

**Grand Junction Regional Airport Authority**



**Date:** August 20, 2019

**Location:**

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

**Time:** 5:15 PM

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**REGULAR MEETING AGENDA**

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- 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 fill out a comment card prior to the meeting. If you have a written statement for the Board, please have 10 copies available and give them to the Executive Director who will distribute them to the Board. 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. Consent Agenda**

The Consent Agenda is intended to allow the Board to spend its time on the more complex items on the agenda. These items are perceived as non-controversial and can be approved by a single motion. The public or Board Members may ask that an item be removed from the Consent Agenda and be considered individually.

- A. July 16, 2019 Meeting Minutes \_\_\_\_\_ 1
  - Approval of July 16, 2019 Board Meeting Minutes
- B. CDOT Division of Aeronautics Grant \_\_\_\_\_ 2
  - Approval of CDOT Grant Agreement 19-GJT-01 for \$250,000 and adopt the

Resolution as outlined in Exhibit B, and authorize the Executive Director to sign. Grant covers a portion of GJT's match for the fence project (runway replacement program).

- C. Xcel Construction Agreement \_\_\_\_\_ 3
- Approval of the contract agreement for Xcel Energy for \$372,896.83 funded under AIP: 3-08-0027-063-2019 and authorize the Executive Director to sign. Agreement is part of fence project (runway replacement program).
- D. FAA AIP 63 Grant Offer (Runway Fence Project Schedule 1 and Schedule 2) \_\_\_\_\_ 4
- Approval of the FAA Grant Offer AIP: 3-08-0027-063-2019 for \$3,500,000 and the Co-Sponsor Agreements, and authorize the Executive Director to sign. Grant offer is for remainder of fence project (runway replacement program).
- E. Fence Project Schedule 1 & Schedule 2 – Notice of Award for Construction \_\_\_\_\_ 5
- Approval of the contract agreement and the Notice of Award to Kirkland Construction, LLLP for \$3,089,057.70 for Schedule 1 and Schedule 2 funded under AIP: 3-08-0027-063-2019, and authorize the Executive Director to sign. Notice of award for construction for remainder of fence project (runway replacement program).
- F. RTR Construction Administration – Contract Amendment \_\_\_\_\_ 6
- Approval of the contract amendment for Mead and Hunt and authorize the executive director to sign. This increases the contract by \$80,472.60. This contract amendment is part of the close out of the RTR project (runway replacement program).
- G. RTR Construction - Final Change Order \_\_\_\_\_ 7
- Approval of the final change order for SEMA Construction for RTR Construction and authorize the Executive Director to sign. This final change order reduces the contract by \$337,232.15 to reflect actual work completed and is part of the close out of the RTR project (runway replacement program).
- H. Taxiway A Construction Administration – Contract Amendment \_\_\_\_\_ 8
- Approval of the contract amendment for Garver and authorize the Executive Director to sign. This contract amendment is for additional construction management services related to additional construction time to complete the project. This increases the contract by \$58,600.80. This item is part of the Taxiway A project close out.
- I. Taxiway A Construction – Final Change Order \_\_\_\_\_ 9
- Approval of the final change order for United Companies for Taxiway A construction and authorize the Executive Director to sign. This final change order reduces the contract by \$89,001.13 to reflect actual work completed and is part of the Taxiway A project close out.

J.	Approval of Asset Disposal _____	10
	- Authorize the Executive Director to negotiate on behalf of the Airport and approve the disposal of four assets based on a disposal method that brings the highest and best value to the airport. Estimated total value is \$26,400.	
K.	Employee Handbook Amendment _____	11
	- Approval of amendment to the Airport Employee Handbook updating the use of Paid Time Off, Paid Sick Leave, Bereavement, and Dental and Vision Insurance Benefit Descriptions to reflect current practices.	
L.	Procurement Policy Amendment _____	12
	- Approval of amendment to the procurement policy updating petty cash procedures, the signing and execution of contracts over \$10,000, legal invoice processing, and processing change orders.	
M.	Upgrade of Flat Plate Conveyor Controls _____	13
	- Authorize Executive Director to execute \$20,400 quotation from McAtlin Electrical Corporation to replace both flat plate conveyors in baggage claim.	
N.	Replacement of Flat Plate Conveyor Roll Up Doors and Operators _____	14
	- Authorize Executive Director to execute \$15,800 quotation from Overhead Door Company of Grand Junction to replace four baggage claim doors and related components.	
<b>VII.</b>	<b>Action Item</b>	
A.	Appoint Budget Officer _____	15
	- Staff recommends that the Board permanently appoint the Finance Director as the Budget Officer for purposes of CRS 29-1-104.	
<b>VIII.</b>	<b>Staff Reports</b>	
A.	Director's Report (Angela Padalecki)	
B.	Operations Report (Mark Papko)	
C.	Finance and Activity Report (Sarah Menge) _____	16
D.	Facilities Report (Ben Peck)	
E.	Project Report (Eric Trinklein)	
<b>IX.</b>	<b>Any other business which may come before the Board</b>	
<b>X.</b>	<b>Executive Session</b>	
	<i>Executive session to conduct a conference with the Executive Director and General Counsel for the purpose of discussing the Airport's purchase, lease, transfer or sale of real property; determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators pursuant to CRS 24-6-402(4)(a) regarding the Sky Adventures Building.</i>	
<b>XI.</b>	<b>Adjournment</b>	