

GRAND JUNCTION REGIONAL AIRPORT



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

BOARD PACKET

March 21, 2023

Grand Junction Regional Airport Authority



Date: March 21, 2023

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/85393548348?pwd=WCsxaGV3dERiZTdFN1JqR0VUMjBWUT09>

Time: 11:30 AM

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@gairport.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. February 21, 2023 Meeting Minutes _____ 1
 - Approve the February 21, 2023 Board Meeting Minutes.
- B. 2023 Airport Goals _____ 2
 - Adopt the 2023 Goals for the Grand Junction Regional Airport.

- C. ARFF Truck Tires Purchase _____ 3
- Approve the purchase and installation of ARFF Truck (ARFF 1) tires not to exceed \$17,513.20 of Airport funds and authorize the Executive Director, or her designees to sign the related purchase documents.

VII. Action

- A. Executive Director Employment Contract Amendment _____ 4
- Approve the proposed fourth amendment to the Executive Director’s Employment Agreement.
- B. Mead & Hunt Task Order No. 10 – FY 2023 Pavement Design _____ 5
- Approve Mead & Hunt Task Order No. 10 in the amount of \$1,487,410 to design the pavement for the runway replacement program, provide program management and grant support for these efforts, and authorize the Chairman to sign the Task Order.
- C. Garver Task Order No. 10 – FY 2023 Pavement Design and Runway Replacement Program Coordination _____ 6
- Approve Garver Task Order No. 10 in the amount of \$292,000 to provide long-range program management support and FY 2023 Runway Pavement design coordination for the runway replacement program and authorize the Chairman to sign the Task Order.

VIII. Staff Reports

- A. Activity Report (Harrison Earl)
- B. Finance and Activity Report (Travis Boyd) _____ 7
- C. Capital Improvement Plan Update (Colin Bible)

IX. Any other business which may come before the Board

X. Adjournment



Grand Junction Regional Airport Authority Board
Regular Board Meeting
Meeting Minutes
February 21, 2023

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 11:30 AM on February 21, 2023 in Grand Junction, Colorado and in the County of Mesa. The meeting was hosted in the 3rd floor conference room as well as electronically.

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| <p><u>Commissioners Present:</u> Tom Benton (Chairman) Clay Tufly (Vice Chairman) Ron Velarde Thaddeus Shrader Linde Marshall Randall Reitz</p> <p><u>Airport Staff:</u> Angela Padalecki (Executive Director) Travis Boyd Dan Reimer (Counsel) Dylan Heberlein Shelagh Flesch Ben Peck Cameron Reece (Clerk) Brandon Mittan Chance Ballegeer</p> | <p><u>Guests:</u> Jeremy Lee, Mead and Hunt Colin Bible, Garver Allison Thomas, Garver Steve Menzie, Tenant Kent Taylor, CAF Jen Boehm, Mead and Hunt Brent Mather, Gensler Josie Hyde, Gensler Jerry Sykora, Kelley Trucking</p> |
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II. Pledge of Allegiance

III. Approval of Agenda

Commissioner Velarde made a motion to approve the February 21, 2023 Board Agenda. Commissioner Tufly seconded the motion. Voice Vote: All Ayes; motion carried.

IV. Commissioner Comments

Commissioner Benton commented to thank Dylan and his staff for great job with snow removal last Wednesday.

V. Citizen Comments

Citizen and tenant Steve Menzie commented and presented to commissioners a pavement and drainage issue on Charlie One Alpha and asked commissioners to look into who is actually responsible for repairs.

VI. Consent Agenda

A. January 17, 2023 Meeting Minutes

Approve the January 17, 2023 Board Meeting Minutes.

B. Purchase of 3 new ARFF turn outs

Approve the purchase of Aircraft Rescue and Firefighting (ARFF) turnouts for \$10,590 and authorize the Executive Director or the Board Chairman to sign the related purchase documents.

C. Retaining Wall and Twin Tee Repairs

Approve staff to execute the proposed contract with FCI Constructors, Inc. to stabilize the retaining wall near passenger boarding gate 6, and to repair the damaged concrete twin tees in the adjacent vicinity.

D. Lease Assignment and Consent to Lease Assignment –R&L of GJ Investments, LLC and S2, LLC

Consent to assignment of Ground Lease from R&L of GJ Investments, LLC to S2, LLC, and authorize the Executive Director to consent to the assignment.

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

VII. Action

A. Resolution No. 2023-003 Appoint Budget Officer and Treasurer

Adopt Resolution No. 2023-003 to appoint Travis Boyd as the Budget Officer and Treasurer.

Commissioner Tufly made a motion to Adopt Resolution No. 2023-003 to appoint Travis Boyd as the Budget Officer and Treasurer. Commissioner Shrader seconded the motion. Roll Call Vote:

Commissioner Shrader, yes; Commissioner Reitz, yes; Commissioner Tufly, yes; Commissioner Benton, yes; Commissioner Velarde, yes, and Commissioner Marshall, yes. The motion carried.

B. Recommendation of Award Architect and Engineering Services

Select Gensler to provide Architect and Engineering Services and authorize Executive Director to execute a five-year agreement.

Commissioner Reitz made a motion to Select Gensler to provide Architect and Engineering Services and authorize Executive Director to execute a five-year agreement. Commissioner Velarde seconded the motion. Voice Vote: All Ayes; motion carried.

C. Kelly Trucking, Inc. Change Order No. 1 – AIP 72

Approve Change Orders No. 1 to the Kelley Trucking Inc. contract totaling \$53.30 for adjusted work including: Adjusting Grading and Drainage Earthwork from schedule 1-3 to include schedule 4 and authorize the Executive Director to sign the change order.

D. Kelly Trucking, Inc. Change Order No. 1 – AIP 76

Approve Change Order No. 1 to the Kelley Trucking Inc. contract totaling \$1,728,781.26 for adjusted work including: Adjusting Grading and Drainage Earthwork from a portion of schedule 5 to include into schedule 4 and authorize the Executive Director to sign the change order.

E. Mead & Hunt Task Order #11 for Runway 12/30 Relocation FY 2022 Grading and Drainage Support

Approve Mead & Hunt Task Order #11 for \$298,450 for Preconstruction Services and Construction Administration associated with the FY 2022 Grading and Drainage construction project and authorize the Executive Director to sign the Task order.

F. Garver Work Order No. 9 Amendment for Services on Runway Grading and Drainage Construction Coordination for Schedules 4 and 5A

Approve Garver Work Order No. 9 Amendment No. 1 increasing total costs by \$40,800 for adjusted Program Manager work including schedule 5A Grading and drainage items to be for the Runway Grading and Drainage construction project and authorize the Executive Director to sign the amendment.

Commissioner Marshall made a motion to Approve Item C; Change Orders No. 1 to the Kelley Trucking Inc. contract totaling \$53.30 for adjusted work including: Adjusting Grading and Drainage Earthwork from schedule 1-3 to include schedule 4 and authorize the Executive Director to sign the change order, Item D; Approve Change Order No. 1 to the Kelley Trucking Inc. contract totaling \$1,728,781.26 for adjusted work including: Adjusting Grading and Drainage Earthwork from a portion of schedule 5 to include into schedule 4 and authorize the Executive Director to sign the change order, Item E; Approve Mead & Hunt Task Order #11 for \$298,450 for Preconstruction Services and Construction Administration associated with the FY 2022 Grading and Drainage

construction project and authorize the Executive Director to sign the Task order, and Item F; Approve Garver Work Order No. 9 Amendment No. 1 increasing total costs by \$40,800 for adjusted Program Manager work including schedule 5A Grading and drainage items to be for the Runway Grading and Drainage construction project and authorize the Executive Director to sign the amendment. Commissioner Reitz seconded the motion. Voice Vote: All Ayes; motions carried.

G. Mead & Hunt Task Order #12 for Runway 12/30 Relocation Program Amending Task Order #7 and #8 and adding Aeronautical Obstruction Survey Scope

Approve Mead & Hunt Task Order #12 for a fee of \$124,945 and amending Task Order #7 FAA NAVAID Support reducing by (\$35,463) and Task Order #8 FAA NAVAID Relocation Design Coordination reducing by (\$25,986), to allow for aeronautical obstruction survey and authorize the Executive Director to sign the Task order.

Commissioner Velarde made a motion to Approve Mead & Hunt Task Order #12 for a fee of \$124,945 and amending Task Order #7 FAA NAVAID Support reducing by (\$35,463) and Task Order #8 FAA NAVAID Relocation Design Coordination reducing by (\$25,986), to allow for aeronautical obstruction survey and authorize the Executive Director to sign the Task Order. Commissioner Shrader seconded the motion. Voice Vote: All Ayes; motion carried.

H. FAA Agreement For Transfer of Entitlements

Approve the FAA Agreement For Transfer of Entitlements to transfer \$1,000,000 of FY 2023 Federal Funds from Grand Junction Regional Airport to Aspen-Pitkin County Airport to reimburse Pitkin County for \$1,000,000 of FY 2021 Federal Funds they transferred to the Grand Junction Regional Airport Authority.

Commissioner Marshall made a motion to Approve the FAA Agreement For Transfer of Entitlements to transfer \$1,000,000 of FY 2023 Federal Funds from Grand Junction Regional Airport to Aspen-Pitkin County Airport to reimburse Pitkin County for \$1,000,000 of FY 2021 Federal Funds they transferred to the Grand Junction Regional Airport Authority. Commissioner Tufly seconded the motion. Voice Vote: All Ayes; motion carried.

I. Resolution No. 2023-004: CDOT Aeronautics Division Grant Number 23-GJT-01

Approve CDOT Grant Award Letter No. 23-GJT-01 for \$4,470,000 Runway 4/22 and Connector Taxiway Rehabilitation – Pavement & Lighting and authorize the Executive Director to sign.

Commissioner Tufly made a motion to Approve CDOT Grant Award Letter No. 23-GJT-01 for \$4,470,000 Runway 4/22 and Connector Taxiway Rehabilitation – Pavement & Lighting and authorize the Executive Director to sign. Commissioner Velarde seconded the motion. Roll Call Vote: Commissioner Shrader, yes; Commissioner Reitz, yes; Commissioner Tufly, yes; Commissioner Benton, yes; Commissioner Velarde, yes, and Commissioner Marshall, yes. The motion carried.

J. Resolution No. 2023-005: Colorado State Infrastructure Bank Loan Agreement

Adopt Resolution No. 2023-005 to authorize the Executive Director to finalize a loan agreement with the State of Colorado for execution by the Board Chairman.

Commissioner Velarde made a motion to Adopt Resolution No. 2023-005 to authorize the Executive Director to finalize a loan agreement with the State of Colorado for execution by the Board Chairman. Commissioner Shrader seconded the motion. Roll Call Vote: Commissioner Shrader, yes; Commissioner Reitz, yes; Commissioner Tufly, yes; Commissioner Benton, yes; Commissioner Velarde, yes, and Commissioner Marshall, yes. The motion carried.

K. United Companies Notice of Award and Construction Contract Approval – Airfield Pavement Rehabilitation for Runway 4-22 and Terminal Parking lot construction

Approve the Notice of Award to United Companies the contract agreement for \$7,137,281.50 for the Airfield Pavement Rehabilitation for Runway 4-22, and taxiway connectors as well as Terminal Parking lot construction and Employee Parking Expansion; and authorize the Executive Director to sign the notice of award, contract documents, and any applicable notices to proceed.

L. Garver Work Order No. 1 for Runway 4-22 Rehabilitation Construction

Approve Garver Work Order No. 1 for \$245,700 for Runway 4-22 Rehabilitation Construction Administration Services and authorize the Executive Director to sign the Work Order.

Commissioner Shrader made a motion to Approve Item K; the Notice of Award to United Companies the contract agreement for \$7,137,281.50 for the Airfield Pavement Rehabilitation for Runway 4-22, and taxiway connectors as well as Terminal Parking lot construction and Employee Parking Expansion; and authorize the Executive Director to sign the notice of award, contract documents, and any applicable notices to proceed and Item L; Garver Work Order No. 1 for \$245,700 for Runway 4-22 Rehabilitation Construction Administration Services and authorize the Executive Director to sign the Work Order. Commissioner Velarde seconded the motion. Voice Vote: All Ayes; motions carried.

M. Garver Work Order No. 2 for Terminal and Employee Parking Lot Construction

Approve Garver Work Order No. 2 for \$261,100 for Terminal and Employee Parking Lot Construction Administration Services and authorize the Executive Director to sign the Work Order.

Commissioner Marshall made a motion to Approve Garver Work Order No. 2 for \$261,100 for Terminal and Employee Parking Lot Construction Administration Services and authorize the Executive Director to sign the Work Order. Commissioner Reitz seconded the motion. Voice Vote: All Ayes; motion carried.

VIII. Discussion

- A. Prefunding Design for Runway 12-30 Paving (Colin Bible)
- B. 2023 Goals

IX. Staff Reports

- C. Executive Director Report (Angela Padalecki)
- D. Finance and Activity Report (Travis Boyd)
- E. Capital Improvement Plan Update (Colin Bible)

X. Any other business which may come before the Board

XI. Executive Session

Commissioner Reitz made a motion to move into Executive Session for the purpose of considering personnel matters as authorized by Colorado Revised Statute Section 24-6-402(4)(f), specifically including the Executive Director’s annual review, employment contract, and personal leave. Commissioner Tufly seconded the motion. Voice Vote: All Ayes; motion carried.

Commissioner Tufly made a motion to move from Executive Session back into a public meeting. Commissioner Velarde seconded the motion. Voice Vote: All Ayes; motion carried.

XII. Adjournment

The meeting adjourned at approximately 1:45pm

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

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| TOPIC: | 2023 Airport Goals |
| PURPOSE: | Information <input type="checkbox"/> Guidance <input type="checkbox"/> Decision <input checked="" type="checkbox"/> |
| RECOMMENDATION: | Adopt the 2023 Goals for the Grand Junction Regional Airport. |
| SUMMARY: | Refer to the attached summary of 2023 Airport Goals. |
| REVIEWED BY: | Executive Director |
| FISCAL IMPACT: | N/A |
| ATTACHMENTS: | 2023 Airport Goal Summary |
| STAFF CONTACT: | Angela Padalecki apadalecki@gairport.com Office: 970-248-8588 |

Airport 2023 Objectives and Goals

1. Put Air Service Back on a Growth Trajectory

- a. Execute new airline use and lease agreements
- b. Establish two new target destinations by 2024
- c. Exceed budgeted 2023 enplanements by 10%
- d. Improve marketing and easy airline ticket purchasing

3. Advance Airport Development

- a. Procure and execute new rental car leases
- b. RFI for initial hangar development
- c. Help existing tenants expand

4. Increase Employee Engagement

- a. Reduce turnover rate versus 2022
- b. Develop leadership and development programs for staff
- c. Initiate new internship program
- d. Increase cross training and business continuity

5. Maintain High Regulatory Compliance and Community Engagement

- a. Host Air Show and work collaboratively with the Air Show Board to plan and execute
- b. Host triennial full-scale emergency exercise
- c. Continue growing community hosted events on airport: *United Way Plane Toss*, *Latimer House Men In Heels Race*, etc.

2. Improve Airport Sustainability

- a. Complete RWY 4/22 rehabilitation on time and budget with minimal operational impacts
- b. Complete public parking lot expansion and employee parking relocation on time, budget, and with minimal impacts to parkers
- c. Maintain budget and schedule on RWY 11/29 replacement construction project work schedules for 2023
- d. Optimize RWY 11/29 replacement project schedule with the FAA and elected officials to promote financial, operation, and quality efficiencies
- e. Create efficient system for managing ground leases
- f. Finalize Airport Development Plan with FAA approval
- g. Design and begin construction on urgent terminal improvements – loading bridge replacement, life safety and MEP replacements/upgrades
- h. Pursue grant funding for unfunded airport improvements
- i. Plan for baggage screening improvements
- j. Exceed nonairline revenue budget by 5%
- k. Maintain cash flow forecast

Grand Junction Regional Airport Authority
Agenda Item Summary

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|-----------------|--|-----------------------------------|--|
| TOPIC: | ARFF Truck Tires Purchase | | |
| PURPOSE: | Information <input type="checkbox"/> | Guidance <input type="checkbox"/> | Decision <input checked="" type="checkbox"/> |
| RECOMMENDATION: | Approve the purchase and installation of ARFF Truck (ARFF 1) tires not to exceed \$17,513.20 of Airport funds and authorize the Executive Director, or her designees to sign the related purchase documents. | | |
| SUMMARY: | <p>The tires on ARFF Truck 1 are nearing the end of their useful life. Staff is requesting approval of the purchase of four (4) new tires to replace the old ones. The brand, size and specifications of the new tires are exact to the existing tires.</p> <p>The quote from Commercial Tire Service for the replacement tires is attached that includes the brand type and size, in addition to the final price which includes installation on site and disposal.</p> <p>Three (3) other tire vendors were contacted to provide quotes. None of which had the required sized tires needed.</p> <p>This acquisition would be consistent with the ARFF repairs and maintenance budget. The lifespan of the last tires will be almost ten (10) years once replaced.</p> | | |
| REVIEWED BY: | Finance Staff and Legal Counsel | | |
| FISCAL IMPACT: | Non-AIP Capital Purchase not to exceed \$17,513.20 | | |
| ATTACHMENTS: | Tire Quote | | |
| STAFF CONTACT: | Dylan Heberlein dheberlein@gairport.com 970-248-8596 | | |

Commercial Tire Service, Inc.

P.O. Box 3268
Grand Junction, CO 81502

Estimate

| Date | Estimate # |
|----------|------------|
| 3/9/2023 | 2149 |

| Name / Address |
|---------------------------------|
| GRAND JUNCTION REGIONAL AIRPORT |

| | | | Project |
|-------------------------------------|-----|-------------------------|-------------|
| Description | Qty | Rate | Total |
| 24R21 Mich XZL TL 176 G (LRH) | 4 | 4,149.60 | 16,598.40T |
| Service Call - OTR | 1 | 95.00 | 95.00 |
| Dismount / Mount - OTR | 4 | 110.00 | 440.00 |
| Valve Hardware - OTR | 4 | 13.95 | 55.80T |
| O-Ring | 4 | 16.00 | 64.00T |
| Tire Disposal - OTR | 4 | 65.00 | 260.00 |
| QUOTE GOOD TO 7-15-2023 | | | |
| QUOTE NOT TO EXCEED \$17,513.20 USD | | | |
| | | Subtotal | \$17,513.20 |
| | | Sales Tax (0.0%) | \$0.00 |
| | | Total | \$17,513.20 |

Grand Junction Regional Airport Authority

Agenda Item Summary

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| TOPIC: | Executive Director Employment Agreement Amendment |
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| PURPOSE: | Information <input type="checkbox"/> | Guidance <input type="checkbox"/> | Decision <input checked="" type="checkbox"/> |
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| RECOMMENDATION: | Approve the proposed fourth amendment to the Executive Director's Employment Agreement |
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| SUMMARY: | The Board conducted the Executive Director's annual review and directed that an amendment to the Executive Director's Employment Agreement be prepared for consideration at the March regular meeting of the Board. As presented, the amendment increases the Executive Director's annual salary by 5% to \$185,716.44 with an effective date of April 1, 2023, and provides for a one-time bonus for outstanding performance during 2022 of \$5,306.19 (3% of the annual salary for 2022). |
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| REVIEWED BY: | Executive Committee and Legal Counsel |
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| FISCAL IMPACT: | \$14,149.83 increase to annual salaries and wages |
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| ATTACHMENTS: | 4th Amendment to the Executive Director's Employment Agreement |
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| STAFF CONTACT: | Dan Reimer Legal Counsel Email: dan@airportcounselor.com Phone: 303-596-2170 |
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**EMPLOYMENT AGREEMENT
FOURTH AMENDMENT**

This Fourth Amendment to the Employment Agreement by and between the Grand Junction Regional Airport Authority and Angela Padalecki is made and entered as of the date last signed below.

WHEREAS, the Grand Junction Regional Airport Authority (“Authority”) and Angela Padalecki (“Employee”) (together referred to as the “Parties”) entered into the Employment Agreement with an effective date of January 8, 2018, providing for Employee to serve as Executive Director of the Grand Junction Regional Airport (“Airport”) owned and operated by the Authority.

WHEREAS, the Parties amended the Employment Agreement on April 16, 2019, with an effective date of January 8, 2019 (“First Amendment”), further amended the Employment Agreement on March 24, 2020, with an effective date of January 8, 2020 (“Second Amendment”), and further amended the Employment Agreement on March 15, 2022, with an effective date of January 1, 2022.

WHEREAS, the First Amendment increased the Employee’s annual salary by 2.7% to \$164,320 and provided a 1.3% one-time bonus of \$2,080; the Second Amendment increased the Employee’s annual salary by 3.5% to \$170,070 and provided a 0.5% one-time bonus of \$800; and the Third Amendment increased the Employee’s annual salary by 4% to \$176,872.80 and provided a 3% one-time bonus of \$5,102.10.

WHEREAS, the Parties mutually desire to amend the Employment Agreement to increase Employee’s annual salary and provide a bonus.

NOW, THEREFORE, IN CONSIDERATION OF THE MUTUAL COVENANTS HEREIN CONTAINED, THE PARTIES AGREE AS FOLLOWS:

1. In **Section 4, Compensation**, the first paragraph is deleted and replaced as follows:

The Authority awarded Employee a 5% pay increase for a new annual salary of \$185,716.44 effective April 1, 2023, for her services rendered under this Agreement payable on the same payroll schedule as other Authority employees. For the outstanding performance during the time period of January 1, 2022, to December 31, 2022, Employee shall be paid a one-time bonus of \$5,306.19 (3% of the respective annual salary for 2022).

2. All other terms and conditions of the Employment Agreement shall remain unchanged.

[SIGNATURE BLOCK NEXT PAGE]

IN WITNESS WHEREOF, the Authority has caused this Fourth Amendment to be signed and executed on its behalf by its Chairman, and Angela Padalecki has signed and executed this Fourth Amendment.

By: _____
Tom Benton, Chairman
Grand Junction Regional Airport Authority

Date

By: _____
Angela Padalecki
Employee

Date

Grand Junction Regional Airport Authority
Agenda Item Summary

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|-----------------|--|-----------------------------------|--|
| TOPIC: | Mead & Hunt Task Order No. 10 – FY 2023 Pavement Design | | |
| PURPOSE: | Information <input type="checkbox"/> | Guidance <input type="checkbox"/> | Decision <input checked="" type="checkbox"/> |
| RECOMMENDATION: | Approve Mead & Hunt Task Order No. 10 in the amount of \$1,487,410.00 to design the pavement for the runway replacement program, provide program management and grant support for these efforts, and authorize the Chairman to sign the Task Order. | | |
| SUMMARY: | <p>This task order represents the project management, design, and bidding services to be performed by Mead & Hunt in FY 2023 and FY 2024 for the Runway Relocation Design. Design includes layout, pavement design and utility coordination related to the Runway 11/29 replacement project. The Pavement Subbase and Base Schedules 1, 2, and 3 will be prepared for bidding and bid in FY 2024.</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 2022 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 Crawford, Murphy and Tilly, INC. to complete an independent fee estimate (IFE). Based on the IFE and negotiations, the fee is deemed reasonable.</p> | | |
| REVIEWED BY: | CIP Manager and Legal Counsel (Dan Reimer) | | |
| FISCAL IMPACT: | Total Cost - \$1,487,410.00 FAA funded through anticipated AIP grant - \$1,338,669 GJRAA Local Match - \$148,741 | | |
| ATTACHMENTS: | Mead & Hunt Task Order No. 10 | | |
| STAFF CONTACT: | Travis Boyd tboyd@gairport.com Office: 970-248-8581 | | |

EXHIBIT A
Grand Junction Regional Airport
Runway 12/30 New Runway Program
Fiscal Year 2023 Engineering Services

INTRODUCTION

The Grand Junction Regional Airport (GJT or the Airport) 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. This Program is expected to be implemented over the next several Federal Fiscal Years (FY). However, this Scope of Services is for work expected to be funded in FY2023, including the following:

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| Task 2023-01 | Project Management |
| Task 2023-02 | Pre-Design Elements - Runway Relocation |
| Task 2023-03 | Runway Relocation 95% Design |
| Task 2023-04 | Utility Coordination |
| Task 2023-05 | Breakout Package FY2023 Base and Subbase Schedules 1, 2 and 3 |
| Task 2023-06 | Bidding FY2023 Base and Subbase Schedules 1, 2 and 3 |

Assumptions:

- In addition to Design efforts, this Scope of Services provides 12 months (February 27, 2023, to March 29, 2024) 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.
- Evaluation of Safety Risk Management will be completed under a Notice of Proposed Construction (Form 7460) submittal to FAA for execution.

Exclusions:

- Program financial planning
- Program Management Tasks identified for coordination with GJRA
- Relocation of Primary and Secondary Airport Control will be coordinated with separate scope

- including design coordination for final navigational aids with FAA
- Raptor survey updates are updated annually by USDA through cooperative agreement with GJRA separate from this scope of work.

The CONSULTANT Team includes Mead & Hunt, Inc. (CONSULTANT), Jacobs, Ground Engineering, and River City Consulting. 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 2023-01 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.

2023-01.1 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 thirteen (13) 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.

2023-01.2 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) 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. Two (2) meetings will be Virtual and two (2) 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 2023-02 PRE-DESIGN ELEMENTS - RUNWAY RELOCATION

Description: On-site design/construction elements are organized to allow for multiple notices to proceed during the year, pending funding.

Pre-Design elements are intended to be efforts necessary to prepare the overall program to move forward efficiently. The task begins with gathering and reviewing necessary data. During this element, a pre-design review will be held with GJT to confirm the design direction of the project prior to developing the 95% Runway Relocation Design. This is expected to include confirming project layout alternatives, and other related items.

2023-02.1 Design Standard Review

It is intended that documents will be summarized by the Consultant from existing information, and potential changes to comply with revisions to FAA standards occurring since completion of the overall 60% design alternative.

These items will then be presented and discussed in a two-hour review meeting, with GJT's representatives. Updates to incorporate current development packages, potential future development locations and run up pad location, including utilities, runway location and number and type of connector taxiways will be evaluated.

Notable items to be reviewed include:

- Comparison update from FAA AC 150/5300-13A Change 1 in overall 60% design to FAA AC 150/5300-13B.
- Update of Aircraft Fleet Mix (by airport)
- Update of airport design goals in Airport Development Plan (by others)

Meetings:

- The Consultant will gather necessary information from GJT and FAA to prepare the required materials for the design standard review meeting.
- The Consultant will conduct one (1) two-hour meeting with GJT's designated guidance team. Meeting will be attended by three (3) staff and include preliminary updates to concepts for team review. This meeting will be conducted via teleconference.
- The Consultant will revise documents and present with GJT to the FAA. Meeting will be attended by three (3) staff and include preliminary updates to concepts for team review. This meeting will be conducted via 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 prepare an updated project layout showing the intent of the guiding elements, to include updated runway geometric layout navigational aids and other desired elements.
- The Consultant will prepare meeting minutes for each meeting as necessary. Minutes will be distributed to the Consultant Team, Airport, and FAA.

TASK 2023-03 RUNWAY RELOCATION 95% DESIGN

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, the design of the Runway will be developed to 95% for future award packages to meet available FAA funding. This effort is limited to design of future taxiway A from relocated Runway 11/29 blast pad to the west and the future runway 12/30 from north to south safety area from runway station 97+50 to 207+50.

Design work currently contemplated for this task includes:

- Additional geotechnical investigation
- Update geometric layout of Runway and Taxiway Connectors
- Supplemental Topographic Survey
- Develop runway profile and grading design
- Develop runway surface drainage design
- Develop pavement design
- Develop airfield lighting layout for Runway and Taxiway Connectors
- Develop site and utility improvements for FAA NAVAID installations

This package includes development of a full depth pavement design for the new runway and taxiway system. Additional geotechnical investigation will be conducted under proposed pavement areas that have been regraded in previous grading and drainage packages. This package will be broken into multiple schedules for bidding and construction under separate tasks.

Assumptions include:

- 60% Overall Design has been completed and provides significant components of design analysis.
- Geotechnical recommendations established in the overall runway program will be supplemented with additional geotechnical investigation completed in this task.
- This design will not 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. These documents will be prepared with specific construction packages as they required assignment of contractor.

Approximate level of refinement is expected to be pavement geometries, 100% complete; runway profiles, 100% complete; pavement sections, 100% complete; drainage, 95% complete; and airfield lighting layout, 95% complete. Structure locations, for various ancillary structures will be confirmed under utility and NAVAID coordination tasks to provide site development required for installation.

2023-03.1 Pavements (65% and 95%)

Methodology: The purpose of this subtask is to further evaluate the pavement design options provided under the overall 60% design package.

The Consultant will calculate the pavement section required to support the anticipated fleet mix using guidance contained in FAA Advisory Circular 150/5320-6, Airport Pavement Design and Evaluation. Up to four (4) separate pavement section alternatives will be prepared. The following effort will be completed under this task:

- Gather information from Airport regarding current and anticipated aircraft fleet mix, as well

- as ground vehicles that utilize the airfield.
- Review Overall 60% Design
- Review historic frost design.
- Update preliminary pavement options using accepted FAA pavement design programs. The applicable design program to be used is FAARFIELD.
- Update pavement design narrative to describe the design procedure, historic design, and justification for Airport and FAA review.
- Update Pavement Design Report summarizing results
 - Review proposed pavement analysis including applicable FAARFIELD analyses with FAA Engineer.
 - Prepare Lifecycle Cost Analysis of proposed pavement sections.
 - Update pavement design narrative to identify the alternative(s) with justification to FAA.
 - Prepare FAA Pavement Design Form 5100 and applicable back-up documentation for each pavement section anticipated.

Result:

- The Consultant will submit Form 5100 and applicable back-up documentation including FAARFIELD print outs for each pavement section to the FAA. Upon FAA approval, the approved 5100 forms will be included in the Final Engineering Design Report.

2023-03.2 Drainage (65% and 95%)

Methodology: The purpose of this task is to advance the preliminary surface drainage analysis to a 95% design level. Work will include coordination and reviews with City of Grand Junction, Mesa County and the Office of State Engineer. An update the drainage design report will be prepared.

The following services are required for drainage design:

- The Consultant will refine the concepts to a 95% design level based on advancement in design and comments received during the overall 60% design review including additional detailing, adjustments, and refinement. The Consultant will perform the following:
 - Finalize existing condition hydrologic models for Runway Pavement Areas
 - Advance design improvements to on-site airport infrastructure
 - Advance proposed condition hydrologic and hydraulic models
 - Refine phasing for drainage design
 - Update drainage analysis for the drainage improvements

Result:

- The Consultant will provide an update to the drainage analysis and drainage design. The analysis will be included in the Engineer's Design Report.

2023-03.3 Pavement Geometrics and Grading (65% and 95%)

Methodology: The purpose of this task is to update the pavement limits to align with revisions included in Advisory Circular 150/5300-13B "Airport Design" revisions from the March 31, 2022 update.

The following services are required for Pavement geometric and grading design:

- The Consultant will revise the concepts from the overall 60% design to incorporate changes to the connector geometry and incorporate connectors selected for inclusion in the paving

package. The Consultant will utilize these updates to incorporate:

- Updates pavement grading to meet surface tolerance requirements.
- Update pavement areas for drainage analysis.
- Updates pavement edge limits for updated airfield lighting layouts.

Result:

- The Consultant will provide an update to the pavement limits and grading surface model design. The analysis will be included in the Engineer's Design Report.

2023-03.4 Electrical (65% and 95%)

Methodology: The purpose of this subtask is to update the layout for the proposed electrical system.

The following services are required for electrical design:

- The Consultant will further the development of the layout for edge lighting and signage improvements, including modifications to existing lights and signs, as necessary. Design will include duct banks for electrical power service and controls. Design will include layout of the following:
 - Installation of new high intensity runway edge lights for proposed Runway 12/30.
 - Installation of new medium intensity taxiway edge lights (LED, with heaters) for proposed Taxiway Connectors to the existing Runway 11/29 Safety Area.
 - Installation of LED guidance signs for proposed Runway 12/30 and Taxiway Connectors.

Result:

- The Consultant will update layouts based upon any revisions to airfield geometry and modify proposed navigational aids for inclusion in the deliverables. Revisions will be utilized to update estimates and provide the basis for future bid packages.

2023-03.5 Update Preliminary Engineers Report (65% and 95%)

Methodology: The preliminary engineers report will be updated based on advancement in design and comments received during the overall 60% design package review.

The following services are required to update preliminary engineers report:

- The preliminary engineers report provided at the overall 60% design submittal will be updated to reflect design updates including updates and refinements to quantities and cost estimates and will be the guiding document for future bid packages.

Result:

- The Consultant will prepare an updated engineer's report as part of the 65% and 95% design package.

2023-03.6 Developmental Design (65% and 95%)

Methodology: The design direction developed in overall 60% design as well as the subsequent improvement packages (FY 2021 Grading and Drainage Schedules 1,2&3, FY 2022 Grading and Drainage Schedules 4 & 5, FY 2023 Grading and Drainage Schedules 6,&7) will serve as the starting point to develop a project specific design package for the FY 2023 Runway 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 provide existing runway hard surface elevations from centerline to the north and confirm field data and construction as-builts provided as required by the design team. Three Hundred Twenty (320) additional hours of field survey is allotted for survey of site conditions.
- 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 and additional borings completed in the areas of completed grading improvements will be performed for this task.
 - Drill a total of sixteen (16) test holes within and adjacent to the proposed runway at locations determined in the field by the Consultant following consultation with the Project Team. Of these, eleven (11) test holes will be drilled within the proposed runway alignment and five (5) test holes will be drilled within the proposed connecting taxiway alignments. The test holes will be advanced to a depth of approximately 10 feet below final grades for cut areas and approximately 25 to 30 feet below existing grades or to the underlying shale/bedrock, whichever occurs first, for fill areas (based on Table 2-1 of FAA AC 150/5320-6G), or until practical drill refusal, whichever occurs first. Drilling is assumed to be able to be accomplished via 4-inch diameter, solid stem auger.
 - Bulk / disturbed samples also will be collected from auger cuttings for Proctor and CBR laboratory testing.
 - Analyze the results of the additional field and laboratory studies to develop engineering opinions and parameters including:
 - Pavement design parameters
 - Descriptions of the subgrade earth materials
 - Design CBR values
 - Frost susceptibility
 - Grading and pavement considerations
 - Pavement materials
- 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.
- Cost Estimate
Prepare initial cost estimates for each pavement design alternative developed.

Meetings:

- The CONSULTANT will conduct thirty two (32) internal project team briefings, which will take place via teleconference on a weekly basis, be attended by up to six (6) staff, and last for one (1) hour.

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

Result:

- Supplement Topographic Survey
- Supplemental Geotechnical Recommendations
- Initial cost estimates including supplemental design information

2023-03.7 Prepare Plans (65% and 95%)

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.

| Sheet Label | Sheet Name | No. of Sheets |
|-----------------------|--|---------------|
| <u>General:</u> | | |
| G-001 | Cover Sheet | 1 |
| G-002 | Sheet Index | 1 |
| G-003 | General Notes, Symbols, Legend & Abbreviations | 1 |
| G-021 | Project Layout Plan | 1 |
| G-041 | Survey Control Plan | 1 |
| G-081 | Construction Operations & Phasing Plan | 6 |
| G-082 | Construction Operations & Phasing Notes and Construction Matrix | 1 |
| <u>Geotechnical:</u> | | |
| B-051 | Plan of Soil Borings Locations | 10 |
| <u>Civil:</u> | | |
| <i>General</i> | | |
| C-021 | Erosion Control Plans | 8 |
| C-031 | Erosion Control Details | 2 |
| C-051 | Demolition Plans | 16 |
| C-081 | Project Geometrics | 16 |
| <i>Site</i> | | |
| C-101 | Grading & Drainage Plans | 16 |
| C-141 | Intersection Grading Details | 9 |
| C-201 | Plan & Profiles | 8 |
| C-301 | Typical Section | 4 |
| C-361 | Pavement Grooving Plan | 4 |
| <i>Utilities</i> | | |
| C-401 | Utility Relocation Plan and Profile | 8 |
| C-501 | Utility Relocation Details | 1 |
| <i>Storm Drainage</i> | | |
| C-441 | Storm Drain Plan & Profiles | 16 |
| C-446 | Underdrain Plan and Profiles | 16 |
| C-451 | Drainage Details | 8 |
| <i>Marking</i> | | |
| C-651 | Marking Plans | 16 |
| C-671 | Marking Details | 4 |
| <i>X-Sections</i> | | |
| C-901 | Cross Sections | 25 |
| <i>Electrical</i> | | |
| E-101 | Electrical Construction Phasing and Demolition Plan | 4 |
| E-201 | Electrical Layout Plan | 16 |

| | | |
|------------------------|----------------------------|-----|
| E-301 | Electrical Circuiting Plan | 16 |
| E-321 | Sign Legend | 2 |
| E-401 | Electrical Vault Layout | 1 |
| E-501 | Wiring Diagrams | 2 |
| E-601 | Electrical Details | 6 |
| Total Estimated Sheets | | 246 |

2023-03.8 Prepare Contract Documents and Technical Specifications (65% and 95%)

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 technical specifications
 - C-100 Contractor Quality Control
 - C-102 Temporary Air and Water
 - C-105 Mobilization
 - C-110 Method of Estimating Percentage of Ma
 - P-101 Preparation and Removal of Existing Pavements
 - P-152 Excavation, Subgrade and Embankment
 - P-153 Controlled Low-Strength Material (CLSM)
 - P-154 Subbase Course
 - P-155 Lime-Treated Subgrade (Dependent Upon Selected Pavement Design)
 - P-156 Cement Treated Subgrade (Dependent Upon Selected Pavement Design)
 - P-158 Fly Ash Treated Subgrade (Dependent Upon Selected Pavement Design)
 - P-209 Crushed Aggregate Base Course
 - P-401 Asphalt Mix Pavement (Dependent Upon Selected Pavement Design)
 - P-501 Cement Concrete Pavement (Dependent Upon Selected Pavement Design)
 - P-603 Emulsified Asphalt Tack Coat (Dependent Upon Selected Pavement Design)
 - P-605 Joint Seals for Pavement (Dependent Upon Selected Pavement Design)
 - P-610 Concrete for Miscellaneous Structures
 - P-620 Runway and Taxiway Markings
 - P-621 Saw-Cut Grooves
 - F-162 Chain-Link Fence
 - D-701 Pipe for Storm Drains and Culverts
 - D-705 Pipe for Underdrains for Airports
 - 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 CONSULTANT will calculate necessary quantities for the work items. Quantities will be consistent with the specifications and acceptable quantity calculation practices.

2023-03.9 65% Review period

Methodology: The purpose of this task it to provide opportunity for GJT, FAA, and other interested parties to review and comment on the 65% design package. The review period will be 30 calendar days from date of distribution.

The following services are required to complete the 65% review period:

- The Consultant will provide GJT, FAA, and other interested parties with a 65% design package for review.

Meetings:

- The Consultant will conduct one (1) 65% design review meeting to discuss review comments. The meeting will take place at GJT, be attended by three (3) staff and require air travel and overnight for two (2) days.

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 five (5) printed sets of the 65% design review package which will include:
 - 65% Review Plan set – 11"x17"
 - 65% Contract Documents and Technical Specifications
 - 65% Engineering Design Report
- The Consultant will prepare meeting minutes from the 65% design review meeting to document design direction revisions. Minutes will be distributed to meeting attendees and to those parties provided the 65% design package.

2023-03.10 95% Review period

Methodology: The purpose of this task it to provide opportunity for GJT, FAA, and other interested parties to review and comment on the 95% design package. The review period will be 30 calendar days from date of distribution.

The following services are required to complete the 95% review period:

- The Consultant will provide GJT, FAA, and other interested parties with a 95% design package for review.

Meetings:

- The Consultant will conduct one (1) 95% design review meeting to discuss review comments. The meeting will take place at GJT, be attended by three (3) staff and require air travel and overnight for two (2) days.

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 five (5) printed sets of the 95% design review package which will include:
 - 95% Review Plan set – 11"x17"
 - 95% Contract Documents and Technical Specifications
 - 95% Engineering Design Report
- The Consultant will prepare meeting minutes from the 95% design review meeting to document design direction revisions. Minutes will be distributed to meeting attendees and to those parties provided the 95% design package.

TASK 2023-04 UTILITY COORDINATION

Description: Utility relocation elements identified in the 95% Runway Design Packages will be required for completion of the power and FAA lines to be removed from the grading limits.

Methodology: The Consultant will work with GJRA, Xcel and FAA to facilitate utility relocations supporting grading operations and providing for temporary connections to existing NAVAID equipment. It is intended for the coordination to occur concurrent with grading designs. Construction of the utility relocations will be power relocations to occur between 2022 and 2023.

Meetings:

- The Consultant will conduct four (4) in-person meetings with Xcel attended by two (2) staff requiring air travel and overnight. Meetings will last two (2) hours.

Meetings are required to address the following topics:

- Xcel Final Design Scoping
- One (1) Xcel Reimbursable Agreement
- FAA 7460 Coordination
- Progress Coordination

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

Results:

- Support of cost agreements between GJRA and Xcel.
- Coordination between Xcel and the Consultant for related design elements.
- Prepare FAA Form 7460s – Consultant will complete the form(s) as per Federal Aviation Administration Guidelines and will utilize the online OE/AAA website to submit OE cases to the FAA.

2023-04.1 Commercial Utility Design

Methodology: Based upon the efforts completed in the overall 60% design efforts utilities will be refined to include necessary electrical and communications services required for future navigational aids, security requirements as identified at this stage of design, and defined corridors.

The following services are required for commercial utility design:

- Navigational aids and proposed facility locations will be the basis for adding additional detail to required facilities.

Meetings:

- Four (4) teleconferences with utility providers are contemplated as part of this effort to identify design parameters, and proposed alignments.

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

Result:

- GJT will receive updated utility alignments including known utility service alignments.

TASK 2023-05 FY 2024 PAVEMENT SUBBASE AND BASE SCHEDULES 1/2/3

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 overall 60% design package and 95% Runway Relocation Design, work will be packaged to meet available FAA funding in FY 2023. This effort is limited to design.

Design work currently contemplated for this task includes:

- Pavement subbase and base
 - Installation of subbase and base course
 - Installation of underdrains and storm drainage
 - Installation of Runway electrical crossings

This design includes development of multiple schedules for bidding and construction. Each schedule will include work in the amount of \$5 million with a total design package of \$15 million. Schedules will include construction of subbase and base layers of the pavement section. Design will include installation of underdrains and infield storm drainage. Electrical items crossing under the proposed pavements will be installed as part of this project.

Schedule 1

Schedule 1 will include work elements along future Runway 12/30. Work elements include the construction of subbase course, base course, grading and drainage, underdrain installation, storm drainage installation and electrical crossings developed under the 60% Overall Design Package and 95% Runway Relocation Design. The schedule will include work in the amount of \$5 million.

Schedule 2

Schedule 2 will include work elements along future Runway 12/30. Work elements include the construction of subbase course, base course, grading and drainage, underdrain installation, storm drainage installation and electrical crossings developed under the 60% Overall Design Package and 95% Runway Relocation Design. The schedule will include work in the amount of \$5 million.

Schedule 3

Schedule 3 will include work elements along future Taxiway A and Taxiway connectors A1 and A2. Work elements include the construction of subbase course, base course, grading and drainage, underdrain installation, storm drainage installation and electrical crossings developed under the 60% Overall Design Package and 95% Runway Relocation Design. The schedule will include work in the amount of \$5 million.

Assumptions include:

- Overall 60% design and 95% Runway Relocation Design will be utilized to provide significant components of design analysis.
- Pavement design report developed in Task 2023-03 will be used.
- Effort is expected to involve a 11-month construction window beginning in the summer of 2024 and finishing late spring 2025.
- The design will include permitting submittal to City of Grand Junction, Mesa County Public Works Stormwater Division and the State of Colorado Division of Water Resources, Office of

State Engineer. Review with the City of Grand Junction will require 9 months from the completion of the submittal. Final approval will not be provided until a contractor is award specific scope of work.

- Geotechnical recommendations established in the overall runway program and Task 2023-03.

It is expected that these schedules will be ready for bidding in August 2023 pending FAA funding. Schedules have been identified to be approximately \$5 million each for a total estimated package of \$15 million construction cost.

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

2023-05.1 Developmental Design (95%)

Methodology: The design direction developed in overall 60% design and 95% Runway Relocation Design as well as the subsequent improvement packages (FY 2021 Grading and Drainage Schedules 1,2&3, FY 2022 Grading and Drainage Schedule 4, FY 2023 Grading and Drainage Schedules 5,6&7) will serve as the starting point to develop a project specific design package for the FY 2023 Pavement Design.

The following items are planned to deliver a 95% level design:

- Survey control
Survey control was developed under 2023-03.
- 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.
- Develop package breakout into bidding schedules
- 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 95% 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. An unstamped draft will be submitted to GJRA, City of Grand Junction and Mesa County with the 95% design submittal for review.
- 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 Overview

The 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.

- Electrical
Identify electrical crossings under the future runway and taxiway connectors to be completed as part of this package.
- Prepare Project Specific Specification Adjustments
The CONSULTANT will prepare a Request for Project Specific Specification.

Meetings:

- The CONSULTANT will conduct six (6) 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.

2023-05.2 Prepare Plans (95%)

Methodology: The purpose of this subtask is to prepare a set of 95% 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.

| Sheet Label | Sheet Name | No. of Sheets |
|----------------------|--|---------------|
| <u>General:</u> | | |
| G-001 | Cover Sheet | 1 |
| G-002 | Sheet Index | 1 |
| G-003 | General Notes, Symbols, Legend & Abbreviations | 1 |
| G-021 | Project Layout Plan | 1 |
| G-041 | Survey Control Plan | 1 |
| G-081 | Construction Operations & Phasing Plan | 2 |
| G-082 | Construction Operations & Phasing Notes and Construction Matrix | 1 |
| <u>Geotechnical:</u> | | |
| B-051 | Plan of Soil Borings Locations | 4 |
| <u>Civil:</u> | | |
| <i>General</i> | | |
| C-001 | Erosion Control Plans | 4 |

| | | |
|------------------------|-------------------------------------|-----|
| C-010 | Erosion Control Details | 2 |
| D-001 | Demolition Plans | 8 |
| <i>Site</i> | | |
| C-101 | Grading & Drainage Plans | 8 |
| C-141 | Intersection Grading Details | 4 |
| C-201 | Plan & Profiles | 8 |
| C-301 | Typical Section | 2 |
| <i>Utilities</i> | | |
| C-401 | Utility Relocation Plan and Profile | 4 |
| C-501 | Utility Relocation Details | 1 |
| <i>Storm Drainage</i> | | |
| C-441 | Storm Drain Plan & Profiles | 4 |
| C-446 | Underdrain Plan and Profiles | 8 |
| C-451 | Drainage Details | 4 |
| <i>X-Sections</i> | | |
| C-901 | Cross Sections | 19 |
| <i>Electrical</i> | | |
| E-201 | Electrical Layout Plan | 8 |
| E-601 | Electrical Details | 4 |
| Total Estimated Sheets | | 100 |

2023-05.3 Prepare Contract Documents and Technical Specifications (95%)

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-154 Subbase Course
 - P-155 Lime-Treated Subgrade
 - P-156 Cement Treated Subgrade
 - P-209 Crushed Aggregate Base Course
 - P-602 Emulsified Asphalt Prime Coat
 - P-610 Concrete for Miscellaneous Structures
 - D-701 Pipe for Storm Drains and Culverts

| | |
|-------|---|
| D-705 | Pipe Underdrains for Airports |
| 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 CONSULTANT will calculate necessary quantities for the work items. Quantities will be consistent with the specifications and acceptable quantity calculation practices.

2023-05.4 Prepare Engineering Design Report and Construction Cost Estimate (95%)

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.

2023-05.5 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.

Result:

- The CONSULTANT will submit Construction Safety and Phasing Plan documents to GJRA and FAA Airports District Office (ADO) at 95% for review prior to uploading into the FAA OE/AAA System. The CSPP will be uploaded to the FAA OE/AAA system.

2023-05.6 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.

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 2023-

03.5 above.

2023-05.7 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 predesign teleconference is inclusive to Task 2023-03.
- 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 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 prepare meeting summaries for the predesign conference and design review meetings and provide to GJRA and the FAA.

2023-05.8 95% Design

Methodology: Based upon the feedback received in the review of the 65% 2024 Pavement and Subbase and Base Schedules 1/2/3, design development will move forward to 95% design. The 95% design package is intended to be 100% complete design for FAA and GJRA review.

The following services are required to complete the final design:

- Prepare Final Surface Drainage Analysis and Final Storm Drainage Design
The design models and designs will be advanced to a final design for the regional stormwater improvements included with this scope of services. 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.
- 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%

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 five (5) printed sets of the design review package which will include:
 - Review Plan set – 11"x17"
 - Contract Documents and Technical Specifications
 - Engineering Design Report
 - Draft Final Drainage Report
- The Consultant will prepare meeting minutes from the 95% design review meeting to document design direction revisions. Minutes will be distributed to meeting attendees and to those parties provided the 95% design package.

2023-05.9 Final Design

Methodology: Based upon the feedback received in the review of the FY 2024 Pavement Subbase and Base Schedules 1/2/3 95% Plans, documents will move forward to final design. Comments on the 95% design will be addressed and a final design package prepared.

The following services are required to complete the final design:

- Prepare Final Surface Drainage Analysis and Final Storm Drainage Design
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.
- Prepare and Submit Final Plans, Specifications and Contract Documents
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.

Result:

- The Consultant will provide five (5) printed sets of the design review package which will include:
 - Plan set – 11"x17"
 - Contract Documents and Technical Specifications
 - Engineering Design Report
 - Draft Final Drainage Report
 - Final Drainage Report
 - Construction Stormwater Management Plan

TASK 2023-06 FY 2024 PAVEMENT SUBBASE AND BASE SCHEDULES 1/2/3 BIDDING

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 three (3) schedules including grading, drainage, electrical, subbase course and base course.

This project will be funded by an FAA Airport Improvement Program (AIP) grant. Construction for the project is anticipated to begin in Summer of 2024.

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

2023-06.1 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.

2023-06.2 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.

2023-06.3 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.

2023-06.4 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.

2023-06.5 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.

2023-06.6 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.

2023-06.7 Bid Review and Bid Tabulation

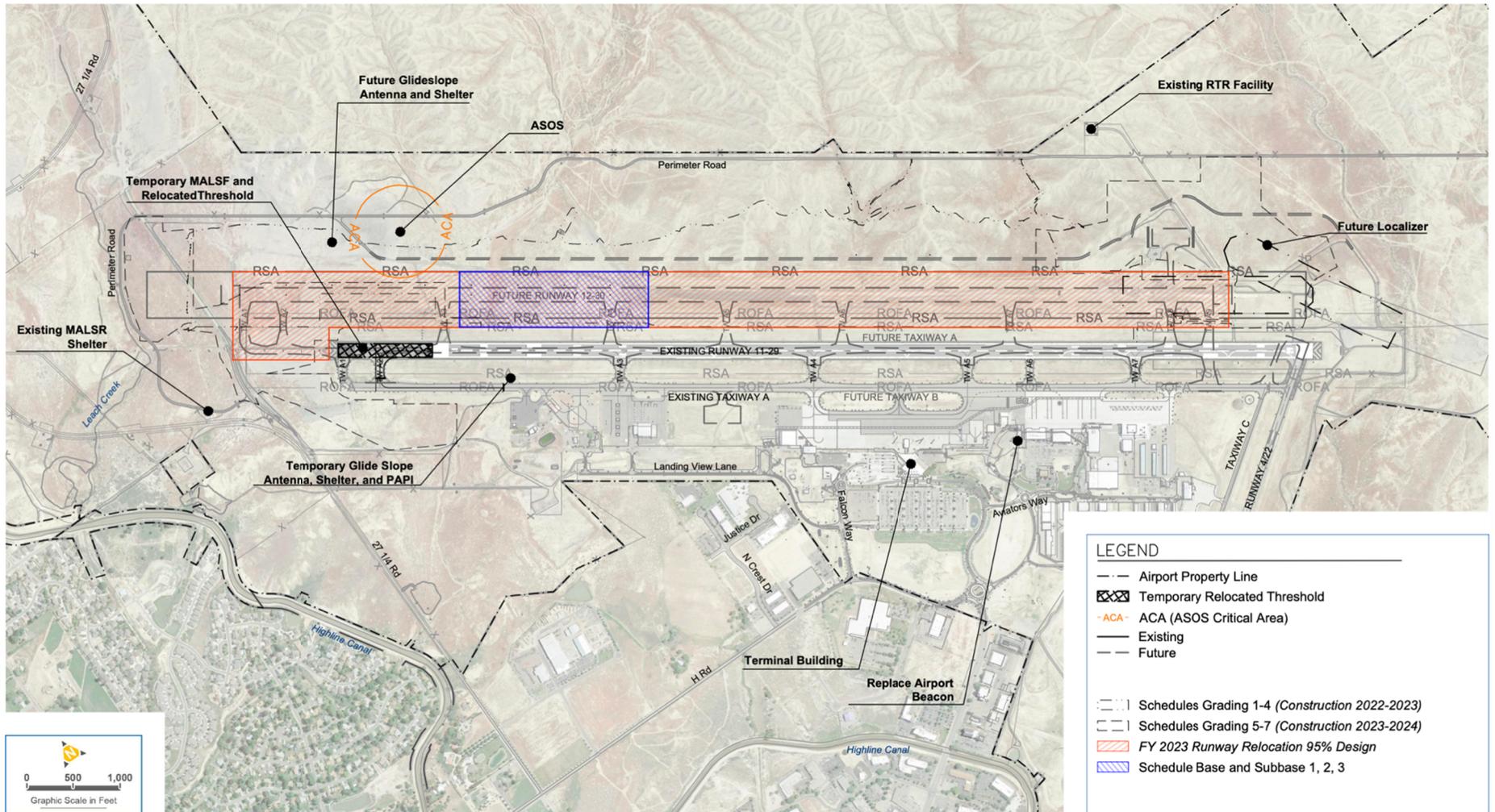
The CONSULTANT will advise SPONSOR as to the acceptability of any subcontractors, suppliers, and other persons and organizations proposed by the bidders and as to the acceptability of substitute materials and equipment proposed by bidders. The CONSULTANT will prepare a spreadsheet that includes all bid 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.

2023-06.8 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.



FY2023 Runway Relocation 95% Design



Grand Junction Regional Airport Authority

Agenda Item Summary

| | | | |
|-----------------|--|-----------------------------------|--|
| TOPIC: | Garver Task Order No. 10 – FY 2023 Pavement Design and Runway Replacement Program Coordination | | |
| PURPOSE: | Information <input type="checkbox"/> | Guidance <input type="checkbox"/> | Decision <input checked="" type="checkbox"/> |
| RECOMMENDATION: | Approve Garver Task Order No. 10 in the amount of \$292,000 to provide long-range program management support and FY 2023 Runway Pavement design coordination for the runway replacement program and authorize the Chairman 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 Authority in conjunction with the FY 2023 Runway Pavement design work to be performed by 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 (1) identifying the critical path schedule, safety and operational constraints, as well as (2) planning for financial funding constraints from the AIP program, and (3) reporting to staff, the Board, and the FAA.• 2023 Runway Pavement Design Coordination: this represents Garver’s quality control review, constructability analysis, and stakeholder coordination related to Mead & Hunt’s FY 2023 Pavement 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 Crawford, Murphy and Tilly, INC. 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: | Finance Director and Legal Counsel (Dan Reimer) | | |
| FISCAL IMPACT: | Total Cost - \$292,000 FAA funded through anticipated AIP grant – estimated amount of \$238,212 GJRAA Local AIP Grant Match & Ineligible Work - \$53,788 | | |
| ATTACHMENTS: | Garver Task Order No. 10 | | |
| STAFF CONTACT: | Travis Boyd Office: 970-248-8581 tboyd@gairport.com | | |



TASK ORDER NO. 10
Program Manager Professional Services Agreement
Grand Junction Regional Airport Authority
Project No. 23A25300

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**” or “**Engineer**”) in accordance with the provisions of the PROGRAM MANAGER PROFESSIONAL SERVICES AGREEMENT 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 2023 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 a 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 2023 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 the Authority. Such documents or data will be returned upon completion of the Services or at the request of the 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 the 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, the Authority has contracted with, on the 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 Exhibit 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 **\$292,000.00**. For informational purposes, a breakdown of Garver's estimated cost is included herein with approximate current hourly rates for each employee classification. The rates shown in Exhibit B will be increased annually with the first increase effective on or about July 1, 2023. Notwithstanding the foregoing, Garver shall be entitled, in its sole discretion, to substitute a more qualified person (e.g., C-4) with a less qualified person (e.g., C-1); provided however, in such event Garver shall only be entitled to payment at the lesser rate.

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 the Authority notice when Garver is within ten percent (10%) of the not-to-exceed amount. In which event, the 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 – EXHIBITS

- 3.1 The following Exhibits are attached to and made a part of this Task Order:
 - 3.1.1 Exhibit A – Scope of Services
 - 3.1.2 Exhibit B – Hourly Rates & Fee Spreadsheet

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: _____
Signature

Name: _____
Printed Name

Name: Colin Bible
Printed Name

Title: _____

Title: Senior Project Manager

Date: _____

Date: _____

Attest: _____

Attest: _____



EXHIBIT A SCOPE OF SERVICES

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 **FY 2023 Runway Design Coordination**.

1. LONG-RANGE PROGRAM MANAGEMENT

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

1.2. Define Program Constraints and Scheduling

1.2.1. 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. FY 2023 RUNWAY DESIGN COORDINATION

2.1. Garver will provide services to support the FY 2023 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.

3. PROJECT DELIVERABLES

3.1. The following deliverables will be submitted to the Client. Unless otherwise noted below, all deliverables shall be electronic.

- Project Schedules, Project Cost, and CIP updates
- 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
- Other electronic files as requested.

4. ADDITIONAL SERVICES

4.1. The following items are not included under this agreement but will be considered as additional services to be added under Amendment if requested by the Owner.

- Design of work related to the Runway Program.
- Submittals or deliverables in addition to those listed herein.
- Design of any utilities relocation.



- Retaining walls or other significant structural design.
- 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.
- Construction materials testing.
- Environmental Handling and Documentation, including wetlands identification or mitigation plans or other work related to environmentally or historically (culturally) significant items.
- Coordination with FEMA and preparation/submittal of a CLOMR and/or LOMR.

5. SCHEDULE

5.1. Garver shall begin work under this Agreement within ten (10) days of execution of this Agreement 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 2023 Runway Design Coordination | As needed |



Exhibit B
Grand Junction Regional Airport Authority
FY 2023 Runway Program Management
Garver Hourly Rate Schedule: July 2022 - June 2023

| Classification | Rates | Classification | Rates |
|---------------------------------|-----------|------------------------------------|-----------|
| Engineers / Architects | | Resource Specialists | |
| E-1 | \$ 147.00 | RS-1 | \$ 106.00 |
| E-2 | \$ 174.00 | RS-2 | \$ 147.00 |
| E-3 | \$ 204.00 | RS-3 | \$ 207.00 |
| E-4 | \$ 241.00 | RS-4 | \$ 271.00 |
| E-5 | \$ 296.00 | RS-5 | \$ 339.00 |
| E-6 | \$ 366.00 | RS-6 | \$ 398.00 |
| E-7 | \$ 420.00 | RS-7 | \$ 453.00 |
| Planners | | Environmental Specialists | |
| P-1 | \$ 178.00 | ES-1 | \$ 106.00 |
| P-2 | \$ 211.00 | ES-2 | \$ 140.00 |
| P-3 | \$ 240.00 | ES-3 | \$ 170.00 |
| P-4 | \$ 270.00 | ES-4 | \$ 211.00 |
| P-5 | \$ 304.00 | ES-5 | \$ 264.00 |
| Designers | | ES-6 | \$ 323.00 |
| D-1 | \$ 133.00 | ES-7 | \$ 405.00 |
| D-2 | \$ 150.00 | ES-8 | \$ 455.00 |
| D-3 | \$ 178.00 | Project Controls | |
| D-4 | \$ 208.00 | PC-1 | \$ 110.00 |
| Technicians | | PC-2 | \$ 150.00 |
| T-1 | \$ 114.00 | PC-3 | \$ 191.00 |
| T-2 | \$ 154.00 | PC-4 | \$ 245.00 |
| T-3 | \$ 167.00 | PC-5 | \$ 299.00 |
| T-4 | \$ 180.00 | PC-6 | \$ 365.00 |
| Surveyors | | PC-7 | \$ 455.00 |
| S-1 | \$ 68.00 | Administration / Management | |
| S-2 | \$ 81.00 | AM-1 | \$ 86.00 |
| S-3 | \$ 112.00 | AM-2 | \$ 109.00 |
| S-4 | \$ 153.00 | AM-3 | \$ 174.00 |
| S-5 | \$ 202.00 | AM-4 | \$ 205.00 |
| S-6 | \$ 236.00 | AM-5 | \$ 216.00 |
| 2-Man Crew (Survey) | \$ 257.00 | AM-6 | \$ 256.00 |
| 3-Man Crew (Survey) | \$ 311.00 | AM-7 | \$ 303.00 |
| 2-Man Crew (GPS Survey) | \$ 304.00 | M-1 | \$ 420.00 |
| 3-Man Crew (GPS Survey) | \$ 357.00 | | |
| Construction Observation | | | |
| C-1 | \$ 125.00 | | |
| C-2 | \$ 158.00 | | |
| C-3 | \$ 190.00 | | |
| C-4 | \$ 246.00 | | |
| C-5 | \$ 283.00 | | |

Exhibit B

Grand Junction Regional Airport Authority FY 2023 Runway Program Management

FEE SUMMARY

| | |
|--|-----------------------|
| Long-Range Program Management | Estimated Fees |
| Define Program Constraints and Scheduling | \$ 109,688.00 |
| Define Program Constraints and Scheduling - Ineligible | \$ 2,212.00 |
| Subtotal for Long-Range Program Management | \$ 111,900.00 |
| FY 2023 Runway Design Coordination | Estimated Fees |
| FY 2023 Runway Design Coordination | \$ 154,992.00 |
| FY 2023 Runway Design Coordination - Ineligible | \$ 25,108.00 |
| Subtotal for FY 2023 Runway Design Coordination | \$ 180,100.00 |
| TOTAL ALL SERVICES | \$ 292,000.00 |

Exhibit B

**Grand Junction Regional Airport Authority
FY 2023 Runway Program Management**

FY 2023 Runway Design Coordination

| WORK TASK DESCRIPTION | E-5 | E-4 | E-2 | C-3 | AM-2 |
|---|------------|-----------|------------|-----------|-----------|
| | hr | hr | hr | hr | hr |
| 1. Project Management | | | | | |
| Administration and Coordination (1 hour/week for 24 weeks) | 12 | | | | 4 |
| Quality Control Review (65% Submittal) | | | | | |
| Quality Control Review (95% Submittal) | | | | | |
| Final Drainage Report Analysis | 4 | 8 | 20 | | |
| Constructability Analysis | 6 | 4 | 20 | 20 | |
| Operational Impact Analysis | 6 | 6 | 16 | | |
| Permitting Coordination Meetings (3 Meetings) | 12 | | 12 | | |
| Coordination with FAA ADO | 24 | | 12 | | |
| Coordination with GJT Administration (1 hr/week for 40 weeks) | 40 | | 20 | | |
| Coordination with GJT regarding operational impacts | 16 | | 8 | | |
| Coordination with GJT ATC regarding operational impacts | 8 | | 8 | | |
| Coordination with Airlines regarding operational impacts (5 meetings) | 20 | | 20 | | |
| Coordination with FAA Flight Procedures and Engineering Services (monthly teleconference) | 8 | | 8 | | |
| Coordination with FAA Flight Procedures and Engineering Services (3 meetings) | 24 | | 24 | | |
| Coordination with National Weather Service (monthly teleconference) | 12 | | 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 | | 20 |
| Attend Weekly Progress Meetings (1 hr/week for 40 weeks) | 40 | | 20 | | |
| Attend In-person monthly progress meetings (8 meetings) | 32 | | 32 | | |
| | | | | | |
| Subtotal - Project Management | 312 | 18 | 260 | 20 | 24 |

Hours **312 18 260 20 24**

SUBTOTAL - SALARIES: **\$148,346.00**

DIRECT NON-LABOR EXPENSES

| | |
|---|------------|
| Document Printing/Reproduction/Assembly | \$55.00 |
| Postage/Freight/Courier | \$22.00 |
| Office Supplies/Equipment | \$34.00 |
| Computer Modeling/Software Use | \$35.00 |
| Travel Costs | \$6,500.00 |

SUBTOTAL - DIRECT NON-LABOR EXPENSES: **\$6,646.00**

SUBTOTAL: **\$154,992.00**

SUBCONSULTANTS FEE: **\$0.00**

TOTAL FEE: **\$154,992.00**

Exhibit B

**Grand Junction Regional Airport Authority
FY 2023 Runway Program Management**

FY 2023 Runway Design Coordination - Ineligible

| WORK TASK DESCRIPTION | E-5 | E-4 | E-2 | C-3 | AM-2 |
|---|-----------|-----------|-----------|----------|----------|
| | hr | hr | hr | hr | hr |
| 1. Project Management | | | | | |
| Administration and Coordination (1 hour/week for 24 weeks) | 12 | | | | 4 |
| Quality Control Review (65% Submittal) | 8 | 8 | 32 | | |
| Quality Control Review (95% Submittal) | 8 | 8 | 40 | | |
| Final Drainage Report Analysis | | | | | |
| Constructability Analysis | | | | | |
| Operational Impact Analysis | | | | | |
| Permitting Coordination Meetings (3 Meetings) | | | | | |
| Coordination with FAA ADO | | | | | |
| Coordination with GJT Administration (1 hr/week for 40 weeks) | | | | | |
| Coordination with GJT regarding operational impacts | | | | | |
| Coordination with GJT ATC regarding operational impacts | | | | | |
| Coordination with Airlines regarding operational impacts (5 meetings) | | | | | |
| Coordination with FAA Flight Procedures and Engineering Services (monthly teleconference) | | | | | |
| Coordination with FAA Flight Procedures and Engineering Services (3 meetings) | | | | | |
| Coordination with National Weather Service (monthly teleconference) | | | | | |
| Prepare monthly invoices and project cost summaries for FAA Request for Reimbursement | | | | | |
| Schedule Updates (1 hr/week for 40 weeks) | | | | | |
| Attend Weekly Progress Meetings (1 hr/week for 40 weeks) | | | | | |
| Attend In-person monthly progress meetings (8 meetings) | | | | | |
| | | | | | |
| Subtotal - Project Management | 28 | 16 | 72 | 0 | 4 |

Hours **28 16 72 0 4**

SUBTOTAL - SALARIES: **\$25,108.00**

DIRECT NON-LABOR EXPENSES

| | |
|---|--------|
| Document Printing/Reproduction/Assembly | \$0.00 |
| Postage/Freight/Courier | \$0.00 |
| Office Supplies/Equipment | \$0.00 |
| Computer Modeling/Software Use | \$0.00 |
| Travel Costs | \$0.00 |

SUBTOTAL - DIRECT NON-LABOR EXPENSES: **\$0.00**

SUBTOTAL: **\$25,108.00**

SUBCONSULTANTS FEE: **\$0.00**

TOTAL FEE: **\$25,108.00**



GRAND JUNCTION REGIONAL AIRPORT

January 2023
DATA & STATISTICS

Total Passenger Enplanements



| 2023 | Allegiant (LAX, AZA, LAS) | American (DFW, PHX) | Delta (SLC) | Frontier (DEN) | United (DEN) | Charters | Total | Annual Inc/Dec |
|--------------|---------------------------|---------------------|-------------|----------------|--------------|----------|---------------|----------------|
| JAN | 932 | 8,545 | 0 | 0 | 7,110 | 0 | 16,587 | ↑ 13.0% |
| FEB | | | | | | | 0 | |
| MAR | | | | | | | 0 | |
| APR | | | | | | | 0 | |
| MAY | | | | | | | 0 | |
| JUN | | | | | | | 0 | |
| JUL | | | | | | | 0 | |
| AUG | | | | | | | 0 | |
| SEP | | | | | | | 0 | |
| OCT | | | | | | | 0 | |
| NOV | | | | | | | 0 | |
| DEC | | | | | | | 0 | |
| TOTAL | 932 | 8,545 | - | - | 7,110 | - | 16,587 | |
| Market Share | 6% | 52% | 0% | 0% | 43% | 0% | 100% | |

| 2022 | Allegiant (LAX, AZA, LAS) | American (DFW, PHX) | Delta (SLC) | Frontier (DEN) | United (DEN) | Charters | Total |
|--------------|---------------------------|---------------------|-------------|----------------|---------------|------------|----------------|
| JAN | 2,180 | 7,420 | 975 | 88 | 4,013 | - | 14,676 |
| FEB | 2,220 | 7,199 | - | - | 5,637 | - | 15,056 |
| MAR | 2,327 | 7,540 | - | - | 8,108 | 177 | 18,152 |
| APR | 1,240 | 9,790 | - | 131 | 8,083 | - | 19,244 |
| MAY | 1,142 | 9,582 | - | 435 | 9,064 | 94 | 20,317 |
| JUN | 1,764 | 9,237 | - | 369 | 7,980 | - | 19,350 |
| JUL | 2,710 | 9,019 | - | 560 | 8,302 | - | 20,591 |
| AUG | 1,764 | 9,669 | - | 246 | 8,421 | - | 20,100 |
| SEP | 1,185 | 10,932 | - | - | 9,860 | - | 21,977 |
| OCT | 1,206 | 11,578 | - | - | 10,743 | - | 23,527 |
| NOV | 1,039 | 10,744 | - | - | 7,483 | - | 19,266 |
| DEC | 1,034 | 8,335 | - | - | 7,157 | - | 16,526 |
| TOTAL | 19,811 | 111,045 | 975 | 1,829 | 94,851 | 271 | 228,782 |
| Market Share | 8.66% | 48.54% | 0.43% | 0.80% | 41.46% | 0.12% | 100.00% |

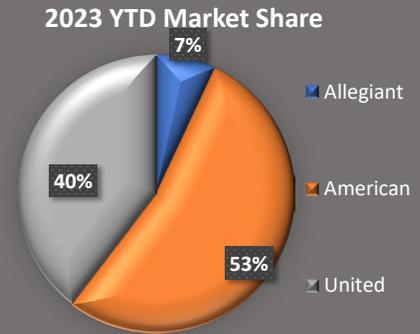
Total Passenger Deplanements



| 2023 | Allegiant (LAX, AZA, LAS) | American (DFW, PHX) | Delta (SLC) | Frontier (DEN) | United (DEN) | Charters | Total | Annual Inc/Dec |
|--------------|---------------------------|---------------------|-------------|----------------|--------------|----------|---------------|----------------|
| JAN | 900 | 8,617 | 131 | 0 | 9,727 | 0 | 19,375 | ↑ 27.1% |
| FEB | | | | | | | 0 | |
| MAR | | | | | | | 0 | |
| APR | | | | | | | 0 | |
| MAY | | | | | | | 0 | |
| JUN | | | | | | | 0 | |
| JUL | | | | | | | 0 | |
| AUG | | | | | | | 0 | |
| SEP | | | | | | | 0 | |
| OCT | | | | | | | 0 | |
| NOV | | | | | | | 0 | |
| DEC | | | | | | | 0 | |
| TOTAL | 900 | 8,617 | 131 | - | 9,727 | - | 19,375 | |
| Market Share | 4.65% | 44.47% | 0.68% | 0.00% | 50.20% | 0.00% | 100.00% | |

| 2022 | Allegiant (LAX, AZA, LAS) | American (DFW, PHX) | Delta (SLC) | Frontier (DEN) | United (DEN) | Charters | Total |
|--------------|---------------------------|---------------------|--------------|----------------|---------------|------------|----------------|
| JAN | 2,141 | 7,474 | 874 | 69 | 4,682 | 0 | 15,240 |
| FEB | 2,066 | 7,829 | 147 | 0 | 7,404 | 181 | 17,627 |
| MAR | 2,135 | 7,527 | 81 | 0 | 9,341 | 0 | 19,084 |
| APR | 1,270 | 9,715 | 0 | 133 | 7,823 | 0 | 18,941 |
| MAY | 1,154 | 9,654 | 0 | 423 | 8,790 | 67 | 20,088 |
| JUN | 1,727 | 8,858 | 0 | 407 | 8,145 | 0 | 19,137 |
| JUL | 2,633 | 8,617 | 0 | 624 | 8,136 | 0 | 20,010 |
| AUG | 1,763 | 9,173 | 0 | 242 | 8,414 | 0 | 19,592 |
| SEP | 1,083 | 10,525 | 0 | 0 | 10,147 | 0 | 21,755 |
| OCT | 1,165 | 10,457 | 0 | 0 | 10,702 | 0 | 22,324 |
| NOV | 1,071 | 10,341 | 0 | 0 | 7,724 | 0 | 19,136 |
| DEC | 989 | 9,205 | 0 | 0 | 8,132 | 0 | 18,326 |
| TOTAL | 19,197 | 109,375 | 1,102 | 1,898 | 99,440 | 248 | 231,260 |
| Market Share | 8.30% | 47.30% | 0.48% | 0.82% | 43.00% | 0.11% | 100.00% |

Scheduled Capacity



| 2022 | Allegiant (LAX, AZA, LAS) | American (DFW, PHX) | Delta (SLC) | Frontier (DEN) | United (DEN) | Charters | Total | Annual Inc/Dec |
|--------------|---------------------------|---------------------|-------------|----------------|--------------|----------|---------------|----------------|
| JAN | 1,446 | 11,096 | 0 | 0 | 8,230 | 0 | 20,772 | ↑ 2.5% |
| FEB | | | | | | | 0 | |
| MAR | | | | | | | 0 | |
| APR | | | | | | | 0 | |
| MAY | | | | | | | 0 | |
| JUN | | | | | | | 0 | |
| JUL | | | | | | | 0 | |
| AUG | | | | | | | 0 | |
| SEP | | | | | | | 0 | |
| OCT | | | | | | | 0 | |
| NOV | | | | | | | 0 | |
| DEC | | | | | | | 0 | |
| TOTAL | 1,446 | 11,096 | - | - | 8,230 | - | 20,772 | |
| Market Share | 6.96% | 53.42% | 0.00% | - | 39.62% | 0.00% | 100.00% | |

| 2022 | Allegiant (LAX, AZA, LAS) | American (DFW, PHX) | Delta (SLC) | Frontier (DEN) | United (DEN) | Charters | Total |
|--------------|---------------------------|---------------------|--------------|----------------|----------------|------------|----------------|
| JAN | 4,599 | 9,766 | 1,300 | 180 | 4,416 | 0 | 20,261 |
| FEB | 3,246 | 8,848 | 0 | 0 | 6,592 | 0 | 18,686 |
| MAR | 2,862 | 8,044 | 0 | 0 | 9,598 | 0 | 20,504 |
| APR | 1,779 | 10,999 | 0 | 558 | 8,790 | 0 | 22,126 |
| MAY | 1,434 | 10,571 | 0 | 1,488 | 10,206 | 186 | 23,885 |
| JUN | 2,202 | 10,468 | 0 | 1,116 | 8,490 | 0 | 22,276 |
| JUL | 3,078 | 10,693 | 0 | 1,488 | 9,498 | 0 | 24,757 |
| AUG | 2,274 | 11,980 | 0 | 558 | 10,158 | 0 | 24,970 |
| SEP | 1,425 | 12,677 | 0 | 0 | 12,676 | 0 | 26,778 |
| OCT | 1,545 | 12,762 | 0 | 0 | 11,562 | 0 | 25,869 |
| NOV | 1,362 | 13,717 | 0 | 0 | 10,266 | 0 | 25,345 |
| DEC | 1,494 | 12,587 | 0 | 0 | 10,770 | 0 | 24,851 |
| TOTAL | 27,300 | 133,112 | 1,300 | 5,388 | 113,022 | 186 | 280,308 |
| Market Share | 9.74% | 47.49% | 0.46% | | 40.32% | 0.07% | 98.08% |

Load Factor

*Includes Scheduled Flights ONLY



| 2023 | Allegiant (LAX, AZA, LAS) | American (DFW, PHX) | Delta (SLC) | Frontier (DEN) | United (DEN) | Total | Annual Inc/Dec |
|--------------|---------------------------|---------------------|-------------|----------------|--------------|------------|----------------|
| JAN | 64% | 77% | 0% | 0% | 86% | 80% | ↑ 7% |
| FEB | | | | | | | |
| MAR | | | | | | | |
| APR | | | | | | | |
| MAY | | | | | | | |
| JUN | | | | | | | |
| JUL | | | | | | | |
| AUG | | | | | | | |
| SEP | | | | | | | |
| OCT | | | | | | | |
| NOV | | | | | | | |
| DEC | | | | | | | |
| TOTAL | 64% | 77% | 0% | 0% | 86% | 80% | |

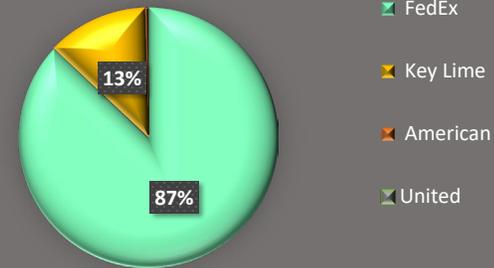
| 2022 | Allegiant (SNA, AZA, LAS) | American (DFW, PHX, LAX) | Delta (SLC) | Frontier (DEN) | United (DEN) | Total |
|--------------|---------------------------|--------------------------|-------------|----------------|--------------|------------|
| JAN | 47% | 79% | 75% | 49% | 91% | 72% |
| FEB | 68% | 81% | 0% | 0% | 85% | 81% |
| MAR | 81% | 88% | 0% | 0% | 84% | 89% |
| APR | 70% | 89% | 0% | 23% | 92% | 87% |
| MAY | 80% | 91% | 0% | 29% | 89% | 85% |
| JUN | 80% | 87% | 0% | 33% | 84% | 87% |
| JUL | 88% | 84% | 0% | 38% | 87% | 83% |
| AUG | 78% | 79% | 0% | 44% | 83% | 80% |
| SEP | 83% | 86% | 0% | 0% | 86% | 82% |
| OCT | 78% | 91% | 0% | 0% | 93% | 91% |
| NOV | 76% | 78% | 0% | 0% | 86% | 76% |
| DEC | 69% | 66% | 0% | 0% | 83% | 67% |
| TOTAL | 73% | 83% | 73% | 83% | 84% | 82% |

2023 Enplaned and Deplaned Airfreight - Lbs

2023 Market Share

| 2023 YTD | |
|------------------|---------|
| Enplaned Freight | 276,524 |
| Deplaned Freight | 448,368 |

| 2022 YTD | |
|------------------|---------|
| Enplaned Freight | 304,363 |
| Deplaned Freight | 352,484 |



| Enplaned | FedEx | Key Lime | American | United | Total | YTD Total | Annual Inc/Dec |
|--------------|----------------|---------------|----------|-----------|----------------|----------------|----------------|
| JAN | 250,575 | 25,894 | - | 55 | 276,524 | 276,524 | ↓ -9.1% |
| FEB | | | | | - | | |
| MAR | | | | | - | | |
| APR | | | | | - | | |
| MAY | | | | | - | | |
| JUN | | | | | - | | |
| JUL | | | | | - | | |
| AUG | | | | | - | | |
| SEP | | | | | - | | |
| OCT | | | | | - | | |
| NOV | | | | | - | | |
| DEC | | | | | - | | |
| TOTAL | 250,575 | 25,894 | - | 55 | 276,524 | 276,524 | |
| Market Share | 90.62% | 9.36% | 0.00% | 0.02% | 100.00% | | |

| Deplaned | FedEx | Key Lime | American | United | Total | YTD Total | Month over Month Inc/Dec |
|--------------|----------------|---------------|--------------|------------|----------------|----------------|--------------------------|
| JAN | 380,660 | 64,871 | 2,732 | 105 | 448,368 | 448,368 | ↑ 27.2% |
| FEB | | | | | - | | |
| MAR | | | | | - | | |
| APR | | | | | - | | |
| MAY | | | | | - | | |
| JUN | | | | | - | | |
| JUL | | | | | - | | |
| AUG | | | | | - | | |
| SEP | | | | | - | | |
| OCT | | | | | - | | |
| NOV | | | | | - | | |
| DEC | | | | | - | | |
| TOTAL | 380,660 | 64,871 | 2,732 | 105 | 448,368 | 448,368 | |
| Market Share | 84.90% | 14.47% | 0.61% | 0.02% | 100.00% | | |

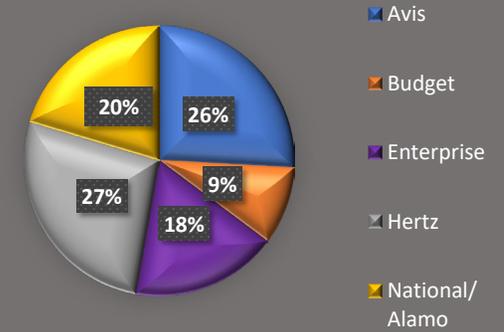
2023 Aircraft Operations

| 2023 | Itinerant | | | | | LOCAL | | | TOTAL |
|-----------------|---------------|---------------|------------------|---------------|-----------------|----------------|-------------------|--------------|--------------|
| | Air Carrier | Air Taxi | General Aviation | Military | TOTAL ITINERANT | Local Civilian | Local Military | TOTAL LOCAL | |
| JAN | 625 | 647 | 1,410 | 74 | 2,756 | 1,278 | 20 | 1,298 | 4,054 |
| FEB | | | | | 0 | | | 0 | 0 |
| MAR | | | | | 0 | | | 0 | 0 |
| APR | | | | | 0 | | | 0 | 0 |
| MAY | | | | | 0 | | | 0 | 0 |
| JUN | | | | | 0 | | | 0 | 0 |
| JUL | | | | | 0 | | | 0 | 0 |
| AUG | | | | | 0 | | | 0 | 0 |
| SEP | | | | | 0 | | | 0 | 0 |
| OCT | | | | | 0 | | | 0 | 0 |
| NOV | | | | | 0 | | | 0 | 0 |
| DEC | | | | | 0 | | | 0 | 0 |
| TOTAL | 625 | 647 | 1,410 | 74 | 2,756 | 1,278 | 20 | 1,298 | 4,054 |
| Historical Data | 2018 | 2019 | 2020 | 2021 | 2022 | 2023 | 2022-2023 Inc/Dec | | |
| JAN | 3,320 | 3,425 | 3,713 | 4,904 | 4,477 | 4,054 | ↓ -9.45% | | |
| FEB | 2,945 | 3,473 | 4,378 | 4,195 | 4,672 | - | | | |
| MAR | 3,931 | 4,119 | 3,241 | 4,710 | 4,636 | - | | | |
| APR | 3,670 | 3,378 | 2,436 | 4,238 | 4,357 | - | | | |
| MAY | 3,908 | 4,075 | 3,826 | 4,514 | 5,235 | - | | | |
| JUN | 4,287 | 4,293 | 4,588 | 5,000 | 4,785 | - | | | |
| JUL | 5,195 | 4,348 | 4,784 | 5,014 | 4,039 | - | | | |
| AUG | 5,139 | 4,256 | 5,436 | 4,858 | 4,983 | - | | | |
| SEP | 4,161 | 3,941 | 4,777 | 5,355 | 4,890 | - | | | |
| OCT | 4,600 | 4,004 | 5,216 | 5,095 | 5,171 | - | | | |
| NOV | 4,092 | 3,811 | 4,612 | 4,841 | 3,974 | - | | | |
| DEC | 3,612 | 4,216 | 4,532 | 4,269 | 3,746 | - | | | |
| TOTAL | 48,860 | 47,339 | 51,539 | 56,993 | 54,965 | 4,054 | | | |

2023 Rental Car Revenues



2023 Market Share



| 2023 | Avis | Budget | Enterprise | Hertz | National/ Alamo | Total | YTD Total | Annual YTD Inc/Dec |
|--------------|----------------|---------------|----------------|----------------|-----------------|----------------|----------------|--------------------|
| JAN | 181,827 | 65,487 | 123,652 | 188,798 | 143,046 | 702,810 | 702,810 | ↑ 2.0% |
| FEB | | | | | | 0 | | |
| MAR | | | | | | 0 | | |
| APR | | | | | | 0 | | |
| MAY | | | | | | 0 | | |
| JUN | | | | | | 0 | | |
| JUL | | | | | | 0 | | |
| AUG | | | | | | 0 | | |
| SEP | | | | | | 0 | | |
| OCT | | | | | | 0 | | |
| NOV | | | | | | 0 | | |
| DEC | | | | | | 0 | | |
| TOTAL | 181,827 | 65,487 | 123,652 | 188,798 | 143,046 | 702,810 | 702,810 | |
| Market Share | 25.87% | 9.32% | 17.59% | 26.86% | 20.35% | 100.00% | | |

| 2022 | Avis | Budget | Enterprise | Hertz | National/ Alamo | Total | YTD Total |
|--------------|------------------|------------------|------------------|------------------|------------------|-------------------|------------|
| JAN | 176,166 | 89,345 | 95,880 | 224,219 | 103,471 | 689,081 | 689,081 |
| FEB | 143,863 | 96,759 | 72,822 | 214,043 | 93,316 | 620,803 | 1,309,884 |
| MAR | 240,024 | 122,561 | 88,755 | 319,526 | 126,531 | 897,398 | 2,207,282 |
| APR | 227,825 | 135,356 | 118,265 | 321,883 | 149,140 | 952,468 | 3,159,751 |
| MAY | 253,564 | 154,634 | 139,193 | 388,020 | 159,108 | 1,094,518 | 4,254,269 |
| JUN | 307,601 | 188,738 | 141,273 | 410,136 | 176,650 | 1,224,398 | 5,478,667 |
| JUL | 291,685 | 163,564 | 133,813 | 412,711 | 162,717 | 1,164,489 | 6,643,157 |
| AUG | 272,047 | 144,127 | 119,251 | 386,339 | 141,719 | 1,063,483 | 7,706,640 |
| SEP | 279,133 | 162,152 | 169,651 | 350,376 | 165,881 | 1,127,193 | 8,833,832 |
| OCT | 305,409 | 150,280 | 206,331 | 378,976 | 227,963 | 1,268,961 | 10,102,793 |
| NOV | 163,151 | 72,511 | 148,808 | 253,682 | 143,677 | 781,830 | 10,884,623 |
| DEC | 125,971 | 54,498 | 132,123 | 193,037 | 127,754 | 633,383 | 11,518,006 |
| TOTAL | 2,786,439 | 1,534,525 | 1,566,164 | 3,852,949 | 1,777,929 | 11,518,006 | |
| Market Share | 24.19% | 13.32% | 13.60% | 33.45% | 15.44% | 100.00% | |

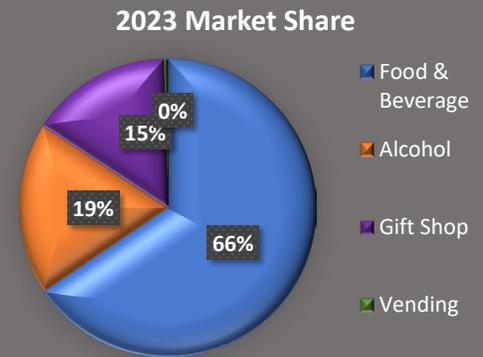
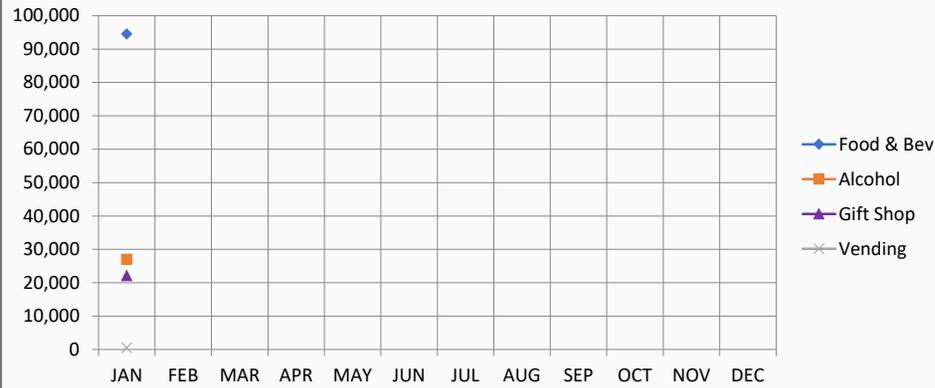
2023 Parking Revenues



| 2023 | Gross Revenue | Transactions | YTD Gross Revenue | YTD Transactions | Revenue per Transaction | Annual YTD Inc/Dec |
|--------------|----------------|--------------|-------------------|------------------|-------------------------|--------------------|
| JAN | 182,662 | 6,875 | 182,662 | 6,875 | \$ 26.57 | ↑ 31.1% |
| FEB | | | | | | |
| MAR | | | | | | |
| APR | | | | | | |
| MAY | | | | | | |
| JUN | | | | | | |
| JUL | | | | | | |
| AUG | | | | | | |
| SEP | | | | | | |
| OCT | | | | | | |
| NOV | | | | | | |
| DEC | | | | | | |
| TOTAL | 182,662 | 6,875 | 182,662 | 6,875 | \$ 26.57 | |

| 2022 | Gross Revenue | Transactions | YTD Gross Revenue | YTD Transactions | Revenue per Transaction |
|--------------|------------------|---------------|-------------------|------------------|-------------------------|
| JAN | 121,929 | 6,017 | 121,929 | 6,017 | \$ 20.26 |
| FEB | 122,490 | 5,838 | 244,419 | 11,855 | \$ 20.98 |
| MAR | 132,255 | 6,876 | 376,674 | 18,731 | \$ 19.23 |
| APR | 144,445 | 7,116 | 521,119 | 25,847 | \$ 20.30 |
| MAY | 156,412 | 7,935 | 677,531 | 33,782 | \$ 19.71 |
| JUN | 123,087 | 7,568 | 800,618 | 41,350 | \$ 16.26 |
| JUL | 137,341 | 8,201 | 937,959 | 49,551 | \$ 16.75 |
| AUG | 145,288 | 8,109 | 1,083,247 | 57,660 | \$ 17.92 |
| SEP | 153,041 | 8,447 | 1,236,288 | 66,107 | \$ 18.12 |
| OCT | 178,323 | 8,716 | 1,414,611 | 74,823 | \$ 20.46 |
| NOV | 202,956 | 7,939 | 1,617,567 | 82,762 | \$ 25.56 |
| DEC | 166,129 | 7,221 | 1,783,696 | 89,983 | \$ 23.01 |
| TOTAL | 1,783,696 | 89,983 | 1,783,696 | 89,983 | \$ 19.82 |

2023 Terminal Concessions Revenues



| 2022 | Food & Beverage | Alcohol | Gift Shop | Vending | Total | Annual Inc/Dec |
|--------------|-----------------|---------------|---------------|------------|----------------|----------------|
| JAN | 94,581 | 27,001 | 22,149 | 542 | \$ 144,273 | ↑ 63.8% |
| FEB | | | | | | |
| MAR | | | | | | |
| APR | | | | | | |
| MAY | | | | | | |
| JUN | | | | | | |
| JUL | | | | | | |
| AUG | | | | | | |
| SEP | | | | | | |
| OCT | | | | | | |
| NOV | | | | | | |
| DEC | | | | | | |
| TOTAL | 94,581 | 27,001 | 22,149 | 542 | 144,273 | -91% |

| 2022 | Food & Beverage | Alcohol | Gift Shop | Vending | Total |
|--------------|-----------------|----------------|----------------|---------------|------------------|
| JAN | 51,472 | 20,758 | 12,776 | 3,070 | \$ 88,076 |
| FEB | 58,525 | 24,891 | 15,427 | 2,525 | \$ 101,369 |
| MAR | 65,297 | 28,772 | 18,980 | 2,206 | \$ 115,255 |
| APR | 60,875 | 34,303 | 21,927 | 2,208 | \$ 119,314 |
| MAY | 58,830 | 32,478 | 25,633 | 2,317 | \$ 119,257 |
| JUN | 58,144 | 27,597 | 24,343 | 2,305 | \$ 112,388 |
| JUL | 63,414 | 31,535 | 27,593 | 2,331 | \$ 124,872 |
| AUG | 83,768 | 29,995 | 30,164 | 1,900 | \$ 145,826 |
| SEP | 92,577 | 34,068 | 30,497 | 1,791 | \$ 158,933 |
| OCT | 101,481 | 35,545 | 31,633 | 1,115 | \$ 169,773 |
| NOV | 89,651 | 32,333 | 25,552 | 577 | \$ 148,112 |
| DEC | 81,532 | 27,861 | 23,943 | 543 | \$ 133,878 |
| TOTAL | 865,567 | 360,134 | 288,467 | 22,886 | 1,537,054 |
| Market Share | 56% | 23% | 19% | 1% | 100% |

Grand Junction Regional Airport Authority

Statements of Changes in Net Position

Unaudited - subject to change

| | | Year to Date | | | Budget Variance | | Prior Year Variance | |
|-------------------------------|--|-------------------|-------------------|-------------------|---------------------|--------------------|---------------------|----------------|
| | | 1/31/2023 | 1/31/2023 | 01/31/2022 | | | | |
| | | Budget | Actual | PY Actual | Budget \$ Remaining | Budget % Remaining | PY \$ Var | PY % Var |
| Operating revenue | | | | | | | | |
| Aeronautical revenue | | | | | | | | |
| Passenger airline revenue | | | | | | | | |
| 1 | Passenger airline landing fees | \$ 48,000 | \$ 52,960 | \$ 36,724 | \$ 4,960 | 10.33 % | \$ 16,236 | 44.21 % |
| 2 | Terminal rent | 116,417 | 116,966 | 93,597 | 549 | 0.47 % | 23,369 | 24.97 % |
| 3 | Other (boarding bridge) | 1,623 | 4,777 | 2,550 | 3,154 | 194.33 % | 2,227 | 87.33 % |
| | <i>Total Passenger airline revenue</i> | <u>166,040</u> | <u>174,703</u> | <u>132,871</u> | <u>8,663</u> | <u>5.22 %</u> | <u>41,832</u> | <u>31.48 %</u> |
| Non-passenger airline revenue | | | | | | | | |
| 4 | Non-passenger landing fees | 8,900 | 9,462 | 8,939 | 562 | 6.31 % | 523 | 5.85 % |
| 5 | Cargo and hangar rentals | 4,904 | 4,903 | 4,616 | (1) | (0.02) % | 287 | 6.22 % |
| 6 | Fuel tax | 17,552 | 34,859 | 28,047 | 17,307 | 98.60 % | 6,812 | 24.29 % |
| 7 | Fuel Flowage Fees and Sales | 36,000 | 43,454 | 37,714 | 7,454 | 20.71 % | 5,740 | 15.22 % |
| 8 | Other (ramp parking, rapid refuel) | 667 | 780 | 840 | 113 | 16.94 % | (60) | (7.14) % |
| | <i>Total Non-passenger airline revenue</i> | <u>68,023</u> | <u>93,458</u> | <u>80,156</u> | <u>25,435</u> | <u>37.39 %</u> | <u>13,302</u> | <u>16.60 %</u> |
| | <i>Total Aeronautical revenue</i> | <u>234,063</u> | <u>268,161</u> | <u>213,027</u> | <u>34,098</u> | <u>14.57 %</u> | <u>55,134</u> | <u>25.88 %</u> |
| Non-aeronautical revenue | | | | | | | | |
| 9 | Land and building leases | 51,563 | 51,706 | 48,827 | 143 | 0.28 % | 2,879 | 5.90 % |
| 10 | Terminal - restaurant & retail | 12,000 | 18,666 | 12,316 | 6,666 | 55.55 % | 6,350 | 51.56 % |
| 11 | Terminal - other | 15,116 | 15,406 | 15,369 | 290 | 1.92 % | 37 | 0.24 % |
| 12 | Rental cars | 114,889 | 100,862 | 93,869 | (14,027) | (12.21) % | 6,993 | 7.45 % |
| 13 | Parking | 119,708 | 161,638 | 106,241 | 41,930 | 35.03 % | 55,397 | 52.14 % |
| 14 | Ground Transportation | 4,092 | 4,832 | 3,327 | 740 | 18.08 % | 1,505 | 45.24 % |
| 15 | Other (advertising, security fee, etc.) | 3,882 | 4,985 | 2,367 | 1,103 | 28.41 % | 2,618 | 110.60 % |
| | <i>Total Non-aeronautical revenue</i> | <u>321,250</u> | <u>358,095</u> | <u>282,316</u> | <u>36,845</u> | <u>11.47 %</u> | <u>75,779</u> | <u>26.84 %</u> |
| | Total Operating Revenues | \$ 555,313 | \$ 626,256 | \$ 495,343 | \$ 70,943 | 12.78 % | \$ 130,913 | 26.43 % |

Grand Junction Regional Airport Authority

Statements of Changes in Net Position

Unaudited - subject to change

| | Year to Date | | | Budget Variance | | Prior Year Variance | |
|---|----------------|------------|------------|--------------------|-------------------|---------------------|------------|
| | 1/31/2023 | 1/31/2023 | 01/31/2022 | | | | |
| | Budget | Actual | PY Actual | Budget \$ Variance | Budget % Variance | PY \$ Var | PY % Var |
| Operating expenses | | | | | | | |
| 16 Personnel compensation and benefits | \$ 276,415 | \$ 225,442 | \$ 229,924 | (50,973) | (18.44) % | (4,482) | (1.95) % |
| 17 Communications and utilities | 48,708 | 43,696 | 35,244 | (5,012) | (10.29) % | 8,452 | 23.98 % |
| 18 Supplies and materials | 61,249 | 72,976 | 55,405 | 11,727 | 19.15 % | 17,571 | 31.71 % |
| 19 Contract services | 69,000 | 40,107 | 44,617 | (28,893) | (41.87) % | (4,510) | (10.11) % |
| 20 Repairs & maintenance | 52,334 | 32,622 | 24,410 | (19,712) | (37.67) % | 8,212 | 33.64 % |
| 21 Insurance | 12,583 | 12,295 | 11,221 | (288) | (2.29) % | 1,074 | 9.57 % |
| 22 Training, Travel, & Air Service Development | 14,557 | 11,332 | 11,865 | (3,225) | (22.15) % | (533) | (4.49) % |
| 23 Other Expense (marketing, professional dues, etc) | 9,955 | 12,459 | 8,446 | 2,504 | 25.15 % | 4,013 | 47.51 % |
| 24 Contingency Expense | - | - | - | - | 0.00 % | - | 0.00 % |
| <i>Total Operating expenses</i> | 544,801 | 450,929 | 421,132 | (93,872) | (17.23) % | 29,797 | 7.08 % |
| Excess of Operating revenue over (under) expense | \$ 10,512 | \$ 175,327 | \$ 74,211 | 164,815 | (1,567.87) % | 101,116 | (136.25) % |
| Non-operating revenue (expenses) | | | | | | | |
| 25 Passenger facility charges | 69,300 | 89,514 | 76,270 | 20,214 | 29.17 % | 13,244 | 17.36 % |
| 26 Interest income | 2,750 | 25,915 | 2,751 | 23,165 | 842.36 % | 23,164 | 842.02 % |
| 27 Interest expense | (58,988) | (58,988) | (61,538) | - | 0.00 % | 2,550 | (4.14) % |
| 28 Customer facility charges | 41,916 | 34,964 | 36,184 | (6,952) | (16.59) % | (1,220) | (3.37) % |
| 29 Capital contributions | 34,843,823 | 698,169 | 109,933 | (34,145,654) | (98.00) % | 588,236 | 535.09 % |
| 29 Capital expenditures | (40,764,795) | (730,430) | (153,589) | 40,034,365 | 98.21 % | (576,841) | 375.57 % |
| 30 Non-Capital Contributions | 5,917 | 5,662 | 5,071 | (255) | (4.31) % | 591 | 11.65 % |
| 31 Debt principal payments | - | - | - | - | 0.00 % | - | 0.00 % |
| 32 Other | - | - | - | - | 0.00 % | - | 0.00 % |
| <i>Total Non-operating revenue (expenses)</i> | (5,860,077) | 64,806 | 15,082 | 5,924,883 | 101.11 % | 49,724 | (329.69) % |
| Excess of revenue over (under) expense | \$ (5,849,565) | \$ 240,133 | \$ 89,293 | 6,089,698 | 104.11 % | 150,840 | (168.93) % |

Variance Explanations - January 31, 2023 Preliminary Financial Statements

Below are variance explanations for revenue and expense accounts where a budget variance of more than 5% and where the revenue or expense category makes up at least 5% of the YTD operating budget of \$27,000 for revenue and \$32,000 for all non-capital expenses and non-operating revenues.

| | YTD January-23 Budget | YTD January-23 Actual | YTD January-22 Actual | Budget Variance | | PY Variance | |
|-------------------------|-----------------------|-----------------------|-----------------------|-----------------|-----|-------------|-----|
| Seat Capacity | 22,785 | 20,772 | 20,391 | (2,013) | -9% | 381 | 2% |
| Passenger Landed Weight | 22,537,744 | 24,389,430 | 24,509,427 | 1,851,686 | 8% | (119,997) | 0% |
| Enplanements | 17,051 | 16,587 | 14,676 | (464) | -3% | 1,911 | 13% |
| Load Factor | 75% | 80% | 72% | 5% | | 8% | |

Operating Revenues: Operating revenues were \$70.9K (12.78%) ahead of Budget through January 2023. Fuel tax, fuel flowage fees, and parking were the main contributing revenue streams to this unexpected revenue increase.

- 1 Passenger airline landing fees - More scheduled and diversion landings drove higher landing fees than budgeted.
- 6 Fuel Tax - Fuel tax revenues are typically on a two month lag. Payments and revenue recognized in January are related to November fuel activity. High fuel prices and increased aircraft operations in November drove this increase in revenue.
- 7 Fuel flowage fees and fuel sales – Fuel flowage fees are collected from non-commercial fueling at the airport and therefore are driven by GA operations. General Aviation activity exceeded our expectations and this drove this increase from the budget.
- 12 Rental Cars - Rental car revenue was lower than the budget because there were fewer days rented and fewer enplanements than expected.
- 13 Parking - Parking revenue exceeded budget due to an increase in the parking rates and the fee structure modifications implemented November 1, 2022, a longer average length of stay, and a higher price per transaction on average.

Operating Expenses: Total Operating Expenses through January 2023 were \$93.8K below budget due to underspending in every category apart from Supplies and Materials. We expect that to smooth out throughout the year.

- 16 Personnel Compensation & Benefits – Expenses were below budget due to higher than anticipated vacancy rates.
- 17 Communications and Utilities – Both natural gas and electricity expenses were less than budgeted and resulted in some savings.
- 18 Supplies & Materials – These expenses were above budget due to higher than anticipated fuel prices, greater usage of deicing agent for the runway, and the purchase of two new security cameras.
- 19 Contract Services – These expenditures were less than budgeted due to higher than expected AIP eligibility for Planning and Engineering services and fewer expenditures in legal services than planned.
- 20 Repairs & Maintenance – We anticipate a baseline of repairs throughout the year of repairs and incur expenses when we encounter maintenance tasks. This cost savings is likely a timing delay and we expect more maintenance projects throughout the year.

Non-Operating Revenues and Expenses:

- 25 **PFC Revenue** – PFCs are required to be remitted by the airlines collecting them by the last day of the following month it was collected. This revenue is attributed to January GJT ticket sales.
- 28 **CFC Revenue** – This revenue was lower than budgeted due to fewer transactions and lower enplanements than anticipated.
- 29 **Capital Contributions & Expenditures** – The differences to budgeted amounts in these accounts were attributed to construction activity. The construction work is budgeted in total for the entire year. These expenditures are largely driven by the phase of construction to be completed in the reporting period.

Grand Junction Regional Airport Authority
Statement of Financial Position - Unaudited, subject to change

| | Month Ending 1/31/2023 | Month Ending 12/31/2022 | Variance |
|---------------------------|--|----------------------------|---------------------|
| Assets | | | |
| Current Assets | | | |
| | \$ 15,865,237 | \$ 16,089,793 | \$ (224,556) |
| | 2,673,921 | 2,433,959 | 239,961 |
| 1 | <i>Total Cash and Cash Equivalents</i> | 18,523,752 | 15,406 |
| | Accounts Receivable | | |
| | 4,295,217 | 4,363,434 | (68,217) |
| | 7,831,466 | 7,133,297 | 698,169 |
| 2 | <i>Total Accounts Receivable, Net</i> | 11,496,731 | 629,952 |
| 3 | Prepaid Expenses | 88,357 | (7,154) |
| | <i>Total Current Assets</i> | 30,108,839 | 638,204 |
| Non-Current Assets | | | |
| Capital Assets | | | |
| | 31,780,573 | 31,780,573 | - |
| | 52,257,812 | 52,667,213 | (409,400) |
| 4 | <i>Total Capital Assets, Net</i> | 84,447,785 | (409,400) |
| 5 | Bond Project Fund | 421,168 | 1,411 |
| | <i>Total Non-Current Assets</i> | 84,868,954 | (407,989) |
| | Total Assets | 114,977,793 | 230,214 |
| 6 | Deferred Outflows of Resources - Pension Plan | 625,066 | - |
| Liabilities | | | |
| Current Liabilities | | | |
| 7 | Accounts Payable - Ops | 566,074 | (300,644) |
| 7 | Accounts Payable - Capital | 1,855,008 | 643,823 |
| 8 | Accrued Expenses | 222,480 | (597) |
| 9 | Lease Deposits | 151,054 | - |
| 10 | Deferred Revenue | 25,067 | - |
| 11 | Current portion of capital lease and bonds payable | 1,029,111 | 58,988 |
| | <i>Total Current Liabilities</i> | 3,848,794 | 401,570 |
| Long Term Liabilities | | | |
| | 15,507,711 | 15,507,711 | - |
| | 342,578 | 344,667 | (2,089) |
| | 1,395,594 | 1,395,594 | - |
| 12 | <i>Total Long Term Liabilities</i> | 17,247,972 | (2,089) |
| | <i>Total Liabilities</i> | 21,096,766 | 399,481 |
| 13 | Deferred Inflows of Resources - Pension Plan | 1,425,215 | - |
| | Total Net Position | \$ 93,080,878 | \$ (169,267) |

Variance Explanations - January 2023 Statement of Financial Position

Assets: Total Assets increased by \$230K from December 2022 to January 2023 which was primarily due to incurring reimbursable expenses from AIP construction recorded in Accounts Receivable.

- 1 **Cash** – The total cash balance remained constant.
- 2 **Accounts Receivable** – Total receivables increased by \$630k largely due to incurring expenses eligible for grant drawdown reimbursement from AIP construction.
- 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 monthly amortization or use of these services.
- 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 of assets in service as of December 31, 2022.
- 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 represent accounting estimates and non-cash transactions. These amounts will only change once per year when the calculation is updated.

Liabilities: Total Liabilities increased \$399K from December 2022 to January 2023 largely driven by amounts due to vendors associated with AIP construction.

- 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. The capital accounts payable increase was due to progress made on the Airport Development Plan, Runway 12/30 Schedule 1-3 Construction, Runway 12/30 Schedule 4 Construction, and Runway 12/30 Schedule 4-7 Infrastructure Design.
- 8 **Accrued Expenses** – This category is primarily made up of liabilities for un-used Paid Time Off (approximately \$180,000) and payroll accruals to 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 in the current calendar year. We have semi-annual payments due June 1 and December 1 for the bonds. The change from the prior month is the monthly bond interest.
- 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 periods farther out than 12 months.

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.

GJRAA - Breakdown of Capital Expenditure Costs Year-to-Date through January 31, 2023

2023 GRANT FUNDED CAPITAL EXPENDITURES INCURRED AND GRANT REVENUE RECOGNIZED

| Grant Number | Project/Grant Description | 2023 Project Costs Incurred | Grant Revenue | |
|-----------------------------|--|-----------------------------|--------------------|------------------------|
| | | | Recognized in 2023 | 2023 GJRAA Local Share |
| AIP 69 | Airport Development Plan | 6,735 | 6,735 | - |
| AIP 72 | Taxiway A and RWY 11-29 Construction | 630,705 | 630,705 | - |
| AIP 75 | Runway Design -Schedule 4-7 Utility Infrastructure | 5,834 | 5,250 | 584 |
| AIP 76 | RWY 11-29 Construction Schedule 4 | 59,842 | 55,480 | 4,362 |
| CDOT | RWY 4-22 Rehab Construction | 373 | | 373 |
| CDOT | RWY 4-22 Rehab Design | 13,669 | | 13,669 |
| Total Grant Projects | | \$ 717,157 | \$ 698,170 | \$ 18,987 |

2023 NON-AIP CAPITAL EXPENDITURES INCURRED

| Project Description | 2023 Costs Incurred |
|--|---------------------|
| Employee Parking Lot Expansion | 7,762 |
| Taxilane C1A Rehabilitation Design | 3,949 |
| 2022 Eagle Drive Landscaping -East | 1,563 |
| Total Non-AIP Projects | \$ 13,274 |
| Total Capital Expenditures YTD \$ 730,430 | |