

May 18, 2010

Marin County Board of Supervisors
3501 Civic Center Drive
San Rafael, CA 94903

SUBJECT: Professional Services Contract with Landrum & Brown, Inc. for assistance in the administration of Phase 3 of the Environmental Impact Statement/Environmental Impact Report (EIS/EIR) for the Proposed Extension of Runway 13/31 at Gness Field

Dear Board Members:

RECOMMENDATION: Approve the attached contract with Landrum & Brown, Inc. in the amount of \$407,278 for preparation of Phase 3 of the EIS/EIR.

SUMMARY: Your Board applied for and received a grant from the Federal Aviation Administration (FAA) in the amount of \$1,500,000 for preparation of an Environmental Impact Statement/Environmental Impact Report (EIS/EIR) for a 1,100 ft. runway extension, which is the next project outlined in the Gness Field Master Plan. The environmental work was divided into 4 Phases. Phases 1 and 2 have been completed using the original grant amount. On September 22, 2009, your Board authorized the Director of Public Works to accept a \$450,000 FAA grant for Phase 3 of the EIS. This contract is for the prime consultant, Landrum and Brown, Inc., to prepare and distribute the Draft EIS/EIR for public review and comment, and prepare the Final EIS/EIR including responses to comments.

DISCUSSION: The FAA is required to comply with the provisions of the National Environmental Protection Act (NEPA) before the agency can authorize funds for improvements at Gness Field, and the County of Marin must comply with the provisions of the California Environmental Quality Act (CEQA) before approval of any runway extension plans.

In April 2006, your Board approved a Memorandum of Understanding (MOU) with the Federal Aviation Administration (FAA) that specifies each entity's respective roles and responsibilities in preparing the EIS/EIR. Pursuant to the MOU, and after reviewing consultant qualifications, the FAA selected the firm of Landrum & Brown, Inc. to prepare the EIS/EIR. It was decided that the best approach in preparing a joint environmental document was to divide the effort into four phases. Phase 1 includes establishment of administrative procedures, public agency consultation, public scoping, airport activity analysis, radar data collection, preparation of the Purpose and Need Statement (Project Description), and refinement of the scope and depth of the environmental analysis. Phase 1 is complete. Phase 2 includes the description of alternatives and the environmental analysis culminating in the preparation of an Administrative Draft EIS/EIR for review by the FAA and County staff. Phase 2 is complete.

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Phase 3, which is the subject of this contract, includes preparation and distribution of the Draft EIS/EIR for public review and comment, and preparation of the Final EIS/EIR including responses to comments. Phase 4 is to assist the FAA with the development of the Record of Decision, including preparation of the findings required by NEPA.

The environmental work and document preparation requires the assistance of an outside consultant to manage the process and ensure certain CEQA tasks are completed. Funding is available in this grant for NEPA related work by the County's consultant, and staff has prepared a separate contract to continue to use John Roberto Associates (JRA).

FISCAL IMPACT: The agreement with Landrum & Brown, Inc. is not to exceed \$407,278. \$347,491 of this amount is reimbursable under the FAA grant. The County's airport fund account provides the 5% local match of \$17,375. \$ 59,787 of the contract costs are local non-general Fund County costs for CEQA only work. Funds are available in the current year budget, County Airport Fund 31010, Fund Center 4100101000, Professional Services Commitment Item 5210100. No General Fund monies are used. Funds were previously encumbered on September 22, 2009 upon acceptance of the FAA grant. We received confirmation from the FAA that the County will be eligible to seek reimbursement of CEQA-specific costs for the runway extension project at the time an FAA development grant (i.e. design and construction grant) is issued for the project.

REVIEWED BY:	<input checked="" type="checkbox"/>	Dept. of Finance	<input type="checkbox"/>	N/A
	<input checked="" type="checkbox"/>	County Counsel	<input type="checkbox"/>	N/A
	<input type="checkbox"/>	Human Resources	<input checked="" type="checkbox"/>	N/A

Respectfully submitted,

Eric Steger
Senior Civil Engineer

c: Ken Robbins, Airport Manager

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