two resolutions to a) approve the design of the East Apron Reconstruction and Drainage Improvements ("Project 1") and b) authorize the purchase of an Airport Sweeper ("Project 2"), both for the Bob Maxwell Memorial Airfield; acceptance of two Bipartisan Infrastructure Law ("BIL") grant awards from the Federal Aviation Administration ("FAA") in the amount of \$256,328 for Project 1, and \$380,000 for Project 2; award Work Order No. 2 and Work Order No. 4 which are part of the existing On-Call Consulting Agreement with C&S Engineers, Inc.; authorize the City Manager to execute each grant agreement, work orders, and sweeper purchase agreement, and any other documents required to finalize the FAA grants, upon review and approval by the City Attorney;
2. Approve a transfer up to \$32,816 from the General Fund to increase the Airport Loan for the City's matching share of the FAA grants for Projects 1 and 2, which shall represent an appropriation of up to \$12,816 for Project 1 and up to \$20,000 for Project 2;
3. Appropriate the grant funds and the matching share to the airport maintenance and operation fund, upon receipt of all supporting documents.

BACKGROUND AND ANALYSIS

In December of 2024, the City of Oceanside ("City") as the sponsor of the Bob Maxwell Memorial Airfield, also known as the Oceanside Municipal Airport ("Airport"), submitted two separate Application Checklists for Federal Assistance to the Federal Aviation Administration ("FAA") for a design of the east apron reconstruction and drainage improvements project ("Project 1") and purchase of an airport sweeper ("Project 2") for the Airport. Funding for the construction portion of the improvements will be identified upon completion of the design for Project 1.

In June 2022, the City entered into an On-Call consulting agreement with C&S Engineering, Inc.

("C&S") for a term of three years for periodic general airport consulting services to provide for potential planning, engineering, design, development, management, and/or the administration of future projects at the Airport. In that capacity, C&S submitted a quote to prepare the design of the east apron reconstruction and drainage improvements in the form of Work Order No. 2 in the amount of \$247,328. In order for the City to engage C&S, the FAA requires the City to obtain an independent fee estimate ("IFE") from an alternative consultant in order to validate that the quote received from C&S is within ten percent (10%) of the amount quoted by the alternative consultant. The IFE was prepared by the Adams Companies in October 2023, and the quote provided by said company to prepare the design was \$236,285, which was within the allowable 10% range, and therefore, the C&S quote was validated. Pursuant to the FAA's approval, staff is proposing to engage C&S to prepare the design.

The Project 1 design grant is needed to address necessary drainage and maintenance issues on the east runway apron. In addition, new tie-down anchors and chains will be installed and new pavement markings will be applied.

The Project 2 grant involves the purchase of the airport sweeper. The airport does not have an airport sweeper at this time and the proposed purchase will enable airport personnel to better maintain the airport runways, taxiways, aprons, and other operational areas. C&S submitted Work Order No. 4 in the amount of \$10,000 to prepare the documentation to purchase the airport sweeper. The estimated cost to purchase the sweeper should not exceed \$400,000. At the direction of the FAA, the City will advertise for bids for the purchase of the sweeper. The FAA requires a completed bid process as well as the selection of a vendor before the FAA awards the sweeper grant for Project 2. C&S, on behalf of the City, will assist with the bid process and recommend award of the sweeper purchase from a vendor ("Vendor"), who is the lowest responsive and responsible bidder, for purchase of the sweeper. The City will then advise the FAA of the recommendation to award the purchase, not to exceed \$400,000, to the Vendor. Once authorized by the FAA and City has executed the grant agreement for Project 2, then the City will be required to enter into a purchase agreement with the Vendor for purchase of the sweeper.

Before the City can obtain the grant funds from the FAA, the City Council is required to accept the FAA's grant award. Generally, acceptance occurs after the FAA formally awards the grant, which acceptance is required within thirty (30) days of the award. Additionally, the City needs to submit the contract documents, reviewed and approved by the FAA during said period. At this time, staff is requesting Council accept the FAA grant awards, approve Work Order Nos. 2 and 4 with C&S, and authorize execution of the FAA grant agreements once the grants are formally awarded to the City; therefore, upon approval by Council, the City will be in a position to move forward with execution of the grant agreements once received from the FAA.

The estimated total project funding for Projects 1 and 2, as submitted to the FAA, is \$669,144. Of said total, the maximum federal grant amount needed is \$636,328 with a required City contribution of \$32,816 or approximately five percent of the total project cost combined for these projects. Staff is requesting the appropriation of the required City contribution amounts, conditioned upon the acceptance of the FAA grant awards.

At this time, the Airport Funds' current debt to the General Fund is \$1,509,709 due to funds loaned from the General Fund for various airport infrastructure projects and settlement payments in prior years. The loan was restructured in May 2023 by adjusting the interest rate to 0% in order to reduce the repayment schedule from 25 years to 19 years. The Airport Funds' loan repayment schedule will be updated to include the City match as the City match will be funded by a transfer from the General Fund.

FISCAL IMPACT

The purchase order with C&S Engineers, in the amount of \$256,328, for Project 1 will be charged to the East Apron Reconstruction and Drainage Improvements grant and city match as shown in the table below. The City will deposit the FAA grant award of \$256,328 in the East Apron Reconstruction Design grant account 822196724274.4381 and appropriate to 822196724274.5305. Additionally, upon receipt of the FAA grant award, the required City match contribution of \$12,816 will come from an increase to the Airport Loan from the General Fund to the East Apron Reconstruction-City Match account 916196724741, and appropriated to 916196724741.5305.

The purchase agreement with Vendor in the amount not to exceed of \$400,000 will be charged to the Sweeper FAA grant account and Sweeper FAA-City Match as shown in the table below. The City will deposit the FAA grant award of \$380,000 in the Bob Maxwell Airport for the Airport Sweeper account 822196824274.4381 and appropriate to 822196824274.5705. Additionally, upon receipt of the FAA grant award, the required City match contribution of \$20,000 will come from an increase to the Airport Loan from the General Fund to the Sweeper-FAA City Match 916196824741, and appropriated to 916196824741.5705.

Description	Appropriate	Account
C&S Purchase Order -East Apron Reconstruction Design	\$256,328	822196724274.4381/ 822196724274.5325 East Apron Recon Design-FAA
	\$12,816	916196724741.5305 East Apron Recon-City Match
C&S Purchase Order- Sweeper FAA	\$380,000	822196824274.4381 822196824274.5705 Sweeper-FAA
	\$20,000	916196824741.5705 Sweeper-City Match

The City match contributions will come from a transfer from the General Fund to the Airport General Fund loan. The loan amount per the Airport General Fund Loan Amortization schedule will be updated based on the amount needed from the General Fund.

The sweeper will be added to the fleet replacement schedule and \$5,000 will be collected annually in order to prepare for eventual replacement. If a future grant is obtained to replace the sweeper, then the City can use the replacement funds at its discretion for any other airport related expenses.

COMMISSION OR COMMITTEE REPORT

Does not apply.

CITY ATTORNEY'S ANALYSIS

The referenced documents have been reviewed by the City Attorney and approved as to form.

Prepared by: Vicki Gutierrez, Real Estate Manager
Reviewed by: Hamid Bahadori, Public Works Director
Submitted by: Jonathan Borrego, City Manager

ATTACHMENTS:

1. Staff Report
2. Work Order No. 2 and 4 to On-Call Consultant Agreement
3. Resolution for Grant with FAA-East Apron Reconstruction
4. Resolution for Grant with FAA-Airport Sweeper