

GRAND JUNCTION REGIONAL AIRPORT



C O L O R A D O
AIRPORT of the YEAR

BOARD PACKET

January 18, 2022

Grand Junction Regional Airport Authority



Date: January 18, 2022

Location:

GRAND JUNCTION REGIONAL AIRPORT
2828 WALKER FIELD DRIVE
GRAND JUNCTION, CO 81506
AIRPORT TERMINAL - 3rd FLOOR CONFERENCE ROOM

or

Electronic Meeting

Link: <https://us02web.zoom.us/j/81917996325?pwd=WUFhSkF0ci9lWDhSdjU0MzkrUENUUT09>

Time: 5:15 PM

REGULAR MEETING AGENDA

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Approval of Agenda**
- IV. Commissioner Comments**
- V. Citizens Comments**

The Grand Junction Regional Airport Authority welcomes respectful public comments at its meetings. The Citizens Comment section is open to all individuals that would like to comment. If you wish to speak under the Citizens Comment portion of the agenda, please e-mail your comment to the Board Clerk (boardclerk@gjairport.com) 15 minutes prior to the meeting. Comments not related to specific agenda items will be addressed during the citizen comment section of the agenda. Citizen comments related to a specific action item will be addressed during the discussion of that action item. The Board Chair will indicate when you may come forward and comment. Please state your name for the record. Presentations are limited to **three minutes** and yielding time to others is not permitted. Speakers are to address the Chair, not each other or the audience, and are expected to conduct themselves in an appropriate manner. The use of abusive or profane language shall not be allowed. No debate or argument between speakers and/or members of the audience shall be permitted.

VI. Consent Agenda

- A. December 7, 2021 Meeting Minutes _____ 1
 - Approve the December 7, 2021 Board Meeting Minutes.
- B. Grant Agreement AIP 74 - Concessions Rent Relief Airport Rescue _____ 2
 - Accept FAA AIP No. 3-08-0027-074-2022 Concessions Rent Relief Airport Rescue Grant Agreement in the amount of \$214,188 for concession relief under the

January 18, 2022

American Rescue Plan Act.

VII. Action

- A. Resolution No. 2022-001 – Designating the Location for the Posting of Notice of Meetings for 2022 _____ 3
 - Adopt Resolution No. 2022-001 Designating the Location for the Posting of the Notice of Meetings in accordance with Colorado Revised Statute Section 24-6-402(2)(C) and Section 41-3-105(5)(a).
- B. 2022 Officer and Committee Appointments _____ 4
 - Approval of 2022 Officer and Committee Appointments
- C. Mead and Hunt Task Order #8 – 2022 Runway Replacement Program Design _____ 5
 - Approve Mead & Hunt Task Order #8 in the amount of \$1,325,963 to design and bid the next schedules for grading and drainage for the runway replacement program and provide program management and grant support for these efforts and authorize the Executive Director to sign the Task Order.
- D. Garver Task Order No. 06 – 2022 Runway Replacement Program Coordination and Grant Management _____ 6
 - Approve Garver Task Order No. 06 in the amount of \$295,800 to provide long-range program management support and 2022 design coordination for the runway replacement program and authorize the Executive Director to sign the Task Order.

VIII. Discussion

- A. Tailwind Proposed Expansion and Contract Amendment
- B. Air Service Update – Harrison Earl, CMT

IX. Staff Reports

- A. Legal Update (Dan Reimer)
- B. Executive Director Report (Angela Padalecki)
- C. Finance and Activity Report (Sarah Menge) _____ 7

X. Any other business which may come before the Board

XI. Executive Session

- A. Executive session pursuant to CRS Section 24-6-402(4)(f) to discuss personnel matters. More specifically to discuss the Executive Director’s annual review and terms of her employment contract.

XII. Adjournment



Grand Junction Regional Airport Authority Board
Regular Board Meeting
Meeting Minutes
December 7, 2021

REGULAR BOARD MEETING

I. Call to Order

Mr. Tom Benton, Board Chairman, called the Meeting of the Grand Junction Regional Airport Authority Board to order at 5:15 PM on December 7, 2021 in Grand Junction, Colorado and in the County of Mesa. The meeting was hosted in the 3rd floor conference room as well as electronically.

<p><u>Commissioners Present:</u> Tom Benton (Chairman) Thaddeus Shrader Rick Taggart Linde Marshall Ron Velarde</p> <p><u>Airport Staff:</u> Angela Padalecki (Executive Director) Dan Reimer (Counsel) Sarah Menge Dylan Heberlein Cameron Reece (Clerk) Shelagh Flesch</p>	<p><u>Guests:</u> Colin Bible, Garver Brad Rolf, Mead and Hunt Jeremy Lee, Mead and Hunt Josh Cohn, InterVISTAS Brian Mohr, InterVISTAS Harrison Earl, CMT</p>
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II. Pledge of Allegiance

III. Approval of Agenda

Commissioner Velarde made a motion to approve the December 7, 2021 Board Agenda. Commissioner Shrader seconded the motion. Voice Vote: All Ayes; motion carries.

IV. Commissioner Comments

Commissioner Benton congratulated and thanked staff whomever hung the decorations in rafters in the Terminal.

V. Citizen Comments

No Citizen Comments were made

VI. Consent Agenda

A. November 16, 2021 Meeting Minutes

Approval of November 16, 2021 Board Meeting Minutes

B. Air Service Incentive Program Revisions

Adopt the proposed revisions to the Air Service Incentive program to modify the target markets and amend the definition of a new entrant airline.

C. Crawford, Murphy, & Tilly, Inc. (CMT) Professional Services Agreement - Leakage Study and Market Analysis

Adopt the proposed revisions to the Air Service Incentive program to modify the target markets and amend the definition of a new entrant airline.

D. Transportation Security Administration (TSA) Office Lease Space Amendment

Authorize the Executive Director to negotiate an amendment to the expired TSA office lease consistent with the terms of the expired lease and/or the terms of the new proposed lease approved in October 2021, and authorize the Executive Director to sign the extension amendment.

Commissioner Marshall made a motion to approve the Consent Agenda. Commissioner Velarde seconded the motion. Voice Vote: All Ayes; motion carries.

VII. Action Items

A. Resolution No. 2021-008 to Approve Rates and Charges

Commissioner Shrader made a motion to Adopt Resolution No. 2021-008: Rates and Charges effective January 1, 2022. Commissioner Marshall seconded the motion. Roll Call Vote: Commissioner Shrader, yes; Commissioner Marshall, yes; Commissioner Taggart, yes; Commissioner Velarde, yes, and Commissioner Benton, yes. The motion carries.

B. Resolution No. 2021-009 to Approve Delegation of Authority

Commissioner Velarde made a motion to Adopt Resolution No. 2021-009: Resolution of the Board of Commissioners Regarding Delegation of Authority. Commissioner Shrader seconded the motion. Roll Call Vote: Commissioner Shrader, yes; Commissioner Marshall, yes; Commissioner Taggart, yes; Commissioner Velarde, yes, and Commissioner Benton, yes. The motion carries.

C. 2022 Airport Improvement Program Grant Applications

Commissioner Taggart made a motion to Approve the three 2022 Airport Improvement Program grant applications for the Runway 12/30 replacement program and authorize the Executive Director to sign and submit the applications to the Federal Aviation Administration (FAA). Commissioner Marshall seconded the motion. Voice Vote: All Ayes; motion carries.

VIII. Discussion

- A. Airport Development Plan Update - InterVISTAS
- B. 2022 Board Meeting Calendar

IX. Staff Reports

- A. Executive Director Report (Angela Padalecki)
- B. Finance and Activity Report (Sarah Menge)
- C. Operations Report (Dylan Heberlein)
- D. Capital Improvement Program Update (Colin Bible)

X. Any other business which may come before the Board

XI. Adjournment

The meeting adjourned at approximately 7:11pm

*Audio recording of the complete meeting can be found at
[https://qjairport.com/Board Meetings](https://qjairport.com/Board_Meetings)*

Tom Benton, Board Chairman

ATTEST:

Cameron Reece, Clerk to the Board

Grand Junction Regional Airport Authority

Agenda Item Summary

TOPIC:	Grant Agreement AIP 74 – Concessions Rent Relief Airport Rescue		
PURPOSE:	Information <input type="checkbox"/>	Guidance <input type="checkbox"/>	Decision <input checked="" type="checkbox"/>
RECOMMENDATION:	Accept FAA AIP No. 3-08-0027-074-2022 Concessions Rent Relief Airport Rescue Grant Agreement in the amount of \$214,188 for concession relief under the American Rescue Plan Act.		
SUMMARY:	<p>The FAA is providing concession relief funds under the American Rescue Plan Act of 2021 for airport sponsors to relieve rent and minimum annual guarantees, proportionally, to eligible small and large in-terminal concessions.</p> <p>The objective of the program is to enable airports to provide relief to concessionaires that have suffered decreases to revenue as a result of the decline in passenger traffic from the COVID-19 pandemic. The relief will be allocated proportionately to eligible concessionaires by size in accordance with the FAA guidance.</p> <p>This grant will be administered in accordance with the authority delegated to the Executive Director and Finance Director in Resolution 2021-006 and the concession relief plan will be submitted to the Executive Committee for review and approval before any relief is applied to tenant invoices. The funds are available for use until September 20, 2025.</p>		
REVIEWED BY:	Executive Director and Legal Counsel		
FISCAL IMPACT:	<p>The net impact to the financial statements of the Authority is \$0 as the grant funds received will be used to offset the reduction in the amount of rents and charges collected from on-airport concessionaires. This grant does not include any amount to be retained as an administrative fee for the airport.</p> <p>Federal Grant - \$214,188</p>		
ATTACHMENTS:	<ol style="list-style-type: none">1. Matrix Summary of Relief Grants2. FAA Grant Application		
STAFF CONTACT:	<p>Sarah Menge, Finance Director Email: smenge@gjairport.com Office: 970-248-8581</p>		

COVID RELIEF AIRPORT GRANT PROGRAMS

	CARES Act (4/20)	CRRSAA (12/20)	ARPA (3/21)
Title	Coronavirus Aid, Relief, and Economic Security Act	Coronavirus Response and Relief Supplemental Appropriations Act	American Rescue Plan Act
Citation	H.R. 748, Div. B, Title XII	H.R. 133, Div. M, Title IV	H.R. 1319, Sec. 7102
Total Amount	\$10B	\$2B	\$8B
Grant Program	CARES Act Grants	Airport Coronavirus Response Grant Program	Airport Rescue Grants
Eligibility	All sponsors of airports in the NPIAS	All sponsors, except sponsors receiving more than 4X operating expenses under CARES Act	All sponsors, except sponsors receiving more than 4X operating funds in COVID relief in FY20
Source of Funding	General Fund	General Fund	General Fund
Funding Formula (Commercial Service)	Enplanements, Debt, Debt Service Coverage	Entitlement formula, enplanements, unallocated CARES Act	Entitlement formula, enplanements
Operating Costs	Yes	Yes	Yes
Debt Service	Yes	Yes	Yes
Capital Construction	Yes, with Development Addendum	Yes, if associated with combatting the spread of pathogens at the airport, with Development Addendum	Yes, if associated with combatting the spread of pathogens at the airport, with a Development Addendum
Concession Relief	No	Yes, for on-airport car rental, on-airport parking and in-terminal concessions	Yes, for in-terminal concessions only
Includes Supplemental AIP	Yes	No	Yes
Employee Retention Requirement	Yes	Yes	Yes
Application Deadline	Open	June 30, 2021	TBD
Period of Performance	4 years from date of acceptance	4 years	4 years
FAQs	https://www.faa.gov/airports/cares_act/media/cares-act-airport-grants-faqs.pdf	https://www.faa.gov/airports/crrsaa/media/ACRGP-FAQs-20210409.pdf	https://www.faa.gov/airports/airport_rescue_grants/media/20210610_ARP_FAQs.pdf
GJT Allocation	Grant - \$5,679,740 Supplemental AIP - \$1,347,478 Concession Relief - \$0	Grant - \$2,165,017 Supplemental AIP - \$0 Concession Relief - \$53,547	Grant - \$3,312,328 Supplemental AIP (as of 9/15/21) - \$807,497 Concession Relief - \$214,188



U.S. Department
of Transportation
Federal Aviation
Administration

Airports Division
Northwest Mountain Region
Colorado, Utah, Wyoming

FAA DEN ADO
26805 E 68th Ave, Suite 224
Denver, CO 80249

Concessions Rent Relief Airport Rescue Grant Agreement Transmittal Letter

January 10, 2022

Mr. Thomas Benton, Chair
Grand Junction Regional Airport Authority
800 Eagle Drive
Grand Junction, Colorado 81506

Mr. Greg Caton, Manager
City of Grand Junction
250 North Fifth Street
Grand Junction, Colorado 81501

Ms. Janet Rowland, Chair
Mesa County Board of Commissioners
544 Rood Avenue
Grand Junction, Colorado 81501

Dear Mr. Benton, Mr. Caton, and Ms. Rowland:

Please find the following electronic Concessions Rent Relief Airport Rescue Grant Offer, Grant No. 3-08-0027-074-2022 for Grand Junction Regional Airport. This letter outlines expectations for success. Please read and follow the instructions carefully.

To properly enter into this agreement, you must do the following:

- a. The governing body must provide authority to execute the grant to the individual signing the grant; i.e. the sponsor's authorized representative.
- b. The sponsor's authorized representative must execute the grant, followed by the attorney's certification, no later than **February 28, 2022** in order for the grant to be valid.
- c. You may not make any modification to the text, terms, or conditions of the grant offer.
- d. The grant offer must be digitally signed by the sponsor's legal signatory authority and then routed via email to the sponsor's attorney. Once the attorney has digitally attested to the grant, an email with the executed grant will be sent to all parties.

Subject to the requirements in 2 CFR §200.305, each Concessions Rent Relief Airport Rescue Plan Reimbursement under this grant must be made electronically via the Delphi Invoicing System. The

terms and conditions of this agreement require you draw down and expend these funds within four years.

An airport sponsor may use these funds to provide rent relief to its in-terminal concessions. Please refer to the [Airport Rescue Grants Frequently Asked Questions](#) for further information.

To receive reimbursement of your Concessions Rent Relief Airport Rescue Grant funds, upload a Concessions Rent Relief Airport Rescue Plan into Delphi. The Concessions Rent Relief Airport Rescue Plan should include enough detail to permit FAA to verify compliance with the American Rescue Plan Act (Public Law 117-2).

As part of your final reimbursement request, you are required to include in Delphi:

- A signed SF-425, *Federal Financial Report*
- A signed close-out report (a sample report is available [here](#)).

Until the grant is completed and closed, you are responsible for submitting a signed and dated SF-425 annually, due 90 days after the end of each Federal fiscal year in which this grant is open (due December 31 of each year this grant is open).

Mike Matz is the assigned program manager for this grant and is readily available to assist you and your designated representative with the requirements stated herein. If you should have any questions, please contact Mike Matz at michael.b.matz@faa.gov. The FAA sincerely values your cooperation in these efforts.

Sincerely,

A handwritten signature in black ink that reads "Marc Miller". The signature is written in a cursive style with a horizontal line underneath.

Marc Miller (Jan 10, 2022 16:04 MST)

Marc Miller
Acting Manager, Denver Airports District Office



Department of Transportation
Federal Aviation
Administration

CONCESSIONS RENT RELIEF AIRPORT RESCUE

GRANT AGREEMENT

PART I – OFFER

Federal Award Offer Date	January 10, 2022	
Airport/Planning Area	Grand Junction Regional Airport	
Concessions Rent Relief Airport Rescue Grant Number	3-08-0027-074-2022	[Contract No. DOT-FA22NM-K1048]
Unique Entity Identifier	15-613-5394	

TO: Grand Junction Regional Airport Authority, City of Grand Junction and County of Mesa, Colorado
(herein called the "Sponsor") (For Co-Sponsors, list all Co-Sponsor names. The word "Sponsor" in this Concessions Rent Relief Airport Rescue Grant Agreement also applies to a Co-Sponsor.)

FROM: The United States of America (acting through the Federal Aviation Administration, herein called the "FAA")

WHEREAS, the Sponsor has submitted to the FAA a Concessions Rent Relief Airport Rescue Grant Application dated September 22, 2021 for a grant of Federal funds to reimburse the Sponsor for providing relief from rent and minimum annual guarantees (MAG) to each eligible in-terminal airport concession at Grand Junction Regional Airport, in accordance with the American Rescue Plan Act ("ARP Act"), Public Law 117-2, Section 7102;

WHEREAS, the Sponsor has accepted the terms of this Concessions Rent Relief Airport Rescue Grant Offer (the "Offer");

WHEREAS, in consideration of the promises, representations, and assurances provided by the Sponsor, the FAA has approved the Grant Application for the Grand Junction Regional Airport, consisting of the following;

WHEREAS, this Concessions Rent Relief Airport Rescue Grant Agreement (the "Grant" or "Agreement") is provided in accordance with the ARP Act to provide certain amounts of grant assistance, as described below, to eligible sponsors in amounts to specific airports derived by legislative formula (See Section 7102 of the Act);

WHEREAS, this Grant hereby obligates \$171,350 to in-terminal Small Airport Concessions per the ARP Act, and \$42,838 to in-terminal Large Airport Concessions per the ARP Act. The obligations are to provide relief from rent and MAG obligations, as applicable, to each eligible in-terminal airport

concession in an amount that reflects each eligible in-terminal airport concession's proportional share of the total amount of the rent and MAG at Grand Junction Regional Airport by legislatively prescribed category (Small or Large Airport Concession), as further defined herein, for relief provided no earlier than March 11, 2021, in accordance with an FAA-approved Concessions Rent Relief Airport Rescue Plan (herein called "the Plan"), until the funds have been fully expended;

NOW THEREFORE, in accordance with the applicable provisions of the ARP Act, Public Law 117-2, Section 7102, the representations contained in the Concessions Rent Relief Airport Rescue Grant Application, and in consideration of, (a) the Sponsor's acceptance of this Offer for a Grant, the terms, conditions, and assurances of this Grant Agreement ("Grant Agreement" or "Agreement"); and, (b) the benefits to accrue to the United States and the public from the accomplishment of the Grant, and in compliance with the conditions and requirements as herein provided.

THE FEDERAL AVIATION ADMINISTRATION, FOR AND ON BEHALF OF THE UNITED STATES, HEREBY OFFERS AND AGREES to pay 100% of the allowable concessions rent and MAG relief as a result of and in accordance with this Grant Agreement.

Assistance Listings Number (Formerly CFDA Number): 20.106

This offer is made on and SUBJECT TO THE FOLLOWING ADDITIONAL TERMS AND CONDITIONS:

CONDITIONS

1. **Maximum Obligation.** The maximum obligation of the United States payable under this Offer is \$214,188, allocated as follows:

\$171,350	ARPA Small Concessions	KZ2022
\$42,838	ARPA Large Concessions	KY2022

2. **Grant Performance.** This Grant Agreement is subject to the following Federal award requirements:

- a. The Period of Performance:

1. Shall start on the date the Sponsor formally accepts this Grant and is the date signed by the last Sponsor signatory to the Grant Agreement. The end date of the Period of Performance is 4 years (1,460 calendar days) from the date of acceptance. The Period of Performance end date shall not affect, relieve, or reduce Sponsor obligations and assurances that extend beyond the closeout of this Grant.
2. Means the total estimated time interval between the start of an initial Federal award and the planned end date, which may include one or more funded portions, or budget periods. (2 Code of Federal Regulations (CFR) § 200.1)

- b. The Budget Period:

1. The Budget Period for this Grant is 4 years (1,460 calendar days). Pursuant to 2 CFR § 200.403(h), the Sponsor may charge to the Grant only allowable costs incurred during the Budget Period.
2. Means the time interval from the start date of a funded portion of an award to the end date of that funded portion during which the Sponsor is authorized to expend the funds awarded, including any funds carried forward or other revisions pursuant to § 200.308.

- c. Closeout and Termination.

1. Unless the FAA authorizes a written extension, the Sponsor must submit all Grant closeout documentation and liquidate (payoff) all obligations incurred under this award no later than 120 calendar days after the end date of the Period of Performance. If the Sponsor does not submit all required closeout documentation within this time period, the FAA will proceed to close out the Grant within one year of the Period of Performance end date with the information available at the end of 120 days. (2 CFR § 200.344)
2. The FAA may terminate this Grant, in whole or in part, in accordance with the conditions set forth in 2 CFR § 200.340 or other Federal regulatory or statutory authorities as applicable.
3. **Unallowable Reimbursable Rent Relief.** The Sponsor shall not seek reimbursement for any concessions rent and MAG relief that the FAA has determined to be unallowable under the ARP Act.
4. **Final Federal Share of Reimbursable Rent Relief.** The United States' share of allowable Grant concessions rent relief is 100%.
5. **Completing the Grant without Delay and in Conformance with Requirements.** The Sponsor must carry out and provide the concessions rent and MAG relief without undue delays and in accordance with this Grant Agreement, the ARP Act, and the regulations, policies, standards, and procedures of the Secretary of Transportation ("Secretary"). Pursuant to 2 CFR § 200.308, the Sponsor agrees to report to the FAA any disengagement from the project eligible under the Grant that exceeds three months or a 25% reduction in time devoted to the Grant, and request prior approval from FAA. The report must include a reason for the stoppage. The Sponsor agrees to comply with the attached assurances, which are part of this Agreement and any addendum that may be attached hereto at a later date by mutual consent.
6. **Amendments or Withdrawals before Grant Acceptance.** The FAA reserves the right to amend or withdraw this Offer at any time prior to its acceptance by the Sponsor.
7. **Offer Expiration Date.** This Offer will expire and the United States will not be obligated to pay any part of the costs unless this Offer has been accepted by the Sponsor on or before February 28, 2022, or such subsequent date as may be prescribed in writing by the FAA.
8. **Improper Use of Federal Funds.** The Sponsor must take all steps, including litigation if necessary, to recover Federal funds spent fraudulently, wastefully, or in violation of Federal antitrust statutes, or misused in any other manner, including uses that violate this Grant Agreement, the ARP Act, or other provision of applicable law. For the purposes of this Grant Agreement, the term "Federal funds" means funds however used or dispersed by the Sponsor that were originally paid pursuant to this or any other Federal grant agreement(s). The Sponsor must return the recovered Federal share, including funds recovered by settlement, order, or judgment, to the Secretary. The Sponsor must furnish to the Secretary, upon request, all documents and records pertaining to the determination of the amount of the Federal share or to any settlement, litigation, negotiation, or other efforts taken to recover such funds. All settlements or other final positions of the Sponsor, in court or otherwise, involving the recovery of such Federal share require advance approval by the Secretary.
9. **United States Not Liable for Damage or Injury.** The United States is not responsible or liable for damage to property or injury to persons that may arise from, or relate to, this Grant Agreement, including, but not limited to, any action taken by a Sponsor related to or arising from, directly or indirectly, this Grant Agreement.
10. **System for Award Management (SAM) Registration and Unique Entity Identifier (UEI).**

- a. Requirement for System for Award Management (SAM): Unless the Sponsor is exempted from this requirement under 2 CFR 25.110, the Sponsor must maintain the currency of its information in SAM until the Sponsor submits the final financial report required under this Grant, or receives the final payment, whichever is later. This requires that the Sponsor review and update the information at least annually after the initial registration and more frequently if required by changes in information or another award term. Additional information about registration procedures may be found at the SAM website (currently at <http://www.sam.gov>).
 - b. Unique entity identifier (UEI) means a 12-character alpha-numeric value used to identify a specific commercial, nonprofit, or governmental entity. A UEI may be obtained from SAM.gov at <https://sam.gov/SAM/pages/public/index.jsf>.
11. **Electronic Grant Payment(s).** Unless otherwise directed by the FAA, the Sponsor must make each payment request under this agreement electronically via the Delphi eInvoicing System for Department of Transportation (DOT) Financial Assistance Awardees.
 12. **Air and Water Quality.** The Sponsor is required to comply with all applicable air and water quality standards for all concessions rent and MAG relief provided under this Grant. If the Sponsor fails to comply with this requirement, the FAA may suspend, cancel, or terminate this Grant Agreement.
 13. **Financial Reporting and Payment Requirements.** The Sponsor will comply with all Federal financial reporting requirements and payment requirements, including submittal of timely and accurate reports.
 14. **Buy American.** Unless otherwise approved in advance by the FAA, in accordance with 49 United States Code (U.S.C.) § 50101, the Sponsor will not acquire or permit any contractor or subcontractor to acquire any steel or manufactured goods produced outside the United States to be used for any project for which funds are provided under this Grant. The Sponsor will include a provision implementing Buy American in every contract.
 15. **Audits for Sponsors.**

PUBLIC SPONSORS. The Sponsor must provide for a Single Audit or program-specific audit in accordance with 2 CFR Part 200. The Sponsor must submit the audit reporting package to the Federal Audit Clearinghouse on the Federal Audit Clearinghouse's Internet Data Entry System at <http://harvester.census.gov/facweb/>. Upon request of the FAA, the Sponsor shall provide one copy of the completed audit to the FAA. Sponsors that expend less than \$750,000 in Federal awards and are exempt from Federal audit requirements must make records available for review or audit by the appropriate Federal agency officials, State, and Government Accountability Office. The FAA and other appropriate Federal agencies may request additional information to meet all Federal audit requirements.
 16. **Suspension or Debarment.** When entering into a "covered transaction" as defined by 2 CFR § 180.200, the Sponsor must:
 - a. Verify the non-Federal entity is eligible to participate in this Federal program by:
 1. Checking the excluded parties list system (EPLS) as maintained within the System for Award Management (SAM) to determine if the non-Federal entity is excluded or disqualified; or
 2. Collecting a certification statement from the non-Federal entity attesting the entity is not excluded or disqualified from participating; or

3. Adding a clause or condition to covered transactions attesting the individual or firm is not excluded or disqualified from participating.
- b. Require prime contractors to comply with 2 CFR § 180.330 when entering into lower-tier transactions (e.g., subcontracts).
- c. Immediately disclose to the FAA whenever the Sponsor (1) learns the Sponsor has entered into a covered transaction with an ineligible entity, or (2) suspends or debar a contractor, person, or entity.

17. Ban on Texting While Driving.

- a. In accordance with Executive Order 13513, Federal Leadership on Reducing Text Messaging While Driving, October 1, 2009, and DOT Order 3902.10, Text Messaging While Driving, December 30, 2009, the Sponsor is encouraged to:
 1. Adopt and enforce workplace safety policies to decrease crashes caused by distracted drivers, including policies to ban text messaging while driving when performing any work for, or on behalf of, the Federal government, including work relating to this Grant or subgrant funded by this Grant.
 2. Conduct workplace safety initiatives in a manner commensurate with the size of the business, such as:
 - A. Establishment of new rules and programs or re-evaluation of existing programs to prohibit text messaging while driving; and
 - B. Education, awareness, and other outreach to employees about the safety risks associated with texting while driving.
- b. The Sponsor must insert the substance of this clause on banning texting while driving in all subgrants, contracts, and subcontracts funded by this Grant.

18. Trafficking in Persons.

- a. You as the recipient, your employees, subrecipients under this Grant, and subrecipients' employees may not –
 1. Engage in severe forms of trafficking in persons during the period of time that the award is in effect;
 2. Procure a commercial sex act during the period of time that the award is in effect; or
 3. Use forced labor in the performance of the award or subawards under this Grant.
- b. The FAA as the Federal awarding agency may unilaterally terminate this award, without penalty, if you or a subrecipient that is a private entity –
 1. Is determined to have violated a prohibition in paragraph a. of this condition; or
 2. Has an employee who is determined by the agency official authorized to terminate the Grant Agreement to have violated a prohibition in paragraph a. of this condition through conduct that is either –
 - A. Associated with performance under this Grant Agreement; or
 - B. Imputed to the subrecipient using the standards and due process for imputing the conduct of an individual to an organization that are provided in 2 CFR Part 180, "OMB

Guidelines to Agencies on Government-wide Debarment and Suspension
(Nonprocurement),"as implemented by the FAA at 2 CFR Part 1200.

- c. You must inform us immediately of any information you receive from any source alleging a violation of a prohibition in paragraph a. of this condition during this Grant Agreement.
- d. Our right to terminate unilaterally that is described in paragraph a. of this condition:
 - 1. Implements section 106(g) of the Trafficking Victims Protection Act of 2000, as amended (22 U.S.C. § 7104(g)), and
 - 2. Is in addition to all other remedies for noncompliance that are available to the FAA under this Grant Agreement.

19. Employee Protection from Reprisal.

- a. Prohibition of Reprisals —
 - 1. In accordance with 41 U.S.C. § 4712, an employee of a grantee or subgrantee may not be discharged, demoted, or otherwise discriminated against as a reprisal for disclosing to a person or body described in sub-paragraph a2. of this condition, information that the employee reasonably believes is evidence of:
 - A. Gross mismanagement of a Federal grant;
 - B. Gross waste of Federal funds;
 - C. An abuse of authority relating to implementation or use of Federal funds;
 - D. A substantial and specific danger to public health or safety; or
 - E. A violation of law, rule, or regulation related to a Federal grant.
 - 2. Persons and bodies covered: The persons and bodies to which a disclosure by an employee is covered are as follows:
 - A. A member of Congress or a representative of a committee of Congress;
 - B. An Inspector General;
 - C. The Government Accountability Office;
 - D. A Federal employee responsible for oversight or management of a grant program at the relevant agency;
 - E. A court or grand jury;
 - F. A management official or other employee of the Sponsor, contractor, or subcontractor who has the responsibility to investigate, discover, or address misconduct; or
 - G. An authorized official of the Department of Justice or other law enforcement agency.
 - 3. Submission of Complaint — A person who believes that they have been subjected to a reprisal prohibited by paragraph a. of this section may submit a complaint regarding the reprisal to the Office of Inspector General (OIG) for the U.S. Department of Transportation.
 - 4. Time Limitation for Submittal of a Complaint — A complaint may not be brought under this subsection more than three years after the date on which the alleged reprisal took place.
 - 5. Required Actions of the Inspector General — Actions, limitations, and exceptions of the Inspector General's office are established under 41 U.S.C. § 4712(b).
 - 6. Assumption of Rights to Civil Remedy — Upon receipt of an explanation of a decision not to conduct or continue an investigation by the Office of Inspector General, the person submitting a complaint assumes the right to a civil remedy under 41 U.S.C. § 4712(c).

20. **Co-Sponsor.** The Co-Sponsors understand and agree that they jointly and severally adopt and ratify the representations and assurances contained and attached herein and that the word "Sponsor" as used in the application and other assurances is deemed to include all co-sponsors.
21. **Limitations.** Nothing provided herein shall be construed to limit, cancel, annul, or modify the terms of any Federal grant agreement(s), including all terms and assurances related thereto, that have been entered into by the Sponsor and the FAA prior to the date of this Grant Agreement.
22. **Face Coverings Policy.** The Sponsor agrees to implement a face-covering (mask) policy to combat the spread of pathogens. This policy must include a requirement that all persons wear a mask, in accordance with Centers for Disease Control (CDC) and Transportation Security Administration (TSA) requirements, as applicable, at all times while in all public areas of the airport property, except to the extent exempted under those requirements. This special condition requires the Sponsor continue to require masks until [Executive Order 13998, Promoting COVID-19 Safety in Domestic and International Travel](#) is no longer effective.
23. **Small and Large Concessions Rent Relief Set-Asides.** The Sponsor agrees that funds under this Grant are available for the Sponsor to provide relief from rent and MAG to eligible in-terminal Small Airport Concessions, per the Act, in the amount listed in condition 1 above, and for the Sponsor to provide relief from rent and MAG to eligible in-terminal Large Airport Concessions, per the Act, in the amount listed in condition 1 above. The Sponsor shall provide relief from rent and MAG from March 11, 2021, until the Sponsor has provided relief equaling the total grant amount, to the extent practicable and to the extent permissible under State laws, local laws, and applicable trust indentures.
24. **Concessions Rent Relief Airport Rescue Plan.** The Sponsor agrees to submit to the FAA a Concessions Rent Relief Airport Rescue Plan ("the Plan") identifying the in-terminal Small and Large Airport Concessions, as defined in 49 CFR § 23.3, eligible to receive proportional funding under this Grant, in accordance with the ARP Act. The Sponsor agrees that the FAA will reimburse the Sponsor after the FAA accepts the Plan submitted by the Sponsor. The Sponsor agrees the Plan will include all elements as prescribed by the FAA to facilitate review of reimbursement payments that comply with the ARP Act.
25. **Small Airport Concessions Rent Relief Set-Aside.** The Sponsor's Plan must specify relief from rent and MAG obligations to eligible in-terminal Small Airport Concession, meaning a small concession business with gross receipts, averaged over the previous three fiscal years, of less than \$56,420,000; or joint ventures as defined in 49 CFR § 23.3. The Sponsor agrees that relief provided to eligible in-terminal Small Airport Concessions will be a proportional share based on rent and MAG collected during a baseline time-period.
26. **Large Airport Concessions Rent Relief Set-Aside.** The Sponsor's Plan must specify relief from rent and MAG obligations to eligible in-terminal Large Airport Concessions, meaning a concession as defined in 49 CFR § 23.3, that has gross receipts, averaged over the previous three fiscal years, of more than \$56,420,000. The Sponsor agrees that relief provided to eligible in-terminal Large Airport Concessions will be a proportional share based on rent and MAG collected during a baseline time-period.
27. **Adjustments to Proportionality among Airport Concessions.**
 - a. **Adjustments to Proportionality among Airport Concessions Set-Aside.** The Sponsor agrees that the FAA may approve reimbursement under the Act for rent and MAG relief provided to eligible in-terminal Airport Concessions on a proportional share based on rent and MAG collected

during a baseline time-period. Adjustments from this proportionality amongst Airport Concessions within a respective Small or Large Concession Set-Aside are limited; must be supported by evidence and specific circumstances; and must be approved by the FAA prior to reimbursement. The Sponsor agrees the Plan will include all elements as prescribed by the FAA to facilitate review of reimbursement payments that comply with the ARP Act.

- b. **Adjustments between Small and Large Concession Set-Asides.** The Sponsor agrees that the FAA may approve reimbursement under the Act for concessions rent and MAG relief provided to eligible in-terminal Airport Concessions on a proportional share based on rent and MAG collected during a baseline time-period. Adjustments from this proportionality between Small and Large Concession Set-Asides are limited, must be supported by evidence and specific circumstances, and must be approved by the FAA prior to reimbursement. The Sponsor agrees the Plan will include all elements as prescribed by the FAA to facilitate review of reimbursement payments that comply with ARP Act.
- 28. Sponsor Certification of Reimbursement Request.** To be reimbursed, the Sponsor shall provide the FAA with the Plan, and reporting data as requested, in lieu of invoices, and shall certify all information submitted is true and correct. The Sponsor may not use funds allocated herein for other airport purposes.
- 29. Concession's Certification of Relief Funds.** Each airport concession to be provided relief with Grant funds shall certify to the Sponsor, prior to the Sponsor submitting a Plan, it has not and will not apply for other Federal assistance for the purpose of receiving rent and MAG relief on or after March 11, 2021.

The Sponsor's acceptance of this Offer and ratification and adoption of the Grant Application incorporated herein shall be evidenced by execution of this instrument by the Sponsor, as hereinafter provided, and this Offer and acceptance shall comprise a Grant, as provided by the ARP Act, constituting the contractual obligations and rights of the United States and the Sponsor with respect to the accomplishment of the purpose of the ARP Act and compliance with the conditions as provided herein. Further, this Grant, inclusive of all terms, conditions, and assurances provided there, and become effective upon the Sponsor's acceptance of this Offer.

Please read the following information: By signing this document, you are agreeing that you have reviewed the following consumer disclosure information and consent to transact business using electronic communications, to receive notices and disclosures electronically, and to utilize electronic signatures in lieu of using paper documents. You are not required to receive notices and disclosures or sign documents electronically. If you prefer not to do so, you may request to receive paper copies and withdraw your consent at any time.

Dated January 10, 2022

**UNITED STATES OF AMERICA
FEDERAL AVIATION ADMINISTRATION**

Marc Miller

Marc Miller (Jan 10, 2022 16:04 MST)

(Signature)

Marc Miller

(Typed Name)

Acting Manager, Denver Airports District Office

(Title of FAA Official)

PART II - ACCEPTANCE

The Sponsor does hereby ratify and adopt all assurances, statements, representations, warranties, covenants, and agreements contained in the Grant Application and incorporated materials referred to in the foregoing Offer under Part I of this Grant Agreement, and does hereby accept this Offer and by such acceptance agrees to comply with all of the terms and conditions in this Offer and in the Grant Application and all applicable terms and conditions provided for in the ARP Act and other applicable provisions of Federal law.

Please read the following information: By signing this document, you are agreeing that you have reviewed the following consumer disclosure information and consent to transact business using electronic communications, to receive notices and disclosures electronically, and to utilize electronic signatures in lieu of using paper documents. You are not required to receive notices and disclosures or sign documents electronically. If you prefer not to do so, you may request to receive paper copies and withdraw your consent at any time.

I declare under penalty of perjury that the foregoing is true and correct.¹

Dated

GRAND JUNCTION REGIONAL AIRPORT AUTHORITY

(Name of Sponsor)

(Signature of Sponsor's Designative Official/Representative)

By:

(Type Name of Sponsor's Designative Official/Representative)

Title:

(Title of Sponsor's Designative Official/Representative)

¹ Knowingly and willfully providing false information to the Federal government is a violation of 18 U.S.C. Section 1001 (False Statements) and could subject you to fines, imprisonment, or both.

CERTIFICATE OF SPONSOR'S ATTORNEY

I, _____, acting as Attorney for the Sponsor do hereby certify:

That in my opinion the Sponsor is empowered to enter into the foregoing Grant Agreement under the laws of the State of Colorado. Further, I have examined the foregoing Grant Agreement and the actions taken by said Sponsor and Sponsor's official representative has been duly authorized and that the execution thereof is in all respects due and proper and in accordance with the laws of the said State and the ARP Act. The Sponsor understands funding made available under this Grant Agreement may only be used for concessions and MAG Relief. Further, it is my opinion the foregoing Grant Agreement constitutes a legal and binding obligation of the Sponsor in accordance with the terms thereof.

Please read the following information: By signing this document, you are agreeing that you have reviewed the following consumer disclosure information and consent to transact business using electronic communications, to receive notices and disclosures electronically, and to utilize electronic signatures in lieu of using paper documents. You are not required to receive notices and disclosures or sign documents electronically. If you prefer not to do so, you may request to receive paper copies and withdraw your consent at any time.

Dated at _____

By:

(Signature of Sponsor's Attorney)

PART II - ACCEPTANCE

The Sponsor does hereby ratify and adopt all assurances, statements, representations, warranties, covenants, and agreements contained in the Grant Application and incorporated materials referred to in the foregoing Offer under Part I of this Grant Agreement, and does hereby accept this Offer and by such acceptance agrees to comply with all of the terms and conditions in this Offer and in the Grant Application and all applicable terms and conditions provided for in the ARP Act and other applicable provisions of Federal law.

Please read the following information: By signing this document, you are agreeing that you have reviewed the following consumer disclosure information and consent to transact business using electronic communications, to receive notices and disclosures electronically, and to utilize electronic signatures in lieu of using paper documents. You are not required to receive notices and disclosures or sign documents electronically. If you prefer not to do so, you may request to receive paper copies and withdraw your consent at any time.

I declare under penalty of perjury that the foregoing is true and correct.²

Dated _____

CITY OF GRAND JUNCTION, COLORADO

(Name of Sponsor)

(Signature of Sponsor's Designative Official/Representative)

By:

(Type Name of Sponsor's Designative Official/Representative)

Title:

(Title of Sponsor's Designative Official/Representative)

² Knowingly and willfully providing false information to the Federal government is a violation of 18 U.S.C. Section 1001 (False Statements) and could subject you to fines, imprisonment, or both.

CERTIFICATE OF SPONSOR'S ATTORNEY

I, _____, acting as Attorney for the Sponsor do hereby certify:

That in my opinion the Sponsor is empowered to enter into the foregoing Grant Agreement under the laws of the State of Colorado. Further, I have examined the foregoing Grant Agreement and the actions taken by said Sponsor and Sponsor's official representative has been duly authorized and that the execution thereof is in all respects due and proper and in accordance with the laws of the said State and the ARP Act. The Sponsor understands funding made available under this Grant Agreement may only be used for concessions rent and MAG relief. Further, it is my opinion the foregoing Grant Agreement constitutes a legal and binding obligation of the Sponsor in accordance with the terms thereof.

Please read the following information: By signing this document, you are agreeing that you have reviewed the following consumer disclosure information and consent to transact business using electronic communications, to receive notices and disclosures electronically, and to utilize electronic signatures in lieu of using paper documents. You are not required to receive notices and disclosures or sign documents electronically. If you prefer not to do so, you may request to receive paper copies and withdraw your consent at any time.

Dated at _____

By:

(Signature of Sponsor's Attorney)

PART II - ACCEPTANCE

The Sponsor does hereby ratify and adopt all assurances, statements, representations, warranties, covenants, and agreements contained in the Grant Application and incorporated materials referred to in the foregoing Offer under Part I of this Grant Agreement, and does hereby accept this Offer and by such acceptance agrees to comply with all of the terms and conditions in this Offer and in the Grant Application and all applicable terms and conditions provided for in the ARP Act and other applicable provisions of Federal law.

Please read the following information: By signing this document, you are agreeing that you have reviewed the following consumer disclosure information and consent to transact business using electronic communications, to receive notices and disclosures electronically, and to utilize electronic signatures in lieu of using paper documents. You are not required to receive notices and disclosures or sign documents electronically. If you prefer not to do so, you may request to receive paper copies and withdraw your consent at any time.

I declare under penalty of perjury that the foregoing is true and correct.³

Dated _____

COUNTY OF MESA, COLORADO

(Name of Sponsor)

(Signature of Sponsor's Designative Official/Representative)

By:

(Type Name of Sponsor's Designative Official/Representative)

Title:

(Title of Sponsor's Designative Official/Representative)

³ Knowingly and willfully providing false information to the Federal government is a violation of 18 U.S.C. Section 1001 (False Statements) and could subject you to fines, imprisonment, or both.

CERTIFICATE OF SPONSOR'S ATTORNEY

I, _____, acting as Attorney for the Sponsor do hereby certify:

That in my opinion the Sponsor is empowered to enter into the foregoing Grant Agreement under the laws of the State of Colorado. Further, I have examined the foregoing Grant Agreement and the actions taken by said Sponsor and Sponsor's official representative has been duly authorized and that the execution thereof is in all respects due and proper and in accordance with the laws of the said State and the ARP Act. The Sponsor understands funding made available under this Grant Agreement may only be used for concessions rent and MAG relief. Further, it is my opinion the foregoing Grant Agreement constitutes a legal and binding obligation of the Sponsor in accordance with the terms thereof.

Please read the following information: By signing this document, you are agreeing that you have reviewed the following consumer disclosure information and consent to transact business using electronic communications, to receive notices and disclosures electronically, and to utilize electronic signatures in lieu of using paper documents. You are not required to receive notices and disclosures or sign documents electronically. If you prefer not to do so, you may request to receive paper copies and withdraw your consent at any time.

Dated at _____

By:

(Signature of Sponsor's Attorney)

CONCESSIONS RENT RELIEF AIRPORT RESCUE GRANT ASSURANCES

AIRPORT SPONSORS

A. General.

1. These Concession Rent Relief Airport Rescue Grant Assurances are required to be submitted as part of the application by sponsors requesting funds under the provisions of the American Rescue Plan Act of 2021 ("ARP Act," or "the Act"), Public Law 117-2. As used herein, the term "public agency sponsor" means a public agency with control of a public-use airport; the term "private sponsor" means a private owner of a public-use airport; and the term "sponsor" includes both public agency sponsors and private sponsors.
2. Upon acceptance of this Grant Offer by the sponsor, these assurances are incorporated into and become part of this Concessions Rent Relief Airport Rescue Grant Agreement.

B. Sponsor Certification.

The sponsor hereby assures and certifies, with respect to this Grant, that:

It will comply with all applicable Federal laws, regulations, executive orders, policies, guidelines, and requirements as they relate to the application, acceptance, and use of Federal funds for this Grant including, but not limited to, the following:

FEDERAL LEGISLATION

- a. 49 U.S.C. Chapter 471, as applicable
- b. Davis-Bacon Act — 40 U.S.C. 276(a), et. seq.
- c. Federal Fair Labor Standards Act — 29 U.S.C. 201, et. seq.
- d. Hatch Act — 5 U.S.C. 1501, et. seq.²
- e. Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 Title 42 U.S.C. 4601, et. seq.
- f. National Historic Preservation Act of 1966 — Section 106 — 16 U.S.C. 470(f).
- g. Archeological and Historic Preservation Act of 1974 — 16 U.S.C. 469 through 469c.
- h. Native Americans Grave Repatriation Act — 25 U.S.C. Section 3001, et. seq.
- i. Clean Air Act, P.L. 90-148, as amended.
- j. Coastal Zone Management Act, P.L. 93-205, as amended.
- k. Flood Disaster Protection Act of 1973 — Section 102(a) — 42 U.S.C. 4012a.
- l. Title 49, U.S.C., Section 303, (formerly known as Section 4(f)).
- m. Rehabilitation Act of 1973 — 29 U.S.C. 794.
- n. Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252) (prohibits discrimination on the basis of race, color, national origin).
- o. Americans with Disabilities Act of 1990, as amended, (42 U.S.C. § 12101 et seq.), prohibits discrimination on the basis of disability).
- p. Age Discrimination Act of 1975 — 42 U.S.C. 6101, et. seq.

- q. American Indian Religious Freedom Act, P.L. 95-341, as amended.
- r. Architectural Barriers Act of 1968 — 42 U.S.C. 4151, et. seq.
- s. Power plant and Industrial Fuel Use Act of 1978 — Section 403- 2 U.S.C. 8373.
- t. Contract Work Hours and Safety Standards Act — 40 U.S.C. 327, et. seq.
- u. Copeland Anti-kickback Act — 18 U.S.C. 874.1.
- v. National Environmental Policy Act of 1969 — 42 U.S.C. 4321, et. seq.
- w. Wild and Scenic Rivers Act, P.L. 90-542, as amended.
- x. Single Audit Act of 1984 — 31 U.S.C. 7501, et. seq.²
- y. Drug-Free Workplace Act of 1988 — 41 U.S.C. 702 through 706.
- z. The Federal Funding Accountability and Transparency Act of 2006, as amended (Pub. L. 109-282, as amended by section 6202 of Pub. L. 110-252).

EXECUTIVE ORDERS

- a. Executive Order 11246 – Equal Employment Opportunity
- b. Executive Order 11990 – Protection of Wetlands
- c. Executive Order 11998 – Flood Plain Management
- d. Executive Order 12372 – Intergovernmental Review of Federal Programs
- e. Executive Order 12699 – Seismic Safety of Federal and Federally Assisted New Building Construction
- f. Executive Order 12898 – Environmental Justice
- g. Executive Order 14005 – Ensuring the Future Is Made in All of America by All of America's Workers.

FEDERAL REGULATIONS

- a. 2 CFR Part 180 – OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement).
- b. 2 CFR Part 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.^{3, 4}
- c. 2 CFR Part 1200 – Nonprocurement Suspension and Debarment.
- d. 28 CFR Part 35 – Discrimination on the Basis of Disability in State and Local Government Services.
- e. 28 CFR § 50.3 – U.S. Department of Justice Guidelines for Enforcement of Title VI of the Civil Rights Act of 1964.
- f. 29 CFR Part 1 – Procedures for predetermination of wage rates.¹
- g. 29 CFR Part 3 – Contractors and subcontractors on public building or public work financed in whole or part by loans or grants from the United States.¹
- h. 29 CFR Part 5 – Labor standards provisions applicable to contracts covering Federally financed and assisted construction (also labor standards provisions applicable to non-construction contracts subject to the Contract Work Hours and Safety Standards Act).¹

- i. 41 CFR Part 60 – Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor (Federal and Federally assisted contracting requirements).¹
- j. 49 CFR Part 20 – New restrictions on lobbying.
- k. 49 CFR Part 21 – Nondiscrimination in Federally-assisted programs of the Department of Transportation - effectuation of Title VI of the Civil Rights Act of 1964.
- l. 49 CFR Part 23 – Participation by Disadvantage Business Enterprise in Airport Concessions.
- m. 49 CFR Part 26 – Participation by Disadvantaged Business Enterprises in Department of Transportation Program.
- n. 49 CFR Part 27 – Nondiscrimination on the Basis of Handicap in Programs and Activities Receiving or Benefiting from Federal Financial Assistance.¹
- o. 49 CFR Part 28 – Enforcement of Nondiscrimination on the Basis of Handicap in Programs or Activities conducted by the Department of Transportation.
- p. 49 CFR Part 30 – Denial of public works contracts to suppliers of goods and services of countries that deny procurement market access to U.S. contractors.
- q. 49 CFR Part 32 – Government-wide Requirements for Drug-Free Workplace (Financial Assistance).
- r. 49 CFR Part 37 – Transportation Services for Individuals with Disabilities (ADA).
- s. 49 CFR Part 41 – Seismic safety of Federal and Federally assisted or regulated new building construction.

FOOTNOTES TO CONCESSIONS RENT RELIEF AIRPORT RESCUE GRANT ASSURANCE B

- ¹ These laws do not apply to airport planning sponsors.
- ² These laws do not apply to private sponsors.
- ³ Cost principles established in 2 CFR Part 200 subpart E must be used as guidelines for determining the eligibility of specific types of expenses.
- ⁴ Audit requirements established in 2 CFR Part 200 subpart F are the guidelines for audits.

SPECIFIC ASSURANCES

Specific assurances required to be included in grant agreements by any of the above laws, regulations, or circulars are incorporated by reference in this Grant Agreement.

1. Purpose Directly Related to the Airport.

It certifies that the reimbursement sought is for a purpose directly related to the airport.

2. Responsibility and Authority of the Sponsor.

a. Public Agency Sponsor:

It has legal authority to apply for this Grant, and to finance and carry out the proposed grant; that an official decision has been made by the applicant's governing body authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the applicant to act in connection with the application and to provide such additional information as may be required.

b. Private Sponsor:

It has legal authority to apply for this Grant and to finance and carry out the proposed Grant and comply with all terms, conditions, and assurances of this Grant Agreement. It shall designate an

official representative and shall in writing direct and authorize that person to file this application, including all understandings and assurances contained therein; to act in connection with this application; and to provide such additional information as may be required.

3. Good Title.

It, a public agency or the Federal government, holds good title, satisfactory to the Secretary, to the landing area of the airport or site thereof, or will give assurance satisfactory to the Secretary that good title will be acquired.

4. Preserving Rights and Powers.

- a. It will not take or permit any action which would operate to deprive it of any of the rights and powers necessary to perform any or all of the terms, conditions, and assurances in this Grant Agreement without the written approval of the Secretary, and will act promptly to acquire, extinguish, or modify any outstanding rights or claims of right of others which would interfere with such performance by the sponsor. This shall be done in a manner acceptable to the Secretary.
- b. If the sponsor is a private sponsor, it will take steps satisfactory to the Secretary to ensure that the airport will continue to function as a public-use airport in accordance with this Grant Agreement.
- c. If an arrangement is made for management and operation of the airport by any agency or person other than the sponsor or an employee of the sponsor, the sponsor will reserve sufficient rights and authority to insure that the airport will be operated and maintained in accordance Title 49, United States Code, the regulations, and the terms and conditions of this Grant Agreement.

5. Accounting System, Audit, and Record Keeping Requirements.

- a. It shall keep all Grant accounts and records which fully disclose the amount and disposition by the recipient of the proceeds of this Grant, the total cost of the Grant in connection with which this Grant is given or used, and the amount or nature of that portion of the cost of the Grant supplied by other sources, and such other financial records pertinent to the Grant. The accounts and records shall be kept in accordance with an accounting system that will facilitate an effective audit in accordance with the Single Audit Act of 1984.
- b. It shall make available to the Secretary and the Comptroller General of the United States, or any of their duly authorized representatives, for the purpose of audit and examination, any books, documents, papers, and records of the recipient that are pertinent to this Grant. The Secretary may require that an appropriate audit be conducted by a recipient. In any case in which an independent audit is made of the accounts of a sponsor relating to the disposition of the proceeds of a Grant or relating to the Grant in connection with which this Grant was given or used, it shall file a certified copy of such audit with the Comptroller General of the United States not later than six (6) months following the close of the fiscal year for which the audit was made.

6. Exclusive Rights.

The sponsor shall not grant an exclusive right to use an air navigation facility on which this Grant has been expended. However, providing services at an airport by only one fixed-based operator is not an exclusive right if—

- a. it is unreasonably costly, burdensome, or impractical for more than one fixed-based operator to provide the services; and
- b. allowing more than one fixed-based operator to provide the services requires a reduction in space leased under an agreement existing on September 3, 1982, between the operator and the airport.

7. Airport Revenues.

- a. The Sponsor agrees that funds under this Grant are available for the Sponsor to provide relief from rent and MAG to eligible in-terminal Airport Concessions, per the ARP Act. Apart from this relief, in no event shall airport revenue or grant reimbursement proceeds be used for any purpose beyond the capital or operating costs of the airport; the local airport system; or other local facilities which are owned or operated by the owner or operator of the airport(s).

8. Reports and Inspections.

It will:

- a. submit to the Secretary such annual or special financial and operations reports as the Secretary may reasonably request and make such reports available to the public; make available to the public at reasonable times and places a report of the airport budget in a format prescribed by the Secretary;
- b. in a format and time prescribed by the Secretary, provide to the Secretary and make available to the public following each of its fiscal years, an annual report listing in detail:
 - 1. all amounts paid by the airport to any other unit of government and the purposes for which each such payment was made; and
 - 2. all services and property provided by the airport to other units of government and the amount of compensation received for provision of each such service and property.

9. Civil Rights.

It will promptly take any measures necessary to ensure that no person in the United States shall, on the grounds of race, creed, color, national origin, sex, age, or disability be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination in any activity conducted with, or benefiting from, funds received from this Grant.

- a. Using the definitions of activity, facility, and program as found and defined in §§ 21.23 (b) and 21.23 (e) of 49 CFR Part 21, the sponsor will facilitate all programs, operate all facilities, or conduct all programs in compliance with all non-discrimination requirements imposed by or pursuant to these assurances.
- b. Applicability
 - 1. Programs and Activities. If the sponsor has received a grant (or other Federal assistance) for any of the sponsor's program or activities, these requirements extend to all of the sponsor's programs and activities.
 - 2. Facilities. Where it receives a grant or other Federal financial assistance to construct, expand, renovate, remodel, alter, or acquire a facility, or part of a facility, the assurance extends to the entire facility and facilities operated in connection therewith.
 - 3. Real Property. Where the sponsor receives a grant or other Federal financial assistance in the form of, or for the acquisition of, real property or an interest in real property, the assurance will extend to rights to space on, over, or under such property.

c. Duration

The sponsor agrees that it is obligated to this assurance for the period during which Federal financial assistance is extended to the program, except where the Federal financial assistance is to provide, or is in the form of, personal property, or real property, or interest therein, or structures or improvements thereon, in which case the assurance obligates the sponsor, or any transferee for the longer of the following periods:

1. So long as the airport is used as an airport, or for another purpose involving the provision of similar services or benefits; or
2. So long as the sponsor retains ownership or possession of the property.

d. Required Solicitation Language

It will include the following notification in all solicitations for bids, Requests for Proposals for work, or material under this Grant and in all proposals for agreements, including airport concessions, regardless of funding source:

"The Grand Junction Regional Airport Authority, City of Grand Junction and County of Mesa, Colorado, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that for any contract entered into pursuant to this advertisement, disadvantaged business enterprises and airport concession disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award."

e. Required Contract Provisions.

1. It will insert the non-discrimination contract clauses requiring compliance with the acts and regulations relative to non-discrimination in Federally assisted programs of the DOT, and incorporating the acts and regulations into the contracts by reference in every contract or agreement subject to the non-discrimination in Federally assisted programs of the DOT Acts and regulations.
2. It will include a list of the pertinent non-discrimination authorities in every contract that is subject to the non-discrimination acts and regulations.
3. It will insert non-discrimination contract clauses as a covenant running with the land, in any deed from the United States effecting or recording a transfer of real property, structures, use, or improvements thereon or interest therein to a sponsor.
4. It will insert non-discrimination contract clauses prohibiting discrimination on the basis of race, color, national origin, creed, sex, age, or handicap as a covenant running with the land, in any future deeds, leases, license, permits, or similar instruments entered into by the sponsor with other parties:
 - A. For the subsequent transfer of real property acquired or improved under the applicable activity, grant, or program; and
 - B. For the construction or use of, or access to, space on, over, or under real property acquired or improved under the applicable activity, grant, or program.
 - C. It will provide for such methods of administration for the program as are found by the Secretary to give reasonable guarantee that it, other recipients, sub-recipients, sub-

grantees, contractors, subcontractors, consultants, transferees, successors in interest, and other participants of Federal financial assistance under such program will comply with all requirements imposed or pursuant to the acts, the regulations, and this assurance.

- D. It agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the acts, the regulations, and this assurance.

10. Foreign Market Restrictions.

It will not allow funds provided under this Grant to be used to fund any activity that uses any product or service of a foreign country during the period in which such foreign country is listed by the United States Trade Representative as denying fair and equitable market opportunities for products and suppliers of the United States in procurement and construction.

11. Disadvantaged Business Enterprises.

The sponsor shall not discriminate on the basis of race, color, national origin or sex in the award and performance of any DOT-assisted contract covered by 49 CFR Part 26, or in the award and performance of any concession activity contract covered by 49 CFR Part 23. In addition, the sponsor shall not discriminate on the basis of race, color, national origin or sex in the administration of its Disadvantaged Business Enterprise (DBE) and Airport Concessions Disadvantaged Business Enterprise (ACDBE) programs or the requirements of 49 CFR Parts 23 and 26. The sponsor shall take all necessary and reasonable steps under 49 CFR Parts 23 and 26 to ensure nondiscrimination in the award and administration of DOT-assisted contracts, and/or concession contracts. The sponsor's DBE and ACDBE programs, as required by 49 CFR Parts 26 and 23, and as approved by DOT, are incorporated by reference in this agreement. Implementation of these programs is a legal obligation and failure to carry out its terms shall be treated as a violation of this agreement. Upon notification to the sponsor of its failure to carry out its approved program, the Department may impose sanctions as provided for under Parts 26 and 23 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1936 (31 U.S.C. 3801).

Grand Junction Regional Airport Authority

Agenda Item Summary

TOPIC:	Resolution No. 2022-001 – Designating the Location for the Posting of Notice of Meetings for 2022		
PURPOSE:	Information <input type="checkbox"/>	Guidance <input type="checkbox"/>	Decision <input checked="" type="checkbox"/>
RECOMMENDATION:	Adopt Resolution No. 2022-001 Designating the Location for the Posting of the Notice of Meetings in accordance with Colorado Revised Statute Section 24-6-402(2)(C) and Section 41-3-105(5)(a).		
SUMMARY:	<p>Colorado Revised Statute 24-6-402(2)(C) states any meetings at which Commissioners attend where a quorum of the body is in attendance shall have a public posting. The public place or places for posting such notice shall be designated annually at the GJRAA first regular meeting of each calendar year.</p> <p>The resolution designates the location for posting of meeting notices and identifies the local newspaper to be used as the official newspaper of the authority for publications.</p> <p>The proposed meeting calendar is also attached for public notice and reference for the planned meetings of the Authority in 2022.</p>		
REVIEWED BY:	Executive Director and Legal Counsel		
FISCAL IMPACT:	None		
ATTACHMENTS:	<ol style="list-style-type: none">1. Resolution 2022-0012. Proposed Board Meeting Calendar 2022		
STAFF CONTACT:	Sarah Menge 970-248-8581 smenge@gjairport.com		

GRAND JUNCTION REGIONAL AIRPORT

RESOLUTION NO. 2022-001

A Resolution of the Grand Junction Regional Airport Authority Designating the Location for the Posting of the Notice of Meetings

Recitals.

The Grand Junction Regional Airport Authority is a "local public body" as defined in C.R.S. §24-6-402 (1) (a).

The Grand Junction Regional Airport Authority holds meetings to discuss public business. Regular scheduled Board Meetings take place on the third Tuesday of every month at 5:15pm. Additional meetings and workshops are scheduled as necessary.

C.R.S. § 24-6-402(2)(c) requires a local public body to annually designate where the notices for meeting will be posted. Specifically, C.R.S. § 24-6-402(2)(c) states that “[t]he public place or places for posting such notices shall be designated annually at the local public body’s first regular meeting of each calendar year.” Colorado’s Public Airport Authority Law, at C.R.S. § 41-3-105(5)(a), states that “notice of time and place designated for all regular meetings shall be posted in at least three places within each municipality and county forming a part of the authority if created by the formation of a combination, and, in addition, one such notice shall be posted, irrespective of the procedure under which the authority is created, in the county courthouse in the county wherein the airport is located and in the county creating the authority.”

C.R.S. § 41-3-105(5)(i), states that the board has the power to “appoint an official newspaper in the state to be used for official publications of the authority; but nothing in this section shall prevent the board from directing publication in additional newspapers or other periodicals which public necessity may so require or indicate.”

BE IT RESOLVED BY THE GRAND JUNCTION REGIONAL AIRPORT AUTHORITY THAT:

1. The Notice of Meetings for the local public body shall be posted on the notice board at the Grand Junction Regional Airport Terminal Building, 2828 Walker Field Drive, third floor, Grand Junction, Colorado, 81506.
2. The Notice of Meeting for the local public body shall be posted at the City of Grand Junction office located at 250 N 5th St, Grand Junction, Colorado, 81501.
3. The Notice of Meeting for the local public body shall be posted at the Mesa County Administrative offices located at 544 Rood Ave, Grand Junction, Colorado, 81501.
4. The Notice of Meetings for the local public body shall be posted on the Grand Junction Regional Airport website, www.gjairport.com/Board_Meetings
5. The Daily Sentinel in Grand Junction is appointed as the official newspaper of the Authority to be used for official publications of the Authority.

PASSED AND ADOPTED THIS 18th DAY OF JANUARY, 2022.

Grand Junction Regional Airport Authority

Tom Benton, Chairman

ATTEST:

Cameron Reece, Clerk

Board Members Voting Aye:

Those Voting Nay:

[illegible]

2022

Grand Junction Regional Airport Authority

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- GJRAA Board Workshop
- GJRAA Board Meeting
- Joint Agency Meeting (City / County / GJRAA)



Subject to change. Updated: 9/10/2021

Grand Junction Regional Airport Authority

Agenda Item Summary

TOPIC:	2022 Officer & Committee Appointments		
PURPOSE:	Information <input type="checkbox"/>	Guidance <input type="checkbox"/>	Decision <input checked="" type="checkbox"/>
RECCOMENDATION:	Elect the 2022 Officers and appoint committees in accordance with the bylaws of the Authority.		
SUMMARY:	Bylaws and Rules of the Grand Junction Regional Airport Authority ARTICLE IV: Officers and Committees 4.1. <u>OFFICERS</u> . The officers of the Authority shall be the Chairman, Vice Chairman, Clerk and Treasurer. The same person may not hold two (2) offices. 4.1.1 <u>CHAIRMAN</u> . The Chairman shall preside over all meetings of the Board and shall exercise such authority as is duly conferred upon him or her, from time to time, by the Board. He or she shall sign, either by manual or facsimile signature, together with the Clerk, any leases, deeds, mortgages, bonds, contracts or other instruments which the Board has authorized to be executed, provided however, that the Board may delegate the Chairman's authority over certain routine matters to the Executive Director, to the extent not prohibited by law. 4.1.2. <u>VICE CHAIRMAN</u> . In the absence of the Chairman or in the event of his or her inability to act, the Vice Chairman shall perform the duties of the Chairman, and when so acting, shall have all of the powers of the Chairman. 4.1.3. <u>TREASURER</u> . The Treasurer shall perform all duties incidental to the office and all duties as may be assigned by the Board. 4.1.4. <u>CLERK</u> . The Clerk shall keep the minutes of the meetings of the Board; maintain a book of resolutions and inform the Board of any resolutions that are set to expire; be custodian of the corporate records and the Seal of the Authority; affix the Seal of the Authority to documents where the Seal is required; and perform all other duties incident to the office. 4.2 <u>ELECTION OR APPOINTMENT AND TERM</u> . The Chairman and Vice Chairman shall be elected from the members of the Board at the first regular meeting in January of each calendar year, and they shall hold office until their successors have been duly elected. The Board shall appoint a Clerk and Treasurer. The Clerk and Treasurer need not be members of the Board, and such positions shall continue in office at the pleasure of the Board. 4.3. <u>REMOVAL</u> . Any officer may be removed by an affirmative vote of a majority of Directors. 4.4. <u>VACANCY</u> . A vacancy in any office may be filled by the Board for the unexpired portion of the term.		

Position: Currently Held by: Nomination:

Chairman	Tom Benton	
Vice Chairman	Clay Tufly	
Treasurer	Sarah Menge	
Clerk	Cameron Reece	

4.5. COMMITTEES OF THE BOARD. There shall be the following Standing Committees: (i) the Executive Committee, consisting of the Chairman and Vice Chairman; and (ii) the Finance and Audit Committee, consisting of such Commissioners and other persons as shall be determined by the Chairman. The Board shall adopt a charter for each Standing Committee. The Chairman may also create and appoint any other Ad Hoc Committees from time to time to address specific concerns of the Authority. Committees may be composed of Commissioners and/or non-Commissioners as the Board deems advisable. All committees shall report directly to the Board.

The Chairman shall appoint a Committee Chair for each committee. Meetings of any committee are to be called by the Committee Chair.

Executive Committee:

Position: Currently Held by: Nomination:

Chairman	Tom Benton	
Vice Chairman	Clay Tufly	

Finance and Audit Committee:

Position: Currently Held by: Nomination:

Chairman	Clay Tufly	
Commissioner	Ron Velarde	
Member	Drew Armstrong	
Member	Steve Hovland	

Commissioner	Appointing Authority	Term Exp.	Term Limit
Tom Benton	Mesa County	4/3/2025	0 Term Remaining
Erling Brabaek	City of GJ	5/1/2023	1 Term Remaining
Rick Taggart	City of GJ (Council)	5/1/2023	1 Term Remaining
Linde Marshall	At-Large	2/1/2025	1 Terms Remaining
Clay Tufly	Mesa County	5/1/2023	1 Term Remaining
Thaddeus Shrader	City of GJ	6/30/2025	0 Terms Remaining
Ron Velarde	Mesa County	4/18/2024	1 Term Remaining

REVIEWED BY: Executive Director and Legal Counsel

FISCAL IMPACT: N/A

ATTACHMENTS: N/A

STAFF CONTACT: Sarah Menge
970-248-8581

smenge@gjairport.com

Grand Junction Regional Airport Authority
Agenda Item Summary

TOPIC:	Mead & Hunt Task Order #8 – 2022 Runway Replacement Program Design		
PURPOSE:	Information <input type="checkbox"/>	Guidance <input type="checkbox"/>	Decision <input checked="" type="checkbox"/>
RECOMMENDATION:	Approve Mead & Hunt Task Order #8 in the amount of \$1,325,963 to design and bid the next schedules for grading and drainage for the runway replacement program and provide program management and grant support for these efforts and authorize the Executive Director to sign the Task Order.		
SUMMARY:	<p>This task order represents the design, bid, and supporting services to be performed by Mead & Hunt in 2022 for the next schedules of grading and drainage related to the Runway 11/29 replacement project.</p> <p>This project is planned to be funded 90% by the Airport Improvement Program grant application that was submitted to the FAA in December with a 10% local match from the Authority.</p> <p>The scope of work was reviewed by Garver as the program manager and the FAA. Additionally, the fee was reviewed by Garver and was sent to Shrewsberry and Associates to complete an independent fee estimate (IFE). Based on the IFE and negotiations, the fee is deemed reasonable.</p>		
REVIEWED BY:	Executive Director and Legal Counsel (Dan Reimer)		
FISCAL IMPACT:	<p>Total Cost - \$1,325,963</p> <p>FAA funded through anticipated AIP grant - \$1,193,367 GJRAA Local Match - \$132,596</p>		
ATTACHMENTS:	Mead & Hunt Task Order #8		
STAFF CONTACT:	Sarah Menge smenge@gjairport.com Office: 970-248-8581		

TASK ORDER #8
TO
PROFESSIONAL SERVICES AGREEMENT

BETWEEN: GRAND JUNCTION REGIONAL AIRPORT AUTHORITY (CLIENT)
GRAND JUNCTION, COLORADO

AND: MEAD & HUNT, INC. (CONSULTANT)
A WISCONSIN CORPORATION

EFFECTIVE DATE: JANUARY 2022

RECITALS

This is the sixth Task Order to the Professional Services Agreement dated effective May 16, 2017, between the Client of GRAND JUNCTION REGIONAL AIRPORT AUTHORITY and MEAD & HUNT, INC. The Professional Services Agreement effective May 16, 2017, is referred to herein as the Contract.

The work described in the attached Exhibit A *Scope of Services*, and the corresponding effort and expense described in the attached Exhibit B *Fee Estimate*, will be performed in accordance with the terms identified in the agreement.

The below agreement identifies the work described in Exhibit A, and corresponding fee described in Exhibit B, which is to be performed per this Task Order. The total fee for this Task Order is \$1,325,963 consisting of services being performed on a LUMP SUM basis of \$1,230,921, and services being performed on a TIME & EXPENSE basis of \$95,042. The individual work efforts for Time & Expense tasks will be authorized by the OWNER in advance of services being undertaken.

AGREEMENT

Task 2022-01: Project Management

Fee: \$65,040

Payment Terms: Lump Sum

Expected Completion: January 2023

Task 2022-02: Design FY 2022 Grading and Drainage Package Schedules 4 and 5

Fee: \$353,498
Payment Terms: Lump Sum
Expected Completion: August 2022

Task 2022-03: FY 2022 Bidding Schedule 4 and 5 Support

Fee: \$35,740
Payment Terms: Lump Sum
Expected Completion: August 2022

Task 2022-04: Design FY 2022 Grading and Drainage Package Schedules 6 and 7

Fee: \$733,583
Payment Terms: Lump Sum
Expected Completion: November 2022

Task 2022-05: FY 2022 Bidding Schedule 6 and 7 Support

Fee: \$43,060
Payment Terms: Lump Sum
Expected Completion: November 2022

Task 2022-07: FAA NAVAID Relocation Design Coordination

Fee: \$61,107
Payment Terms: Time & Expense, Not to Exceed.
Expected Completion: January 2023

Task 2022-10: Runway Grant Support

Fee: \$33,935
Payment Terms: Time & Expense, Not to Exceed.
Expected Completion: January 2023

APPROVAL AND ACCEPTANCE: Approval and acceptance of the TASK ORDER including any attachments shall incorporate this document as part of the CONTRACT between the OWNER and the CONSULTANT dated May 16, 2017. All work and services defined in this TASK ORDER shall be performed in accordance with the terms and conditions of the aforementioned CONTRACT between the OWNER and CONSULTANT.

Accepted by: GRAND JUNCTION REGIONAL
AIRPORT AUTHORITY

Approved by: MEAD & HUNT, INC.

By: _____

Name: _____

Title: _____

*The above person is authorized to sign for Client
and bind the Client to the terms hereof.*

Date: _____

By: _____

Name: Jeremy K. Lee

Title: Vice-President

Date: _____

EXHIBIT A
Grand Junction Regional Airport
Runway 12/30 New Runway Program
Fiscal Year 2022 Engineering Services

INTRODUCTION

The Grand Junction Regional Airport (GJRA) is a commercial service airport located in western Colorado in Grand Junction, Colorado, adjacent to the Colorado River, and Interstate I-70, approximately 28 miles from the Utah border.

The Program involves relocation of the primary commercial service runway 11/29 (RDG D-IV, CAT I ILS, 10,501' x 150'). The goal of this effort is to relocate the Runway with minimal impacts to aircraft users including maintaining IFR procedures, Navigational Aids etc. Future runway designation based on magnetic declination variance is 12/30.

Design of the Program began in 2017. The Program will continue to be implemented over the next several Federal Fiscal Years (FY). However, this scope of services is for engineering design services, FAA coordination, bidding, and construction administration anticipated for funding by FY 2022 federal, state, and local grants.

This scope includes the following tasks:

Task 2022-01	Project Management
Task 2022-02	Design FY 2022 Grading & Drainage Schedules 4 and 5
Task 2022-03	Bidding FY 2022 Schedules 4 and 5 Support
Task 2022-04	Design FY 2022 Grading & Drainage Schedules 6 and 7
Task 2022-05	Bidding FY 2022 Schedules 6 and 7 Support
Task 2022-07	FAA NAVAID Relocation Design Coordination
Task 2022-10	Runway Grant Support

Assumptions:

- In addition to Design efforts, this Scope of Services provides 12 months (September 1, 2021, through August 31, 2022) of consulting services and utilizes 60% Overall Design completed in the Spring of 2019 under the FY 2018 Scope of Services.
- Where this Scope of Services calls for GJRA action and information, it is the decision and responsibility of GJRA Project Manager to include and assign effort and responsibility to GJRA staff, resources, and stakeholders in mutually agreed upon response times.
- Media inquiries and public records requests will be directed to GJRA Project Manager and will be the responsibility of GJRA.
- The CONSULTANT has access to all existing data developed as part of the conceptual design elements required for the environmental efforts, AGIS survey information, topographical survey, phasing scenarios developed as part of the overall program.

- Project coordination with all relevant stakeholders is included in various tasks and will be accounted for based on the coordination's need for related deliverables.

Exclusions:

- Program financial planning.
- Program Management Tasks identified for coordination with GJRA

The CONSULTANT Team includes Mead & Hunt, Inc. (prime), CH2M, Ground Engineering, and River City Consulting. The CONSULTANT Team is hereinafter referred to as "the CONSULTANT." This Scope of Services was developed by the CONSULTANT with input from GJRA and FAA.

Level of effort and expense are quantified in the attached Fee Estimate and Schedule. The CONSULTANT will perform and invoice GJRA based upon mutually agreed upon terms.

TASK 2022-01 PROJECT MANAGEMENT

Description: Project management is a set of interrelated actions and processes performed by the Consultant to identify, assemble, and employ appropriate resources to accomplish the scope of services. This task defines the project management, and communication efforts that will be in place. The approach provides routine and timely coordination with GJRA Team, FAA, and the Consultant Team throughout the process.

This task has been divided into the following subtasks.

2022-01.1 Project Administration

Description: Project administration is an ongoing internal process to track project milestones, schedule and budget.

Methodology: Project Administration duties include:

- Organizing the project team
- Managing/mitigating risks and solving challenges
- Invoicing and monitoring project budget
- Providing monthly progress summaries for invoicing

Result:

- The Consultant will prepare twelve (12) monthly invoices and project progress summaries. Each project status report will include a summary of billing period activities and deliverables, upcoming activities and deliverables, project accomplishments and challenges, schedule updates, and a budget summary.

2022-01.2 Airport Coordination

Description: The purpose of this task is to facilitate communication between the Consultant Team and GJRA Team, including GJRA Program Manager, to monitor and direct the programs strategic direction. This will be accomplished through bi-monthly scheduled coordination meetings.

Methodology: The Consultant will organize GJRA briefings to take place on bi-monthly teleconferences and in-person meetings. The Consultant will organize in-person meetings to discuss key project milestones.

Meetings:

- The Consultant will conduct twenty (20) GJRA briefings via teleconference. The purpose of each meeting will be to discuss the overall program status, identify next steps, potential challenges, monitor schedule, and adapt the implementation strategy to current events. The meetings will take place via teleconference, be attended by three (3) staff, and last for one (1) hour.

- The Consultant will conduct four (4) in-person GJRA meetings. The purpose of each meeting will be to discuss the overall program status, identify next steps, potential challenges, monitor schedule, and adapt the implementation strategy to current events. Meetings will take place at GJRA, be attended by three (3) Staff and require travel and overnight for staff.

Each meeting has an additional one (1) hour by two (2) Staff beyond the meeting duration for preparation and summary.

Result:

- Consultant will prepare and distribute meeting summaries to Consultant Team, GJRA and FAA if necessary.

TASK 2022-02 DESIGN FY 2022 GRADING & DRAINAGE SCHEDULES 4 AND 5

Description: On-site design/construction elements are organized to allow for a phased implementation of Program goals coordinated to work with available funding.

Building upon the design work completed in the 60% Overall Design package, work will be packaged to meet available FAA funding in FY 2022. Design of Schedule 4 project areas were further advanced under FY 2021 Grading and Drainage, Task Order 6. This effort is limited to design.

Design work currently contemplated for this task includes:

- Repackage Schedule 4
 - Detention Ranchman Pond A-3 and Associated Stormwater Controls
 - Access Road for Ranchman Pond A-3
 - ROFA Road including Storm Drain AH
 - Storm Drain T3 and Associated Drainage Elements
 - Protect FAA Conduit for Power and Communication Line
- Design Schedule 5
 - ROFA Road including Storm Drain F
 - Protect FAA Conduit for Communication Line

For all schedules, grading will be prioritized starting from the existing runway safety area (RSA) working towards the north. The runway is an ADG IV with a B757-300 as the critical aircraft having a wingspan of 125'. From the existing runway RSA grading can be sloped upwards but only at a distance of $\frac{1}{2}$ the wingspan of the critical aircraft. In this case grading can be sloped upward for 62.5' from existing RSA at a 10:1 slope then increased to a 4:1 slope until the runway object free area (ROFA). From the ROFA to the north, the slope can be a max of 4:1. This criterion meets ROFA requirements as well as Part 77 clearances for the existing runway.

These schedules will also include permitting and approvals from City of Grand Junction, Mesa County Public Works Stormwater Division and the State of Colorado Division of Water Resources, Office of State Engineer.

Schedule 4

Schedule 4 designs were primarily developed under FY 2021 Grading and Drainage, Task Order 6. Conversion of these designs will require developing plan packages for detention Ranchman Pond A-3 on the north side of the airfield and earthwork from the existing runway safety area to the north.

Grading on the existing airfield slopes downward to the existing RSA. The proposed grading would modify drainage starting at the existing RSA to slope upward at a 10:1 slope to a point 62.5' from existing runway RSA. Slope will be increased after that to a max 4:1 slope until grading reaches the elevation of the proposed surface. Water flow from the future runway centerline to the existing RSA will be directed along the existing RSA in this scenario. To alleviate this, a temporary swale

will need to be installed to tie to the Schedule 3 contract award along the existing runway RSA to provide flow away from the existing airfield and avoid ponding to the north. Temporary drainage and collection measures will be designed for south of the future runway and interim construction of schedule 3. Water flow to the north of the future runway centerline will flow to Ranchman Pond A-1 in the ultimate condition and Ranchman Pond C-3 in the interim condition. Ranchman Pond A-1 is scheduled to be designed and installed with a future design package.

An access road from the north side of Ranchman Pond A-3 up to the existing perimeter road will be designed to provide access to the pond for maintenance. The ROFA road will also be designed within the limits of this schedule. This will include design of Storm Drain AH crossing the ROFA road. Portions of FAA and Xcel ducts will be protected in this schedule to be relocated in future schedules. In addition, Storm Drain T3 and associated drainage structures will be installed. The drainage for Ranchman Pond A-3 will work per final design as all drainage elements will be installed with Ranchman Pond A-3 completion including an emergency overflow channel.

Schedule 5

Schedule 5 will include advancing design of grading and drainage from the proposed runway safety area to the north developed under the 60% Overall Design Package.

Grading on the existing airfield slopes downward to the existing RSA. The proposed grading would modify drainage starting at the proposed RSA to slope upward at a max 4:1 slope until grading reaches the elevation of the proposed surface.

The ROFA road will also be designed within the limits of this schedule. This will include design of Storm Drain F crossing the ROFA road and associated drainage structures. Portions of FAA and Xcel ducts will be protected in this schedule to be relocated in future schedules.

Assumptions include:

- 60% Overall Design has been completed and provides significant components of design analysis.
- Schedule 4 project areas design was further advanced under the FY 2021 Grading and Drainage, Task Order 6.
- Bid package specific permitting will be required for the Ranchman Pond A-3.
- Existing SAC will be removed by grading operations near Schedule 4 boundary.
- Effort is expected to involve a 11-month construction window beginning in the summer of 2022 and finishing late spring 2023.
- Drainage Permitting and Site Plan review with the City of Grand Junction will require 9 months from the completion of the 65% submittal.
- Geotechnical recommendations established in the overall runway program.

It is expected that these schedules will be ready for bidding in March 2022 pending FAA funding. Schedules have been identified to be from \$3-6 million each for a total estimated package of \$7.5 million construction cost.

The following elements will be performed to develop a package for GJRA and FAA review in preparation for bidding.

2022-02.1 Developmental Design (65%)

Methodology: The design direction developed in Overall 60% Design as well as the subsequent improvement packages (27.25 Road Relocation Design, 2019 Airfield Improvements Package 1 and FY 2021 Grading and Drainage Schedules 1,2&3) will serve as the starting point to develop a project specific design package for the FY 2022 Grading and Drainage Schedules 4 and 5 Design.

The following items are planned to deliver a 65% level design:

- Topographical Survey
Primary survey was completed in 2017 Fiscal Year Design Services. Supplemental survey will be requested to confirm field data and construction as-builts provided as required by the design team. Forty (40) additional hours of survey is allotted for verification survey efforts.
- Survey control
Survey control was developed under 2017 Fiscal Year Design Services.
- Geotechnical Investigation
Geotechnical Investigation was primarily performed under 2017 Fiscal Year Design Services. Geotechnical recommendations established in the overall runway program will be utilized with review from the Geotechnical Engineer to address the following design specific elements:
 - Provide recommendations for phased embankment and keyed slope details.
 - Provide review of pond embankment and berm details for the following ponds: Ranchman Pond A-3.
 - Identify recommended locations and details for settlement monitoring for the Runway 12/30, and pond embankments.
 - Prepare guidance for completion, protection, and establishment of cut sections in future pavement areas and airfield safety areas.

Additional borings will not be performed for this task.

- Update Base Files
Base files for the project will be updated to reflect current existing conditions and all project elements completed as part of the runway program to date.
- Prepare Project Layout Sheet
CONSULTANT will prepare a project layout sheet to depict the proposed improvements.
- Prepare Surface Drainage Analysis
Overall drainage design was developed to a 60% design level in the Overall 60% Design.. The basis of design, and the hydrology and hydraulics analysis for the regional stormwater management improvements associated with the Program were documented in the *Preliminary Drainage Report, Runway 11/29 Relocation Program*, prepared by Mead & Hunt, dated September 25, 2018. The drainage design and analysis were advanced with subsequent improvement packages. Drainage improvements will include the construction of a portion of the regional stormwater management improvements as defined in the Overall 60% Design and further defined in the subsequent design tasks and design work schedules in this Scope of Services. The current models and designs will be advanced to a 65% design level for the authorized design work schedules including confirmation

of design approaches, recommended alternatives, and consideration of temporary connections to accommodate funding allocations. Runoff from construction site phasing will be evaluated for erosion control management. A Preliminary Drainage Report for the phased improvements will be prepared with this task.

- Prepare Grading Design

Overall grading design was developed to a 60% design level in the Overall 60% Design. The grading design and analysis were advanced with subsequent improvement packages. Refinement in grading along with various temporary drainage and grading improvements will be required based on design work schedules. The current models and designs will be advanced to a 65% design level for the authorized design work areas including confirmation of design approaches, recommended alternatives, and consideration of temporary connections to accommodate funding allocations and bidding schedules.

Meetings:

- The CONSULTANT will conduct twelve (12) internal project team briefings, which will take place via teleconference on a weekly basis, be attended by up to eight (8) staff, and last for one (1) hour.
- The CONSULTANT will conduct one (1) meeting with GJRA and the City of Grand Junction on site to review the Preliminary Drainage Report. The meeting will be attended by two (2) staff and require air travel and overnight. The meeting will last three (3) hours.

Each meeting has an additional two (2) hours by two (2) CONSULTANT staff beyond the meeting duration for preparation and summary.

Result:

- Supplemental Topographic Survey
- Supplemental Geotechnical Recommendations
- Included in Design Packages:
 - Preliminary Drainage Report for FY 2022 Grading & Drainage Schedules 4 and 5

2022-02.2 Prepare 65% Plans

Methodology: The purpose of this subtask is to prepare a set of 65% preliminary plans depicting operations and phasing, geotechnical data, erosion control, demolition, geometrics, grading, drainage, cross-sections, and electrical improvements within the proposed project work area.

The following list of drawings will be used as a guideline. Additional drawings may be added during subsequent design phases, if required.

General

G-001	COVER SHEET
G-002	SHEET INDEX
G-003	LEGEND
G-004	ABBREVIATIONS
G-005	QUANTITIES

G-021	PROJECT LAYOUT PLAN
G-031	SCHEDULE LAYOUT AND ALIGNMENT PLAN
G-041	SURVEY CONTROL
G-081 – 083	CONSTRUCTION OPERATIONS AND PHASING PLANS
B-051 – 054	BORING LOGS
<i>Civil</i>	
C-000 – 003	EROSION CONTROL PLANS
C-007 – 010	EROSION CONTROL DETAILS
D-000 – 0016	DEMOLITION PLANS
C-100 – 116	GRADING PLANS
C-180 – 181	DETENTION PONDS
C-270	POND ACCESS ROADS
C-371 – 372	TYPICAL SECTIONS AND GRADING DETAILS
C-500 – 507	DRAINAGE PLANS AND DETAILS
C-901 – 947	CROSS SECTIONS

Estimated number of sheets = 119

Meetings:

- Inclusive in Task 2022-02.1 project meetings

Result:

- The CONSULTANT will provide a 65% design package that includes the following:
 - Preliminary Plans – 11"x17"
 - Preliminary Contractual Documents
 - Draft Technical Specifications
 - Preliminary Engineering Design Report including preliminary construction cost estimate.

2022-02.3 Prepare 65% Contract Documents and Technical Specifications

Methodology: The CONSULTANT will assemble the contract documents and technical specifications necessary for the intended work, per below. Standard FAA specifications will be utilized where possible. Additional specifications will be prepared to address work items and materials not covered by the FAA specifications.

- Prepare contract documents
The CONSULTANT will prepare the contract documents based on the "Front End" preliminary contract documents developed as part of 2017 Fiscal Year Design Services as appropriate. Project specific revisions will be performed and coordinated with GJRA for review.
- Prepare preliminary special provisions
The CONSULTANT will utilize special provisions developed under 2017 Fiscal Year Design Services Tasks with markups.
- Prepare technical specifications
 - C-100 Contractor Quality Control Program
 - C-102 Temporary Air and Water Pollution, Soil Erosion, and Siltation Control

- C-105 Mobilization
- P-101 Preparation-Removal of Existing Pavements
- P-151 Clearing and Grubbing
- P-152 Excavation, Subgrade, and Embankment
- P-153 Controlled Low-Strength Material (CLSM)
- P-610 Concrete for Miscellaneous Structures
- D-701 Pipe for Storm Drains and Culverts
- D-751 Manholes, Catch Basins, Inlets and Inspection Holes
- D-752 Concrete Culverts, Headwalls, and Miscellaneous Drainage Structures
- D-754 Concrete Gutters, Ditches, and Flumes
- T-901 Seeding
- T-905 Topsoiling
- T-908 Mulching

The added technical specifications will include but not be limited to the following items:

- M-102 Airport Safety and Traffic Control
- M-103 Dust Control
- M-104 Demolition and Removal
- M-105 Engineered Overflow Channel
- M-106 Erosion Control Force Account
- M-107 Detention Pond Outlet Piping
- CDOT 304 CDOT Aggregate Base Course

The CONSULTANT will calculate necessary quantities for the work items. Quantities will be consistent with the specifications and acceptable quantity calculation practices.

Meetings:

- Inclusive in Task 2022-02.1 project meetings

Result:

- Included in design package as defined above

2022-02.4 Prepare Preliminary Engineering Design Report and Construction Cost Estimate

Methodology: The CONSULTANT will prepare a Preliminary Engineering Design Report in accordance with FAA Regional Guidance 630-04. The CONSULTANT will also prepare a Preliminary Construction Cost Estimate. Calculate estimated preliminary quantities and unit price estimates including appropriate contingencies.

Meetings:

- Inclusive in Task 2022-02.1 project meetings

Result:

- Included in design package as defined above

2022-02.5 Construction Safety and Phasing Plan (CSPP)

Methodology: CONSULTANT will coordinate with ADO and GJRA to begin necessary review processes for proposed projects. CONSULTANT will perform the following:

- Preparation of CSPP report and exhibits of proposed work areas.
- Coordinate with ADO for relevant Flight Procedures reviews and provide necessary documentation prior to uploading documentation to FAA OE/AAA System.

Meetings:

- Inclusive in Task 2022-02.1 project meetings

Result:

- The CONSULTANT will submit Construction Safety and Phasing Plan documents to GJRA and FAA Airports District Office (ADO) at 65% for review prior to uploading into the FAA OE/AAA System. The CSPP will be uploaded to the FAA OE/AAA system.

2022-02.6 Coordinate FAA Airspace Reviews/Potential 7460 Submission

Methodology: CONSULTANT will coordinate with ADO, Flight Procedures Office and GJRA to begin necessary review processes for proposed projects. CONSULTANT will perform the following:

- Preparation of required notices of proposed construction, and review of proposed grading related to existing approach procedures. Based on the location of proposed fills, embankments will be reviewed for potential transitional surface penetrations that could impact existing approach procedures.
- Coordinate with ADO for relevant Flight Procedures reviews and provide necessary documentation.

Meetings:

- Inclusive in Task 2022-02.1 project meetings

Result:

- The CONSULTANT will submit documents to GJRA and FAA OE/AAA system. For the purposes of scoping, it is assumed that up to five (5) Airspace Reviews and 7460 submissions will be performed by the CONSULTANT.
- The CONSULTANT will submit Construction Safety and Phasing Plan as included in section 2022-02.5 above.

2022-02.7 Design Coordination with GJRA and FAA

Methodology: CONSULTANT will coordinate with the project team, GJRA, FAA, CDOT, and other applicable agencies to perform the work elements.

Meetings:

- The CONSULTANT will conduct twelve (12) teleconferences with GJRA, which will take place on

a weekly basis, be attended by three (3) staff, and last one (1) hour.

- The CONSULTANT will conduct one (1) predesign teleconference that includes CONSULTANT, GJRA, and FAA. The predesign conference will be attended by two (2) staff, and last two (2) hours.
- The CONSULTANT will conduct two (2) design review meetings with GJRA and FAA to solicit input on the 65% efforts. The meetings will take place at GJRA and be attended by two (2) staff and require air travel and overnight. Each design review will last three (3) hours.

Each meeting has an additional two (2) hours by two (2) CONSULTANT staff beyond the meeting duration for preparation and summary.

Result:

- The CONSULTANT will prepare meeting summaries for the predesign conference and design review meetings and provide to GJRA and the FAA.

2022-02.8 Final Design (95% and Final)

Methodology: Based upon the feedback received in the review of the FY 2022 Grading and Drainage Schedules 4 and 5 Design 65% Plans, documents will move forward to final design. Final design will include a 95% design package intended to be 100% complete design for FAA and GJRA review. Comments on the 95% design will be addressed and a final design package prepared and sealed by licensed professional engineers.

The following services are required to complete the final design:

- Prepare Final Surface Drainage Analysis and Final Storm Drainage Design
The 65% design models and designs will be advanced to a final design for the regional stormwater improvements included with this Scope of Services addressing design review comments from the 65% design review. A Draft Final Drainage Report will be prepared with this task. An unstamped draft will be submitted to GJRA, City of Grand Junction and Mesa County with the 95% design submittal for review. Upon receipt of any review comments, the Final Drainage Report, and models or design components as required, will be updated and finalized. The Final design submittal will include a Final Drainage Report stamped by a licensed professional engineer for certification by GJRA.
- Erosion Control Plan
The CONSULTANT will develop an Erosion Control Plan that is in accordance with best management practices. The plan will include types of erosion control measures recommended for the site, in addition to information needed for the NPDES permitting application. The Plan is expected to include (but not limited to):
 - Project Location
 - Size of Disturbance of Project
 - Amount of Impervious Surface
 - Hydrologic Classification of Site
 - Receiving Waters
 - Site Drainage OverviewThe CONSULTANT will prepare and submit a Construction Stormwater Management Plan along with the Erosion Control Plan to Mesa County to obtain coverage under the CDHPE storm water

general permit for the construction activities.

- Prepare Project Specific Specification Adjustments

The CONSULTANT will prepare a Request for Project Specific Specification Adjustments of Federal Construction Standards. Copies will be forwarded to the FAA along with final plans, contract documents, specifications, and Engineer's Report. Project Specific Specification Adjustments will be included in the Final Engineering Design Report.

- Update Plans to 95%
- Update Specifications to 95%
- Update Engineering Report and Cost Estimate to 95%
- Prepare and Submit Final Plans and Specifications

A final set of plans, specifications and contract documents will be prepared which incorporates revisions, modifications and corrections determined during GJRA and FAA review of the 95% submittal.

- Prepare and Submit Final Engineering Design Report and Estimated Cost Estimate

Using the final quantities calculated following the preparation of the plans and specifications, the CONSULTANT will prepare the construction cost estimate. The estimate will be based on information obtained from previous projects, contractors, material suppliers, and databases.

Meetings:

- The CONSULTANT will conduct two (2) design review meetings with GJRA and FAA to solicit input on the 95% efforts. The meetings will take place at GJRA and be attended by two (2) staff and require air travel and overnight. Each design review will last three (3) hours.
- The CONSULTANT will conduct three (3) additional coordination meetings at GJRA for resolution of comments provided during plan reviews. The meetings will be attended by two (2) staff and be incorporated into other planned trips. Each meeting will last approximately two (2) hours.
- The CONSULTANT will conduct one (1) meeting with GJRA, the City of Grand Junction and Mesa County on site to review the Final Drainage Report draft (95% design). The meetings will take place at the City of Grand Junction Offices and be attended by three (3) staff and require air travel and overnight. Each design review will last three (3) hours.

Each meeting has an additional two (2) hours by two (2) CONSULTANT staff beyond the meeting duration for preparation and summary.

Result:

- The CONSULTANT will provide the 95% design package which will include:
 - 95% Final Plans – 11"x17"
 - 95% Contractual Documents
 - Draft Technical Specifications
 - Draft Final Engineering Design Report including Draft Final Drainage Report for FY 2022 Grading & Drainage Schedules 4 and 5
 - Construction Stormwater Management Plan
- The CONSULTANT will provide the final design package which will include:

- Final Plans – 11"x17"
- Final Contractual Documents
- Final Technical Specifications
- Final Engineering Design Report including Final Drainage Report for FY 2022 Grading & Drainage Schedules 4 and 5
- Construction Stormwater Management Plan

TASK 2022-03 FY 2022 BIDDING SCHEDULES 4 AND 5 SUPPORT

Description: This task details the bid administration services to be provided by Mead & Hunt, Inc. (CONSULTANT) for yearly construction projects as part of the overall Runway 11/29 Relocation Program. This bidding element is intended to encompass efforts generally required for an up to five-week bidding duration for civil works for GJRA in coordination with the Denver FAA ADO. Communications with bidders after bid opening is excluded.

Projects are generally expected to include the elements listed below and incorporate up to two (2) schedules including grading, and drainage.

This project will be funded by an FAA Airport Improvement Program (AIP) grant. Construction for the project is anticipated to begin in Spring of 2023.

The scope of services to be provided by CONSULTANT is described in the phase and tasks as follows:

2022-03.1 Prepare Advertisement for Bids

Required advertisement dates and bidding dates will be established. CONSULTANT will prepare the Advertisement in conformance with FAA and local standards and submit a copy of the advertisement to the SPONSOR. The SPONSOR shall arrange for the legal advertising in conformance with local standards and shall pay for the associated cost of advertising. The CONSULTANT shall coordinate with the SPONSOR for online publishing.

2022-03.2 Bid Documents Distribution

CONSULTANT shall prepare and provide bid documents to the SPONSOR for uploading to their preferred bidding platform. Notes are expected to direct all questions to the CONSULTANT. Bidders will be responsible for submitting their bids to the Authority similar to previous projects.

2022-03.3 Respond to Bidders Questions

During the bidding process, the CONSULTANT will be available to clarify bidding issues with contractors and suppliers, and for consultation with the various entities associated with the project. This item also includes contacting bidders to generate interest in the project. It is assumed coordination with local jurisdictions will be accomplished as well as teaming partners as questions arise to ensure collaborated responses. Potential stakeholders include FAA Air Traffic, and City of Grand Junction.

2022-03.4 Prepare and Distribute Addenda

CONSULTANT will issue up to three (3) bid addenda as appropriate to interpret, clarify, or change the bidding documents as required by GJRA or the FAA. Addenda will be made available to the plan holders electronically via the SPONSOR and their designated bidding site. Any addenda that are significant revisions to scope, will be considered as extra services, and the CONSULTANT will be reimbursed for this effort as an amendment to this contract.

2022-03.5 Pre-Bid Conference

The CONSULTANT will arrange for and conduct one (1) Pre-Bid Conference. The Project Manager and Project Engineer will attend and conduct the Pre-Bid Conference with potential contractors and the SPONSOR to review the project and answer questions. The conference will be conducted at GJRA and will include a site inspection.

Meetings

- The CONSULTANT will perform one (1) site visit for the pre-bid conference at GJRA and be attended by two (2) staff members. This meeting will require air travel and overnight lodging. Each meeting has an additional two (2) hours by two (2) CONSULTANT staff beyond the meeting duration for preparation and summary.

Result

- Meeting minutes will be prepared and distributed.

2022-03.6 Bid Opening

CONSULTANT will attend the bid opening at the site, as identified in the Bid Advertisement and process the bid documents.

Meetings

- The CONSULTANT will perform one (1) site visit for the bid opening at GJRA and be attended by one (1) staff member. This meeting will require air travel and overnight lodging. Each meeting has an additional two (2) hours by two (2) CONSULTANT staff beyond the meeting duration for preparation and summary.

2022-03.7 Bid Review and Bid Tabulation

The CONSULTANT will advise SPONSOR as to the acceptability of any subcontractors, suppliers, and other persons and organizations proposed by the bidders and as to the acceptability of substitute materials and equipment proposed by bidders. The CONSULTANT will prepare a spreadsheet that includes all bid items for evaluating the lowest bidder. The CONSULTANT will input the as-bid unit prices into the spreadsheet and verify mathematical computations of the bids. The CONSULTANT will then provide recommendations to the SPONSOR as to the name of the Apparent Low Bidder.

2022-03.8 Prepare Recommendation for Award

The CONSULTANT will prepare a Recommendation of Award for the SPONSOR to accept or reject the bids as submitted. If rejection is recommended, the CONSULTANT will supply an explanation for their recommendation and possible alternative actions that the SPONSOR can pursue to complete the project. Once the Contract Award is made, the CONSULTANT will distribute the bid tabulations at request of the SPONSOR.

Result:

- Advertisement for Bids

- Bid Documents – available electronically
- Pre-Bid Conference Agenda
- Pre-Bid Meeting Minutes
- Bid Addenda
- Bid Tabulation – Three (3) copies and electronic files.
- Recommendation for Award – Three (3) copies and electronic files.

TASK 2022-04 DESIGN FY 2022 GRADING & DRAINAGE SCHEDULES 6 AND 7

Description: On-site design/construction elements are organized to allow for a phased implementation of Program goals coordinated to work with available funding.

Building upon the design work completed in the 60% Overall Design package, work will be packaged to meet available FAA funding in FY 2022. This effort is limited to design.

Design work currently contemplated for this task includes:

- Schedule 6
 - Detention Ranchman Pond B and Associated Stormwater Controls
 - Access Road for Ranchman Pond B
 - ROFA Road including Storm Drain AZ and BA
 - Protect FAA Conduit for Power and Communication Line
- Schedule 7
 - ROFA Road
 - Access Road including Storm Drain BB
 - Protect FAA Conduit for Communication Line
 - Relocated Threshold & NAVAID Relocation
 - New FAA Conduit for temporary tie to NAVAID equipment
 - New Xcel Conduit for temporary tie to NAVAID equipment
 - Runway 11/29 Design Revisions
 - New Airport Beacon

For all schedules, grading will be prioritized starting from the existing runway safety area (RSA) working towards the north. The runway is an ADG IV with a B757-300 as the critical aircraft having a wingspan of 125'. From the existing runway RSA grading can be sloped upwards but only at a distance of $\frac{1}{2}$ the wingspan of the critical aircraft. In this case grading can be sloped upward for 62.5' from existing RSA at a 10:1 slope then increased to a 4:1 slope until the runway object free area (ROFA). From the ROFA to the north, the slope can be a max of 4:1. This criterion meets ROFA requirements as well as Part 77 clearances for the existing runway.

These schedules will also include permitting and approvals from City of Grand Junction, Mesa County Public Works Stormwater Division and the State of Colorado Division of Water Resources, Office of State Engineer.

Schedule 6

Schedule 6 will include the design of detention Ranchman Pond B on the north side of the airfield and earthwork from north of the proposed runway safety area to the north as well as earthwork on west side of airfield from the existing runway safety area to the south.

Grading on the existing airfield slopes downward to the existing RSA. The proposed grading would

modify drainage starting north of the proposed runway 12/30 RSA to slope upward at a max 4:1 slope until grading reaches the elevation of the proposed surface.

An access road from the south side of Ranchman Pond B down to the proposed ROFA road will be designed to provide access to the pond for maintenance. The ROFA road will be designed within the limits of this schedule. This will include design of Storm Drain AZ and BA crossing the ROFA road. Portions of FAA and Xcel ducts will be protected in this schedule to be relocated in future schedules. The drainage for Ranchman Pond B will work per final design as all drainage elements will be installed.

Schedule 7

Schedule 7 will include the design of grading and drainage, installation of a new runway PAPI, and airport beacon. Grading and drainage improvements will include the design of the airfield and earthwork on the east side of the proposed Runway 12/30 as well as within the existing NAVAID location, north of the existing runway safety area.

Grading on the existing airfield slopes downward to the existing RSA. The proposed grading would modify drainage starting north of the existing RSA to slope upward a max 4:1 slope until grading reaches the elevation of the proposed surface. Water flow from the future runway centerline to the existing RSA will be directed along the existing RSA in this scenario. To alleviate this, a temporary swale will need to be installed along the existing runway RSA connecting to the swale in Schedule 4 which will provide flow away from the existing airfield and avoid ponding to the north.

An access road from the east side of the proposed Runway 12/30 to the existing ROFA road will be designed to provide access to the runway for maintenance. This will include design of Storm Drain BB crossing the access road. The ROFA road will also be designed within the limits of this schedule. Portions of ductwork for a future FAA communication line and Xcel services for future localizers will be designed to provide for temporary connections to existing localizers. The cabling for FAA communication will be included in this schedule and Xcel services will be included in a separate agreement with Xcel.

The temporary relocation of the existing NAVAID equipment (PAPI, Glideslope antenna and shelter, ASOS, MALSF) including temporary FAA and Xcel conduit will be coordinated with FAA with this design. Design of the new PAPI will be included in the plans. FAA and NWS designs for the relocation of the Glide Slope Antenna, Glide Shelter and shift from MALSR to MALSF will be prepared by FAA and NWS staff. Runway 11/29 will be adjusted to the relocated threshold including Taxiway A and Taxiways A2-A7 lighting, signage and markings, and Runway lighting, signage and markings.

A new airport beacon site location will also be determined and designed as part of this project.

Assumptions include:

- 60% Overall Design has been completed and provides significant components of design analysis.

- Bid package specific permitting will be included in this task.
- Effort is expected to involve a 11-month construction window beginning in the summer of 2023 and finishing late spring 2024.
- Drainage Permitting and Site Plan review with the City of Grand Junction will require 9 months from the completion of the 65% submittal.
- Coordination with FAA will fall under separate Reimbursable Agreement with FAA. FAA will design all elements of the FAA owned equipment relocation under this Reimbursable agreement including foundations, equipment, buildings, towers, electrical services, electrical equipment and site plans.
- Coordination with Xcel design will require separate agreement for temporary service installation by Xcel.
- Geotechnical recommendations established in the overall runway program will be utilized.

It is expected that these schedules will be ready for bidding in June 2022 pending FAA funding. Schedules have been identified to be from \$3-6 million each for a total estimated package of \$12 million construction cost.

The following elements will be performed to develop a package for GJRA and FAA review in preparation for bidding.

2022-04.1 Developmental Design (65%)

Methodology: The design direction developed in Overall 60% Design as well as the subsequent improvement packages (27.25 Road Relocation Design, 2019 Airfield Improvements Package 1 and FY 2022 Grading and Drainage Schedules 1,2&3) will serve as the starting point to develop a project specific design package for the 2022 Grading and Drainage Schedule 6 and 7 Design.

The following items are planned to deliver a 65% level design:

- Topographical Survey
Primary survey was completed in 2017 Fiscal Year Design Services. Supplemental survey will be requested to confirm field data and construction as-builts provided as required by the design team. Forty (40) additional hours of survey is allotted for verification survey efforts.
- Survey control
Survey control was developed under 2017 Fiscal Year Design Services.
- Geotechnical Investigation
Geotechnical Investigation was primarily performed under 2017 Fiscal Year Design Services. Geotechnical recommendations established in the overall runway program will be utilized with review from the Geotechnical Engineer to address the following design specific elements:
 - Provide recommendations for phased embankment and keyed slope details.
 - Provide review of pond embankment and berm details for the following ponds: Ranchman B Pond.
 - Identify recommended locations and details for settlement monitoring for the Runway 12/30, Future Taxiway A and pond embankments.
 - Prepare guidance for completion, protection, and establishment of cut sections in

future pavement areas and airfield safety areas.

Three (3) additional borings will be performed at proposed airport beacon location.

- Update Base Files

Base files for the project will be updated to reflect current existing conditions and all project elements completed as part of the runway program to date.

- Prepare Project Layout Sheet

CONSULTANT will prepare a project layout sheet to depict the proposed improvements.

- Prepare Surface Drainage Analysis

Overall drainage design was developed to a 60% design level in the Overall 60% Design. The basis of design, and the hydrology and hydraulics analysis for the regional stormwater management improvements associated with the Program were documented in the *Preliminary Drainage Report, Runway 11/29 Relocation Program*, prepared by Mead & Hunt, dated September 25, 2018. The drainage design and analysis were advanced with subsequent improvement packages. Drainage improvements will include the construction of a portion of the regional stormwater management improvements as defined in the Overall 60% Design and further defined in the subsequent design tasks and design work schedules in this Scope of Services. The current models and designs will be advanced to a 65% design level for the authorized design work schedules including confirmation of design approaches, recommended alternatives, and consideration of temporary connections to accommodate funding allocations. Runoff from construction site phasing will be evaluated for erosion control management. A Preliminary Drainage Report for the phased improvements will be prepared with this task.

- Prepare Grading Design

Overall grading design was developed to a 60% design level in the Overall 60% Design. The grading design and analysis were advanced with subsequent improvement packages. Refinement in grading along with various temporary drainage and grading improvements will be required based on design work schedules. The current models and designs will be advanced to a 65% design level for the authorized design work areas including confirmation of design approaches, recommended alternatives, and consideration of temporary connections to accommodate funding allocations and bidding schedules.

Meetings:

- The CONSULTANT will conduct twelve (12) internal project team briefings, which will take place via teleconference on a weekly basis, be attended by up to eight (8) staff, and last for one (1) hour.
- The CONSULTANT will conduct one (1) meeting with GJRA and the City of Grand Junction on site to review the Preliminary Drainage Report. The meeting will be attended by two (2) staff and require air travel and overnight. The meeting will last three (3) hours.

Each meeting has an additional two (2) hours by two (2) CONSULTANT staff beyond the meeting duration for preparation and summary.

Result:

- Supplemental Topographic Survey
- Supplemental Geotechnical Recommendations

- Included in Design Packages:
 - Preliminary Drainage Report for FY 2022 Grading & Drainage Schedules 6 and 7

2022-04.2 Prepare 65% Plans

Methodology: The purpose of this subtask is to prepare a set of 65% preliminary plans depicting operations and phasing, geotechnical data, erosion control, demolition, geometrics, grading, drainage, cross-sections, and electrical improvements within the proposed project work area.

The following list of drawings will be used as a guideline. Additional drawings may be added during subsequent design phases, if required.

General

G-001	COVER SHEET
G-002	SHEET INDEX
G-003	LEGEND
G-004	ABBREVIATIONS
G-005	QUANTITIES
G-021	PROJECT LAYOUT PLAN
G-031	SCHEDULE LAYOUT AND ALIGNMENT PLAN
G-041	SURVEY CONTROL
G-081 – 083	CONSTRUCTION OPERATIONS AND PHASING PLANS
B-051 – 054	BORING LOGS

Civil

C-000 – 004	EROSION CONTROL PLANS
C-007 – 010	EROSION CONTROL DETAILS
D-000 – 013	DEMOLITION PLANS
C-100 – 113	GRADING PLANS
C-180 – 181	DETENTION PONDS
C-270	POND ACCESS ROADS
C-371 – 372	TYPICAL SECTIONS AND GRADING DETAILS
C-500 – 507	DRAINAGE PLANS AND DETAILS
C-600 – 607	PAVEMENT MARKING PLANS
C-650 – 653	PAVEMENT MARKING DETAILS
C-900 – 964	CROSS SECTIONS

Electrical

EL-001	ELECTRICAL LEGEND AND NOTES
ED-101 – 106	ELECTRICAL DEMOLITION
EL-101 – 106	ELECTRICAL PLANS
E-501 – 508	ELECTRICAL DETAILS

Estimated number of sheets = 164

Meetings:

- Inclusive in Task 2022-04.1 project meetings

Result:

- The CONSULTANT will provide a 65% design package that includes the following:
 - Preliminary Plans – 11"x17"
 - Preliminary Contractual Documents
 - Draft Technical Specifications
 - Preliminary Engineering Design Report including preliminary construction cost estimate.

2022-04.3 Prepare 65% Contract Documents and Technical Specifications

Methodology: The CONSULTANT will assemble the contract documents and technical specifications necessary for the intended work, per below. Standard FAA specifications will be utilized where possible. Additional specifications will be prepared to address work items and materials not covered by the FAA specifications.

- Prepare contract documents
The CONSULTANT will prepare the contract documents based on the "Front End" preliminary contract documents developed as part of 2017 Fiscal Year Design Services as appropriate. Project specific revisions will be performed and coordinated with GJRA for review.
- Prepare preliminary special provisions
The CONSULTANT will utilize special provisions developed under 2017 Fiscal Year Design Services Tasks with markups.
- Prepare technical specifications
 - C-100 Contractor Quality Control Program
 - C-102 Temporary Air and Water Pollution, Soil Erosion, and Siltation Control
 - C-105 Mobilization
 - P-101 Preparation-Removal of Existing Pavements
 - P-151 Clearing and Grubbing
 - P-152 Excavation, Subgrade, and Embankment
 - P-153 Controlled Low-Strength Material (CLSM)
 - P-610 Concrete for Miscellaneous Structures
 - P-620 Runway and Taxiway Markings
 - D-701 Pipe for Storm Drains and Culverts
 - D-751 Manholes, Catch Basins, Inlets and Inspection Holes
 - D-752 Concrete Culverts, Headwalls, and Miscellaneous Drainage Structures
 - D-754 Concrete Gutters, Ditches, and Flumes
 - T-901 Seeding
 - T-905 Topsoiling
 - T-908 Mulching
 - L-108 Underground Power Cable for Airports
 - L-110 Airport Underground Electrical Duct Banks and Conduits
 - L-115 Electrical Manholes and Junction Structures

The added technical specifications will include but not be limited to the following items:

- M-102 Airport Safety and Traffic Control
- M-103 Dust Control
- M-104 Demolition and Removal
- M-105 Engineered Overflow Channel
- M-106 Erosion Control Force Account
- M-107 Detention Pond Outlet Piping
- CDOT 304 CDOT Aggregate Base Course
- P-150 Electrical Demolition

The CONSULTANT will calculate necessary quantities for the work items. Quantities will be consistent with the specifications and acceptable quantity calculation practices.

Meetings:

- Inclusive in Task 2022-04.1 project meetings

Result:

- Included in design package as defined above

2022-04.4 Prepare Preliminary Engineering Design Report and Construction Cost Estimate

Methodology: The CONSULTANT will prepare a Preliminary Engineering Design Report in accordance with FAA Regional Guidance 630-04. The CONSULTANT will also prepare a Preliminary Construction Cost Estimate. Calculate estimated preliminary quantities and unit price estimates including appropriate contingencies.

Meetings:

- Inclusive in Task 2022-04.1 project meetings

Result:

- Included in design package as defined above

2022-04.5 Construction Safety and Phasing Plan (CSPP)

Methodology: CONSULTANT will coordinate with ADO and GJRA to begin necessary review processes for proposed projects. CONSULTANT will perform the following:

- Preparation of CSPP report and exhibits of proposed work areas.
- Coordinate with ADO for relevant Flight Procedures reviews and provide necessary documentation prior to uploading documentation to FAA OE/AAA System.

Meetings:

- Inclusive in Task 2022-02.1 project meetings

Result:

- The CONSULTANT will submit Construction Safety and Phasing Plan documents to GJRA and FAA ADO at 65% for review prior to uploading into the FAA OE/AAA System. The CSPP will be uploaded to the FAA OE/AAA system.

2022-04.6 Coordinate FAA Airspace Reviews/Potential 7460 Submission

Methodology: CONSULTANT will coordinate with ADO, Flight Procedures Office and GJRA to begin necessary review processes for proposed projects. CONSULTANT will perform the following:

- Preparation of required notices of proposed construction, and review of proposed grading related to existing approach procedures. Based on the location of proposed fills, embankments will be reviewed for potential transitional surface penetrations that could impact existing approach procedures.
- Coordinate with ADO for relevant Flight Procedures reviews and provide necessary documentation.

Meetings:

- Inclusive in Task 2022-02.1 project meetings

Result:

- The CONSULTANT will submit documents to GJRA and FAA OE/AAA system. For the purposes of scoping, it is assumed that up to five (5) Airspace Reviews and 7460 submissions will be performed by the CONSULTANT.
- The CONSULTANT will submit Construction Safety and Phasing Plan as included in section 2022-04.5 above.

2022-04.7 Design Coordination with GJRA and FAA

Methodology: CONSULTANT will coordinate with the project team, GJRA, FAA, CDOT, and other applicable agencies to perform the work elements.

Meetings:

- The CONSULTANT will conduct sixteen (16) teleconferences with GJRA, which will take place on a weekly basis, be attended by three (3) staff, and last one (1) hour.
- The CONSULTANT will conduct one (1) predesign teleconference that includes CONSULTANT, GJRA, and FAA. The predesign conference will be attended by two (2) staff, and last two (2) hours.
- The CONSULTANT will conduct two (2) design review meetings with GJRA and FAA to solicit input on the 65% efforts. The meetings will take place at GJRA and be attended by two (2) staff and require air travel and overnight. Each design review will last three (3) hours.

Each meeting has an additional two (2) hours by two (2) CONSULTANT staff beyond the meeting duration for preparation and summary.

Result:

- The CONSULTANT will prepare meeting summaries for the predesign conference and design review meetings and provide to GJRA and the FAA.

2022-04.8 Final Design (95% and Final)

Methodology: Based upon the feedback received in the review of the FY 2022 Grading and Drainage Schedules 6 and 7 Design 65% Plans, documents will move forward to final design. Final design will include a 95% design package intended to be 100% complete design for FAA and Airport review. Comments on the 95% design will be addressed and a final design package prepared and sealed by licensed professional engineers.

The following services are required to complete the final design:

- **Prepare Final Surface Drainage Analysis and Final Storm Drainage Design**
The 65% design models and designs will be advanced to a final design for the regional stormwater improvements included with this Scope of Services addressing design review comments from the 65% design review. A Draft Final Drainage Report will be prepared with this task. An unstamped draft will be submitted to GJRA, City of Grand Junction and Mesa County with the 95% design submittal for review. Coordination with State Dam Safety Engineer will be conducted based on 95% design and any needed modifications to approvals under previous design agreements. Upon receipt of any review comments, the Final Drainage Report, and models or design components as required, will be updated and finalized. The Final design submittal will include a Final Drainage Report stamped by a licensed professional engineer for certification by GJRA.
- **Erosion Control Plan**
The CONSULTANT will develop an Erosion Control Plan that is in accordance with best management practices. The plan will include types of erosion control measures recommended for the site, in addition to information needed for the NPDES permitting application. The Plan is expected to include (but not limited to):
 - Project Location
 - Size of Disturbance of Project
 - Amount of Impervious Surface
 - Hydrologic Classification of Site
 - Receiving Waters
 - Site Drainage OverviewThe CONSULTANT will prepare and submit a Construction Stormwater Management Plan along with the Erosion Control Plan to Mesa County to obtain coverage under the CDHPE storm water general permit for the construction activities.
- **Prepare Project Specific Specification Adjustments**
The CONSULTANT will prepare a Request for Project Specific Specification Adjustments of Federal Construction Standards. Copies will be forwarded to the FAA along with final plans, contract documents, specifications, and Engineer's Report. Project Specific Specification Adjustments will be included in the Final Engineering Design Report.
- Update Plans to 95%
- Update Specifications to 95%
- Update Engineering Report and Cost Estimate to 95%
- Prepare and Submit Final Plans and Specifications

A final set of plans, specifications and contract documents will be prepared which incorporates revisions, modifications and corrections determined during GJRA and FAA review of the 95% submittal.

- Prepare and Submit Final Engineering Design Report and Estimated Cost Estimate
Using the final quantities calculated following the preparation of the plans and specifications, the CONSULTANT will prepare the construction cost estimate. The estimate will be based on information obtained from previous projects, contractors, material suppliers, and databases.

Meetings:

- The CONSULTANT will conduct two (2) design review meetings with GJRA and FAA to solicit input on the 95% efforts. The meetings will take place at GJRA and be attended by two (2) staff and require air travel and overnight. Each design review will last three (3) hours.
- The CONSULTANT will conduct three (3) additional coordination meetings at GJRA for resolution of comments provided during plan reviews. The meetings will be attended by two (2) staff and be incorporated into other planned trips. Each meeting will last approximately two (2) hours.
- The CONSULTANT will conduct one (1) meeting with GJRA, the City of Grand Junction and Mesa County on site to review the Final Drainage Report draft (95% design). The meetings will take place at the City of Grand Junction Offices and be attended by three (3) staff and require air travel and overnight. Each design review will last three (3) hours.
- The CONSULTANT will coordinate with State Dam Safety Engineer. It is expected this will be via email and one (1) teleconference.

Each meeting has an additional two (2) hours by two (2) CONSULTANT staff beyond the meeting duration for preparation and summary.

Result:

- The CONSULTANT will provide the 95% design package which will include:
 - 95% Final Plans – 11"x17"
 - 95% Contractual Documents
 - Draft Technical Specifications
 - Draft Final Engineering Design Report including Draft Final Drainage Report for FY 2022 Grading & Drainage Schedules 6 and 7
 - Construction Stormwater Management Plan
- The CONSULTANT will provide the final design package which will include:
 - Final Plans – 11"x17"
 - Final Contractual Documents
 - Final Technical Specifications
 - Final Engineering Design Report including Final Drainage Report for FY 2022 Grading & Drainage Schedules 6 and 7
 - Construction Stormwater Management Plan

TASK 2022-05 FY 2022 BIDDING SCHEDULES 6 AND 7 SUPPORT

Description: This task details the bid administration services to be provided by Mead & Hunt, Inc. (CONSULTANT) for yearly construction projects as part of the overall Runway 11/29 Relocation Program. This bidding element is intended to encompass efforts generally required for an up to five-week bidding duration for civil works for GJRA in coordination with the Denver FAA ADO. Communications with bidders after bid opening is excluded.

Projects are generally expected to include the elements listed below and incorporate up to two (2) schedules including grading, and drainage.

This project will be funded by an FAA Airport Improvement Program (AIP) grant. Construction for the project is anticipated to begin in Summer of 2023.

The scope of services to be provided by CONSULTANT is described in the phase and tasks as follows:

2022-05.1 Prepare Advertisement for Bids

Required advertisement dates and bidding dates will be established. CONSULTANT will prepare the Advertisement in conformance with FAA and local standards and submit a copy of the advertisement to the SPONSOR. The SPONSOR shall arrange for the legal advertising in conformance with local standards and shall pay for the associated cost of advertising. The CONSULTANT shall coordinate with the SPONSOR for online publishing.

2022-05.2 Bid Documents Distribution

CONSULTANT shall prepare and provide bid documents to the SPONSOR for uploading to their preferred bidding platform. Notes are expected to direct all questions to the CONSULTANT. Bidders will be responsible for submitting their bids to the Authority similar to previous projects.

2022-05.3 Respond to Bidders Questions

During the bidding process, the CONSULTANT will be available to clarify bidding issues with contractors and suppliers, and for consultation with the various entities associated with the project. This item also includes contacting bidders to generate interest in the project. It is assumed coordination with local jurisdictions will be accomplished as well as teaming partners as questions arise to ensure collaborated responses. Potential stakeholders include FAA Air Traffic, and City of Grand Junction.

2022-05.4 Prepare and Distribute Addenda

CONSULTANT will issue up to three (3) bid addenda as appropriate to interpret, clarify, or change the bidding documents as required by GJRA or the FAA. Addenda will be made available to the plan holders electronically via the SPONSOR and their designated bidding site. Any addenda that are significant revisions to scope, will be considered as extra services, and the CONSULTANT will be reimbursed for this effort as an amendment to this contract.

2022-05.5 Pre-Bid Conference

The CONSULTANT will arrange for and conduct one (1) Pre-Bid Conference. The Project Manager and Project Engineer will attend and conduct the Pre-Bid Conference with potential contractors and the SPONSOR to review the project and answer questions. The conference will be conducted at GJRA and will include a site inspection.

Meetings

- The CONSULTANT will perform one (1) site visit for the pre-bid conference at GJRA and be attended by two (2) staff members. This meeting will require air travel and overnight lodging. Each meeting has an additional two (2) hours by two (2) CONSULTANT staff beyond the meeting duration for preparation and summary.

Result

- Meeting minutes will be prepared and distributed.

2022-05.6 Bid Opening

CONSULTANT will attend the bid opening at the site, as identified in the Bid Advertisement and process the bid documents.

Meetings

- The CONSULTANT will perform one (1) site visit for the bid opening at GJRA and be attended by one (1) staff member. This meeting will require air travel and overnight lodging. Each meeting has an additional two (2) hours by two (2) CONSULTANT staff beyond the meeting duration for preparation and summary.

2022-05.7 Bid Review and Bid Tabulation

The CONSULTANT will advise SPONSOR as to the acceptability of any subcontractors, suppliers, and other persons and organizations proposed by the bidders and as to the acceptability of substitute materials and equipment proposed by bidders. The CONSULTANT will prepare a spreadsheet that includes all bid items for evaluating the lowest bidder. The CONSULTANT will input the as-bid unit prices into the spreadsheet and verify mathematical computations of the bids. The CONSULTANT will then provide recommendations to the SPONSOR as to the name of the Apparent Low Bidder.

2022-05.8 Prepare Recommendation for Award

The CONSULTANT will prepare a Recommendation of Award for the SPONSOR to accept or reject the bids as submitted. If rejection is recommended, the CONSULTANT will supply an explanation for their recommendation and possible alternative actions that the SPONSOR can pursue to complete the project. Once the Contract Award is made, the CONSULTANT will distribute the bid tabulations at request of the SPONSOR.

Result:

- Advertisement for Bids

- Bid Documents – available electronically
- Pre-Bid Conference Agenda
- Pre-Bid Meeting Minutes
- Bid Addenda
- Bid Tabulation – Three (3) copies and electronic files.
- Recommendation for Award – Three (3) copies and electronic files.

TASK 2022-07 FAA NAVAID RELOCATION DESIGN COORDINATION

Description: This task defines the efforts necessary to support construction of FAA Reimbursable Agreement for relocation of the Runway 11/29 threshold.

A critical aspect of the Runway 12-30 new runway project is the operational relocation of the ILS. Completion of the ILS requires completion of a full parallel Taxiway A and full-length runway at opening. The current MALSR and Glide Slope equipment are in conflict with the completion of the runway and taxiway embankments. To facilitate this, the runway threshold will be relocated to the east, facilitating a temporary glide slope and MALSF clearing embankment construction for the future parallel runway and taxiway.

It was determined during the Discovery Meeting that the FAA will design the temporary MALSF and glide slope facilities in alignment with the Schedule 7 relocation of threshold lighting, and runway and taxiway markings, signage and lighting. The purpose of this task is to support continued delivery coordination between the Consultant and the FAA.

Methodology: This scope of work assumes twelve (12) monthly coordination calls will be required between the FAA, and the Consultant team to integrate the ILS construction with the Schedule 7 design and bidding schedule.

Meetings:

- The Consultant Team will hold twelve (12) teleconference meetings to discuss status of the overall runway realignment program and gather status of the ILS construction team from the FAA. The meeting will last for one (1) hour and will be attended by three (3) Consultant staff. Each meeting has an additional two hours by two Consultant staff beyond the meeting duration for preparation and summary.

Result:

The Consultant will update the Runway Realignment Program schedule to reflect FAA progress on ILS construction.

TASK 2022-10 RUNWAY GRANT SUPPORT

Description: The Runway 11/29 Relocation Program will require federal funding assistance through the FAA Airport Improvement Program which provides grants to public agencies for the development of public-use airports that are included in the National Plan of Integrated Airport Systems (NPIAS). The FAA has defined procedures to secure AIP funding, track expenditures, request reimbursements, and close out of AIP grants as requested. This task outlines the effort that may be required by the CONSULTANT to administer grant assistance to GJRA.

Methodology: The CONSULTANT will supply documentation to the GJRA to support GJRA performance of Grant Administration for 12 months and/or until completion of design packages identified including:

- Prepare monthly invoices and project cost summaries for GJRA preparation of FAA Requests for Reimbursement for each grant including Form 271 and Invoice spreadsheet (MS Word / Excel format)
- Assist GJRA with support values to prepare submittal of annual FAA 271, 425 and DBE reports
- Assist with Federal, State and Local Audits of the 2019/2020/2021 grants

Meetings:

- The CONSULTANT will conduct four (4) teleconferences with GJRA and FAA to coordinate the preparation of grant applications. Meetings will be attended by two (2) staff and will last one (1) hour.

Each meeting has an additional two (2) hours by two (2) CONSULTANT staff beyond the meeting duration for preparation and summary.

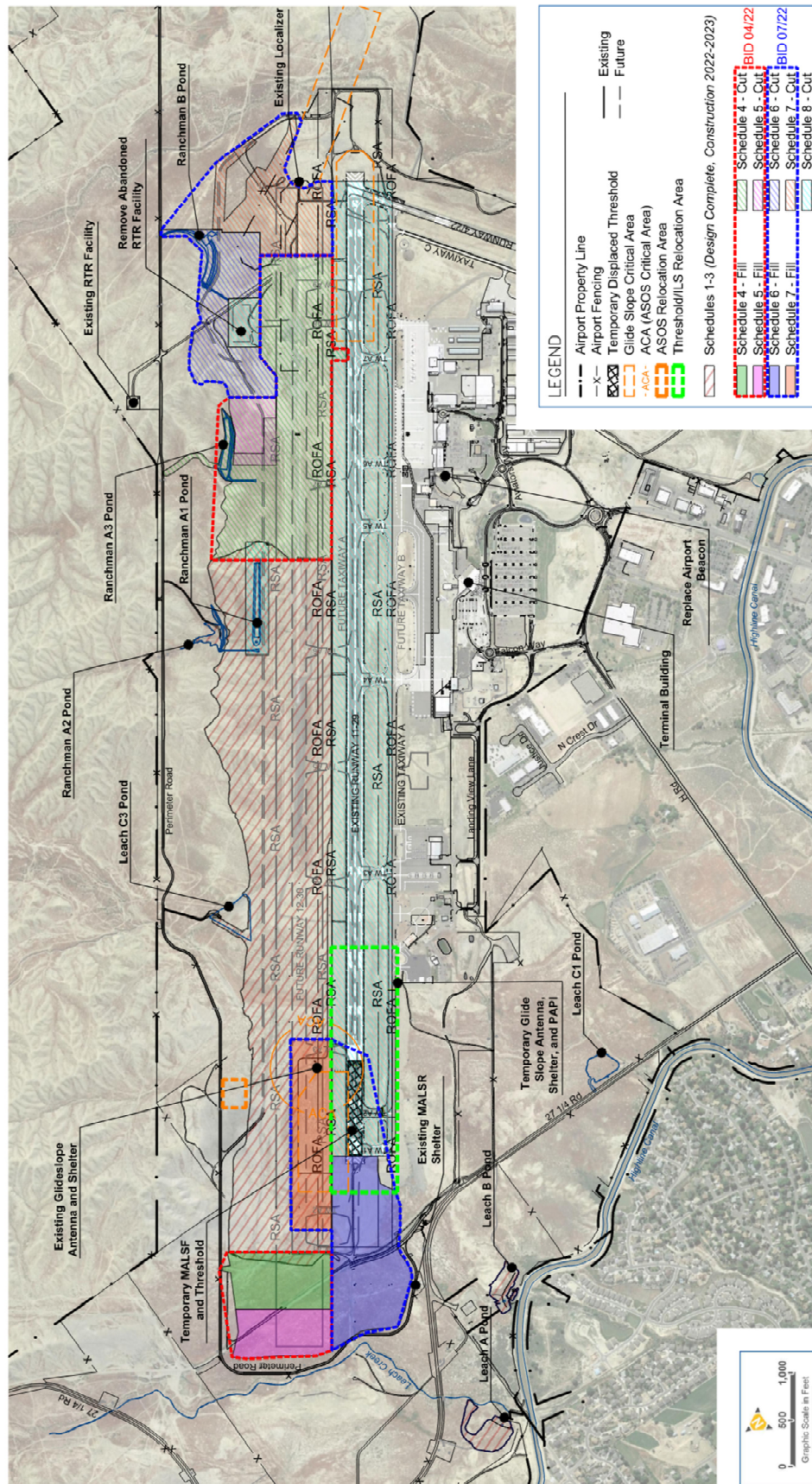


EXHIBIT B - TASK ORDER SUMMARY
Grand Junction Regional Airport
Runway 12/30 New Runway Program
Scope of Services #8 - FY 2022 Engineering Services

Task		Mead & Hunt		CH2M		Ground		River City		Total	Terms
2022-01 Project Management											LS
Subtotal - Labor	\$	46,900.00	\$	10,040.00	\$	-	\$	-	\$	56,940.00	
Subtotal - Expense	\$	8,100.00	\$	-	\$	-	\$	-	\$	8,100.00	
2022-02 Design FY 2022 Grading and Drainage Schedules 4 and 5											LS
Subtotal - Labor	\$	304,815.00	\$	-	\$	14,025.00	\$	24,680.00	\$	343,520.00	
Subtotal - Expense	\$	9,075.00	\$	-	\$	-	\$	903.00	\$	9,978.00	
2022-03 Bidding FY 2022 Schedules 4 and 5 Support											LS
Subtotal - Labor	\$	31,690.00	\$	-	\$	-	\$	-	\$	31,690.00	
Subtotal - Expense	\$	4,050.00	\$	-	\$	-	\$	-	\$	4,050.00	
2022-04 Design FY 2022 Grading and Drainage Schedules 6 and 7											LS
Subtotal - Labor	\$	531,160.00	\$	133,360.00	\$	14,025.00	\$	23,235.00	\$	701,780.00	
Subtotal - Expense	\$	8,775.00	\$	1,125.00	\$	21,000.00	\$	903.00	\$	31,803.00	
2022-05 Bidding FY 2022 Schedules 6 and 7 Support											LS
Subtotal - Labor	\$	31,690.00	\$	6,420.00	\$	-	\$	-	\$	38,110.00	
Subtotal - Expense	\$	4,050.00	\$	900.00	\$	-	\$	-	\$	4,950.00	
2022-07 FAA NAVAID Relocation Design Coordination											T&E
Subtotal - Labor	\$	30,102.00	\$	24,480.00	\$	-	\$	-	\$	54,582.00	
Subtotal - Expense	\$	5,400.00	\$	1,125.00	\$	-	\$	-	\$	6,525.00	
2022-10 Runway Grant Support											T&E
Subtotal - Labor	\$	33,935.00	\$	-	\$	-	\$	-	\$	33,935.00	
Subtotal - Expense	\$	-	\$	-	\$	-	\$	-	\$	-	
Total										\$ 1,325,963.00	

EXHIBIT B - LABOR AND EXPENSE BY TASK
Grand Junction Regional Airport
Runway 12/30 New Runway Program

Fee Estimate
1/11/2022

		Mead & Hunt								CH2M					Ground				River City				Effort															
		Principal	Project Manager	Design Manager	Senior Engineer	Engineer II	Engineer I	CAD Tech	Admin Assistant	Project Engineer	Electrical Engineer	Senior Electrical Engineer	Senior CAD Tech	CAD Tech	Project Engineer	Senior Project Manager	Geologist	CAD Technician	Project Lead Engineer	Professional Land Surveyor	Stormwater Tech	Field Surveyor	Field Tech	Admin Assistant	Mead & Hunt	CH2M	Ground	River City	Total									
Rate		\$ 265	\$ 245	\$ 170	\$ 155	\$ 124	\$ 110	\$ 95	\$ 85	\$ 215	\$ 165	\$ 195	\$ 125	\$ 95	\$ 215	\$ 175	\$ 140	\$ 85	\$ 170	\$ 145	\$ 85	\$ 130	\$ 85	\$ 80														
Total Hours		22	720	1,581	1,112	2,250	1,288	1,390	457	40	424	382	170	-	20	70	70	20	26	26	248	112	33	16														
2022-01 Project Management																																						
Labor																																						
2022-01.1 Project Administration		12	48	12	12								40	4	4											\$ 18,120	\$ 10,040	\$ -	\$ -	\$ 28,160								
2022-01.2 Airport Coordination Meetings		10	24	24	30																		\$ 9,960	\$ -	\$ -	\$ -	\$ 9,960											
Subtotal - Labor Cost		\$ 5,830.00	\$ 24,990.00	\$ 11,220.00	\$ -	\$ 3,720.00	\$ -	\$ 1,140.00	\$ -	\$ 8,600.00	\$ 660.00	\$ 780.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 46,900	\$ 10,040	\$ -	\$ -	\$ 56,940									
Expenses																																						
Trips		4				4				4																												
Days		4				4																																
Air Travel	\$ 450.00	\$ -	\$ 1,800.00	\$ 1,800.00	\$ -	\$ 1,800.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,400	\$ -	\$ -	\$ -	\$ 5,400										
Lodging	\$ 96.00	\$ -	\$ 384.00	\$ 384.00	\$ -	\$ 384.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,152	\$ -	\$ -	\$ -	\$ 1,152										
Meals	\$ 59.00	\$ -	\$ 236.00	\$ 236.00	\$ -	\$ 236.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 708	\$ -	\$ -	\$ -	\$ 708										
Vehicle	\$ 70.00	\$ -	\$ 280.00	\$ 280.00	\$ -	\$ 280.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 840	\$ -	\$ -	\$ -	\$ 840										
Laboratory Tests																																						
Deliverables /Supplies																																						
Subtotal - Expense Cost		\$ -	\$ 2,700.00	\$ 2,700.00	\$ -	\$ 2,700.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,100	\$ -	\$ -	\$ -	\$ 8,100										
2022-02 Design FY 2022 Grading and Drainage Schedules 4 and 5																																						
Labor																																						
2022-02.1 Developmental Design (65%)		-	-	-	-	-	-	-	-											1											\$ -	\$ -	\$ -	\$ 170	\$ 170			
Topographical Survey		-	-	-	-	-	-	-	-															2	40				8	2	\$ -	\$ -	\$ -	\$ 5,490	\$ 5,490			
Update Survey Control Plan		-	-	-	-	-	-	-	-															8							\$ -	\$ -	\$ -	\$ 2,000	\$ 2,000			
Geotechnical Investigation		-	-	-	-	-	-	-	-											10	35	35	10											\$ -	\$ -	\$ 14,025	\$ -	\$ 14,025
Prepare Combined Schedule 4 and 5 Drainage Analysis		-	-	-	-	-	-	-	-																									\$ -	\$ -	\$ -	\$ -	\$ -
TO6 Update Design Base Files from 60% and Task Order 06		-	12	40	-	65	-	-	-																					Charges under Task Order 06					\$ -	\$ -		
TO6 Prepare Project Layout Sheets		-	-	-	4	110	-	30	-																					Charges under Task Order 06					\$ -	\$ -		
TO6 Create Project Grading Surfaces Existing and Proposed		-	10	32	-	45	-	-	-																					Charges under Task Order 06					\$ -	\$ -		
Prepare Surface Drainage Package		-	-	-	-	-	-	-	-																									\$ -	\$ -	\$ -	\$ -	\$ -
Meetings		-	16	24	24	-	16	8	-											6	2											4	\$ 14,240	\$ -	\$ -	\$ -	\$ 14,240	
2022-02.2 Prepare 65% Plans		-	-	-	-	-	-	-	-																									\$ -	\$ -	\$ -	\$ 1,630	\$ 1,630
General		-	-	-	-	-	-	-	-																									\$ -	\$ -	\$ -	\$ -	\$ -
G-001 Cover Sheet		-	-	1	-	-	-	3	-																									\$ 455	\$ -	\$ -	\$ -	\$ 455
G-002 Sheet Index		-	-	1	-	-	-	2	-																									\$ 360	\$ -	\$ -	\$ -	\$ 360
G-003 Legend		-	-	1	-	2	-	2	-																									\$ 608	\$ -	\$ -	\$ -	\$ 608
G-004 Abbreviations		-	-	1	-	2	-	1	-																									\$ 513	\$ -	\$ -	\$ -	\$ 513
G-005 Quantities		-	-	1	-	2	-	2	-																									\$ 608	\$ -	\$ -	\$ -	\$ 608
G-021 Project Layout Plan		-	-	1	-	2	-	2	-																									\$ 608	\$ -	\$ -	\$ -	\$ 608
G-031 Schedule Layout and Alignment Plan		-	-	1	-	-	-	-	-																									\$ 170	\$ -	\$ -	\$ -	\$ 170
G-041 Survey Control		-	-	1	-	-	-	-	-																									\$ 170	\$ -	\$ -	\$ 3,340	\$ 3,510
G-081 - 083 Construction Operations and Phasing		-	-	6	12	24	16	28	-															4	16				8	\$ 10,276	\$ -	\$ -	\$ -	\$ 10,276				
B-051 - 054 Boring Logs (4)		-	-	-	-	-	4	-	-																									\$ 440	\$ -	\$ -	\$ -	\$ 440
Civil		-	-	-	-	-	-	-	-																									\$ -	\$ -	\$ -	\$ -	\$ -
C-000 - 003 Erosion Control Plans (4)		-	-	2	2	12	3	34	2																									\$ 5,868	\$ -	\$ -	\$ -	\$ 5,868
C-007 - 010 Erosion Control Details (4)		-	-	-	-	-	4	-	-																									\$ 440	\$ -	\$ -	\$ -	\$ 440
D-000 - 016 Demolition Plans (17)		-	-	1	1	5	2	17	-																									\$ 2,780	\$ -	\$ -	\$ -	\$ 2,780
C-100 - 116 Grading Plans (17)		-	-	6	3	18	30	20	10																									\$ 9,767	\$ -	\$ -	\$ -	\$ 9,767
C-270 Pond Access Roads (1)		-	-	1	1	4	6	9	-																									\$ 2,336	\$ -	\$ -	\$ -	\$ 2,336
C-371 - 372 Typical Sections and Grading Details (2)		-	-	-	-	-	4	-	-																									\$ 440	\$ -	\$ -	\$ -	\$ 440
C-500 - 507 Drainage Plans and Details (8)		-	-	7	9	17	9	17	9																									\$ 8,063	\$ -	\$ -	\$ -	\$ 8,063
C-901 - 947 Cross Sections (47)		-	-	10	12	24	12	24	12																									\$ 11,156	\$ -	\$ -	\$ -	\$ 11,156
QC Review and Updates		-	12	12	8	12	12	12	8																									\$ 10,848	\$ -	\$ -	\$ -	\$ 10,848
2022-02.3 Prepare 65% Contract Documents and Technical Specifications		-	8	9	9	15	-	-	-											2	40										2	\$ 6,745	\$ -	\$ -	\$ 3,900	\$ 10,645		
2022-02.4 Prepare Preliminary Engineering Design Report and Specifications		-	4	25	25	25	-	-	-																									\$ 12,205	\$ -	\$ -	\$ -	\$ 12,205
2022-02.5 Construction Safety and Phasing Plan (CSPP)		-	12	14	8	24	-	2	-																									\$ 9,726	\$ -	\$ -	\$ -	\$ 9,726
2022-02.6 Coordinate FAA Airspace Reviews/Potential 7460 S		-	-	4	8	-	-	6	-																									\$ 2,490	\$ -	\$ -	\$ -	\$ 2,490
2022-02.7 Design Coordination with GJRA and FAA		-	-	-	-	-	-	-	-																									\$ -	\$ -	\$ -	\$ -	\$ -
Address and Respond to Comments		-	-	18	12	9	18	18	18																									\$ 11,256	\$ -	\$ -	\$ -	\$ 11,256
Meetings		-	25	35	35	-	-	-	-																									\$ 17,500	\$ -	\$ -	\$ -	\$ 17,500
2022-02.8 Final Design (95% and Final)		-	-	-	-	-	-	-	-																									\$ -	\$ -	\$ -	\$ -	\$ -
General		-	-	-	-	-	-	-	-																									\$ -	\$ -	\$ -	\$ -	\$ -
G-001 Cover Sheet		-	-	-	-	-	-	1	-																									\$ 95	\$ -	\$ -	\$ -	\$ 95
G-002 Sheet Index		-	-	1	-	-	-	1	-																									\$ 265	\$ -	\$ -	\$ -	\$ 265
G-003 Legend		-	-	-	-	1	-	1	-																									\$ 219	\$ -	\$ -	\$ -	\$ 219
G-004 Abbreviations		-	-	-	-	1	-	1	-																									\$ 219	\$ -	\$ -	\$ -	\$ 219
G-005 Quantities		-	-	1	-	1	-	1	-																									\$ 389	\$ -	\$ -	\$ -	\$ 389
G-021 Project Layout Plan		-	-	1	-	1	-	1	-																									\$ 389	\$ -	\$ -	\$ -	\$ 389
G-031 Schedule Layout and Alignment Plan		-	-	1	-	1	-	3	-																									\$ 579	\$ -	\$ -	\$ -	\$ 579
G-041 Survey Control		-	-	1	-	-	-	-	-																									\$ 170	\$ -	\$ -	\$ 340	\$ 510
G-081 - 083 Construction Operations and Phasing																																						

EXHIBIT B - LABOR AND EXPENSE BY TASK
Grand Junction Regional Airport
Runway 12/30 New Runway Program

Fee Estimate
1/11/2022

Mead & Hunt										CH2M					Ground				River City						Effort																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																			
		Principal	Project Manager	Design Manager	Senior Engineer	Engineer II	Engineer I	CAD Tech	Admin Assistant	Project Engineer	Electrical Engineer	Senior Electrical Engineer	Senior CAD Tech	CAD Tech	Project Engineer	Senior Project Manager	Geologist	CAD Technician	Project Lead Engineer	Professional Land Surveyor	Stormwater Tech	Field Surveyor	Field Tech	Admin Assistant	Mead & Hunt	CH2M	Ground	River City	Total																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																															
Rate		\$ 265	\$ 245	\$ 170	\$ 155	\$ 124	\$ 110	\$ 95	\$ 85	\$ 215	\$ 165	\$ 195	\$ 125	\$ 95	\$ 215	\$ 175	\$ 140	\$ 85	\$ 170	\$ 145	\$ 85	\$ 130	\$ 85	\$ 80																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																				
Total Hours		22	720	1,581	1,112	2,250	1,288	1,390	457	40	424	382	170	-	20	70	70	20	26	26	248	112	33	16																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																				
QC Review and Updates		-	6	12	6	9	9	9	6																\$ 7,911	\$ -	\$ -	\$ -	\$ 7,911																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																															
Address and Respond to Comments		-	-	18	12	9	18	18	18																\$ 11,256	\$ -	\$ -	\$ -	\$ 11,256																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																															
Final Plans and Specifications		-	6	24	9	30	30	-	-						1					40					\$ 13,965	\$ -	\$ -	\$ 3,570	\$ 17,535																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																															
Final EDR and Cost Estimate		-	12	36	12	80	-	-	-																\$ 20,840	\$ -	\$ -	\$ -	\$ 20,840																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																															
Meetings		-	8	42	45	-	-	-	-						3								2		\$ 16,075	\$ -	\$ -	\$ 670	\$ 16,745																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																															
Subtotal - Labor Cost		\$ -	\$ 35,035.00	\$ 78,200.00	\$ 53,630.00	\$ 90,520.00	\$ 42,790.00	\$ 41,800.00	\$ 11,220.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,150.00	\$ 6,125.00	\$ 4,900.00	\$ 850.00	\$ 2,380.00	\$ 2,320.00	\$ 10,540.00	\$ 7,280.00	\$ 1,360.00	\$ 800.00	\$ 304,815	\$ -	\$ 14,025	\$ 24,680	\$ 343,520																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																															
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Air Travel	\$ 450.00	\$ -	\$ 1,350.00	\$ 1,350.00	\$ -	\$ 1,350.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,050	\$ -	\$ -	\$ -	\$ 4,050																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																															
Lodging	\$ 96.00	\$ -	\$ 288.00	\$ 288.00	\$ -	\$ 288.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 864	\$ -	\$ -	\$ -	\$ 864																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																															
Meals	\$ 59.00	\$ -	\$ 177.00	\$ 177.00	\$ -	\$ 177.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 413.00	\$ -	\$ -	\$ 531	\$ -	\$ -	\$ 413	\$ 944																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																															
Vehicle	\$ 70.00	\$ -	\$ 210.00	\$ 210.00	\$ -	\$ 210.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 490.00	\$ -	\$ -	\$ 630	\$ -	\$ -	\$ 490	\$ 1,120																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																															
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Subtotal - Expense Cost		\$ -	\$ 2,025.00	\$ 2,025.00	\$ -	\$ 2,025.00	\$ -	\$ -	\$ 3,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 903.00	\$ -	\$ -	\$ 9,075	\$ -	\$ -	\$ 903	\$ 9,978																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																															
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EXHIBIT B - LABOR AND EXPENSE BY TASK
Grand Junction Regional Airport
Runway 12/30 New Runway Program

Fee Estimate
1/11/2022

Mead & Hunt										CH2M					Ground				River City						Effort				
		Principal	Project Manager	Design Manager	Senior Engineer	Engineer II	Engineer I	CAD Tech	Admin Assistant	Project Engineer	Electrical Engineer	Senior Electrical Engineer	Senior CAD Tech	CAD Tech	Project Engineer	Senior Project Manager	Geologist	CAD Technician	Project Lead Engineer	Professional Land Surveyor	Stormwater Tech	Field Surveyor	Field Tech	Admin Assistant	Mead & Hunt	CH2M	Ground	River City	Total
Rate		\$ 265	\$ 245	\$ 170	\$ 155	\$ 124	\$ 110	\$ 95	\$ 85	\$ 215	\$ 165	\$ 195	\$ 125	\$ 95	\$ 215	\$ 175	\$ 140	\$ 85	\$ 170	\$ 145	\$ 85	\$ 130	\$ 85	\$ 80					
Total Hours		22	720	1,581	1,112	2,250	1,288	1,390	457	40	424	382	170	-	20	70	70	20	26	26	248	112	33	16					
QC Review and Updates		-	12	12	8	12	12	12	8																\$ 10,848	\$ -	\$ -	\$ -	\$ 10,848
2022-04.3 Prepare 65% Contract Documents and Technical Specifications		-	1	3	3	-	-	-	-		16	16							2		40		2		\$ 1,220	\$ 5,760	\$ -	\$ 3,900	\$ 10,880
2022-04.4 Prepare Preliminary Engineering Design Report and Specifications		-	4	60	12	80	-	20	-		16	16													\$ 24,860	\$ 5,760	\$ -	\$ -	\$ 30,620
2022-04.5 Construction Safety and Phasing Plan (CSPP)		-	1	14	-	18	-	-	-																\$ 4,857	\$ -	\$ -	\$ -	\$ 4,857
2022-04.6 Coordinate FAA Airspace Reviews/Potential 7460 S		-	12	-	36	-	-	12	-		16	16													\$ 9,660	\$ 5,760	\$ -	\$ -	\$ 15,420
2022-04.7 Design Coordination with GJRA and FAA		-	-	-	-	-	-	-	-																\$ -	\$ -	\$ -	\$ -	\$ -
Address and Respond to Comments		-	-	24	16	12	24	24	24		20	20													\$ 15,008	\$ 7,200	\$ -	\$ -	\$ 22,208
Meetings		-	40	44	24	24	-	-	-		12	12													\$ 23,976	\$ 4,320	\$ -	\$ -	\$ 28,296
2022-04.8 Final Design (95% and Final)		-	-	-	-	-	-	-	-																\$ -	\$ -	\$ -	\$ -	\$ -
General		-	-	-	-	-	-	-	-																\$ -	\$ -	\$ -	\$ -	\$ -
G-001 Cover Sheet		-	-	-	-	-	-	1	-																\$ 95	\$ -	\$ -	\$ -	\$ 95
G-002 Sheet Index		-	-	1	-	-	-	1	-																\$ 265	\$ -	\$ -	\$ -	\$ 265
G-003 Legend		-	-	-	-	1	-	1	-																\$ 219	\$ -	\$ -	\$ -	\$ 219
G-004 Abbreviations		-	-	-	-	1	-	1	-																\$ 219	\$ -	\$ -	\$ -	\$ 219
G-005 Quantities		-	-	1	-	1	-	1	-																\$ 389	\$ -	\$ -	\$ -	\$ 389
G-021 Project Layout Plan		-	-	1	-	1	-	1	-																\$ 389	\$ -	\$ -	\$ -	\$ 389
G-031 Schedule Layout and Alignment Plan		-	-	1	-	1	-	3	-																\$ 579	\$ -	\$ -	\$ -	\$ 579
G-041 Survey Control		-	-	1	-	-	-	-	-												4				\$ 170	\$ -	\$ -	\$ 340	\$ 510
G-081 - 083 Construction Operations and Phasing Plans		-	-	3	3	8	8	16	-																\$ 4,367	\$ -	\$ -	\$ -	\$ 4,367
B-051 - 054 Boring Logs (4)		-	-	3	7	14	7	14	7																\$ 6,026	\$ -	\$ -	\$ -	\$ 6,026

EXHIBIT B - LABOR AND EXPENSE BY TASK
Grand Junction Regional Airport
Runway 12/30 New Runway Program

Fee Estimate
1/11/2022

[illegible]

Grand Junction Regional Airport Authority
Agenda Item Summary

TOPIC:	Garver Task Order No. 06 – 2022 Runway Replacement Program Coordination and Grant Management		
PURPOSE:	Information <input type="checkbox"/>	Guidance <input type="checkbox"/>	Decision <input checked="" type="checkbox"/>
RECOMMENDATION:	Approve Garver Task Order No. 06 in the amount of \$295,800 to provide long-range program management support and 2022 design coordination for the runway replacement program and authorize the Executive Director to sign the Task Order.		
SUMMARY:	<p>This task order represents engineering services to be performed by Garver as the program manager and owner’s representative to the airport in conjunction with the 2022 runway replacement program design work proposed for Mead & Hunt. The specific tasks to be completed include:</p> <ul style="list-style-type: none">• Long-range program management including defining program constraints and scheduling by coordinating with Mead & Hunt, GJRAA, and the FAA to identify how we can complete the program while minimizing the impact to the airlines. This includes identifying the critical path schedule, safety and operational constraints as well as planning for financial funding constraints from the AIP program and reporting to staff, the Board, and the FAA.• 2022 Runway Design Coordination represents Garver’s quality control review, constructability analysis, and stakeholder coordination related to Mead & Hunt’s 2021 Runway design scope of work. <p>The scope of work was reviewed with the FAA to minimize overlap of services between Garver and Mead & Hunt and to maximize grant eligibility. Additionally, GJRAA Staff worked with RS&H to complete an independent fee estimate (IFE) to evaluate the proposed hours and project cost from Garver for this project. The proposed fee from Garver was reasonable when compared to the IFE.</p> <p>The eligible portions of the project are planned to be funded 90% by the Airport Improvement Program grant application that was submitted to the FAA in December with a 10% local match from the Authority.</p>		
REVIEWED BY:	Executive Director and Legal Counsel (Dan Reimer)		
FISCAL IMPACT:	Total Cost - \$295,800 FAA funded through anticipated AIP grant – estimated amount of \$244,814 GJRAA Local Match and ineligible funded portion - \$50,986		
ATTACHMENTS:	Garver Task Order No. 6		
STAFF CONTACT:	Sarah Menge Office: 970-248-8581 smenge@gjairport.com		



**Task order No. 6
to the
Master Agreement
For
Professional Services**

**Grand Junction Regional Airport Authority
Program Manager**

Project No. 20A25305



This TASK ORDER ("Task order") is made by and between the **Grand Junction Regional Airport Authority** (hereinafter referred to as "**Authority**") and **Garver, LLC**, (hereinafter referred to as "**Garver**") in accordance with the provisions of the MASTER AGREEMENT FOR PROFESSIONAL SERVICES executed on October 21, 2020 (the "Agreement").

Under this Task order, the Authority intends to retain Garver to provide program management consulting services related to capital projects at the Grand Junction Regional Airport. This program involves relocation of the primary commercial service Runway 11/29. The goal of this effort is to relocate the Runway with minimal operational impacts to aircraft users while maximizing FAA grant funding opportunities. This scope consists of two primary portions of work: **Long-Range Program Management** and **FY 2022 Runway Design Coordination**.

Garver will provide professional services related to these improvements as described herein. Terms not defined herein shall have the meaning assigned to them in the Agreement.

SECTION 1 - SCOPE OF SERVICES

1.1 Garver shall provide the following Services:

- 1.1.1 Services related to the development and maintenance of an overall Capital Improvement Plan that can be used to clearly communicate and report project status, project financial data, and timeline of future projects. These services include development of clear list of program constraints and a multi-year Capital Improvement Plan Schedule, coordination with stakeholders, GJRAA staff, the FAA, the design engineers, and the GJRAA Board to Optimize this program to maximize funding opportunities.
- 1.1.2 Services related to FY 2022 Runway Design Coordination including quality control review, attendance at in-person meetings with GJRAA staff, City of Grand Junction staff, stakeholders, and the FAA as well as grant administration and coordination tasks as needed to facilitate timely project execution.

1.2 In addition to those obligations set forth in the Agreement, Authority shall:

- 1.2.1 Give thorough consideration to all documents and other information presented by Garver and informing Garver of all decisions within a reasonable time so as not to delay the Services.
- 1.2.2 Make provision for the Personnel of Garver to enter public and private lands as required for Garver to perform necessary preliminary surveys and other investigations required under the applicable Task order.
- 1.2.3 Obtain the necessary lands, easements and right-of-way for the construction of the work. All costs associated with securing the necessary land interests, including property acquisition and/or easement document preparation, surveys, appraisals, and abstract work, shall be borne by the Authority outside of this Agreement, except as otherwise described in the Services under Section 1.1.
- 1.2.4 Furnish Garver such plans and records of construction and operation of existing facilities, available aerial photography, reports, surveys, or copies of the same, related to or bearing on the proposed work as may be in the possession of Authority. Such documents or data will be returned upon completion of the Services or at the request of Authority.
- 1.2.5 Furnish Garver a current boundary survey with easements of record plotted for the project property.
- 1.2.6 Pay all plan review and advertising costs in connection with the project.



- 1.2.7 Provide legal, accounting, and insurance counseling services necessary for the project and such auditing services as Authority may require.
- 1.2.8 Furnish permits, permit fees, and approvals from all governmental authorities having jurisdiction over the project and others as may be necessary for completion of the project.
- 1.2.9 Furnishing Garver a current geotechnical report for the proposed site of construction. Garver will coordinate with the geotechnical consultant, Authority has contracted with, on Authority's behalf for the project specific requested information.

SECTION 2 – PAYMENT

The Authority will pay Garver for Service rendered at the rates shown in Appendix B for each classification of Garver's personnel (may include contract staff classified at Garver's discretion) plus reimbursable expenses including but not limited to printing, courier service, reproduction, and travel. The total amount paid to Garver under this Task order is estimated to be \$295,800.00. For informational purposes, Garver's hourly rate schedule is included herein with approximate current hourly rates for each employee classification. The rates shown in Appendix B will be increased annually with the first increase effective on or about July 1, 2022.

Expenses other than salary costs that are directly attributable to performance of our Services will be billed as follows:

- 1. Direct cost for travel, long distance and wireless communications, outside reproduction and presentation material preparation, and mail/courier expenses.
- 2. Direct cost-plus ten percent (10%) for subcontract/subconsultant fees.
- 3. Charges similar to commercial rates for reports, plan sheets, presentation materials, etc.
- 4. The amount allowed by the federal government for mileage with an additional \$0.05 for survey trucks/vans.

Garver shall provide Authority notice when Garver is within ten percent (10%) of the not-to-exceed amount. In which event, Authority may direct Garver to proceed with the Services up to the not-to-exceed budgetary threshold before ceasing performance of the Services or increase the not-to-exceed amount with notice to Garver. Underruns in any phase may be used to offset overruns in another phase as long as the overall Task order amount is not exceeded. In no event shall the not-to-exceed amount be interpreted as a guarantee the Services can be performed for the not-to-exceed budgetary threshold.

SECTION 3 – APPENDICES

- 3.1 The following Appendices are attached to and made a part of this Task order:
 - 3.1.1 Appendix A – Garver Scope of Services
 - 3.1.2 Appendix B – Garver Hourly Rate Schedule and Fee Summary

This Task order may be executed in two (2) or more counterparts each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.



The effective date of this Task order shall be the last date written below.

Grand Junction Regional Airport
Authority

GARVER, LLC

By: _____
Signature

By: Colin Bible
Signature

Name: _____
Printed Name

Name: Colin Bible
Printed Name

Title: _____

Title: Senior Project Manager

Date: _____

Date: 1/11/2022



APPENDIX A

SCOPE OF SERVICES GRAND JUNCTION REGIONAL AIRPORT AUTHORITY ACIP PROGRAM MANAGEMENT GRAND JUNCTION, COLORADO

2.1 General

Generally, the scope of services includes program management consulting services related to capital projects at the Grand Junction Regional Airport. This program involves relocation of the primary commercial service Runway 11/29. The goal of this effort is to relocate the Runway with minimal operational impacts to aircraft users while maximizing FAA grant funding opportunities. This scope consists of two primary portions of work: **Long-Range Program Management** and **2022 Runway Design Coordination**.

2.2 Long-Range Program Management

Garver will perform services related to the development of a deliverables and processes that will be used to clearly communicate and report project status, project financial data, and timeline of future projects.

2.2.1 Define Program Constraints and Scheduling

Garver will develop a list of projects that can be structured to capture varying amounts of FAA funding to provide flexibility to the program. Projects will be structured to clearly demonstrate associated safety, phasing, operational, and funding constraints to be placed within a critical path schedule.

2.2.2 Program Optimization

Garver will meet with GJRAA staff, Board, and FAA to determine a list of critical reporting needs to be developed to clearly identify financial, schedule, and operational impacts. Garver anticipates multiple iterations of this process to develop a plan that meets the need of the program.

2.3 FY 2022 Runway Design Coordination

Garver will provide services to support the FY 2022 Runway Design including quality control reviews, final drainage report analysis, constructability analysis, operational impact analysis, facilitation of stakeholder coordination, facilitation of review coordination and meetings, and facilitation of long-term coordination items with the FAA and City of Grand Junction.

2.4 Project Deliverables

The following will be submitted to the Client, or others as indicated, by Garver:



1. Project Schedules, Project Cost, and CIP updates.
2. Prepare monthly invoices and project cost summaries for GJRA preparation of FAA Requests for Reimbursement for each grant including Form 271 and Invoice spreadsheet (MS Word / Excel format)
3. Assist GJRA with support values to prepare submittal of annual FAA 271, 425 and DBE reports
4. Assist with Federal, State and Local Audits of the 2019/2020/2021 grants
5. Electronic files as requested.

2.5 Extra Work

The following items are not included under this agreement but will be considered as extra work:

1. Design of work related to the Runway Program.
2. Submittals or deliverables in addition to those listed herein.
3. Design of any utilities relocation.
4. Retaining walls or other significant structural design.
5. Preparation of a Storm Water Pollution Prevention Plan (SWPPP). The construction contract documents will require the Contractor to prepare, maintain, and submit a SWPPP to DEQ.
6. Construction materials testing.
7. Environmental Handling and Documentation, including wetlands identification or mitigation plans or other work related to environmentally or historically (culturally) significant items.
8. Coordination with FEMA and preparation/submittal of a CLOMR and/or LOMR.

Extra Work will be as directed by the Client in writing for an additional fee as agreed upon by the Client and Garver.

2.6 Schedule

Garver shall begin work under this Agreement within ten (10) days of a Notice to Proceed and shall complete the work in accordance with the schedule below:

<u>Phase Description</u>	<u>Calendar Days</u>
Program Grant Management	As needed
FY 2022 Runway Design Coordination	As needed

Appendix B

Grand Junction Regional Airport ACIP Program Management

FEE SUMMARY

Long-Range Program Management	Estimated Fees
Define Program Constraints And Scheduling	\$ 89,100.00
Program Optimization	\$ 37,100.00
Subtotal for Long-Range Program Management	\$ 126,200.00
2022 Runway Design Coordination	Estimated Fees
FY 2022 Runway Design Coordination	\$ 169,600.00
Subtotal for 2021 Runway Design Coordination	\$ 169,600.00
Total All Services	\$ 295,800.00

Appendix B

Grand Junction Regional Airport ACIP Program Management

DEFINE PROGRAM CONSTRAINTS AND SCHEDULING

WORK TASK DESCRIPTION	E-5	E-3	P-4	P-3	X-2
	hr	hr	hr	hr	hr
1. Project Management					
Administration and Coordination	16				8
Subtotal - Project Management	16	0	0	0	8
2. Coordination to Define Program Constraints					
Coordination with FAA ADO	12				
Coordination with GJT Administration	12				
Coordination with GJT regarding long-range operational impacts	24				
Coordination with GJT ATC regarding long-range operational impacts	16	24			
Coordination with Airlines regarding long-range operational impacts	16	24			
Coordination with FAA Flight Procedures and Engineering Services	16	24			
Constraints	96	72	0	0	0
3. Program Refinement					
Define Upcoming Projects	8				
Refine Cost Estimates/Scheduling for Upcoming Projects	8	24			
Development of Engineering Scopes for Upcoming grant	8	24			
Development of Grant Applications for Upcoming grant	8	24			
Subtotal - Program Refinement	32	72	0	0	0
4. Program Schedule Development					
Develop Program Schedule with Critical Path and funding milestone	4	16	50		
Subtotal - Program Schedule Development	4	16	50	0	0

Hours	148	160	50	0	8
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SUBTOTAL - SALARIES: \$87,174.00

DIRECT NON-LABOR EXPENSES

Document Printing/Reproduction/Assembly	\$190.00
Postage/Freight/Courier	\$86.00
Office Supplies/Equipment	\$50.00
Computer Modeling/Software Use	\$0.00
Travel Costs	\$1,600.00

SUBTOTAL - DIRECT NON-LABOR EXPENSES: \$1,926.00

SUBTOTAL: \$89,100.00

TOTAL FEE: \$89,100.00

Appendix B

Grand Junction Regional Airport ACIP Program Management

PROGRAM OPTIMIZATION

WORK TASK DESCRIPTION	E-5	E-3	P-4	P-3	X-2
	hr	hr	hr	hr	hr
1. Project Management					
Administration and Coordination	16				8
Subtotal - Project Management	16	0	0	0	8
2. Develop Project Documents					
Develop Project ACIP Documents			12	24	
Preparation and Present in GJRAA Board Workshop	8			8	
Preparation and Present to FAA	8			8	
Refine ACIP Documents based on GJRAA and FAA Feedback	4		4	24	
Prepare for and Present Project Documents in GJRAA Board Meeting	12			8	
Subtotal - Develop Project Documents	32	0	16	72	0
Hours	48	0	16	72	8

SUBTOTAL - SALARIES: \$35,168.00

DIRECT NON-LABOR EXPENSES

Document Printing/Reproduction/Assembly	\$200.00
Postage/Freight/Courier	\$82.00
Office Supplies/Equipment	\$50.00
Computer Modeling/Software Use	\$0.00
Travel Costs	\$1,600.00

SUBTOTAL - DIRECT NON-LABOR EXPENSES: \$1,932.00

SUBTOTAL: \$37,100.00

TOTAL FEE: \$37,100.00

Appendix B

Grand Junction Regional Airport ACIP Program Management

FY 2022 RUNWAY DESIGN COORDINATION

WORK TASK DESCRIPTION	E-5	E-4	E-3	C-3	X-2
	hr	hr	hr	hr	hr
1. Project Management					
Administration and Coordination (2 hours/week for 24 weeks)	48				8
Quality Control Review (65% Submittal)	4	4	16		
Quality Control Review (95% Submittal)	4	4	20		
Final Drainage Report Analysis	2	12			
Constructability Analysis	8	4		20	
Operational Impact Analysis	8	8			
Permitting Coordination Meetings (3 Meetings)	24				
Coordination with FAA ADO	24				
Coordination with GJT Administration (1 hr/week for 40 weeks)	40		20		
Coordination with GJT regarding operational impacts	16				
Coordination with GJT ATC regarding operational impacts	8				
Coordination with Airlines regarding operational impacts (5 meetings)	40		20		
Coordination with FAA Flight Procedures and Engineering Services (monthly teleconference)	8				
Coordination with FAA Flight Procedures and Engineering Services (3 meetings)	24		12		
Coordination with National Weather Service (monthly teleconference)	12				
Prepare monthly invoices and project cost summaries for FAA Request for Reimbursement	8		8		
Schedule Updates (1 hr/week for 40 weeks)	40				20
Attend Weekly Progress Meetings (1 hr/week for 40 weeks)	40		20		
Attend In-person monthly progress meetings (8 meetings)	64		32		
Subtotal - Project Management	422	32	148	20	28
Hours	422	32	148	20	28

SUBTOTAL - SALARIES: \$162,800.00

DIRECT NON-LABOR EXPENSES

Document Printing/Reproduction/Assembly	\$212.00
Postage/Freight/Courier	\$88.00
Office Supplies/Equipment	\$100.00
Computer Modeling/Software Use	\$0.00
Travel Costs	\$6,400.00

SUBTOTAL - DIRECT NON-LABOR EXPENSES: \$6,800.00

SUBTOTAL: \$169,600.00

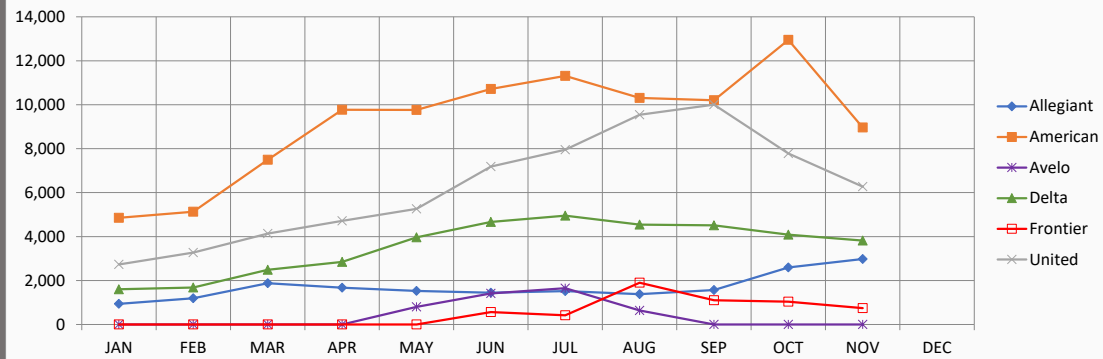
TOTAL FEE: \$169,600.00



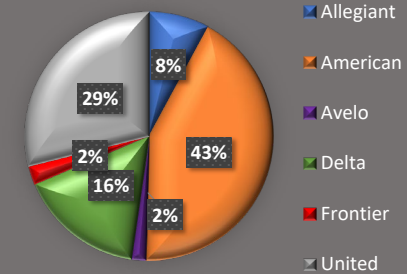
GRAND JUNCTION REGIONAL AIRPORT

November 2021
DATA & STATISTICS

Passenger Enplanements (Rev & Non-Rev only)



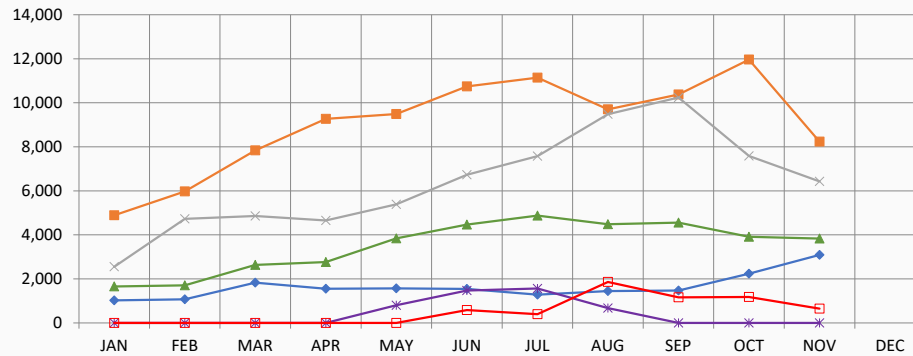
2021 Market Share



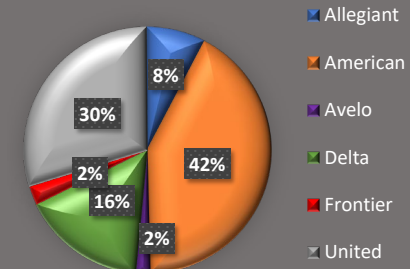
2021	Allegiant (SNA, AZA, LAS)	American (DFW, PHX, LAX)	Avelo (BUR)	Delta (SLC)	Frontier (DEN)	United (DEN)	Denver Air Charters	Charters	Total	Annual Inc/Dec
JAN	939	4,854	0	1,603	0	2,731	0	0	10,127	↓ -55.0%
FEB	1,194	5,135	0	1,681	0	3,275	0	150	11,435	↓ -47.2%
MAR	1,880	7,492	0	2,486	0	4,134	0	0	15,992	↑ 28.3%
APR	1,675	9,768	0	2,846	0	4,718	0	0	19,007	↑ 1523.1%
MAY	1,530	9,766	800	3,962	0	5,262	50	0	21,370	↑ 499.1%
JUN	1,449	10,720	1,414	4,664	564	7,187	0	0	25,998	↑ 305.3%
JUL	1,518	11,314	1,652	4,952	420	7,950	0	0	27,806	↑ 148.4%
AUG	1,380	10,313	640	4,540	1,900	9,544	0	0	28,317	↑ 130.3%
SEP	1,570	10,203	0	4,512	1,107	10,004	0	0	27,396	↑ 106.8%
OCT	2,597	12,947	0	4,084	1,040	7,785	0	0	28,453	↑ 71.6%
NOV	2,980	8,962	0	3,821	746	6,273	0	0	22,782	↑ 80.3%
DEC									0	
TOTAL	18,712	101,474	4,506	39,151	5,777	68,863	50	150	238,683	
Market Share	7.84%	42.51%	1.89%	16.40%	2.42%	28.85%	0.02%	0.06%	100.00%	

2020	Allegiant (LAX, AZA, LAS)	American (DFW, PHX)	Avelo (BUR)	Delta (SLC)	Frontier (DEN)	United (DEN)	Denver Air Charters (APA)	Charters	Total
JAN	2,187	10,698	0	3,354	0	5,493	678	82	22,492
FEB	1,913	9,880	0	3,080	0	5,927	689	159	21,648
MAR	1,167	5,577	0	1,874	0	3,510	336	0	12,464
APR	0	721	0	158	0	292	0	0	1,171
MAY	476	2,275	0	296	0	520	0	0	3,567
JUN	1,699	3,318	0	751	0	646	0	0	6,414
JUL	1,856	5,006	0	1,778	0	2,556	0	0	11,196
AUG	1,156	5,509	0	2,491	0	3,139	0	0	12,295
SEP	699	7,078	0	2,720	0	2,749	0	0	13,246
OCT	700	7,746	0	2,939	0	5,196	0	0	16,581
NOV	988	5,560	0	2,322	0	3,722	0	47	12,639
DEC	1,160	5,602	0	1,932	0	3,434	0	0	12,128
TOTAL	14,001	68,970	-	23,695	-	37,184	1,703	288	145,841
Market Share	9.60%	47.29%	0.00%	16.25%	0.00%	25.50%	1.17%	0.20%	100.00%

Passenger Deplanements



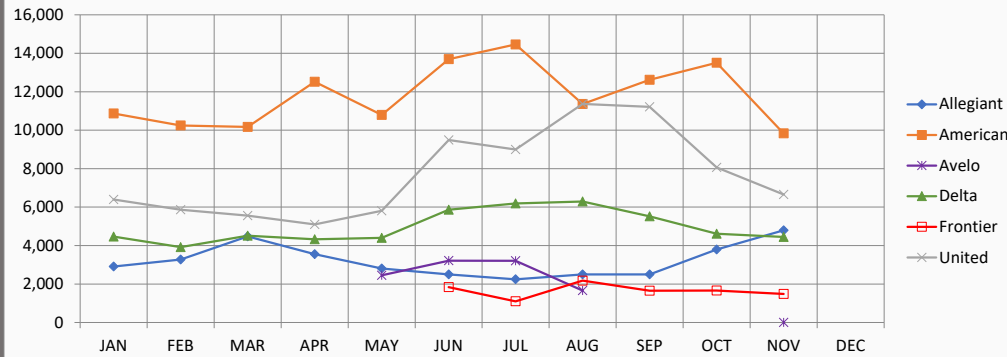
2021 Market Share



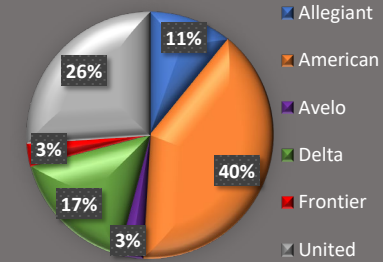
2021	Allegiant (SNA, AZA, LAS)	American (DFW, PHX, LAX)	Avelo (BUR)	Delta (SLC)	Frontier (DEN)	United (DEN)	Denver Air Charters	Charters	Total	Annual Inc/Dec
JAN	1,025	4,890	0	1,656	0	2,551	0	0	10,122	↓ -58.1%
FEB	1,076	5,971	0	1,707	0	4,726	0	150	13,630	↓ -41.2%
MAR	1,826	7,840	0	2,632	0	4,857	0	0	17,155	↑ 26.2%
APR	1,552	9,269	0	2,764	0	4,653	0	0	18,238	↑ 1435.2%
MAY	1,571	9,492	804	3,838	0	5,385	50	0	21,140	↑ 507.8%
JUN	1,541	10,740	1,473	4,465	581	6,728	0	0	25,528	↑ 292.2%
JUL	1,285	11,146	1,565	4,876	399	7,573	0	50	26,894	↑ 146.4%
AUG	1,447	9,703	674	4,484	1,861	9,481	0	0	27,650	↑ 135.6%
SEP	1,469	10,381	0	4,553	1,163	10,240	0	61	27,867	↑ 111.2%
OCT	2,233	11,961	0	3,910	1,180	7,589	0	0	26,873	↑ 72.1%
NOV	3,090	8,236	0	3,835	648	6,433	0	0	22,242	↑ 83.8%
DEC									0	
TOTAL	18,115	99,629	4,516	38,720	5,832	70,216	50	261	237,339	
Market Share	7.63%	41.98%	1.90%	16.31%	2.46%	29.58%	0.02%	0.11%	100.00%	

2020	Allegiant (LAX, AZA, LAS)	American (DFW, PHX)	Avelo (BUR)	Delta (SLC)	Frontier (DEN)	United (DEN)	Denver Air (APA)	Charters	Total
JAN	2,031	10,110	0	3,752	0	7,638	637	0	24,168
FEB	1,906	9,706	0	3,563	0	7,173	651	167	23,166
MAR	1,252	5,993	0	1,918	0	4,126	308	0	13,597
APR	0	590	0	214	0	384	0	0	1,188
MAY	421	2,327	0	323	0	407	0	0	3,478
JUN	1,759	3,399	0	762	0	589	0	0	6,509
JUL	1,752	4,814	0	1,791	0	2,557	0	0	10,914
AUG	1,144	5,286	0	2,214	0	3,091	0	0	11,735
SEP	666	7,331	0	2,527	0	2,673	0	0	13,197
OCT	611	7,269	0	2,765	0	4,974	0	0	15,619
NOV	979	5,253	0	2,283	0	3,539	0	47	12,101
DEC	1,073	6,057	0	1,903	0	3,714	0	0	12,747
TOTAL	13,594	68,135	-	24,015	-	40,865	1,596	214	148,419
Market Share	9.16%	45.91%	0.00%	16.18%	0.00%	27.53%	1.08%	0.14%	100.00%

Capacity



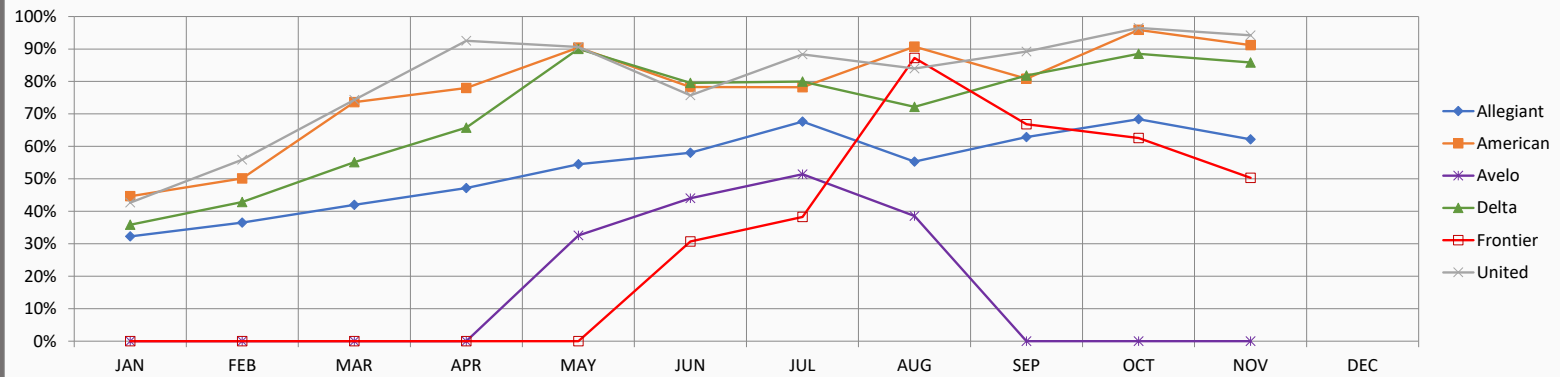
2021 Market Share



2021	Allegiant (SNA, AZA, LAS)	American (DFW, PHX, LAX)	Avelo (BUR)	Delta (SLC)	Frontier (DEN)	United (DEN)	Denver Air	Charters	Total	Annual Inc/Dec
JAN	2,910	10,873		4,470		6,400	0	0	24,653	↓ -14.7%
FEB	3,270	10,243		3,920		5,860	0	175	23,468	↓ -15.8%
MAR	4,476	10,173		4,510		5,560	0	0	24,719	↓ -2.9%
APR	3,552	12,522		4,326		5,100	0	0	25,500	↑ 196.1%
MAY	2,808	10,796	2,457	4,400		5,808	50	0	26,319	↑ 210.4%
JUN	2,496	13,689	3,213	5,860	1,836	9,490	0	0	36,584	↑ 215.8%
JUL	2,244	14,461	3,212	6,191	1,098	8,998	0	0	36,204	↑ 104.8%
AUG	2,496	11,365	1,659	6,291	2,178	11,366	0	0	35,355	↑ 75.9%
SEP	2,496	12,625		5,515	1,656	11,210	0	186	33,688	↑ 71.6%
OCT	3,798	13,503		4,615	1,662	8,068	0	0	31,646	↑ 29.9%
NOV	4,794	9,830	0	4,450	1,482	6,658	0	0	27,214	↑ 14.2%
DEC									0	
TOTAL	35,340	130,080	10,541	54,548	9,912	84,518	50	361	325,350	
Market Share	10.86%	39.98%	3.24%	16.77%	0	25.98%	0.02%	0.11%	100.00%	

2020	Allegiant (LAX, AZA, LAS)	American (DFW, PHX)	Avelo (BUR)	Delta (SLC)	Frontier (DEN)	United (DEN)	Denver Air	Charters	Total
JAN	2,976	13,112		4,702		6,598	1,320	186	28,894
FEB	2,622	11,874		4,502		7,484	1,200	186	27,868
MAR	2,019	10,989		4,550		7,030	870	0	25,458
APR	0	4,819		1,500		2,294	0	0	8,613
MAY	1,368	4,295		1,100		1,717	0	0	8,480
JUN	4,278	4,230		1,695		1,380	0	0	11,583
JUL	4,167	5,888		4,075		3,552	0	0	17,682
AUG	3,105	7,524		5,310		4,166	0	0	20,105
SEP	1,248	9,599		5,936		2,847	0	0	19,630
OCT	1,248	10,099		5,680		7,342	0	0	24,369
NOV	2,058	10,120		5,032		6,430	0	186	23,826
DEC	2,862	10,226		5,324		6,680	0	0	25,092
TOTAL	27,951	102,775		49,406		57,520	3,390	558	241,600
Market Share	11.57%	42.54%		20.45%		23.81%	1.40%	0.23%	100.00%

Load Factor



2021	Allegiant (SNA, AZA, LAS)	American (DFW, PHX, LAX)	Avelo (BUR)	Delta (SLC)	Frontier (DEN)	United (DEN)	Denver Air	Charters	Total
JAN	32%	45%	0%	36%	0%	43%	0%	0%	41%
FEB	37%	50%	0%	43%	0%	56%	0%	86%	49%
MAR	42%	74%	0%	55%	0%	74%	0%	0%	65%
APR	47%	78%	0%	66%	0%	93%	0%	0%	75%
MAY	54%	90%	33%	90%	0%	91%	100%	0%	81%
JUN	58%	78%	44%	80%	31%	76%	0%	0%	71%
JUL	68%	78%	51%	80%	38%	88%	0%	0%	77%
AUG	55%	91%	39%	72%	87%	84%	0%	0%	80%
SEP	63%	81%	0%	82%	67%	89%	0%	0%	81%
OCT	68%	96%	0%	88%	63%	96%	0%	0%	90%
NOV	62%	91%	0%	86%	50%	94%	0%	0%	84%
DEC									
TOTAL	53%	78%	43%	72%	58%	81%	100%	42%	73%

2020	Allegiant (LAX, AZA, LAS)	American (DFW, PHX)	Avelo (BUR)	Delta (SLC)	Frontier (DEN)	United (DEN)	Denver Air	Charters	Total
JAN	73%	82%	0%	71%	0%	83%	51%	44%	78%
FEB	73%	83%	0%	68%	0%	79%	57%	85%	78%
MAR	58%	51%	0%	41%	0%	50%	39%	0%	49%
APR		15%	0%	11%	0%	13%	0%	0%	14%
MAY	35%	53%	0%	27%	0%	30%	0%	0%	42%
JUN	40%	78%	0%	44%	0%	47%	0%	0%	55%
JUL	45%	85%	0%	44%	0%	72%	0%	0%	63%
AUG	37%	73%	0%	47%	0%	75%	0%	0%	61%
SEP	56%	74%	0%	46%	0%	97%	0%	0%	67%
OCT	56%	77%	0%	52%	0%	71%	0%	0%	68%
NOV	48%	55%	0%	46%	0%	58%	0%	25%	53%
DEC	41%	55%	0%	36%	0%	51%	0%	0%	48%
TOTAL	50%	67%	0%	48%	0%	65%	50%	52%	60%

2021 Enplaned and Deplaned Airfreight - Lbs

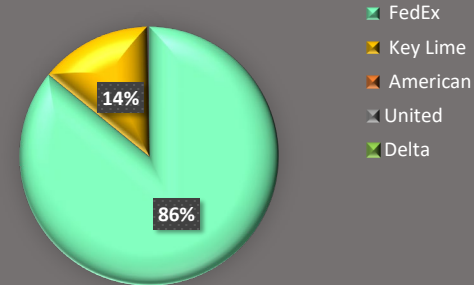
2021 YTD

Enplaned Freight	3,041,320	↑ 2.12%
Deplaned Freight	5,906,155	↑ 6.49%

2020 YTD

Enplaned Freight	2,978,087
Deplaned Freight	5,546,104

2021 Market Share



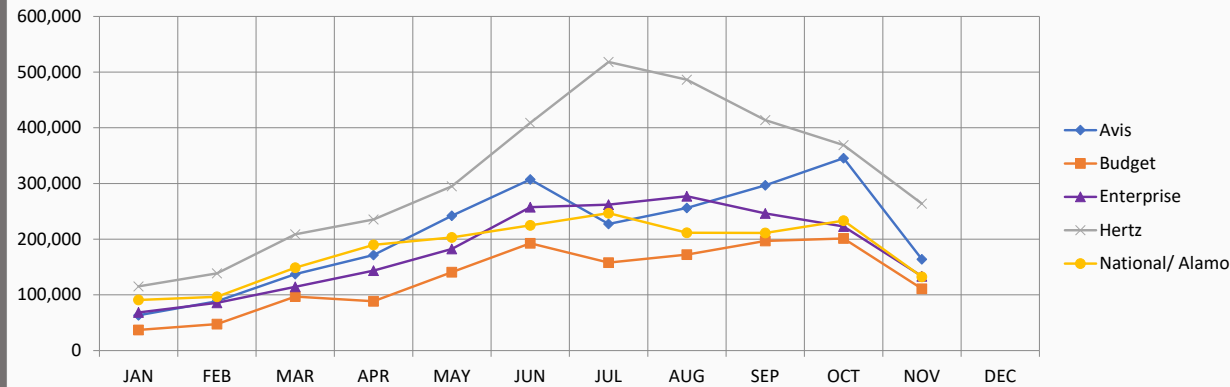
Enplaned	FedEx	Key Lime	American	United	Delta	Total	YTD Total	Annual Inc/Dec
JAN	237,200	26,593	90	49	1,157	265,089	265,089	↓ -14.2%
FEB	166,341	35,227	32	195	2,057	203,852	468,941	↓ -29.8%
MAR	257,387	23,899	-	165	1,811	283,262	752,203	↑ 5.0%
APR	245,234	22,593	107	32	1,682	269,648	1,021,851	↑ 29.7%
MAY	207,718	20,441	78	-	1,541	229,778	1,251,629	↓ -8.7%
JUN	254,320	24,123	3	16	1,335	279,797	1,531,426	↑ 13.0%
JUL	265,902	17,446	2	9	1,305	284,664	1,816,090	↑ 6.9%
AUG	275,637	25,107	2	130	1,514	302,390	2,118,480	↓ -2.2%
SEP	289,859	20,999	195	12	1,004	312,069	2,430,549	↑ 13.4%
OCT	288,186	17,127	-	2	944	306,259	2,736,808	↑ 2.5%
NOV	241,176	62,119	-	41	1,176	304,512	3,041,320	↑ 20.8%
DEC						-		
TOTAL	2,728,960	295,674	509	651	15,526	3,041,320	3,041,320	
Market Share	89.73%	9.72%	0.02%	0.02%	0.51%	100.00%		

Deplaned	FedEx	Key Lime	American	United	Delta	Total	YTD Total	Month over Month Inc/Dec
JAN	393,875	43,681	9	321	23	437,909	437,909	↓ -8.4%
FEB	318,960	100,256	635	62	229	420,142	858,051	↓ -9.7%
MAR	476,391	102,100	84	408	35	579,018	1,437,069	↑ 33.6%
APR	390,337	125,283	705	171	78	516,574	1,953,643	↑ 7.9%
MAY	404,215	94,773	511	189	229	499,917	2,453,560	↓ -6.5%
JUN	472,875	122,546	5	160	840	596,426	3,049,986	↑ 24.7%
JUL	526,608	104,566	764	384	572	632,894	3,682,880	↑ 14.8%
AUG	509,244	75,299	14	837	61	585,455	4,268,335	↓ -9.2%
SEP	591,469	80,692	1,707	59	42	673,969	4,942,304	↑ 26.4%
OCT	435,714	73,537	47	233	18	509,549	5,451,853	↓ -4.5%
NOV	436,735	16,939	258	308	62	454,302	5,906,155	↑ 9.7%
DEC						-		
TOTAL	4,956,423	939,672	4,739	3,132	2,189	5,906,155	5,906,155	
Market Share	83.92%	15.91%	0.08%	0.05%	0.04%	100.00%		

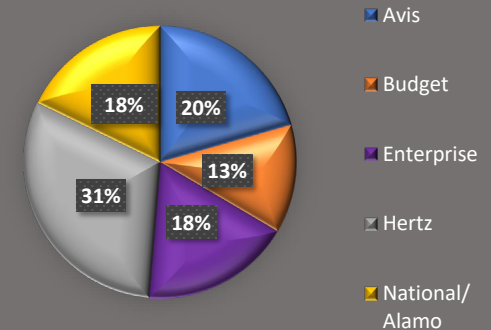
2021 Aircraft Operations

Itinerant						LOCAL			
2021	Air Carrier	Air Taxi	General Aviation	Military	TOTAL ITINERANT	Local Civilian	Local Military	TOTAL LOCAL	TOTAL
JAN	518	480	1,688	116	2,802	1,970	132	2,102	4,904
FEB	530	573	1,443	111	2,657	1,462	76	1,538	4,195
MAR	503	718	1,848	119	3,188	1,454	68	1,522	4,710
APR	517	630	1,673	74	2,894	1,284	60	1,344	4,238
MAY	528	600	1,902	140	3,170	1,244	100	1,344	4,514
JUN	615	740	2,496	133	3,984	872	144	1,016	5,000
JUL	563	728	2,282	143	3,716	1,178	120	1,298	5,014
AUG	671	740	2,088	131	3,630	1,128	100	1,228	4,858
SEP	645	697	2,184	103	3,629	1,658	68	1,726	5,355
OCT	600	617	1,967	119	3,303	1,756	36	1,792	5,095
NOV	466	653	1,880	118	3,117	1,708	16	1,724	4,841
DEC					0			0	0
TOTAL	6,156	7,176	21,451	1,307	36,090	15,714	920	16,634	52,724
Historical Data	2016	2017	2018	2019	2020	2021	2020-2021 Inc/Dec		
JAN	3,142	3,325	3,320	3,425	3,713	4,904	↑	32.08%	
FEB	3,600	2,888	2,945	3,473	4,378	4,195	↓	-4.18%	
MAR	3,808	4,356	3,931	4,119	3,241	4,710	↑	45.33%	
APR	3,191	3,717	3,670	3,378	2,436	4,238	↑	73.97%	
MAY	3,810	3,821	3,908	4,075	3,826	4,514	↑	17.98%	
JUN	4,080	4,839	4,287	4,293	4,588	5,000	↑	8.98%	
JUL	4,044	3,997	5,195	4,348	4,784	5,014	↑	4.81%	
AUG	4,111	4,084	5,139	4,256	5,436	4,858	↓	-10.63%	
SEP	3,797	3,496	4,161	3,941	4,777	5,355	↑	12.10%	
OCT	4,322	3,752	4,600	4,004	5,216	5,095	↓	-2.32%	
NOV	3,651	3,074	4,092	3,811	4,612	4,841	↑	4.97%	
DEC	3,448	2,957	3,612	4,216	4,532	-			
TOTAL	45,004	44,306	48,860	47,339	51,539	52,724			

2021 Rental Car Revenues



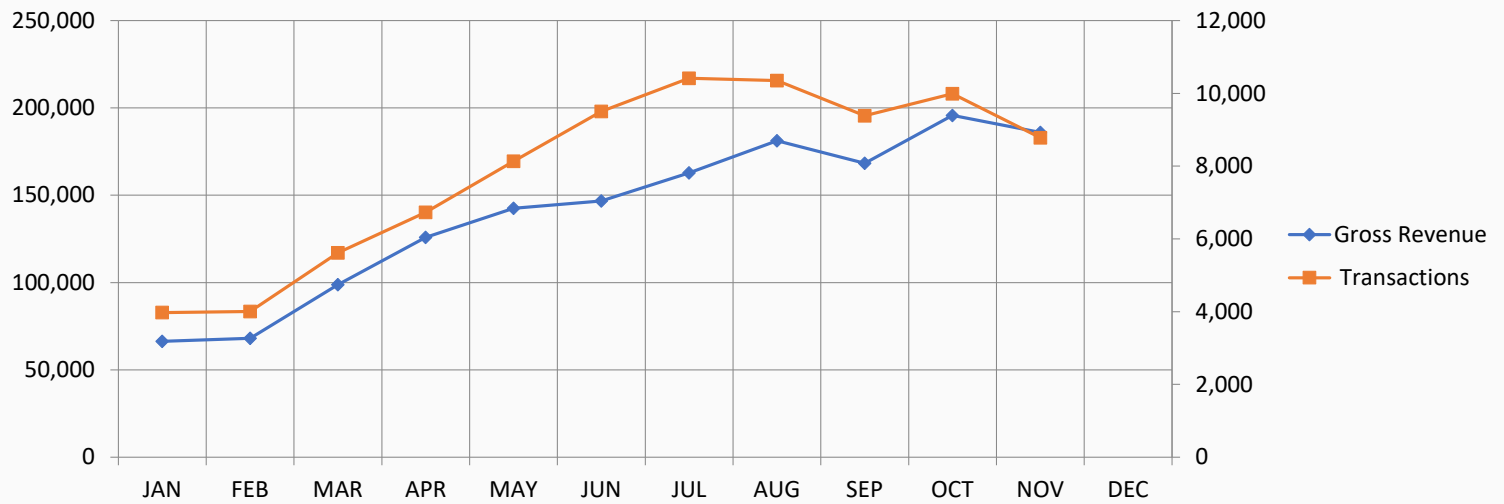
2021 Market Share



2021	Avis	Budget	Enterprise	Hertz	National/ Alamo	Total	YTD Total	Annual YTD Inc/Dec	
JAN	63,490	37,121	68,456	115,341	90,873	375,281	375,281	↓	-45.5%
FEB	88,747	47,482	85,630	138,855	96,619	457,332	832,613	↓	-36.9%
MAR	137,342	97,006	114,654	208,673	148,899	706,573	1,539,186	↓	-11.0%
APR	171,522	88,618	143,501	235,388	189,830	828,859	2,368,045	↑	28.9%
MAY	242,237	140,693	182,533	295,030	203,100	1,063,592	3,431,637	↑	70.0%
JUN	307,265	192,646	257,472	409,070	224,989	1,391,441	4,823,079	↑	100.3%
JUL	227,496	158,122	261,933	518,255	246,824	1,412,630	6,235,709	↑	108.7%
AUG	256,062	172,401	277,202	486,233	211,488	1,403,386	7,639,095	↑	107.6%
SEP	296,712	196,735	246,145	413,975	211,120	1,364,687	9,003,782	↑	100.2%
OCT	345,523	201,302	222,811	369,014	233,440	1,372,091	10,375,873	↑	92.1%
NOV	163,909	111,083	133,277	263,968	132,329	804,566	11,180,439	↑	88.3%
DEC						0			
TOTAL	2,300,305	1,443,208	1,993,614	3,453,801	1,989,511	11,180,439	11,180,439		
Market Share	20.57%	12.91%	17.83%	30.89%	17.79%	100.00%			

2020	Avis	Budget	Enterprise	Hertz	National/ Alamo	Total	YTD Total
JAN	148,148	79,389	107,387	191,822	162,290	689,036	689,036
FEB	112,051	86,125	99,679	183,678	148,540	630,073	1,319,109
MAR	89,199	57,440	81,502	81,502	100,958	410,601	1,729,710
APR	11,914	9,709	40,198	27,460	18,460	107,741	1,837,451
MAY	24,990	12,252	70,094	41,400	32,427	181,163	2,018,614
JUN	66,889	34,070	104,997	98,136	85,495	389,587	2,408,201
JUL	129,099	60,887	139,672	108,663	141,798	580,119	2,988,320
AUG	141,420	65,178	171,127	149,434	164,014	691,173	3,679,493
SEP	148,427	81,184	220,120	186,261	180,941	816,933	4,496,427
OCT	171,673	105,320	198,626	218,113	211,286	905,017	5,401,444
NOV	81,714	46,375	142,471	146,286	118,060	534,906	5,936,350
DEC	74,890	43,318	106,597	128,086	88,370	441,262	6,377,612
TOTAL	1,200,415	681,247	1,482,471	1,560,841	1,452,639	6,377,612	
Market Share	18.82%	10.68%	23.24%	24.47%	22.78%	100.00%	

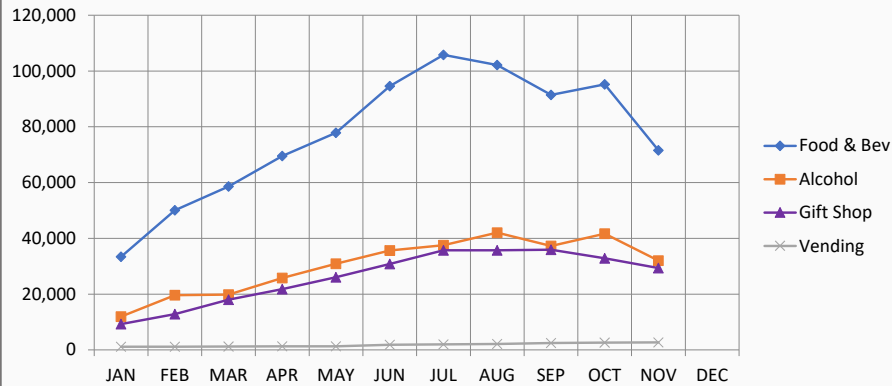
2021 Parking Revenues



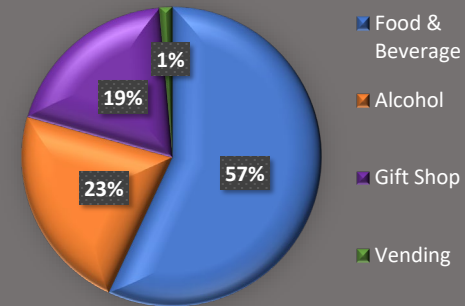
2021	Gross Revenue	Transactions	YTD Gross Revenue	YTD Transactions	Revenue per Transaction
JAN	66,348	3,974	66,348	3,974	\$ 16.70
FEB	68,043	4,007	134,391	7,981	\$ 16.98
MAR	98,838	5,620	233,229	13,601	\$ 17.59
APR	125,854	6,731	359,083	20,332	\$ 18.70
MAY	142,565	8,135	501,648	28,467	\$ 17.52
JUN	146,746	9,501	648,394	37,968	\$ 15.45
JUL	162,832	10,415	811,226	48,383	\$ 15.63
AUG	181,250	10,348	992,476	58,731	\$ 17.52
SEP	168,273	9,383	1,160,749	68,114	\$ 17.93
OCT	195,724	9,990	1,356,473	78,104	\$ 19.59
NOV	185,972	8,777	1,542,445	86,881	\$ 21.19
DEC					
TOTAL	1,542,445	86,881	1,542,445	86,881	\$ 17.75

2020	Gross Revenue	Transactions	YTD Gross Revenue	YTD Transactions	Revenue per Transaction
JAN	164,404	9,126	164,404	9,126	\$ 18.01
FEB	169,830	8,653	334,234	17,779	\$ 19.63
MAR	105,709	6,139	439,943	23,918	\$ 17.22
APR	10,638	955	450,581	24,873	\$ 11.14
MAY	23,117	2,086	473,698	26,959	\$ 11.08
JUN	34,278	3,313	507,976	30,272	\$ 10.35
JUL	50,058	4,732	558,034	35,004	\$ 10.58
AUG	63,698	4,840	621,732	39,844	\$ 13.16
SEP	73,618	4,900	695,350	44,744	\$ 15.02
OCT	88,822	5,423	784,172	50,167	\$ 16.38
NOV	85,318	4,781	869,490	54,948	\$ 17.85
DEC	68,555	4,818	938,045	59,766	\$ 14.23
TOTAL	938,045	59,766	938,045	59,766	\$ 15.70

2021 Terminal Concessions Revenues



2021 Market Share



2021	Food & Beverage	Alcohol	Gift Shop	Vending	Total	Annual Inc/Dec
JAN	33,403	11,949	9,255	1,131	\$ 55,738	↓ -58.0%
FEB	50,088	19,620	12,802	1,135	\$ 83,645	↓ -36.7%
MAR	58,629	19,854	17,992	1,200	\$ 97,674	↑ 44.6%
APR	69,494	25,759	21,809	1,268	\$ 118,330	↑ 3726.7%
MAY	77,826	30,877	26,036	1,313	\$ 136,052	↑ 723.2%
JUN	94,602	35,625	30,789	1,871	\$ 162,887	↑ 390.4%
JUL	105,793	37,529	35,716	1,973	\$ 181,010	↑ 208.4%
AUG	102,135	42,046	35,720	2,136	\$ 182,036	↑ 181.9%
SEP	91,416	37,247	35,920	2,474	\$ 167,057	↑ 114.7%
OCT	95,224	41,686	32,860	2,580	\$ 172,350	↑ 78.5%
NOV	71,570	32,007	29,316	2,692	\$ 135,585	↑ 96.3%
DEC						
TOTAL	850,179	334,198	288,213	19,771	1,492,362	

2020	Food & Beverage	Alcohol	Gift Shop	Vending	Total
JAN	78,821	26,260	24,312	3,465	\$ 132,858
FEB	75,834	29,681	23,246	3,439	\$ 132,200
MAR	38,246	15,689	12,351	1,260	\$ 67,547
APR	2,212	148	288	444	\$ 3,092
MAY	10,000	2,991	3,096	440	\$ 16,528
JUN	19,958	7,584	5,280	396	\$ 33,218
JUL	34,685	11,651	11,964	394	\$ 58,694
AUG	39,515	10,492	14,122	443	\$ 64,572
SEP	45,333	16,705	15,065	714	\$ 77,817
OCT	57,108	18,769	19,913	757	\$ 96,547
NOV	41,169	13,311	13,838	764	\$ 69,082
DEC	43,002	15,232	12,005	866	\$ 71,105
TOTAL	485,884	168,515	155,481	13,382	823,261
Market Share	59%	20%	19%	2%	100%

Grand Junction Regional Airport Authority

Statements of Changes in Net Position

Unaudited - subject to change

As of Date:

11/30/2021

		Month			Forecast Variance		Prior Year Variance	
		11/30/2021	11/30/2021	11/30/2020				
		2021 Forecast	Actual	PY Actual	Forecast \$ Var	Forecast % Var	PY \$ Var	PY % Var
Operating revenue								
Aeronautical revenue								
Passenger airline revenue								
1	Passenger airline landing fees	48,167	45,793	47,063	(2,374)	(4.93) %	(1,270)	(2.70) %
2	Terminal rent	96,250	97,232	102,957	982	1.02 %	(5,725)	(5.56) %
3	Other (boarding bridge)	1,175	1,246	2,251	71	6.04 %	(1,005)	(44.65) %
	Total Passenger airline revenue	145,592	144,271	152,271	(1,321)	(0.91) %	(8,000)	(5.25) %
Non-passenger airline revenue								
4	Non-passenger landing fees	8,500	9,468	7,722	968	11.39 %	1,746	22.61 %
5	Cargo and hangar rentals	4,592	4,616	4,561	24	0.52 %	55	1.21 %
6	Fuel tax	17,500	22,348	14,317	4,848	27.70 %	8,031	56.09 %
7	Fuel Flowage Fees and Sales	37,483	44,998	27,735	7,515	20.05 %	17,263	62.24 %
8	Other (ramp parking, rapid refuel)	675	1,290	480	615	91.11 %	810	168.75 %
	Total Non-passenger airline revenue	68,750	82,720	54,815	13,970	20.32 %	27,905	50.91 %
	Total Aeronautical revenue	214,342	226,991	207,086	12,649	5.90 %	19,905	9.61 %
Non-aeronautical revenue								
9	Land and building leases	49,250	48,723	49,097	(527)	(1.07) %	(374)	(0.76) %
10	Terminal - restaurant & retail	12,000	17,367	6,831	5,367	44.73 %	10,536	154.24 %
11	Terminal - other	14,533	15,294	15,295	761	5.24 %	(1)	(0.01) %
12	Rental cars	88,525	104,269	70,505	15,744	17.78 %	33,764	47.89 %
13	Parking	90,867	164,377	64,885	73,510	80.90 %	99,492	153.34 %
14	Ground Transportation	3,998	4,843	2,397	845	21.14 %	2,446	102.04 %
15	Other (advertising, security fee, vending, etc)	4,216	2,384	7,138	(1,832)	(43.45) %	(4,754)	(66.60) %
	Total Non-aeronautical revenue	263,389	357,257	216,148	93,868	35.64 %	141,109	65.28 %
	Total Operating revenues	477,731	584,248	423,234	106,517	22.30 %	161,014	38.04 %

Grand Junction Regional Airport Authority

Statements of Changes in Net Position

Unaudited - subject to change

As of Date:

11/30/2021

	11/30/2021	11/30/2019	Variance to 2019	
	Actual	Actual	\$ Var	% Var
Operating revenue				
Aeronautical revenue				
Passenger airline revenue				
1 Passenger airline landing fees	45,793	51,292	(5,499)	(10.72) %
2 Terminal rent	97,232	98,874	(1,642)	(1.66) %
3 Other (boarding bridge)	1,246	10,078	(8,832)	(87.64) %
Total Passenger airline revenue	144,271	160,244	(15,973)	(9.97) %
Non-passenger airline revenue				
4 Non-passenger landing fees	9,468	7,406	2,062	27.84 %
5 Cargo and hangar rentals	4,616	4,483	133	2.97 %
6 Fuel tax	22,348	16,576	5,772	34.82 %
7 Fuel Flowage Fees and Sales	44,998	40,850	4,148	10.15 %
8 Other (ramp parking, rapid refuel)	1,290	1,230	60	4.88 %
Total Non-passenger airline revenue	82,720	70,545	12,175	17.26 %
Total Aeronautical revenue	226,991	230,789	(3,798)	(1.65) %
Non-aeronautical revenue				
9 Land and building leases	48,723	48,614	109	0.22 %
10 Terminal - restaurant & retail	17,367	13,538	3,829	28.28 %
11 Terminal - other	15,294	15,042	252	1.68 %
12 Rental cars	104,269	92,300	11,969	12.97 %
13 Parking	164,377	148,103	16,274	10.99 %
14 Ground Transportation	4,843	4,894	(51)	(1.04) %
15 Other (advertising, security fee, vending, etc)	2,384	3,184	(800)	(25.13) %
Total Non-aeronautical revenue	357,257	325,675	31,582	9.70 %
Total Operating revenues	584,248	556,464	27,784	4.99 %

Variance Explanations - November 2021 Revenue Compared to Forecast - Preliminary Financial Statements

Note that expenses have not been presented and compared on a monthly basis, because the timing of incurring expenses are more difficult to estimate and the YTD variances are more meaningful. Variance explanations and account explanations have been provided below for revenue accounts that have a forecast to actual variance of more than 5% and where the revenue category makes up at least 5% of the monthly operating revenue forecast for November (\$24,000). Explanations are not provided for prior year variances because we do not necessarily expect the accounts to align with prior year except the fixed rent revenues.

Operating Revenues:

- 7 ***Fuel flowage fees and fuel sales*** – Fuel flowage fees are collected from non-commercial fueling at the airport and therefore are influenced by GA operations, primarily military and fire fighting operations. The 2021 forecast assumed that GA operations and fuel sales would be at approximately 85% of the 2019 (pre-pandemic) activity levels. However, there were over 1,000 more GA operations in November 2021 than November 2019, driving the positive forecast variance.
- 12 ***Rental Cars*** - Rental car revenue exceeded forecast by more than 17% or \$15K. Passengers were within 1% of forecast, however, November 2021 saw 3,000 more rental days than November 2019. The average daily rate was slightly higher than 2019, but the increased demand from rental cars in November appears to be driven by non-airline passengers.
- 13 ***Parking*** - Parking revenue exceeded forecast by 80% for November 2021 due to higher than expected spending per passenger. November 2021 was the first time that parking per passenger spending returned to pre pandemic levels and exceeded November 2019 spending per passenger by 7%. The average length of stay increased from 1.6 days in November 2019 to over 2.1 days in November 2021.

Grand Junction Regional Airport Authority

Statements of Changes in Net Position

Unaudited - subject to change

			Year to Date			Forecast Variance		Prior Year Variance	
			11/30/2021	11/30/2021	11/30/2020				
			Forecast	Actual	PY Actual	Forecast \$ Remaining	Forecast % Remaining	PY \$ Var	PY % Var
Operating revenue									
Aeronautical revenue									
Passenger airline revenue									
1	Passenger airline landing fees		\$ 529,837	\$ 591,669	\$ 435,684	\$ 61,832	11.67 %	\$ 155,985	35.80 %
2	Terminal rent		1,058,750	1,078,576	1,137,986	19,826	1.87 %	(59,410)	(5.22) %
3	Other (boarding bridge)		12,925	23,381	20,776	10,456	80.90 %	2,605	12.54 %
	<i>Total Passenger airline revenue</i>		<i>1,601,512</i>	<i>1,693,626</i>	<i>1,594,446</i>	<i>92,114</i>	<i>5.75 %</i>	<i>99,180</i>	<i>6.22 %</i>
Non-passenger airline revenue									
4	Non-passenger landing fees		93,900	139,967	190,859	46,067	49.06 %	(50,892)	(26.66) %
5	Cargo and hangar rentals		50,512	50,612	49,942	100	0.20 %	670	1.34 %
6	Fuel tax		192,500	193,532	150,397	1,032	0.54 %	43,135	28.68 %
7	Fuel Flowage Fees and Sales		412,313	443,039	394,661	30,726	7.45 %	48,378	12.26 %
8	Other (ramp parking, rapid refuel)		7,425	10,080	5,970	2,655	35.76 %	4,110	68.84 %
	<i>Total Non-passenger airline revenue</i>		<i>756,650</i>	<i>837,230</i>	<i>791,829</i>	<i>80,580</i>	<i>10.65 %</i>	<i>45,401</i>	<i>5.73 %</i>
	<i>Total Aeronautical revenue</i>		<i>2,358,162</i>	<i>2,530,856</i>	<i>2,386,275</i>	<i>172,694</i>	<i>7.32 %</i>	<i>144,581</i>	<i>6.06 %</i>
Non-aeronautical revenue									
9	Land and building leases		541,750	555,552	558,208	13,802	2.55 %	(2,656)	(0.48) %
10	Terminal - restaurant & retail		134,000	153,980	84,882	19,980	14.91 %	69,098	81.40 %
11	Terminal - other		159,863	168,237	167,591	8,374	5.24 %	646	0.39 %
12	Rental cars		991,775	1,431,341	831,606	439,566	44.32 %	599,735	72.12 %
13	Parking		1,031,735	1,306,704	706,303	274,969	26.65 %	600,401	85.01 %
14	Ground Transportation		45,397	51,152	30,220	5,755	12.68 %	20,932	69.27 %
15	Other (advertising, security fee, etc.)		46,376	60,983	46,481	14,607	31.50 %	14,502	31.20 %
	<i>Total Non-aeronautical revenue</i>		<i>2,950,896</i>	<i>3,727,949</i>	<i>2,425,291</i>	<i>777,053</i>	<i>26.33 %</i>	<i>1,302,658</i>	<i>53.71 %</i>
	Total Operating Revenues		\$ 5,309,058	\$ 6,258,805	\$ 4,811,566	\$ 949,747	17.89 %	\$ 1,447,239	30.08 %

Grand Junction Regional Airport Authority

Statements of Changes in Net Position

Unaudited - subject to change

		11/30/2021	11/30/2019	Variance to 2019	
		Actual	Actual	\$ Var	% Var
Operating revenue					
Aeronautical revenue					
Passenger airline revenue					
1	Passenger airline landing fees	\$ 591,669	\$ 571,903	\$ 19,766	3.46 %
2	Terminal rent	1,078,576	1,084,903	(6,327)	(0.58) %
3	Other (boarding bridge)	23,381	114,672	(91,291)	(79.61) %
	<i>Total Passenger airline revenue</i>	<u>1,693,626</u>	<u>1,771,478</u>	<u>(77,852)</u>	<u>(4.39) %</u>
Non-passenger airline revenue					
4	Non-passenger landing fees	139,967	91,682	48,285	52.67 %
5	Cargo and hangar rentals	50,612	48,983	1,629	3.33 %
6	Fuel tax	193,532	191,960	1,572	0.82 %
7	Fuel Flowage Fees and Sales	443,039	500,797	(57,758)	(11.53) %
8	Other (ramp parking, rapid refuel)	10,080	9,150	930	10.16 %
	<i>Total Non-passenger airline revenue</i>	<u>837,230</u>	<u>842,572</u>	<u>(5,342)</u>	<u>(0.63) %</u>
	<i>Total Aeronautical revenue</i>	<u>2,530,856</u>	<u>2,614,050</u>	<u>(83,194)</u>	<u>(3.18) %</u>
Non-aeronautical revenue					
9	Land and building leases	555,552	540,248	15,304	2.83 %
10	Terminal - restaurant & retail	153,980	152,870	1,110	0.73 %
11	Terminal - other	168,237	165,645	2,592	1.56 %
12	Rental cars	1,431,341	1,208,711	222,630	18.42 %
13	Parking	1,306,704	1,424,206	(117,502)	(8.25) %
14	Ground Transportation	51,152	67,698	(16,546)	(24.44) %
15	Other (advertising, security fee, etc.)	60,983	83,341	(22,358)	(26.83) %
	<i>Total Non-aeronautical revenue</i>	<u>3,727,949</u>	<u>3,642,719</u>	<u>85,230</u>	<u>2.34 %</u>
	<i>Total Operating Revenues</i>	<u>\$ 6,258,805</u>	<u>\$ 6,256,769</u>	<u>\$ 2,036</u>	<u>0.03 %</u>

Grand Junction Regional Airport Authority

Statements of Changes in Net Position

Unaudited - subject to change

		Year to Date			Forecast Variance		Prior Year Variance	
		11/30/2021	11/30/2021	11/30/2020				
		Forecast	Actual	PY Actual	Forecast \$ Variance	Forecast % Variance	PY \$ Var	PY % Var
Operating expenses								
16	Personnel compensation and benefits	\$ 2,292,587	\$ 2,123,181	\$ 2,168,432	(169,406)	(7.39) %	(45,251)	(2.09) %
17	Communications and utilities	285,087	313,037	281,538	27,950	9.80 %	31,499	11.19 %
18	Supplies and materials	480,466	439,300	371,542	(41,166)	(8.57) %	67,758	18.24 %
19	Contract services	681,373	593,013	505,265	(88,360)	(12.97) %	87,748	17.37 %
20	Repairs & maintenance	362,461	364,105	270,345	1,644	0.45 %	93,760	34.68 %
21	Insurance	123,750	112,625	111,798	(11,125)	(8.99) %	827	0.74 %
22	Training, Travel, & Air Service Development	121,924	85,787	85,198	(36,137)	(29.64) %	589	0.69 %
23	Other Expense (marketing, professional dues, etc)	105,864	138,657	66,371	32,793	30.98 %	72,286	108.91 %
24	Contingency Expense	-	-	-	-	0.00 %	-	0.00 %
	<i>Total Operating expenses</i>	4,453,512	4,169,705	3,860,489	(283,807)	(6.37) %	309,216	8.01 %
Non-operating revenue (expenses)								
25	Passenger facility charges	861,212	990,332	577,829	129,120	14.99 %	412,503	71.39 %
26	Interest income	38,137	31,174	65,230	(6,963)	(18.26) %	(34,056)	(52.21) %
27	Interest expense	(704,463)	(704,394)	(725,033)	69	0.01 %	20,639	2.85 %
28	Customer facility charges	549,363	647,720	246,728	98,357	17.90 %	400,992	162.52 %
29	Capital contributions	20,163,996	19,864,124	5,531,186	(299,872)	(1.49) %	14,332,938	259.13 %
29	Capital expenditures	(21,990,493)	(19,914,411)	(7,625,271)	2,076,082	9.44 %	(12,289,140)	-161.16 %
30	Debt principal payments	(735,000)	(735,000)	-	-	0.00 %	(735,000)	0.00 %
31	Other	-	-	(2,054)	-	0.00 %	2,054	(100.00) %
	<i>Total Non-operating revenue (expenses)</i>	(1,817,248)	179,545	(1,931,385)	1,996,793	109.88 %	2,110,930	109.30 %
	Excess of revenue over (under) expense	\$ (961,702)	\$ 2,268,645	\$ (980,308)	3,230,347	335.90 %	3,248,953	331.42 %

Grand Junction Regional Airport Authority

Statements of Changes in Net Position

Unaudited - subject to change

		11/30/2021	11/30/2019	Prior Year Variance	
		Actual	Actual	\$ Var	% Var
Operating expenses					
16	Personnel compensation and benefits	\$ 2,123,181	\$ 2,149,950	(26,769)	(1.25) %
17	Communications and utilities	313,037	279,890	33,147	11.84 %
18	Supplies and materials	439,300	439,019	281	0.06 %
19	Contract services	593,013	562,159	30,854	5.49 %
20	Repairs & maintenance	364,105	335,158	28,947	8.64 %
21	Insurance	112,625	100,311	12,314	12.28 %
22	Training, Travel, & Air Service Development	85,787	168,863	(83,076)	(49.20) %
23	Other Expense (marketing, professional dues, etc.)	138,657	53,111	85,546	161.07 %
24	Contingency Expense	-	3,596	(3,596)	0.00 %
<i>Total Operating expenses</i>		<u>4,169,705</u>	<u>4,092,057</u>	<u>77,648</u>	<u>1.90 %</u>
Non-operating revenue (expenses)					
25	Passenger facility charges	990,332	971,002	19,330	1.99 %
26	Interest income	31,174	215,092	(183,918)	(85.51) %
27	Interest expense	(704,394)	(744,311)	39,917	5.36 %
28	Customer facility charges	647,720	698,544	(50,824)	(7.28) %
29	Capital contributions	19,864,124	4,387,721	15,476,403	352.72 %
29	Capital expenditures	(19,914,411)	(10,119,973)	(9,794,438)	-96.78 %
30	Debt principal payments	(735,000)	-	(735,000)	0.00 %
31	Other	-	36,865	(36,865)	(100.00) %
<i>Total Non-operating revenue (expenses)</i>		<u>179,545</u>	<u>(4,555,060)</u>	<u>4,734,605</u>	<u>103.94 %</u>
Excess of revenue over (under) expense		<u>\$ 2,268,645</u>	<u>\$ 4,811,566</u>	<u>6,104,196</u>	<u>(126.87) %</u>

GJRAA - Breakdown of Capital Expenditure Costs Year-to-Date through November 30, 2021

2021 AIP CAPITAL EXPENDITURES INCURRED AND GRANT REVENUE RECOGNIZED

Grand Number	Project/Grant Description	2021 Project Costs Incurred	FAA Grant Revenue Recognized in 2021	CDOT Grant Revenue Recognized	2021 GJRAA Local Share
AIP 62	Relocate perimeter road, fencing, and MALSR design	4,078	3,670	-	408
AIP 63	Road, Fencing, drainage pond, and earthwork	6,706	6,035	-	671
AIP 64	CARES Act **	-	1,584,911	-	-
AIP 66	Construct Run-up Pad & Rehab Apron	11,807,001	11,807,001	-	-
AIP 67	Taxiway A and RWY 11-29 Construction	5,093,391	5,093,391	-	-
AIP 68	Runway Design - Earthwork, Prism, and Drainage	1,117,365	1,117,365	-	-
AIP 69	Airport Development Plan	169,989	169,989	-	-
AIP 72	Taxiway A and RWY 11-29 Construction	9,442	9,442	-	-
Total AIP Projects		\$ 18,207,973	\$ 19,791,805	\$ -	\$ 1,079

** Note that the ACGRP and American Rescue Grants are available to draw down for operating costs. As of October 31, 2021, no draws have yet been made to reimburse 2021 costs incurred and revenue will be recognized as draw down requests are submitted.

2021 NON-AIP CAPITAL EXPENDITURES INCURRED

Project Description	2021 Costs Incurred
Admin Building Landscaping	38,623
Terminal Improvements - Non-Rental Car	1,156,313
Rental Car Area Improvements	260,214
Security System Updates	12,387
ATCT A/C Compressor	9,758
Gravity Roller Outbound Baggage Improvements	16,429
RWY 4-22 Rehab Design	170,163
GA Drainage Repairs	42,551
Total Non-AIP Projects	\$ 1,706,438
Total Capital Expenditures YTD \$ 19,914,411	

Variance Explanations - YTD November 30, 2021 Preliminary Financial Statements

Variance explanations have been provided below for revenue and expense accounts that have a forecast variance of more than 5% and where the revenue or expense category makes up at least 5% of the YTD operating forecast of \$265,000 for revenue and \$295,000 for all non-capital expenses. Explanations are not provided for prior year variances because we do not expect most of the accounts to align with prior year.

YTD November 2021 passenger traffic was up 8% (about 17,293 enplanements) from forecast and scheduled commercial landings were below forecast by 40 landings.

Operating Revenues: Operating revenues were \$950K (18%) ahead of forecast through November 2021 due to higher enplaned passengers. Total forecasted operating revenue for the year is \$5.79M. Total 2021 budgeted operating revenues was \$4.88M which was surpassed in October.

- 1 **Passenger Landing Fees** - Passenger landing fees year to date were \$62K above forecasted expectations. This positive variance is expected based on the current activity levels that exceeded both the budgeted and re-forecast assumptions.
- 7 **Fuel Flowage Fees** - Fuel flowage fees are not charged to commercial carriers, but tend to have a positive correlation with GA operations. Flowage fees were forecasted at 85% of 2019. Total operations were 23% higher through November 2021 than the same period in 2019, which corresponds to the favorable budget variance in flowage fee revenue.
- 12 **Rental Cars** - Rental Car Revenue exceeded forecast year-to-date through November 2021 as a result of the record passenger traffic and increased average daily rates. Rental car revenue is 18% higher than the YTD rental car revenue through November 2019.
- 13 **Parking** - Parking revenue exceeded forecast year to date through November 2021 due to the increase in passengers. Year-to-date spending per enplaned passenger is at approximately \$5.41 and remains below the pre-pandemic levels (2019 YTD through November was \$5.88/enplanement). However, November revenue per passenger was higher than 2019 as noted in the monthly variances.

Operating Expenses: Total Operating Expenses through November 2021 were \$284k below forecast. Most of the forecast variance is in personnel compensation due to vacancies. The remainder of the favorable variance is spread fairly evenly across the operating expense categories.

- 16 **Personnel Compensation & Benefits** – Compensation and benefits were below forecast due to vacant positions that weren't filled as soon as planned.
- 17 **Communications and Utilities** – Communications and Utilities were \$28,000 above forecast. This increase is due to unforeseen increases in electricity in Q1 as well as, hotter than average summer months. Additionally, a new HVAC unit was installed to the upper boarding area in June that was not accounted for in the 2021 budget or forecast.
- 18 **Supplies & Materials** – Supplies & Materials costs were \$41,000 below forecast YTD through November. Of this variance, 14k is due to fuel purchases being lower than expected in the re-forecast.
- 19 **Contract Services** – Contract services are \$88,000 below the YTD forecast through November 2021 primarily due to both Engineering and Planning services and Legal services that are planned evenly throughout the year that were running below forecast through November.

Non-Operating Revenues and Expenses:

- 25 **PFC Revenue** – PFC revenue was above forecast because actual passenger numbers through November 2021 were higher than forecast resulting in higher than expected PFC revenue.
- 28 **CFC Revenue** – CFC revenue was above forecast due to the increase in passengers as well as a notable increase in the number of days cars are rented for. YTD November 2021 had an average rental transaction of 4.58 days compared to 3.94 for the same period in 2020 and 3.71 days in 2019.
- 29 **Capital Contributions & Expenditures** – The timing of capital contributions (grant revenue) and capital expenditures is somewhat unpredictable therefore the forecast represents the full annual forecast and the variance represents the estimated amount remaining to be spent. Year to date through November 30, 2021 the Airport has utilized approximately 91% of the annual capital budget. See the attached detail of costs incurred by project.

Grand Junction Regional Airport Authority

Statement of Financial Position - Unaudited, subject to change

		Month Ending 11/30/2021	Month Ending 10/31/2021	Variance
Assets				
Current Assets				
Cash and Cash Equivalents - Unrestricted		\$ 9,927,290	\$ 12,796,543	\$ (2,869,253)
Cash and Cash Equivalents - Restricted		2,349,106	2,899,076	(549,970)
1	<i>Total Cash and Cash Equivalents</i>	<u>12,276,396</u>	<u>15,695,619</u>	<u>(3,419,223)</u>
Accounts Receivable				
Accounts Receivable - Ops, net of allowance of \$24,000		1,006,005	1,452,748	(446,744)
Accounts Receivable - Capital		11,281,805	9,598,536	1,683,268
2	<i>Total Accounts Receivable, Net</i>	<u>12,287,809</u>	<u>11,051,284</u>	<u>1,236,525</u>
3	Prepaid Expenses	<u>106,191</u>	<u>123,475</u>	<u>(17,284)</u>
	<i>Total Current Assets</i>	<u>24,670,397</u>	<u>26,870,379</u>	<u>(2,199,982)</u>
Non-Current Assets				
Capital Assets				
Capital Assets not subject to depreciation		15,753,237	15,753,237	-
Capital Assets subject to depreciation, net		53,921,837	54,335,710	(413,873)
4	<i>Total Capital Assets, Net</i>	<u>69,675,074</u>	<u>70,088,947</u>	<u>(413,873)</u>
5	Bond Project Fund	<u>415,611</u>	<u>415,602</u>	<u>9</u>
	<i>Total Non-Current Assets</i>	<u>70,090,686</u>	<u>70,504,549</u>	<u>(413,863)</u>
	Total Assets	<u>94,761,082</u>	<u>97,374,928</u>	<u>(2,613,846)</u>
6	Deferred Outflows of Resources - Pension Plan	<u>490,761</u>	<u>490,761</u>	<u>-</u>
Liabilities				
Current Liabilities				
7	Accounts Payable - Ops	217,311	417,342	(200,030)
7	Accounts Payable - Capital	4,433,317	7,286,895	(2,853,578)
8	Accrued Expenses	262,932	253,257	9,675
9	Lease Deposits	154,140	154,140	-
10	Deferred Revenue	25,067	25,067	-
11	Current portion of capital lease and bonds payable	202,271	1,257,207	(1,054,936)
	<i>Total Current Liabilities</i>	<u>5,295,039</u>	<u>9,393,908</u>	<u>(4,098,869)</u>
Long Term Liabilities				
Bond and capital lease payable		17,239,558	17,239,558	-
Deferred Revenue		371,822	373,911	(2,089)
Net Pension and OPEB Liability		1,975,954	1,975,954	-
12	<i>Total Long Term Liabilities</i>	<u>19,587,334</u>	<u>19,589,423</u>	<u>(2,089)</u>
	<i>Total Liabilities</i>	<u>24,882,373</u>	<u>28,983,331</u>	<u>(4,100,958)</u>
13	Deferred Inflows of Resources - Pension Plan	<u>781,350</u>	<u>781,350</u>	<u>-</u>
	Total Net Position	<u>\$ 69,588,120</u>	<u>\$ 68,101,008</u>	<u>\$ 1,487,112</u>

Variance Explanations - November 2021 Statement of Financial Position

Assets: Total Assets decreased by \$2.6M from October 2021 to November 2021 driven by the \$3.4M decrease in cash. This decrease is offset somewhat by the \$1.2M increase in Accounts Receivable.

- 1 **Cash** – Cash decreased by \$3.4k from October 2021 to November 2021. The decrease was due to the project payments made in November that we had not yet received grant reimbursements for and the semi-annual bond payment that was made in November.
- 2 **Accounts Receivable** – Accounts receivable includes both operating receivables and capital receivables from grants. Operating receivables decreased approximately \$447k due to the receipt of payments from increases in traffic from July-October. The capital receivables from grants had an increase of \$1.6M due to some delay in the submission and receipt of grant payments in November that were not received until December.
- 3 **Prepaid Expenses** – Prepaid expenses are primarily related to insurance contracts and software subscriptions that we pay annually, or in advance, that we will receive benefit for over a period of time. As we use these services over the policy or contract period, the amount is recognized as an expense, rather than expensing the entire annual cost in the month that it is paid. The decrease in this account is the recognition of the portion of prepaid expense used in that month.
- 4 **Capital Assets, Net** – Historically, the airport has not capitalized equipment throughout the year as it is purchased, but instead, expenses all purchases as part of capital expenditures and then capitalizes assets at year end. This allows us to track spending for budget purposes. Therefore, the only change in the fixed assets accounts that will be seen on a monthly basis is the regular monthly depreciation based on assets placed in service as of December 31, 2020.
- 5 **Bond Project Fund** – The remaining bond project fund balance represents interest earnings that were accumulated on the project funds. The accumulated interest is still restricted in purpose, but is available to cover debt service.

Deferred Outflows of Resources:

- 6 **Deferred Outflows of Resources - Pension Plan** – The deferred outflows of resources represent a timing difference for recognizing changes in the estimated pension liability for our PERA pension and health plans offered to employees. The pension liability is only re-valued annually so there is no change from month to month. The change in these accounts all represent accounting estimates and non-cash transactions. These amounts will only change once per year when the calculation is updated.

Liabilities: Total Liabilities decreased \$4.1M from October 2021 to November 2021 due to a decrease in capital accounts payable associated with the airfield projects and the semi-annual bond payment.

- 7 **Accounts Payable** – Similar to accounts receivable, the majority of the balance and the variance from month to month is caused by the capital expenses payable to contractors and engineers associated with our capital projects. Capital accounts payable and receivable should have a positive correlation in periods when we are working primarily on AIP projects where the majority of the cost is funded by the FAA. In October, the primary activity was the Taxiway A and Runway 11/29 Rehab, these invoices were paid in November which resulted in a decrease in capital payables of \$2.8M.
- 8 **Accrued Expenses** – This category is primarily made up of liabilities for un-used PTO (approximately \$169,000) and payroll accruals to properly recognize payroll expenses in the periods that the employees have worked. Changes in this account month to month are almost entirely related to changes in the payroll accruals.
- 9 **Lease Deposits** – Lease deposits are primarily made up of General Aviation Lease deposits that were required in the standard ground lease based on a number of month's rent. We also hold deposits for parking passes held by airport tenant employees. These amounts are payable back to tenants at the end of the lease, or as parking passes are returned. The balance of deposits typically does not change materially from period to period as activity is limited.
- 10 **Deferred Revenue** – This liability represents rent received in advance and is primarily made up of a pre-payment received by the BLM in 2017. Prepaid rent is a liability because we have not provided our tenant with the space for the period of time that they paid us for.
- 11 **Current Portion of capital lease and bonds payable** – This balance represents principal and interest due on the outstanding revenue bond and Yukon capital lease in the current calendar year. We have semi-annual payments due June 1 and December 1 for the bond and one annual payment on the vehicle lease in June. The change from the prior month is the December 1 bond payment that was actually transferred in November.
- 12 **Long-Term Liabilities** – The long-term bond payable and capital payable balance is updated annually in December to reflect the remaining portion due beyond one year, therefore there is no change from the prior month. The net Pension liability is also only calculated annually, so there will be no change in this amount. This is the actuarial estimate of the airports portion of the unfunded Pension liability for PERA. Long-term deferred revenue represents pre-paid revenues for years after 2021.

Deferred Inflows of Resources:

- 13 **Deferred Inflows of Resources - Pension Plan** – Similar to deferred outflows described above, the deferred inflows of resources represent a timing difference for recognizing changes in the estimated pension liability for our PERA pension and health plans offered to employees. Deferred Inflows of resources actually represent increases to the pension liability that will be recognized in future years, primarily related to changes in actuarial assumptions. These will only be calculated annually, and therefore no changes will be seen month to month.