

TRUCKEE TAHOE AIRPORT DISTRICT
BOARD OF DIRECTORS AGENDA ITEM SUMMARY

Topic: Facilities Maintenance Plan

Purpose Information: **X** Guidance: Decision:

Recommendation None, for information only

Last Action Presentation at July 2013 Meeting

Discussion **FACILITIES INSPECTIONS**

Coating and electrical field inspections and reports for three towers; Airport Beacon, Alder Hill and Dry Lake, will be complete by August 30th. Staff has asked Day Wireless, the company installing security equipment at Alder Hill, for a proposal to inspect the towers with respect to overall structural condition and recommended short and long term maintenance requirements.

PLAN REVISIONS

A number of “clean-up” modifications are being made to the *Plan* including:

- Clarification that the first year of activity is the fiscal year that begins in October; i.e. “2013” is the period October 2013 through September 2014. The columns will be labeled FY2014, FY2015, etc.
 - While some of the identified work will be completed by staff, the majority is expected to be completed by Contractors through a formal bidding process. We have added a 7.5% “soft-cost” line item for preparation of plans, specifications, bidding assistance and construction inspection as compared to the more typical 15%-20% that would be included if all work was formally bid.
 - Funding for a Building Code review and Americans with Disabilities analysis has been added as line items for the affected facilities.
 - There has been minor shifting of the proposed hangar painting timing based on additional discussions with maintenance staff. The priority levels established by West Coast Coating Consultants for each structure have not changed. The most significant modification is the intent to recoat Hangar Row B in the current fiscal year as funds are allocated in the FY 2013 budget.
 - The previously described Tower inspection results and recommendations will be added to the *Plan*.
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- A summary of costs by type of specialty/trade (i.e. structural, coatings, mechanical, electrical) by year will be added.

FUEL FARM AND SELF-SERVE FACILITIES

Staff and SA Engineering have discussed the most expedient way of correcting the electrical issues at the fuel farm and self-serve tank. The identified tasks/steps include:

- Staff will gather all construction drawings in the District's possession.
- Staff and SA Engineering will review all District files/correspondence re: the two facilities including construction agreements, inspection reports, and agency review comments. Based on this review, staff will confer with District Counsel re: potential designer/contractor liability.
- SA Engineering will contact equipment manufacturers to determine what, if any, of the existing equipment can be modified to operate in a hazardous environment.
- SA Engineering will prepare as-built drawings of the fuel farm and island to formally define the "classified" areas and document/define each code violation
- SA Engineering and Staff will meet to determine the most cost effective options to bring the facilities into compliance
- SA Engineering to draw required "improvements" and create detailed instructions for bidding package
- Staff will solicit bids from qualified (must meet defined experience/knowledge requirements) contractors to make the corrections
- SA Engineering will monitor the work and give additional direction as necessary.

SA Engineering has estimated approximately 60 hours of their time will be required to complete their efforts. Staff is working toward completing the projects within the next 90 days.

Fiscal Impact	Addition of Towers to Plan: \$6,000 (estimate) Fuel Farm/Island : \$7,500 for professional services through construction, cost of improvements to be determined
Communication Strategy	none
Attachments	none

Truckee Tahoe Airport District Facilities Maintenance Plan Update

Presented August 22, 2013

Tower Inspections

- Day Wireless Systems, Certified Coatings and SA Engineering to inspect three Part 77 Towers (Airport, Alder Hill, Dry Lake) within next two weeks. Total cost \$7,500 for field work, inspection report(s) and maintenance recommendations.

Plan Revisions

- Fiscal year schedule starting FY2014
- Soft-cost funding of 7.5% added to budget (design, bidding, permitting, inspections)
- Added funding for ADA and Warehouse Code studies
- Timing of coating of buildings; Hangar Row B to be done in current fiscal year. Specifications for painting included in scope of services for Certified Coatings will be used this fall.

Fuel Farm and Self-Serve Island

- Gather all available construction drawings, **complete**
- Review past correspondence including plans, permits, inspection reports and agency comments, **75% complete**
 - 2002-2004 efforts made to analyze and correct issues at Fuel Farm, “sign-off” letter from electrical contractor
 - Self-Serve Island plans reference code compliance and submittal package for installed equipment; not all installed equipment is shown on plans. Installation inspected by Nevada County
- Contact equipment manufacturers to determine cost of equipment modification (if possible) to make compliant for hazard, **50% complete.**
 - Tank monitoring, credit card reader, signage, air compressors, CCTV, etc.

Fuel Farm and Self-Serve Island (cont'd)

- Prepare as-built (measured) drawings to formally define classified areas (varies between 8-20 feet) **complete**
- Document code violations (annotated photos), **30% complete**
- Determine most cost effective options to bring facilities into compliance, i.e. modify equipment, relocate equipment or combination, **15% complete**
- Prepare plans/specifications for bidding
- Solicit bids from qualified (demonstrated experience and knowledge) contractors
- Contractor to make corrections with oversight/inspection by SA Engineering

Aggressive but doable goal is completion of high priority corrections by December 1st.