



BOARD PACKET

GRAND JUNCTION REGIONAL AIRPORT AUTHORITY

APRIL 7, 2020

Grand Junction Regional Airport Authority



Date: April 7, 2020

Location:

Join Zoom Meeting:

<https://zoom.us/j/816927977?pwd=anVZbUpXWlNvVmJMT0hOQVdKeGlZQT09>

Meeting ID: 816 927 977

Password: 535327

Time: 5:15 PM

SPECIAL BOARD MEETING AND WORKSHOP 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 (jburtard@gjairport.com) 30 minutes prior to the meeting. Comments not sent 30 minutes prior to the meeting will not be accepted. The Board Chairman 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 Chairman, 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. Action Items

A. Approval of DSR LLC Task Order for Legal Services

- Board approval of the proposed task order for DSR LLC authorizing up to \$50,000 for legal support on various airport matters.

VII. Discussion

- A. Evaluation of Legal Counsel Services
- B. COVID-19 Related Matters

VIII. Any other business which may come before the Board

IX. Adjournment

April 7, 2020

Grand Junction Regional Airport Authority

Agenda Item Summary

TOPIC:	Approval of DSR LLC Task Order for Legal Services.		
PURPOSE:	Information <input type="checkbox"/>	Guidance <input type="checkbox"/>	Decision <input checked="" type="checkbox"/>
RECOMMENDATION:	The Board approve the proposed task order for DSR LLC (Mr. Dan Reimer) authorizing up to \$50,000 for legal support on various airport matters.		
SUMMARY:	<p>In 2019 the Board authorized the Authority to work with Dan Reimer to provide legal support services specific to negotiating the airline use and lease agreement and advice on other airport regulations and contracts.</p> <p>Staff are requesting the Board to authorize another task order for up to \$50,000 for Mr. Reimer to continue to provide legal support services and expert advice on compliance and FAA Grant Assurances including airline use and lease agreements, drafting of rules and regulations, support in air service development including assistance with the SCASD grant and related agreements, and review and drafting of additional policies and procurement.</p> <p>The proposed task order includes some normal monthly legal expenses as well as the additional non-recurring costs for drafting rules and regulations. The budget for this task order is within the existing 2020 legal expense budget for the Authority which totals \$90,000. In 2019, the Authority spent approximately \$60,000 in total on regular legal services with Karp Neu Hanlon and consulting legal services with Mr. Reimer.</p>		
REVIEWED BY:	Executive Director & Legal Counsel		
FISCAL IMPACT:	\$50,000 of operating expenses which is within the total legal expense budget for 2020 of \$90,000.		
ATTACHMENTS:	Proposed Task Order		
STAFF CONTACT:	Sarah Menge Email: SMenge@gjairport.com Office: (970) 248-8581		

Daniel S Reimer LLC
Task Order
March 2020

Background: DSR LLC provides legal support services to the Grand Junction Regional Airport Authority (“GJRAA”) on matters of airport law. Services are performed pursuant to and in accordance with a letter agreement dated September 18, 2019 (“Letter Agreement”). Upon execution, GJRAA authorized a budget of \$20,500 for initial services by DSR LLC. The parties have reached the budget limit. The GJRAA has determined that the legal support services provided by DSR LLC are satisfactory and should continue.

General Scope of Services: The Letter Agreement identifies the initial matter as the drafting and negotiation of new use and lease agreements for the signatory air carriers at GJT. The Letter Agreement provides, “Further tasks and matters that may be assigned by the Authority to the Firm may include, without limitation, the following: advice to the Authority staff in connection with the negotiation and drafting of other contracts, licenses and permits with Airport tenants and users; advice on the Authority’s compliance with federal law, regulation, policy and the FAA Grant Assurances; the implementation, enforcement and potential revisions to the Airport governing documents (e.g., Rules and Regulations, Minimum Standards, Leasing Policy, Airport Compliance Manual); the planning, construction and operation of Airport capital projects and the implementation of the Airport Capital Improvement Plan; and other such matters as may be assigned by the Authority that are within the Firm’s competencies.”

Task Order: GJRAA hereby authorizes DSR LLC to provide legal support on the following additional matters in accordance with the hourly rates and all other terms and conditions of the Letter Agreement:

1. Completion and execution of new use and lease agreements for signatory air carriers
2. Drafting of GJT Rules and Regulations
3. Drafting of GJT polices (to include expressive conduct, commercial advertising and solicitation)
4. Review and revision to the GJT Minimum Standards
5. Advice and counsel on procurement and contracting, to include drafting, review and revision to GJT Requests for Proposal and other procurement documents and contracts
6. Support on compliance with non-discrimination requirements of Title VI and other authorities
7. Support in air service development, to include assistance with SCASDP grants and coordination with the Air Alliance
8. Consideration and possible development of an Airline Incentive Policy for GJT
9. Support in considering and potentially revising the co-sponsorship role played by the City of Grand Junction and Mesa County
10. Support on land use compatibility issues, to include review and revision to the GJRAA’s standard comment template, website information and/or City and County codes
11. Review of Federal grant applications, to include FAA, TSA and other agencies

12. Review of other Airport governing documents (ASP, AEP, etc.)
13. Similar and related tasks and matters as may be assigned by the Airport Director

Budget: The budget for these tasks is \$50,000. DSR LLC shall continue to invoice GJRAA monthly (to include daily detail of work performed) and otherwise provide regular updates to the Airport Director and Finance Director on the status of matters, worked performed on the GJRAA's behalf, and remaining balance under this budget.