



## Legislation Details (With Text)

**File #:** 23-1130      **Version:** 1

**Type:** Agenda Item      **Status:** Approved

**File created:** 6/2/2023      **In control:** Board of Supervisors

**On agenda:** 7/18/2023      **Final action:** 7/18/2023

**Title:** Planning and Building Department, Airports Division, recommending the Board approve and authorize the Chair to sign the First Amendment to Agreement for Services 3104 with EPIC Aviation, LLC, to extend the five-year term by four months, to November 19, 2023, with no change in rates or increase in compensation, and to include necessary contract administration and article updates, for continuing airport fuel and related support services at the Placerville and Georgetown Airports.

**FUNDING:** Placerville and Georgetown Airport Enterprise Funds.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. A - Epic Amend I Blue Rt, 2. B - EPIC Amend I, 3. C - 3104 EPIC Agmt, 4. Executed EPIC Amend I

Date	Ver.	Action By	Action	Result
7/18/2023	1	Board of Supervisors	Approved	Pass

Planning and Building Department, Airports Division, recommending the Board approve and authorize the Chair to sign the First Amendment to Agreement for Services 3104 with EPIC Aviation, LLC, to extend the five-year term by four months, to November 19, 2023, with no change in rates or increase in compensation, and to include necessary contract administration and article updates, for continuing airport fuel and related support services at the Placerville and Georgetown Airports.

**FUNDING:** Placerville and Georgetown Airport Enterprise Funds.

**DISCUSSION / BACKGROUND**

The County of El Dorado is the owner and operator of two public airports, one located at 3501 Airport Road in Placerville, the Placerville Airport, and the other at 6245 Aerodrome Way in Georgetown, the Georgetown Airport, with operations and maintenance of these two airports administered by the County’s Planning and Building Department (Planning and Building).

To continue providing aviation fuel at both airports, along with a credit card program and point of sale system and procedures to accept such payments on behalf of the County, the Board, at its June 12, 2018, meeting (Item 5), awarded Request for Proposals 18-405-029 to EPIC Aviation, LLC (EPIC), as the low qualified proposer. The Board further authorized the Chair to sign an agreement with EPIC for a five-year period with a not-to-exceed amount of \$3,500,000. Agreement for Services 3104 (Agreement) between the County and EPIC became effective on July 19, 2018, with a stated term of July 20, 2018, through July 19, 2023 (Attachment C).

In anticipation of the upcoming expiration of the Agreement, Planning and Building submitted a request on April 3, 2023, to the Procurement and Contracts Division of the County’s Chief Administrative Office (County Procurement) for a Request for Proposals (RFP). County Procurement issued RFP 23-405-064 on June 15, 2023; the expected RFP closure date is July 14, 2023.

Recognizing the short window of time for determining the lowest qualified proposer, and to seek Board approval for award and execution of a new agreement, Planning and Building is requesting the Board approve Amendment I to the Agreement (Attachment B), which provides a four-month term extension to November 19, 2023, and includes administrative updates applicable to Notice to Parties and Contract Administrator, and adds necessary administrative contract articles and required language changes that have been updated to County standard agreements since the original Agreement was approved. Amendment I, as proposed, does not include an increase in rates or compensation.

The airports have utilized approximately \$1.6 million of the \$3.5 million Agreement, leaving sufficient funds to provide for fuel and related services through the requested term extension.

### **ALTERNATIVES**

The Board could choose to:

- 1) Not approve Amendment I and maintain the Agreement's current expiration date of July 19, 2023, recognizing this will result in a lapse in fuel and related support services at both airports until a new agreement can be put in place; or,
- 2) Approve Amendment I, with an alternate extension term of the Board's choosing, which may result in a lapse in fuel and related support services at both airports.

### **PRIOR BOARD ACTION**

18-0911, Item 17, 7/17/18, approval of current Agreement #3104, and 18-0862, Item 5, 6/12/18, awarding RFP to the low qualified proposer, EPIC.

### **OTHER DEPARTMENT / AGENCY INVOLVEMENT**

County Procurement, with County Counsel and Risk Management approving Amendment I as presented.

### **CAO RECOMMENDATION / COMMENTS**

Approve as recommended.

### **FINANCIAL IMPACT**

There is no fiscal impact or Net County Cost associated with this agenda item. Sufficient funds have been budgeted in the Placerville and Georgetown Airport Enterprise Fund budgets for Fiscal Year 2023-24 to provide for fuel and related service costs associated with this Agreement and proposed Amendment I.

### **CLERK OF THE BOARD FOLLOW UP ACTIONS**

- 1) Obtain the Chair's signature on the two (2) original copies of Amendment I; and,
- 2) Return one (1) fully executed original copy of Amendment I to Planning and Building, Airports Division, to the attention of Sherrie Busby, for transmittal to EPIC.

### **STRATEGIC PLAN COMPONENT**

Public Safety, Good Governance

### **CONTACT**

Chris Perry, Assistant Director  
Planning and Building Department