



COUNTY OF

For the meeting of: 8/9/202

File #: 22-884

To: Board of Supervisors

From: Aviation

Agenda Section: Consent

SUBJECT:

Approve Professional Services Agreement with Volaire Aviation, Inc. for Air Service Development Consulting Services and Small Community Air Service Development Program (SCASDP) Grant Preparation and Submittal, and Ratify any Past Performance

RECOMMENDATION(S):

That the Board of Supervisors:

1. Approve, and authorize the Chair of the Board to execute the attached Professional Services Agreement with Volaire Aviation, Inc. for air service development consulting services and Small Community Air Service Development Program (SCASDP) grant preparation and submittal, and Ratify any Past Performance;
2. Authorize the Director of Aviation to execute any amendments after review by County Counsel, Risk Management and the County Administrative Office; and
3. Direct the Clerk of the Board to return the original signed agreement to the Department of Aviation.

SOURCE OF FUNDING:

Aviation Enterprise Fund (3530)

DISCUSSION:

The County of Humboldt Department of Aviation operates the region's sole commercial service airport - California Redwood Coast-Humboldt County Airport (ACV). The Department of Aviation regularly meets with airline representatives considering starting, or expanding, airline service to/from ACV. These meetings require region specific market metrics, specific expertise in strategic air service planning, airline data analytics, airline schedule analysis, airport cost and pricing analysis, and air service marketing analysis.

Voltaire Aviation has previously assisted with development of in-depth passenger leakage studies, SCASDP grant applications, and air service development consulting services for Humboldt County. Much of Voltaire Aviation's work has helped lead to SCASDP grant awards, new airline recruitments, and retainage of airline services.

Approximately, \$15,000 of the \$25,000 will be utilized for paying services already rendered for assistance with SCASDP grant applications, data analysis, and meeting material preparation for airline recruitment efforts. The remaining \$10,000 would be utilized for future SCASDP related work and future airline recruitment meeting efforts in fiscal year (FY) 2022-23.

FINANCIAL IMPACT:

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The maximum amount payable for services rendered, and costs and expenses incurred, pursuant to the terms and conditions of this agreement is \$25,000. Sufficient funds have been budgeted in the fiscal year 2022-23 recommended budget in 3530381. The Aviation Department will have 100% of costs for this work reimbursed through CARES Act Funding. Therefore, there is no impact to the General Fund.

STRATEGIC FRAMEWORK:

This action supports your Board's Strategic Framework by engaging in discussions of our regional economic future; engaging new partners; fostering transparent, accessible, welcoming and user friendly services; and managing our resources to ensure sustainability of services

OTHER AGENCY INVOLVEMENT:

N/A

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board may decide not to authorize the agreement with Volaire Aviation Inc. However, it is not recommended as Volaire has industry-specific knowledge and data analysis tools to assist the Department of Aviation with air service development and related grant preparation.

ATTACHMENTS:

1. Professional Services Agreement with Volaire Aviation Inc.

PREVIOUS ACTION/REFERRAL:

Board Order No.: N/A

Meeting of: N/A

File No.: N/A