

Board Packet

Regular Board Meeting

December 19, 2017



GRAND JUNCTION REGIONAL AIRPORT AUTHORITY



Date: December 19, 2017

Location: *GRAND JUNCTION CITY HALL
250 N. 5TH ST
GRAND JUNCTION, CO 81501
HEARING ROOM*

Time: 5:15 PM

BOARD MEETING AGENDA

I. Call to Order and Pledge of Allegiance

II. Approval of Agenda

III. Commissioner Comments

IV. Citizens Comments

The Grand Junction Regional Airport Authority welcomes public comments at its meetings. The Citizens Comment period 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 Clerk for distribution to the Board. The Board Chairman will indicate when you may come forward and comment. Please state your name for the record.

V. 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.

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VIII. Any other business which may come before the Board

IX. Adjournment



Grand Junction Regional Airport Authority Board
Board Meeting
Meeting Minutes
November 9, 2017

SPECIAL BOARD MEETING

Time: 5:15PM

I. Call to Order & Pledge of Allegiance.

Mr. Rick Taggart, Board Chairman, called the Meeting of the Grand Junction Regional Airport Authority Board to order at 5:23 PM on November 9, 2017 in Grand Junction, Colorado and in the County of Mesa.

<i>Commissioners Present:</i> Rick Taggart, Chairman Tom Benton Chuck McDaniel Robin Brown Erling Brabaek Thaddeus Shrader Clay Tufly <i>Airport Staff:</i> Mark Achen Chance Ballegeer, Deputy Clerk	<i>Other:</i>
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II. Approval of Agenda

Commissioner McDaniel suggested to move section VI. Discussion/Action Items, up after citizen comments.

Commissioner Brown moved for the Board to approve the agenda with the change. Commissioner Benton seconded. Voice Vote. All Ayes.

III. Commissioner Comments

Commissioner McDaniel noted that they received a CORA request from Mr. Shepard and Marvel for the record of the investigation made following the FBI raid in 2013. That investigation was conducted by outside counsel and his work is privileged and confidential under Colorado law, therefore, exempt from a CORA request and they so responded to Mr. Shepard and Mr. Marvel.

Commissioner Brown requested a work session format to discuss updates.

IV. Citizens Comments

None.

V. Discussion/Action Items

A. Revised November Board Meeting Date

Mr. Achen said that it would be the 16th of November beginning at 4PM for the workshop and the regular meeting at 5:15PM and it will all be in the Hearing room at the City.

B. Security discussion

Chairman Taggart stated that in a past executive session they did ask for the FAA to weigh in with their thoughts having to do with a revision of the security plan which would either cause gates to be changed and/or fences to be changed. Chairman Taggart stated that they do have a response from the FAA stating that there could be a significant claw back of dollars on this project because the fence and gates did have a significant FAA grant of around \$4million, while he didn't say the exact amount, he did say it could be a significant claw back without using the term "claw back". Chairman Taggart said that he also added to it that it would have an impact on grants upcoming where the fence plays a role in terms of finishing it on the north end of the property.

Commissioner Benton stated that it would make sense, from a government funding perspective, that if they contributed 90+% to that project, if the Board does an action it would significantly change the purpose of what that was and it would fall upon the airport to absorb that cost.

Commissioner Brown said that they have come up with three or four options to help the GA out but none of them have worked out. Commissioner Brown stated that she and Commissioner McDaniel have discussed that it's time to come up with a way to develop a business park outside of the AOA that can solve those needs and be able to have businesses at the airport without impeding on their security.

A discussion took place to create a notice to make the public aware that the airport has essentially been put on notice that if they alter this and follow through with the plans, then there will be significant financial repercussion.

Commissioner McDaniel made a motion that the Board will not implement the security solutions committee recommendation and will remain with their current plan. Commissioner Brown seconded. Voice Vote. Commissioner Tufly: Abstain; six Ayes.

VI. Executive Session

Commissioner Benton:

As required by the Colorado Open Meetings Law, a tape recording is being made of our discussions now and during the executive session.

All members of the Board are present except

____. There is a quorum present.

The topics for discussion in the executive session are:

- Personnel matters except if the employee who is the subject of the session has requested an open meeting, or if the personnel matter involves more than one employee, all of the employees have requested an open meeting as authorized by C.R.S. Section 24-6-402(4)(f); and
- determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators as authorized by C.R.S. Section 24-6-402(4)(e) more specifically for the position of Executive Director

Each participant must confine his or her discussion to these stated topics of the executive session. No formal action may occur in the executive session.

If at any point in the executive session any participant believes that the discussion is going outside the proper scope of the executive session, please interrupt the discussion and make an objection.

I NOW MOVE TO GO INTO EXECUTIVE SESSION TO DISCUSS SECURITY DETAILS AND APPLICATIONS FOR AIRPORT MANAGER PER THE C.R.S. PREVIOUSLY STATED. WE WILL VOTE ON THIS MOTION BY A ROLL CALL VOTE. PLEASE STATE YOUR NAME AND YOUR VOTE. COMMISSIONER BROWN SECONDED.

Commissioner Brabaek: Aye, Commissioner Shrader: Aye, Commissioner Benton: Aye, Commissioner Brown: Aye, Commissioner McDaniel: Aye, Commissioner Tufly: Aye, Chairman Taggart: Aye.

Rick Taggart, Board Chairman

ATTEST:

Victoria Hightower, Clerk to the Board



Grand Junction Regional Airport Authority Board
Board Meeting
Meeting Minutes
November 16, 2017

REGULAR BOARD MEETING

Time: 5:15PM

I. Call to Order & Pledge of Allegiance.

Mr. Tom Benton, Board Vice-Chairman, called the Meeting of the Grand Junction Regional Airport Authority Board to order at 5:17 PM on November 16, 2017 in Grand Junction, Colorado and in the County of Mesa.

<i>Commissioners Present:</i> Tom Benton Chuck McDaniel Robin Brown Erling Brabaek Commissioner Shrader <i>Airport Staff:</i> Mark Achen Victoria Hightower, Clerk Chance Ballegeer, Deputy Clerk Ty Minnick Shelagh O’Kane Eric Trinklein Ben Peck Mark Papko	<i>Other:</i> Shannon Kinslow, TOIL Bill Marvel, GJAUTA Jerry McDonogh, CAF-CAP GJAUTA Ron Huddleston, GJAUTA Colin Bible, Garver Kay Johnson, CAF Eddie Clements, Hawk Aviators Troy Ball, GJAUTA Thomas Aines, WCARC David Bratcher, CAP/WCAAC Wayne Clark, GJAUTA Scott Fasken, Pilot Larry Kempton, Kempton Air Service LLC Donald Coleman, CAF Travis Reese, GJAUTA Tom Howe, CAF Dick Maddock, CAF Joseph, GJAUTA Robert Thompson, CAF Gordon Fogle, Hangar Owner Deborah Fogle, Hangar Owner Danny Pinson, DNT Avionics Deborah Gaul, Hangar Owner Scott Carry, Mead & Hunt Kent Taylor, CAF
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II. Approval of Agenda

Vice-chairman Benton stated that right after Citizen Comments they will have an Executive session.

Commissioner Brown moved for the Board to have an Executive session right after Citizen Comments. Commissioner Shrader seconded. Voice Vote. All Ayes.

Vice-chairman Benton verified dates on item number 3. Airport Rescue & Fire Fighting packs bid approval, on the Consent agenda.

Vice-chairman Benton asked for a discussion on the G4S addendum item.

Vice-chairman Benton asked for item E. Executive Director Employment Agreement to be moved up since Commissioner Shrader is having to leave the meeting early.

Mr. Minnick said that item A. Commemorative Air Force, on Discussion/Action Items, can be removed from the agenda per the Commemorative Air Force.

Commissioner Brown made a motion for the Board to approve the agenda with the modifications listed. Commissioner Brabaek. Voice Vote. All Ayes.

III. Commissioner Comments

Commissioner Brown commented “I served as an Army aviator from 1997 to 2005 spending a lot of time flying in and out of airports across the county and the world. 9/11 fell right in the middle of my time as an army pilot and I experienced firsthand how airports changed almost overnight. The immediate changes to security for those flying commercial was an inconvenient, but inevitable step. We’re still dealing with those changes, having to incorporate new, increased security measures as recently as a month ago. General aviation airports across the country have also had to deal with increased security in the form of fencing and gates, which has hurt commercial business and created a customer service nightmare for flight schools, and other businesses that rely on walk-in traffic. It’s unfortunate and it’s inconvenient and I don’t like it, but it’s the reality of today.

Further complicating our situation is the layout of our airport. Our AOA and GA community are wedged at an awkward corner between our two runways, instead of situated along a road parallel the runway as many airports are. Over the past few months, authority members sat down with maps and redrew lines and fencing to try to find a solution- specifically for the Commemorative Air Force Museum. Authority members drove around looking at road access, fencing, and hangars to find something that would work, including rebuilding the fence to go around the museum and leave it alone open to the public. We were told by the TSA that this was not an option because it discriminated against the other airport tenants. In other words, it’s all or nothing. We can’t play favorites.

We’ve released the letter we received from the FAA stating that should we remove the gates, we’d not only be required to pay them back, but that we could also jeopardize future funding for projects. We just launched the largest project in our airport’s history, the \$120 million runway

project which will largely be funded by the FAA. I don't believe that jeopardizing that project is in the best interest of the airport or our community and therefore I will not use my role as an airport authority member to do so. There is no easy answer.

However, none of this is unique to our airport. General Aviation airports across the country are dealing with the fallout of fencing and gates. There are no shortage of aviation forums arguing the exact points that will be raised here tonight or have been raised since those fences went up five years ago. However, there are plenty of examples of general aviation airports that have dealt with these changes while still managing to remain open for business. Deer Valley airport in Phoenix is one such airport. Jackson airport in Michigan is another one.

Barring any other ideas, which I remain open to, I believe there are a number of things we can do to make the airport more accessible to the public. Better signage is a first obvious step. An observation or viewing area is another way to encourage people to come out to the airport. Open Houses and events such as the 1940's hangar dance recently put on by the CAF are also great ways to get the public out. There used to be a nice restaurant at the airport for the public. Maybe there could be again. And finally, I propose we figure out how to relocate the museum outside of the AOA.

I want to point out that with the exception of Chairman Taggart, the entire airport authority has turned over since January. We've put in an unusual amount of time tackling the problems of the past in order to get this airport to begin moving forward again. Within our first year, we will have awarded a contract and started construction on a new runway (a 10 year, \$120M project), awarded a contract and begun work to temporarily keep the terminal going until it can be replaced, rewritten our minimum standards, renegotiated airline and car rental leases, formed a successful public-private partnership to solve the problem of the administration building, secured a location and begun the process for a customs office and eventually a foreign trade zone, and hired our 4th airport director in 4 years. Maybe we can add better signage and assisting the museum with a move to that list.

This board is looking forward. We're setting the stage for success that is 5/10/20 years out. That is our focus. We've learned important lessons from the past that will not be repeated. I believe we will soon hire a fantastic new airport director that we are committed to setting up for success. I hope that the GA community chooses to work with us on this."

Commissioner McDaniel commented, "In order to set the record straight about the special board meeting held one week ago:

- The November 9 meeting was properly noticed. The topic "Security matters" was a part of the agenda.
- When the public meeting was convened, the board moved the two "Discussion/Action Items" up in the agenda to take them up before executive session.
- There were no members of the public present, other than Mr. Harmon – surprising to me.

- “Security matters” was on the agenda to discuss the recent communication from Mr. Bauer of the FAA to Mr. Achen. That email is now available on the airport website and we have a few paper copies available in the room. I felt that we were holding onto important information that should be public.
- The email responded to Mr. Achen’s letter to the FAA asking for comment on the final plan of the Security Solutions Committee to amend the Security Plan to open the gates
- The FAA’s response said there would be a financial impact to the Airport for
 - Repayment of FAA funds used for two gates, fencing installed in 2011 in the GA area, and all miscellaneous items associated with the fence project in the GA area;
 - Possible impacts on the Wildlife Management Plan, that may affect the viability of the remainder of the fence line
 - Future grant requests to complete the fence on the north side of the airport after completion of the runway project.
- The FAA funding for the 2011 fence project was \$4 million. We do not know how much of the \$4 million the FAA would require to be repaid, but the email leaves open “the viability of the remainder of the fence.”
- The board did not take a position on how much of the \$4 million would be recaptured. The board only noted that the maximum exposure is the full amount. Reports to the contrary are erroneous.
- At the chairman’s request the board adopted a resolution rejecting the proposed amendment to the Security Plan.
- Finally, we appreciate the problem of public access to the CAF museum. We have considered a proposal to create public access by reconfiguring the fence line, but there are issues to resolve, principally an indication from the FAA that access to one tenant would be discrimination. We are also willing to work with the CAF to consider relocating the museum.”

Vice-chairman Benton commented that when everyone thinks about what has transpired in the last few months, certainly there has been significant investigation of alternative routes on how to manage the areas that five years ago were fenced in. Mr. Benton said that this commission took that task in sincere effort to see what would be available along those lines and recognizing that the airport has a number of things going on at the moment, certainly for the long term future. Runway 11/29 is a significant financial cost to the airport, but long term is what they need in this community for passenger transportation. Mr. Benton stat that that project is \$120million in size and they will need to accrue about \$12million +/- to get that to happen over the next few years. Mr. Benton said that the existing terminal building is another concern and there is significant cost associated with that to get resolved. Mr. Benton said that when you look at the resources for a small airport like Grand Junction, they need to be allocated in a proper way. Mr. Benton recognized all board members and said that they are all volunteers trying to do a good job.

IV. Citizens Comments

→ **Dave Shepard, GJAUTA**

GJAUTA Comment Outline, provided by Mr. Shepard

1. The request for the Authority's investigation report.
2. A review of general aviation's role in Grand Junction
 - A. Statistics
 - B. GA's role in funding the airport
 - C. The problem of access, and consequences
3. Brief review of institutional history: GA and the Authority
 - A. 2011-2013: Tippet's, the sounding of false alarms, its legacy
 - B. 2013-2015: Better relations and cooperative problem solving
 - C. 2016: Near the goal line
 - D. 2016-2017: The Turner wrecking ball arrives.
 - E. 2017: Discarding institutional knowledge and capability. What sense does that make?
 - F. 2017: Damaging trust and confidence.
4. The Authority and the FAA
 - A. The FAA, Denver ADO, Bauer, Miller
 1. The FAA does is not God, but a bureaucracy.
 2. The Denver ADO made errors
 3. The Authority's approach to the FAA is weak.
 - B. The FAA response to the Airport: a critical analysis
 - C. The aftermath of the FAA response: a further breakdown in citizen trust.
5. Compliance with Grant Assurances
 - A. It's not about UBER drivers.
 - B. It's not about opened one 12 foot gate.
 - C. The Authority has a huge compliance problem right now! (and people won't wait another six years for a fix)
6. Getting over Hurt Feelings, and Solving Problems
 - A. The required foundation: candor and truthfulness
 - B. Marshaling resources, and using them appropriately.

Bill Marvel, GJAUTA

Mr. Marvel commented that he received a solicitation from an aircraft maintenance facility. Mr. Marvel stated that he has been here for eleven years, owns an airplane that is registered with the FAA, all of his contact is public information, and he has never received a solicitation from a maintenance facility that wants his business. Mr. Marvel said that their maintenance facility is so reduced down in capacity that Moab Utah is soliciting business from Grand Junction.

Mr. Marvel commented that the Security Solutions Committee (SSC) that use to be I place had the expertise with security and the TSA. Mr. Marvel said that that same committee had the desire to push back, when necessary, and the ability to see barriers and move around barriers and go through or over or around barriers or whatever they had to do, because barriers were continuously thrown in the path of success toward getting this issue with general public access to the C1A area of the airport. Mr. Marvel said that

for reasons he doesn't know, the Board opted not to reestablish the SSC and take on the burden on their own shoulders. Mr. Marvel said that he believes the lack of the skills and the experiences and the ability to push back and take on barriers, was a large reason why the board received the letter from the FAA saying, we are going to do everything we can bad to you to minimize your chances of success. Mr. Marvel said that the SSC a year ago was close to success, there were only a couple of items that were remaining to the removal of those gates, the separation of the C1A from the AOA, and the implementation of the "new security system". Mr. Marvel said that he believes, the fact that the SSC and all of their skills were left by the waist side, the board was "bamboozled" by the FAA. Mr. Marvel stated that he requested a copy of the letter from the FAA to read himself. Mr. Marvel stated that after the letter was published in the paper, he received many phone calls and emails from angry users and tenants complaining about what they read in the paper and that they had be stabbed in the back by the airport board voting in a meeting that was properly noticed and advertised, but no one anticipated a vote to withdraw the effort to help them solve the security problem after it has been worked on for six years. Mr. Marvel said that the SSC was so close to having it resolved just a year ago and to have it all vanish was just stunning. Mr. Marvel stated that the board is not equipped with the expertise that the SSC had and is not equipped to handle these technical and difficult situations. After reading the letter out loud, Mr. Marvel stated that there is absolutely nothing in that letter that talks about clawing back \$4million in fence money. Mr. Marvel stated that there is also nothing in that letter about holding back runway funding on the current project. Mr. Marvel stated that there is huge misunderstanding or misinterpretation of the FAA email vs. the reality of what is hidden inside of it. Mr. Marvel went over three pieces of the letter he felt was key. 1. The FAA is not saying they are going to claw back the whole amount but a small percentage. 2. Wildlife plan will be resolved by the gates that he been there for 20 years. 3. A perceived threat from John Bauer with the FAA – "it is our understanding that during this project, the Airport will request additional funding to complete the fence along the Northern boundary of the airport property. We do not know, at this time, what impacts this proposal will have on future funding for the completion of the fence in this area." Mr. Marvel again asked the board to please reconsider establishing the Security Solutions Committee and let them continue this project with whatever authority necessary.

Commissioner Brown moved for the Board to go into Executive session for the purpose of determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators as authorized by C.R.S. Section 24-6-402(4)(e). Commissioner Shrader seconded. Voice Vote. All Ayes.

The Board moved into executive session at approximately 6:30PM.

The Board moved back into open meeting at 7:36PM.

V. Consent Agenda

- a. October 17, 2017 Regular Meeting Minutes
- b. G4S invoice approval

- c. Airport Rescue & Fire Fighting packs bid approval
- d. Sunshine Rides addendum
- e. Ground Lease application
- f. G4S addendum

Commissioner Benton asked for a little bit of history with G4S and the airport.

Mr. Minnick stated that G4S started at the airport in 2015 and they do have rate increases of 3% per year. Mr. Minnick said that the reason this is on the agenda this month is because if the board didn't approve the option to extend, they would need to get an RFP out to see if they can get other bidders. Mr. Minnick stated that G4S is doing a good job and staff has no complaints with them.

- g. Mead & Hunt design build consulting invoice
- h. Mead & Hunt terminal renovations invoice
- i. Garver east apron invoice

*Commissioner Brown moved for the Board to approve the Consent Agenda.
Commissioner Brabaek seconded. Voice Vote. All Ayes.*

VI. Staff Reports

A. Directors report

None

B. Financial report

Mr. Minnick briefed the Board on the airport's current financial status (financial results report created by Ty Minnick)

Assets – Cash and accounts receivable combined are consistent with prior year. The increase in accounts receivable is a result of payments due from FAA for AIP projects 54, 55, and 56 for a total of approximately \$1,400,000. Project costs have been submitted for reimbursement.

Liabilities – The accounts payable balance was reduced in February for the payment for approximately \$520,000 due to the FA, along with the payments to Jviation and Armstrong.

Operating Expense – The total operating expense is \$300,000 ahead of budget and \$125,000 ahead of prior year. The majority of the variance is effected by the cost of savings from legal fees incurred in 2016. Resulting in an operating gain of \$2,064,000 year to date versus \$1,785,000 prior year.

Non-operating Expense – Due to the delay in capital projects there has been a lower than expected capital contributions and related expense.

Mr. Minnick thanked two members of the Finance and Audit Committee who met with him and DKMG, the airport's airline lease consultant. Mr. Minnick said that it

was very beneficial, and they laid out a timeline that is looking like they may have an agreement by January 1, 2019.

C. Communications Events and Activity report

Ms. Shelgh O’Kane briefed the Board on the enplanements activity report. Ms. O’Kane stated that for the month year over year they are down by 1%, but over the 5 year average they are still well over, for the month of October, by 12% so all is looking pretty good. Year-to-date enplanements are up by 3.6%.

VII. Discussion/Action Items

~~A. Commemorative Air Force~~

B. Solar update status

Mr. Ben Peck briefed the Board. Mr. Peck stated that sometime ago, a company that was relatively new into the solar energy market in Mesa County, approached Mr. Achen about the airport possibly entering into a subscribed service for solar energy. Mr. Peck said that the airport’s code of conduct doesn’t allow staff to work one-on-one with vendors. Mr. Peck said that he reached out to Xcel, a neutral party, and they verified that there are only two companies that provide such service in the Xcel power, one being Oak Leaf Energy and Microgrid. Mr. Peck said that he talked to the City of Grand Junction, Kathy Portner told Mr. Peck that the City has the Appleton subscription and they see some savings. Mr. Peck said that he also reached out to the town of Palisade and they are currently working on building a solar farm at the Cameo site, about 10 to 13 acres. Mr. Peck said that he would like to move forward with talking to both companies but needs a little guidance since the code of conduct prevents him from doing so.

Commissioner Benton said that the Compliance Committee intends to update the Code of Conduct but in the mean time they can give Mr. Peck a waiver.

C. Airport project invoices, grants and updates

Update presented by Eric Trinklein.

East Terminal Apron Project

All concrete is currently in place. Baggage cart ramp is scheduled to have curb and gutter installed tomorrow, and asphalt paving on Monday and Tuesday. A meeting to discuss the first two phases of concrete is scheduled in two weeks with all parties

1. Mead & Hunt invoice – runway design

This invoice is the progress billing for the Runway Design.

Work to date on the project includes over 1400 hours in addition to sub consultants:

- Site Geotechnical Investigations and reviews
- Full airfield lighting report

- 30% Design documents for relocation of 27 ¼ RD with City concurrence
- FAA construction reimbursable agreements for the Remote Transmitter Receiver relocation.
- Progress on the overall design including:
 - Evaluating flight obstructions
 - Optimizing grading to reduce cost and provide design connections to the existing airfield pavements.
- Corp of Engineer permitting coordination resulting in a simplified process

Staff has reviewed the invoice and concurs with the stated level of completion and recommends paying the invoice.

2. IHC invoice – east apron

This invoice is the progress billing for work completed on the East Terminal Apron. Staff has reviewed the invoice and concurs with the stated level of completion and recommends paying the invoice. Staff recommends that the Board approve the payment of IHC invoice No. 4, in the amount of \$771,879.44.

3. IHC change order – east apron

The proposed pavement for the asphalt section of the baggage ramp will be revised to a state specification asphalt material. This change order also accounts for the thicker than anticipated asphalt section removal on the upper aircraft parking area. The revised pavement construction parameters were coordinated, reviewed and agreed upon by the FAA and Staff. Staff recommends to Board approve Change Order #3 to Interstate Highway Construction, Inc. (IHC).

4. Grant application – Taxiway A rehabilitation

The Airport Improvement Program (AIP) is continually coordinated with FAA and CDOT Aeronautics to provide a minimum five year plan. This project is included in the approved Airport Budget for 2018.

The projects to be accomplished for the 2018 Airport Improvement Program (AIP) every year going forward are important steps to continuing a safe and efficient airfield/overall airport operation.

Grant Application-Taxiway A

The project included in this grant application is for design and construction of the Taxiway A Rehabilitation Project.

Staff recommends the Board approve the submittal of the grant application and appoint the Executive Director as an authorized signatory and Project Manager to sign all necessary documents within the grant applications.

5. Grant application - 27 ¼ Road

27 ¼ Road connected with the Runway 11/29 Relocation. This project will relocate approximately 11,000 LF of 27 ¼ Road along the western edge of the airport property away from the existing and future Runway Protection Zone for existing Runway 11/29 and Future Runway 12/30.

Staff recommends the Board approve the submittal of the grant application and the State grant application, and appoint the Executive Director as an authorized signatory and Project Manager to sign all necessary documents within the grant applications.

6. Grant application – RTR relocation

The project included in this grant application is for the Relocation of the remote transmitter / receiver (RTR). The facility located on airport property is owned and maintained by the FAA. FAA will design and construction of the new equipment. The airport will be responsible for bidding and construction administration to complete all site work and other non-government work items like foundations, antenna towers, electrical equipment, etc.

Staff recommends the Board approve the submittal of the grant application and the State grant application, and appoint the Executive Director as an authorized signatory and Project Manager to sign all necessary documents within the grant applications.”

Commissioner Brown moved to approve items 1 through 6 under item C. Airport project invoices, grants and updates. Commissioner Shrader seconded. Voice Vote All Ayes.

D. Minimum Standards Committee update

Mr. Mark Papko, Airport Operations Manager, briefed the Board. Mr. Papko said that they selected Aviation Management Consulting Group to update and evaluate the airport’s minimum standards and potentially create a new document. Mr. Papko said that after the initial evaluations of their minimum standards the committee decided to go on the route of constructing a brand new minimum standards document. Mr. Papko thanked all of the tenants and stakeholders that were able to meet with the consultants and provide feedback. The Minimum Standards committee received their first deliverable, which is the expanded outline of the minimum standards update process. The expanded outline was used as a reference to visualize how the document will look and read, there is nothing of actual content in the expanded outline, it’s merely just a large table of contents. The committee is hoping to have the first draft of the minimum standards by the end of November or early December. Second or third draft will be the public draft, this first one will stay within the committee

E. Executive Director Employment Agreement

No discussion took place. This item was tabled until the next meeting.

VIII. Any other business which may come before the Board
None.

IX. Adjournment

Commissioner Brown made a motion to adjourn. Commissioner Brabaek seconded. Voice Vote. All Ayes.

Meeting adjourned at 8:26PM

Rick Taggart, Board Chairman

ATTEST:

Victoria Hightower, Clerk to the Board



Grand Junction Regional Airport Authority Board
Board Meeting
Meeting Minutes
November 28, 2017

SPECIAL BOARD MEETING

Time: 5:15PM

I. Call to Order & Pledge of Allegiance.

Mr. Rick Taggart, Board Chairman, called the Meeting of the Grand Junction Regional Airport Authority Board to order at 5:15 PM on November 28, 2017 in Grand Junction, Colorado and in the County of Mesa.

<i>Commissioners Present:</i> Rick Taggart, Chairman Tom Benton Chuck McDaniel Robin Brown Erling Brabaek Thaddeus Shrader Clay Tufly <i>Airport Staff:</i> Mark Achen Victoria Hightower, Clerk Chance Ballegeer, Deputy Clerk Ty Minnick Eric Trinklein Ben Peck Mark Papko Shelagh O’Kane	<i>Other:</i> Ryan Springer, Sequent Drew Armstrong, Finance & Audit Committee Kent Taylor, CAF
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II. Approval of Agenda

Mr. Mark Papko requested to add Fuel Farm Pavement Rehabilitation to the agenda.

Commissioner Benton made a motion for the Board to approve the agenda with the added item. Commissioner Shrader seconded. Voice Vote. All Ayes.

III. Commissioner Comments

Chairman Taggart commented and stated that he was not at the last meeting but has received emails on the issue of the fence and a reinstatement of the Security Solution Committee (SSC). Chairman Taggart stated that the SSC was dissolved by the former chairman, Steve Wood, just about a year ago. It was not dissolved by this Board. Chairman Taggart said to reinstate for the issues they are facing today, in his humble estimation, is not a good strategy for one basic reason. The discussions that need to take place, if there is any opening to discuss the fence and/or gates, has to take place with the FAA and TSA. Chairman Taggart said that the SSC is not cleared to have those conversations, nor will they be cleared to have those conversations. Those conversations will need to take place by senior management. Chairman Taggart said that if there is any opening, what-so-ever, that needs to be done by staff.

IV. Citizens Comments

→ **Kent Taylor, CAF**

Comment outline provided by Mr. Taylor.

“Announcement

The CAF Rocky Mountain wing is pleased to announce the placement of our 1945 Grumman Avenger Torpedo Bomber on the National Register of Historic Structures, effecting November 13, 2017.

Our TBM is only the sixth aircraft to be placed on the National Register, and is currently the one of two flying, and will soon be joined by a third that is in restoration and which may be flying soon. The other three places are strictly static displays in museum.

We will be scheduling a celebration after the holidays, and hope that the Board and Airport staff will join us, along with their families.

Request

Mr. Taylor requested for the Board to reinstate an advisory committee to work with the manager.”

V. Discussion/Action Items

A. ADK Executive Search invoice

Mr. Minnick stated that this is the third and final instalment of the ADK contract, includes \$12,000 plus travel expenses.

Mr. Shrader asked if it was possible to keep some sort of retainage until they are absolutely done with the process of hiring the new Executive.

Mr. Minnick said that they could but it wasn't part of the contract. Mr. Minnick asked if the board would like to hold on to the invoice until the December 19th board meeting to see if things are wrapped up.

Commissioner Benton moved for the Board to table the approval of ADK search invoice to the December 19th board meeting. Commissioner Brown seconded. Voice Vote. All Ayes.

B. Accounting software purchase

Mr. Minnick briefed the Board. Mr. Minnick said that back in August he discussed with the audit committee the issues that they are having with their current software, Caselle. Mr. Minnick stated that it's a government software that is poor performing and continues to get worse. Mr. Minnick said that in this procurement they outsourced EKS&H, who is the airport's audit firm, and they have a division that put out a request for information from a handful of software companies and they received three bids back. Mr. Minnick said that he and Ms. Shelagh O'Kane did demonstrations with each of them. Mr. Minnick stated that they did a demo with Sage Intacct which seemed to fit their needs and it's priced in the middle of the three so that is the one they are selecting.

Further discussion took place about the software being cloud based.

Commissioner McDaniel stated that he finds it troubling that there are only two users. Commissioner McDaniel feels that there should be one more user for oversight purposes.

Mr. Minnick said that they could get more user licenses, they are expensive.

Other discussion took place in regards to the airport owning the data without an additional fee if there is ever a separation. More information is needed.

Commissioner Tufly made a motion to move forward with the question of the data being answered to their satisfaction that the airport will own the data. Commissioner Brown seconded. Voice Vote. All Ayes.

C. Fuel Farm Pavement Rehabilitation

Mr. Papko briefed the Board. Mr. Papko stated that this is in regards to their airfield fuel farm where they currently have about 2,500sq. ft. of asphalt that is failing. Mr. Papko said that they are looking to complete concrete repair, so they would remove the asphalt and put down new concrete. This will be done in two phases in order to keep the fuel farm up and running during construction. Mr. Papko said that they received two bids, one from More Storage and one from Adcock Concrete. At the low end they are at \$20,882 and that is with staff removing the current asphalt and them doing all of the concrete work, and on the high end they are at \$26,166 and that is with the contractor doing everything. Mr. Papko said that he isn't looking for approval of any one invoice, but asking for approval up to the amount of \$26,166 but pending more conversations and negotiations with the contactors and also to evaluate and to determine if they can remove the asphalt in house.

Commissioner Brown moved for the Board to approve up to \$26,166 for the removal and replacement of asphalt/concrete. Commissioner Benton seconded. Voice Vote. All Ayes.

VI. Executive Session

As required by the Colorado Open Meetings Law, a tape recording is being made of our discussions now and during the executive session.

All members of the Board are present except

There is a quorum present.

Executive Session is for the purpose of discussing personnel matters except if the employee who is the subject of the session has requested an open meeting, or if the personnel matter involves more than one employee, all of the employees have requested an open meeting as authorized by C.R.S. Section 24-6-402(4)(f) and For the purpose of determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators as authorized by C.R.S. Section 24-6-402(4)(e) more specifically for the position of Executive Director.

As well as, to conference with the attorney for the Board for the purposes of receiving legal advice on specific legal questions relating to pending or threatened litigation C.R.S. Section 24-6-402(4)(b).

Each participant must confine his or her discussion to these stated topics of the executive session. No formal action may occur in the executive session.

If at any point in the executive session any participant believes that the discussion is going outside the proper scope of the executive session, please interrupt the discussion and make an objection.

Commissioner Benton moved for the Board to go into Executive Session to discuss security details and applications for airport manager per the C.R.S. previously stated and also discussing pending threatened litigation. We will vote on this motion by a roll call vote. Please state your name and your vote. Commissioner Brabaek: Aye, Commissioner McDaniel: Aye, Commissioner Tufly: Aye, Commissioner Shrader Aye, Commissioner Brown: Aye, Commissioner Benton: Aye, Chairman Taggart: Aye. 6:01PM

VII. Adjournment and Move into Open Session 7:38PM

A. Executive Director Employment Agreement

No discussion & no action.

Commissioner Benton made a motion to adjourn. Commissioner McDaniel seconded. Voice Vote. All Ayes.

Meeting adjourned at 7:38PM

Rick Taggart, Board Chairman

ATTEST:

Victoria Hightower, Clerk to the Board



Grand Junction Regional Airport Authority Board
Board Meeting
Meeting Minutes
December 5, 2017

SPECIAL BOARD MEETING

Time: 5:15PM

I. Call to Order & Pledge of Allegiance.

Mr. Rick Taggart, Board Chairman, called the Meeting of the Grand Junction Regional Airport Authority Board to order at 5:19 PM on December 5, 2017 in Grand Junction, Colorado and in the County of Mesa.

<i>Commissioners Present:</i> Rick Taggart, Chairman Tom Benton Chuck McDaniel Robin Brown Erling Brabaek Thaddeus Shrader <i>Airport Staff:</i> Victoria Hightower, Clerk Ben Peck Shelagh O’Kane	<i>Other:</i> Sarah Russell, Courtyard Theresa Honat, Residence Jeff Soner, Holliday Inn & Suites Guy Parker, Citizen Doug Russo, Doubletree
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II. Approval of Agenda

Commissioner Benton moved for the Board to approve the agenda. Commissioner Brown seconded. Voice Vote. All Ayes.

III. Citizens Comments

Darshann Ruckman, Clarion Inn

Ms. Ruckman stated that she wanted to ask the board a couple of questions concerning the new rate increase for the trip fees being imposed or suggested to the hotels. Ms. Ruckman stated that they have worked for years, hand-in-hand with the airport, it is a

very important part of their business and service that they are able to do this for their guests, as a service provider she looks at this as they are the airport's customers. Ms. Ruckman said that when this was all put together, she wonders what their percentage is that they are paying as hoteliers right now compared to the cab/bus companies. Ms. Ruckman said that they pay a per month fee based on their room count and the cab companies pay a percentage which they tack right on top of their fee. Ms. Ruckman asked the board if any of them knew what percentage of the current trip fee revenue that is coming in that the hoteliers pay.

Chairman Taggart stated that they do not have their budget books with them tonight, they staff can get that information to her.

Ms. Ruckman stated that she went through and read the meetings for the last year or so and this was brought up in November 2016 and it was mentioned that it would be brought to the board again the next month and it wasn't mentioned again until October 2017 and it was basically just change one term. Ms. Ruckman said that she would like the board to know that they are all team players but they want to be part of this. Ms. Ruckman stated that Mr. Minnick mentioned in the minutes that it evens out the playing field but most of the teams aren't invited to the game.

Sharah Russell, Courtyard by Marriott

Ms. Russel stated that they are all here for the same thing and they would just like to be heard and wants the board to know that they do not agree with the major increase, 2000% increase from one year to the next. Ms. Russell said that they are not on board and further work needs to be done.

Theresa Honat, Residence Inn

Ms. Honat stated that she agrees with what has already been said.

Doug Russo, Doubletree by Hilton

Mr. Russo stated that he would like to add that this is not a level playing field with Uber or the taxi as this is a complementary shuttle that the cost of \$7 per trip would directly affect their bottom line. Mr. Russo said that where the Taxi's or Uber might be able to charge their customer that price, they are not able to. Mr. Russo said that this was not budgeted and was not discussed and there is no way they would authorize this and there are not enough shuttles or transportation. Mr. Russo stated that they strongly encourage this not to pass, they all agree that some increase needs to happen, but to go from \$57 a month to over \$1,500 a month is not acceptable.

Commissioner Benton commented and said that he appreciates all of the members of the Horizon Dr. hotel associations that were at a meeting held earlier in the month.

Commissioner Benton stated that it's clear that the messaging process was limited and they need to do a better job on that. Commissioner Benton said that Mr. Minnick is looking to gather better data and get a true head count per vehicle so they can determine different ways to structure a rate/fee that does help the airport keep their grounds and

asphalt in place and a number of other things that are impacted by trips to the airport. They will be in a 90 day process.

Chairman Taggart stated that Mr. Minnick communicated with him just before the meeting, and he can tell the hotel folks that on behalf of Mr. Minnick and Mr. Achen, there was no intention that they wanted to hit them with a 2000% increase. That was never the intention. Chairman Taggart asked for them to work with the airport to get the count to determine if this is the right approach.

IV. Discussion/Action Items

A. Executive Director Selection

Board members reviewed the final employment agreement between the Airport Authority and Angela Padalecki who is one of two finalist.

Chairman Taggart stated that Ms. Padalecki has been involved in reviewing the document and the changes that have occurred over the past two to three weeks, and she has accepted this agreement.

Commissioner McDaniel commented.

“I have made my concerns about the selection of the Executive Director known in our executive sessions, but I feel it is necessary to put my opinion about this matter in the public record.

I cannot support employing Ms. Padalecki as Executive Director. Principally, I believe that Ms. Padalecki lacks sufficient experience to be the chief executive of the airport. Her aviation experience consists of 4 ½ years at Denver International. Of that 4 ½ years, 2 ½ years were spent in the finance department as analyst and advisor to the CFO and, more recently, 2 years as director of airline affairs. Her formal training is in economics and finance. She has almost no airport operations experience. She has never been a chief executive or top manager.

In contrast, the other candidate the board considered has 24 years of airport experience, including all phases of airport operations, has a degree in Aeronautical Studies and is currently an airport manager.

I also believe that the proposed compensation is excessive, particularly given Ms. Padalecki’s experience. We advertised the position at a salary of \$160,000. The current draft of the agreement has annual cash compensation of \$182,800. In comparison, the City Manager’s compensation is \$180,000 and the County Administrator makes \$131,000. Each of those managers has considerable experience in public administration.

The longevity bonus in the agreement of 14.25% of salary lasts for five years. That is longer than the term of any of the commissioners now serving.

Also, the moving and transition expenses allowance of \$15,000 for Ms. Padalecki is twice the amount received by the City Manager.

In summary, I would not employ Ms. Padalecki as Executive Director, nor would I compensate her at the proposed level if she were employed.

And one final word, I earnestly hope I am wrong about this.”

Commissioner Brabaek said that he believes that in history with the past executive directors, they were all managers and some say they did a fine jobs and others say they did not. Commissioner Brabaek said that it is okay in his book for the compensation they are offering due to the fact that they are really trying to keep someone here and it’s important with this airport’s history. Commissioner Brabaek commented that her background brings much more than just an executive director and that can out way the lack of executive director experience because they have fine staff that runs the airport. Commissioner Brabaek stated that he supports the contract and Ms. Padalecki.

Commissioner Shrader stated that she is a little bit less experienced than some of the other applicants, however, as they dove into the details throughout the interviews it became very apparent to him that Ms. Padalecki displayed a really broad sense and understanding how to be a community developer and an economic driver. Commissioner Shrader said that for him that was an extremely important. Commissioner Shrader stated that he looked at her background in finance and her professional career having stemmed from being in public service throughout, for him, were very important points that swayed him to be in favor of her joining the team and acting as the Director of the airport.

Commissioner Brown stated that she respects Commissioner McDaniel’s comments and opinion. Commissioner Brown added that the last three airport directors had looked great on paper and haven’t worked out, so she thinks it’s okay to take a risk on some of the less experience especially because she has a lot of faith in the airport staff that they already have and they will help Ms. Padalecki navigate what she doesn’t know.

Commissioner Benton stated that they were very fortunate to have 46 applicants narrowed down to three. The other finalist was qualified as a “safe candidate”, but Ms. Padalecki brings a number of resources that are very important such as an extremely effective communicator, person who has the capacity to recognize both the spoken and unspoken aspects in conversations, very perceptive and very sharp. Commissioner Benton stated that he supports Ms. Padalecki for Executive Director as well as the contract.

Chairman Taggart said that they have members of staff that are very good at what they do so he was never really interested in finding a candidate with significant value and repeating the strengths they already have. Chairman Taggart said that he agrees

with Commissioner McDaniel, Ms. Padalecki is lacking on the operations side but he would like to trust that their staff in place today, is very capable of doing that. They can help her on that side of the business and she can help them in terms of how to develop the airport.

Commissioner Brown made a motion for the Board to approve the employment agreement as written. Commissioner Brabaek seconded. Roll Call Vote.

Commissioner Brabaek: Aye, Commissioner Shrader: Aye, Commissioner Benton: Aye, Commissioner Brown: Aye, Commissioner McDaniel: No, Chairman Taggart: Aye.

V. Adjournment and Move into Open Session 7:38PM

Commissioner Shrader made a motion to adjourn. Commissioner Brown seconded. Voice Vote. All Ayes.

Meeting adjourned at 5:54PM

Rick Taggart, Board Chairman

ATTEST:

Victoria Hightower, Clerk to the Board

Grand Junction Regional Airport Authority

Agenda Item Summary

TOPIC:	G4S Invoice
PURPOSE:	Information <input type="checkbox"/> Guidance <input type="checkbox"/> Decision <input checked="" type="checkbox"/>
RECOMMENDATION:	Staff recommends the Board authorize the payment of G4S Invoice 8551940 for the amount of \$11,871.93
LAST ACTION:	Approved October Invoice.
DISCUSSION:	<p>This invoice is the monthly billing for November 2017 for the ongoing monthly costs for security guard services in the Terminal. This cost is recovered from signatory air-carriers.</p> <p>The invoice exceeds \$10,000, therefore requiring Board approval.</p> <p>Staff has verified the amount and the scope of work has been completed.</p>
FISCAL IMPACT:	\$11,871.93
COMMUNICATION STRATEGY:	N/A
ATTACHMENTS:	G4S Invoice 8551940
STAFF CONTACT:	Chance Ballegeer Email: cballegeer@gairport.com Office: 970-248-8586

INVOICE

G4S Secure Solutions (USA) Inc.
1395 University Blvd | Jupiter FL 33458

Website: www.g4s.us
Contact Us: (303) 341-4433
Federal ID: 590857245



Securing Your World

Invoice No: 8551940
Amount Due: \$11,871.93
Invoice Date: 11/30/2017
Terms: Payment Due 30 Days
Due Date: 12/30/2017
Customer No: 134423
PO Number:

Please include the invoice number
with your payment and remit to:
PO Box 277469
Atlanta GA 30384-7469

Bill To: Chance Ballegeer
Grand Junction Regional Airport Authority
2828 Walker Field Dr Ste 301
Grand Junction CO 81506-8667



Service: 2828 Walker Field Dr Ste 301
Location: Grand Junction CO 81506-8667

Have billing questions? Email us:

Purchase orders: poinfo@usa.g4s.com
Other inquiries: billinghelp@usa.g4s.com

Services Rendered for: 11/01/2017 through 11/30/2017

Invoice Description:

CUSTOM PROTECTION SERVICES
Grand Junction
Regional Airport

<u>Week Begin</u>	<u>Week End</u>	<u>Monday</u>	<u>Tuesday</u>	<u>Wednesday</u>	<u>Thursday</u>	<u>Friday</u>	<u>Saturday</u>	<u>Sunday</u>	<u>Total Hours</u>	<u>Other Qty</u>	<u>Amount (\$)</u>
Baughman, John B											
11/20/2017	11/26/2017	0.00	0.00	0.00	5.00	0.00	0.00	0.00	5.00	0.00	
Falk, Darin H											
11/20/2017	11/26/2017	0.00	0.00	0.00	6.00	0.00	0.00	0.00	6.00	0.00	
Armed CPO-HOLIDAY				11.00	Regular Hours	at			29.41		323.51
Baughman, John B											
11/13/2017	11/19/2017	5.00	5.00	0.00	0.00	0.00	4.67	0.00	14.67	0.00	
11/20/2017	11/26/2017	4.00	4.00	4.00	0.00	0.00	0.00	0.00	12.00	0.00	
11/27/2017	12/03/2017	5.75	0.00	0.00	0.00	0.00	0.00	0.00	5.75	0.00	
Culton, Chadwick D											
10/30/2017	11/05/2017	0.00	0.00	5.00	6.00	6.00	9.00	9.00	35.00	0.00	
11/06/2017	11/12/2017	0.00	0.00	4.75	10.00	6.00	9.00	9.50	39.25	0.00	
11/13/2017	11/19/2017	0.00	0.00	5.00	6.00	6.00	13.00	7.00	37.00	0.00	
Falk, Darin H											
10/30/2017	11/05/2017	0.00	0.00	8.00	7.00	7.00	0.00	0.00	22.00	0.00	
11/06/2017	11/12/2017	6.75	7.00	8.00	7.00	7.00	0.00	0.00	35.75	0.00	
11/20/2017	11/26/2017	8.75	9.00	11.00	0.00	9.00	0.00	5.00	42.75	0.00	
11/27/2017	12/03/2017	0.00	8.75	12.75	14.75	0.00	0.00	0.00	36.25	0.00	
Troncoso, Daniel L											
10/30/2017	11/05/2017	0.00	0.00	0.00	0.00	0.00	0.00	8.00	8.00	0.00	
11/06/2017	11/12/2017	6.00	6.00	0.00	0.00	0.00	0.00	8.00	20.00	0.00	
11/13/2017	11/19/2017	8.00	8.00	8.00	7.00	7.00	0.00	8.00	46.00	0.00	
11/20/2017	11/26/2017	0.00	0.00	0.00	0.00	3.75	12.75	10.75	27.25	0.00	
11/27/2017	12/03/2017	6.75	4.25	0.00	0.00	0.00	0.00	0.00	11.00	0.00	
Armed CPO-REGULAR				392.67	Regular Hours	at			29.41		11,548.42

INVOICE

G4S Secure Solutions (USA) Inc.
1395 University Blvd | Jupiter FL 33458

Website: www.g4s.us
Contact Us: (303) 341-4433
Federal ID: 590857245



Securing Your World

Bill To: Chance Ballegear
Grand Junction Regional Airport Authority
2828 Walker Field Dr Ste 301
Grand Junction CO 81506-8667

Service Location: 2828 Walker Field Dr Ste 301
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Have billing questions? Email us:

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Other inquiries: billinghelp@usa.g4s.com

Services Rendered for: 11/01/2017 through 11/30/2017

<u>Week Begin</u>	<u>Week End</u>	<u>Monday</u>	<u>Tuesday</u>	<u>Wednesday</u>	<u>Thursday</u>	<u>Friday</u>	<u>Saturday</u>	<u>Sunday</u>	<u>Total Hours</u>	<u>Other Qty</u>	<u>Amount (\$)</u>
Subtotal									403.67		11,871.93
Invoice Total											11,871.93

Name: Chance Ballegear
Signature: CHC
Approved By/Date: _____
Department: Security
Description: G4S
GL Acct: 1-70-247
Amount: 11,871.93

Grand Junction Regional Airport Authority

Agenda Item Summary

TOPIC:	DKMG invoice
PURPOSE:	Information <input type="checkbox"/> Guidance <input type="checkbox"/> Decision <input checked="" type="checkbox"/>
RECOMMENDATION:	Staff recommends the Board approve DKMG invoice 98 in the amount of \$10,732.64
DISCUSSION:	In October 2017 the board engaged DKMG for airline lease consulting services. The attached invoice is within the scope of work and part of the compensation structure that was agreed to in the contract.
FISCAL IMPACT:	\$10,732.64
ATTACHMENTS:	Invoice 98
STAFF CONTACT:	Ty Minnick tminnick@gairport.com 970-248-8593



750 12th Street
Wilmette IL 60091

Invoice

Date	Invoice No.
12/05/17	98
Project	
GJT Airline Neg-Task 1 Fixed Fee	

Bill To:
Ty Minnick Finance Director 2828 Walker Field Drive Grand Junction, CO 81506

Item	Description	Hours	Rate	Amount
Julie Mattlin, Labor	Develop financial model and travel to GJT	23	250.00	5,750.00
Rhona DiCamillo, Labor	Attend kick off meeting at GJT	10	250.00	2,500.00
				8,250.00
Airfare	11-13 GJT Trip JAM - Airfare	1	1,359.80	1,359.80
Lodging	11-13 GJT Trip JAM - Hotel	1	252.92	252.92
Mileage	11-13 GJT Trip JAM - Mileage	1	26.75	26.75
Other	11-13 GJT Trip JAM - Tips	1	8.00	8.00
Meals & Entertainment	11-13 GJT Trip JAM - Meals	1	227.39	227.39
				1,874.86
Airfare	11-14 GJT Trip RKD - Airfare	1	366.60	366.60
Lodging	11-13 GJT Trip RKD - Hotel	1	127.72	127.72
Meals & Entertainment	11-13 GJT Trip RKD - Meals	1	21.15	21.15
Meals & Entertainment	11-13 GJT Trip RKD - Meals	1	12.31	12.31
Parking	11-13 GJT Trip RKD - Parking	1	80.00	80.00
				607.78

Total	\$10,732.64
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Budget-Labor Only	\$40,000.00
Invoiced to date-Labor Only	\$8,250.00
Remaining Balance -Labor Only	\$31,750.00

Grand Junction Regional Airport Authority

Agenda Item Summary

TOPIC:	Veoci (Grey Wall)
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PURPOSE:	Information <input checked="" type="checkbox"/>	Guidance <input type="checkbox"/>	Decision <input checked="" type="checkbox"/>
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RECOMMENDATION:	Staff recommends the Board approve invoice 3497 to Veoci
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DISCUSSION:	Veoci was approved as the airports Computerized Maintenance Management System (CMMS) at the December 2015 regular board meeting. The board approved the CMMS contract for one year with four one year options. The board approved the 2018 budget that included the \$25,000 annual payment to Veoci.
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FISCAL IMPACT:	\$25,000 – amount is included in the 2018 budget.
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ATTACHMENTS:	Invoice number 3497 to Veoci.
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STAFFCONTACT:	Ty Minnick tminnick@gairport.com 970-248-8593
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Invoice


Date	Invoice No.
2017-Nov-06	3497

Bill To	Ship To	
Grand Junction Regional Airport	Grand Junction Regional Airport	
Ty Minnick	Ty Minnick	
800 Eagle Drive	800 Eagle Drive	
Grand Junction CO 81506 USA	Grand Junction CO 81506 USA	
Organization Name	Sales Representative	Ship Date
GJT - Grand Junction Regional Airport	Vincent	2017-Nov-06

Order No.	Terms	Balance Due Date	Start Date	End Date
GWS772624	NET 30	2017-Dec-27	2018-Jan-01	2018-Dec-31

Quantity	Description	Tax %	Tax \$	Unit Price \$	Total \$
1	Veoci SaaS Licensing		0.00	\$25,000.00	\$25,000.00

Additional Notes

 Grey Wall Software LLC 195 Church Street, 14th Floor New Haven, CT 06510 203.782.5944 www.veoci.com	Subtotal	\$25,000.00
	Tax	\$0.00
	Balance Due	\$25,000.00

Please make checks out to Grey Wall Software LLC.
For credit card Payments, please contact us.
Wire transfer Instructions: Beneficiary: Grey Wall Software, LLC, 129 Church Street, Suite 321, New Haven, CT 06510, USA
Account Number: 100011019631. Bank: Webster Bank, 80 Elm Street, New Haven, CT 06510
SWIFT BIC: WENAUS31XX. ABA/Routing Number: 211170101

Grand Junction Regional Airport Authority

Agenda Item Summary

TOPIC:	Pay Request-Passenger Boarding Bridge
PURPOSE:	Information <input type="checkbox"/> Guidance <input type="checkbox"/> Decision <input checked="" type="checkbox"/>
RECOMMENDATION:	Board approve payment of Mead & Hunt Invoice No. 273958.
LAST ACTION:	Board executed design contract 7/18/17.
DISCUSSION:	<p>This invoice is the progress billing for the design of the Passenger Boarding Bridge Installation located at Gate 1.</p> <p>Work completed this phase include Plans and Specifications for a 90% review completed by Airport Staff. Currently, the project is expected to advertise for bidding in January 2018.</p> <p>Staff has reviewed the invoice and concurs with the stated level of completion and recommends paying the invoice.</p>
FISCAL IMPACT:	\$20,866.14 – Budgeted dollars
COMMUNICATION STRATEGY:	None.
ATTACHMENTS:	Mead & Hunt Invoice No. 273958
STAFFCONTACT:	Eric Trinklein etrinklein@gairport.com Office: 970-248-8597

NOV 21 2017



Remit payment to:
Mead & Hunt | Accounts Receivable
2440 Deming Way | Middleton, WI 53562-1562
1-888-364-7272 | AccountsReceivable@meadhunt.com

Invoice

November 13, 2017

Project No: R2331300-171867.01

Invoice No: 273958

Grand Junction Regional Airport
2828 Walker Field Drive, Suite 301
Grand Junction, Colorado 81506

Project R2331300-171867.01 GJT Passenger Boarding Bridge Design

7/18/17 Work Order No. 2

Professional Services from October 1, 2017 to October 31, 2017

Fee

Phase	Fee	Percent Complete	Earned	Current
Project Management	9,441.00	42.7497	4,036.00	2,010.20
SD	75,829.00	83.8113	63,553.24	3,068.94
CD	95,385.00	16.5508	15,787.00	15,787.00
Permit and Bid	6,286.00	0.00	0.00	0.00
Total Fee	186,941.00		83,376.24	20,866.14
		Previous Fee Billing	62,510.10	
	Total			20,866.14
		Total this invoice		\$20,866.14

GJT Gate 1 PBB Schedule of Values
A-E Services

11/10/2017

Contract Amount % Complete Billed Amount Previous Billings Current Invoice

Task 1 - Project Management

Project Initiation	\$ 954.00	100%	\$ 954.00	\$ 954.00	\$ -
Project Management	\$ 5,359.00	40%	\$ 2,143.80	\$ 1,071.80	\$ 1,071.80
Quality Control	\$ 3,128.00	30%	\$ 938.40	\$ -	\$ 938.40
	\$ -	0%	\$ -	\$ -	\$ -
	\$ 9,441.00	42.7497%	\$ 4,036.00	\$ 2,025.80	\$ 2,010.20

Task 2 - Schematic Design

Site Survey & Concept Meeting	\$ 43,842.00	72%	\$ 31,566.24	\$ 28,497.30	\$ 3,068.94
Schematic Design Meeting	\$ 3,586.00	100%	\$ 3,586.00	\$ 3,586.00	\$ -
Develop SD Plans	\$ 28,401.00	100%	\$ 28,401.00	\$ 28,401.00	\$ -
	\$ -	0%	\$ -	\$ -	\$ -
	\$ 75,829.00	83.8113%	\$ 63,553.24	\$ 60,484.30	\$ 3,068.94

Task 4 - Construction Documents

Specifications	\$ 10,534.00	20%	\$ 2,106.80	\$ -	\$ 2,106.80
Develop Construction Drawings	\$ 68,401.00	20%	\$ 13,680.20	\$ -	\$ 13,680.20
90% Review Meeting	\$ 1,906.00	0%	\$ -	\$ -	\$ -
Final Design Meeting	\$ 7,240.00	0%	\$ -	\$ -	\$ -
	\$ 88,081.00	17.9233%	\$ 15,787.00	\$ -	\$ 15,787.00

Task 5 - Permit Processing

Permit Processing	\$ 3,186.00	0%	\$ -	\$ -	\$ -
	\$ -	0%	\$ -	\$ -	\$ -
	\$ -	0%	\$ -	\$ -	\$ -
	\$ -	0%	\$ -	\$ -	\$ -
	\$ 3,186.00	0.0000%	\$ -	\$ -	\$ -

Task 6 - Bidding

Bidding Assistance	\$ 10,404.00	0%	\$ -	\$ -	\$ -
	\$ -	0%	\$ -	\$ -	\$ -
	\$ -	0%	\$ -	\$ -	\$ -
	\$ -	0%	\$ -	\$ -	\$ -
	\$ 10,404.00	0.0000%	\$ -	\$ -	\$ -

Summary AE Services (Rounded)	\$ 186,941.00	44.60%	\$ 83,376.24	\$ 62,510.10	\$ 20,866.14
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Grand Junction Regional Airport Authority

Agenda Item Summary

TOPIC:	Pay Request-Terminal Building Renovations
PURPOSE:	Information <input type="checkbox"/> Guidance <input type="checkbox"/> Decision <input checked="" type="checkbox"/>
RECOMMENDATION:	Board approve payment of Mead & Hunt Invoice No. 273959.
LAST ACTION:	Board executed design contract 8/18/17.
DISCUSSION:	<p>This invoice is the progress billing for the terminal building renovations.</p> <p>Work completed under this invoice includes completion of a majority of the Conceptual Design, this included a report and presentation of the design effort. Bidding packages are anticipated for the Escalator Replacement Project and selected portions of the Roof Replacement Project will be completed in January 2018</p> <p>Staff has reviewed the invoice and concurs with the stated level of completion and recommends paying the invoice.</p>
FISCAL IMPACT:	\$52,704 – Budgeted dollars
COMMUNICATION STRATEGY:	None.
ATTACHMENTS:	Mead & Hunt Invoice No. 273959
STAFFCONTACT:	Eric Trinklein etrinklein@gairport.com Office: 970-248-8597

NOV 21 2017



Remit payment to:
Mead & Hunt | Accounts Receivable
2440 Deming Way | Middleton, WI 53562-1562
1-888-364-7272 | AccountsReceivable@meadhunt.com

Invoice

November 13, 2017

Project No: R2331300-171869.01

Invoice No: 273959

Grand Junction Regional Airport
2828 Walker Field Drive, Suite 301
Grand Junction, Colorado 81506

Project R2331300- GJT Terminal Building Renovations
171869.01

8/18/17 Task Order #3

Professional Services from October 1, 2017 to October 31, 2017

Fee

Phase	Fee	Percent Complete	Earned	Current
Project Management	29,150.00	10.4635	3,050.10	685.26
Concept Design	115,158.00	81.4159	93,756.92	52,019.52
Schematic Design	99,324.00	0.00	0.00	0.00
Design Development	159,318.00	0.00	0.00	0.00
Construction Documents	256,324.00	0.00	0.00	0.00
Permit and Bid	19,099.00	0.00	0.00	0.00
Total Fee	678,373.00		96,807.02	52,704.78
		Previous Fee Billing	44,102.24	
	Total			52,704.78
		Total this invoice		\$52,704.78

Outstanding Invoices

Number	Date	Balance
273598	10/17/2017	44,102.24
Total		44,102.24

GJT Terminal Renovations Schedule of Values
A-E Services

11/10/2017

	Contract Amount	% Complete	Billed Amount	Previous Billings	Current Invoice
Task 1 - Project Management					
Project Initiation	\$ 1,908.00	100%	\$ 1,908.00	\$ 1,908.00	\$ -
Project Management	\$ 22,842.00	5%	\$ 1,142.10	\$ 456.84	\$ 685.26
Quality Control	\$ 4,400.00	0%	\$ -	\$ -	\$ -
	\$ -	0%	\$ -	\$ -	\$ -
	\$ 29,150.00	10.46%	\$ 3,050.10	\$ 2,364.84	\$ 685.26
Task 2 - Concept Design					
Site Survey & Concept Meeting	\$ 38,641.00	100%	\$ 38,641.00	\$ 38,641.00	\$ -
Concept Design Meeting	\$ 14,589.00	0%	\$ -	\$ -	\$ -
Develop Concept Plans and Narrative	\$ 61,928.00	89%	\$ 55,115.92	\$ 3,096.40	\$ 52,019.52
	\$ -	0%	\$ -	\$ -	\$ -
	\$ 115,158.00	81.42%	\$ 93,756.92	\$ 41,737.40	\$ 52,019.52
Task 3 - Schematic Design					
Refine Concept, Finishes, and Code Review	\$ 22,082.00	0%	\$ -	\$ -	\$ -
Develop Schematic Plans	\$ 58,172.00	0%	\$ -	\$ -	\$ -
Develop Preliminary OPCC	\$ 9,088.00	0%	\$ -	\$ -	\$ -
Schematic Design meeting	\$ 9,982.00	0%	\$ -	\$ -	\$ -
	\$ 99,324.00	0.00%	\$ -	\$ -	\$ -
Task 4 - Design Development					
Finalize Building layout and Code Requirements	\$ 12,140.00	0%	\$ -	\$ -	\$ -
Develop DD Level Plans and Specifications	\$ 119,842.00	0%	\$ -	\$ -	\$ -
Update OPCC	\$ 8,472.00	0%	\$ -	\$ -	\$ -
Progress and Final DD Meetings	\$ 18,864.00	0%	\$ -	\$ -	\$ -
	\$ 159,318.00	0.00%	\$ -	\$ -	\$ -
Task 5 - Construction Documents					
Specifications	\$ 39,588.00	0%	\$ -	\$ -	\$ -
Develop Construction Drawings	\$ 203,126.00	0%	\$ -	\$ -	\$ -
90% Review Meeting	\$ 6,720.00	0%	\$ -	\$ -	\$ -
Final Design Meeting	\$ 6,910.00	0%	\$ -	\$ -	\$ -
	\$ 256,324.00	0.00%	\$ -	\$ -	\$ -
Task 6 - Permit Processing					
Permit Processing	\$ 10,716.00	0%	\$ -	\$ -	\$ -
	\$ -	0%	\$ -	\$ -	\$ -
	\$ -	0%	\$ -	\$ -	\$ -
	\$ -	0%	\$ -	\$ -	\$ -
	\$ 10,716.00	0.00%	\$ -	\$ -	\$ -
Task 7 - Bidding					
Bidding Assistance	\$ 8,383.00	0%	\$ -	\$ -	\$ -
	\$ -	0%	\$ -	\$ -	\$ -
	\$ -	0%	\$ -	\$ -	\$ -
	\$ -	0%	\$ -	\$ -	\$ -
	\$ 8,383.00	0.00%	\$ -	\$ -	\$ -
Summary AE Services (Rounded)	\$ 678,373.00	14.27%	\$ 96,807.02	\$ 44,102.24	\$ 52,704.78

NOVEMBER 2017 PERFORMANCE

FINANCIAL RESULTS

Assets – Cash is consistent with prior year. The increase in accounts receivable is a result of payments due from FAA for AIP projects 54, 55 and 56 for a total of approximately \$925,000. Project costs have been submitted for reimbursement and have been getting paid in a timely manner.

Liabilities – The accounts payable balance was reduced in February for the payment for approximately \$520,000 due to the FAA, along with the payments to Aviation and Armstrong.

Operating Revenue – Ahead of budget and prior year. Airline revenue year to date of approximately \$1,650,000 and combined parking and rental cars of \$2,460,000. Total operating revenue for 2018 to \$5,833,000 versus \$5,678,000 for 2017, approximately \$155,000 ahead of prior year.

Operating Expense – The total operating expense is \$300,000 ahead of budget and \$140,000 ahead of prior year. The majority of the variance is effected by the cost savings from legal fees incurred in 2016. Resulting in an operating gain of \$2,317,000 year-to-date versus \$2,019,000 prior year, a net gain of approximately \$300,000 over prior year.

Non-operating Expense – The budget expected significant expense in 2018 related to the passenger boarding bridge and terminal renovations. Due to the delay in these projects there has been a lower than expense.

Grand Junction Regional Airport Authority
 Statements of Net Position
 Unaudited - subject to change

	11/30/2017	12/31/2016
Current assets		
Cash and cash equivalents	8,107,031	8,302,897
Accounts receivable & prepaid expense	1,705,273	526,874
Total current assets	9,812,304	8,829,771
Restricted assets		
Bond project & restricted cash	11,916,358	11,437,126
Pension deferred outflow	850,586	850,586
Capital assets, net	58,240,193	58,240,193
Total non-current assets	71,007,137	70,527,905
Total assets	80,819,441	79,357,676
Current liabilities		
Accounts payable & accrued expenses	2,054,342	1,781,561
Current portion of note payable	435,932	435,932
Current portion of bonds payable	191,791	836,791
Total current liabilities	2,682,065	3,054,284
Non-current liabilities		
Net pension liability	2,837,459	2,837,459
Pension deferred inflow	74,342	74,342
Note payable, net of current portion	678,832	678,832
Bonds payable, net of current portion	20,832,478	20,832,478
Total non-current liabilities	24,423,111	24,423,111
Total liabilities	27,105,176	27,477,395
Net position		
Net investment in capital assets	36,101,160	35,456,160
Restricted for debt service and capital assets	11,318,701	10,748,391
Unrestricted	6,294,404	5,675,730
Total net position	53,714,265	51,880,281
Total liabilities and net position	80,819,441	79,357,676

Grand Junction Regional Airport Authority
Statements of Changes in Net Position
Unaudited - subject to change

	YEAR TO DATE			MONTH		
	Actual	Budget	Actual	Actual	Budget	Actual
	11/30/2017	11/30/2017	11/30/2016	11/30/2017	11/30/2017	11/30/2016
Operating revenue						
Aeronautical revenue						
Passenger airline revenue						
Passenger airline landing fees	487,116	446,900	465,111	39,520	38,900	37,496
Terminal rent	1,086,868	1,083,500	1,083,357	98,487	98,500	98,487
Other (boarding bridge)	82,425	69,000	72,205	7,075	12,000	7,780
Total passenger airline revenue	1,656,409	1,599,400	1,620,673	145,082	149,400	143,763
Non-passenger airline revenue						
Non-passenger landing fees	133,184	83,700	95,326	11,444	6,400	7,742
Cargo and hangar rentals	46,886	46,200	46,411	4,287	4,200	4,219
Fuel tax & flowage fees	585,334	668,700	622,732	48,197	54,600	48,711
Other (ramp parking, rapid refuel)	2,400	11,000	3,630	210	1,000	180
Total non-passenger airline revenue	767,804	809,600	768,099	64,138	66,200	60,852
Total aeronautical revenue	2,424,213	2,409,000	2,388,772	209,220	215,600	204,615
Non-aeronautical revenue						
Land and building leases	522,459	522,800	520,055	45,886	45,700	45,283
Terminal - restaurant & retail	115,458	75,900	85,856	11,787	6,900	11,743
Terminal - other	234,254	174,900	224,317	21,296	15,900	21,844
Rental cars	1,127,124	1,083,300	1,074,555	112,592	75,600	107,020
Parking and ground transportation	1,332,712	1,275,500	1,297,129	149,284	128,700	152,202
Other (security fee, overtime fee, etc)	77,162	68,200	87,423	5,166	6,200	10,486
Total non-aeronautical revenue	3,409,169	3,200,600	3,289,335	346,011	279,000	348,579
Total operating revenues	5,833,382	5,609,600	5,678,107	555,231	494,600	553,194
Operating expenses						
Personnel compensation and benefits	1,794,177	1,961,625	1,647,910	158,583	163,261	148,613
Communications and utilities	267,068	297,552	262,878	19,688	30,464	20,709
Supplies and materials	391,741	412,345	384,812	39,244	36,867	48,171
Contract services	483,789	572,526	816,103	21,318	38,241	45,590
Repairs & maintenance	240,502	264,792	380,600	18,514	18,265	34,968
Insurance	85,950	85,378	83,439	7,993	7,898	7,677
Other (travel, marketing, air service, etc)	253,409	236,470	83,423	37,605	21,923	13,534
Total operating expenses	3,516,636	3,830,688	3,659,165	302,945	316,919	319,262
Operating gain (loss)	2,316,746	1,778,912	2,018,942	252,286	177,681	233,932
Non-operating revenues (expenses)						
Passenger facility charges	819,440	814,000	817,262	76,137	68,000	75,895
Interest income	82,875	17,600	25,615	3,199	1,600	2,481
Interest expense	(817,267)	(817,266)	(644,719)	(73,918)	(73,918)	(58,239)
Customer facility charges	666,151	520,000	656,123	78,712	44,000	76,940
Capital contributions	4,258,751	8,361,572	2,204,707	949,614	2,000,000	870,802
Capital expenditure	(4,904,606)	(20,596,445)	(2,861,172)	(1,106,490)	(13,336,500)	(1,081,045)
Debt principal payments	(435,932)	(435,932)	(423,096)	(110,220)	(110,220)	(106,984)
Other (Legal Settlement)	(151,910)	-	(569,270)	-	-	(569,270)
Total non-operating revenue	(482,498)	(12,136,471)	(794,550)	(182,966)	(11,407,038)	(789,420)
Excess of revenues over (under) expense	1,834,248	(10,357,559)	1,224,392	69,320	(11,229,357)	(555,488)

GRAND JUNCTION REGIONAL AIRPORT ACTIVITY REPORT

Report Date: **November 30, 2017**
 PY Comparison Date: November 30, 2016

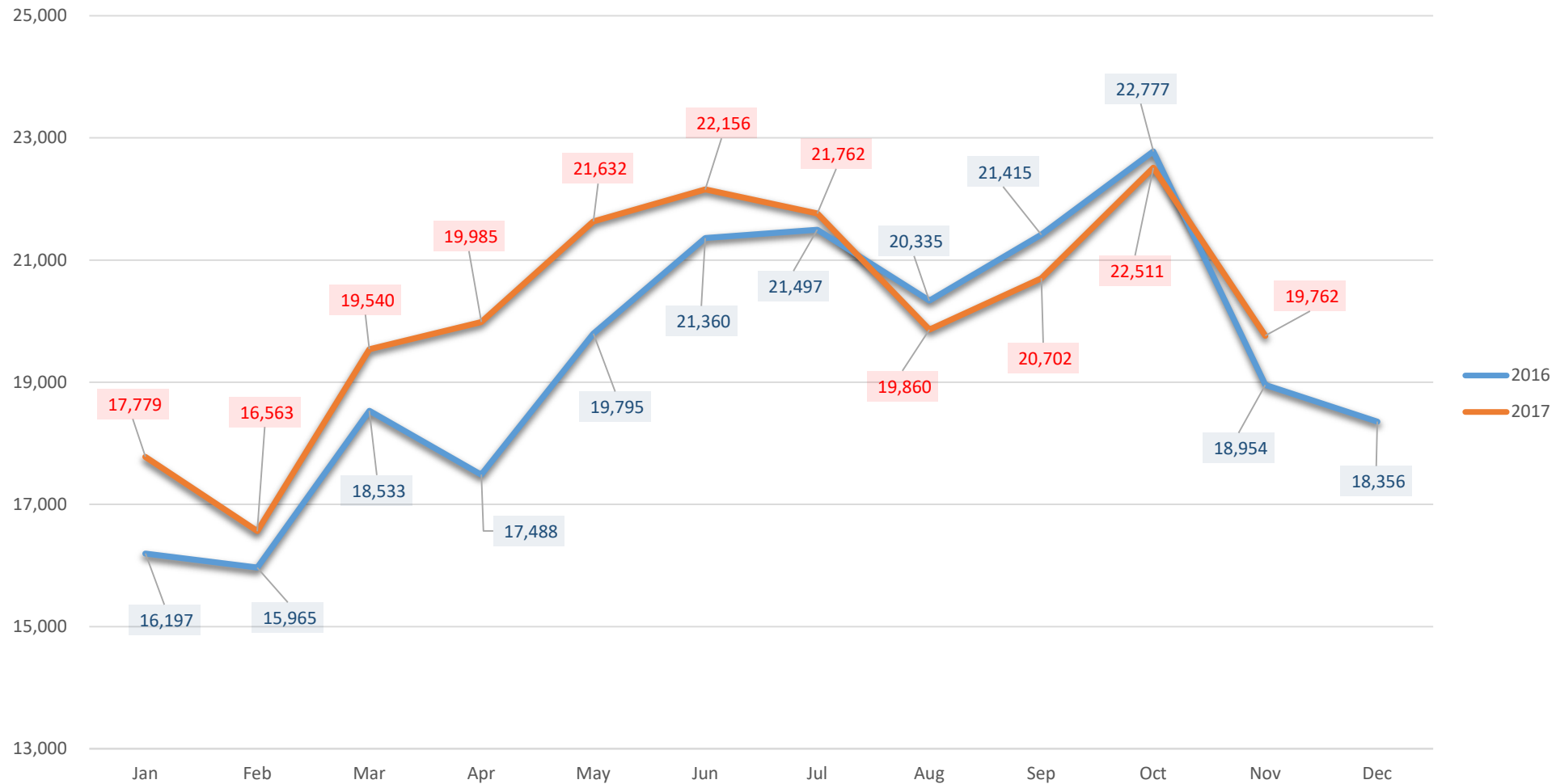
PASSENGER ENPLANEMENTS:	November, 2017 CURRENT MONTH			YEAR-TO-DATE		
	2016	2017	PERCENT CHANGE	2016	2017	PERCENT CHANGE
	AMERICAN (TOTAL)	8,243	8,542	3.63%	89,989	96,485
ALLEGiant (TOTAL)	1,252	1,250	-0.16%	16,199	15,891	-1.90%
UNITED (TOTAL)	5,542	5,554	0.22%	64,513	62,104	-3.73%
DELTA (TOTAL)	3,408	3,696	8.45%	36,618	39,827	8.76%
DENVER AIR CONNECTION (TOTAL)	509	720	41.45%	6,391	6,903	8.01%
SWIFT AIR (TOTAL)	-	-	N/A	-	864	N/A
SunCountry Charter	-	-	N/A	-	80	N/A
TOTAL ENPLANEMENTS	18,954	19,762	4.26%	214,316	222,252	3.70%
TOTAL SEAT CAPACITY	23,678	23,493	-0.78%	279,137	278,427	-0.25%
PASSENGER DEPLANEMENTS:	2016	2017	CHANGE	2016	2017	CHANGE
AMERICAN (TOTAL)	8,006	8,365	4.48%	88,815	94,668	6.59%
ALLEGiant	1,194	1,167	-2.26%	15,992	15,586	-2.54%
UNITED (TOTAL)	4,449	5,364	20.57%	42,568	64,308	51.07%
DELTA (TOTAL)	3,361	3,684	9.61%	36,602	39,965	9.19%
DENVER AIR CONNECTION (TOTAL)	-	682	N/A	-	6,339	N/A
SWIFT AIR (TOTAL)	-	-	N/A	-	718	N/A
SunCountry Charter	-	-	N/A	-	80	N/A
TOTAL DEPLANEMENTS	17,010	19,262	13.24%	184,183	221,664	20.35%
2016 Deplanement data is incomplete						
TOTAL PASSENGERS	35,964	39,024	8.51%	398,499	443,916	11.40%
	CURRENT MONTH			YEAR-TO-DATE		
LOAD FACTOR:(OUTBOUND ONLY)						CHANGE IN PERCENT
AMERICAN (TOTAL)	75.42%	84.24%	8.82%	74.64%	83.72%	12.16%
ALLEGiant	83.80%	83.67%	-0.13%	82.70%	80.83%	-2.26%
UNITED (TOTAL)	90.56%	90.97%	0.42%	76.91%	78.94%	2.64%
DELTA (TOTAL)	82.12%	88.00%	5.88%	80.75%	80.14%	-0.75%
DENVER AIR CONNECTION (TOTAL)	51.73%	46.33%	-5.40%	65.51%	45.56%	-30.45%
GJT TOTAL	80.05%	84.12%	4.07%	76.78%	79.82%	3.97%

GRAND JUNCTION REGIONAL AIRPORT ACTIVITY REPORT

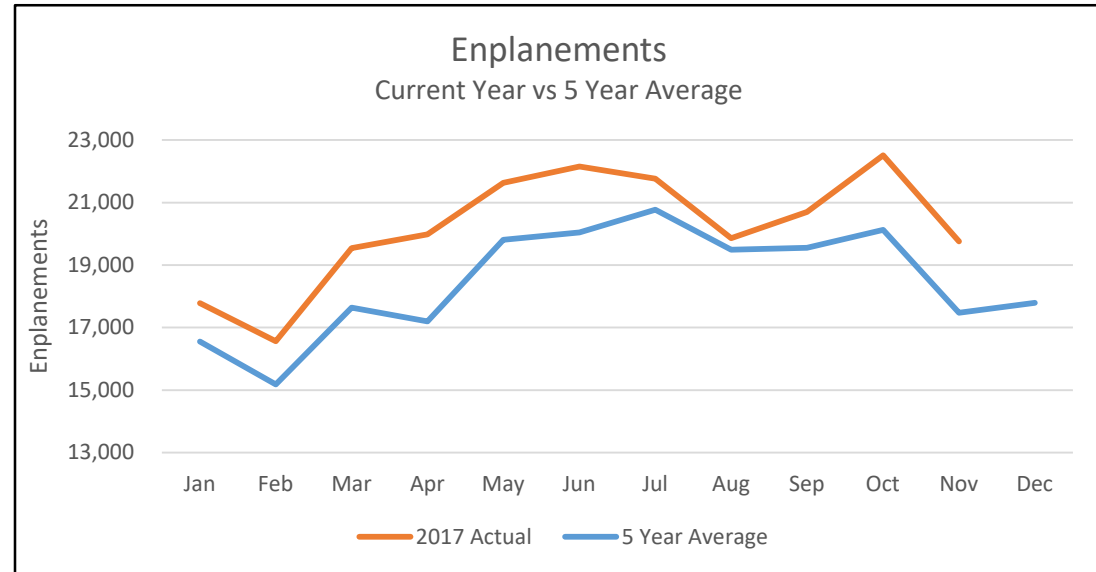
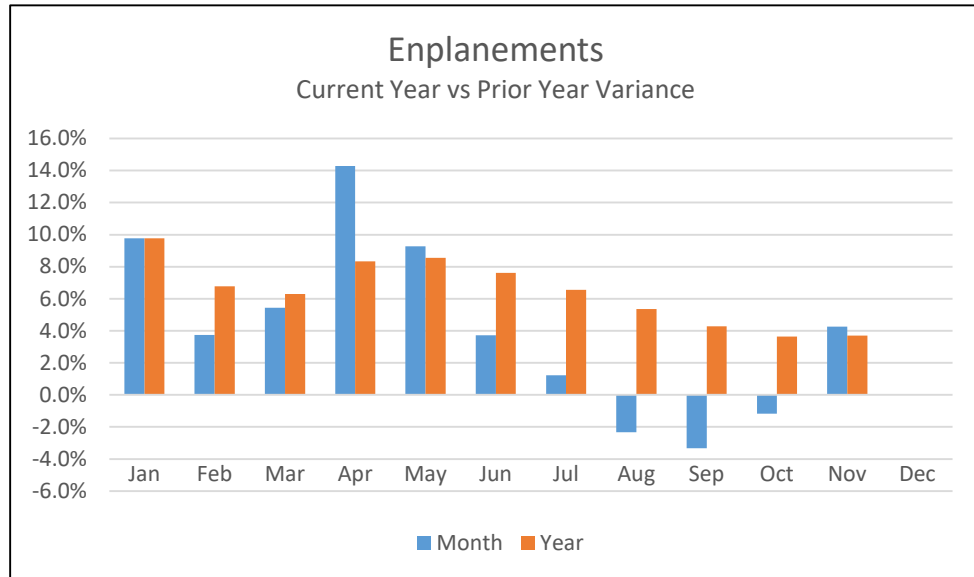
November 30, 2017	CURRENT MONTH			YEAR-TO-DATE		
AIR FREIGHT ON (LBS):	2016	2017	PERCENT CHANGE	2016	2017	PERCENT CHANGE
American	131	833	535.88%	9,279	8,552	-7.83%
FedEx	229,174	248,796	8.56%	2,936,430	3,101,054	5.61%
KEY LIME AIR	26,842	26,932	0.34%	-	382,003	N/A
United	-	1,852	N/A	-	11,345	N/A
Delta	-	260	N/A	-	2,329	N/A
TOTAL FREIGHT ON	256,147	278,673	8.79%	3,272,299	3,505,283	7.12%
AIR FREIGHT OFF (LBS):	2016	2017	PERCENT CHANGE	2016	2017	PERCENT CHANGE
American	331	1,156	249.24%	4,753	8,622	81.40%
FedEx	455,158	384,642	-15.49%	5,473,036	5,085,123	-7.09%
KEY LIME AIR	63,195	76,010	20.28%	-	744,790	N/A
United	-	441	N/A	-	4,028	N/A
Delta	-	108	N/A	-	3,467	N/A
TOTAL FREIGHT OFF	518,684	462,357	-10.86%	6,143,980	5,846,030	-4.85%
TOTAL AIR FREIGHT	774,831	741,030	-4.36%	9,416,279	9,351,313	-0.69%

Enplanements and Activity Report

Enplanements 2016 vs 2017



Enplanements and Activity Report



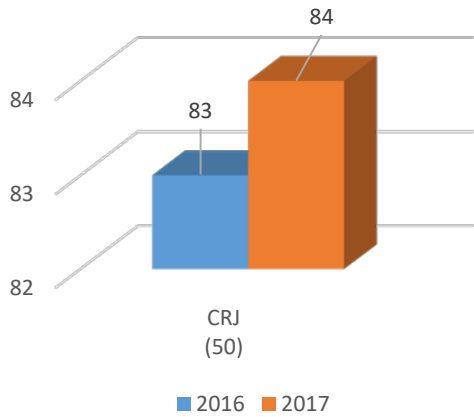
	2016	2017	Variance	
			Passengers	Percent
November	18,954	19,762	808	4.3%
YTD	214,316	222,252	7,936	3.7%

	5 Year Avg	2017	Variance	
			Passengers	Percent
November	17,472	19,762	2,290	13.1%
YTD	203,846	222,252	18,406	9.0%

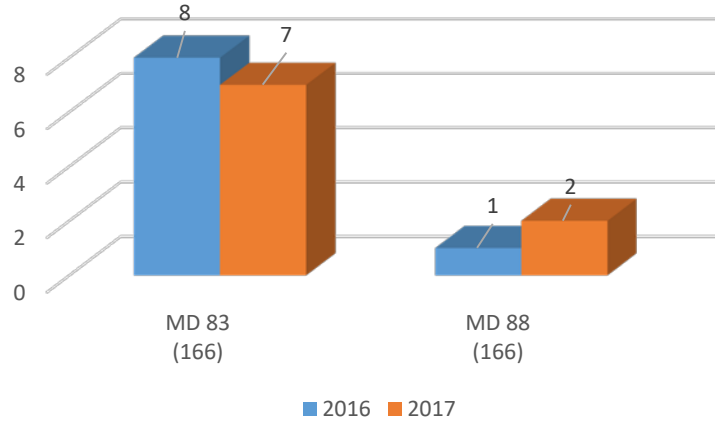
Aircraft Changes – November 2016 vs 2017

Landings only

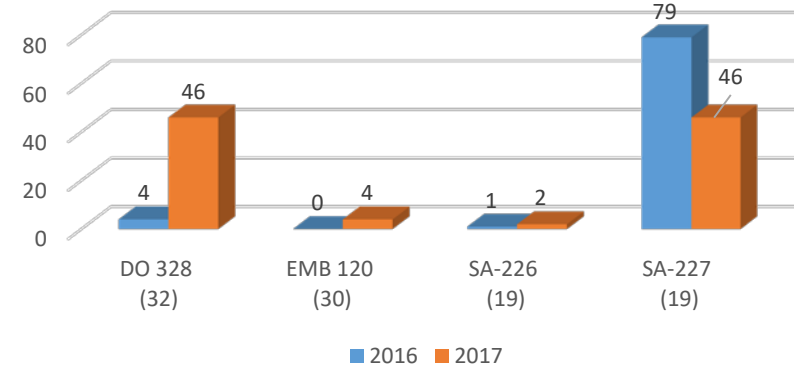
Delta Airlines



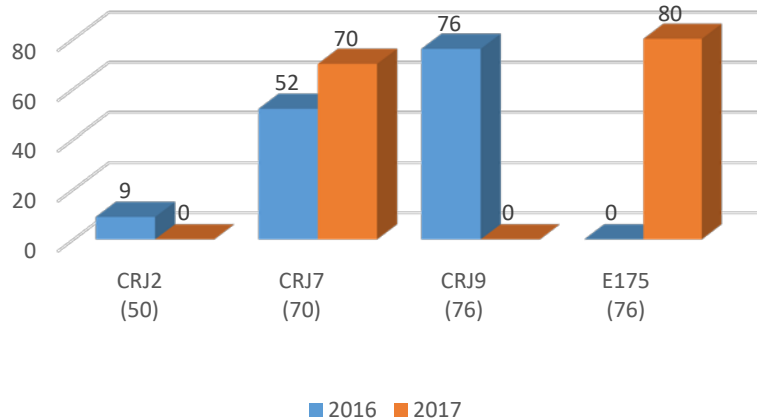
Allegiant Air



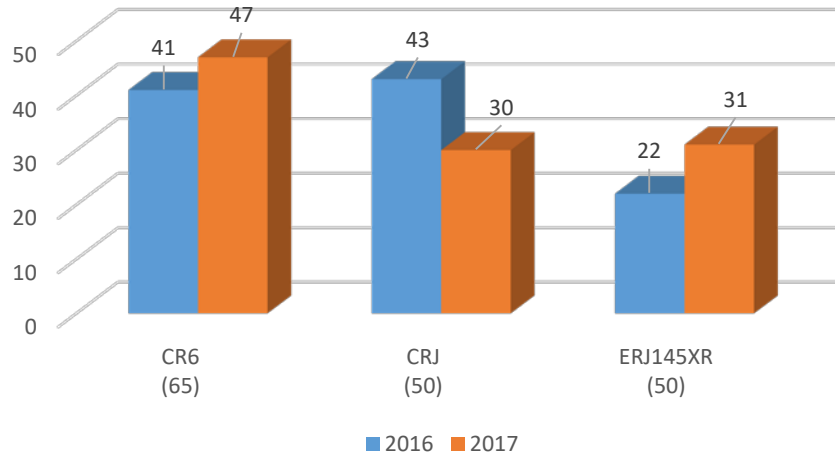
Denver Air Connection



American Airlines



United Airlines



Grand Junction Regional Airport Authority

Agenda Item Summary

TOPIC:	Commemorative Air Force (CAF) lease
PURPOSE:	Information <input type="checkbox"/> Guidance <input type="checkbox"/> Decision <input checked="" type="checkbox"/>
RECOMMENDATION:	Board to determine after discussion
DISCUSSION:	<p>The CAF (operating under the name Rocky Mountain Hangar) is requesting a revision to their existing lease to an annual lease payment of zero. The CAF leases 4 hangars with three of the hangars sublet to third parties and the remaining hangar occupied by CAF in addition to the museum hangar.</p> <p>The CAF extended their lease by signing a 10 year option in 2016, therefore expiring June 30, 2027. The current annual rent is \$5,790, however, CAF has requested to move to a new standard lease. This would result in an annual rent of \$11,555.</p> <p>CAF is requesting to be considered for a zero dollar lease under the FAA policy and procedures concerning the use of airport revenue:</p> <p style="padding-left: 40px;">The Final Policy permits airport operators to charge reduced rental rates and fees, including nominal rates, to not-for-profit aviation museums, to the extent that the reduction is reasonably justified by the tangible and intangible benefits to the airport or civil aviation.</p> <p style="padding-left: 40px;">The Final Policy permits but does not require below-market rental rates, including nominal rates. The airport operator is free to treat a qualified aviation museum as it would any other aeronautical activity in setting rental rates and other fees to be paid by the museum.</p> <p>The attached memo is an overview of the services provided by the museum and CAF. As identified in the FAA guidance, if the board is considering a rent reduction there needs to be a corresponding tangible/intangible benefit to the airport or civil aviation.</p> <ol style="list-style-type: none">1. Example of a tangible benefit – does the Airport receive any of the proceeds from a CAF fundraiser.2. Examples of an intangible benefit – how many people visit the museum, do these people seek jobs in aviation, does CAF promote Grand Junction Airport as a valuable partner/sponsor, and does CAF volunteer to help at the airshows therefore reducing required staff time.
FISCAL IMPACT:	Total annual rent of \$11,555
ATTACHMENTS:	Memo provided by CAF
STAFF CONTACT:	Ty Minnick tminnick@gjairport.com 970-248-8593

CAF Rocky Mountain Wing Request for Special Lease Treatment

Introduction

The Commemorative Air Force Rocky Mountain Wing is a non-profit, 100% volunteer-run organization based at the Grand Junction Regional Airport, and has been active here since 1981. We run an American Aviation Heritage Museum, and we restore, maintain, and operate historically significant WWII-era aircraft – currently a 1946 J3 Cub and a 1945 TBM Avenger torpedo bomber (on the Colorado Register of Historic Properties and recently nominated for the National Register). We keep the *memory, spirit, and values* of the Greatest Generation alive by educating, entertaining, and inspiring current and future generations with stories of the heroes that participated in WWII, both in combat and on the home front.

Request

We ask the Airport Board to consider a 10-year, zero-cost ground lease for the CAF Museum, Hangar Complex, and Ramp.

Rationale

The Rocky Mountain Wing brings a variety of tangible and intangible benefits to the Airport and the Grand Valley community.

- Our special events (e.g., Open Houses, Photo Shoots, Hangar Dances, Visits with Santa, etc.) and visits to our Museum expose a broad variety of people to the Airport every year.
- Our affiliation with the Commemorative Air Force facilitates access to 160+ Flying WWII aircraft for Grand Junction Aviation events (e.g., the *Tora! Tora! Tora!* Pearl Harbor re-enactment at the 2015 GJ Air Show, and B29 *Fifi* and B17 *Sentimental Journey* Living History Flight Experiences).
- Our own participation in Grand Junction Airshows and aviation events - ICAS data indicates that WWII aircraft are the second most popular attractions at aviation events, behind jet teams.
- Our own Living History Flight Experience offerings in our TBM Avenger and our J3 Cub.
- Our annual Rise Above educational/inspirational program will touch over 2,000 middle-school children this year. Based on true stories of the Tuskegee Airmen and WASPs, the program shows the children how others overcame extreme hardship and obstacles, and encourages them to *rise above* their own hardships and perceived limitations. Some of these children will no doubt be inspired to pursue aviation-related careers and/or avocations.
- Our CAF Cadet program provides an avenue for youth (and their families) to experience aviation in a hands-on, interactive way.
- Our 5-year goals are aligned with Airport and Community growth goals. We expect to grow our membership from 80 to 300+. We will triple our Museum and Hangar space to accommodate additional aircraft and exhibits. We will extend the Rise Above educational outreach program across the Western Slope. In short, we intend to become a *destination*.
- Achieving our goals will require a great deal of advertising – media, newspaper, and word-of-mouth. All our advertising will of course contain references to the GJRA as a Sponsor.

While it is difficult to put a dollar value on these benefits, we believe the exposure and good will associated with our programs and presence on the airport, plus the value of including GJRA as a sponsor in our advertising, fund raising, and membership campaigns will far exceed the value of the lease.

Thank you for your consideration,

Kent Taylor – Wing Leader, CAF Rocky Mountain Wing
970.921.3700 | acrokent@outlook.com

PROJECT UPDATE SUMMARY
DECEMBER 2017
Presented by: Eric Trinklein

East Terminal Air Carrier Apron (AIP 54)
Grant: \$4,696,415



The existing air carrier apron was constructed in 1982. The concrete has deteriorated due to alkali-silica reactivity (ASR) which is a significant source of foreign object debris (FOD). The project was awarded to Interstate Highway Construction on August 16, 2016. The project is currently under construction and expected to be completed spring 2018.

- 1) 150 day Project began June 19
- 2) Concrete testing results from initial two phases of construction failed to meet payment requirements in FAA standards
- 3) Project suspended August 22 to allow the contractor time to evaluate new concrete mix designs to address the unsatisfactory testing results
- 4) The contractor resumed work October 3. Concrete pouring was able to resume October 26
- 5) Concrete installation was completed and the ramp was opened to regular operations November 22
- 6) Concrete testing results for the material installed after the work stoppage does not meet the requirements for payment by FAA standards
- 7) Details have not been finalized for remediation the concrete phases not meeting specifications

Terminal Renovations

Budget: \$8,500,000

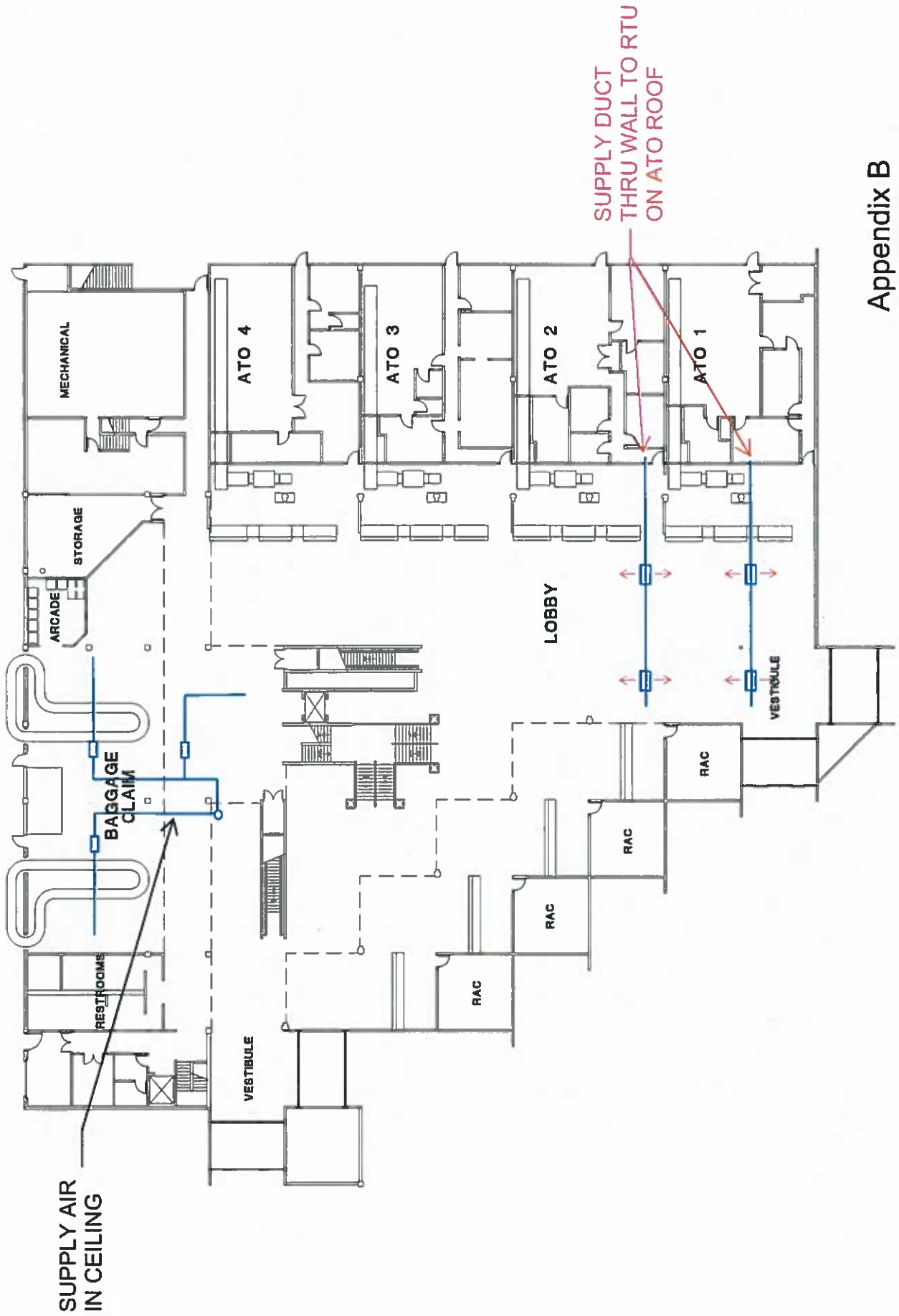
The terminal renovation needs were identified to extend the useful life of our existing terminal. The projects will repair and replace the existing HVAC system, roof, escalators, and the electrical system. Construction will focus on maintaining regular operations as much as possible to continue a positive passenger experience at the airport.

As part of the initial design Mead&Hunt presented and discussed the work scope, and alternatives at the Board workshop in November. As a result of the workshop, staff and Mead&Hunt have been working to reduce the overall scope of the projects. The primary revision is to reduce the cooling unit replacement to the Main Atrium area only. This area is currently served by an evaporative cooler installed with the original building in 1984. This option will leave the existing systems serving the outer portions of the building resulting in more maintenance of these systems, however, cost can be considerably reduced with this option. Other project scope items are being reduced as a result of the workshop and details are being finalized with Mead&Hunt and Airport staff. The design is moving forward to provide bidding packages early in 2018 for the replacement of the escalators and replacement of selected portions of the terminal roof. Reduction to the construction time are being evaluated based on the revised project scope.

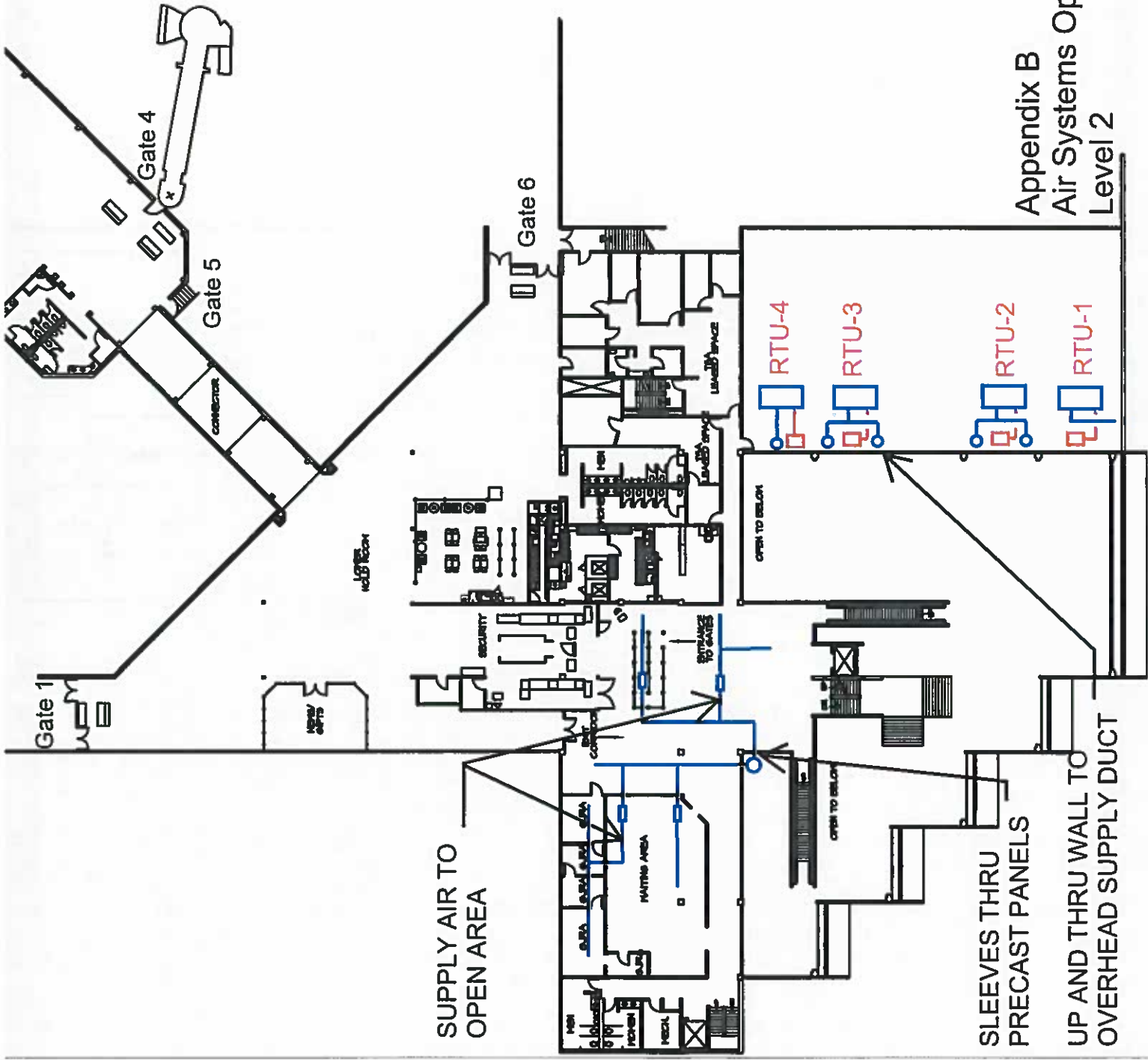
Scope	High Cost Option	Revised Cost
Mechanical	\$ 1,999,500.00	\$ 1,328,500.00
Roof Replacement	\$ 560,250.00	\$ 560,250.00
Escalators	\$ 360,000.00	\$ 360,000.00
Emergency Power Supply	\$ 200,000.00	\$ 150,000.00
Passenger Boarding Bridge (PBB)	\$ 1,800,000.00	\$ 1,800,000.00
PA System	\$ 149,000.00	\$ -
Code Compliance Upgrade	\$ 1,094,600.00	\$ 63,600.00
Subtotal	\$ 6,163,350.00	\$ 4,262,350.00
Soft Costs*	\$ 3,025,459.00	\$ 2,996,489.00
Total	\$ 9,188,809.00	\$ 7,258,839.00

*Further savings to soft cost are anticipated as project development progresses

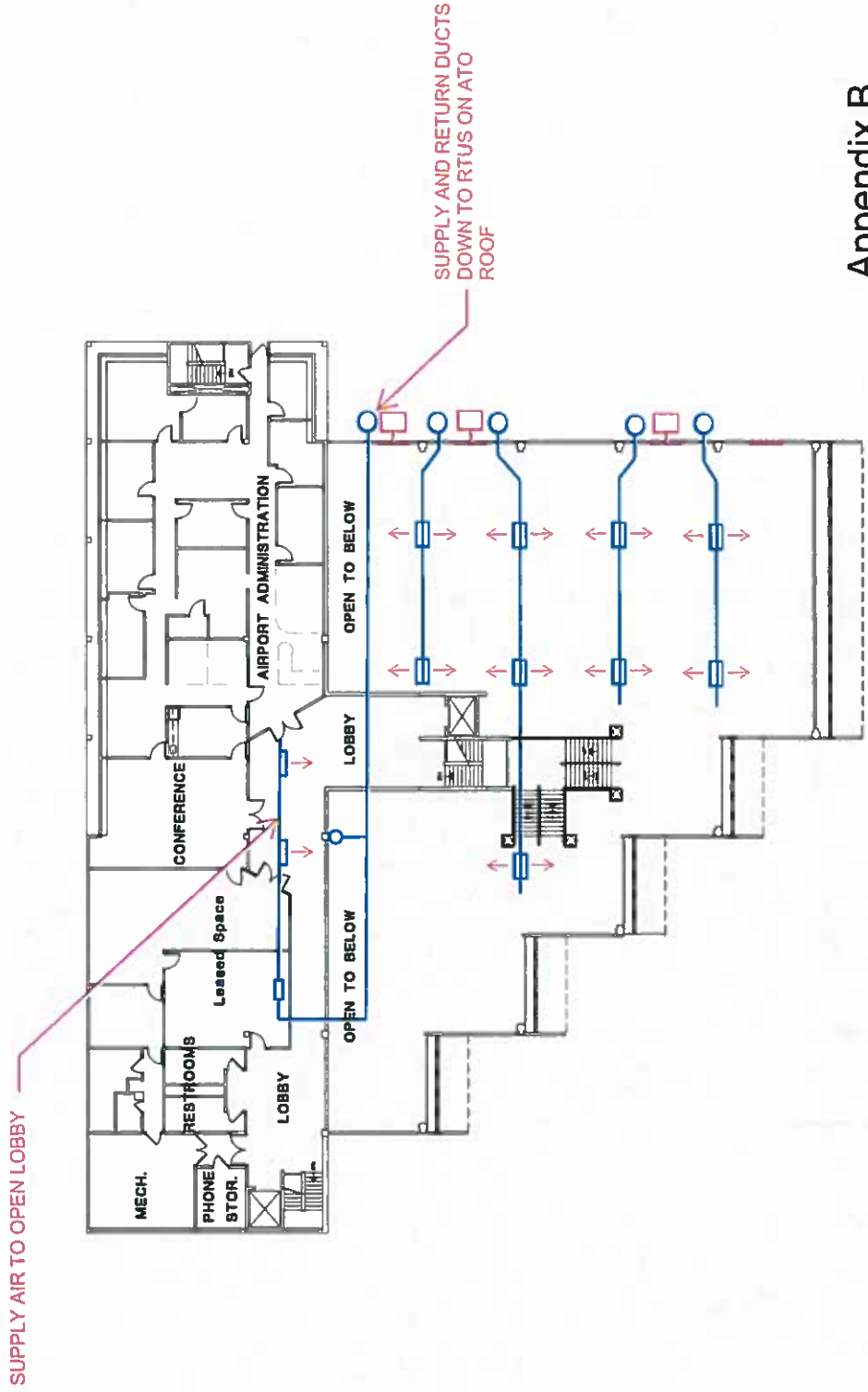
Attached is the revised concept for the atrium cooling system.



Appendix B
 Air Systems Option 8
 Level 1



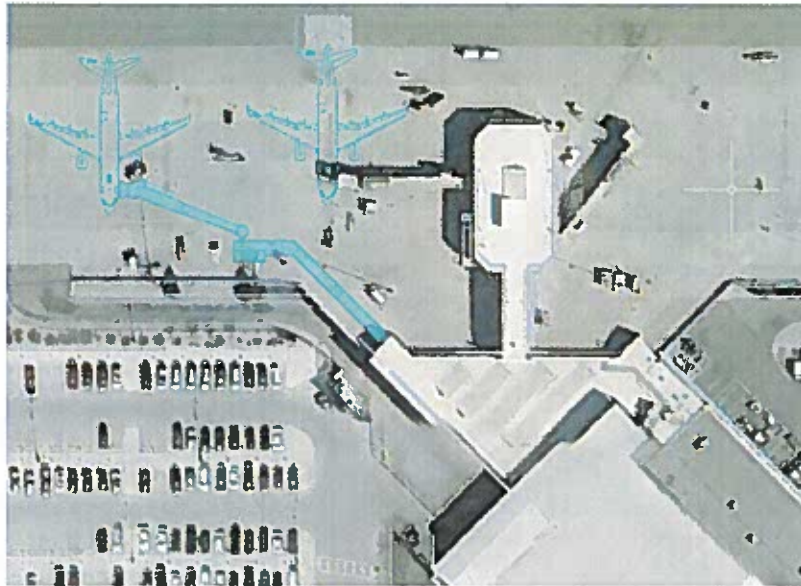
Appendix B
Air Systems Option 8
Level 2



Appendix B
 Air Systems Option 8
 Level 3/ Roof

Passenger Boarding Bridge

Budget: \$1,800,000



This project will add a new passenger boarding bridge and enclosed walkway to Gate 1 of the Terminal, and expand capacity for commercial aircraft. Airport staff received and reviewed 90% construction plans and specifications. We anticipate that the plans will be advertised for bidding in January 2018. Construction is anticipated for summer 2018.

Runway 11/29 Replacement Project – Design Only (AIP 55 & AIP 56)

Grant: \$4,366,355.89

The Grand Junction Regional Airport Authority began a multi-year program to relocate the primary runway in 2016. The relocation is intended to minimize impacts to community air service while modernizing the runway, originally constructed in 1958. The most effective way to meet the current FAA design standards, maintain airport operations during construction, and reduce economic impacts by the project is to build a replacement runway north of the current runway's location. The current design phase is contracted with Mead and Hunt to provide a 60% Design of the overall runway and taxiway relocation including overall permitting and land acquisition. Airport staff has been continually coordinating the project with the consultant as well as FAA. Work by staff has also included in-depth reviews of design documents, contract document, and drawings. 30% Design is expected to be delivered to the Airport in January.



811
 Always call before you dig.
 Call before you dig.

SCALE: 1" = 600'

Print Date: 12-14-2017		0000		GRAND JUNCTION AIRPORT 271 ROAD BLM PARKING EXHIBIT		SHEET 1 OF 1	
DAVID SWANE REGISTERED PROFESSIONAL ENGINEER 1000 Broadway Street, Suite 200 Durango, Colorado 81302 Phone: 720.844.8888							

Remote Transmitter Receiver Relocation (AIP 57)

Budget: 4,002,000



The Remote Transmitter/Receiver is an FAA facility which will need to be relocated with the runway. This project includes moving the shed and antenna towers as well as providing communication and power lines. The final design for this construction package is included under the runway design package. The Airport, Mead&Hunt, and FAA are finalizing design of the facility. A scope of work for geotechnical investigation for the new structures is being presented at the December Airport Board meeting. The Airport is also reviewing a Reimbursable Agreement with FAA to complete the construction phase of the project. The project is anticipated to be out for bid in spring 2018 and completed later in 2018.

27 1/4 Road Relocation Project (AIP 58)

Budget: \$2,321,000

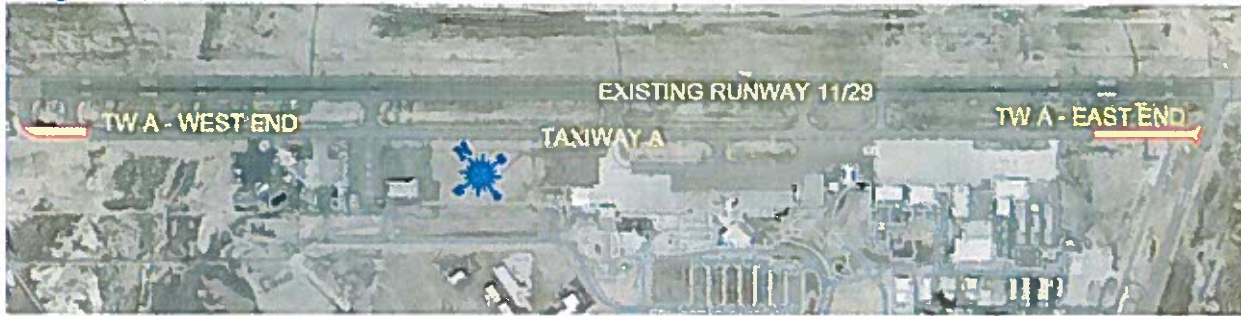


27 1/4 Road will be realigned to facilitate the relocated runway. The road alignment will account for the 1,500 foot shift of the runway to the west and to account for the new Runway Protection Zone. The final design for this construction package is included under the runway design package.

The project has used a National Environmental Protection Agency (NEPA) process to notify the public of the project and provide necessary mitigation efforts to accomplish the project. As part of the NEPA process, it was determined that the airport will help fund the construction of a Bureau of Land Management (BLM) recreation facility. Construction of the project by BLM has not been determined yet. The airport is going to continue to coordinate with users of the area to provide notification of the project. The project is anticipated to be out for bid in spring 2018 and completed later in 2018.

Taxiway A Mill and Rehabilitation (AIP 59)

Budget: \$1,700,000



This 2018 project will rehabilitate the ends of Taxiway A with a mill and overlay on each end. A 2016 pavement evaluation from CDOT Aeronautics shows that Taxiway A pavements are rated a 38 on a 1 to 100 scale. The ends are the most heavily used serving as aircraft holding positions prior to take off. Airport staff has had the initial meeting to provide a design contract with the Consultant and FAA. The contract has been analyzed by Airport staff and a fee has been negotiated in accordance with FAA requirements. The contract is being presented for approval with the Airport Board at the December Regular Board Meeting. The project is anticipated to be out for bid in April and completed later in 2018.

Grand Junction Regional Airport Authority

Agenda Item Summary

TOPIC:	IHC Pay Request for East Terminal Apron
PURPOSE:	Information <input type="checkbox"/> Guidance <input type="checkbox"/> Decision <input checked="" type="checkbox"/>
RECOMMENDATION:	Board approval of payment of IHC Invoice No. 5, in the amount of \$594,221.69.
LAST ACTION:	The construction contract with Interstate Highway Construction was executed September 27, 2016.
DISCUSSION:	<p>This invoice is the progress billing for work completed on the East Terminal Apron Rehabilitation Project. The invoice includes work completed for the period between 10/24 through 11/30. The billing includes 57% of the contract dollars and 83% of the contract time. This invoice does not include payment for concrete.</p> <p>Staff has reviewed the invoice and concurs with the stated level of completion and recommends paying the invoice.</p>
FISCAL IMPACT:	FAA - \$534,799.52 (90%) State - \$16,043.98 (2.7%) GJRA - \$43,378.19 (7.3%) Budgeted dollars Total - \$594,221.69
COMMUNICATION STRATEGY:	None.
ATTACHMENTS:	IHC Invoice No. 5
STAFFCONTACT:	Eric Trinklein etrinklein@gairport.com Office: 970-248-8597

**MONTHLY INVOICE
PREPARED BY
GARVER, LLC**

PROJECT NAME:	East Commerical Apron Reconstruction	INVOICE NUMBER:	5
OWNER:	Grand Junction Regional Airport 800 Eagle Drive Grand Junction, CO 81506	FROM:	10/24/17
CONTRACTOR:	Interstate Highway Construction Co. P. O. Box 4356 Englewood, CO 80155	TO:	11/30/17
CONTRACT DATE:	June 19, 2017	GARVER PROJECT NUMBER:	1708-1932
		AIP No.	3-08-0027-054-2016
		CONTRACT COMPLETION DATE:	12/26/17
		DATE WORK BEGAN:	06/19/17
CONTRACT AMOUNT:		SUBSTANTIAL COMPLETION:	
ORIGINAL:	\$4,278,834.50	CONSTRUCTION TIME:	
CHANGE ORDERS:	\$2,197.50	ALLOTTED:	148 Calendar Days
REVISED:	\$4,281,032.00	SUSPENDED:	42 Calendar Days
		WEATHER:	Calendar Days
		USED:	123 Calendar Days

57% of Contract Amount Used To-date

83% of Contract Time Used To-Date

CERTIFICATION, RECOMMENDATION, & APPROVAL

The undersigned Contractor certifies that: (1) all previous progress payments received from Owner on account of Work done under the Contract referred to above have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by all prior Applications for Payment; (2) title of all Work, materials and equipment incorporated into said Work or otherwise listed in or covered by the Application for Payment will pass to Owner at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to Owner indemnifying Owner against any such Lien, security interest or encumbrance); (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and not defective; (4) all contract labor standards requirements have been complied with by Contractor and by each subcontractor employing mechanics or laborers at the site of the work; and (5) the quantities shown on the attached Unit Price Schedule reflect the quantities complete at the closing date of this invoice period.

Certified By:
CONTRACTOR: Interstate Highway Construction Co.

By:  Dustin Gerou IHC Project Manager
2017.12.01 17:13:23 -06'00'

Date: _____

Recommended By:
ENGINEER: Garver, LLC

By: 

Date: 12/3/17

Approval for Payment By:
OWNER: Grand Junction Regional Airport

Approved By: _____

Date: _____

Total Amount of Work Done	2,439,374.19
Plus Materials Stored	<u>0.00</u>
TOTAL	2,439,374.19
Less Retainage (10% of Total Amount of Work Done)	<u>243,937.42</u>
Difference	2,195,436.77
Less Previous Payments	<u>1,601,215.08</u>
AMOUNT DUE ON CONTRACT THIS INVOICE	<u>594,221.69</u>

WORK COMPLETED TO-DATE
East Commerical Apron Reconstruction

INVOICE NUMBER: 5
TO: 11/30/17

ITEM NUMBER	DESCRIPTION	UNIT	ORIGINAL CONTRACT QUANTITY	UNIT PRICE	REVISED CONTRACT QUANTITY	QUANTITY THIS INVOICE	AMOUNT THIS INVOICE	QUANTITY TO-DATE	AMOUNT TO-DATE
1	1 CO1.1 Mobilization	LS	1.0	\$ 595,262.00	1.0	0.40	\$ 238,104.80	0.90	\$ 535,735.80
2	2 CO1.2 Remove Concrete Pavement (Full Depth)	SY	8,235.0	\$ 37.00	7,862.0	243.00	\$ 8,991.00	7,301.82	\$ 270,167.34
3	3 CO1.3/ CO.3 Remove Asphalt Pavement (Full Depth)	SY	3,565.0	\$ 9.50	505.0	(1,517.73)	\$ (14,418.44)	566.77	\$ 5,384.31
4	4 CO1.4 Partial Depth Concrete Removal	SY	465.0	\$ 53.00	0.0	0.00	\$ -	0.00	\$ -
5	5 CO1.5 Partial Depth Asphalt Removal	SY	675.0	\$ 10.00	0.0	0.00	\$ -	0.00	\$ -
6	6 CO1.6 Partial Depth Asphalt Removal (Butt Joints)	SY	820.0	\$ 10.00	0.0	0.00	\$ -	0.00	\$ -
7	7 CO1.7/ CO.3 Overexcavation	SY	10,220.0	\$ 25.50	7,466.0	(2,183.51)	\$ (55,679.51)	7,487.38	\$ 190,928.19
8	8 CO1.8 Fill Material (Pit Run) (24 Inches)	SY	10,715.0	\$ 34.50	10,201.0	0.00	\$ -	9,670.88	\$ 333,645.36
9	9 CO1.9 Subgrade Preparation	SY	10,715.0	\$ 5.50	10,201.0	0.00	\$ -	9,670.88	\$ 53,189.84
10	10 CO1.10/ CO2.1 Subbase Course (4 Inches Thick)	SY	10,715.0	\$ 8.50	0.0	0.00	\$ -	0.00	\$ -
11	11/ CO.3 Aggregate Base Course (8 Inches Thick)	SY	505.0	\$ 32.50	0.0	0.00	\$ -	0.00	\$ -
12	12 CO1.12/ CO2.2 Lean Concrete Base Course (6 Inches Thick)	SY	10,715.0	\$ 43.00	0.0	0.00	\$ -	0.00	\$ -
13	13 CO1.13 Bond Breaker Fabric	SY	10,715.0	\$ 3.50	10,201.0	5,519.76	\$ 19,319.16	9,914.80	\$ 34,701.80
14	14 CO1.14 Stabilization Fabric	SY	10,715.0	\$ 2.50	10,201.0	2,266.45	\$ 5,666.13	10,185.82	\$ 25,464.56
15	15 CO1.15/ CO.3 Bituminous Surface Course (75 Below)	TON	320.0	\$ 316.00	0.0	0.00	\$ -	0.00	\$ -
16	16 CO1.16/ CO.3 Bituminous Material (PG 64-28)	TON	25.0	\$ 316.00	0.0	0.00	\$ -	0.00	\$ -
17	17 CO1.17 Portland Cement Concrete Pavement (16 Inches Thick)	SY	10,715.0	\$ 158.00	10,201.0	0.00	\$ -	0.00	\$ -
18	18 CO1.18 Bituminous Tack Coat	Gallons	235.0	\$ 14.50	135.0	14.00	\$ 203.00	14.00	\$ 203.00
19	19 Temporary Pavement Marking	SF	800.0	\$ 2.00	800.0	90.50	\$ 181.00	331.50	\$ 663.00
20	20 Permanent Pavement Marking	SF	800.0	\$ 3.00	800.0	0.00	\$ -	0.00	\$ -
21	21 Remove Existing Storm Pipe	LF	130.0	\$ 9.50	130.0	0.00	\$ -	0.00	\$ -
22	22 CO1.22 Install 18 Inches RCP Class V Pipe	LF	307.0	\$ 75.00	207.0	32.00	\$ 2,400.00	130.00	\$ 9,750.00
23	23 6 Inch Perforated Underdrain Pipe	LF	332.0	\$ 31.00	332.0	234.30	\$ 7,263.30	353.30	\$ 10,952.30
24	24 Remove Existing Trench Drain	LF	185.0	\$ 8.50	185.0	0.00	\$ -	0.00	\$ -
25	25 CO1.25 Install 12 Inch Cast In Place Trench Drain	LF	587.0	\$ 450.00	457.0	261.60	\$ 117,720.00	314.60	\$ 141,570.00
26	26 Remove Existing Storm Inlet	EA	2.0	\$ 258.00	2.0	0.00	\$ -	0.00	\$ -
27	27 Underdrain Inspection Pit	EA	1.0	\$ 5,994.00	1.0	1.00	\$ 5,994.00	1.00	\$ 5,994.00
28	28 Underdrain Cleanouts	EA	2.0	\$ 918.00	2.0	1.00	\$ 918.00	2.00	\$ 1,836.00
29	29 CO1.29 Install Storm Inlet	EA	4.0	\$ 14,830.00	3.0	2.00	\$ 29,660.00	3.00	\$ 44,490.00
30	30 Remove Existing Curb and Gutter	LF	220.0	\$ 4.50	220.0	218.16	\$ 981.72	218.16	\$ 981.72
31	31 Install Curb and Gutter	LF	220.0	\$ 39.00	220.0	220.00	\$ 8,580.00	220.00	\$ 8,580.00
32	32 4-4 Inch Schedule 40 PVC Conduit	LF	920.0	\$ 88.50	920.0	12.58	\$ 1,113.33	637.51	\$ 56,419.64
33	33 Aircraft Rated Handhole	EA	2.0	\$ 7,682.00	2.0	0.00	\$ -	0.00	\$ -
34	34 CO1.34 Methacrylate Seal Concrete	SY	-	\$ 6.50	460.0	625.88	\$ 4,068.22	625.88	\$ 4,068.22
35	35 CO1.35 Remove Chainlink Fence	LS	-	\$ 1,125.00	1.0	0.00	\$ -	1.00	\$ 1,125.00

ITEM NUMBER	DESCRIPTION	UNIT	ORIGINAL CONTRACT QUANTITY	UNIT PRICE	REVISED CONTRACT QUANTITY	QUANTITY THIS INVOICE	AMOUNT THIS INVOICE	QUANTITY TO-DATE	AMOUNT TO-DATE
36	36 Temporary Construction Fence	LS	-	\$ 1,750.00	1.0	0.00	\$ -	1.00	\$ 1,750.00
37	CO1.36 Temporary Construction Fence	LS	-	\$ 35,500.00	1.0	0.25	\$ 8,875.00	1.00	\$ 35,500.00
38	CO1.37 w/ screen	LS	-	\$ 7,195.00	1.0	0.00	\$ -	0.00	\$ -
39	38 Install Chainlink Fence	LS	-	\$ 7,195.00	1.0	0.00	\$ -	0.00	\$ -
40	CO1.38 w/Barbed Wire	LS	-	\$ 7,195.00	1.0	0.00	\$ -	0.00	\$ -
41	CO2.3 Addition of P-304 Cement Treated Base 8"	SY	-	\$ 50.00	10201	1,881.00	\$ 94,050.00	9,800.37	\$ 490,018.50
42	CO3.1 Remove Asphalt Pavement (Approx. 24"-27")	SY	-	\$ 27.25	2240	2,183.51	\$ 59,500.65	2,183.51	\$ 59,500.65
43	CO3.2 Overexcavation Under (Approx. 24"-27")	SY	-	\$ 17.35	2240	2,183.51	\$ 37,883.90	2,183.51	\$ 37,883.90
44	CO3.3 CDOT Class 6 Aggregate Base Course (8 Inches Thick)	SY	-	\$ 31.50	505	611.53	\$ 19,263.20	611.53	\$ 19,263.20
45	CO3.4 CDOT Bituminous Surface Course (SX w/15% RAP, 75 Gvrations)	TON	-	\$ 291.00	140	193.74	\$ 56,378.34	193.74	\$ 56,378.34
46	CO3.5 CDOT Bituminous Surface Course (PG 64-22 F)	TON	-	\$ 316.00	13	10.22	\$ 3,229.52	10.22	\$ 3,229.52
TOTALS							\$ 660,246.32		\$ 2,439,374.19

Grand Junction Regional Airport Authority

Agenda Item Summary

TOPIC:	East Terminal Apron-Garver Contract Amendment No. 1
PURPOSE:	Information <input type="checkbox"/> Guidance <input type="checkbox"/> Decision <input checked="" type="checkbox"/>
RECOMMENDATION:	Board approval of Contract Amendment No. 1
LAST ACTION:	The Work Task for Garver was signed by the Airport Board Chairman May 17, 2017
DISCUSSION:	<p>The proposed amendment accounts for additional work services provided by Garver to facilitate contract suspension. The East Terminal Apron Construction project had to be suspended to allow the Contractor time to develop a new concrete mix design. The tight timelines for each phase made it impossible to continue work.</p> <p>Construction Administration work is eligible for FAA reimbursement. The cost proposed with this amendment is accounted for under the current Grant and Airport Budget.</p>
FISCAL IMPACT:	FAA - \$13,826.16 (90%) State - \$414.78 (2.7%) GJRA - \$1,121.46 (7.3%) Budgeted dollars Total - \$15,362.40
COMMUNICATION STRATEGY:	None.
ATTACHMENTS:	Contract Amendment No. 1
STAFFCONTACT:	Eric Trinklein etrinklein@gairport.com Office: 970-248-8597



**AMENDMENT TO AGREEMENT FOR PROFESSIONAL SERVICES
Grand Junction Regional Airport Authority
Grand Junction, Colorado
Project No. 17081932**

CONTRACT AMENDMENT NO. 1

This Contract Amendment No. 1, effective on the date last written below, shall amend the original contract by and between the **Grand Junction Regional Airport Authority of Grand Junction, Colorado** hereinafter referred to as "Owner," and **GARVER, LLC**, hereinafter referred to as "GARVER", in accordance with the provisions of the **MASTER AGREEMENT FOR PROFESSIONAL SERVICES** executed on May 18, 2017.

This Contract Amendment No. 1 adds professional services for the:

East Terminal Air Carrier Apron

The original contract is hereby modified as follows:

APPENDIX A – SCOPE OF SERVICES

Section 2.2 of Appendix A of the original contract is hereby amended to add the following:

- 17. Construction administration services and plan revisions related to construction suspension (see attached Appendix B, Amendment No. 1)

APPENDIX B – FEE SUMMARY

Fee Summary of Appendix B of the original contract is hereby amended to add the following:

- 17. Construction administration services and plan revisions related to construction suspension (attached Appendix B, Amendment No. 1)

<u>Title II Services</u>	<u>Original</u>	<u>Amendment 1</u>	<u>Total</u>
Construction Materials Testing	\$99,700.00		\$99,700.00
Construction Administration Services	\$137,700.00		\$137,700.00
Construction Administration Services Related to Construction Suspension		\$15,362.40	\$15,362.40
Construction Observation Services	\$270,250.00		\$270,250.00
<u>Project Closeout Services</u>	<u>\$8,500.00</u>		<u>\$8,500.00</u>
Subtotal for Title II Services	\$516,150.00	\$15,362.40	\$516,150.00



This Agreement 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.

IN WITNESS WHEREOF, Owner and GARVER have executed this Amendment effective as of the date last written below.

Grand Junction Regional Airport
Authority

GARVER, LLC

By: _____
Signature

By: *[Signature]*
Signature

Name: _____
Printed Name

Name: *KEANE MULLMAN*
Printed Name

Title: _____

Title: *Vice President*

Date: _____

Date: *12/8/17*

Attest: _____

Attest: *[Signature]*

Grand Junction Regional Airport Authority

Agenda Item Summary

TOPIC:	East Terminal Apron-Garver Invoice
PURPOSE:	Information <input type="checkbox"/> Guidance <input type="checkbox"/> Decision <input checked="" type="checkbox"/>
RECOMMENDATION:	Board approval of Garver Invoice No. 17081932-4
LAST ACTION:	The Work Task for Garver was signed by the Airport Board Chairman May 17, 2017
DISCUSSION:	<p>The invoice includes work by Garver on the East Terminal Apron Project through November 24 as a progress billing. Work included Construction Administration and Inspection fees and expenses completing Phase 3, work during the Contractor Work Suspension Period, and a portion of Phase 4.</p> <p>Staff has reviewed the invoice and concurs with the stated level of completion and recommends paying the invoice.</p>
FISCAL IMPACT:	FAA - \$92,440.14 (90%) State - \$2,773.20 (2.7%) GJRA - \$7,497.93 (7.3%) - budgeted dollars Total - \$102,711.27
COMMUNICATION STRATEGY:	None.
ATTACHMENTS:	Garver Invoice No. 17081932-4
STAFFCONTACT:	Eric Trinklein etrinklein@gairport.com Office: 970-248-8597



3010 Gaylord Parkway
 Suite 190
 Frisco, TX 75034
 TEL 972.377.7480
 FAX 972.377.8380
www.GarverUSA.com

INVOICE

Eric Trinklein
 Grand Junction Regional Airport Authority
 800 Eagle Drive
 Grand Junction, CO 81506

December 8, 2017
 Project No: 17081932
 Invoice No: 17081932-4

Project: East Terminal Air Carrier Apron

Professional Engineering Services through November 24, 2017

	Percent Complete	Contract Amount	Total Billed to Date	Previous Billings	Current Billing
Lump Sum Services					
Construction Materials Testing	58.00%	\$99,700.00	\$57,826.00	\$44,865.00	\$12,961.00
Construction Administration Services	75.03%	\$137,700.00	\$103,309.45	\$74,830.29	\$28,479.16
Project Closeout Services	0.00%	\$8,500.00	\$0.00	\$0.00	\$0.00
Construction Administration Services Related to Construction Suspension	100%	\$15,362.40	\$15,362.40	\$0.00	\$15,362.40
Hourly Services					
Construction Observation Services		\$270,250.00	\$199,822.41	\$153,913.70	\$45,908.71
Totals		\$531,512.40	\$376,320.26	\$273,608.99	\$102,711.27
Total Amount This Invoice					\$102,711.27

Authorized by: Colin Bible

Colin Bible, PE
 Project Manager

Attachment to Invoice: 17081932-4

Garver Project: 17081932

December 8, 2017

East Terminal Air Carrier Apron
Period Ending: November 24, 2017

Construction Observation Services

Personnel	Hours	Bill Rate	Amount
C-3	266.00	\$155.00	\$41,230.00
Labor			\$41,230.00

Reimbursable Expenses			Courier/				
Lodging	Printing	Mileage	Shipping	Supplies	Travel	Meals	
\$2,362.16	\$0.00	\$363.34	\$0.00	\$281.12	\$619.60	\$1,052.49	\$4,678.71

Due This Invoice:

Construction Observation Services **\$45,908.71**

**GRAND JUNCTION REGIONAL AIRPORT
EAST TERMINAL AIR CARRIER APRON**



CONSTRUCTION ADMINISTRATION SERVICES

Professional Services through 11/24/17

Invoice No. 17081932-4

WORK TASK DESCRIPTION	Estimated Amount	Percent Complete	Total Billed to Date	Previous Billings	Current Billing
1. Civil Engineering					
Coordination with Sponsor	\$2,048.00	75.00%	\$1,536.00	\$1,024.00	\$512.00
Project Administration	\$2,648.00	75.00%	\$1,986.00	\$1,324.00	\$662.00
Update demolition plan layout and station/offset callouts due to changes in Change Order No. 1.	\$972.00	100.00%	\$972.00	\$972.00	\$0.00
Redesign trench drain alignment to due Change Order No.1	\$2,546.00	100.00%	\$2,546.00	\$2,546.00	\$0.00
Prepare for Preconstruction Meeting	\$512.00	100.00%	\$512.00	\$512.00	\$0.00
Attend and Conduct Preconstruction Meeting	\$3,392.00	100.00%	\$3,392.00	\$3,392.00	\$0.00
Construction Start-up Coordination	\$4,064.00	100.00%	\$4,064.00	\$4,064.00	\$0.00
Prepare for and Attend Phasing Coordination Meetings (Phases II-V)	\$14,808.00	75.00%	\$11,106.00	\$8,144.40	\$2,961.60
Weekly Construction Coordination Meetings (Teleconference, 22 Weeks), Prepare and Distribute Minutes	\$9,328.00	75.00%	\$6,996.00	\$4,664.00	\$2,332.00
Respond to Contractor Inquiries	\$12,192.00	75.00%	\$9,144.00	\$6,096.00	\$3,048.00
Construction Observer Inquiries and Coordination	\$12,192.00	75.00%	\$9,144.00	\$6,096.00	\$3,048.00
Quantity Verification	\$2,148.00	75.00%	\$1,611.00	\$1,074.00	\$537.00
Monthly Pay Requests	\$2,528.00	75.00%	\$1,896.00	\$1,264.00	\$632.00
Review Contractor's Safety Plan Compliance Documents	\$336.00	100.00%	\$336.00	\$336.00	\$0.00
Construction Management Plan	\$748.00	100.00%	\$748.00	\$748.00	\$0.00
Review Contractor's Certified Payroll Records & Perform Wage Rate Interviews and Submit Reports	\$1,133.00	75.00%	\$849.75	\$566.50	\$283.25
Certified Statements of payment to DBE subcontractors/suppliers	\$1,008.00	75.00%	\$756.00	\$504.00	\$252.00
Shop Drawings/Material Submittal Reviews	\$3,504.00	90.00%	\$3,153.60	\$3,153.60	\$0.00
Record Drawings	\$2,660.00	0.00%	\$0.00	\$0.00	\$0.00
Construction Progress Meetings and Site Visit (One Meeting Per Month, 5 Month Construction Duration, excluding Precon and Final Inspection)	\$16,960.00	80.00%	\$13,568.00	\$10,176.00	\$3,392.00
Preparation for and Attend Pre-Pave Meeting	\$4,064.00	100.00%	\$4,064.00	\$4,064.00	\$0.00
Prepare Change Orders	\$2,280.00	100.00%	\$2,280.00	\$2,280.00	\$0.00
Prepare for and Attend Final Project Inspection and Prepare Punchlist	\$4,064.00	0.00%	\$0.00	\$0.00	\$0.00
Testing Summary Log	\$1,160.00	75.00%	\$870.00	\$580.00	\$290.00
Subtotal - Civil Engineering	\$107,295.00	75.99%	\$81,530.35	\$63,580.50	\$17,949.85
2. Electrical Engineering					
Respond to Contractor Inquiries	\$1,848.00	80.00%	\$1,478.40	\$1,386.00	\$92.40
Construction Observer Inquiries	\$1,848.00	80.00%	\$1,478.40	\$924.00	\$554.40
Shop Drawings/Material Submittal Reviews	\$1,748.00	100.00%	\$1,748.00	\$1,748.00	\$0.00
Prepare Change Orders	\$996.00	100.00%	\$996.00	\$996.00	\$0.00
Record Drawings	\$996.00	0.00%	\$0.00	\$0.00	\$0.00
Subtotal - Electrical Engineering	\$7,436.00	76.66%	\$5,700.80	\$5,054.00	\$646.80
3. Direct Non-Labor Expenses					
Non-Labor Direct Expenses	\$22,969.00	70.00%	\$16,078.30	\$6,195.79	\$9,882.51
Subtotal - Non-Labor Expenses	\$22,969.00	70.00%	\$16,078.30	\$6,195.79	\$9,882.51
Total Fee:	\$137,700.00	75.03%	\$103,309.45	\$74,830.29	\$28,479.16

**GRAND JUNCTION REGIONAL AIRPORT
EAST TERMINAL AIR CARRIER APRON**



CONSTRUCTION OBSERVATION SERVICES & MATERIALS TESTING

Professional Services through 11/24/17

Invoice No. 17081932-4

Construction Observation Services

WORK TASK DESCRIPTION	Estimated Amount	Percent Complete	Total Billed to Date	Previous Billings	Current Billing
1. Civil Engineering					
Attend pre-construction meeting	\$1,240.00	100.00%	\$1,240.00	\$1,240.00	\$0.00
Contractor Coordination	\$3,100.00	100.00%	\$3,100.00	\$3,100.00	\$0.00
Construction Observation - Phase I (35 Calendar Days, 70hrs/week for 5 weeks)	\$54,250.00	100.00%	\$54,250.00	\$54,250.00	\$0.00
Construction Observation - Phase I (Additional Cost above Estimated)			\$20,150.00	\$20,150.00	\$0.00
Construction Observation - Phase II (25 Calendar Days, 70hrs/week for 3.6 weeks)	\$39,060.00	89.68%	\$35,030.00	\$35,030.00	\$0.00
Construction Observation - Phase III (24 Calendar Days, 70hrs/week for 3.5 weeks)	\$37,975.00	100.00%	\$37,975.00	\$27,667.50	\$10,307.50
Construction Observation - Phase IV (56 Calendar Days, 70hrs/week for 8 weeks)	\$86,800.00	35.63%	\$30,922.50	\$0.00	\$30,922.50
Construction Observation - Phase V (10 Calendar Days, 70hrs/week for 1.5 weeks)	\$16,275.00	0.00%	\$0.00	\$0.00	\$0.00
Assist with project closeout documents	\$3,100.00	0.00%	\$0.00	\$0.00	\$0.00
Subtotal - Civil Engineering	\$241,800.00	75.54%	\$182,667.50	\$141,437.50	\$41,230.00
2. Direct Non-Labor Expenses					
Non-Labor Direct Expenses	\$28,449.00	60.30%	\$17,154.91	\$12,476.20	\$4,678.71
Subtotal - Non-Labor Expenses	\$28,449.00	60.30%	\$17,154.91	\$12,476.20	\$4,678.71
Total Fee:	\$270,249.00		\$199,822.41	\$153,913.70	\$45,908.71
Construction Materials Testing					
Construction Materials Testing	\$ 99,700.00	58.00%	\$ 57,826.00	\$44,865.00	\$12,961.00

Grand Junction Regional Airport Authority

Agenda Item Summary

TOPIC:	Taxiway A Rehabilitation (Design and Bidding) Work Order No. 3-Garver		
PURPOSE:	Information <input type="checkbox"/>	Guidance <input type="checkbox"/>	Decision <input checked="" type="checkbox"/>
RECOMMENDATION:	Board Authorize the Chairman to execute Work Order No. 3 contingent upon FAA concurrence on the fee amount.		
LAST ACTION:	GJRAA executed a Master Services Agreement with Garver on May 16, 2017.		
DISCUSSION:	<p>Work Order No. 3 is for design and bidding services for AIP 59 – Taxiway A Rehabilitation</p> <p>The scope of services includes surveying, design, and bidding services for improvements for the Taxiway A Rehabilitation Project. Improvements will consist primarily of mill and overlay of the east and west ends of Taxiway A.</p> <p>The FAA will need to provide concurrence on the fairness of the fee, therefore it is staff's recommendation that the Work Order be approved contingent upon FAA concurrence.</p>		
FISCAL IMPACT:	\$132,210 FAA \$14,690 GJRA-Budgeted Dollars \$146,900 Total		
COMMUNICATION STRATEGY:	N/A		
ATTACHMENTS:	1. Record of Negotiations 2. Work Order No. 3		
STAFF CONTACT:	Eric Trinklein etrinklein@gairport.com Office: 970-248-8597		



**WORK ORDER NO. 3
Grand Junction Regional Airport Authority
Grand Junction, Colorado
Project No. 17081934**

This WORK ORDER is made by and between the Grand Junction Regional Airport Authority of Grand Junction, Colorado hereinafter referred to as "Owner," and GARVER, LLC, hereinafter referred to as "GARVER", in accordance with the provisions of the MASTER AGREEMENT FOR PROFESSIONAL SERVICES executed on May 18, 2017.

Under this Work Order, the Owner intends to make the following improvements for the Taxiway Alpha Rehabilitation project.

GARVER will provide professional services related to these improvements as described herein.

SECTION 1 - SCOPE OF SERVICES

The scope of engineering services is described in Appendix A.

SECTION 2 – PAYMENT

For the work described under SECTION 1 - SCOPE OF SERVICES, the Owner will pay GARVER on a lump sum basis. The Owner represents that funding sources are in place with the available funds necessary to pay GARVER.

The table below presents a summary of the fee amounts and fee types for this contract.

WORK DESCRIPTION	FEE AMOUNT	FEE TYPE
Geotechnical Services	\$13,049.00	LUMP SUM
Surveying Services	\$9,500.00	LUMP SUM
Engineering Design Report	\$45,051.00	LUMP SUM
Final Design	\$63,400.00	LUMP SUM
Bidding Services	\$15,900.00	LUMP SUM
TOTAL FEE	\$146,900.00	LUMP SUM

The lump sum amount to be paid under this agreement is \$146,900.00. For informational purposes, a breakdown of GARVER's estimated costs is included in Appendix B with approximate current hourly rates for each employee classification.

The Owner will pay GARVER on a monthly basis, based upon statements submitted by GARVER to the Owner indicating the estimated proportion of the work accomplished. Payments not received within 60 days of invoice date will be subject to a one percent monthly simple interest charge. Any unused portion of the fee, due to delays beyond GARVER's control, will be increased 6% annually with the first increase effective on or about July, 2019.

As directed by the Owner, some billable work may have been performed by GARVER prior to execution of this agreement. Payment for this work will be made in accordance with the fee arrangement established



herein, as approved by the Owner.

Additional Services (Extra Work). For work not described or included in Section 2 – Scope of Services but requested by the Owner in writing, the Owner will pay GARVER, for time spent on the project, at the rates shown in Appendix B for each classification of GARVER’s personnel (may include contract staff classified at GARVER’s discretion) plus reimbursable expenses including but not limited to printing, courier service, reproduction, and travel. The rates shown in Appendix B will be increased annually with the first increase effective on or about July, 2018.

SECTION 3 – APPENDICES AND EXHIBITS

3.1 The following Appendices and/or Exhibits are attached to and made a part of this Agreement:

- 3.1.1 Appendix A *Scope of Services revised*
- 3.1.2 Appendix B *Fee Summary*

This Agreement 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.

Approval and acceptance of this Work Order, including attachments listed in SECTION 3 – APPENDICES AND EXHIBITS, shall incorporate this document as part of the Agreement. Garver is authorized to begin performance upon receipt of a copy of this Work Order signed by the Owner. The effective date of this Work Order shall be the last date written below.

Grand Junction Regional Airport Authority

GARVER, LLC

By: _____
Signature

By: 

Signature

Name: _____
Printed Name

Name: Frank McIlwain
Printed Name

Title: _____

Title: Vice President

Date: _____

Date: December 7, 2017

Attest: _____

Attest: 

**GRAND JUNCTION REGIONAL AIRPORT
TAXIWAY ALPHA REHABILITATION**

APPENDIX A – SCOPE OF SERVICES revised

2.1 General

Generally, the scope of services includes surveying, design, and bidding services for improvements for **TAXIWAY ALPHA REHABILITATION**. Improvements will consist primarily of rehabilitation of two portions of Taxiway Alpha as shown in Section 2.15 and described below:

Taxiway A - East Hold Bar Area (Wind Cone to Runway 22)

Previously Recommended Construction: Mill and Overlay approximately 5 Inches Thick

Taxiway A - Holding Area for Runway 11 End

Previously Recommended Construction: Mill and Overlay approximately 5 Inches Thick

2.2 Surveys

Garver will provide field survey data for designing the project, and this survey will be tied to the Owner's control network.

Garver will contract with a subconsultant to conduct field surveys, utilizing radial topography methods, at intervals and for distances along the project site as appropriate for modeling the existing ground, including locations of pertinent features or improvements. Garver will locate structures, drainage features, visible utilities as well as those underground utilities marked by their owners and/or representatives, and any other pertinent topographic features that may be present along the project site. Garver will establish control points for use during construction.

2.3 Geotechnical Services

Garver will contract with a subconsultant who will be responsible for obtaining geotechnical data necessary for the design of this project. This work shall consist of eight (8) pavement corings and associated testing.

2.4 Coordination

Garver will furnish plans to all known utility owners potentially affected by the project at each stage of development. Garver shall conduct coordination meetings among all known affected utility owners to enable them to coordinate efforts for any necessary utility relocations. Garver will include the surveyed locations of the observable and marked utilities in the construction plans. Garver will also include proposed and/or relocated utility information in the construction plans as provided by the utility companies.

Garver will also attend One (1) phasing coordination meeting with the Owner, FAA, airlines, FBO and other stakeholders and/or agencies. Garver will also attend conference calls for coordination with the Owner and FAA. Garver will prepare exhibits for these meetings when appropriate.

2.5 Environmental Services

Garver will provide a memo documenting the project limits and general scope to the FAA for use in environmental clearance. All other environmental services shall not be part of this scope. Garver will not perform wetland delineation or obtain the appropriate environmental permits for the project from the US Army Corps of Engineers and to obtain clearance from the US Fish and Wildlife Service (USFWS) and the State Historic Preservation Office (SHPO).

2.6 Drainage Improvements

Design to improve existing conditions of current drainage and drainage structures shall not be part of this scope of work. Garver will not develop a hydrologic model using HEC-HMS and will not perform hydrologic analyses of the existing drainage basin.

2.7 Engineer Design Report

The engineer design report phase will include conceptual design and an opinion of probable construction cost. This conceptual submittal will be for the purpose of coordinating the proposed improvements with the Owner, stakeholders, and the utility companies and developing an order of magnitude cost estimate for the project. Garver will also develop up to two (2) pavement rehabilitation alternatives using FAARFIELD. Project limits will be limited to 10 feet outside existing edge of pavement. Garver will not begin final design until the engineer design report is approved by the Owner in writing.

2.8 Final Design

During the final design phase of the project, Garver will conduct final designs to prepare construction plans and specifications, for one construction contract, including final construction details and quantities, special provisions, and opinion of probable construction cost. Garver will also make final field inspection with Owner, make any needed plan changes as a result of the final field inspection and/or special easement acquisition considerations, and prepare the construction documents as required to advertise for bids.

2.9 Bidding Services

During the bidding phase of the project, Garver will:

1. Prepare and submit Advertisement for Bids to newspaper(s) for publication as directed by the Owner. Owner will pay advertising costs outside of this contract.
2. Dispense construction contract documents to prospective bidders (at the approximate cost of reproduction and handling).
3. Support the contract documents by preparing addenda as appropriate.
4. Participate in a pre-bid meeting if necessary.
5. Attend the bid opening.
6. Prepare bid tabulation.
7. Evaluate bids and recommend award.
8. Prepare construction contracts.

2.10 Construction Phase Services

Construction services are not included but may be added to this scope by amendment or through a separate agreement.

2.11 Project Deliverables

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

1. Three copies of the Engineer Design Report.
2. Three copies of the Geotechnical Report.
3. Three copies of the Preliminary Design with opinion of probable construction cost.
4. Three copies of the Final Design with opinion of probable construction cost.
5. Three copies of the Bid Documents with opinion of probable construction cost.
6. Electronic files as requested.

2.12 Extra Work

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

1. Redesign for the Owner's convenience or due to changed conditions after previous alternate direction and/or approval.
2. Submittals or deliverables in addition to those listed herein.
3. Pavement Design beyond that furnished in the Geotechnical Report.
4. Design of any utilities relocation.
5. Retaining walls or other significant structural design.
6. Electrical design.
7. 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.
8. Construction materials testing.
9. Environmental Handling and Documentation, including wetlands identification or mitigation plans or other work related to environmentally or historically (culturally) significant items.
10. Coordination with FEMA and preparation/submittal of a CLOMR and/or LOMR.
11. Construction phase services.
12. Construction closeout services.
13. Services after construction, such as warranty follow-up, operations support, etc.

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

2.13 Schedule

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

<u>Phase Description</u>	<u>Calendar Days</u>
Geotechnical Engineering	40 days from start date
Surveys	40 days from start date
Engineer Design Report	40 days from start date
Final Design	30 days from Approval of Engineer Design Report

2.14 Project Location Map



APPENDIX B

GRAND JUNCTION REGIONAL AIRPORT TAXIWAY ALPHA REHABILITATION

FEE SUMMARY

Title I Services	Estimated Fees
Geotechnical Services	\$13,049.00
Surveying Services	\$9,500.00
Engineer Design Report	\$45,051.00
Final Design	\$63,400.00
Bidding Services	\$15,900.00
Subtotal for Title I Services	\$146,900.00

APPENDIX B

**GRAND JUNCTION REGIONAL AIRPORT
TAXIWAY ALPHA REHABILITATION**

ENGINEER DESIGN REPORT

WORK TASK DESCRIPTION	E-6	E-4	E-2	T-2	X-1
	hr	hr	hr	hr	hr
1. Project Management					
Project Kickoff Meeting with Design Team	1	2	1	1	
Attend Airport Board Meetings (1 Meeting)	8	8			
2. Civil Engineering					
Prepare for Predesign Conference	1	2		1	
Conduct Predesign Conference	6	6			
Prepare for Project Kickoff Meeting		1			
Conduct Project Kickoff Meeting and Site Visit	7	7			
Coordinate with Airport Staff		8			
Coordinate with FAA		2			
Coordinate with Engineer for 27 1/4 Road for Phasing/Timeline		1			
Coordinate with Surveyor		1			
Coordinate with Geotechnical Engineer		2			
Submit Environmental Categorical Exclusion		1		1	
Record Research		1	2		
Analyze Survey Data		1	2		
Process Survey Data and Prepare Basemap				4	
Analyze Geotechnical Data	1	2			
Prepare Engineer Design Report					
Executive Summary		2			
Background and History		1	1		
Scope Description, Design Criteria, Schematic Layouts, Alt. Solutions		4	8		
Design Asphalt Taxiway Pavement Section Alternatives in FAARFIELD (Up to 2)		2	6		
Taxiway A Typical Sections (Up to 2)		1	2	6	
Geometric Layout of Taxiway A			2	6	
Profile of Taxiway A		1	2	4	
Develop Construction Phasing Options		1	4	8	
Engineer's Opinion of Probable Costs		1	4	4	
QC Review	1	4			
Finalize and Submit Draft Report			6	4	
Prepare for and Conduct Draft Report Review Meeting (Conference Call)	1	2			
Incorporate Review Comments and Complete Report		2	6	8	
Subtotal - Civil Engineering	26	68	46	47	0

Hours 26 68 46 47 0

SUBTOTAL - SALARIES: \$37,777.00

DIRECT NON-LABOR EXPENSES

Document Printing/Reproduction/Assembly	\$229.00
Postage/Freight/Courier	\$120.00
Office Supplies/Equipment	\$75.00
Computer Modeling/Software Use	\$100.00
Travel Costs	\$3,200.00
Geotechnical Administrative Costs (contracting, invoicing, payment)	\$2,050.00
Survey Administrative Costs (contracting, invoicing, payment)	\$1,600.00

SUBTOTAL - DIRECT NON-LABOR EXPENSES: \$7,274.00

SUBTOTAL: \$45,051.00

SUBCONSULTANTS FEE: \$0.00

TOTAL FEE: \$45,051.00

APPENDIX B

**GRAND JUNCTION REGIONAL AIRPORT
TAXIWAY ALPHA REHABILITATION**

FINAL DESIGN

WORK TASK DESCRIPTION	E-6	E-4	E-2	T-2	X-1
	hr	hr	hr	hr	hr
1. Project Management					
Attend Airport Board Meetings (1 Meeting)	8	8			
2. Civil Engineering					
Coordinate with FBO Regarding Phasing	4	4			
Coordinate with Airlines Regarding Phasing	4	4			
Incorporate FBO Comments		1		2	
Incorporate Airline Comments		1		2	
Coordinate with Airport Staff		12			
Coordinate with FAA		4			
Design Phase Kickoff Meeting with Design Team		2	4	6	
Develop Final Plans (85%) - Stage I					
General Sheets					
Title Sheet (1 sheet)				1	
Phasing Plans (4 sheets)		2	3	10	
Safety and Phasing Details (1 sheet)				4	
Quantities and Construction Notes (1 sheet)			1	4	
Survey Data Control (1 sheet)				3	
Erosion Control Plan (2 sheets)				2	
Erosion Control Details (1 sheet)				2	
Pavement Marking Details (2 sheets)				3	
Taxiway Alpha Rehabilitation Plans					
Demolition Plans (2 sheets)			1	8	
Typical Sections (1 sheet)		1	2	6	
Geometric Layout Plans Taxiway Alpha (2 sheets)		2	2	4	
Taxiway A Plan and Profile Sheets (2 sheets)		2	3	10	
Paving and Grading Details (2 sheets)				4	
Paving and Grading Plans (4 sheets)		3	4	10	
Pavement Marking Plans (2 sheets)				4	
Miscellaneous Details (2 sheets)			2	4	
Cross Sections (8 sheets)		1	4	8	
Prepare and Submit FAA Form 7460-1 Notice of Proposed Construction			1	4	
Prepare and submit CSPP to FAA			1	4	
Develop Final Bid Proposal			6		
Develop Front End Specifications	1	4			
Develop Final Technical Specifications and Modifications with Revisions and Justification Notes	1	6	16		
Final Quantities and Engineer's Opinion of Total Costs		1	8	8	
QC Review	2	4			
Finalize and Submit Final Plans, Specifications, Estimates	2	4	4	16	4
Prepare for and Conduct Review Meeting of Final Plans, Specs, Estimates	7	6			
Final Revision and Submission of Bid Plans, Specs, Estimates			4	12	
Prepare and Submit Construction Management Plan			1	4	
QC Review		2	4	4	
Subtotal - Civil Engineering	29	78	69	148	4

Hours 29 78 69 148 4

SUBTOTAL - SALARIES: \$52,648.00

DIRECT NON-LABOR EXPENSES

Document Printing/Reproduction/Assembly	\$265.00
Postage/Freight/Courier	\$120.00
Office Supplies/Equipment	\$90.00
Computer Modeling/Software Use	\$80.00
Travel Costs	\$3,200.00

SUBTOTAL - DIRECT NON-LABOR EXPENSES: \$3,755.00

SUBTOTAL: \$56,403.00

SUBCONSULTANTS FEE: \$0.00

TOTAL FEE: \$56,403.00

APPENDIX B

**GRAND JUNCTION REGIONAL AIRPORT
TAXIWAY ALPHA REHABILITATION**

BIDDING SERVICES

WORK TASK DESCRIPTION	E-6	E-4	E-2	T-2	X-1
	hr	hr	hr	hr	hr
1. Civil Engineering					
Attend Airport Board Meeting (1 Meeting)		8			
Submit Hard Copy and CD of Specifications, Proposal, Geotech Report				1	4
Prepare and Submit Addenda		2	4	8	
Prepare for and Conduct Pre-Bid Meeting	7	8			
Answer Bidder Inquires		8			
Prepare Bid Tabulation				2	2
Prepare for and Conduct Bid Opening		8			
Evaluate Bids and Recommend Award		2			
Subtotal - Civil Engineering	7	36	4	11	6

Hours	7	36	4	11	6
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SUBTOTAL - SALARIES: \$13,142.00

DIRECT NON-LABOR EXPENSES

Document Printing/Reproduction/Assembly	\$188.00
Postage/Freight/Courier	\$100.00
Office Supplies/Equipment	\$50.00
Computer Modeling/Software Use	\$20.00
Travel Costs	\$2,400.00

SUBTOTAL - DIRECT NON-LABOR EXPENSES: \$2,758.00

SUBTOTAL: \$15,900.00

SUBCONSULTANTS FEE: \$0.00

TOTAL FEE: \$15,900.00



Grand Junction Regional Airport
2828 Walker Field Drive
Grand Junction, CO 81506
970-248-8597

Date: December 12, 2017

Mr. Marc Miller
Denver Airports District Office
26805 E. 68th Avenue, Room 224
Denver, Colorado 80249

Job Title: Taxiway A Rehabilitation (Design and Bidding)
Location: Grand Junction Regional Airport, Grand Junction, Colorado
A.I.P. Grant: 3-08-0027-059-2018
RECORD OF NEGOTIATION - ENGINEERING SERVICES (Design and Bidding)

1. The consulting firm of Garver, LLC (Consultant) was selected on April 18, 2017, from those consultants who submitted their qualifications for Engineer of Record which included this project.
2. A scope of work was completed by the Sponsor and Consultant on October 25. A detailed independent cost estimate was performed by the Sponsor on November 8, broken down as follows:
Subconsultants (Geotech and Survey) \$30,000
Engineering Design Report \$44,259.80
Preliminary Design \$32,181.84
Final Design \$37,878.72
Bidding \$12,086.88
Total Project \$156,407.24
3. The scope of work and request for fee proposal were sent to the consultant on November 8.
4. The consultant submitted their fee proposal for the work on November 10, broken down as follows:
Geotechnical Services \$15,100.00
Surveying Services \$11,000.00
Preliminary Engineering Report \$55,300.00
Preliminary Design \$50,300.00
Final Design \$50,500.00
Bidding Services \$15,900.00
Total Project \$198,100.00
5. A detailed cost analysis comparing the detailed independent estimate with the consultant's fee proposal was completed on November 14.
6. As the Sponsor's negotiator, Eric Trinklein contacted Mr. McIlwain of Garver on November 14 to discuss the fee proposal. The design phases were combined into two phases to consolidate design efforts, reduce the number of Board meetings, and reduce extra meetings with the FBO and airlines. The consultant provided a detailed statement of expenses. The consultant also reduced the number of plan sheets based on the size and scope of the project. The consultant agreed to make the discussed changes and submit a final fee proposal.

Mr. Marc Miller
December 12, 2017

DRAFT

7. The consultant submitted their fee proposal for the work on November 17, broken down as follows:
 - Geotechnical Services \$13,049
 - Surveying Services \$9,500
 - Engineering Design Report \$45,051
 - Final Design \$63,400
 - Bidding Services \$15,900
 - Total Project \$146,900**
8. The final fee proposal is considered reasonable by the Sponsor. A contract has been prepared for the agreement between the Sponsor and consultant.
9. The scope of work, draft contract, Sponsor's independent cost estimate, and consultant's fee proposal is attached to this record of negotiation and hereby submitted to the ADO for a reasonableness of cost determination.
10. The negotiations were conducted in good faith to ensure the fees are fair and reasonable. The procedures outlined in AC 150/5100-14 have been followed.

Feel free to contact me, if you require any additional information.

Sincerely,

DRAFT

Eric Trinklein
Project Manager/Engineer

Grand Junction Regional Airport Authority

Agenda Item Summary

TOPIC:	Pay Request-Runway 11/29 Replacement Project (Design Only)	
PURPOSE:	Information <input type="checkbox"/>	Guidance <input type="checkbox"/> Decision <input checked="" type="checkbox"/>
RECOMMENDATION:	Board approve payment of Mead & Hunt Invoice No. 274226.	
LAST ACTION:	Design only contract was executed June 22, 2017.	
DISCUSSION:	<p>This invoice is the progress billing for the Runway Design. Progress this period includes completion of the Program Validation effort, as well as continuing design efforts on the 30% Runway Design, RTR Grading Package, and 27 1/4 Road.</p> <p>Staff has reviewed the invoice and concurs with the stated level of completion and recommends paying the invoice.</p>	
FISCAL IMPACT:	<u>AIP 55</u> FAA \$205,589.82 CDOT \$11,421.49 GJRA \$11,421.49 budgeted dollars Total \$228,429.80	<u>AIP 56</u> FAA \$93,517.89 CDOT \$5,195.43 GJRA \$5,195.45 budgeted dollars Total \$103,908.77
COMMUNICATION STRATEGY:	None.	
ATTACHMENTS:	Mead & Hunt Invoice No. 274226	
STAFFCONTACT:	Eric Trinklein etrinklein@gairport.com Office: 970-248-8597	



Remit payment to:
 Mead & Hunt | Accounts Receivable
 2440 Deming Way | Middleton, WI 53562-1562
 1-888-364-7272 | AccountsReceivable@meadhunt.com

Invoice

Grand Junction Regional Airport
 2828 Walker Field Drive, Suite 301
 Grand Junction, Colorado 81506

November 14, 2017
 Project No: R2331300-170312.02
 Invoice No: 274226

Project R2331300-170312.02 GJT Runway 2017

5/16/17 Task Order No. 1

Professional Services from October 1, 2017 to October 31, 2017

Phase 000000 Lump Sum
 Fee

Phase	Fee	Percent Complete	Earned	Current
Scope Development	74,260.00	100.00	74,260.00	0.00
Program Validation	77,491.50	100.00	77,491.50	3,874.57
Program Management	867,334.30	35.00	303,567.01	69,386.75
Pre-Design Elements - Runway Relocation	594,172.14	89.00	528,813.20	23,766.88
Design Overall Runway Relocation 30%	881,153.15	25.00	220,288.29	88,115.32
Remote Transmitter Receiver Grading Pack	175,482.80	15.00	26,322.42	15,793.45
27 1/4 Road Relocation Design	656,803.50	25.00	164,200.88	111,656.60
Design Overall Runway Relocation 60%	640,386.15	0.00	0.00	0.00
Total Fee	3,967,083.54		1,394,943.30	312,593.57
		Previous Fee Billing	1,082,349.73	
	Total			312,593.57
		Total this Phase		\$312,593.57

Phase 000103 Grant Administration
 DBE Plan review and upload.

Professional Personnel

	Hours	Rate	Amount
Design/Const Manager	1.50	180.00	270.00
Totals	1.50		270.00
Total Labor			270.00
		Total this Phase	\$270.00

Phase 000104 Land Acquisition

Continued land acquisition coordination with BLM, working to move documentation forward to the process.

Project	R2331300-170312.02	GJT Runway 2017	Invoice	274226
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Professional Personnel

	Hours	Rate	Amount	
Client/Strategy Manager	2.50	245.00	612.50	
Design/Const Manager	49.00	180.00	8,820.00	
Engineer II	7.50	130.00	975.00	
Totals	59.00		10,407.50	
Total Labor				10,407.50
		Total this Phase		\$10,407.50

Phase 000107 Permitting and Agency Coordination
 COE Nationwide permit coordination.

Professional Personnel

	Hours	Rate	Amount	
Design/Const Manager	9.00	180.00	1,620.00	
Totals	9.00		1,620.00	
Total Labor				1,620.00

Consultants

Consultants				
10/26/2017 River City Consultants, Inc.			7,447.50	
Total Consultants			7,447.50	7,447.50

Total this Phase \$9,067.50

Total this invoice \$332,338.57

Outstanding Invoices

Number	Date	Balance
273508	10/16/2017	375,877.24
Total		375,877.24

Project	R2331300- 170312.02	GJT Runway 2017	Invoice	274226
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Billing Backup

Tuesday, November 14, 2017

Mead and Hunt, Inc.

Invoice 274226 Dated 11/14/2017

3:30:52 PM

Project	R2331300- 170312.02	GJT Runway 2017
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Phase	000103	Grant Administration
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Professional Personnel

			Hours	Rate	Amount	
Design/Const Manager						
Senior Project Engineer						
40 - Page, Bryan	10/23/2017		.50	180.00	90.00	
40 - Page, Bryan	10/26/2017		1.00	180.00	180.00	
	Totals		1.50		270.00	
	Total Labor					270.00

Total this Phase \$270.00

Phase	000104	Land Acquisition
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Professional Personnel

			Hours	Rate	Amount
Client/Strategy Manager					
Senior Client/Project Manager					
0 - Cary, Phillip	10/9/2017		.50	245.00	122.50
0 - Cary, Phillip	10/25/2017		2.00	245.00	490.00
Design/Const Manager					
Planner III					
0 - Hayes, Ryan	10/3/2017		1.00	180.00	180.00
0 - Hayes, Ryan	10/6/2017		2.00	180.00	360.00
0 - Hayes, Ryan	10/9/2017		4.00	180.00	720.00
0 - Hayes, Ryan	10/10/2017		3.50	180.00	630.00
0 - Hayes, Ryan	10/11/2017		4.00	180.00	720.00
0 - Hayes, Ryan	10/12/2017		4.00	180.00	720.00
0 - Hayes, Ryan	10/13/2017		3.00	180.00	540.00
0 - Hayes, Ryan	10/16/2017		1.50	180.00	270.00
0 - Hayes, Ryan	10/17/2017		1.00	180.00	180.00
0 - Hayes, Ryan	10/18/2017		1.50	180.00	270.00
0 - Hayes, Ryan	10/19/2017		4.00	180.00	720.00
0 - Hayes, Ryan	10/20/2017		3.00	180.00	540.00
0 - Hayes, Ryan	10/23/2017		1.50	180.00	270.00
0 - Hayes, Ryan	10/24/2017		3.50	180.00	630.00
0 - Hayes, Ryan	10/25/2017		3.00	180.00	540.00
0 - Hayes, Ryan	10/26/2017		2.00	180.00	360.00
0 - Hayes, Ryan	10/27/2017		3.00	180.00	540.00
0 - Hayes, Ryan	10/30/2017		1.50	180.00	270.00
0 - Hayes, Ryan	10/31/2017		2.00	180.00	360.00

Project	R2331300-170312.02	GJT Runway 2017	Invoice	274226
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Engineer II

Engineer III

0 - Easterlin, Jared	10/16/2017	4.00	130.00	520.00	
0 - Easterlin, Jared	10/30/2017	1.50	130.00	195.00	
0 - Easterlin, Jared	10/31/2017	2.00	130.00	260.00	
	Totals	59.00		10,407.50	
	Total Labor				10,407.50
			Total this Phase		\$10,407.50

Phase 000107 Permitting and Agency Coordination

Professional Personnel

		Hours	Rate	Amount	
Design/Const Manager					
Project Engineer					
50 - Nichols, Karolynne	10/11/2017	1.00	180.00	180.00	
50 - Nichols, Karolynne	10/12/2017	.50	180.00	90.00	
50 - Nichols, Karolynne	10/13/2017	.50	180.00	90.00	
Planner III					
0 - Hayes, Ryan	10/11/2017	1.00	180.00	180.00	
0 - Hayes, Ryan	10/12/2017	1.00	180.00	180.00	
0 - Hayes, Ryan	10/13/2017	1.00	180.00	180.00	
0 - Hayes, Ryan	10/25/2017	3.00	180.00	540.00	
0 - Hayes, Ryan	10/26/2017	1.00	180.00	180.00	
	Totals	9.00		1,620.00	
	Total Labor				1,620.00

Consultants

Consultants					
AP 193873	10/26/2017	River City Consultants, Inc. / Invoice: 19941, 10/23/2017		7,447.50	
	Total Consultants			7,447.50	7,447.50
			Total this Phase		\$9,067.50
			Total this Project		\$19,745.00
			Total this Report		\$19,745.00



River City Consultants Inc.

744 Horizon Ct. - #110
Grand Junction, CO 81506
Tel: (970) 241-4722 Fax: (970) 241-8841
Info@rccwest.com
rccwest.com

Mead & Hunt
1743 Wazee Street
Suite 400
Denver, CO 80202

Invoice

Invoice Date: Oct 23, 2017
Invoice Num: 19941
Billing From: Sep 20, 2017
Billing To: Oct 23, 2017

107-Permitting and Agency Coordination (1644-00117:Task 107) - Managed by (Geer J)

<u>Services</u>	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
Design Engineer Site Plan			
▶ CAD Designer	9.00	\$115.00	\$1,035.00
DIA Exhibit B *			
▶ Professional Engineer	0.50	\$135.00	\$67.50
Environmental			
▶ Professional Engineer	13.50	\$135.00	\$1,822.50
▶ Professional Engineer	21.00	\$135.00	\$2,835.00
Response to Comments			
▶ Professional Engineer	12.50	\$135.00	\$1,687.50
Total Service Amount:			\$7,447.50
Amount Due This Invoice:			\$7,447.50
<i>This invoice is due on 11/22/2017</i>			

*NOTE: ERROR IN CODING - SEE HAND WRITEN CORRECTION ON NEXT PAGE

Invoice Approved by Project Manager

1743 Wazee Street
Suite 400
Denver, CO 80202

Invoice Date: Oct 23, 2017
Invoice Num: 19941
Billing From: Sep 20, 2017
Billing To: Oct 23, 2017

107-Permitting and Agency Coordination (1644-00117:Task 107) - Managed by (Geer J)

Services

Design Engineer Site Plan

▶ CAD Designer

~~DIA Exhibit B~~ ENVIRONMENTAL

▶ Professional Engineer
Environmental

▶ Professional Engineer

▶ Professional Engineer

Response to Comments

▶ Professional Engineer

<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
9.00	\$115.00	\$1,035.00
0.50	\$135.00	\$67.50
13.50	\$135.00	\$1,822.50
21.00	\$135.00	\$2,835.00
12.50	\$135.00	\$1,687.50

Total Service Amount: \$7,447.50

Amount Due This Invoice: \$7,447.50

This Invoice is due on 11/22/2017

ID 5
11/22/17

October 23, 2017

Project No: 2331300-170312.01

Invoice No: 19941

Subconsultant River City Consultants, Inc.

To:

Accounts Payable

Accounts.Payable@meadhunt.com

CC:

Jenny Lott

Jenny.Lott@meadhunt.com

Remit by email only

Project 2331300-170312.01 Grand Junction Regional Airport Runway 11/29 Relocation Program

Contract: Task Order #01 July 10, 2017 (date of Task Order)

Professional Services from 09/20/17 to 10/23/17

Phase 107 Permitting and Agency Coordination, Time and Expense

Fee

Phase	Fee	Percent Complete	Earned	Current
	\$83300	39	\$24,793.75	\$7,447.50
Total Fee	\$83300		\$24,793.75	\$7,447.50
		Previous Fee Billing	\$24,793.75	
	Total			\$7,447.50

Total this Phase \$32,244.25

Total this invoice \$7,447.50

Meeting Tracking Report - SUMMARY



PROJECT: **GJT Grand Junction Airport Runway Design**
 MANAGER: **Scott Cary**
 PREPARED BY: **Jenny Lott**
 DATE: **11/28/2017**

COMPLETED MEETINGS AS OF: **10/31/2017**

TASK 100 SCOPE DEVELOPMENT		MEETINGS COMPLETED	% COMPLETE
100.0 - Scope Development			
Pre-Scoping Teleconference	Consultant + GJT	1	200%
Study Design Kick-Off Teleconference	Consultant Team	1	100%
Scoping Teleconference	Consultant Team	10	120%
Scoping Teleconference	Consultant + GJT + FAA	3	67%
TOTAL MEETINGS COMPLETE		15	113.33%

TASK 101 PROGRAM VALIDATION		MEETINGS COMPLETED	% COMPLETE
101.1 Design Charrette / Confirmation			
Ongoing Weekly Meetings	Consultant	TBD	N/A
2 Day Meeting in Grand Junction	Consultant + GJT Guidance Team	1	100%
Presentation with GJT to FAA @ Denver Airports Dist. Office	Consultant + GJT + FAA	1	100%
Board Meetings (Regularly Scheduled)	Consultant	TBD	N/A
TOTAL MEETINGS COMPLETE		2	500.00%

TASK 102 PROGRAM MANAGEMENT		MEETINGS COMPLETED	% COMPLETE
102.2 Project Team Briefings			
Briefing Teleconference	Consultant Team	30	233%
102.3 Airport Coordination			
Airport Briefing Teleconference	Consultant + GJT	45	64%
Airport Briefing In Person @ Grand Junction	Consultant + Sponsor Staff	15	53%
Program Updates @ Grand Junction	Consultant + GJT	4	25%
Coordinate by Telephone with GJT (7 days per month)	Consultant Team	TBD	Ongoing
102.4 FAA Coordination			
FAA Briefing Teleconference	Consultant + FAA	45	33%
FAA Meeting In Person @ Denver Airports Dist. Office	Consultant + FAA	15	0%
FAA + GJT Meeting In Person @ Denver Airports Dist. Office	Consultant + GJT + FAA	7	29%
102.6 User and Tenant Coordination			
As Needed: Conference Calls	Consultant + User + Tenant	TBD	0%
As Needed: In Person Meeting	Consultant + User + Tenant	TBD	0%
Meeting Teleconference	Consultant	2	0%
Meeting In Person (During other site visits)	Consultant	TBD	0%
102.7 Quality Assurance			
Quality Assurance Teleconference (2 per month)	Consultant Team	TBD	3
TOTAL MEETINGS COMPLETE		163	78.53%

TASK 103 GRANT ADMINISTRATION		MEETINGS COMPLETED	% COMPLETE
103.0 - Grant Administration			
Prep of Grant Application Teleconference	Consultant + GJT + FAA	4	0%
TOTAL MEETINGS COMPLETE		4	0.00%

Meeting Tracking Report - SUMMARY



PROJECT: **GJT Grand Junction Airport Runway Design**
 MANAGER: **Scott Cary**
 PREPARED BY: **Jenny Lott**
 DATE: **11/28/2017**

COMPLETED MEETINGS AS OF: **10/31/2017**

TASK 104 LAND ACQUISITION AND COORDINATION			MEETINGS	COMPLETED	% COMPLETE
104.1 BLM Land Transfer					
Teleconference	Consultant + FAA + BLM + GJT	8	2	25%	
As Necessary: In Person Meeting @ BLM or FAA Offices	Consultant + FAA + BLM	TBD	2	N/A	
104.4 Irrigation District Construction Easement/Water Source Coordination					
Teleconference	Consultant + Irrigation District + GJT	5	1	20%	
As Necessary: In Person Meeting @ Irrigation Dist. Offices	Consultant + Irrigation District	TBD	2	N/A	
104.6 Land Rights Survey					
As Necessary: Informal & Ad-hoc Meeting	Consultant	TBD	2	N/A	
TOTAL MEETINGS COMPLETE			13	9	69.23%

TASK 105 PRE-DESIGN ELEMENTS - RUNWAY RELOCATION			MEETINGS	COMPLETED	% COMPLETE
105.1 Pre-Design Assessments					
Pre-design Conference @ Denver Airports Dist. Office	Consultant	1	1	100%	
Teleconference with Coordinating Agencies	Consultant + Coordinating Agencies	10	15	150%	
105.3 Design Survey - Phase 2					
Bi-Weekly Teleconference (12 Months)	Consultant + Survey Team	24	11	46%	
105.5 Geotechnical Investigation / Analysis					
Bi-Weekly Meeting: 4 On-Site & 22 Teleconference	Consultant	26	18	69%	
105.6 Airfield Electrical Assessment					
Meeting Discuss Comments on Report	Technical Staff	1	0	0%	
TOTAL MEETINGS COMPLETE			62	45	72.58%

TASK 106 DESIGN OVERALL RUNWAY RELOCATION 30%			MEETINGS	COMPLETED	% COMPLETE
106.1 Runway Relocation Program Overall 30% Preliminary Documents					
Internal Coordination Meeting Teleconference	Consultant	8	2	25%	
30% Design Brief @ GJT	Consultant + Sponsor Staff	1	0	0%	
106.2 Preliminary Contractual Documents Template (Front-End)					
Meeting @ GJT	Consultant + GJT Legal Counsel + FAA	1	0	0%	
106.9 NAVAID Relocation / Coordination					
Formal Teleconference @ GJT	Consultant + FAA Air Traffic	4	0	0%	
106.11 30% Design Review period					
30% Design Review Meeting @ GJT	Consultant + GJT	1	0	0%	
TOTAL MEETINGS COMPLETE			14	2	14.29%

Meeting Tracking Report - SUMMARY



PROJECT: **GJT Grand Junction Airport Runway Design**
 MANAGER: **Scott Cary**
 PREPARED BY: **Jenny Lott**
 DATE: **11/28/2017**

COMPLETED MEETINGS AS OF: **10/31/2017**

TASK 107 PERMITTING AND AGENCY COORDINATION					
107.1 Comprehensive Permit/Opportunity Analysis					
Teleconference Meetings 2 per Month	Consultant Team	24	5	21%	
As Necessary: Informal & Ad-hoc Meetings	Consultant	TBD	3	N/A	
107.2 USACE Permit Applications					
Teleconference Meetings 2 per Month	Consultant Team	24	6	25%	
As Necessary: Informal & Ad-hoc Meetings	Consultant	TBD	2	N/A	
107.3 Storm Water Permitting					
Teleconference Meetings 2 per Month	Consultant Team	24	4	17%	
As Necessary: Informal & Ad-hoc Meetings	Consultant	TBD	0	N/A	
107.4 DWR Office of the State Engineer Dam Requirements					
Meeting During "30% Drainage Design Meeting (Task 106)"	Consultant	1	0	0%	
Meeting During "Advancement of 60% Drainage Design (Task 106)"	Consultant	1	0	0%	
TOTAL MEETINGS COMPLETE		74	20	27.03%	

TASK 108 REMOTE TRANSMITTER RECEIVER (RTR) GRADING PACKAGE					
108.1 Advance Previous 25% Design Package to 60%					
108.1A Preparation of Preliminary Documents					
Internal Coordination Meeting Teleconference	Consultant	2	0	0%	
60% Design Brief @ GJT	Consultant + Sponsor Staff	1	0	0%	
108.2 ATO RTR Relocation / Coordination					
Formal Teleconference	Consultant + FAA Air Traffic	4	4	100%	
108.3 Uranium Tailings Remediation					
108.3A Research Options					
Teleconference Meeting @ Denver	Consultant + CDPHE	2	2	100%	
Meeting	Consultant + GJT	1	1	100%	
Meeting	Consultant + Radiological Survey Contract	1	3	300%	
108.3B Offsite Disposal Action Plan					
Teleconference Meeting	Consultant + CDPHE + GJT	8	2	25%	
108.4 60% Design Review period					
60% Design Review Meeting @ GJT	Consultant + GJT	1	0	0%	
108.5 95% Design Package					
Internal Coordination Meeting	Consultant	2	0	0%	
Design Review 95% Effort	Consultant + GJT + FAA	1	0	0%	
Additional Coordination Meeting @ GJT	Consultant + GJT	1	0	0%	
Design Brief @ GJT	Consultant + Sponsor Staff	1	0	0%	
108.6 Final Design Package					
Internal Coordination Meeting	Consultant	2	0	0%	
Design Review Meeting @ GJT	Consultant + GJT	1	0	0%	
Additional Coordination Meeting @ GJT	Consultant + GJT	1	0	0%	
Design Brief @ GJT	Consultant + Sponsor Staff	1	0	0%	
TOTAL MEETINGS COMPLETE		30	12	40.00%	

Meeting Tracking Report - SUMMARY



PROJECT: **GJT Grand Junction Airport Runway Design**
 MANAGER: **Scott Cary**
 PREPARED BY: **Jenny Lott**
 DATE: **11/28/2017**

COMPLETED MEETINGS AS OF: **10/31/2017**

TASK 109 27 ¼ ROAD RELOCATION DESIGN				
109.1 Project Coordination, Project Management, and Review Meetings				
Predesign Conference and Site Visit	Consultant Team	1	1	100%
Plan Review Meeting - 30%	Consultant Team + GJT + FAA + Other Aç	1	1	100%
Plan Review Meeting - 60%	Consultant Team + GJT + FAA + Other Aç	1	0	0%
Plan Review Meeting - 95%	Consultant Team + GJT + FAA + Other Aç	1	0	0%
Plan Review Meeting - Final Submittal	Consultant Team + GJT + FAA + Other Aç	1	0	0%
Utility Coordination Meeting - 30%	Consultant Team	1	0	0%
Utility Coordination Meeting - 60%	Consultant Team	1	0	0%
Utility Coordination Meeting - 95%	Consultant Team	1	0	0%
Utility Coordination Meeting - Final Submittal	Consultant Team	1	0	0%
Team Coordination Calls (Monthly for 8 Months)	Consultant Team	8	3	38%
As Needed: On-Site Meeting	Consultant Team	TBD	3	N/A
Project Management Meeting	Consultant	TBD	1	N/A
109.3 Prepare 30% Plans				
Internal Coordination Meeting	Consultant Team	8	9	113%
109.5 Prepare 60% Plans				
Internal Coordination Meeting	Consultant Team	8	5	63%
109.7 Final Design (95% and Final)				
Internal Coordination Meeting	Consultant Team	4	0	0%
Design Brief @ GJT	Consultant + Sponsor Staff	1	0	0%
	TOTAL MEETINGS COMPLETE	38	23	60.53%

TASK 110 DESIGN OVERALL RUNWAY RELOCATION 60%				
110.1 Runway Relocation Program Overall 60% Preliminary Documents				
60% Design Brief @ GJT	Consultant + Sponsor Staff	1	0	0%
110.7 Commercial Utility Design				
Teleconference Meeting	Consultant + Utility Providers	4	0	0%
110.12 60% Review period				
60% Design Review Meeting @ GJT	Consultant + GJT	1	0	0%
	TOTAL MEETINGS COMPLETE	6	0	0.00%

Action Item Report - All Action Items



PROJECT: **GJT Grand Junction Airport Runway Design**

MANAGER: **Scott Cary**

PREPARED BY: **Jenny Lott**

DATE: **11/28/2017**

DATE RANGE: **March 1, 2017 through October 31, 2017**

ID #	ID	Subject	Assigned	Due Date	Status
00032	100 SCOPE DEVELOPMENT	GJT Task 100: 11/29 Draft schedule - FOR REVIEW	5/16/2017	5/24/2017	Completed
00012	100 SCOPE DEVELOPMENT	GJT Task 100: 2017 Scope to Board Packet	4/27/2017	6/9/2017	Completed
00007	100 SCOPE DEVELOPMENT	GJT Task 100: 2017 Scoping	4/17/2017	6/16/2017	Completed
00022	100 SCOPE DEVELOPMENT	GJT Task 100: 27 1/4 RD - Scope due	5/9/2017	5/16/2017	Completed
00004	100 SCOPE DEVELOPMENT	GJT Task 100: Airfield Electrical Assessment - CH2M inquiry	4/13/2017	4/20/2017	Completed
00023	100 SCOPE DEVELOPMENT	GJT Task 100: CH2M Scoping - Draft	5/9/2017	5/16/2017	Completed
00013	100 SCOPE DEVELOPMENT	GJT Task 100: CH2M Scoping Electrical/ QA	4/27/2017	5/11/2017	Completed
00020	100 SCOPE DEVELOPMENT	GJT Task 100: Drainage Draft Scope for incorporation- Expected May 12	5/8/2017	5/11/2017	Completed
00011	100 SCOPE DEVELOPMENT	GJT Task 100: Garver Coordination	4/26/2017	4/28/2017	Completed
00031	100 SCOPE DEVELOPMENT	GJT Task 100: GJT 11/29 - Fee spreadsheet cover - Sample		5/26/2017	Completed
00003	100 SCOPE DEVELOPMENT	GJT Task 100: Interview Prep	3/14/2017	3/26/2017	Completed
00034	100 SCOPE DEVELOPMENT	GJT Task 100: New Runway Fee Spreadsheet	6/1/2017	6/6/2017	Completed
00027	100 SCOPE DEVELOPMENT	GJT Task 100: New Runway Project - CH2M Hill Fee Summary Spreadsheet - Due 5/22	5/15/2017	5/22/2017	Completed
00030	100 SCOPE DEVELOPMENT	GJT Task 100: New Runway Project - David Evans Fee Summary Spreadsheet	5/16/2017	5/22/2017	Completed
00029	100 SCOPE DEVELOPMENT	GJT Task 100: New Runway Project - Ground Fee Summary Spreadsheet	5/16/2017	5/22/2017	Completed
00028	100 SCOPE DEVELOPMENT	GJT Task 100: New Runway Project - RCC Fee Summary Spreadsheet - Due 5/22	5/15/2017	5/22/2017	Completed
00025	100 SCOPE DEVELOPMENT	GJT Task 100: Permitting Scope - Draft final	5/8/2017	5/11/2017	Completed

ID #	ID	Subject	Assigned	Due Date	Status
00019	100 SCOPE DEVELOPMENT	GJT Task 100: Permitting scope - FYA - NEED Comment COB Thursday	5/9/2017	5/11/2017	Completed
00006	100 SCOPE DEVELOPMENT	GJT Task 100: PSA Process - Goal - Signed May 16 board meeting	4/17/2017	5/16/2017	Completed
00008	100 SCOPE DEVELOPMENT	GJT Task 100: Rate table	4/16/2017	4/27/2017	Completed
00014	100 SCOPE DEVELOPMENT	GJT Task 100: Runway 11/29 - Scope outline submission to FAA	4/27/2017	5/8/2017	Completed
00005	100 SCOPE DEVELOPMENT	GJT Task 100: Runway 11/29, Geotech Pre-Scoping Discussion	4/17/2017	5/1/2017	Completed
00001	100 SCOPE DEVELOPMENT	GJT Task 100: Runway Interview - Board makeup intel brief	3/14/2017	3/17/2017	Completed
00002	100 SCOPE DEVELOPMENT	GJT Task 100: Runway Interview - Develop Outline for Interview	3/16/2017	3/28/2017	Completed
00016	100 SCOPE DEVELOPMENT	GJT Task 100: RWY 11/29 - 2017 Scope - IFE process		6/9/2017	Completed
00017	100 SCOPE DEVELOPMENT	GJT Task 100: RWY 11/29 - 2017 Scope - M&H Final scope to GJT	4/27/2017	6/2/2017	Completed
00033	100 SCOPE DEVELOPMENT	GJT Task 100: RWY 11/29 Draft Final scope for review	5/31/2017	6/1/2017	Completed
00015	100 SCOPE DEVELOPMENT	GJT Task 100: RWY 11/29 Preliminary Scope for Review	4/27/2017	5/19/2017	Completed
00036	100 SCOPE DEVELOPMENT	GJT Task 100: Scope Summary Presentation	6/5/2017	6/16/2017	Completed
00021	100 SCOPE DEVELOPMENT	GJT Task 100: Scoping - AGIS - Draft: final May 16	5/9/2017	5/16/2017	Completed
00009	100 SCOPE DEVELOPMENT	GJT Task 100: Send DRAFT M&H Contract Language to Sub Consultants	4/25/2017	5/16/2017	Completed
00040	100 SCOPE DEVELOPMENT	GJT Task 100: Send/Execute 5 Subconsultant Master Technical Contracts	6/17/2017	8/16/2017	Completed
00026	100 SCOPE DEVELOPMENT	GJT Task 100: Survey Scope - Draft Final	5/9/2017	5/12/2017	Completed
00064	101 PROGRAM VALIDATION	GJT Task 101.1: Prepare an updated project layout	7/5/2017	9/15/2017	Completed
00063	101 PROGRAM VALIDATION	GJT Task 101.1: Program Team's combined program vision	7/5/2017	8/29/2017	Completed
00062	101 PROGRAM VALIDATION	GJT Task 101.1: Updated Cost Estimate and Construction Phasing	7/5/2017	10/13/2017	Completed
00067	101 PROGRAM VALIDATION	GJT Task 101.2: Existing Data Collection and Review	7/5/2017	8/29/2017	Completed
00124	101 PROGRAM VALIDATION	GJT Task 101.2: Validate Existing Records Consolidation	8/28/2017	9/25/2017	Completed
00068	101 PROGRAM VALIDATION	GJT Task 101.3: Existing Survey Data Collection and Review	7/5/2017	8/29/2017	Completed

ID #	ID	Subject	Assigned	Due Date	Status
00069	101 PROGRAM VALIDATION	GJT Task 101.4: Geotechnical – Records Research	7/5/2017	8/29/2017	Completed
00143	101 PROGRAM VALIDATION	GJT Task 101/106- Station Manager contacts - for NavAid coordination	9/11/2017	9/25/2017	In Progress
00107	101 PROGRAM VALIDATION	GJT Task 101: Program Validation - Navaid discussion	8/22/2017	8/23/2017	Completed
00103	101 PROGRAM VALIDATION	GJT Task 101: Grading Difference Between 637' and 600' Runway 12/30 Separation	8/20/2017	8/31/2017	Completed
00076	102 PROJECT MANAGEMENT	GJT Task 102 - Aerial photography - Drone Flight Coordination	7/25/2017	1/15/2018	In Progress
00010	102 PROJECT MANAGEMENT	GJT Task 102 - April 20 meeting GJT/M&H	4/26/2017	4/27/2017	Completed
00070	102 PROJECT MANAGEMENT	GJT Task 102.1: Prepare a Work Plan & Project Binder	7/5/2017	5/22/2018	In Progress
00071	102 PROJECT MANAGEMENT	GJT Task 102.1: Prepare Consultant Team and Sponsor/FAA charters	8/10/2017	7/19/2017	Completed
00073	102 PROJECT MANAGEMENT	GJT Task 102.1: Prepare Monthly Invoices & Project Status Reports	7/5/2017	5/22/2018	In Progress
00138	102 PROJECT MANAGEMENT	GJT Task 102: Aerial plots on cool paper...	9/14/2017	9/28/2017	Completed
00037	102 PROJECT MANAGEMENT	GJT Task 102: Airport Badging Coordination	6/14/2017	8/17/2017	Completed
00024	102 PROJECT MANAGEMENT	GJT Task 102: GJT - Board packet writeups due to Eric T.	5/9/2017	6/9/2017	Completed
00018	102 PROJECT MANAGEMENT	GJT Task 102: Grand Junction Regional Airport- follow-up meeting	5/2/2017	5/12/2017	Completed
00045	102 PROJECT MANAGEMENT	GJT Task 102: Land - Letter for BLM	6/22/2017	5/22/2018	Completed
00035	102 PROJECT MANAGEMENT	GJT Task 102: M&H Local Office in Grand Junction	6/5/2017	8/11/2017	Completed
00050	102 PROJECT MANAGEMENT	GJT Task 102: M&H Provide Cash Flow Item Options	6/22/2017	5/22/2018	Waiting on Someone Else
00077	102 PROJECT MANAGEMENT	GJT Task 102: Overall Program Schedule	7/15/2017	9/1/2017	Completed
00046	102 PROJECT MANAGEMENT	GJT Task 102: Provide Breakout of Tasks Between Grants	6/22/2017	5/22/2018	In Progress
00048	102 PROJECT MANAGEMENT	GJT Task 102: Provide Grant App for AIP-56	6/22/2017	5/22/2018	Completed
00047	102 PROJECT MANAGEMENT	GJT Task 102: Provide Signed Grants & Proposed Items for Payment per Grant	6/22/2017	5/22/2018	Completed
00049	102 PROJECT MANAGEMENT	GJT Task 102: Review Coordination - Grant Descriptions (Existing and Future)	6/22/2017	5/22/2018	Completed
00075	102 PROJECT MANAGEMENT	GJT Task 102: Set up NF Cloud	7/7/2017	7/21/2017	Completed

ID #	ID	Subject	Assigned	Due Date	Status
00056	102 PROJECT MANAGEMENT	GJT Task 102: Task Orders for Teaming Partners (Subconsultants)	6/24/2017	8/17/2017	Completed
00058	102 PROJECT MANAGEMENT	GJT Task 102: Three month look ahead of billings	6/28/2017	6/29/2017	Completed
00072	103 GRANT ADMINISTRATION	GJT Task 103 - Grant Approval Process Coordination	7/16/2017	7/14/2017	Completed
00054	103 GRANT ADMINISTRATION	GJT Task 103: ACDBE Plan / Request Support	6/22/2017	5/22/2018	Completed
00053	103 GRANT ADMINISTRATION	GJT Task 103: ACDBE Reporting	6/22/2017	5/22/2018	Completed
00043	103 GRANT ADMINISTRATION	GJT Task 103: Compile/Prepare 1 Grant Closeout Report (for both grants)	6/23/2017	5/23/2018	Not Started
00051	103 GRANT ADMINISTRATION	GJT Task 103: DBE Plan Revision	6/22/2017	5/22/2018	In Progress
00173	103 GRANT ADMINISTRATION	GJT Task 103: DBE program documents	11/1/2017	11/15/2017	In Progress
00175	103 GRANT ADMINISTRATION	GJT Task 103: GJT Grant Apps	11/3/2017	11/9/2017	In Progress
00059	103 GRANT ADMINISTRATION	GJT Task 103: Grants - Request copies	7/4/2017	7/12/2017	Completed
00174	103 GRANT ADMINISTRATION	GJT Task 103: Part 26/DBE Program Resubmitted	11/2/2017	11/16/2017	In Progress
00042	103 GRANT ADMINISTRATION	GJT Task 103: Prepare FAA/CDOT grant administration reimbursement forms (monthly)	6/23/2017	5/23/2018	Not Started
00041	103 GRANT ADMINISTRATION	GJT Task 103: Prepare Two (2) grant applications for FY 2017/2018	6/23/2017	5/23/2018	Not Started
00052	103 GRANT ADMINISTRATION	GJT Task 103: Work on DBE/ACDBE plan efforts & Reach out to Bryan Page	6/22/2017	5/22/2018	Completed
00085	104 LAND ACQUISITION AND COORDINATION	GJT Task 104.1: BLM Patent for Land Transfer	7/5/2017	1/30/2018	Completed
00084	104 LAND ACQUISITION AND COORDINATION	GJT Task 104.1: Complete BLM Land Transfer Applications	7/4/2017	1/30/2018	Completed
00083	104 LAND ACQUISITION AND COORDINATION	GJT Task 104.1: Develop a Land Transfer Schedule & Update Monthly	7/5/2017	1/30/2018	In Progress
00055	104 LAND ACQUISITION AND COORDINATION	GJT Task 104.1: Land Transfer Application	6/25/2017	6/28/2017	Completed
00086	104 LAND ACQUISITION AND COORDINATION	GJT Task 104.1: Update Exhibit "A" Property Map	7/5/2017	1/30/2018	Completed
00092	104 LAND ACQUISITION AND COORDINATION	GJT Task 104.2: Assist w/Agreements, Regular Maintenance of Detention Ponds	7/5/2017	9/15/2017	Completed
00091	104 LAND ACQUISITION AND COORDINATION	GJT Task 104.2: Provide Info on Drainage Structure Use/Dimension/Construction Impacts	7/5/2017	9/15/2017	Completed
00090	104 LAND ACQUISITION AND COORDINATION	GJT Task 104.2: Provide Statement of Need w/ Economic Feasibility Statements	7/5/2017	9/15/2017	Completed

ID #	ID	Subject	Assigned	Due Date	Status
00089	104 LAND ACQUISITION AND COORDINATION	GJT Task 104.2: Provision of Necessary Tech/Financial Capabilities	7/5/2017	9/15/2017	Completed
00088	104 LAND ACQUISITION AND COORDINATION	GJT Task 104.2: Provision of project descriptions and area maps	7/5/2017	1/30/2018	Completed
00087	104 LAND ACQUISITION AND COORDINATION	GJT Task 104.2: ROW Grants, Complete Standard Form 299	7/5/2017	1/30/2018	Completed
00093	104 LAND ACQUISITION AND COORDINATION	GJT Task 104.3: Complete & Sign MOA for Mitigation	7/4/2017	1/29/2018	Completed
00095	104 LAND ACQUISITION AND COORDINATION	GJT Task 104.3: Coordinate Access to Public Lands During Construction	7/6/2017	1/31/2018	In Progress
00094	104 LAND ACQUISITION AND COORDINATION	GJT Task 104.3: Facilitate GJT payment to BLM	7/5/2017	1/30/2018	In Progress
00098	104 LAND ACQUISITION AND COORDINATION	GJT Task 104.4: Approved Construction Easements	7/5/2017	1/30/2018	Not Started
00099	104 LAND ACQUISITION AND COORDINATION	GJT Task 104.4: Method for Obtaining Construction Water	7/5/2017	1/31/2018	In Progress
00100	104 LAND ACQUISITION AND COORDINATION	GJT Task 104.5: Easements for Execution by GJT	7/5/2017	1/30/2018	Not Started
00101	104 LAND ACQUISITION AND COORDINATION	GJT Task 104.6: Maintain Base Drawing of Surveyed Boundaries/Easements/Right Of Way	7/4/2017	1/29/2018	In Progress
00102	104 LAND ACQUISITION AND COORDINATION	GJT Task 104.6: Prepare All Exhibits Related to Easement/Right of Way/Utility Rights/Relocations	7/5/2017	1/31/2018	In Progress
00097	104 LAND ACQUISITION AND COORDINATION	GJT Task 104: BLM Mitigation Staging Area	8/20/2017	10/6/2017	Completed
00154	104 LAND ACQUISITION AND COORDINATION	GJT Task 104: BLM ROW Application for 27 1/4 Road Construction	10/11/2017	12/22/2017	In Progress
00123	104 LAND ACQUISITION AND COORDINATION	GJT Task 104: BLM Temporary Access Exhibit	8/29/2017	9/8/2017	Completed
00044	104 LAND ACQUISITION AND COORDINATION	GJT Task 104: BLM Temporary Access Request	8/2/2017	8/18/2017	Completed
00104	104 LAND ACQUISITION AND COORDINATION	GJT Task 104: ROW access request application to BLM	8/21/2017		Completed
00140	105 PRE-DESIGN ELEMENTS - RUNWAY RELOCATIC	GJT Task 105 - Soils report review	9/20/2017	10/4/2017	Completed
00106	105 PRE-DESIGN ELEMENTS - RUNWAY RELOCATIC	GJT Task 105.1: Prepare a Basis of Design Memorandum	7/3/2017	9/14/2017	Completed
00105	105 PRE-DESIGN ELEMENTS - RUNWAY RELOCATIC	GJT Task 105.1: Utilize Airport's DBE Plan & Incorporate Requirements	7/5/2017	5/22/2018	Completed
00112	105 PRE-DESIGN ELEMENTS - RUNWAY RELOCATIC	GJT Task 105.3: Maintain Base Drawing of Surveyed Boundaries/Easements/Rights of Way	7/5/2017	5/22/2018	In Progress
00114	105 PRE-DESIGN ELEMENTS - RUNWAY RELOCATIC	GJT Task 105.3: Prepare Exhibits Related to Easement/Right of Way/Utility Rights/Relocations	7/5/2017	5/22/2018	In Progress
00111	105 PRE-DESIGN ELEMENTS - RUNWAY RELOCATIC	GJT Task 105.3: Prepare Topographic Survey of Project Area	7/5/2017	5/22/2018	In Progress

ID #	ID	Subject	Assigned	Due Date	Status
00113	105 PRE-DESIGN ELEMENTS - RUNWAY RELOCATIC Control	GJT Task 105.3: Provide Drawing Showing Location of Existing/Established	7/5/2017	5/22/2018	In Progress
00125	105 PRE-DESIGN ELEMENTS - RUNWAY RELOCATIC	GJT Task 105.3: Verify Construction Survey Complete	8/26/2017	10/5/2017	Completed
00109	105 PRE-DESIGN ELEMENTS - RUNWAY RELOCATIC	GJT Task 105.4: 18B Deliverables to Client	7/5/2017	5/22/2018	In Progress
00108	105 PRE-DESIGN ELEMENTS - RUNWAY RELOCATIC	GJT Task 105.4: 18B Deliverables Upload to AGIS Website	7/5/2017	5/22/2018	In Progress
00110	105 PRE-DESIGN ELEMENTS - RUNWAY RELOCATIC	GJT Task 105.4: Part 77 Deliverables	7/5/2017	5/22/2018	In Progress
00038	105 PRE-DESIGN ELEMENTS - RUNWAY RELOCATIC	GJT Task 105.5: Geotech Investigation Coordination and Scheduling	6/15/2017	10/20/2017	Completed
00115	105 PRE-DESIGN ELEMENTS - RUNWAY RELOCATIC	GJT Task 105.5: Graphic Logs of Test Holes/Pits	7/5/2017	5/23/2018	Completed
00116	105 PRE-DESIGN ELEMENTS - RUNWAY RELOCATIC	GJT Task 105.5: Prepare Geotech Draft/Final Reports	7/4/2017	12/1/2017	In Progress
00096	105 PRE-DESIGN ELEMENTS - RUNWAY RELOCATIC	GJT Task 105.6: Electrical Assessment Field Work Coordination	8/16/2017	8/25/2017	Completed
00117	105 PRE-DESIGN ELEMENTS - RUNWAY RELOCATIC	GJT Task 105.6: Electrical Assessment and Electrical Evaluation Report	7/4/2017	9/29/2017	Completed
00118	105 PRE-DESIGN ELEMENTS - RUNWAY RELOCATIC	GJT Task 105.6: Prepare Preliminary Exhibits Locations of Projects/Issues	7/5/2017	9/29/2017	Completed
00120	105 PRE-DESIGN ELEMENTS - RUNWAY RELOCATIC	GJT Task 105.6: Revise Preliminary Exhibits	7/5/2017	11/3/2017	Completed
00119	105 PRE-DESIGN ELEMENTS - RUNWAY RELOCATIC	GJT Task 105.6: Revise Preliminary Report	7/5/2017	11/3/2017	Completed
00074	105 PRE-DESIGN ELEMENTS - RUNWAY RELOCATIC	GJT Task 105: AGIS Survey - AGIS Log In Setup	7/25/2017	8/3/2017	Completed
00065	105 PRE-DESIGN ELEMENTS - RUNWAY RELOCATIC	GJT Task 105: CAD Template	7/11/2017	7/14/2017	Action Complete
00060	105 PRE-DESIGN ELEMENTS - RUNWAY RELOCATIC	GJT Task 105: Geotechnical Base File	7/6/2017	7/6/2017	Completed
00061	105 PRE-DESIGN ELEMENTS - RUNWAY RELOCATIC	GJT Task 105: Base CAD files	7/4/2017	8/17/2017	Action Complete
00057	105 PRE-DESIGN ELEMENTS - RUNWAY RELOCATIC	GJT Task 105: CAD standards coordination	6/29/2017	7/7/2017	Completed
00121	105 PRE-DESIGN ELEMENTS - RUNWAY RELOCATIC	GJT Task 105: GJT AGIS Statement of work for review	8/22/2017	9/22/2017	Completed
00132	105 PRE-DESIGN ELEMENTS - RUNWAY RELOCATIC	GJT Task 105: Proposed Apron Design files from GJT	9/13/2017	9/27/2017	Completed
00039	105 PRE-DESIGN ELEMENTS - RUNWAY RELOCATIC	GJT Task 105: Survey Coordination and Scheduling	6/20/2017	6/29/2017	Completed
00066	105 PRE-DESIGN ELEMENTS - RUNWAY RELOCATIC	GJT Task 105: Uranium Tailings Safety Memo	7/14/2017	7/21/2017	Completed

ID #	ID	Subject	Assigned	Due Date	Status
00129	106 DESIGN OVERALL RUNWAY RELOCATION 30%	GJT Task 106.1: Runway Relocation Program Overall 30% Preliminary Documents	9/7/2017	12/30/2017	In Progress
00130	106 DESIGN OVERALL RUNWAY RELOCATION 30%	GJT Task 106.2: Preliminary Contractual Documents Template (Front-End)	9/7/2017	12/30/2017	Waiting on Someone Else
00131	106 DESIGN OVERALL RUNWAY RELOCATION 30%	GJT Task 106.3: Preliminary Master Project Specific Construction Modifications	9/7/2017	12/30/2017	Not Started
00081	106 DESIGN OVERALL RUNWAY RELOCATION 30%	GJT Task 106.4: 30% Pavement Design	8/14/2017	11/10/2017	In Progress
00133	106 DESIGN OVERALL RUNWAY RELOCATION 30%	GJT Task 106.5: 30% Drainage Design	9/7/2017	12/5/2017	In Progress
00134	106 DESIGN OVERALL RUNWAY RELOCATION 30%	GJT Task 106.6: 30% Grading Design	9/7/2017	12/5/2017	In Progress
00135	106 DESIGN OVERALL RUNWAY RELOCATION 30%	GJT Task 106.7: 30% Commercial Utility Design	9/7/2017	1/2/2018	In Progress
00136	106 DESIGN OVERALL RUNWAY RELOCATION 30%	GJT Task 106.8: 30% Airfield Electrical Design	9/7/2017	11/17/2017	In Progress
00137	106 DESIGN OVERALL RUNWAY RELOCATION 30%	GJT Task 106.9: NAVALD Relocation / Coordination	9/7/2017	9/12/2017	In Progress
00128	106 DESIGN OVERALL RUNWAY RELOCATION 30%	GJT Task 106: NavAid Concept discussion for Task 101	9/3/2017	9/29/2017	Completed
00082	106 DESIGN OVERALL RUNWAY RELOCATION 30%	GJT Task 106: 30% Engineers Design Report	8/14/2017	11/22/2017	In Progress
00126	106 DESIGN OVERALL RUNWAY RELOCATION 30%	GJT Task 106: Base File Weekly Upload	8/27/2017	12/26/2018	In Progress
00162	106 DESIGN OVERALL RUNWAY RELOCATION 30%	GJT Task 106: Cost Estimate Bid Item Quantity Sheets	10/17/2017	10/27/2017	Completed
00080	106 DESIGN OVERALL RUNWAY RELOCATION 30%	GJT Task 106: Create Overall Cost Estimate 30%	8/1/2017	11/24/2017	In Progress
00078	106 DESIGN OVERALL RUNWAY RELOCATION 30%	GJT Task 106: Design Checklist	7/31/2017	1/4/2018	In Progress
00139	106 DESIGN OVERALL RUNWAY RELOCATION 30%	GJT Task 106: Future Taxiway Connector Grade Break	9/12/2017	9/26/2017	Completed
00150	106 DESIGN OVERALL RUNWAY RELOCATION 30%	GJT Task 106: Overall Grading Exhibit	10/3/2017	10/13/2017	Completed
00148	106 DESIGN OVERALL RUNWAY RELOCATION 30%	GJT Task 106: RWY 12/30 geometry - Request AC 5300-13A confirmation Future Taxiway Connector Grade Break revised	9/20/2017	10/4/2017	Completed
00141	107 PERMITTING AND AGENCY COORDINATION	GJT Task 107.2: USACE Permit Applications	9/7/2017	8/7/2018	In Progress
00144	107 PERMITTING AND AGENCY COORDINATION	GJT Task 107.3: Storm Water Permitting	9/11/2017	3/23/2018	In Progress
00145	107 PERMITTING AND AGENCY COORDINATION	GJT Task 107.4: DWR Office of the State Engineer Dam Requirements	9/11/2017	8/7/2018	Not Started
00146	107 PERMITTING AND AGENCY COORDINATION	GJT Task 107.5: Raptor Survey	9/11/2017	5/4/2018	Not Started

ID #	ID	Subject	Assigned	Due Date	Status
00122	107 PERMITTING AND AGENCY COORDINATION	GJT Task 107: Jurisdictional Delineation Letter	8/29/2017	9/5/2017	Completed
00147	108 REMOTE TRANSMITTER RECEIVER (RTR)	GRAC GJT Task 108.1: Advance Previous 25% Design Package to 60%	9/11/2017	11/24/2017	In Progress
00149	108 REMOTE TRANSMITTER RECEIVER (RTR)	GRAC GJT Task 108.3: Uranium Tailings Remediation	9/11/2017	11/7/2017	In Progress
00151	108 REMOTE TRANSMITTER RECEIVER (RTR)	GRAC GJT Task 108.5: 95% Design Package	12/12/2017	12/29/2017	Not Started
00152	108 REMOTE TRANSMITTER RECEIVER (RTR)	GRAC GJT Task 108.6: Final Design Package	12/12/2017	1/5/2018	Not Started
00153	108 REMOTE TRANSMITTER RECEIVER (RTR)	GRAC GJT Task 108: GJT RTR Contours to ATO - Mike Calhoun	10/26/2017	11/3/2017	Completed
00142	108 REMOTE TRANSMITTER RECEIVER (RTR)	GRAC GJT Task 108: RTR - ATO - Revised reimbursable agreement	9/11/2017	11/3/2017	In Progress
00079	108 REMOTE TRANSMITTER RECEIVER (RTR)	GRAC GJT Task 108: RTR Coordination	7/31/2017	11/29/2017	In Progress
00127	108 REMOTE TRANSMITTER RECEIVER (RTR)	GRAC GJT Task 108: Uranium Tailings Report	8/30/2017	9/22/2017	Completed
00161	109 27 ¼ ROAD RELOCATION DESIGN	GJT Task 109 - 27 1/4 Road design comments - Comment requested by October 27	10/16/2017	10/27/2017	Completed
00155	109 27 ¼ ROAD RELOCATION DESIGN	GJT Task 109.2: 30% Design Package	9/11/2017	10/13/2017	Completed
00156	109 27 ¼ ROAD RELOCATION DESIGN	GJT Task 109.3: Prepare 30% Plans	9/11/2017	10/13/2017	Completed
00157	109 27 ¼ ROAD RELOCATION DESIGN	GJT Task 109.4: 60% Design Package	9/11/2017	11/17/2017	In Progress
00158	109 27 ¼ ROAD RELOCATION DESIGN	GJT Task 109.5: Prepare 60% Plans	9/11/2017	11/17/2017	In Progress
00159	109 27 ¼ ROAD RELOCATION DESIGN	GJT Task 109.6: Prepare 60% Specifications and Cost Estimate	9/11/2017	11/17/2017	In Progress
00160	109 27 ¼ ROAD RELOCATION DESIGN	GJT Task 109.7: Final Design (95% and Final)	9/11/2017	1/5/2018	Not Started
00163	110 DESIGN OVERALL RUNWAY RELOCATION 60%	GJT Task 110.1: Runway Relocation Program Overall 60% Preliminary Documents	9/11/2017	8/22/2018	Not Started
00172	110 DESIGN OVERALL RUNWAY RELOCATION 60%	GJT Task 110.10: Update Preliminary Engineers Report	9/11/2017	8/10/2018	Not Started
00164	110 DESIGN OVERALL RUNWAY RELOCATION 60%	GJT Task 110.2: Finalize Contractual Documents Template (Front-End)	9/11/2017	8/22/2018	Not Started
00165	110 DESIGN OVERALL RUNWAY RELOCATION 60%	GJT Task 110.3: Finalize Master Project Specific Construction Standards	9/11/2017	8/22/2018	Not Started
00166	110 DESIGN OVERALL RUNWAY RELOCATION 60%	GJT Task 110.4: 60% Pavements	9/11/2017	8/6/2018	Not Started
00167	110 DESIGN OVERALL RUNWAY RELOCATION 60%	GJT Task 110.5: 60% Drainage	9/11/2017	8/6/2018	Not Started

ID #	ID	Subject	Assigned	Due Date	Status
00168	110	DESIGN OVERALL RUNWAY RELOCATION 60% GJT Task 110.6: 60% Grading	9/11/2017	8/6/2018	Not Started
00169	110	DESIGN OVERALL RUNWAY RELOCATION 60% GJT Task 110.7: Commercial Utility Design	9/11/2017	8/3/2018	Not Started
00170	110	DESIGN OVERALL RUNWAY RELOCATION 60% GJT Task 110.8: 60% Electrical	9/11/2017	8/6/2018	Not Started
00171	110	DESIGN OVERALL RUNWAY RELOCATION 60% GJT Task 110.9: NAVAID Relocation / Coordination	9/11/2017	8/3/2018	Not Started

Compliance Checklist



PROJECT: GJT Grand Junction Airport Runway Design

MANAGER: Scott Cary

PREPARED BY: Jenny Lott

DATE: 11/28/2017

FOR MONTH OF: OCTOBER 2017

PROGRESS	DELIVERABLE	COMMENTS
TASK 100 SCOPE DEVELOPMENT		
Lump Sum		
Complete	Scope of Services Detailed Outline	
Complete	Scope of Services	
Complete	Fee Estimate	
Complete	Schedule	
Complete	Blank Spreadsheet for Independent Fee Estimate in MS Excel	
Complete	Final Scope of Services, Fee Estimate, Negotiations, and Schedule	

PROGRESS	DELIVERABLE	COMMENTS
TASK 101 PROGRAM VALIDATION		
Lump Sum		
Complete	Review Airfield per FAA AC 150/5300-13A Change 1 for Optimization	
Complete	High Speed Connectors	
Complete	Total Number / Location of Connectors	
Complete	Overlapping RSA Adjustments	
Complete	Road / RPZ Considerations	FAA Coordination ongoing
Complete	Confirm Aircraft Fleet Mix	
Complete	Confirm Airport Design Goals	Review will occur at each deliverable.
Complete	Discuss Potential Trends in NAVAIDS	Ongoing throughout process
Complete	Evaluate Potential Global Cost Savings Alternatives	Verbal discussion with FAA/Airport have informed design and will continue in future packages
Complete	Update Cost Estimate per EA Quantity Development and Current Phasing	

PROGRESS	DELIVERABLE	COMMENTS
TASK 102 PROGRAM MANAGEMENT		
Lump Sum		
Ongoing	Monthly	6 of 15 months complete

PROGRESS	DELIVERABLE	COMMENTS
TASK 103 GRANT ADMINISTRATION		
Lump Sum		
In Progress	Update 3-year DBE program and goals	Detail provided
Not Started	Prepare monthly FAA Requests for Reimbursement for each grant including Form 271 and Invoice spreadsheet	
Not Started	Land acquisition documentation for land transactions	
Not Started	Assist GJT to prepare submittal of annual FAA 271, 425 and DBE reports	
Not Started	Quarterly progress reports	
Not Started	Assist with Federal, State and Local Audits of the 2017/2018 grants	
Not Started	Grant applications	
In Progress	FAA grant administration forms	
Not Started	Grant closeout report	

Compliance Checklist

PROJECT: GJT Grand Junction Airport Runway Design

MANAGER: Scott Cary

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FOR MONTH OF: OCTOBER 2017



PROGRESS DELIVERABLE COMMENTS

TASK 104 LAND ACQUISITION AND COORDINATION

Time and Expense

104.1 BLM Land Transfer

The Consultant will develop a Land Transfer Schedule and update it monthly (eight (8) total updates) Completed applications with all FAA and BLM comments addressed.
BLM patent for land transfer.
Updated Exhibit "A" Property Map

In Progress
Complete
Complete
Complete

Yes
Yes

3 of 8 complete
One planned. Two required. #1 Complete, Draft #2 Complete

104.2 BLM Right of Way (ROW) Grants

Completed Standard Form 299
Provision of project descriptions and area maps.
Provision of necessary technical and financial capabilities.
References to EA land transfer alternatives as necessary.
Provide the statement of need, including the economic feasibility statements.
Provide information on drainage structure use, dimension and construction impacts.
Assistance with agreements on regular maintenance of detention ponds.

Complete
Complete
Complete
Complete
Complete
Complete

104.3 BLM Recreational Land Mitigation Assistance and Coordination

Completed and signed MOA for mitigation.
Facilitate GJT payment of \$250,000 to BLM for design/construction of staging area per MOA.
Coordinate access to public lands during runway and road construction.

Complete
In Progress
In Progress

Yes

Awaiting BLM
Awaiting BLM
Temporary Access arranged for Site Investigations

104.4 Irrigation District Construction Easement/Water Source Coordination

Approved construction easements
Proposed method for obtaining construction water

In Progress
In Progress

Long term action item
Long term action item

104.5 Other Easements as Required

Not Started

104.6 Land Rights Survey

Base drawings
Easement and Right of Way Exhibits

In Progress
In Progress

Draft final complete
Long term action - ROW vacation and utility investigations in progress.

Compliance Checklist

PROJECT: **GJT Grand Junction Airport Runway Design**
 MANAGER: **Scott Cary**
 PREPARED BY: **Jenny Lott**
 DATE: **11/28/2017**
 FOR MONTH OF: **OCTOBER 2017**



TASK 105 PRE-DESIGN ELEMENTS - RUNWAY RELOCATION	PROGRESS	DELIVERABLE	COMMENTS
Lump Sum			
105.1 Pre-Design Assessments Basis of Design memorandum for drainage	Complete		
105.2 Design Survey - Phase 1	Complete		
105.3 Design Survey - Phase 2 Topographic survey TIN (Triangular Irregular Network)	Complete Complete		
105.4 AGIS Survey AGIS Website Deliverables Color digital orthophotos with a 1.0' pixel resolution in GeoTIFF (project area) Two (2) color enlargements (30" x40") covering the airport and surrounding area (mounted/laminated/framed) Part 77 Obstruction survey data	In Progress In Progress In Progress In Progress		Scope of Work allowed to upload by FAA
105.5 Geotechnical Investigation / Analysis Subsurface Exploration-- Proposed Runway 12/30 Subsurface Exploration-- Future Detention/Water Quality Ponds/Drainage Areas Subsurface Exploration and Pavement Evaluation Scope -- Existing Runway 11/29 Subsurface Exploration Scope -- 27% Road Borrow Source Evaluation -- Seismic Refraction Testing Additional Exploration and Study	In Progress In Progress In progress In Progress In progress		Draft report submitted Field work completed late October Draft report submitted Field work completed late October Draft report submitted
105.6 Airfield Electrical Assessment Preliminary Electrical Evaluation Report Preliminary Exhibits (Vault, Circuits, Sign Plan, etc.)	Completed Completed		

Compliance Checklist



PROJECT: **GIT Grand Junction Airport Runway Design**
 MANAGER: **Scott Cary**
 PREPARED BY: **Jenny Lott**
 DATE: **11/28/2017**
 FOR MONTH OF: **OCTOBER 2017**

TASK	PROGRESS	DELIVERABLE	COMMENTS
TASK 106 DESIGN OVERALL RUNWAY RELOCATION 30%			
<i>Lump Sum</i>			
106.1 Runway Relocation Program Overall 30% Preliminary Documents	In Progress		Grading, drainage and related efforts in progress
106.2 Preliminary Contractual Documents Template (Front-End)	In Progress	Yes	Submitted independent of PBB documents for attorney review.
106.3 Preliminary Master Project Specific Construction Modifications	Not Started		
106.4 Pavements	In Progress		LCCA and pavement designs progressing
106.5 Drainage	In Progress		Pond locations set for geotechnical investigation
106.7 Commercial Utility Design	In Progress		Existing conditions identified
106.9 NAVAID Relocation / Coordination	In Progress		Meetings with FAA in progress
106.10 30% Preliminary Engineering Design Report	In Progress		

TASK	PROGRESS	DELIVERABLE	COMMENTS
TASK 107 PERMITTING AND AGENCY COORDINATION			
<i>Time and Expense</i>			
107.1 Comprehensive Permit/Opportunity Analysis	In Progress		
107.2 USACE Permit Applications	In Progress		Redelineation JD document tabled in favor of pursuing Nationwide permits.
107.3 Storm Water Permitting	In Progress		Pending Design decisions
107.4 DWR Office of the State Engineer Dam Requirements	In Progress		Pending Design decisions
107.5 Raptor Survey	Preliminary Complete		Final required spring 2018 to coordinate with construction start.

Compliance Checklist



PROJECT: GJT Grand Junction Airport Runway Design
 MANAGER: Scott Cary
 PREPARED BY: Jenny Lott
 DATE: 11/28/2017
 FOR MONTH OF: OCTOBER 2017

TASK	PROGRESS	DELIVERABLE	COMMENTS
TASK 108 REMOTE TRANSMITTER RECEIVER (RTR) GRADING PACKAGE			
<i>Lump Sum</i>			
108.1 Advance Previous 25% Design Package to 60% Preparation of Preliminary Documents Pavements Grading	In Progress In Progress In Progress		Scheduled for 10/24-11/24
108.2 ATO RTR Relocation / Coordination	In Progress		Reimbursable Agreement Negotiations
108.3 Uranium Tailings Remediation Research Options for Remediation, Coordinate with COPHE and Perform Radiological Survey Offsite Disposal Action Plan Offsite Disposal Action Plan	In Progress In Progress In Progress		Survey complete
108.4 60% Design Review period	Not Started		
108.5 95% Design Package	Not Started		
108.6 Final Design Package Final Plans – 11"x17" Final Contractual Documents Final Technical Specifications Final Engineering Design Report	Not Started		

TASK 109 27 X ROAD RELOCATION DESIGN			
<i>Lump Sum</i>			
Final design package Final Plans – 11"x17" Final Contractual Documents Final Technical Specifications Final Engineering Design Report	In Progress		Alignment evaluations for Task 101 covered here.

Compliance Checklist

PROJECT: **GIT Grand Junction Airport Runway Design**
 MANAGER: **Scott Cary**
 PREPARED BY: **Jenny Lott**
 DATE: **11/28/2017**
 FOR MONTH OF: **OCTOBER 2017**



TASK 110 DESIGN OVERALL RUNWAY RELOCATION 60%

	PROGRESS	DELIVERABLE	COMMENTS
Lump Sum			
Runway Relocation Program Overall 30% Preliminary Documents	Not Started		
Preliminary Contractual Documents Template (Front-End)	Not Started		
Master Project Specific Construction Modifications	Not Started		
Pavements	Not Started		
Drainage	Not Started		
Grading	Not Started		
Commercial Utility Design	Not Started		
Electrical	Not Started		
NAVAID Relocation / Coordination	Not Started		
Preliminary Engineering Design Report	Not Started		
Airports Safety Management Systems Efforts	Not Started	N/A	Included with CSPP
Close Out Report	Not Started		

Grand Junction Regional Airport Authority

Agenda Item Summary

TOPIC:	Remote Transmitter/Receiver Geotechnical Investigation Scope
PURPOSE:	Information <input type="checkbox"/> Guidance <input type="checkbox"/> Decision <input checked="" type="checkbox"/>
RECOMMENDATION:	Board approve the scope of work for Mead and Hunt to perform the Geotechnical Investigation for the Remote Transmitter/Receiver.
LAST ACTION:	Design only contract was executed June 22, 2017.
DISCUSSION:	The work effort proposed in this scope of work was originally planned to be completed by FAA Air Traffic Organization for the design of the Remote Transmitter/Receiver (RTR). In order to expedite the process it is administratively advantageous to remove the work from FAA and have the services provided by our Runway Consultant Mead and Hunt under the current contract as a 'pass through cost'. There is no monetary mark up for Mead and Hunt to contract this work. If approved, the savings to the Airport will be realized during final close out of the Reimbursable Agreement between FAA and GJT.
FISCAL IMPACT:	FAA \$12,510 CDOT \$695 GJRA \$695 budgeted dollars Total \$13,900
COMMUNICATION STRATEGY:	None.
ATTACHMENTS:	Proposal Number 1711-1886
STAFFCONTACT:	Eric Trinklein etrinklein@gjairport.com Office: 970-248-8597

GROUND

ENGINEERING

November 1, 2017

Subject: Proposal for Professional Services,
Geotechnical Subsurface Exploration Program,
GJT Airport RTR Relocation, Grand Junction,
Colorado.

Proposal Number 1711-1886

Mr. Michael Calhoon
FAA COMMUNICATIONS ENGINEERING CENTER
1601 Lind Ave SW
Renton, WA 98057

Dear Mr. Calhoon:

Ground Engineering Consultants, Inc. (GROUND) is pleased to submit a proposal to conduct a subsurface exploration program to develop geotechnical parameters for design and construction of the relocation of the Remote Transmitter Receiver (RTR) that will be constructed within the Grand Junction Regional Airport. We understand that proposed construction will consist of the RTR shelter building (approximately 18 feet x 22 feet in dimension) and four (4) platform structures (each approximately 12 feet by 24 feet in dimension). Additionally, underground utilities will also be installed to support the proposed facility.

Based on provided information and our experience with similar projects, we propose the following:

Scope of Work

- As requested, drill five (5) test holes at locations to be determined by the soils engineer. One (1) test hole will be drilled within the approximate shelter building and four (4) test holes will be drilled within the platform structures. No test holes will be drilled in off-site areas for public pavement design. Final depths of the test holes may vary in the field as exploration progresses and as the subsoil profile becomes evident. We anticipate foundation test hole depths to be approximately 30 to 40 feet below existing grade or until practical drill rig refusal, whichever occurs first. The test holes will be drilled to evaluate the subsurface soil profile and to obtain samples for laboratory testing. Rock coring (NX-wireline) will not be performed.
- Conduct a laboratory testing program to evaluate the engineering characteristics of the materials at the site.

**GJT Airport – RTR Facility Relocation
Grand Junction, Colorado**

Anticipated laboratory tests are as follows:

○ Passing the No. 200 Sieve.....	10 Tests
○ Hydrometer.....	5 Tests
○ Atterberg Limits.....	15 Tests
○ In-situ Moisture/Density.....	15 Tests
○ Moisture Density Relationships.....	1 Test
○ Water-Soluble Sulfates/Corrosivity.....	3 Tests
○ Swell-Consolidation.....	6 Tests
○ Unconfined Compressive Strength.....	3 Tests

- Analyze the results of the field and laboratory investigations to develop geotechnical parameters including but not limited to proposed structure foundation types, site grading/earthwork operations, excavation, lateral earth pressures, water soluble sulfate content, and soil corrosivity.

Specific retaining wall parameters and/or design are not specifically included in this scope of service at this time (GROUND is not aware of such structures). If retaining wall structures are planned for construction, GROUND should be contacted to re-evaluate our scope and fee.

- Prepare a report summarizing the data obtained, and present our conclusions and parameters. An electronic copy (PDF format) of the report will be provided. Up to three (3) hard/paper copies are available upon request. Field work, data analysis and report preparation will be conducted under the supervision of a registered professional engineer.

Fees

Based on the proposed scope of work outlined above, we estimate a lump sum fee of **\$13,900** to complete the subsurface exploration program. We assume that the project site is accessible to conventional, truck-mounted drilling equipment. This fee assumes normal work day (Monday to Friday) operations. Additional fees may apply for night, weekend, and/or holiday work.

Optional Additional Services: GROUND will not proceed with the following optional additional services without your prior approval and authorization. However, some of these services may be required to complete the surface exploration program or may be needed by the design team. Additional optional services anticipated for this project may include:

**GJT Airport – RTR Facility Relocation
Grand Junction, Colorado**

- **Private Utility Locate:** A private utility locate may be required to attempt to identify private locates that will not be marked by the free public locate service, UNCC. GROUND can coordinate with a private locating subcontractor to provide this service upon request. The Client should be aware that authorizing this service does not guarantee that all private utilities can and/or will be located, identified, and marked. GROUND is not liable for any damage to privately owned utilities. This service is estimated to be \$500 in addition to the fees above. _____ (initial if approved)

If additional services are required above and beyond the scope of work outlined above, including but not limited to post-report consultation, we propose that our fees for additional services be in accordance with the hourly and unit costs presented in the *Fee Schedule* and *General Conditions*.

Please review the *General Conditions*, which contain a limitation of GROUND's liability. Also note that GROUND reserves the right to alter the work scope items if deemed necessary and withhold data and reports until we have received a signed proposal.

Additional considerations:

- Unless otherwise agreed, Client will furnish right-of-entry for Consultant and Consultant's Subconsultants/Subcontractors to make borings, surveys and/or conduct other surface or subsurface explorations. Consultant and its Subconsultants/Subcontractors will take reasonable precautions to reduce damage to property. However, cost of restoration or damage that may result from field operations is not included in the fee unless otherwise stated.
- Consultant will not be liable for damage to any underground facility (any "item of personal property" which is buried or placed below ground for use in connection with the storage or conveyance of water or sewage, electronic, telephonic, or telegraphic communications or cable television, electric energy, or oil, gas, or other substances). "Item of personal property" includes, but is not limited to, pipes, tanks, irrigation, sewers, conduits, cables, valves, lines, wires, manholes, and attachments thereto. Owner must locate any of the private, on-site facilities. This requirement is in accordance with Section 2 9-1.5-103 of the Colorado Revised Statutes and is formal written notice requesting the locates for any privately-owned facilities under Owner's control. Consultant will notify public utilities through the Utility Notification Center of Colorado (UNCC).
- A contractor who relies upon Consultant's reporting for development of his scope of work or cost estimates may find the geotechnical information to be inadequate for his purposes or find the geotechnical conditions described to be at variance with his experience in the greater project area. The contractor is responsible for obtaining the

**GJT Airport – RTR Facility Relocation
Grand Junction, Colorado**

additional geotechnical information that is necessary to develop his work scope and cost estimates with appropriate precision.

- Evaluation/identification of hazardous/contaminated materials that may be present, is not included in Consultant's scope of services unless otherwise indicated. Client/Owner must inform Consultant to the presence of hazardous/contaminated materials, known to him, prior to performance of any subsurface exploration.

If you have any questions, concerns or comments regarding this proposal, please contact this office.

We appreciate this opportunity to work with you on this important project.

Sincerely,

GROUND Engineering Consultants, Inc.

Amy Crandall, P.E.

Agreed to this _____ day of _____, 2017

FAA Communications Engineering Center by: _____

Please print name

GROUND Engineering Consultants, Inc. by: _____

Please print name

GJT Airport – RTR Facility Relocation
Grand Junction, Colorado

GROUND ENGINEERING

FEE SCHEDULE - ENGINEERING SERVICES

2017

FIELD INVESTIGATION

ENGINEERING

All Engineering Services require a project-specific proposal

Truck Mounted Drill Rig with 2-Man Crew		• Principal Engineer (hourly)	\$175.00
• Solid Stem Auger (hourly)	\$125 - \$170	• Senior Project Manager, Engineer, Geologist (hourly)	\$150.00
• Hollow Stem Auger (hourly)	\$150 - \$190	• Project Manager (hourly)	\$125.00
• Wireline Coring	Quote	• Project Engineer, Geologist (hourly)	\$105.00
• ODEX, Rotary, Sonic Drilling	Quote	• Field / Staff Engineer (hourly)	\$85.00
Track Mounted, All-Terrain, Limited Access Drill Rigs, & Drill Rig Support Equipment	Quote	• CAD Technician (hourly)	\$75.00
• Water Truck, Support Truck, Hydro-Vac Truck (daily)	\$150 - \$350	• Special Consultation, Expert Testimony and Court Appearance	Quote
Excavator / Backhoe	Quote	• Mobilization	Quote
Standby Time	Hourly Rate	• Per Diem / M & IE	GSA Rates

MISCELLANEOUS

• Equipment Rental	Cost + 20%	• Environmental Drilling, Sampling, Analysis	Quote
• Outside Laboratory Services	Quote	• Personal Protective Equipment (PPE)	Quote
• Out-of-town living expenses, commercial travel costs, equipment rental, etc.	Quote	• Vibration Monitoring/Geotechnical Instrumentation Services, Thermal Conductivity and Resistivity	Quote
• Pile Dynamic Analysis, Ground Penetrating Radar, Cross Hole Sonic Logging, Sonic Echo, Falling Weight Deflectometer	Quote	• Retaining Wall Design, Shoring Design, Seepage Analysis, Slope Stability Analysis	Quote

LABORATORY TESTING

Natural Density and Moisture Content	\$15.00	Permeability	
Atterberg Limit (ASTM D 4318)	\$65.00	a. Falling or Constant Head, 2-4" Diameter	\$250.00
Specific Gravity (ASTM D 854)	\$65.00	b. Triaxial Permeability	\$375.00
Relative Density (ASTM D 2049)	\$200.00	Time-Consolidation (ASTM D 2435)	\$400.00
Gradation Analysis (ASTM D 422)		California Bearing Ratio (ASTM D 1883), 1-Point	\$150.00
a. All Standard Sieve to #200 Sieve	\$60.00	California Bearing Ratio (ASTM D 1883), 3-Point	\$350.00
b. Percent Less Than #200 Sieve	\$35.00	"R" Value (ASTM 2844)	\$350.00
c. Gradation with Hydrometer	\$135.00	Resilient Modulus (per point)	\$750.00
Swell-Consolidation	\$65.00	Los Angeles Abrasion Test	\$150.00
Soil Suction	\$60.00	Soil Stabilization Mixture Analysis	Quote
Proctor - Standard Compaction (ASTM D 698)	\$100.00	Sulfate Soundness (ASTM C 88)	\$200.00
Proctor - Modified Compaction (ASTM D 1557)	\$110.00	Fractured Faces Test	\$60.00
Unconfined Compressive Strength		Flat or Elongated Particles (D 4791)	\$60.00
a. Soil (ASTM D 2166)	\$45.00	Corrosivity Testing	
b. Rock	Quote	a. Water-Soluble Sulfates	\$50.00
Direct Shear (3-Point)		b. pH Test	\$50.00
a. Unconsolidated-Undrained (Quick Test)	\$375.00	c. Reduction/Oxidation Potential (Redox)	\$40.00
b. Consolidated-Undrained	\$400.00	d. Sulfide Content	\$50.00
c. Consolidated-Drained (ASTM D 3080)	\$975.00	e. Soil Resistivity (Direct Measurement Method)	\$40.00
Triaxial Shear		f. Soil Resistivity (Soil Box Method)	\$95.00
a. Unconsolidated-Undrained (Quick Test)	\$600.00	Organic Content	\$65.00
b. Consolidated-Undrained (R-Test)	Quote		
c. Consolidated-Drained (S-Test)	Quote		

**GJT Airport – RTR Facility Relocation
Grand Junction, Colorado**

GENERAL CONDITIONS

INTENT OF SERVICES: The services and any subsequent analysis and reporting performed by the Consultant under this agreement are intended to assist the Client in planning and/or designing the project. Any exploration, testing, and/or analysis associated with the services will be performed by Consultant solely to fulfill the purpose of this agreement. Any changes in project plans or schedule, referenced within Consultant's reporting, should be brought to the attention of the Consultant, in order that provided geotechnical information be re-evaluated and, as necessary, modified.

Any geotechnical conclusions and information in Consultant's reporting will rely upon subsurface exploration at a limited number of exploration points, as well as the means and methods described. The Client must accept that subsurface conditions are interpolated between and extrapolated beyond these locations and it is not possible to guarantee the subsurface conditions are as indicated. Actual conditions exposed during any subsequent construction may be expected to differ from those encountered during site exploration. Additional exploration and laboratory analysis can always be performed to further evaluate a particular site's subsurface condition, albeit at additional time and cost. The Consultant is available to discuss the benefits of additional geotechnical evaluation with the Client. Our scope of services reflected the Client's preferences, objectives, budget, and schedule as understood by GROUND at the time of proposal preparation. The resultant information provided may not be sufficient for use by other parties or other purposes. In the event the Client or any user of Consultant's reporting does not fully understand the risks associated with the earth conditions at the project site and the acceptance of responsibility to manage/mitigate these risks, Consultant encourages he contact a company principal for further assistance.

A contractor who relies upon Consultant's reporting for development of his scope of work or cost estimates may find the geotechnical information to be inadequate for his purposes or find the geotechnical conditions described to be at variance with his experience in the greater project area. The contractor is responsible for obtaining the additional geotechnical information that is necessary to develop his work scope and cost estimates with appropriate precision.

ALL DEVELOPMENT CONTAINS INHERENT RISKS. It is important that ALL aspects of Consultant's reporting, as well as the estimated performance (and limitations with any such estimations) of proposed project improvements are understood by the Client, Project Owner (if different), and properly conveyed to any future owner(s). Utilizing reported information/parameters for planning, design, and/or construction constitutes understanding and acceptance of the information/parameters provided, potential risks, estimates of improvement performance, as well as the limitations inherent within such estimations.

Evaluation/identification of hazardous/contaminated materials that may be present, is not included in Consultant's scope of services unless otherwise indicated. Client/Owner must inform Consultant to the presence of hazardous/contaminated materials, known to him, prior to performance of any subsurface exploration.

Consultant's proposed fees do not include post-report consultation, unless otherwise specified in proposal. In the event of difficult site access, postponement, or termination of our services for any reason after notice to proceed has been provided by Client, cost incurred will be charged in accordance with hourly and unit rates as indicated on the Engineering Fee Schedule. Additional staff consultation services requested following issuance of any report will be billed at rates as indicated above. These fees will be billed accordingly without further notice. Consultant will not proceed with any additional field-related services (drilling, utility locates, etc.) without Client's prior written authorization.

INVOICES: Consultant will submit progress invoices to Client monthly and a final bill upon completion of the services. Invoices will show charges for different personnel and expense classifications. Each invoice is due on presentation and is past-due thirty (30) days from invoice date. Rates quoted in this proposal reflect a 3% cash/check discount. Pricing will be adjusted to remove this discount in the event client prefers to pay by credit card. Client agrees to pay a finance charge of one and one-half percent (1.5%) per month, or the maximum rate allowed by law, on past-due accounts. Should Consultant bring suit to recover past due payment for services rendered to Client, Consultant shall be entitled to recover all costs of collection, including reasonable attorneys' fees.

SAMPLES: All samples of soil and rock will be discarded thirty (30) days after report submittal. Upon Client's request and written authorization, samples will be delivered in accordance with Client's instructions, or stored, for an agreed charge.

RIGHT-OF-ENTRY: Unless otherwise agreed, Client will furnish right-of-entry for Consultant and Consultant's Subconsultants/Subcontractors to make borings, surveys and/or conduct other surface or subsurface explorations. Consultant and its Subconsultants/Subcontractors will take reasonable precautions to reduce damage to property. However, cost of restoration or damage that may result from field operations is not included in the fee unless otherwise stated.

UTILITIES: Consultant's team will notify public utilities through the Utility Notification Center of Colorado (UNCC). Consultant will not be liable for damage to any private underground facility (any "item of personal property" which is buried or placed below ground for use in connection with the storage or conveyance of water or sewage, electronic, telephonic, or telegraphic communications or cable television, electric energy, or oil, gas, or other substances). "Item of personal property" includes, but is not limited to, pipes, tanks, irrigation, sewers, conduits, cables, valves, lines, wires, manholes, and attachments thereto. Owner must locate any of the private, on-site facilities. This requirement is in accordance with Section 2 of Title 9 Article 1.5-103 of the Colorado Revised Statutes and is formal written notice requesting the locates for any privately-owned facilities under Owner's control.

REPORTS: Reports, plans and other work prepared by Consultant remain the property of Consultant until all fees for Consultant's services have been paid. Client agrees that all reports and other work furnished to the Client and his agents not paid for will be returned upon demand, and will not be used for licensing, permits, design and/or construction. If any information provided in such reports is used for the design and/or construction of the project or anything else at the subject site, GROUND is indemnified by the user with regard to professional and general liability.

USE OF ELECTRONIC OR OTHER SUPPLIED DATA: Electronic documents, site plans, or other information provided to Consultant for the subject project may be used in compiling geotechnical, environmental, or construction-related reports for the subject project. It is the responsibility of the owner or supplier of such documents to ensure that our use does not violate any copyright or confidentiality that may be pertinent to the supplied information.

LIMITATION OF LIABILITY: Consultant agrees in connection with geotechnical engineering, engineering geology, and related services performed under this Agreement that such services are performed with the care and skill ordinarily exercised by members of the profession practicing under similar conditions at the same time and in the same or a similar locality. No warranty, expressed or implied, is made or intended by rendition of consulting services or by furnishing oral or written reports of the findings made. The economic or technical performance of any project cannot be guaranteed in any respect. Liability of Consultant or Subconsultant(s) for damages due to or arising from professional negligence, breach of contract, or any cause of action, shall be limited to the Consultant's fee for this project.

CORPORATE PROTECTION: It must be agreed to by all parties affiliated with this agreement that the services provided by the Consultant that are in any way connected to this project shall not connect Consultant's employees, owners, directors, or officers to any personal exposure for risks associated with any portion of this project. Therefore, and not withstanding anything to the contrary that may be contained herein or in any other document related to this project, the Client, future owners, future users, and/or any other trade or professional, agrees that as the sole and exclusive remedy for any claim, demand, or suit shall be directed and/or asserted against the Consultant, a Colorado Corporation, and not against any of Consultant's employees, owners, officers, or directors.

STANDARD OF CARE: In providing its services, Consultant shall perform in a manner consistent with that degree of care and skill ordinarily exercised by members of Consultant's profession practicing under the same or similar circumstances.

DEFECTIVE EQUIPMENT: Consultant cannot be held liable for any costs affiliated with defective equipment (regardless of the cause of such defects) because such defects are beyond our control. By utilizing our services with respect to this project, the client specifically indemnifies Consultant and its officers, principals, employees, and agents of any and all costs affiliated with any defect in the equipment and understand that their sole recourse with regard to defective equipment (including that which may have been caused inadvertently during installation) is that which is provided by the manufacturer.