



**DATE:** January 11, 2018

**TO:** Council Airport Committee

**FROM:** Interim Director of Public Works

**SUBJECT:** Selection of Consultant for Airport Infrastructure Study

### **RECOMMENDATION**

That the Committee reviews this information, provides comments, and recommends the selection of Kimley-Horn and Associates (Kimley-Horn) as the consultant for the infrastructure study.

### **BACKGROUND**

Hayward Executive Airport (HWD) is a division of the Public Works Department and operates as a financially independent enterprise fund. Through the administration of user fees and charges, as well as federal and state grants, the Airport finances all its operations, including a Capital Improvement Program (CIP).

The Airport's ten-year CIP budget is estimated at \$26.2 million and includes projects primarily intended to enhance safety and security at the Airport. There is also approximately \$3 million in unfunded capital projects not included in the CIP budget, given that they are lower priority or ineligible for Federal Aviation Administration (FAA) or Caltrans grant reimbursement.

The Airport owns and maintains twenty-one structures, including the control tower building, a maintenance shelter, and nineteen hangar buildings. These structures vary in age and condition, and all are currently in use. Although the T-hangar buildings are presently in serviceable condition, known issues in some of the buildings include roof leaks and difficulties in the operation of sliding doors. Known issues in the air traffic control building include intermittent operation of the HVAC system.

Airport maintenance staff and contractors maintain the facilities. Given the age of the structures and nature of the already known issues, further study is required before further investment is made. Such study can inform decisions on issues such as whether to keep the existing structures with some renovation or demolish and replace them. If so, the type of replacement that should be considered, may include a shade hangar for single-engine aircraft, a conventional T-hangar, or a box hangar for multi-engine aircraft. Preparation of

an Airport Infrastructure Plan can inform the decision on the selection of the best and highest use for City-owned buildings and vacant developable parcels at the Airport.

## **DISCUSSION**

A Request for Proposals (RFP) for the development of an Airport Infrastructure Study was issued on August 29, 2017. Airport staff received one proposal from Kimley-Horn. Over the following months, negotiations were held regarding their initial cost proposal and various components of the work scope. The study will be comprised of three tasks: a Facility Condition Assessment; Air Traffic Forecast; and Recommendations.

The Facility Condition Assessment in the Kimley-Horn proposal is comprehensive in scope and will assess the structural system, roof system, building exterior elements, interior finishes, and other items to identify apparent deficiencies in each building. It will also provide an estimate of the required expenditures over the next ten years.

Following this assessment, Kimley Horn will provide a ten-year Air Traffic Forecast that will outline the anticipated number of annual aircraft takeoffs and landings (operations) for the period, the number of based aircraft, and the type of based aircraft (single-engine, multi-engine, jet, and helicopter). This information will inform recommendations for future facility requirements.

After review of the assessment and traffic forecast, Kimley-Horn will provide their recommendations for future capital expenditures on City-owned structures. As previously indicated, these could include repair, redevelopment, or some combination of both alternatives. This multi-faceted approach is necessary to make informed decisions about the best and highest use of airport property. The recommendations may include development of entertainment or Science, Technology, Engineering, and Mathematics (STEM)-related facilities for students.

## **STRATEGIC INITIATIVES**

This agenda item pertains to the infrastructure and/or maintenance of various buildings located at the airport and does not directly relate to one of the Council's Strategic Initiatives.

## **FISCAL IMPACT**

The fee negotiated by staff will be commensurate with the \$110,000 amount approved by Council for this project in the Airport's FY 2018 Capital Improvement Program. After the Infrastructure Study is completed and reviewed by both the CAC and Council, all resultant projects will be reviewed by staff and vetted according to their feasibility and cost effectiveness. All critical and high priority projects will be discussed with both the tenants and CAC before consideration for inclusion in the Airport CIP.

## **SUSTAINABILITY FEATURES**

Staff ensures all projects and developments proposed at Hayward Executive Airport meet or exceed the City's sustainability requirements.

## **PUBLIC CONTACT**

This topic was discussed in a [report](#) at the CAC meeting of October 12, 2017. Furthermore, Airport staff briefly discussed the study as part of the April 13, 2017 and July 6, 2017 CAC meetings. In addition, the study has been informally discussed with several tenants. Upon presentation of the draft study in April 2018, Airport staff will hold an informational meeting to solicit input from airport individual and commercial tenants regarding the use of City-owned buildings at the Airport and to outline the next steps in the process. In addition to informational meetings, staff will also solicit input via an airport tenant survey.

## **NEXT STEPS**

If approved by the CAC, this item will be presented to Council in February 2018. As noted above, the draft study is anticipated to be completed by July 2018. Afterwards, staff will review and discuss the study, which will include the scope of work and feedback from interested parties, such as the tenants. The results of the study will be incorporated into a draft final study that will be submitted for CAC's review by October 2018. A final report on the study will be issued for review and approval by Council in January 2019.

*Prepared by:* Doug McNeeley, Airport Manager

*Recommended by:* Alex Ameri, Interim Director of Public Works

*Approved by:*



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Kelly McAdoo, City Manager