



Board Packet



Regular Board Meeting

June 19, 2018



Date: June 19, 2018

Location:

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

Time: 4:30 PM

EXECUTIVE SESSION AGENDA

I. Call to Order

II. Motion into Executive Sessions

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 under C.R.S. Section 24-6-402(4)(e).

III. Adjourn Executive Session

REGULAR 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 respectful public comments at its meetings. The Citizens Comment section is open to all individuals that would like to comment. If you wish to speak under the Citizens Comment portion of the agenda, please fill out a comment card prior to the meeting. If you have a written statement for the Board, please have 10 copies available and give them to the Executive Director who will distribute them to the Board. The Board Chairman will indicate when you may come forward and comment. Please state your name for the record. Presentations are limited to **three minutes** and yielding time to others is not permitted. Speakers are to address the Chairman, not each other or the audience, and are expected to conduct themselves in an appropriate manner. The use of abusive or profane language shall not be allowed. No debate or argument between speakers and/or members of the audience shall be permitted.

V. Staff Reports

- A. Director’s report (Angela Padalecki)
- B. Financial/Activity report (Angela Padalecki) _____ 1
- C. Operations report (Mark Papko)
- D. Project report (Eric Trinklein)
- E. Contractor report (Scott Cary, Colin Bible, Adam Shuler)
 - 1. Mead and Hunt-Runway and Enabling Projects
 - 2. Taxiway A Rehabilitation
 - 3. Third Floor Administration Office Renovation

VI. Consent Agenda

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

- A. May 15, 2018 Meeting Minutes _____ 2
- B. Resolution CDOT Internship Grant _____ 3
- C. Invoice BLM review fees _____ 4
- D. Invoice Replacement Runway 12/30 Project Design – Mead & Hunt _____ 5
- E. Invoice Terminal Renovation Design – Mead & Hunt _____ 6
- F. Invoice RTR Bidding – Mead & Hunt _____ 7
- G. Sky Adventures sublease renewals _____ 8

VII. Action Items

- A. FAA Grant Offer Approval _____ 9
- B. Recommendation of Award 27 ¼ Road Relocation _____ 10
- C. Recommendation of Award Remote Transmitter/Receiver Relocation _____ 11
- D. Recommendation of Award Taxiway A _____ 12
- E. General Contractor procurement scope of services contract (Eric Trinklein) _____ 13
- F. Mid-year Board Officer Changes (Rick Taggart)

VIII. Discussion Items

- A. Scope of Work Mead and Hunt 2019 _____ 14
- B. Change Order East Terminal Air Carrier Apron _____ 15
- C. Scope of Work Garver Taxiway A Construction Administration _____ 16

IX. Any other business which may come before the Board

X. Adjournment

Financial Report

Grand Junction Regional Airport Authority Statements of Changes in Net Position

Unaudited - subject to change

As of Date:

04/30/2018

	Year to Date 04/30/2018	Year To Date 04/30/2018	Year to Date 04/30/2017	Year To Date 04/30/2018	Year To Date 04/30/2018	Month 04/30/2018	Month 04/30/2018	Month 04/30/2017	Month 04/30/2018	Month Ending 04/30/2018
	Budget	Actual	actual	Budget Diff	Budget %Var	Budget	Actual	actual	Budget Diff	Budget %Var
Operating revenue										
Aeronautical revenue										
Passenger airline revenue										
Passenger airline landing fees	172,985	176,652	177,136	3,667	2.12 %	44,182	41,162	46,885	(3,020)	(6.83) %
Terminal rent	394,000	393,948	400,927	(52)	(0.01) %	98,500	98,487	97,942	(13)	(0.01) %
Other (boarding bridge)	37,300	41,733	40,478	4,433	11.88 %	8,100	8,105	8,070	5	0.06 %
Total Passenger airline revenue	604,285	612,333	618,541	8,048	1.33 %	150,782	147,754	152,897	(3,028)	(2.00) %
Non-passenger airline revenue										
Non-passenger landing fees	31,648	43,421	28,947	11,773	37.20 %	7,728	8,415	7,068	687	8.88 %
Cargo and hangar rentals	17,200	17,234	16,877	34	0.19 %	4,300	4,372	4,219	72	1.68 %
Fuel tax & flow age fees	205,520	207,082	198,559	1,562	0.76 %	46,376	59,909	35,065	13,533	29.18 %
Other (ramp parking, rapid refuel)	400	1,680	480	1,280	320.00 %	100	300	120	200	200.00 %
Total Non-passenger airline revenue	254,768	269,417	244,863	14,649	5.75 %	58,504	72,996	46,472	14,492	24.77 %
Total Aeronautical revenue	859,053	881,750	863,404	22,697	2.64 %	209,286	220,750	199,369	11,464	5.47 %
Non-aeronautical revenue										
Land and building leases	195,067	195,814	197,237	747	0.38 %	49,567	49,626	46,687	59	0.12 %
Terminal - restaurant & retail	39,300	46,573	39,691	7,273	18.50 %	11,600	15,724	11,408	4,124	35.54 %
Terminal - other	63,600	78,929	85,183	15,329	24.10 %	15,900	15,041	21,296	(859)	(5.40) %
Rental cars	343,348	350,398	334,352	7,050	2.05 %	101,117	92,709	91,212	(8,408)	(8.31) %
Parking and ground transportation	464,373	455,944	469,299	(8,429)	(1.81) %	120,363	124,050	119,210	3,687	3.06 %
Other (security fee, overtime fee, etc)	16,800	19,820	13,599	3,020	17.97 %	4,200	7,740	3,154	3,540	84.28 %
Total Non-aeronautical revenue	1,122,488	1,147,478	1,139,361	24,990	2.22 %	302,747	304,890	292,967	2,143	0.70 %
Total Operating revenues	1,981,541	2,029,228	2,002,765	47,687	2.40 %	512,033	525,640	492,336	13,607	2.65 %

Financial Report

	Year to Date 04/30/2018	Year To Date 04/30/2018	Year to Date 04/30/2017	Year To Date 04/30/2018	Year To Date 04/30/2018	Month 04/30/2018	Month 04/30/2018	Month 04/30/2017	Month 04/30/2018	Month Ending 04/30/2018
	Budget	Actual	actual	Budget Diff	Budget %Var	Budget	Actual	actual	Budget Diff	Budget %Var
Operating expenses										
Personnel compensation and benefits	772,343	729,438	649,298	(42,904)	(5.55) %	175,110	163,648	170,581	(11,462)	(6.54) %
Communications and utilities	110,972	98,650	99,387	(12,323)	(11.10) %	26,058	20,205	20,548	(5,852)	(22.46) %
Supplies and materials	148,121	133,156	156,973	(14,964)	(10.10) %	54,836	35,213	29,720	(19,624)	(35.78) %
Contract services	236,109	201,005	233,512	(35,104)	(14.86) %	51,886	34,535	57,767	(17,351)	(33.44) %
Repairs & maintenance	126,860	73,999	80,667	(52,861)	(41.66) %	59,455	22,333	28,309	(37,122)	(62.43) %
Insurance	31,972	31,997	30,392	24	0.07 %	7,993	7,993	7,598	0	0.00 %
Other (travel, marketing, air service, etc)	96,375	80,785	82,580	(15,589)	(16.17) %	25,775	24,620	11,891	(1,155)	(4.48) %
Total Operating expenses	1,522,752	1,349,030	1,332,809	(173,721)	(11.40) %	401,113	308,547	326,414	(92,566)	(23.07) %
Operating income, before depreciation	458,789	680,198	669,956	221,409	48.25 %	110,920	217,093	165,922	106,173	95.72 %
Operating gain (loss)	458,789	680,198	669,956	221,409	48.25 %	110,920	217,093	165,922	106,173	95.72 %
Non-operating revenue (expenses)	(3,546,925)	(862,236)	(51,963)	2,684,689	(75.69) %	(1,719,275)	(279,814)	31,565	1,439,461	(83.72) %
Excess of revenue over (under) expense	(3,088,136)	(182,038)	617,993	2,906,098	(94.10) %	(1,608,355)	(62,721)	197,487	1,545,634	(96.10) %

GRAND JUNCTION REGIONAL AIRPORT ACTIVITY REPORT

Report Date: 4/30/2018

PY Comparison Date: 4/30/2017

April, 2018

PASSENGER ENPLANEMENTS:	CURRENT MONTH			YEAR-TO-DATE		
	2017	2018	PERCENT CHANGE	2017	2018	PERCENT CHANGE
AMERICAN	8,029	7,726	-3.77%	32,310	30,582	-5.35%
ALLEGIANANT	1,245	1,191	-4.34%	4,792	4,664	-2.67%
UNITED	6,409	5,663	-11.64%	20,452	18,073	-11.63%
DELTA	3,644	3,438	-5.65%	13,254	12,310	-7.12%
DENVER AIR CONNECTION	578	725	25.43%	2,738	3,458	26.30%
SWIFT AIR	-	-	N/A	143	146	2.10%
SunCountry Charter	80	-	-	80	-	-100.00%
Misc Charters	-	-	-	98	115	17.35%
TOTAL ENPLANEMENTS	19,985	18,743	-6.21%	73,867	69,348	-6.12%
TOTAL SEAT CAPACITY	23,824	25,086	5.30%	93,444	92,556	-0.95%
PASSENGER DEPLANEMENTS:	2017	2018	CHANGE	2017	2018	CHANGE
AMERICAN	8,037	7,392	-8.03%	31,709	31,188	-1.64%
ALLEGIANANT	1,269	1,160	-8.59%	4,717	4,587	-2.76%
UNITED	6,150	5,705	-7.24%	23,349	24,176	3.54%
DELTA	3,495	3,447	-1.37%	13,337	13,941	4.53%
DENVER AIR CONNECTION	461	715	55.10%	2,403	3,440	43.15%
SWIFT AIR	-	-	N/A	146	146	0.00%
Misc Charters	80	-	-100.00%	80	115	43.75%
TOTAL DEPLANEMENTS	19,492	18,419	-5.50%	75,840	77,593	2.31%
2017 Deplanement data contains estimates						
TOTAL PASSENGERS	39,477	37,162	-5.86%	149,707	146,941	-1.85%

LOAD FACTOR:(OUTBOUND ONLY)	CURRENT MONTH			YEAR-TO-DATE		
						CHANGE IN PERCENT
AMERICAN	81.51%	74.06%	-9.14%	87.30%	77.30%	-11.45%
ALLEGIANANT	83.33%	83.64%	0.37%	76.21%	81.25%	6.62%
UNITED	82.91%	87.80%	5.90%	77.97%	78.92%	1.22%
DELTA	96.76%	76.40%	-21.04%	68.69%	70.75%	3.00%
DENVER AIR CONNECTION	58.74%	31.80%	-45.87%	59.26%	49.73%	-16.09%
GJT TOTAL	83.89%	74.71%	-10.93%	79.05%	74.93%	-5.22%

GRAND JUNCTION REGIONAL AIRPORT ACTIVITY REPORT

April 30, 2018

AIR FREIGHT ON (LBS):	CURRENT MONTH			YEAR-TO-DATE		
	2017	2018	PERCENT CHANGE	2017	2018	PERCENT CHANGE
American	114	459	302.63%	4,053	2,541	-37.31%
FedEx	239,653	227,204	-5.19%	1,149,589	1,116,167	-2.91%
KEY LIME AIR	28,327	36,424	28.58%	125,071	135,791	8.57%
United	-	1,237	N/A	-	5,347	N/A
Delta	-	350	N/A	-	847	N/A
TOTAL FREIGHT ON	268,094	265,674	-0.90%	1,278,713	1,260,693	-1.41%
AIR FREIGHT OFF (LBS):						
American	95	564	493.68%	2,358	2,274	-3.56%
FedEx	438,394	302,256	-31.05%	1,971,392	1,472,881	-25.29%
KEY LIME AIR	59,110	56,140	-5.02%	234,580	242,578	3.41%
United	-	209	N/A	-	3,144	N/A
Delta	-	259	N/A	-	1,419	N/A
TOTAL FREIGHT OFF	497,599	359,428	-27.77%	2,208,330	1,722,296	-22.01%
TOTAL AIR FREIGHT	765,693	625,102	-18.36%	3,487,043	2,982,989	-14.46%



Grand Junction Regional Airport Authority Board
Board Meeting
 Meeting Minutes
 May 15, 2018

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 5:20 PM on May 15, 2018 in Grand Junction, Colorado and in the County of Mesa.

<p><i>Commissioners Present:</i> Tom Benton, <i>Vice-Chairman</i> Chuck McDaniel Erling Brabaek Clay Tuflly (Call in) Thaddeus Shrader – <i>Commissioner</i> <i>Shrader was present by phone for to open the meeting then present in person a little late.</i></p> <p><i>Airport Staff:</i> Angela Padalecki, <i>Executive Director</i> Victoria Hightower, <i>Clerk</i> Chance Ballegeer, <i>Deputy Clerk</i> Eric Trinklein Shelagh O’Kane Mark Papko</p>	<p><i>Other:</i> Brad Rolf, Mead & Hunt Drew Armstrong, Finance & Audit Committee Shannon Kinslow, TOIL Adam Shuler, FCI Bradley Sullivan, CHA Roy Blythe, BG&CO</p>
---	--

II. Approval of Agenda

Ms. Padalecki said that they wanted to remove section VI item B since Chairman Taggart is not present.

Commissioner McDaniel moved for the Board to approve the agenda with the suggested changes. Commissioner Brabaek seconded. Voice Vote. All Ayes.

III. Commissioner Comments

None.

IV. Citizen Comments

None.

V. Staff Reports

A. Director's report

Ms. Padalecki briefed the Board. Ms. Padalecki stated that the NASA Super Guppy is at the Airport, staff believes, for the first time ever and it has been very exciting. It has been a fun event for the airport and also the community.

Ms. Padalecki gave a brief update on the foreign trade zone (FTZ). Ms. Padalecki said that they received notification from Customs and Border Patrol (CBP) that it's moving along in their process, where they engaged the local Port Director. Ms. Padalecki said that they are hoping that will result in continuing to move slowly but steadily.

Ms. Padalecki said that they are continuing to coordinate, regarding the BLM relocation, and participated in a discussion with the senior advisor to the undersecretary of the Department of Interior about the BLM organizational changes they're making and them using this region as their test site. Ms. Padalecki stated that they are continuing to work with Senator Gardner and his team as well to make progress on that and more specifically on providing opportunities to have DC service should BLM headquarters be relocated to Grand Junction.

Ms. Padalecki gave a brief update on the lodging tax. Ms. Padalecki stated that it is continuing to progress as expected and is going very well.

Ms. Padalecki briefed the Board on minimum standards. Ms. Padalecki said that they turned another draft this week internally. Ms. Padalecki said that they will be coordinating with tenants over the next month to share the process. They expect to have more to share at the next board meeting.

Ms. Padalecki commented that Mr. Mark Papko received his Certified Compliance and Ethics Professional designation by the Society of Compliance and Ethics last month. Mr. Papko will now serve as the Airport Compliance Officer. Ms. Padalecki stated that in an effort to have better business continuity, Mr. Chance Ballegeer will also be sent to the same training.

Commissioner McDaniel asked for an update on the recruitment for the Director of Finance.

Ms. Padalecki said that a job description is drafted and is in Karl's hands at the moment. Ms. Padalecki said that it is a Finance Director position with the HR piece reporting to her. Should they find someone where HR would be a good fit they would be open to that but the recruitment is for a Finance Director. The posting should hit the street this week. Ms. Padalecki said that their hope is that they can bring someone on board in July.

B. Financial report

A discussion about March enplanements, leakage of passengers, load factors, demand for another airline, and cost of tickets per airline was deliberated amongst Ms. Padalecki and the board. Ms. O’Kane discussed cargo landings and cargo weight with the board.

Ms. Padalecki discussed briefly on March YTD.

2018 Q1 operating revenues were just over budget, while operating expenses were slightly under budget.

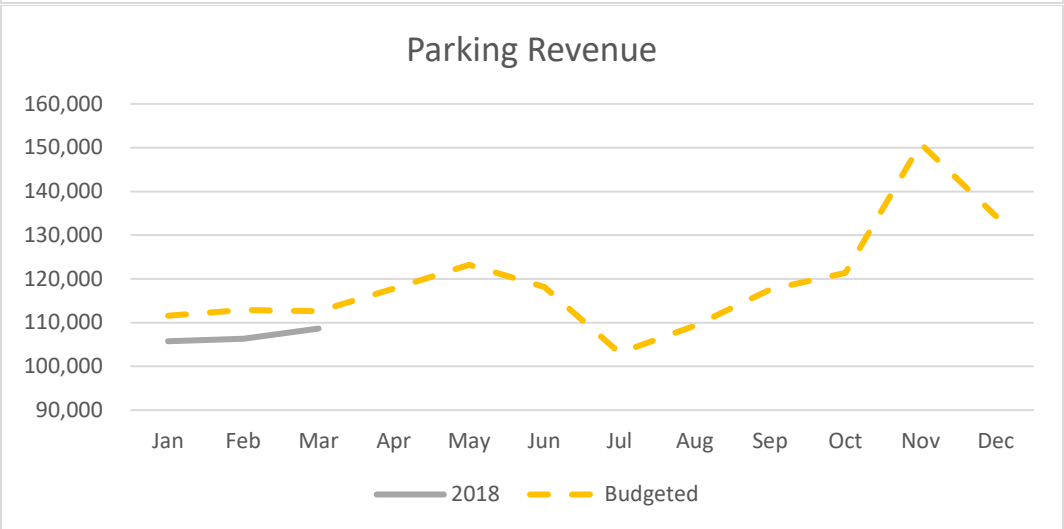
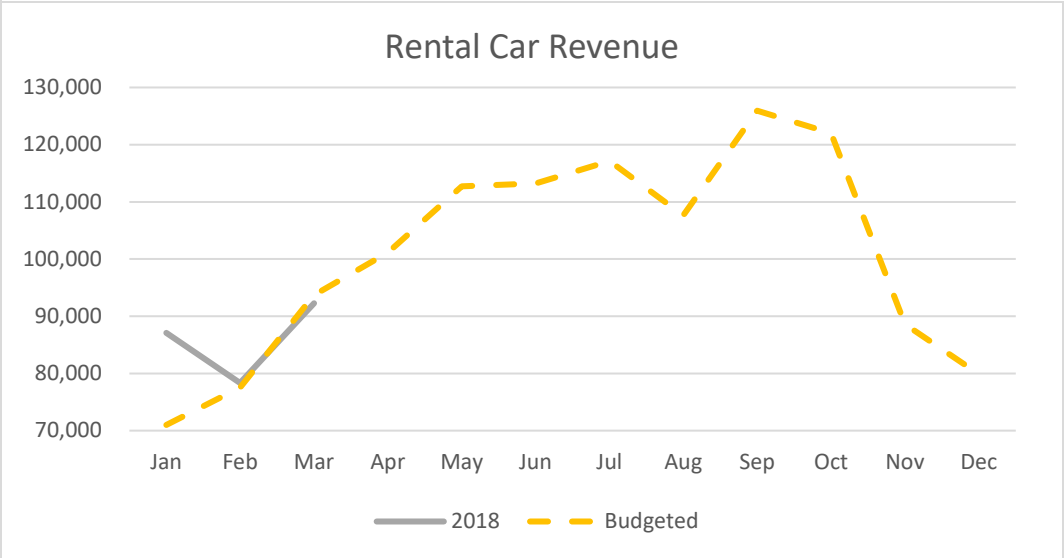
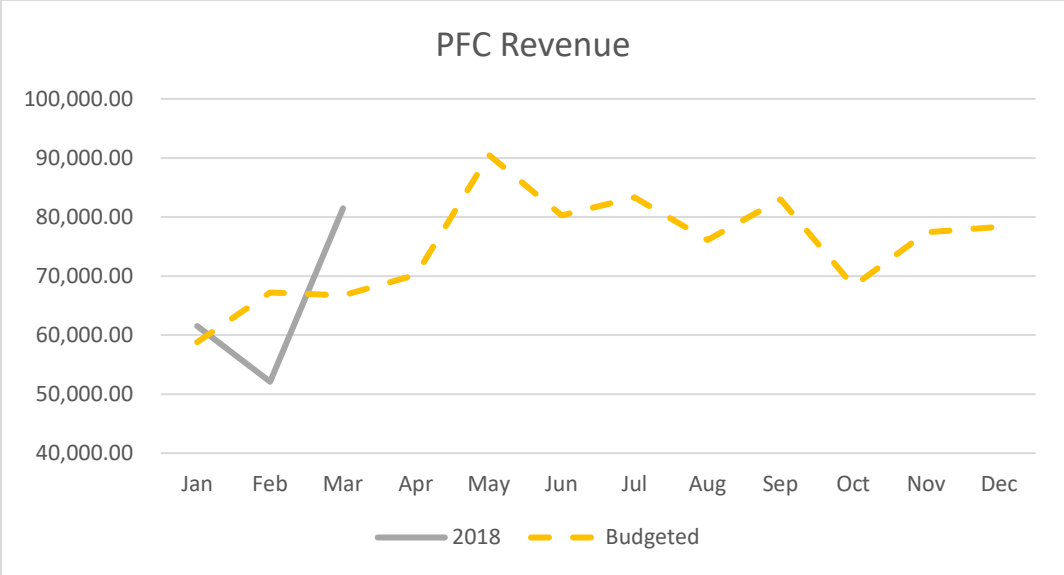
Grand Junction Regional Airport Authority Statements of Changes in Net Position

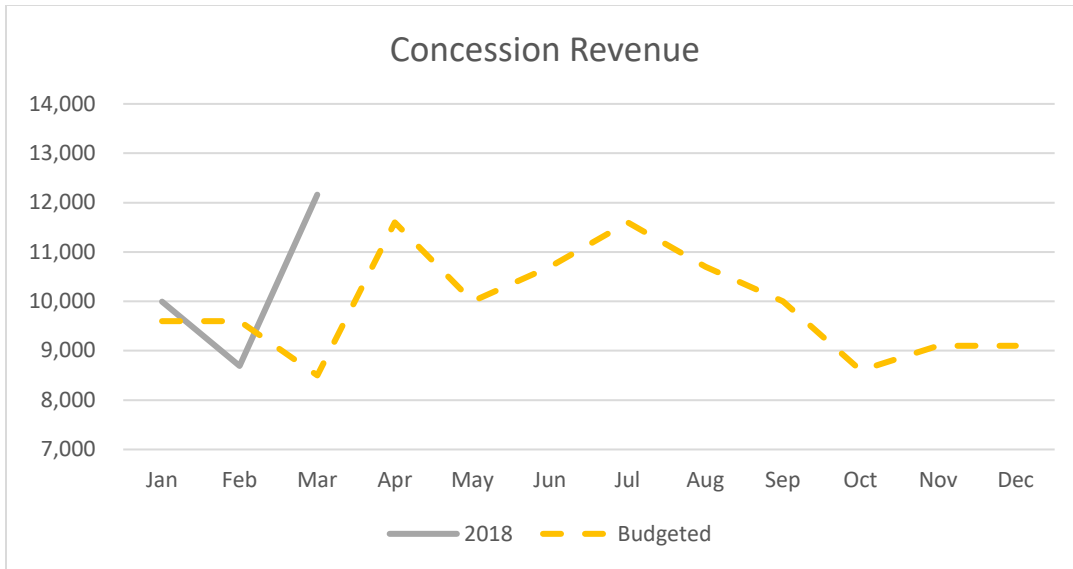
Unaudited - subject to change

	Year to Date					Month				
	Budget	Actual	Actual	Variance		Budget	Actual	Actual	Variance	
	03/31/2018	03/31/2018	03/31/2017	Dollar	Percent	03/31/2018	03/31/2018	03/31/2017	Dollar	Percent
Operating revenue										
Aeronautical revenue										
Total Aeronautical revenue	649,767	661,000	664,035	11,233	1.7%	230,366	242,351	243,739	11,985	4.9%
Total Non-aeronautical revenue	819,741	842,588	846,394	22,847	2.7%	285,921	291,794	278,356	5,873	2.0%
Total Operating revenues	1,469,508	1,503,588	1,510,429	34,080	2.3%	516,287	534,145	522,095	17,858	3.3%
Total Operating expenses	1,121,639	1,047,214	1,006,396	(74,425)	-7.1%	482,132	446,399	277,601	(35,733)	-8.0%
Operating gain (loss)	347,869	456,374	504,033	108,505	23.8%	34,155	87,746	244,494	53,591	61.1%
Total Non-operating revenue (expenses)	(1,827,650)	(582,422)	(83,527)	1,245,228	213.8%	(1,614,546)	(382,683)	(41,328)	1,231,863	321.9%
Excess of revenue over (under) expense	(358,142)	921,166	1,426,902	1,279,308	138.9%	(1,098,259)	151,462	480,767	1,249,721	825.1%

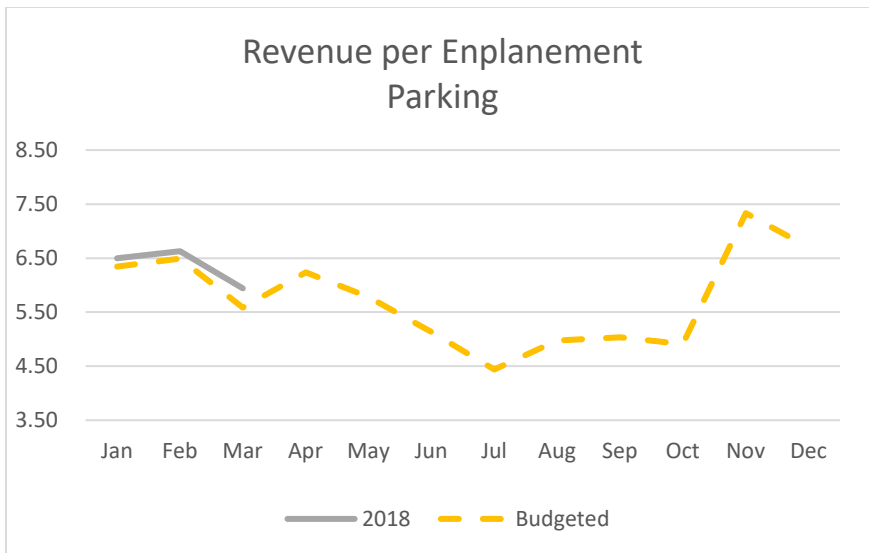
- Overall operating revenue year to date comes in slightly higher than budget by the TSA office space rent
- Operating expenses were lower than budget driven by personnel expenses with a two less FTE’s and a \$12,000 workers compensation refund
- Non-operating revenue and expense is consistent with the revenue and expense related to the AIP projects.

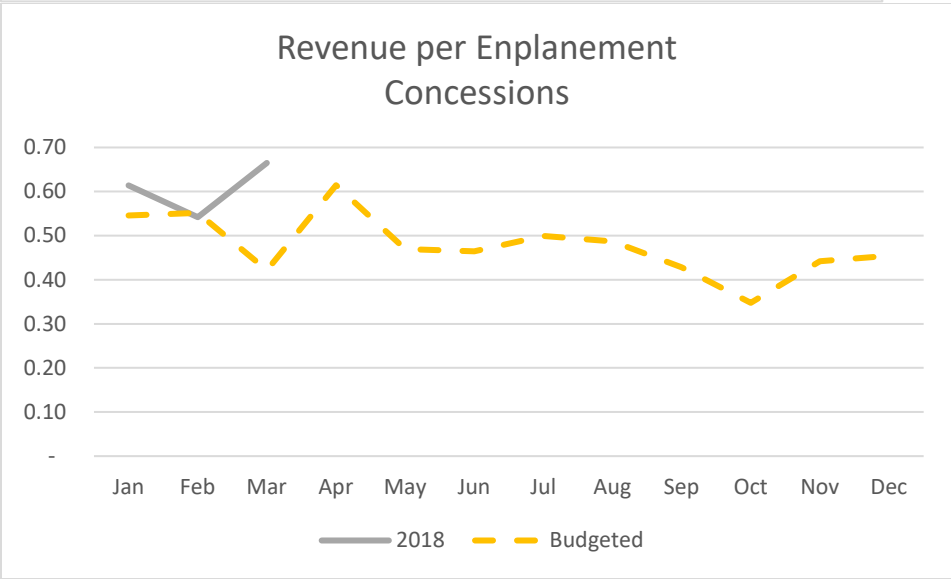
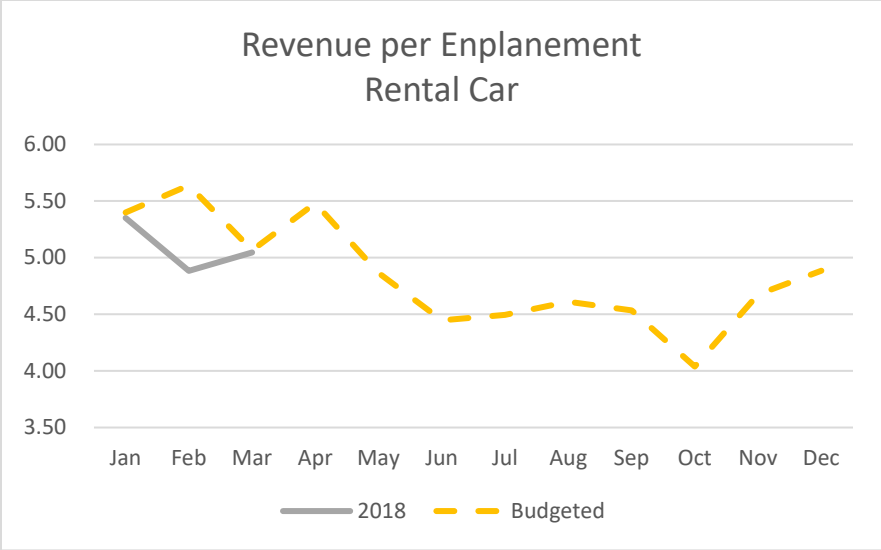
PFC and concession revenues were flat through Q1 2018 despite lower passenger traffic; parking and rental car revenues were below budget.

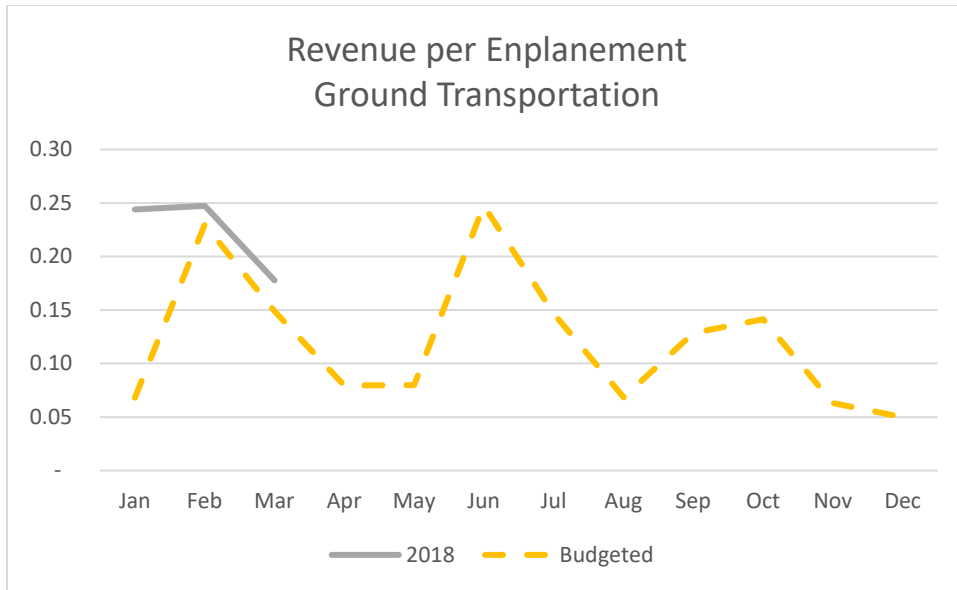




Nonairline revenue per enplanement was higher than budgeted through Q1 2018.







C. Projects (Presented after Mr. Caton presentation)

1. Replacement Runway 12/30 and enabling projects

Mr. Trinklein stated that the airport has received bids for this project within budget, but waiting for FAA grants to be released and should see those in the next couple months. Working on getting City and County sponsor signatures and will get draft grant language once it becomes available. Mr. Trinklein later stated that a stakeholder outreach has been extensive and had a neighborhood meeting highlighting the 27 ¼ relocation.

Vice Chairman Benton asked Mead & Hunt how they feel about the 60% design table. Scott Carey from Mead & Hunt stated that they are working with staff to plan through the summer key components with airlines and FAA. The timeline on the 60% design is not critical to the progress of the overall project, because of the baseline set.

Vice Chairman Benton asked Mead & Hunt as well as Ms. Padalecki when will the airport start hearing from the FAA that we have holes in the plan, or things they want to push back on. Ms. Padalecki stated that the airport has already started, and has been ongoing since January. With the 30% design, they poked some holes in that and there was a lot of back and forth with the FAA on that.

i. Taxiway Alpha Pavement Rehab

Similar to the enabling projects. The project is out for Bid, using new bidding website, bidnet and will be receiving those bids in early June.

ii. Terminal Renovations

Mr. Trinklein stated that he'll discuss in the bigger project update.

iii. Passenger Loading Bridge

Mr. Trinklein stated that this project has been contracted with FCI and its going to be quite for a while as they have to order the passenger bridge. Commissioner Shrader asked if FCI has giving in preliminary timelines for when the loading bridge will arrive. Mr. Trinklein stated that the early timeline is that the bridge could be sent to the airport in September. End goal is to have loading bridge done by end of year, unless something happens. Mr. Trinklein introduced Mead & hunt who is in the attendance today to help discuss the terminal renovations and the 3rd floor administration office.

Ms. Padalecki stated that the airport has been very clear with FCI that the priority is having the loading bridge in place before the winter season starts. Both Mr. Trinklein and Ms. Padalecki stated that the airport is at the mercy of the manufactures because of the other airports expanding and the Hurricanes from last season. But are doing their best to get it here on time.

iv. 3rd Floor Administration Office

Mr. Trinklein and Ms. Padalecki, along with Adam Shule, FCI and Roy Blythe, BG&CO discussed the 3rd Floor Administration Office and options of layouts with the board.

Commissioner Shrader asked if the airport was concerned logistically about dovetailing this project with the HVAC system and the ability to work effectively and in a suitable environment, being this much higher in the building.

VI. Discussion Items

A. Proposed lodging tax increase

(Because Mr. Greg Caton, City Manager of Grand Junction, Colorado was on a time constraint, the board decide to allow Mr. Caton to present to the board the proposed lodging tax increase in front of Projects). Mr. Caton discussion included background of the lodging tax, who is involved in the process, and what the process will look like.

Ms. Padalecki asked if Mr. Caton could talk about how the airport fits into this lodging tax increase.

Vice Chairman Benton thanked Mr. Caton on behalf of the board for his time and efforts and asked Mr. Caton to explain language in the proposal of the allocation of funds from this tax and can those allocations change after a period of time. Mr. Caton stated in early versions, the language was that the allocations would be reviewed after three years. After conversations with stakeholders and partners, this became a concern. So they have decided to take out the time frame.

Ms. Padalecki thanked Mr. Caton for his efforts towards this project.

B. ~~Mid-year Board Officer Changes~~

VII. Consent Agenda

- A. April 17, 2018 Meeting Minutes
- B. Granum lease assignment
- C. Navarro/DOE lease extension
- D. Insurance Renewal
- E. Xcel power relocation invoice
- F. Replacement Runway 12/30 Project Design Invoice – Mead & Hunt
- G. Taxiway A Design Invoice – Garver
- H. East Terminal Apron Invoice - Garver

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

VIII. Action Items

A. General Contractor procurement scope of services contract

Mr. Trinklein stated that this action item is related to the terminal project to add information. The design for the terminal is essentially done. This process makes it so that the airport can have a general contractor come in to handle the work in a comprehensive fashion. Bringing in a general contractor will help with sub-contractors schedules, and how to bid that, get the best prices, manage the project and make sure things get done on time, and watch the project through. Mead & Hunt will put together the scope of services because of the airports limited resources and their expertise.

Commissioner Brabaek asked if this would preclude us from using any of the local contractors or does tie us to Mead & Hunt on a global spectrum. Mr. Trinklein stated that Mead & Hunt will just manage the procurement, but will most likely bring in a local general contractor. Commissioner Brabaek stated that while Mead & Hunt does great work, they are also very expensive. He asked if there was a way for this to be done with direct staff involvement with local contractors. Mr. Trinklein stated, while working with Mr. Ben Peck they have been working toward that. There are a few things with the procurement that having a specialized firm that knows the regulations that staff doesn't have to do that extra research and to also make the procurement attractive enough and comprehensive enough to get all the services we need. That's why the airport is recommending this route.

Vice Chairman Benton stated that another way to look at this is given the scope of the large projects that we have on the table and Mr. Trinklein time reviewing those, its beneficial to hire someone with expertise to review the number of smaller projects

coming in. Vice Chairman then asked what the duration does the airport the \$56,000 buys us, maybe a years' worth of time. Mr. Trinklein stated the \$56,000 manages them putting together two procurement documents. A Qualification document, and then to evaluate proposals. Once the procurement happens, Mead & Hunt is not involved, they will just bring us a recommendation of a contractor, and that contractor will be on call for five years.

Commissioner McDaniel asked how this arrangement gets us around bidding contracts over \$50,000, that's required by the airports by-laws. It was then stated that its set up for this contract, any project up to a certain estimated contract dollar amount would go to the general contractor. Commissioner McDaniel stated that he is just worried about what the statue requires to bid all contracts over. Legal counsel addressed Commissioner McDaniel's concern.

Commissioner McDaniel moved for the Board to approve General Contractor procurement scope of services contract Commissioner Brabaek seconded. Voice Vote. Commissioner Shrader, McDaniel, and Vice Chairman Benton Ayes. Commissioner Brabaek nay. Motion does not carry.

Legal Counsel advised the board that if they want to have this discussion with a full board next month, you can reconsider it but need to do so at this meeting. Vice Chairman Benton stated he will entertain a motion to table this topic until the next board meeting.

Commissioner McDaniel moved for the Board to table the General Contractor procurement scope of services contract to next month Commissioner Shrader seconded. Voice Vote. All Ayes.

IX. Any other business which may come before the Board

Vice Chairman Benton asked for a brief update in the interest of the Administration building. Ms. Padalecki stated that the airport has had follow-ups from groups previously mentioned. The RFI closes May 21st. The airport expects responses based on the questions we have received. Vice Chairman Benton asked how many meetings the airport has had. Mr. Trinklein stated that he has received either an email or a conversation with at least seven different groups.

X. Executive Session

Commissioner McDaniel moved for the Board to go into Executive Session for the purpose of discussing specialized details of security arrangements as authorized by C.R.S. Section 24-6-402(4)(c) and for determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators as authorized under C.R.S. Section 24-6-402(4)(e).

Executive Session for conferences with an attorney for the local public body for the purposes of receiving legal advice on specific legal questions as authorized by C.R.S. Section 24-6-402(4)(b) and for determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators as authorized under C.R.S. Section 24-6-402(4)(e).

The Board moved into Executive Session at approximately 7:30pm

The Board did not take any action after Executive Session.

XI. Adjournment

Rick Taggart, Board Chairman

ATTEST:

Chance Ballegeer, Deputy Clerk to the Board

Grand Junction Regional Airport Authority

Agenda Item Summary

TOPIC:	Resolution CDOT Internship Program
PURPOSE:	Information <input type="checkbox"/> Guidance <input type="checkbox"/> Decision <input checked="" type="checkbox"/>
RECOMMENDATION:	Board approval of the resolution with CDOT.
LAST ACTION:	
DISCUSSION:	Colorado Department of Transportation – Division of Aeronautics provides a program to reimburse airports 50% of the cost to train and develop future aviation professionals with real world experience. Grand Junction Regional Airport staff is utilizing this program with a Planning and Development Intern. The internship is utilized for approximately 25 hours per week.
FISCAL IMPACT:	CDOT: \$16,640 GJRA: \$16,640 budgeted dollars Total \$32,280
REVIEWED BY:	Staff and legal counsel has reviewed the resolution
COMMUNICATION STRATEGY:	None.
ATTACHMENTS:	CDOT resolution
STAFFCONTACT:	Eric Trinklein etrinklein@gairport.com Office: 970-248-8597

GRAND JUNCTION REGIONAL AIRPORT

RESOLUTION NO. 2018-____

A Resolution of the Grand Junction Regional Airport Authority
Authorizing Executive Director to Sign a Grant Agreement with
the Colorado Department of Transportation,
Colorado Aeronautical Board - Division of Aeronautics

WHEREAS, the General Assembly of the State of Colorado declared in Title 43 of the Colorado Revised Statutes, Article 10, 1991 in CRS §43-10-101 (the Act) "... that there exists a need to promote the safe operations and accessibility of general aviation in this state; that improvements to general aviation transportation facilities will promote diversified economic development across the state; and that accessibility to airport facilities for residents of this state is crucial in the event of a medical or other type of emergency..."; and

WHEREAS, the Act created the Colorado Aeronautical Board ("the Board") to establish policy and procedures for distribution of monies in the Aviation Fund and created the Division of Aeronautics ("the Division") to carry out the directives of the Board, including technical and planning assistance to airports and the administration of the state aviation system grant program. SEE CRS §43-10-103 and C.R.S. §43-10-105 and CRS §43-10-108.5 of the Act; and

WHEREAS, any entity operating a public-accessible airport in the state may file an application for and be recipient of a grant to be used solely for aviation purposes. The Division is authorized to assist such airports as request assistance by means of a Resolution passed by the applicant's duly-authorized governing body, which understands that all funds shall be used exclusively for aviation purposes and that it will comply with all grant procedures and requirements as defined in the Division's Aviation Grant Management Manual, revised 2009, ("the Manual").

NOW, THEREFORE, IT IS RESOLVED that the Grand Junction Regional Airport Authority, as a duly authorized governing body of the grant applicant, hereby formally requests assistance from the Colorado Aeronautical Board and the Division of Aeronautics in the form of a state aviation system grant. The Grand Junction Regional Airport Authority states that such grant shall be used solely for aviation purposes, as determined by the State, and as generally described in the Application.

IT IS FURTHER RESOLVED that each airport-operating entity that applies for and accepts a grant thereby makes a COMMITMENT to keep the airport facility accessible to, and open to, the public during the entire useful life of the grant funded improvements/ equipment; or b) to reimburse the Division for any unexpired useful life of the improvements/ equipment, or a pro-rata basis.

IT IS FURTHER RESOLVED that by signing this grant agreement, the applicant commits to keep open and accessible for public use all grant funded facilities, improvements and services for their useful life, as determined by the Division and stated in the Grant Agreement.

IT IS FURTHER RESOLVED that the Grand Junction Regional Airport Authority hereby designates Angela Padalecki as the Project Director, as described in the Manual and authorizes the Project Director to act in all matters relating to the work project proposed in the Application in its behalf, including executions of the grant contract and any amendments.

IT IS FURTHER RESOLVED that the Grand Junction Regional Airport Authority has appropriated or will appropriate or otherwise make available in a timely manner all funds, if any, that are required to be provided by the Applicant under the terms and conditions of the grant contract.

IT IS FURTHER RESOLVED that the Grand Junction Regional Airport Authority hereby accepts all guidelines, procedures, standards, and requirements described in the Manual as applicable to the performance of the grant work and hereby approves the grant agreement submitted by the State, including all terms and conditions contained therein.

PASSED AND ADOPTED this ____ day of _____ 2018.

Victoria Hightower, Clerk

Chairman

Board Members Voting AYE

Board Members Voting NAY

Grand Junction Regional Airport Authority

Agenda Item Summary

TOPIC:	BLM review fees-Invoice
PURPOSE:	Information <input type="checkbox"/> Guidance <input type="checkbox"/> Decision <input checked="" type="checkbox"/>
RECOMMENDATION:	Board authorize payment to BLM for review fees.
LAST ACTION:	Payment to BLM for \$19,018 on February 19, 2013
DISCUSSION:	Payment will cover remaining administrative costs of processing request for land conveyance associated with the runway replacement project. This payment will be made in accordance with Section 516 of the Airport and Airway Improvement Act of September 3, 1982, Federal regulations at 43 CFR 2641, and the January 11, 2013 Contributed Funds Agreement between the BLM and GJT. If funds exceed final incurred cost, BLM will refund any excess amount.
FISCAL IMPACT:	Total \$12,681
REVIEWED BY:	Staff and legal counsel has reviewed the attached recommendation of payment.
COMMUNICATION STRATEGY:	None.
ATTACHMENTS:	BLM letter requesting funds
STAFFCONTACT:	Eric Trinklein etrinklein@gairport.com Office: 970-248-8597



United States Department of the Interior

BUREAU OF LAND MANAGEMENT

Grand Junction Field Office
2815 H Road
Grand Junction, Colorado 81506



In Reply Refer To:
2640 (LLCOS08000)
COC-75979

JAN 26 2018

Eric Trinklein
Project Manager
Grand Junction Regional Airport
2828 Walker Field Drive
Grand Junction, CO 81506

Dear Mr. Trinklein:

On February 19, 2013, the Grand Junction Regional Airport Authority (Airport Sponsor) submitted a deposit of \$19,018.00 to the Bureau of Land Management (BLM) to cover the administrative costs of processing the Airport Sponsor's request for a land conveyance associated with its runway improvement project. The deposit was made in accordance with Section 516 of the Airport and Airway Improvement Act of September 3, 1982, Federal regulations at 43 CFR 2641, and the January 11, 2013 Contributed Funds Agreement between the BLM and the Airport Sponsor.

The current balance of \$962.75 in this account is insufficient to complete this project. Therefore, an additional payment of \$12,681 is required. Enclosed is an updated Processing Cost Estimate (Attachment C of the Contributed Funds Agreement) outlining the additional monies needed to complete the land conveyance process.

Please submit the required payment within 30 days of receipt of this letter. If the funds exceed the BLM's final incurred costs, we will refund any excess amount.

If you have any questions regarding this matter, please contact Robin Lacy, Realty Specialist, at (970) 244-3028.

Sincerely,

for

Katie A. Stevens
Field Manager

**ATTACHMENT C
PROCESSING COST ESTIMATE**

CONTRIBUTED FUNDS AGREEMENT
Between
United States Department of the Interior
Bureau of Land Management
And
Grand Junction Regional Airport Authority

Updated January 26, 2018

<u>Personnel Needed for Processing</u>	<u>Estimated Hours</u>	<u>Estimated Costs</u>
Realty Specialist	40	\$ 2,600.00
Land Law Examiner	5	\$ 235.00
Land Tenure Program Lead, Colorado State Office	110	\$ 6,050.00
Acting Branch Chief, Lands and Realty Colorado State Office	<u>25</u>	<u>\$ 1,700.00</u>
Total Hours and Direct Costs	180	\$10,585.00
Indirect Cost Rate (19.8%)		<u>\$ 2,096.00</u>
Grand Total		\$12,681.00

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. 279440.		
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 continuing design efforts on the 60% Runway Design and 27 1/4 Road for work completed through April 30, 2018.</p> <p>Work completed this phase includes completion of a portion of Program Management and Permitting and Agency Coordination. Grant Administration and Land Acquisition are in the early stages of completion.</p> <p>This is part of the AIP grant program and we have been approved to be reimbursed for 90% of the expenses from FAA and 5% by CDOT Aeronautics.</p>		
REVIEWED BY:	Staff has reviewed the invoice and concurs with the stated level of completion and recommends payment.		
FISCAL IMPACT:	<u>AIP 55</u> FAA \$66,464.53 CDOT \$3,692.47 GJRA \$3,692.48 budgeted dollars Total \$73,849.48	<u>AIP 56</u> FAA \$36,371.82 CDOT \$2,020.65 GJRA \$2,020.67 budgeted dollars Total \$40,413.14	
COMMUNICATION STRATEGY:	None.		
ATTACHMENTS:	Mead & Hunt Invoice No. 279440		
STAFFCONTACT:	Eric Trinklein etrinklein@gairport.com Office: 970-248-8597		

GJT RUNWAY DESIGN 5/21/2018

WORK SCOPE		CONTRACT AMOUNT	BILLED	THIS INVOICE
100	Scope Development	\$74,260.00	\$74,260.00	\$0.00
101	Program Validation	\$77,491.50	\$77,491.50	\$0.00
102	Project Management	\$867,334.30	\$711,214.29	\$60,713.41
105	Pre-Design Elements Runway Relocation	\$594,172.14	\$582,288.70	\$0.00
109	27 1/4 Road Relocation Design	\$656,803.50	\$637,099.40	\$13,136.07
TOTAL AIP 55		\$2,270,061.44	\$2,082,353.89	\$73,849.48
AIP 55			FAA	\$66,464.53
			CDOT	\$3,692.47
			GJT	\$3,692.48
103	Grant Administration	\$63,980.00	\$7,557.50	\$180.00
104	Land Acquisition and Coordination	\$177,939.10	\$30,266.10	\$331.25
106	Design Overall Runway Relocation 30%	\$881,153.15	\$881,153.15	\$0.00
107	Permitting and Agency Coordination	\$157,353.25	\$97,156.23	\$7,882.58
108	Remote Transmitter Receiver Grading Package	\$175,482.80	\$175,482.80	\$0.00
110	Design Overall Runway Relocation 60%	\$640,386.15	\$108,865.65	\$32,019.31
TOTAL AIP 56		\$2,096,294.45	\$1,300,481.43	\$40,413.14
AIP 56			FAA	\$36,371.82
			CDOT	\$2,020.65
			GJT	\$2,020.67
Total DESIGN		\$4,366,355.89	\$3,382,835.32	\$114,262.62

Additional backup documentation available upon request

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. 279420
LAST ACTION:	Board executed design contract 8/18/17.
DISCUSSION:	<p>This invoice is the progress billing for the terminal building renovations for work completed through April 30, 2018.</p> <p>Work completed this phase includes the completion of Schematic Design, as well as completion of a portion of Project Management and Construction Documents.</p>
REVIEWED BY:	Staff has reviewed the invoice and concurs with the stated level of completion and recommends paying the invoice.
FISCAL IMPACT:	\$56,696.37 – Budgeted dollars
COMMUNICATION STRATEGY:	None.
ATTACHMENTS:	Mead & Hunt Invoice No. 279420
STAFFCONTACT:	Eric Trinklein etrinklein@gairport.com Office: 970-248-8597

GJT TERMINAL IMPROVEMENTS 5/21/18

WORK SCOPE	CONTRACT AMOUNT	BILLED	%	THIS INVOICE
Mechanical	\$ 209,423.70	\$ 191,866.27	92%	\$ 28,681.77
Roof Replacement	\$ 32,577.02	\$ 30,496.68	94%	\$ 3,085.31
Escalator	\$ 37,230.88	\$ 37,157.92	100%	\$ 1,089.98
Code Compliance Upgrades	\$ 79,115.62	\$ 72,482.81	92%	\$ 10,969.78
Electrical Power Supply	\$ 107,038.78	\$ 95,506.91	89%	\$ 12,869.53
Total	\$ 465,386.00	\$ 427,510.59	92%	\$ 56,696.37

Additional backup documentation available upon request

Grand Junction Regional Airport Authority

Agenda Item Summary

TOPIC:	Pay Request-Runway 11/29 RTR Bid Administration
PURPOSE:	Information <input type="checkbox"/> Guidance <input type="checkbox"/> Decision <input checked="" type="checkbox"/>
RECOMMENDATION:	Board approve payment of Mead & Hunt Invoice No. 279441.
LAST ACTION:	Bidding administration contract was executed April 23, 2018
DISCUSSION:	<p>This invoice is the full billing for the RTR Bid administration. Progress this period involved the full bidding cycle including recommendation of award.</p> <p>This is part of the AIP grant program and has been identified for inclusion in pending grant AIP 57 with 90% of the expenses from FAA.</p>
REVIEWED BY:	Staff has reviewed the invoice and concurs with the stated level of completion and recommends paying the invoice.
FISCAL IMPACT:	<u>AIP 57</u> FAA \$13,848.03 CDOT \$ GJRA \$1,538.67 budgeted dollars Total \$15,386.70
COMMUNICATION STRATEGY:	None.
ATTACHMENTS:	Mead & Hunt Invoice No. 279441
STAFFCONTACT:	Eric Trinklein etrinklein@gairport.com Office: 970-248-8597

GJT RTR BIDDING 5/21/2018

WORK SCOPE		CONTRACT AMOUNT	BILLED	THIS INVOICE
	RTR Bid Administration	\$14,479.70	\$14,479.70	\$14,479.70
	Advertising Expense	\$907.00	\$907.00	\$907.00
TOTAL AIP 57		\$15,386.70	\$15,386.70	\$15,386.70
AIP 57			FAA	\$13,848.03
			CDOT	*
			GJT	\$1,538.67

*Pending CDOT Grant

Additional backup documentation available upon request.

Grand Junction Regional Airport Authority

Agenda Item Summary

TOPIC:	Tenant sublease renewal: GJ Sales Group, LLC, Gateway Canyons, and Executive Command Dynamics.
PURPOSE:	Information <input type="checkbox"/> Guidance <input type="checkbox"/> Decision <input checked="" type="checkbox"/>
RECOMMENDATION:	Staff recommends that the Board approve the renewal of the non-aeronautical ground sublease between Sky Adventures, LLC and tenants listed above.
LAST ACTION:	N/A
DISCUSSION:	The above non-aeronautical tenants want to renew their sublease office spaces out of the Sky Adventures building from Sky Adventures, LLC. These renewals have to go to the board because these are non-aeronautical leases. These tenants occupy roughly 2% of the sky adventures building and have to be renewed annually.
FISCAL IMPACT:	None
COMMUNICATION STRATEGY:	N/A
ATTACHMENTS:	First page of each renewal agreement with Sky Adventures; Tenants-percentage of building.
STAFF CONTACT:	Chance Ballegeer Airport Security Coordinator Email: cballegeer@gairport.com Office: 970-248-8586

**SKY ADVENTURES BUILDING
TENANTS - PERCENTAGE OF BUILDING
AS OF 08/01/17**

<u>ENTITY</u>	<u>LEASED SQ. FT.</u>	<u>% OF BLD TOTAL SQ. FT.</u>	<u>Aero or Non Aero</u>
John Williams Legal	663.0	3.83%	Non Aero
Executive Command Dynamics	184.0	1.06%	Non Aero
Gateway Canyons Resort	150.0	0.87%	Non Aero
Barnabas Counseling Center	273.0	1.58%	Non Aero
Guido Schulte Real Estate	140.0	0.81%	Non Aero
Sub-total Current Leased Space sq. ft.	1410.0	8.13%	
VACANT SPACES			
Suite 203	183.00	1.06%	
Suite 205/206	618.0	3.57%	
Suite 207	275.0	1.59%	
Suite 211	140.0	0.81%	
Suite 213	400.0	2.31%	
Hangar	4920.0	28.39%	
Third Floor - unfinished space	5106.0	29.46%	
Sub-total Current Vacant Space Sq. ft.	11642.0	67.17%	
Common Areas	4051.0	23.37%	N/A
Management Office	90.0	0.52%	N/A
Suite 209 - Tech Room	139.05	0.80%	
TOTAL BUILDING	17333.0	100.00%	

**SKY ADVENTURES BUILDING
EXTENSION OF SUBLEASE AGREEMENT**

THIS EXTENSION OF SUBLEASE AGREEMENT ("Sublease Extension") is made and entered into this 1st day of June 2018, by and between SKY ADVENTURES, LLC, 817 Falcon Way, Suite 201, Grand Junction, Colorado 81506 ("Tenant") and EXECUTIVE COMMAND DYNAMICS, INC., 711 Daniel Drive, Grand Junction, CO 81506 ("Subtenant").

Tenant and Subtenant do hereby covenant, contract, and agree as follows:

1. PREVIOUS LEASE TERM: Tenant and Subtenant entered a Landlord-Tenant relationship by virtue of a previously executed Sublease Agreement, dated June 20, 2017, ("Sublease Agreement"), and incorporated herein by reference thereto for Suite 204 of the Sky Adventures Building. Term of said Sublease Agreement commenced on the 1st day of July, 2017 and is set to expire on the 30th day of June, 2018.

2. EXTENSION OF TERM OF SUBLEASE: Tenant and Subtenant hereby extend and continue the term and duration of the above described Sublease Agreement and incorporate herein by reference all the terms and conditions of said Sublease Agreement. Said Sublease Agreement shall continue and extend for an additional term, commencing on the 1st day of July, 2018, and expiring on the 30th day of June, 2019, unless renewed or extended pursuant to the conditions set forth in said Sublease Agreement.

TENANT:

SKY ADVENTURES, LLC

By: _____

Leslie J. Henderson
Building Manager

Date: _____

6/1/18

SUBTENANT:

EXECUTIVE COMMAND DYNAMICS, INC.

By: _____

Sweetwater G. Masterson
President

Date: _____

June 1 2018

**GRAND JUNCTION REGIONAL
AIRPORT AUTHORITY**

By: _____

Date: _____

**SKY ADVENTURES BUILDING
EXTENSION OF SUBLEASE AGREEMENT**

THIS EXTENSION OF SUBLEASE AGREEMENT ("Sublease Extension") is made and entered into this 1st day of June 2018, by and between SKY ADVENTURES, LLC, 817 Falcon Way, Suite 201, Grand Junction, Colorado 81506 ("Tenant") and GJ SALES GROUP, LLC, 603 Wagon Trail Drive, Grand Junction, CO 81507 ("Subtenant").

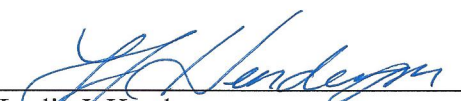
Tenant and Subtenant do hereby covenant, contract, and agree as follows:

1. PREVIOUS LEASE TERM: Tenant and Subtenant entered a Landlord-Tenant relationship by virtue of a previously executed Sublease Agreement, dated June 20, 2017, ("Sublease Agreement"), and incorporated herein by reference thereto for Suite 212 of the Sky Adventures Building. Term of said Sublease Agreement commenced on the 1st day of July, 2017 and is set to expire on the 30th day of June, 2018.

2. EXTENSION OF TERM OF SUBLEASE: Tenant and Subtenant hereby extend and continue the term and duration of the above described Sublease Agreement and incorporate herein by reference all the terms and conditions of said Sublease Agreement. Said Sublease Agreement shall continue and extend for an additional term, commencing on the 1st day of July, 2018, and expiring on the 30th day of June, 2019, unless renewed or extended pursuant to the conditions set forth in said Sublease Agreement.

TENANT:


SKY ADVENTURES, LLC

By: 
Leslie J. Henderson
Building Manager

Date: 5/31/18

SUBTENANT:

GJ SALES GROUP, LLC

By: 
Guido Schulte
President, Broker/Owner

Date: 5/30/2018

**GRAND JUNCTION REGIONAL
AIRPORT AUTHORITY**

By: _____

Date: _____

**SKY ADVENTURES BUILDING
EXTENSION OF SUBLEASE AGREEMENT**

THIS EXTENSION OF SUBLEASE AGREEMENT ("Sublease Extension") is made and entered into this 1st day of June 2018, by and between SKY ADVENTURES, LLC, 817 Falcon Way, Suite 201, Grand Junction, Colorado 81506 ("Tenant") and GATEWAY CANYONS, LLC, 43200 Hwy 141, Suite 101, Gateway, Colorado 81522 ("Subtenant").

Tenant and Subtenant do hereby covenant, contract, and agree as follows:

1. PREVIOUS LEASE TERM: Tenant and Subtenant entered a Landlord-Tenant relationship by virtue of a previously executed Sublease Agreement, dated June 20, 2017, ("Sublease Agreement"), and incorporated herein by reference thereto for Suite 208 of the Sky Adventures Building. Term of said Sublease Agreement commenced on the 1st day of July, 2017 and is set to expire on the 30th day of June, 2018.

2. EXTENSION OF TERM OF SUBLEASE: Tenant and Subtenant hereby extend and continue the term and duration of the above described Sublease Agreement and incorporate herein by reference all the terms and conditions of said Sublease Agreement. Said Sublease Agreement shall continue and extend for an additional term, commencing on the 1st day of July, 2018, and expiring on the 30th day of June, 2019, unless renewed or extended pursuant to the conditions set forth in said Sublease Agreement.

TENANT:

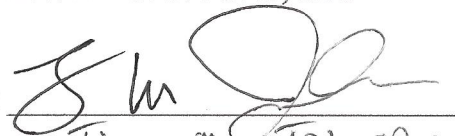
SKY ADVENTURES, LLC

By: 
Leslie J. Henderson
Building Manager

Date: 6/1/18

SUBTENANT:

GATEWAY CANYONS, LLC

By: 
Tim M. Johnson
General Manager

Date: 6/1/18

**GRAND JUNCTION REGIONAL
AIRPORT AUTHORITY**

By: _____

Date: _____

Grand Junction Regional Airport Authority

Agenda Item Summary

TOPIC:	AIP Grant Offers and Co-Sponsorship Agreements
PURPOSE:	Information <input type="checkbox"/> Guidance <input type="checkbox"/> Decision <input checked="" type="checkbox"/>
RECOMMENDATION:	Staff recommends Board authorization to execute: <ol style="list-style-type: none">1. Final Grant Offers if/when they are received by FAA2. City of Grand Junction Co-Sponsorship Agreement3. Mesa County Co-Sponsorship Agreement
LAST ACTION:	The Board approved the Airport's AIP grant applications for these projects.
DISCUSSION:	The Grand Junction Regional Airport Authority (Authority) began in 2016 a multi-year program to relocate the primary runway. The relocation is intended to minimize impacts to community air service while modernizing the runway, originally constructed in 1958. Additional funds are being provided to the Authority for maintaining existing airfield facilities. The Authority anticipates receipt of Airport Improvement Program (AIP) Grants. The projects are listed on the Authority's approved Airport Layout Plan and Capital Improvement Plan.
FISCAL IMPACT:	Federal AIP Grant (Entitlement Funds) - \$ 8,197,743* State Grant - \$150,000 GJRA Match - \$760,861 (estimated) budgeted amount Total - \$9,108,604 *subject to the availability of Federal funds
ATTACHMENTS:	<ol style="list-style-type: none">1. Draft Grant Offer2. City of Grand Junction Co-Sponsorship Agreement3. Mesa County Co-Sponsorship Agreement
STAFF CONTACT:	Eric Trinklein etrinklein@gjairport.com Office: 970-248-8597



U.S. Department of Transportation
Federal Aviation Administration

GRANT AGREEMENT

PART I – OFFER

Date of Offer	<u>[Enter Grant Offer Date]</u>
Airport/Planning Area	<u>Grand Junction Regional Airport</u>
AIP Grant Number	<u>3-08-0027-057-2018 (Contract No. DOT-FA18NM-10XX)</u>
DUNS Number	<u>156135394</u>

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

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

WHEREAS, the Sponsor has submitted to the FAA a Project Application dated November 29, 2017, for a grant of Federal funds for a project at or associated with the Grand Junction Regional Airport, which is included as part of this Grant Agreement; and

WHEREAS, the FAA has approved a project for the Grand Junction Regional Airport (herein called the "Project") consisting of the following:

Construct New Runway 11/29 (construct remote transmitter receiver)

which is more fully described in the Project Application.

NOW THEREFORE, according to the applicable provisions of the former Federal Aviation Act of 1958, as amended and recodified, 49 U.S.C. § 40101, et seq., and the former Airport and Airway Improvement Act of 1982 (AAIA), as amended and recodified, 49 U.S.C. § 47101, et seq., (herein the AAIA grant statute is referred to as "the Act"), the representations contained in the Project Application, and in consideration of (a) the Sponsor's adoption and ratification of the Grant Assurances dated March 2014, and the Sponsor's acceptance of this Offer; and (b) the benefits to accrue to the United States and the public from the accomplishment of the Project and compliance with the Grant Assurances and conditions as herein provided.

THE FEDERAL AVIATION ADMINISTRATION, FOR AND ON BEHALF OF THE UNITED STATES, HEREBY OFFERS AND AGREES to pay 90.00 percent of the allowable costs incurred accomplishing the Project as the United States share of the Project.

This Offer is made on and **SUBJECT TO THE FOLLOWING TERMS AND CONDITIONS:**

CONDITIONS

1. **Maximum Obligation.** The maximum obligation of the United States payable under this Offer is \$3,225,000. The following amounts represent a breakdown of the maximum obligation for the purpose of establishing allowable amounts for any future grant amendment, which may increase the foregoing maximum obligation of the United States under the provisions of 49 U.S.C. § 47108(b):
\$3,225,000 for airport development or noise program implementation
2. **Period of Performance.** The period of performance begins on the date the Sponsor formally accepts this agreement. Unless explicitly stated otherwise in an amendment from the FAA, the end date of the period of performance is 4 years (1,460 calendar days) from the date of formal grant acceptance by the Sponsor.
The Sponsor may only charge allowable costs for obligations incurred prior to the end date of the period of performance (2 CFR § 200.309). Unless the FAA authorizes a written extension, the sponsor must submit all project closeout documentation and liquidate (pay off) all obligations incurred under this award no later than 90 calendar days after the end date of the period of performance (2 CFR § 200.343).
The period of performance end date does not relieve or reduce Sponsor obligations and assurances that extend beyond the closeout of a grant agreement.
3. **Ineligible or Unallowable Costs.** The Sponsor must not include any costs in the project that the FAA has determined to be ineligible or unallowable.
4. **Indirect Costs – Sponsor.** Sponsor may charge indirect costs under this award by applying the indirect cost rate identified in the project application as accepted by the FAA to allowable costs for Sponsor direct salaries and wages.
5. **Determining the Final Federal Share of Costs.** The United States' share of allowable project costs will be made in accordance with the regulations, policies, and procedures of the Secretary. Final determination of the United States' share will be based upon the final audit of the total amount of allowable project costs and settlement will be made for any upward or downward adjustments to the Federal share of costs.
6. **Completing the Project Without Delay and in Conformance with Requirements.** The Sponsor must carry out and complete the project without undue delays and in accordance with this agreement, and the regulations, policies, and procedures of the Secretary. Per 2 CFR § 200.308, the Sponsor agrees to report to the FAA any disengagement from performing the project that exceeds three months. The report must include a reason for the project stoppage. The Sponsor also agrees to comply with the assurances which are part of this agreement.
7. **Amendments or Withdrawals before Grant Acceptance.** The FAA reserves the right to amend or withdraw this offer at any time prior to its acceptance by the Sponsor.
8. **Offer Expiration Date.** This offer will expire and the United States will not be obligated to pay any part of the costs of the project unless this offer has been accepted by the Sponsor on or before August XX, 2018, or such subsequent date as may be prescribed in writing by the FAA.
9. **Improper Use of Federal Funds.** The Sponsor must take all steps, including litigation if necessary, to recover Federal funds spent fraudulently, wastefully, or in violation of Federal antitrust statutes, or misused in any other manner for any project upon which Federal funds have been expended. For the purposes of this grant agreement, the term "Federal funds" means funds however used or dispersed by the Sponsor, that were originally paid pursuant to this or any other Federal grant agreement. The Sponsor must obtain the approval of the Secretary as to any determination of the amount of the Federal share of such funds. The Sponsor must return the recovered Federal share, including funds recovered by settlement, order, or judgment, to the Secretary. The Sponsor must furnish to the Secretary, upon request, all documents and records pertaining to the determination of the amount of the Federal share or to any settlement, litigation, negotiation, or other efforts taken to recover such funds. All settlements or other final positions of the Sponsor, in court or otherwise, involving the recovery of such Federal share require

advance approval by the Secretary.

- 10. United States Not Liable for Damage or Injury.** The United States is not responsible or liable for damage to property or injury to persons which may arise from, or be incident to, compliance with this grant agreement.
- 11. System for Award Management (SAM) Registration And Universal Identifier.**
- A. Requirement for System for Award Management (SAM): Unless the Sponsor is exempted from this requirement under 2 CFR 25.110, the Sponsor must maintain the currency of its information in the SAM until the Sponsor submits the final financial report required under this grant, or receives the final payment, whichever is later. This requires that the Sponsor review and update the information at least annually after the initial registration and more frequently if required by changes in information or another award term. Additional information about registration procedures may be found at the SAM website (currently at <http://www.sam.gov>).
 - B. Data Universal Numbering System: DUNS number means the nine-digit number established and assigned by Dun and Bradstreet, Inc. (D & B) to uniquely identify business entities. A DUNS number may be obtained from D & B by telephone (currently 866-705-5771) or on the web (currently at <http://fedgov.dnb.com/webform>).
- 12. Electronic Grant Payment(s).** Unless otherwise directed by the FAA, the Sponsor must make each payment request under this agreement electronically via the Delphi eInvoicing System for Department of Transportation (DOT) Financial Assistance Awardees.
- 13. Informal Letter Amendment of AIP Projects.** If, during the life of the project, the FAA determines that the maximum grant obligation of the United States exceeds the expected needs of the Sponsor by \$25,000 or five percent (5%), whichever is greater, the FAA can issue a letter amendment to the Sponsor unilaterally reducing the maximum obligation.
- The FAA can also issue a letter to the Sponsor increasing the maximum obligation if there is an overrun in the total actual eligible and allowable project costs to cover the amount of the overrun provided it will not exceed the statutory limitations for grant amendments. The FAA's authority to increase the maximum obligation does not apply to the "planning" component of condition No. 1.
- The FAA can also issue an informal letter amendment that modifies the grant description to correct administrative errors or to delete work items if the FAA finds it advantageous and in the best interests of the United States.
- An informal letter amendment has the same force and effect as a formal grant amendment.
- 14. Air and Water Quality.** The Sponsor is required to comply with all applicable air and water quality standards for all projects in this grant. If the Sponsor fails to comply with this requirement, the FAA may suspend, cancel, or terminate this agreement.
- 15. Financial Reporting and Payment Requirements.** The Sponsor will comply with all federal financial reporting requirements and payment requirements, including submittal of timely and accurate reports.
- 16. Buy American.** Unless otherwise approved in advance by the FAA, the Sponsor will not acquire or permit any contractor or subcontractor to acquire any steel or manufactured products produced outside the United States to be used for any project for which funds are provided under this grant. The Sponsor will include a provision implementing Buy American in every contract.
- 17. Maximum Obligation Increase for Primary Airports.** In accordance with 49 U.S.C. § 47108(b), as amended, the maximum obligation of the United States, as stated in Condition No. 1 of this Grant Offer:
- A. may not be increased for a planning project;
 - B. may be increased by not more than 15 percent for development projects;
 - C. may be increased by not more than 15 percent for a land project.

- 18. Audits for Public Sponsors.** The Sponsor must provide for a Single Audit or program specific audit in accordance with 2 CFR part 200. The Sponsor must submit the audit reporting package to the Federal Audit Clearinghouse on the Federal Audit Clearinghouse's Internet Data Entry System at <http://harvester.census.gov/facweb/>. Provide one copy of the completed audit to the FAA if requested.
- 19. Suspension or Debarment.** When entering into a "covered transaction" as defined by 2 CFR § 180.200, the Sponsor must:
- A. Verify the non-federal entity is eligible to participate in this Federal program by:
 - 1. Checking the excluded parties list system (EPLS) as maintained within the System for Award Management (SAM) to determine if the non-federal entity is excluded or disqualified; or
 - 2. Collecting a certification statement from the non-federal entity attesting they are not excluded or disqualified from participating; or
 - 3. Adding a clause or condition to covered transactions attesting individual or firm are not excluded or disqualified from participating.
 - B. Require prime contractors to comply with 2 CFR § 180.330 when entering into lower-tier transactions (e.g. Sub-contracts).
 - C. Immediately disclose to the FAA whenever the Sponsor (1) learns they have entered into a covered transaction with an ineligible entity or (2) suspends or debar a contractor, person, or entity.
- 20. Ban on Texting When Driving.**
- A. In accordance with Executive Order 13513, Federal Leadership on Reducing Text Messaging While Driving, October 1, 2009, and DOT Order 3902.10, Text Messaging While Driving, December 30, 2009, the Sponsor is encouraged to:
 - 1. Adopt and enforce workplace safety policies to decrease crashes caused by distracted drivers including policies to ban text messaging while driving when performing any work for, or on behalf of, the Federal government, including work relating to a grant or subgrant.
 - 2. Conduct workplace safety initiatives in a manner commensurate with the size of the business, such as:
 - a. Establishment of new rules and programs or re-evaluation of existing programs to prohibit text messaging while driving; and
 - b. Education, awareness, and other outreach to employees about the safety risks associated with texting while driving.
 - B. The Sponsor must insert the substance of this clause on banning texting when driving in all subgrants, contracts and subcontracts
- 21. Exhibit "A" Property Map.** The Exhibit "A" Property Map dated April 2012, is incorporated herein by reference or is submitted with the project application and made part of this grant agreement.
- 22. Employee Protection from Reprisal.**
- A. Prohibition of Reprisals –
 - 1. In accordance with 41 U.S.C. § 4712, an employee of a grantee or subgrantee may not be discharged, demoted, or otherwise discriminated against as a reprisal for disclosing to a person or body described in sub-paragraph (A)(2), information that the employee reasonably believes is evidence of:
 - a. Gross mismanagement of a Federal grant;
 - b. Gross waste of Federal funds;
 - c. An abuse of authority relating to implementation or use of Federal funds;
 - d. A substantial and specific danger to public health or safety; or
 - e. A violation of law, rule, or regulation related to a Federal grant.

2. Persons and bodies covered: The persons and bodies to which a disclosure by an employee is covered are as follows:
 - a. A member of Congress or a representative of a committee of Congress;
 - b. An Inspector General;
 - c. The Government Accountability Office;
 - d. A Federal office or employee responsible for oversight of a grant program;
 - e. A court or grand jury;
 - f. A management office of the grantee or subgrantee; or
 - g. A Federal or State regulatory enforcement agency.
 3. Submission of Complaint – A person who believes that they have been subjected to a reprisal prohibited by paragraph A of this grant term may submit a complaint regarding the reprisal to the Office of Inspector General (OIG) for the U.S. Department of Transportation.
 4. Time Limitation for Submittal of a Complaint - A complaint may not be brought under this subsection more than three years after the date on which the alleged reprisal took place.
 5. Required Actions of the Inspector General – Actions, limitations and exceptions of the Inspector General’s office are established under 41 U.S.C. § 4712(b)
 6. Assumption of Rights to Civil Remedy - Upon receipt of an explanation of a decision not to conduct or continue an investigation by the Office of Inspector General, the person submitting a complaint assumes the right to a civil remedy under 41 U.S.C. § 4712(c).
- 23. Co-Sponsor.** The Co-Sponsors understand and agree that they jointly and severally adopt and ratify the representations and assurances contained therein and that the word "Sponsor" as used in the application and other assurances is deemed to include all co-sponsors.
- 24. Current FAA Advisory Circulars for AIP Projects.** The sponsor will carry out the project in accordance with policies, standards, and specifications approved by the Secretary including but not limited to the advisory circulars listed in the *Current FAA Advisory Circulars Required For Use In AIP Funded and PFC Approved Projects*, dated February 20, 2018, and included in this grant, and in accordance with applicable state policies, standards, and specifications approved by the Secretary.
- 25. Assurances.** The Sponsor agrees to comply with the Assurances attached to this offer, which replaces the assurances that accompanied the Application for Federal Assistance.
- 26. Airport-Owned Visual or Electronic Navigation Aids in Project.** The Sponsor agrees that it will:
- A. Provide for the continuous operation and maintenance of any navigational aid funded under this grant agreement during the useful life of the equipment;
 - B. Prior to commissioning, assure the equipment meets the FAA’s standards; and
 - C. Remove, relocate, lower, mark, or light each obstruction to obtain a clear approach as indicated in the 14 CFR part 77 aeronautical survey.
- 27. Final Project Documentation.** The Sponsor understands and agrees that in accordance with 49 USC 47111, and with the Airport District Office's (ADO) concurrence, that no payments totaling more than 90.0 percent of United States Government’s share of the project’s estimated allowable cost may be made before the project is complete. Completed means the following: (1) The project results in a complete, usable unit of work as defined in the grant agreement, (2) The sponsor submits all necessary closeout documentation, and (3) The sponsor receives final payment notification from the ADO.
- 28. AGIS Requirements.** Airports GIS requirements, as specified in Advisory Circular 150/5300-18, apply to the project included in this grant offer. Final construction as-built information or planning deliverables must be collected according to these specifications and submitted to the FAA. The submittal must be reviewed and accepted by the FAA before the grant can be administratively closed.

The Sponsor’s acceptance of this Offer and ratification and adoption of the Project Application incorporated herein shall be evidenced by execution of this instrument by the Sponsor, as hereinafter provided, and this Offer and Acceptance shall comprise a Grant Agreement, as provided by the Act, constituting the contractual obligations and rights of the United States and the Sponsor with respect to the accomplishment of the Project and compliance with the assurances and conditions as provided herein. Such Grant Agreement shall become effective upon the Sponsor’s acceptance of this Offer.

**UNITED STATES OF AMERICA
FEDERAL AVIATION ADMINISTRATION**

(Signature)
John P. Bauer

(Typed Name)
Manager, Denver Airports District Office

(Title of FAA Official)

PART II - ACCEPTANCE

The Sponsor does hereby ratify and adopt all assurances, statements, representations, warranties, covenants, and agreements contained in the Project Application and incorporated materials referred to in the foregoing Offer, and does hereby accept this Offer and by such acceptance agrees to comply with all of the terms and conditions in this Offer and in the Project Application.

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

Executed this _____ day of _____, 2018.

MESA COUNTY, COLORADO

(Name of Sponsor)

(Signature of Sponsor’s Authorized Official)
By: _____
(Printed Name of Sponsor’s Authorized Official)
Title: _____
(Title of Sponsor’s Authorized Official)

CERTIFICATE OF SPONSOR’S ATTORNEY

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

That in my opinion the Sponsor is empowered to enter into the foregoing Grant Agreement under the laws of the State of Colorado. Further, I have examined the foregoing Grant Agreement and the actions taken by said Sponsor and Sponsor’s official representative has been duly authorized and that the execution thereof is in all respects due and proper and in accordance with the laws of the said State and the Act. In addition, for grants involving projects to be carried out on property not owned by the Sponsor, there are no legal impediments that will prevent full performance by the Sponsor. Further, it is my opinion that the said Grant Agreement constitutes a legal and binding obligation of the Sponsor in accordance with the terms thereof.

Dated at _____ (location) this _____ day of _____, 2018.

By _____

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

(Signature of Sponsor's Attorney)

The Sponsor does hereby ratify and adopt all assurances, statements, representations, warranties, covenants, and agreements contained in the Project Application and incorporated materials referred to in the foregoing Offer, and does hereby accept this Offer and by such acceptance agrees to comply with all of the terms and conditions in this Offer and in the Project Application.

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

Executed this _____ day of _____, 2018.

CITY OF GRAND JUNCTION, COLORADO

(Name of Sponsor)

(Signature of Sponsor's Authorized Official)

By:

(Printed Name of Sponsor's Authorized Official)

Title:

(Title of Sponsor's Designated Authorized Official)

CERTIFICATE OF SPONSOR'S ATTORNEY

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

That in my opinion the Sponsor is empowered to enter into the foregoing Grant Agreement under the laws of the State of Colorado. Further, I have examined the foregoing Grant Agreement and the actions taken by said Sponsor and Sponsor's official representative has been duly authorized and that the execution thereof is in all respects due and proper and in accordance with the laws of the said State and the Act. In addition, for grants involving projects to be carried out on property not owned by the Sponsor, there are no legal impediments that will prevent full performance by the Sponsor. Further, it is my opinion that the said Grant Agreement constitutes a legal and binding obligation of the Sponsor in accordance with the terms thereof.

Dated at _____ (location) this _____ day of _____, 2018.

By _____

(Signature of Sponsor's Attorney)

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

The Sponsor does hereby ratify and adopt all assurances, statements, representations, warranties, covenants, and agreements contained in the Project Application and incorporated materials referred to in the foregoing Offer, and does hereby accept this Offer and by such acceptance agrees to comply with all of the terms and conditions in this Offer and in the Project Application.

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

Executed this _____ day of _____, 2018.

GRAND JUNCTION REGIONAL AIRPORT AUTHORITY

(Name of Sponsor)

(Signature of Sponsor's Authorized Official)

By:

(Printed Name of Sponsor's Authorized Official)

Title:

(Title of Sponsor's Designated Authorized Official)

CERTIFICATE OF SPONSOR'S ATTORNEY

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

That in my opinion the Sponsor is empowered to enter into the foregoing Grant Agreement under the laws of the State of Colorado. Further, I have examined the foregoing Grant Agreement and the actions taken by said Sponsor and Sponsor's official representative has been duly authorized and that the execution thereof is in all respects due and proper and in accordance with the laws of the said State and the Act. In addition, for grants involving projects to be carried out on property not owned by the Sponsor, there are no legal impediments that will prevent full performance by the Sponsor. Further, it is my opinion that the said Grant Agreement constitutes a legal and binding obligation of the Sponsor in accordance with the terms thereof.

Dated at _____ (location) this _____ day of _____, 2018.

By _____

(Signature of Sponsor's Attorney)

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

SUPPLEMENTAL CO-SPONSORSHIP AGREEMENT

This Supplemental Co-Sponsorship Agreement is entered into and effective this [] day of [], 2018, by and between the Grand Junction Regional Airport Authority (“Airport Authority”), and the **City of Grand Junction (City)**.

RECITALS

A. The Airport Authority is a political subdivision of the State of Colorado, organized pursuant to Section 41-3-101 et seq., C.R.S. The Airport Authority is a separate and distinct entity from the City.

B. The Airport Authority is the owner and operator of the Grand Junction Regional Airport, located in Grand Junction, Colorado (“Airport”).

C. Pursuant to the Title 49, U.S.C., Subtitle VII, Part B, as amended, the Airport Authority has applied for monies from the Federal Aviation Administration (“FAA”), for the construction of certain improvements upon the Airport, pursuant to the terms, plans and specifications set forth in AIP Grant No. **3-08-0027-057-2018, 3-08-0027-058-2018, 3-08-0027-059-2018, 3-08-0027-060-2018, and 3-08-0027-061-2018** (“Projects”).

D. The FAA is willing to provide \$xxxxx toward the estimated costs of the Projects, provided the City of Grand Junction and Mesa County execute the Grant Agreements as co-sponsors with the Airport Authority. The FAA is insisting that the City and County execute the Grant Agreements as co-sponsors for two primary reasons. First, the City and County have taxing authority, whereas the Airport Authority does not; accordingly, the FAA is insisting that the City and County execute the Grant Agreement so that public entities with taxing authority are liable for the financial commitments required of the Sponsor under the Grant Agreements, should the Airport Authority not be able to satisfy said financial commitments out of the net revenues generated by the operation of the Airport. In addition, the City and County have jurisdiction over the zoning and land use regulations of the real property surrounding the Airport, whereas the Airport Authority does not enjoy such zoning and land use regulatory authority. By their execution of the Grant Agreements, the City and County would be warranting to the FAA that the proposed improvements are consistent with their respective plans for the development of the area surrounding the Airport, and that they will take appropriate actions, including the adoption of zoning laws, to restrict the use of land surrounding the Airport to activities and purposes compatible with normal Airport operations.

E. The **City** is willing to execute the Grant Agreement, as a co-sponsor, pursuant to the FAA’s request, subject to the terms and conditions of this Supplemental Co-Sponsorship Agreement between the **City** and Airport Authority.

Therefore, in consideration of the above Recitals and the mutual promises and representations set forth below, the **City** and Airport Authority hereby agree as follows:

AGREEMENT

1. By its execution of this Agreement, the **City** hereby agrees to execute the Grant Agreements, as a co-sponsor, pursuant to the FAA's request.
2. In consideration of the **City's** execution of the Grant Agreement, as co-sponsor, the Airport Authority hereby agrees to hold the **City**, its officers, employees, and agents, harmless from, and to indemnify the **City**, its officers, employees, and agents for:
 - (a) Any and all claims, lawsuits, damages, or liabilities, including reasonable attorney's fees and court costs, which at any time may be or are stated, asserted, or made against the **City**, its officers, employees, or agents, by the FAA or any other third party whomsoever, in any way arising out of, or related under the Grant Agreements, or the prosecution of the Projects contemplated by the Grant Agreements, regardless of whether said claims are frivolous or groundless, other than claims related to the **City's** covenant to take appropriate action, including the adoption of zoning laws, to restrict the use of land surrounding the Airport, over which the **City** has regulatory jurisdiction, to activities and purposes compatible with normal Airport operations, set forth in paragraph 21 of the Assurances incorporated by reference into the Grant Agreements ("Assurances"); and
 - (b) The failure of the Airport Authority, or any of the Airport Authority's officers, agents, employees, or contractors, to comply in any respect with any of the requirements, obligations or duties imposed on the Sponsor by the Grant Agreements, or reasonably related to or inferred there from, other than the Sponsor's zoning and land use obligations under Paragraph 21 of the Assurances, which are the **City's** responsibility for lands surrounding the Airport over which it has regulatory jurisdiction.
3. By its execution of this Agreement, the Airport Authority hereby agrees to comply with each and every requirement of the Sponsor, set forth in the Grant Agreements, or reasonably required in connection therewith, other than the zoning and land use requirements set forth in paragraph 21 of the Assurances, in recognition of the fact that the Airport Authority does not have the power to effect the zoning and land use regulations required by said paragraph.
4. By its execution of this Agreement and the Grant Agreement, the **City** agrees to comply with the zoning and land use requirements of paragraph 21 of the Assurances, with respect to all lands surrounding the Airport that are subject to the **City's** regulatory jurisdiction. The City also hereby warrants and represents that, in accordance with paragraph 6 of the Special Assurances; the Projects contemplated by the Grant Agreements are consistent with present plans of the **City** for the development of the area surrounding the Airport.
5. The parties hereby warrant and represent that, by the **City's** execution of the Grant Agreements, as a co-sponsor, pursuant to the FAA's request, the **City** is not a co-owner, agent, partner, joint venture, or representative of the Airport Authority in the ownership, management or administration of the Airport, and the Airport Authority is, and remains, the sole owner of the Airport, and solely responsible for the operation and management of the Airport.

Done and entered into on the date first set forth above.

GRAND JUNCTION REGIONAL AIRPORT
AUTHORITY

By _____
Authorized Representative

CITY OF GRAND JUNCTION

By _____
Authorized Representative

SUPPLEMENTAL CO-SPONSORSHIP AGREEMENT

This Supplemental Co-Sponsorship Agreement is entered into and effective this [] day of [], 2018, by and between the Grand Junction Regional Airport Authority (“Airport Authority”), and the **Mesa County (County)**.

RECITALS

A. The Airport Authority is a political subdivision of the State of Colorado, organized pursuant to Section 41-3-101 et seq., C.R.S. The Airport Authority is a separate and distinct entity from the **County**.

B. The Airport Authority is the owner and operator of the Grand Junction Regional Airport, located in Grand Junction, Colorado (“Airport”).

C. Pursuant to the Title 49, U.S.C., Subtitle VII, Part B, as amended, the Airport Authority has applied for monies from the Federal Aviation Administration (“FAA”), for the construction of certain improvements upon the Airport, pursuant to the terms, plans and specifications set forth in AIP Grant No. **3-08-0027-057-2018, 3-08-0027-058-2018, 3-08-0027-059-2018, 3-08-0027-060-2018, and 3-08-0027-061-2018** (“Projects”).

D. The FAA is willing to provide \$~~xxxxx~~ toward the estimated costs of the Projects, provided the City of Grand Junction and Mesa County execute the Grant Agreements as co-sponsors with the Airport Authority. The FAA is insisting that the City and County execute the Grant Agreements as co-sponsors for two primary reasons. First, the City and County have taxing authority, whereas the Airport Authority does not; accordingly, the FAA is insisting that the City and County execute the Grant Agreement so that public entities with taxing authority are liable for the financial commitments required of the Sponsor under the Grant Agreements, should the Airport Authority not be able to satisfy said financial commitments out of the net revenues generated by the operation of the Airport. In addition, the City and County have jurisdiction over the zoning and land use regulations of the real property surrounding the Airport, whereas the Airport Authority does not enjoy such zoning and land use regulatory authority. By their execution of the Grant Agreements, the City and County would be warranting to the FAA that the proposed improvements are consistent with their respective plans for the development of the area surrounding the Airport, and that they will take appropriate actions, including the adoption of zoning laws, to restrict the use of land surrounding the Airport to activities and purposes compatible with normal Airport operations.

E. The **County** is willing to execute the Grant Agreement, as a co-sponsor, pursuant to the FAA’s request, subject to the terms and conditions of this Supplemental Co-Sponsorship Agreement between the **County** and Airport Authority.

Therefore, in consideration of the above Recitals and the mutual promises and representations set forth below, the **County** and Airport Authority hereby agree as follows:

AGREEMENT

1. By its execution of this Agreement, the **County** hereby agrees to execute the Grant Agreements, as a co-sponsor, pursuant to the FAA's request.
2. In consideration of the **County's** execution of the Grant Agreement, as co-sponsor, the Airport Authority hereby agrees to hold the **County**, its officers, employees, and agents, harmless from, and to indemnify the **County**, its officers, employees, and agents for:
 - (a) Any and all claims, lawsuits, damages, or liabilities, including reasonable attorney's fees and court costs, which at any time may be or are stated, asserted, or made against the **County**, its officers, employees, or agents, by the FAA or any other third party whomsoever, in any way arising out of, or related under the Grant Agreements, or the prosecution of the Projects contemplated by the Grant Agreements, regardless of whether said claims are frivolous or groundless, other than claims related to the **County's** covenant to take appropriate action, including the adoption of zoning laws, to restrict the use of land surrounding the Airport, over which the **County** has regulatory jurisdiction, to activities and purposes compatible with normal Airport operations, set forth in paragraph 21 of the Assurances incorporated by reference into the Grant Agreements ("Assurances"); and
 - (b) The failure of the Airport Authority, or any of the Airport Authority's officers, agents, employees, or contractors, to comply in any respect with any of the requirements, obligations or duties imposed on the Sponsor by the Grant Agreements, or reasonably related to or inferred there from, other than the Sponsor's zoning and land use obligations under Paragraph 21 of the Assurances, which are the **County's** responsibility for lands surrounding the Airport over which it has regulatory jurisdiction.
3. By its execution of this Agreement, the Airport Authority hereby agrees to comply with each and every requirement of the Sponsor, set forth in the Grant Agreements, or reasonably required in connection therewith, other than the zoning and land use requirements set forth in paragraph 21 of the Assurances, in recognition of the fact that the Airport Authority does not have the power to effect the zoning and land use regulations required by said paragraph.
4. By its execution of this Agreement and the Grant Agreement, the **County** agrees to comply with the zoning and land use requirements of paragraph 21 of the Assurances, with respect to all lands surrounding the Airport that are subject to the **County** regulatory jurisdiction. The **County** also hereby warrants and represents that, in accordance with paragraph 6 of the Special Assurances; the Projects contemplated by the Grant Agreements are consistent with present plans of the **County** for the development of the area surrounding the Airport.
5. The parties hereby warrant and represent that, by the **County's** execution of the Grant Agreements, as a co-sponsor, pursuant to the FAA's request, the **County** is not a co-owner, agent, partner, joint venture, or representative of the Airport Authority in the ownership, management or administration of the Airport, and the Airport Authority is, and remains, the sole owner of the Airport, and solely responsible for the operation and management of the Airport.

Done and entered into on the date first set forth above.

GRAND JUNCTION REGIONAL AIRPORT
AUTHORITY

By _____
Authorized Representative

MESA COUNTY

By _____
Authorized Representative

Grand Junction Regional Airport Authority

Agenda Item Summary

TOPIC:	Runway 11/29 Replacement Project – 27 ¼ Rd. Recommendation of Award
PURPOSE:	Information <input type="checkbox"/> Guidance <input type="checkbox"/> Decision <input checked="" type="checkbox"/>
RECOMMENDATION:	Board accepts recommendation of award and approval of contracts, pending receipt of FAA grants.
LAST ACTION:	Bids received on April 26, 2018
DISCUSSION:	<p>Oldcastle SW Group, Inc. (dba United Companies) was determined to be the lowest responsive bidder. Therefore, we recommend the work be awarded to Oldcastle SW Group, Inc. (dba United Companies) for Schedule 1, in the amount of \$1,893,328.10, contingent on the availability of federal funds.</p> <p>Per Section 30-03 of the General Provisions, the Owner reserves the right to cancel the award without liability to the bidder, except return of proposal guaranty, at any time before a contract has been fully executed by all parties.</p>
REVIEWED BY:	Staff and legal counsel has reviewed the attached recommendation of award and concurs with the Engineer's review.
FISCAL IMPACT:	<u>AIP 58</u> FAA \$ 1,703,995 – pending grant CDOT \$ GJRA \$189,333.10 budgeted dollars Total \$1,893,328.10
COMMUNICATION STRATEGY:	None.
ATTACHMENTS:	Grand Junction Regional Airport 27 ¼ Road Relocation – Bid Recommendation – May 30, 2018.
STAFFCONTACT:	Eric Trinklein etrinklein@gairport.com Office: 970-248-8597



May 30, 2018

Eric Trinklein
Project Manager
Grand Junction Regional Airport
2828 Walker Field Drive, Suite 301
Grand Junction, Colorado 81506

Project: Grand Junction Regional Airport 27 ¼ Road Relocation
Subject: Bid Recommendation

Dear Mr. Trinklein:

We have completed our review of the Contractors' bid proposals for the subject project. A total of five proposals were received. One proposal (Mountain Valley Contracting, Inc.) included a mathematical error, and that error has been corrected in the total bid price shown in the bid results listed below.

Per Section 30-04 of the General Provisions, *"proposal guaranties of the two lowest bidders will be retained by the Owner until such time as an award is made"*. The two lowest bidders are Mountain Valley Contracting, Inc. and Oldcastle SW Group, Inc. (dba United Companies).

In accordance with Division I, paragraph 16.d of the specifications, *"The project award will be based on the low bid sum of Schedule 1."* The following is a table summarizing the bid results:

Bidder	Schedule 1
Hank Williams, Inc. PO Box 704 – 35550 CR 4000 Norwood, CO 81423 970-27-4218	\$1,954,636.98
M.A. Concrete Construction, Inc. 2323 River Road Grand Junction, CO 81505 970-250-9902	\$2,000,410.54
Mountain Valley Contracting, Inc. 2377 – F ½ Road Grand Junction, CO 81505 970-245-1990	\$1,765,647.31
Oldcastle SW Group, Inc. (dba United Companies) 2273 River Road Grand Junction, CO 81505 970-986-9575	\$1,893,328.10

SEMA Construction, Inc. 7353 S. Eagle Street Centennial, CO 80112 303-627-2600	\$2,424,502.00
Engineer's Estimate	\$2,116,859.92

After examining all five proposals, Mountain Valley Contracting, Inc. (heretofore called MVC) was determined to be the lowest bidder. The low bid for Schedule 1 was found to be approximately sixteen percent below the Engineer's Opinion of Probable Construction Cost, thus it is determined to be within funding parameters. Out of the five bids received, all were within approximately fifteen percent of each other and three were within approximately five percent of each other. Based on this price analysis, it is our opinion that the apparent low bid and second low bid are each fair and reasonable for the scope of the proposed work.

The bid proposals were further examined for adherence to the requirements listed in the Instructions to Bidders. Bidders were required to submit forms, executed in full, as identified on the Bidder's checklist. All contractors were researched on the System for Award Management and no exclusions were identified. The following is a table summarizing the required forms:

Bidder	Pre-Bid Attendance	DBE	Addendum #1	Addendum #2	Addendum #3	Quest	EEO	Non-Trafficking	Immigration Reform Act	Bidders Pre-Qualification	Buy American	Subcontractor/Mat'l List	DBE Letter of Intent	Good Faith Efforts	Bid Guarantee
Mountain Valley Contracting, Inc.	X	X	X	X	X	X	X	X	X	*	X	X	#	X	X
M. A. Concrete Construction, Inc.	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Oldcastle SW Group, Inc.	X	X	X	X	%	X	X	X	X	X	X	X	X	X	X
Hank Williams, Inc.	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
SEMA Construction, Inc.	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X

* Submitted qualifications as part of bid package. These qualifications were incomplete and insufficient, and subsequent communications between Airport, Engineer, and Contractor were held as described below.

Submitted DBE firms and quotes. Of the three DBE firms listed as subconsultants, LOIs were only included for two of those firms.

% Oldcastle SW Group Inc. clarified after bid opening that they acknowledge Addendum 3 with no impact to cost.

One proposal was deemed irregular and clarifications were requested. Clarification was requested from MVC regarding the required Statement of Qualifications. Items requested for clarification included:

1. Submittal of expired state prequalification as proof of financial responsibility (\$5M capacity).
 - a. A 2017 reviewed financial statement was provided. The reviewed financial statement was deemed to not meet the generally acceptable accounting practice requirements for certification as required by the bidding instructions.
 - b. A summary of work on hand was provided, indicating \$9M backlog as of early May.
2. Comparable projects excluded contact information.
 - a. Contact phone numbers were provided for all projects presented.
3. Comparable project details upon investigation were identified as inaccurate, including missing change orders and inaccurate day counts.
 - a. Revised information was reported including underruns and overruns.
4. Response regarding ongoing and recent litigation was omitted.
 - a. MVC responded "none."

Under Division 1, Section 14 of the contract documents it indicates:

The Owner reserves the right to disqualify any bidder who has in the Owners opinion, previously failed to perform properly or complete on time, contracts of a similar nature; who is not in a position to perform the Contract; or who has habitually and without just cause neglected the payment of bills or otherwise disregarded his obligations to subcontractors, material vendors, or employees. In determining the lowest responsible bidder, the following elements in addition to those above-mentioned will be considered: whether the business involved 1) maintains a permanent place of business; 2) has adequate equipment available to do the work properly and expeditiously; 3) has suitable financial resources to meet the obligations incidental to the work; and 4) has appropriate technical experience.

Any bid that fails to conform to the essential requirements of the invitation for bids will be rejected.

Based on this information, it is the Engineer's opinion that, for the 27 ¼ Road Relocation Project, Mountain Valley Contracting has not provided appropriate essential information. Therefore, their bid is recommended for disqualification.

After examining all five proposals, Oldcastle SW Group, Inc. (dba United Companies) was determined to be the lowest responsive bidder. Therefore, we recommend the work be awarded to Oldcastle SW Group, Inc. (dba United Companies) for Schedule 1, in the amount of \$1,893,328.10, contingent on the availability of federal funds. Per Section 30-03 of the General Provisions, the Owner reserves the right to cancel the award without liability to the bidder, except return of proposal guaranty, at any time before a contract has been fully executed by all parties.

May 30, 2018

Page 4

If you have any questions or require additional information, please contact me at 720-225-4642 or sciasto@deainc.com.

Sincerely,

David Evans and Associates, Inc.



Sara Ciasto, PE
Project Manager

Attachments: Bid Tabulation
Mountain Valley Contracting, Inc. Bid Proposal with Clarifications
Lowest Responsive Bidder Bid Proposal (Oldcastle SW Group, Inc. (dba United Companies))

cc: Angela Padalecki, GJT Executive Director
Marc Miller, FAA Denver Airports District Office
Scott Cary, Mead & Hunt Program Manager

BID MATRIX FOR:

Bid Opening: April 25, 2018

**27 1/4 ROAD RELOCATION
Grand Junction Regional Airport
Grand Junction, Colorado**

FAA Project# 3-08-0027-058-2018
Mead & Hunt Project# 2331300-170312.01

BIDDER	Pre-Bid Attendance	DBE	Addendum #1	Addendum #2	Addendum #3	Quest	EEO	Non-Trafficking	Immigration Reform Act	Bidders Pre-Qualification	Buy American	Subcontractor/Manufacturer List	DBE Letter of Intent	Good Faith Efforts	Bid Guarantee	SCHEDULE 1
Mountain Valley Contracting, Inc.	X	X	X	X	X	X	X	X	X	*	X	X	#	X	X	\$1,765,647.31
Oldcastle SW Group, Inc. dba United Companies	X	X	X	X	%	X	X	X	X	X	X	X	X	X	X	\$1,893,328.10
Hank Williams, Inc. dba Williams Construction Contractors	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	\$1,954,636.98
M.A. Concrete Construction	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	\$2,000,410.54
SEMA Construction, Inc.	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	\$2,424,502.00
Engineer's Estimate																\$2,116,859.92

* Clarifications requested on qualifications
 # Submitted DBE firms and quotes. Of the three DBE firms listed as subconsultants, LOIs were only included for two of those firms
 % Oldcastle SW Group, Inc. clarified after bid opening that they acknowledge Addendum 3 with no impact to cost.

BID SCHEDULE

Airport: Grand Junction Regional Airport
Project: 27 1/4 Road Relocation

FAA AIP Project No.
Mead & Hunt Project No.

3-08-0027-058-2018
2331300-170312.01

Item No.	Item Description	Estimated Quantity	Unit	Mountain Valley Contracting, Inc.		Oldcastle SW Group, Inc. dba United Companies		Hank Williams, Inc. dba Williams Construction Contractors		M.A. Concrete Construction		SEMA Construction, Inc.	
				Unit Price	Total Amount per Item	Unit Price	Total Amount per Item	Unit Price	Total Amount per Item	Unit Price	Total Amount per Item	Unit Price	Total Amount per Item
Schedule 1 - Relocate 27 1/4 Road													
G-050	Contractor Survey	1	LS	\$92,725.00	\$92,725.00	\$39,000.00	\$39,000.00	\$99,184.24	\$99,184.24	\$35,000.00	\$35,000.00	\$50,000.00	\$50,000.00
G-100	Contractor Quality Control	1	LS	\$19,845.00	\$19,845.00	\$40,000.00	\$40,000.00	\$26,524.34	\$26,524.34	\$25,000.00	\$25,000.00	\$100,000.00	\$100,000.00
G-105	Mobilization	1	LS	\$24,540.00	\$24,540.00	\$132,000.00	\$132,000.00	\$137,142.17	\$137,142.17	\$154,938.00	\$154,938.00	\$240,000.00	\$240,000.00
M-102	Airfield Safety and Traffic Control	1	LS	\$27,080.00	\$27,080.00	\$34,000.00	\$34,000.00	\$25,205.70	\$25,205.70	\$63,000.00	\$63,000.00	\$150,000.00	\$150,000.00
M-103	Dust Control	1	LS	\$174,800.00	\$174,800.00	\$8,000.00	\$8,000.00	\$131,653.74	\$131,653.74	\$27,000.00	\$27,000.00	\$75,000.00	\$75,000.00
201-00001	Clearing and Grubbing	1	LS	\$8,780.00	\$8,780.00	\$10,800.00	\$10,800.00	\$27,861.62	\$27,861.62	\$17,054.00	\$17,054.00	\$47,000.00	\$47,000.00
202-00033	Removal of Pipe	1	EA	\$355.00	\$355.00	\$1,380.00	\$1,380.00	\$2,222.73	\$2,222.73	\$600.00	\$600.00	\$2,000.00	\$2,000.00
202-00220	Removal of Asphalt Mat	2,393	SY	\$3.10	\$7,418.30	\$3.00	\$7,179.00	\$7.91	\$18,928.63	\$2.75	\$6,580.75	\$4.50	\$10,768.50
202-00240	Removal of Asphalt Mat (Planing)	941	SY	\$4.60	\$4,328.60	\$5.00	\$4,705.00	\$5.73	\$5,391.93	\$2.75	\$2,587.75	\$3.00	\$2,823.00
202-01000	Removal of Fence	2,976	LF	\$2.80	\$8,332.80	\$1.60	\$4,761.60	\$1.47	\$4,374.72	\$3.00	\$8,928.00	\$2.00	\$5,952.00
203-00010	Unclassified Excavation (CIP)	15,191	CY	\$7.25	\$110,134.75	\$11.00	\$167,101.00	\$4.98	\$75,651.18	\$11.94	\$181,380.54	\$8.50	\$129,123.50
208-00001	Erosion Control (Complete in Place)	1	LS	\$25,220.00	\$25,220.00	\$66,000.00	\$66,000.00	\$55,327.00	\$55,327.00	\$52,165.00	\$52,165.00	\$130,000.00	\$130,000.00
304-06007	Aggregate Base Course (Class 6)	5,444	CY	\$37.54	\$204,367.76	\$42.00	\$228,648.00	\$38.83	\$211,390.52	\$38.72	\$210,791.68	\$37.00	\$201,428.00
401(CDOT)	Hot Mix Asphalt (Grading S) (75) (PG 64-22)	2,695	TON	\$92.75	\$249,961.25	\$91.00	\$245,245.00	\$98.26	\$264,810.70	\$84.66	\$228,158.70	\$86.00	\$231,770.00
401(CDOT)	Hot Mix Asphalt (Grading SX) (75) (PG 64-28)	2,812	TON	\$95.00	\$267,140.00	\$98.00	\$275,576.00	\$94.82	\$266,633.84	\$86.70	\$243,800.40	\$88.00	\$247,456.00
411-I0255	Emulsified Asphalt (Slow Setting)	2,503	GAL	\$2.95	\$7,383.85	\$1.40	\$3,504.20	\$3.57	\$8,935.71	\$3.06	\$7,659.18	\$3.00	\$7,509.00
420-00102	Geotextile (Erosion Control) (CL I)	345	SY	\$2.05	\$707.25	\$4.00	\$1,380.00	\$5.43	\$1,873.35	\$3.00	\$1,035.00	\$6.00	\$2,070.00
506-00409	Soil Riprap (9in)	181	CY	\$98.70	\$17,864.70	\$95.00	\$17,195.00	\$136.87	\$24,773.47	\$130.00	\$23,530.00	\$175.00	\$31,675.00
601-03000	Concrete Class D	18	CY	\$995.00	\$17,910.00	\$910.00	\$16,380.00	\$533.69	\$9,606.42	\$1,516.00	\$27,288.00	\$1,000.00	\$18,000.00
602-00020	Reinforcing Steel (Epoxy Coated)	780	LB	\$2.30	\$1,794.00	\$2.15	\$1,677.00	\$9.64	\$7,519.20	\$4.00	\$3,120.00	\$5.00	\$3,900.00
603-01180	18" RCP Class III (CIP)	188	LF	\$39.45	\$7,416.60	\$79.00	\$14,852.00	\$53.82	\$10,118.16	\$92.00	\$17,296.00	\$65.00	\$12,220.00
603-01240	24" RCP Class III (CIP)	100	LF	\$50.65	\$5,065.00	\$103.00	\$10,300.00	\$73.63	\$7,363.00	\$112.00	\$11,200.00	\$110.00	\$11,000.00
603-01360	36" RCP Class III (CIP)	100	LF	\$104.50	\$10,450.00	\$147.00	\$14,700.00	\$100.68	\$10,068.00	\$152.00	\$15,200.00	\$160.00	\$16,000.00
603-01480	48" RCP Class III (CIP)	53	LF	\$153.50	\$8,135.50	\$230.00	\$12,190.00	\$155.28	\$8,229.84	\$195.00	\$10,335.00	\$200.00	\$10,600.00
603-05018	18" Flared End Section	6	EA	\$634.00	\$3,804.00	\$870.00	\$5,220.00	\$988.02	\$5,928.12	\$515.00	\$3,090.00	\$1,000.00	\$6,000.00
603-05024	24" Flared End Section	4	EA	\$760.00	\$3,040.00	\$990.00	\$3,960.00	\$1,176.84	\$4,707.36	\$622.00	\$2,488.00	\$1,200.00	\$4,800.00
603-05036	36" Flared End Section	4	EA	\$1,303.00	\$5,212.00	\$1,475.00	\$5,900.00	\$1,759.15	\$7,036.60	\$1,076.00	\$4,304.00	\$1,700.00	\$6,800.00
603-05048	48" Flared End Section	2	EA	\$1,543.00	\$3,086.00	\$1,825.00	\$3,650.00	\$2,313.84	\$4,627.68	\$1,305.00	\$2,610.00	\$1,900.00	\$3,800.00
603-30018	18" Flared End Section (SES)	6	EA	\$228.00	\$1,368.00	\$375.00	\$2,250.00	\$499.90	\$2,999.40	\$183.00	\$1,098.00	\$420.00	\$2,520.00
603-50018	18" HDPE (PE) (CIP)	52	LF	\$47.75	\$2,483.00	\$153.00	\$7,956.00	\$59.93	\$3,116.36	\$153.00	\$7,956.00	\$140.00	\$7,280.00
603-70804	8X4 Foot Concrete Box Culvert (Precast) (CIP)	52	LF	\$584.00	\$30,368.00	\$605.00	\$31,460.00	\$764.18	\$39,737.36	\$840.00	\$43,680.00	\$800.00	\$41,600.00

BID SCHEDULE

**Airport: Grand Junction Regional Airport
Project: 27 1/4 Road Relocation**

**FAA AIP Project No.
Mead & Hunt Project No.**

**3-08-0027-058-2018
2331300-1703I2.01**

Item No.	Item Description	Estimated Quantity	Unit	Mountain Valley Contracting, Inc.		Oldcastle SW Group, Inc. dba United Companies		Hank Williams, Inc. dba Williams Construction Contractors		M.A. Concrete Construction		SEMA Construction, Inc.	
				Unit Price	Total Amount per Item	Unit Price	Total Amount per Item	Unit Price	Total Amount per Item	Unit Price	Total Amount per Item	Unit Price	Total Amount per Item
Schedule 1 - Relocate 27 1/4 Road													
603-71604	16X4 Foot Concrete Box Culvert (Precast) (CIP)	136	LF	\$958.00	\$130,288.00	\$1,060.00	\$144,160.00	\$1,473.77	\$200,432.72	\$1,615.00	\$219,640.00	\$1,700.00	\$231,200.00
604-00310	Agri Drain Outlet Structure or Approved Equal	3	EA	\$2,019.00	\$6,057.00	\$2,584.00	\$7,752.00	\$2,495.50	\$7,486.50	\$3,631.00	\$10,893.00	\$3,500.00	\$10,500.00
607-01055	Fence Wire with Treated Wooden Posts	17,335	LF	\$4.24	\$73,500.40	\$4.00	\$69,340.00	\$4.44	\$76,967.40	\$4.08	\$70,726.80	\$4.00	\$69,340.00
607-60003	3 Foot Gate Walk	6	EA	\$282.00	\$1,692.00	\$267.00	\$1,602.00	\$366.62	\$2,199.72	\$765.00	\$4,590.00	\$260.00	\$1,560.00
607-60324	24 Foot Gate Twin	1	EA	\$1,413.00	\$1,413.00	\$1,337.00	\$1,337.00	\$1,454.44	\$1,454.44	\$1,836.00	\$1,836.00	\$1,300.00	\$1,300.00
607-60340	40 Foot Gate Twin	3	EA	\$1,640.00	\$4,920.00	\$1,550.00	\$4,650.00	\$1,678.89	\$5,036.67	\$2,040.00	\$6,120.00	\$1,500.00	\$4,500.00
608-01550	Place Asphalt Millings	9,942	SY	\$2.00	\$19,884.00	\$4.00	\$39,768.00	\$1.96	\$19,486.32	\$3.07	\$30,521.94	\$8.00	\$79,536.00
608(SPECIAL)	Place Asphalt Millings	5,706	CY	\$20.40	\$116,402.40	\$21.00	\$119,826.00	\$6.95	\$39,656.70	\$23.00	\$131,238.00	\$18.00	\$102,708.00
611-00032	32 Foot Cattle Guard	1	EA	\$22,485.00	\$22,485.00	\$32,000.00	\$32,000.00	\$28,894.09	\$28,894.09	\$32,000.00	\$32,000.00	\$45,000.00	\$45,000.00
613-01300	3 Inch Electrical Conduit (Plastic)	81	LF	\$7.90	\$639.90	\$22.00	\$1,782.00	\$15.19	\$1,230.39	\$18.00	\$1,458.00	\$10.00	\$810.00
614-00011	Sign Panel (Class I)	79	SF	\$33.95	\$2,682.05	\$22.50	\$1,777.50	\$28.73	\$2,269.67	\$22.44	\$1,772.76	\$21.00	\$1,659.00
614-00012	Sign Panel (Class II)	10	SF	\$33.95	\$339.50	\$24.60	\$246.00	\$30.98	\$309.80	\$24.48	\$244.80	\$23.00	\$230.00
614-00013	Sign Panel (Class III)	32	SF	\$33.95	\$1,086.40	\$30.00	\$960.00	\$36.59	\$1,170.88	\$29.58	\$946.56	\$25.00	\$800.00
614-00200	Steel Sign Post (U-2)	144	LF	\$33.95	\$4,888.80	\$10.70	\$1,540.80	\$13.80	\$1,987.20	\$11.22	\$1,615.68	\$6.00	\$864.00
627-00008	Modified Epoxy Pavement Marking	134	GAL	\$118.75	\$15,912.50	\$100.00	\$13,400.00	\$118.84	\$15,924.56	\$97.00	\$12,998.00	\$100.00	\$13,400.00
630-00000	Traffic Control (CIP)	1	LS	\$11,840.00	\$11,840.00	\$36,110.00	\$36,110.00	\$40,289.03	\$40,289.03	\$34,272.00	\$34,272.00	\$50,000.00	\$50,000.00
630	Traffic Control	1	LS	\$500.00	\$500.00	\$107.00	\$107.00	\$897.80	\$897.80	\$663.00	\$663.00	\$2,000.00	\$2,000.00
TOTAL AMOUNT OF SCHEDULE 1				\$1,765,647.31		\$1,893,328.10		\$1,954,636.98		\$2,000,410.54		\$2,424,502.00	
Bid Schedule Summary													
TOTAL AMOUNT OF BID SCHEDULE 1				\$1,765,647.31		\$1,893,328.10		\$1,954,636.98		\$2,000,410.54		\$2,424,502.00	

Engineer's estimate: \$2,116,859.92 Bid in pdf: \$1,770,359.33
 Average Bid \$2,007,704.99 Percentage vs Engineer 17% 11% 8% 6% -15%

Name of Bidder (Type or Printed) _____
 Signature of Bidder (Same as Proposal Form) _____
 Title _____

END OF BID SCHEDULE

Grand Junction Regional Airport Authority

Agenda Item Summary

TOPIC:	Runway 11/29 Replacement Project – 2018 RTR Relocation Award
PURPOSE:	Information <input type="checkbox"/> Guidance <input type="checkbox"/> Decision <input checked="" type="checkbox"/>
RECOMMENDATION:	Board accept recommendation of award and board approval of the contracts, pending receipt of FAA grants.
LAST ACTION:	Bids received on April 26, 2018
DISCUSSION:	<p>SEMA Construction Inc. was determined to be the lowest responsive bidder. Therefore, we recommend the work be awarded to SEMA Construction Inc. for Schedules 1, 2, and 3 in the amount of \$3,251,843.25, contingent on the availability of federal funds.</p> <p>Per Section 30-03 of the General Provisions, the Owner reserves the right to cancel the award without liability to the bidder, except return of proposal guaranty, at any time before a contract has been fully executed by all parties.</p>
FISCAL IMPACT:	<p><u>AIP 57</u> FAA \$ 2,926,658 – pending grant CDOT \$ GJRA \$325,185.25 budgeted dollars Total \$3,251,843.25</p>
REVIEWED BY:	Staff and legal counsel has reviewed the attached recommendation of award and concurs with the Engineer’s recommendation.
COMMUNICATION STRATEGY:	None.
ATTACHMENTS:	Grand Junction Regional Airport 2018 RTR Relocation– Bid Recommendation – May 25, 2018.
STAFFCONTACT:	Eric Trinklein etrinklein@gairport.com Office: 970-248-8597



1743 Wazee Street, Suite 400
Denver, CO 80202
303.825.8844
meadhunt.com

May 25, 2018

Eric Trinklein
Project Manager
Grand Junction Regional Airport
2828 Walker Field Drive, Suite 301
Grand Junction, Colorado 81506

Project: Grand Junction Regional Airport 2018 RTR Relocation
Subject: Bid Recommendation

Dear Mr. Trinklein:

We have completed our review of the Contractors' bid proposals for the subject project. A total of five proposals were received. Mathematical errors were identified in one bid, provided by Williams Construction Contractors and were corrected in the bid pricing below.

Per Section 30-04 of the General Provisions, *"proposal guaranties of the two lowest bidders will be retained by the Owner until such time as an award is made"*. The two lowest bidders are Mountain Valley Contracting, Inc. and SEMA Construction, Inc.

In accordance with Division I, paragraph 16.d of the specifications, *"The project award will be based on the low bid sum of Schedule 1 plus any additional Schedule(s) awarded by the Owner. Not all schedules may be awarded. A combination of schedules may be awarded, including only a single schedule."* The following is a table summarizing the bid results:

Bidder	Schedule 1	Schedule 2	Schedule 3
Hank Williams, Inc. dba Williams Construction Contractors PO Box 704-35550 CR4000 Norwood, CO 81423 970-327-4218	\$1,462,023.58	\$579,283.83	\$1,234,031.25
Mountain Valley Contracting, Inc. 2377 – F ½ Road Grand Junction, CO 81505 970-245-1990	\$1,546,432.65	\$433,525.00	\$1,090,002.95
Reams Construction Co. PO Box 106/31527 HWY 141 Naturita, CO 81422 970-865-2886	\$1,881,006.19	\$388,408.29	\$1,716,990.29
SEMA Construction, Inc. 7353 S. Eagle Street Centennial, CO 80112 303-627-2600	\$1,834,097.00	\$267,918.00	\$1,149,828.25
Staker Parson dba Nielson Construction 825 North, Loop Road Huntington, UT 84528 435-687-0120	\$2,794,246.01	\$561,521.37	\$2,040,390.29
Engineer's Estimate	\$2,381,637.22	\$183,204.00	\$1,251,218.05

After examining all five proposals, Mountain Valley Contracting, Inc. (heretofore called MVC) was determined to be the lowest bidder. The low bid for Schedule 1-3 was found to be approximately 20 percent below the Engineer's Opinion of Probable Construction Cost, thus it is determined to be within funding parameters. Out of the five bids received three were within approximately five percent of each other with two additional bids up to 40% above the average. Out of the five bids received, the average was within one percent of the engineer's estimate, with pricing ranges from 20% below to 41% above the engineer's estimate. Based on this price analysis, it is our opinion that the apparent low bid is fair and reasonable. Based on this price analysis, it is our opinion that the apparent low bid and second low bid are fair and reasonable for the scope of the proposed work.

The bid proposals were further examined for adherence to the requirements listed in the Instructions to Bidders. Bidders were required to submit forms, executed in full, as identified on the Bidder's checklist. All contractors were researched on the System for Award Management and no exclusions were identified. The following is a table summarizing the required forms:

Bidder	Pre-Bid Attendance	DBE	Addendum #1	Addendum #2	Addendum #3	Quest	EEO	Non-Trafficking	Immigration Reform Act	Bidders Pre-Qualification	Buy American	Subcontractor/Mat'l List	DBE Letter of Intent	Good Faith Efforts	Bid Guarantee
Hank Williams, Inc.	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Mountain Valley Contracting, Inc.	X	X	X	X	X	X	X	X	X	*	X	X	X	X	X
Reams Construction Co.	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
SEMA Construction, Inc.	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Staker Parson	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X

* Submitted qualifications as part of bid package. These qualifications were incomplete and insufficient, and subsequent communications between Airport, Engineer, and Contractor were held as described below.

One proposal (MVC) was deemed irregular and clarifications were requested. Items requested for clarification included:

1. Submittal of expired state prequalification as proof of financial responsibility (\$5M capacity).
 - a. A 2017 Reviewed financial statement was provided. The reviewed financial statement was deemed to not meet the generally acceptable accounting practice requirements for certification as required by the bidding instructions.
 - b. A summary of work on hand was provided, indicating \$9M backlog as of early May.
2. Comparable projects excluded contact information
 - a. Contact phone numbers were provided for all projects presented.
3. Comparable project details upon investigation were identified as inaccurate, including missing change orders and inaccurate day counts.
 - a. Revised information was reported including underruns, and overruns.
4. Comparable completed projects provided were not currently completed and/or just beginning at time of bid.
 - a. An 180 Calendar day project with a contract amount of 4,376,32.76 was removed and identified as work in progress. This project was replaced with a City of Grand Junction project, valued at 1,163,938.55.

Eric Trinklein
May 25, 2018
Page 4

- b. Highline Canal Reach I was provided and quantified for the 2016/2017 season at \$1,514,348.75. Per verbal clarification this is assumed to only include the 2016/2017 costs, and the 2017/2018 efforts identified as relevant experience are under negotiation.
5. Response regarding ongoing and recent litigation was omitted.
 - a. MVC responded "none."

Under Division 1, Section 14 of the contract documents it indicates:

The Owner reserves the right to disqualify any bidder who has in the Owners opinion, previously failed to perform properly or complete on time, contracts of a similar nature; who is not in a position to perform the Contract; or who has habitually and without just cause neglected the payment of bills or otherwise disregarded his obligations to subcontractors, material vendors or employees. In determining the lowest responsible bidder, the following elements in addition to those above-mentioned will be considered: whether the business involved 1) maintains a permanent place of business; 2) has adequate equipment available to do the work properly and expeditiously; 3) has suitable financial resources to meet the obligations incidental to the work; and 4) has appropriate technical experience.

Any bid that fails to conform to the essential requirements of the invitation for bids will be rejected.

Based on this information, it is the Engineer's opinion that for the RTR Facility, Mountain Valley Contracting has not provided appropriate essential information, nor completed a project of similar nature (size, complexity), therefore the bid was recommended for disqualification.

After examining all five proposals, SEMA Construction Inc. was determined to be the lowest responsive bidder. Therefore, we recommend the work be awarded to SEMA Construction Inc. for Schedules 1, 2, and 3 in the amount of \$3,251,843.25, contingent on the availability of federal funds. Per Section 30-03 of the General Provisions, the Owner reserves the right to cancel the award without liability to the bidder, except return of proposal guaranty, at any time before a contract has been fully executed by all parties.

If you have any questions or require additional information, please contact me at 303 825-8856 or scott.cary@meadhunt.com.

Sincerely,

MEAD & HUNT, Inc.

P. Scott Cary, PE
Program Manager

Attachments: Bid Tabulation
Mountain Valley Contracting Inc Bidder Proposal with Clarifications
Lowest Responsive Bidder Bid Proposal (SEMA Construction, Inc.)

cc: Angela Padalecki, GJT Executive Director
Marc Miller, FAA Denver Airports District Office

Grand Junction Regional Airport Authority

Agenda Item Summary

TOPIC:	AIP 59 Taxiway A Rehabilitation – Recommendation of Award
PURPOSE:	Information <input type="checkbox"/> Guidance <input type="checkbox"/> Decision <input checked="" type="checkbox"/>
RECOMMENDATION:	Board accepts recommendation of award and approval of contracts, pending receipt of FAA grants.
LAST ACTION:	Bids received on June 7, 2018
DISCUSSION:	<p>A total of 1 bid was received on the project. United Companies, LLC submitted the low bid for the project in the amount of \$1,289,030.00. We believe that the bid submitted by United Companies, LLC represents a good value for the Grand Junction Regional Airport contingent upon funding being provided for the construction of this project, we recommend that a construction contract for the Base Bid – Taxiway A Rehabilitation for a total of \$1,289,030.00 be awarded to United Companies, LLC.</p> <p>Per Section 30-03 of the General Provisions, the Owner reserves the right to cancel the award without liability to the bidder, except return of proposal guaranty, at any time before a contract has been fully executed by all parties.</p>
REVIEWED BY:	Staff and legal counsel has reviewed the attached recommendation of award and concurs with the Engineer’s review.
FISCAL IMPACT:	<u>AIP 59</u> FAA \$ 1,160,127.00 – pending grant CDOT \$ GJRA \$128,903.00 budgeted dollars Total \$1,289,030.00
COMMUNICATION STRATEGY:	None.
ATTACHMENTS:	Grand Junction Regional Airport Taxiway A Rehabilitation Project – Bid Recommendation – June 9, 2018.
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

June 9, 2018

Grand Junction Regional Airport
 Attn: Mr. Eric Trinklein
 2828 Walker Field Drive
 Grand Junction, CO 81506

Re: Grand Junction Regional Airport
 Taxiway A Rehabilitation Project
 Recommendation of Award

Dear Mr. Trinklein:

Bids were received for the FAA AIP Project No. 3-08-0027-059-2018 " Taxiway A Rehabilitation" project at the Grand Junction Regional Airport at 11:00 a.m. on June 7, 2018. The bids have been checked for accuracy and for compliance with the contract documents. A tabulation of the bids is enclosed with this letter.

A total of 1 bid was received on the project. United Companies, LLC submitted the low bid for the project in the amounts included in the table below. The table also includes the Engineer's Estimate.

Description	Engineer's Estimate	United Companies
Base Bid – Taxiway A	\$1,344,100.00	\$1,289,030.00

We believe that the bid submitted by United Companies, LLC represents a good value for the Grand Junction Regional Airport contingent upon funding being provided for the construction of this project, we recommend that a construction contract for the Base Bid – Taxiway A Rehabilitation for a total of \$1,289,030.00 be awarded to United Companies, LLC.

Please call me if you have any questions.

Sincerely,

GARVER, LLC

Colin Bible, P.E.
 Project Manger

Attachments: Bid Tabulation

**GRAND JUNCTION REGIONAL AIRPORT
TAXIWAY A REHABILITATION
BID TABULATION
BID OPENING: JUNE 7, 2018 11:00 AM**

ITEM NO.	SPEC. NO.	DESCRIPTION	UNIT	ESTIMATED QUANTITY	ENGINEER'S ESTIMATE		UNITED COMPANIES, LLC.	
					UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
1	GP-105	Mobilization	LS	1	\$111,350.00	\$111,350.00	\$190,000.00	\$190,000.00
2	SS-120-3.1	Site Preparation	LS	1	\$72,000.00	\$72,000.00	\$220,000.00	\$220,000.00
3	SS-220-5.1	Pavement Edge Grading	LF	2,900	\$5.00	\$14,500.00	\$3.40	\$9,860.00
4	P-101-5.1a	Cold Milling (0-2" Thickness)	SY	2,750	\$8.00	\$22,000.00	\$4.60	\$12,650.00
5	P-101-5.1b	Cold Milling (3.5" Thickness)	SY	7,500	\$11.00	\$82,500.00	\$5.20	\$39,000.00
6	P-101-5.1c	Cold Milling (5" Thickness)	SY	5,850	\$13.00	\$76,050.00	\$6.60	\$38,610.00
7	P-101-5.1d	Cold Milling for Test Section (2-3" Thickness)	SY	2,600	\$12.00	\$31,200.00	\$7.00	\$18,200.00
8	P-401-8.1.1	Bituminous Surface Course (1/2" Aggregate; 2" Thickness)	TN	1,580	\$180.00	\$284,400.00	\$148.00	\$233,840.00
9	P-401-8.1.2	Bituminous Surface Course (3/4" Aggregate; 3" Thickness)	TN	2,220	\$180.00	\$399,600.00	\$137.00	\$304,140.00
10	P-401-8.1.3	Bituminous Leveling Course	TN	400	\$160.00	\$64,000.00	\$140.00	\$56,000.00
11	P-401-8.1.4	Bituminous Surface Course for Test Section (1/2" Aggregate; 2" Thickness)	TN	150	\$240.00	\$36,000.00	\$270.00	\$40,500.00
12	P-401-8.1.5	Bituminous Surface Course for Test Section (3/4" Aggregate; 3" Thickness)	TN	220	\$240.00	\$52,800.00	\$219.00	\$48,180.00
13	P-603-5.1	Bituminous Tack Coat	GAL	4,000	\$5.00	\$20,000.00	\$4.00	\$16,000.00
14	P-620-5.1-1	Runway and Taxiway Painting (Temporary)	SF	3,850	\$3.00	\$11,550.00	\$1.10	\$4,235.00
15	P-620-5.1-2	Runway and Taxiway Painting (Reflective)	SF	2,550	\$5.00	\$12,750.00	\$4.30	\$10,965.00
16	P-620-5.1-3	Runway and Taxiway Painting (Non-Reflective)	SF	3,000	\$5.00	\$15,000.00	\$4.00	\$12,000.00
17	T-904-5.1	Sodding	SY	3,300	\$8.00	\$26,400.00	\$10.00	\$33,000.00
18	DIV 1-23	Owner's Protective Insurance	LS	1	\$12,000.00	\$12,000.00	\$1,850.00	\$1,850.00

TOTALS

\$1,344,100.00

\$1,289,030.00

RECCOMENDATION OF AWARD



Grand Junction Regional Airport Authority

Agenda Item Summary

TOPIC:	General Contractor Procurement
PURPOSE:	Information <input type="checkbox"/> Guidance <input type="checkbox"/> Decision <input checked="" type="checkbox"/>
RECOMMENDATION:	Board approval of the Contract for a general contractor procurement.
LAST ACTION:	On May 16, 2017, the Board approved the selection of Mead and Hunt Architects as the Airport's A/E Services Consultant.
DISCUSSION:	This contract will provide General Contractor selection services to assist the Airport in the selection of a General Contractor / Construction Manager at Risk to complete the Terminal Renovations Project as well as be awarded an On-Call Contract. This allows staff to leverage expertise and additional workload capacity. Staff has reviewed the scope and fees and requests Board approval.
FISCAL IMPACT:	\$56,216 budgeted dollars
ATTACHMENTS:	Mead and Hunt Architects Architectural/Engineering Professional Services Scope of Services General Contractor/On-Call Contractor Selection
STAFF CONTACT:	Eric Trinklein etrinklein@gjairport.com



Mead & Hunt, Inc.
M & H Architecture, Inc.
1743 Wazee St, Suite 400
Denver, Colorado 80202
303-825-8844
meadhunt.com

Exhibit A
Architectural/Engineering Professional Services
Scope of Services
General Contractor/On-Call Contractor Selection
Grand Junction Regional Airport
Grand Junction, Colorado

May 8, 2018

This document includes the General Contractor/On-Call Contractor (Contractor) selection scope of services to be completed by M & H Architecture, Inc. (Consultant) for Grand Junction Regional Airport Authority (Client) for the Terminal Renovations Project located at the Grand Junction Regional (Airport) in Grand Junction, Colorado.

Project Understanding

The Grand Junction Regional Airport would like to select a Contractor to complete the Terminal Renovations project as well as be awarded an On-Call Contract.

Scope of Services

M & H Architecture, Inc. will provide General Contractor selection services to assist the Airport in the selection of a General Contractor / Construction Manager at Risk to complete the Terminal Renovations Project as well as be awarded an On-Call Contract. This will be completed in two phases as follows:

Phase 1 – Request for Proposals (RFP)

- *Coordination:* Participate in coordination meetings and follow-up coordination to develop the selection process in accordance with the Client's goals.
- *Drafting RFP and Attachments:* Draft/Review RFP for Contractor selection. Meet with client and provide suggestions/recommendations. Refine and finalize RFP including creation of exhibits. Implement RFP.
- *Drafting Agreements:* Modify the Contractor Agreement or develop a contract format that is complementary with the guaranteed maximum price (GMP) Delivery Method and project RFP. Review with Client's Legal.
- *Manage RFP Process:* Coordinate and attend pre-proposal site visit. Receive all questions and compile them into a comprehensive list. Draft responses and/or coordinate with the Client for response. Distribute to all firms.
- *Contractor RFP Evaluation:* Read and evaluate responses. Assumes five (5) General Contractor responses.

GC/CM Selection Scope of Services

March 28, 2018

Page 2

- *Contractor Work Sessions:* Participate as a non-voting member of the selection committee, to improve effectiveness in contract negotiations, interviews and follow-up coordination. Assumes three (3) work sessions.
- *Contract Negotiations:* Participate in proposal clarification meeting and negotiations of contract terms and prepare Final Agreement for execution.

Assumptions

It is assumed that the drafted agreement will be based on AIA standard documents A102-2017 and A201-2017 for the Terminal Renovations and AIA A121-2014 for the on-call along with an AIA A121-2014 Work Order Addendum. While M & H Architecture will prepare draft agreements, the client's legal representative will review and approve the agreements. Significant client specific modifications may require additional services to those included in this scope.

Responsibilities of Client

Consultant's Scope of Services and Compensation are based on the Client performing or providing the following:

- A designated representative with complete authority to transmit instructions and information, receive information, interpret policy, and define decisions.
- Provide timely review/responses throughout the process.

Sub-Consultants to Mead & Hunt, Inc.

The Consultant intends to enlist the following sub-consultants to provide support services. The sub-consultant list includes:

Contract/Selection Process	Project One Integrated Services, LLC ("Project One") 88 Inverness Circle East Building G-101 Englewood, CO 80112 Steve Sciscione 303-569-9981
----------------------------	--

End of Exhibit A

AIRPORT: GRAND JUNCTION REGIONAL AIRPORT
 AIP NO.: 3-XX-XXXX-XX
 PROJECT: General Contractor/Construction Manager Selection Process
 FEE ESTIMATE
 Calculations by: Geoff Mohney

Task 1: General Contractor/Construction Manager Selection Process				
A. Principal	6	\$262	\$	1,572.00
B. Project Manager	44	\$215	\$	9,460.00
C. Project Architect	0	\$187	\$	-
D. Design Architect	0	\$135	\$	-
E. Civil Engineer	0	\$168	\$	-
F. Structural Engineer	0	\$168	\$	-
G. Plumb & Fire Engineer	0	\$168	\$	-
H. Mechanical Engineer (Sr)	0	\$168	\$	-
I. Mechanical Engineer (Jr)	0	\$135	\$	-
J. Electrical Engineer	0	\$168	\$	-
K. Technology Engineer	0	\$168	\$	-
L. CAD Tech	0	\$118	\$	-
M. Admin Assistant	0	\$73	\$	-
N.			\$	-
O.			\$	-
Total Labor:			\$	11,032.00
			\$	-
Out-of-Pocket Expenses:			\$	-
U. Misc Expenses			\$	45,184.00
Total Out-of-Pocket			\$	45,184.00
Sub-Total			\$	56,216.00
FOCM			\$	-
Task 1 Total			\$	56,216.00

Estimated Additional Services - If Authorized by Owner (Estimated Budgets)				
1				
2				
Additional Project Expenses (sub-consultants)				
1.			\$	-
2.			\$	-
3.			\$	-
Total Additional Project Expense			\$	-

Total Estimated Fee \$ 56,216.00

Grand Junction Regional Airport Authority

Agenda Item Summary

TOPIC:	FY 2018 Scope of Services (Mead & Hunt)
PURPOSE:	Information <input checked="" type="checkbox"/> Guidance <input checked="" type="checkbox"/> Decision <input type="checkbox"/>
RECOMMENDATION:	Staff requests that the Board review Mead & Hunt's draft Scope of Services #3 for the next year of the Runway 11/29 Relocation Program.
LAST ACTION:	The Board approved last year's Scope of Services #1 and this year's Scope of Services #2.
DISCUSSION:	<p>The Grand Junction Regional Airport Authority (Authority) began in 2016 a multi-year program to relocate the primary runway. The attached scope intends to define the foreseeable effort over the next twelve-fourteen months similar to the 2017 scoping efforts from last summer.</p> <p>The 2018/19 effort build upon ongoing work for the overall design and begin implementation of recurring bid packages. This year's efforts includes construction administration services for the 27 ¼ RD construction and RTR Grading package, along with design services and program support for the next year.</p> <p>Airport staff will continue to refine scope and plans to bring scope and negotiated fee for approval at the next board meeting. Scope and fee will have FAA concurrence, and a third party review of costs to determine if fees are consistent with industry standard prior to board action. It is expected that the approved scope and fee will be executed under multiple task orders through the year.</p>
REVIEWED BY:	Staff has reviewed Scope of Services #3 and concurs with the stated level of completion and recommends approving this Scope of Services.
FISCAL IMPACT:	Federal AIP Grant (Entitlement Funds) - \$ TBD State Match - \$ TBD Local Match - \$ TBD
ATTACHMENTS:	1. FY 2018 Scope of Services
STAFF CONTACT:	Eric Trinklein etrinklein@gairport.com , Office: 970-248-8597

EXHIBIT A
Grand Junction Regional Airport
Runway 11/29 Relocation Program
Fiscal Year 2018/19 Engineering Services

Scope of Services #3

INTRODUCTION

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

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

Design of the Program began in 2017, and construction will begin in 2018 with the RTR Relocation and 27 ¼ Road Relocation projects. The Program will continue to be implemented over the next several Federal Fiscal Years (FY). However, this scope of services is for engineering design services, FAA coordination, bidding, and construction administration anticipated for funding by FY 2018 federal, state, and local grants.

This scope includes the following tasks:

- Task 203 FY 2018 Scope Development
- Task 204 Construction Administration – RTR Grading Package
- Task 205 Construction Administration – 27 ¼ Road Relocation
- Task 206 Design - 2019 Airfield Improvements Package 1
- Task 207 Design - 2019 Airfield Improvements Package 2
- Task 208 FY 2019 Bidding
- Task 209 FAA and Tenant Coordination
- Task 210 Supplemental Geotechnical Investigation
- Task 211 Runway Program Phasing
- Task 212 Runway Grant Administration / Financial Planning Services

Assumptions:

- This Scope of Services provides 12 months (September 1, 2018 through August 31, 2019) of consulting services and utilizes the RTR Grading Package Design and 27 ¼ Road Relocation Design completed under the Fiscal Year 2017 Scope of Services. The Overall 30% Design completed in Winter 2018 and the Overall 60% Design to be completed in Fall 2018, which was authorized under the Fiscal year 2017 Scope of Services, will also be utilized.
- Where this Scope calls for Airport action and information, it is the decision and responsibility of the

Airport Project Manager to include and assign effort and responsibility to Airport staff, resources and stakeholders in mutually agreed upon response times.

- Media inquiries and public records requests will be directed to the Airport Project Manager and will be the responsibility of GJT.
- The CONSULTANT has access to all existing data developed as part of the conceptual design elements required for the environmental efforts, AGIS survey information, topographical survey, phasing scenarios developed as part of the overall program, the 30% overall design documents, and the RTR and 27 ¼ Road construction packages.
- Project coordination with all relevant stakeholders is included in various tasks and will be accounted for based on the coordination's need for related deliverables.

The CONSULTANT Team includes Mead & Hunt, Inc. (prime), CH2M Hill, Ground Engineering, and David Evans and Associates. The CONSULTANT Team is hereinafter referred to as "the CONSULTANT." This scope of services was developed by the CONSULTANT with input from GJT and FAA.

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

TASK 203 FY 2018 SCOPE DEVELOPMENT

Description: The purpose of this task is to develop the scope of services, fee estimate, and schedule for design and construction activities for FY 2019. This process serves to organize the project team, including the CONSULTANT, GJT, and the FAA.

Methodology: The scope of services, fee estimate, and schedule will be developed by the CONSULTANT through coordination, meetings, and evaluation of previous work for the Program.

Meetings:

- The CONSULTANT will conduct one (1) pre-scoping teleconference with GJT. The meeting will be attended by two (2) staff for one (1) hour.
- The CONSULTANT will conduct ten (10) scoping teleconferences with the CONSULTANT Team. The meetings will be attended by three (3) staff for one (1) hour. This includes scoping with survey, geotechnical, airfield electrical systems, permitting, storm water monitoring and quality assurance testing. Internal leads within Mead & Hunt will also be coordinated with.
- The CONSULTANT will conduct three (3) scoping teleconferences with GJT and the FAA. The meetings will be attended by three (3) staff for one (1) hour.

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

Result:

- The CONSULTANT will provide prints to the FAA and Sponsor of the following – 2 drafts:
 - Scope of Services Detailed Outline – 2 drafts
 - Scope of Services – 3 drafts
 - Fee Estimate – 2 drafts
 - Schedule – 3 drafts
 - Blank Spreadsheet for Independent Fee Estimate in MS Excel – 1 draft
 - Final Scope of Services, Fee Estimate, Negotiations, and Schedule – 2 drafts

TASK 204 CONSTRUCTION ADMINISTRATION – RTR GRADING PACKAGE

Description: Construction administration tasks are organized to allow for multiple notices to proceed during the year, pending available funding.

The RTR Grading Package project is anticipated to be awarded under a new construction contract.

The RTR Grading Package is expected to involve a 30-calendar day mobilization period and 120-calendar day on-site construction period. This package is divided into 3 schedules:

- Schedule 1 – Relocate RTR Facility and Utilities
- Schedule 2 – Demolish Existing RTR Facility
- Schedule 3 – Runway 12/30 Grading – Phase I

A winter shutdown of the Sponsor's contractor is expected between Schedules 1 and 2 to allow the FAA Air Traffic Organization to relocate operations to the new facility and remediate potential hazardous material within the RTR facility. During this time, coordination is expected to be necessary with FAA Air Traffic Organization to confirm items are completed as necessary for continuance of the Contractor's efforts in the spring.

This task has been divided into the following subtasks:

204.1 Construction Administration

The CONSULTANT will provide the construction administration services required for the execution of the contract work by GJT's chosen contractor. The CONSULTANT will observe the construction progress, and review and recommend for the Contractor's progress payment requests. The CONSULTANT will review and comment on project compliance issues for quality control testing performed by the Contractor. The CONSULTANT project management team will review the project on a weekly basis and will make site visits to monitor construction activities every other week.

The following services are included:

- Check construction activities for compliance with plans and specifications
- Provide interpretation of plans and specifications
- Supervise and coordinate subconsultant contracts for field inspection, survey, and testing
- Review shop drawings and contractor submitted certificates for compliance with design concepts
- Review pay estimates and explanation of variation between the contract and final quantities
- Review weekly progress reports
- Meet with GJT for consultation during construction
- Assist Airport with the preparation of reimbursement requests from grant projects
- Schedule and send notifications for the final construction inspection, attend the final construction inspection, and make recommendations for acceptance of work
- Review materials reports prepared in accordance with the Construction Management Plan
- Verify that testing required by the specifications is performed

- Update record drawings during construction from redline and working drawings
- Review payroll reports and monitor contractor's compliance with paying employees, per Davis-Bacon Act requirements
- Monitor contractor's compliance with Disadvantaged Business Enterprise program
- Prepare FAA Sponsor's Risk Management Plan

Meetings:

- The CONSULTANT will perform eleven (11) site visits through the duration of the project to assist with project compliance and related items. The site visit will take place at GJT and be attended by one staff member and require air travel and overnight lodging.
- The CONSULTANT will attend an expected twenty-two (22) weekly construction meetings either in-person or via phone. On-site meetings will be coordinated with other required site visits and not require travel or lodging. Construction meetings will be attended by two staff and will last three (3) hours.

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

Result:

- The CONSULTANT will assist field staff to monitor project progress, compliance, and changes.

204.2 Construction Management

While construction administration will be primarily conducted from the CONSULTANT's home office, resident engineering will involve on-site services during construction.

This task includes construction management, resident engineering, quality assurance, and construction observation for the duration of the project. One half time resident engineer (RE) and one construction observer (CO) will be assigned to this project. The RE will be on-site to coordinate and schedule staff, answer questions, observe quality control activities, process progress reports and pay requests, and record as-built changes. Additionally, the field staff will monitor compliance with plans and specifications, acquire field measurements, provide entries in the construction diary, assist in pay request processing, and report non-compliance issues to Airport. Weekly pictures required by FAA will be performed by location specific photographs.

A minimum of one staff member will be on site whenever a contractor is actively working, which is expected to be up to 12 hours per day, five days a week, for 120 calendar days. The contract allows for night and weekend efforts which are estimated to be inclusive in the identified effort. Staffing levels will be adjusted based upon level of effort required, including reserve staff to cover overlapping shifts, assist in periods of increased need, and to allow for reasonable working shifts.

The following services will be provided:

- The RE will maintain a daily diary to record the construction progress. The diary will be made

available to GJT upon request. The project diary will include weather conditions and temperature, job site conditions, work in progress and general location, equipment in use (including types and numbers), contractor and subcontractor work force and hours worked, materials delivered, any instructions to contractor, record of principal visitors, record of telephone conversations and any verbal instructions received and authorizations granted, quality assurance tests performed and results, engineering field force and hours worked, and delays to construction and the reason for delays. The diary may be in a bound book of good quality that is easy to handle and carry and may be held in multiple volumes due to the scale of this effort.

- Quality assurance topographical survey is planned on an on-call basis to verify construction survey layout concerns of work completed by the Contractor in accordance with "General Requirements and Covenants for Airport Construction" Section 50-06. CONSULTANT will provide verification survey and supplemental design survey in accordance with the plans and specifications. A total of 60 hours of a two-person survey crew is included for this effort.
- Observe construction activities for compliance with plans and specifications.
- The RE will notify the contractor of failure of the work and/or materials to conform to the requirements of the contract, plans, or specifications. The RE may reject nonconforming materials and will notify the contractor to suspend work in question, until such issues can be referred to GJT and FAA for a decision.
- Prepare change orders which include a cost estimate, cost/price analysis and record of negotiations. CONSULTANT will prepare and negotiate interpretations and clarifications, additions and deletions to change orders, and supplemental agreements as required. CONSULTANT will submit copies to Airport and the FAA for approval and signature before proceeding with the work. Additional design is not included in this scope.
- CONSULTANT will evaluate and determine the acceptability of substitute materials and equipment proposed by the contractor. CONSULTANT will evaluate the contractor's suggestions on drawing and specification modification and report those suggestions to GJT and the FAA.
- CONSULTANT will furnish GJT and FAA with weekly construction progress and periodic inspection reports, including relevant photos.
- CONSULTANT will review contractor's weekly submitted payrolls for compliance with Federal and State law on classification and wage rates; check and submit reports on shop drawings and construction submittals; and prepare and maintain records of construction progress.
- CONSULTANT will receive from contractor and review the required schedules, guarantees, bonds, inspection certificates, tests, and approvals.
- CONSULTANT will determine the amount owed to the contractor and will recommend those payment amounts in writing to the contractor. CONSULTANT will submit periodic payment recommendations to GJT for concurrence. The payment recommendations will demonstrate that work has progressed to the point indicated for payment and that, to the CONSULTANT's knowledge, information, and belief, the quality of such work is in accordance with the contract documents. CONSULTANT will make payment recommendations from information that is gathered during on-site visits, provided by the contractor, reviewed from payment applications and accompanying data and schedules, and measured in the field.
- CONSULTANT will conduct an inspection to determine if the work is completed and ready for final

acceptance. After consultation with GJT, the CONSULTANT will furnish the contractor with a list of items that were observed and require completion and correction.

- When the project is complete and ready for final acceptance, the CONSULTANT will arrange for inspection of the finished work by the FAA, Airport, contractor, and CONSULTANT. After final inspection and acceptance, the CONSULTANT will prepare and submit the final cost estimate for the work to GJT.
- CONSULTANT will monitor the contractor's compliance to the project plans and specifications.
- CONSULTANT will monitor the contractor's compliance with the Construction Safety and Phasing Plan and bring non-compliance issues to the attention of the contractor.
- CONSULTANT will establish and conduct weekly construction progress meetings with the contractor to discuss issues such as safety, airfield security, schedules, runway and taxiway closures, environmental, material submittals, mix design approvals, field directives, request for information, contract change orders, quality control and assurance, and other items as appropriate.
- CONSULTANT will perform construction quality assurance testing in accordance with plans and specifications.

Meetings:

- Meetings will be conducted as needed throughout the construction period and are not separately quantified. These meetings, inclusive in the overall time above include weekly construction meetings, teleconferences with the Airport Engineer, Engineer of Record, and coordination with Quality Assurance and Survey team members.

Result:

- The RE will be on-site to coordinate and schedule staff, answer questions, observe quality control activities, process progress reports and pay requests, and record as-built changes. The field staff will monitor compliance with plans and specifications, acquire field measurements, provide entries in the construction diary, assist in pay request processing, report non-compliance issues to Airport, and record as-built changes.

204.3 Construction Stormwater Monitoring Permitting

Methodology: State and local permitting requires an individual for day-to-day Quality Assurance for compliance, including inspections and record keeping. The CONSULTANT shall provide a CDOT certified Transportation Erosion Control Supervisor or equivalent to monitor the CSWMP for the program administered by the contractor.

Meetings:

- The CSWMP program monitoring specialist will attend every other construction meeting.

Result:

- Review CSWMP
- Weekly/post rainfall inspections including report to include review of discharge points, perimeter controls, sediment controls, and not overall pollution prevention and housekeeping practices.

- Digital photos as necessary to include BMP's problems identified, and progress in implement the CSWMP.

204.4 Construction Quality Assurance Testing

Methodology: Quality Assurance testing will be performed for the elements to be constructed in the RTR Grading Package. One quality assurance CONSULTANT representative will be on-site as required to meet specifications. The CONSULTANT will review the following areas for general conformity in accordance with the approved plans and specifications for items identified as "Acceptance" testing. A certified geotechnical laboratory will be utilized to supervise the following field and laboratory efforts:

- P-152 Unclassified Excavation
 - One compaction test per 1000 square yards per 8" lift
 - Proof rolling
- P-610 Structural Portland Cement Concrete
 - Testing per ASTM C172, C31, C39
- Special inspections as needed for facility construction including:
 - 02200 Earthwork
 - 02222 Excavation and Backfill
 - 03300 Cast-In-Place Concrete
 - 05120 Structural Steel

Meetings:

- Meetings will be held as required to discuss test results and verify that results not meeting the specifications are resolved and at a minimum involve attendance at the weekly construction meetings.

Result:

- Quality Assurance testing will be performed and compiled in accordance with the specifications and FAA NWMR construction closeout requirements.

204.5 Post-Construction Services

As the on-site construction ends, the CONSULTANT will assist GJT with necessary efforts to verify conformance with plans and specifications and document the project.

The following services are required for post construction activities:

- Complete Final Inspection and Documentation
- Prepare As-Built Plans, Equipment Manuals, Materials Book
- Airport Layout Plan updates will not be completed

Meetings:

- The CONSULTANT will perform one (1) site visit for the final inspection and confirmation of completion of punch list items. The site visit will take place at GJT and be attended by two (2) staff and require air travel and overnight lodging.

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

Result:

- Final Inspection
CONSULTANT will schedule and conduct a final inspection with GJT, contractor, and FAA representatives to determine whether the project has reached substantial completion and verify that the work is in accordance with the plans and specifications. The CONSULTANT will document items found to be deficient and will provide the contractor a Final Punch List of those items.
- Final Punch List
CONSULTANT will prepare a punch list correspondence to include the deficient items and will forward the correspondence to the contractor. The correspondence will state the items in need of correction and will request a schedule for completion. CONSULTANT will send a copy to GJT and include an additional copy in the project closeout report.
- Record Drawings
CONSULTANT will assemble the as-built plans and survey provided by the contractor. The as-built plans will specify field constructed conditions, such as field surveying required to compute final quantities. Drawings will become record information. The CONSULTANT will provide GJT Record Drawings in both PDF and hardcopy format. Working files utilized to generate record documents will be available upon request.
- Closeout Report
CONSULTANT will prepare closeout documentation to include in the Closeout Report prepared for Schedules 1, 2, and 3.
- Materials Book
CONSULTANT will assemble the materials quality book for the project. The materials book will include an accounting for all quality acceptance testing performed as part of this project. This will include a summary of passing tests, as well as failing tests and corrective measures taken to achieve satisfactory results. The Airport will receive both a PDF and hardcopy format of these documents.
- Airport Geographic Information Systems (AGIS) will not be updated.

204.6 Closeout Report

Methodology: Upon completion of construction efforts associated with the RTR Grading Package a closeout report will be prepared documenting the completed activities according to associated grant funding for Schedules 1, 2, and 3. The CONSULTANT will prepare a final closeout report prepared in accordance with Engineering Guidance 2013-12 provided by the Northwest Mountain Region.

Meetings:

- None

Result:

- Closeout Report

TASK 205 CONSTRUCTION ADMINISTRATION – 27 ¼ ROAD RELOCATION

Description: Construction administration tasks are organized to allow for multiple notices to proceed during the year, pending available funding.

The 27 ¼ Road Relocation project is anticipated to be awarded under a new construction contract.

The 27 ¼ Road Relocation will be issued via a notice of additional schedule and is expected to involve a 100-calendar day construction period.

This task has been divided into the following subtasks:

205.1 Construction Administration

The CONSULTANT will provide the construction administration services required for the execution of the contract work by GJT's chosen contractor. The CONSULTANT will observe the construction progress, and review and recommend for the Contractor's progress payment requests. The CONSULTANT will review and comment on project compliance issues for quality control testing performed by the Contractor. The CONSULTANT project management team will review the project on a weekly basis and will make site visits to monitor construction activities every other week.

The following services are included:

- Check construction activities for compliance with plans and specifications
 - Provide interpretation of plans and specifications
 - Supervise and coordinate sub-CONSULTANT contracts for field inspection, survey, and testing
 - Review shop drawings and contractor submitted certificates for compliance with design concepts
 - Review pay estimates and explanation of variation between the contract and final quantities
 - Review weekly progress reports
 - Meet with GJT for consultation during construction
 - Assist Airport with the preparation of reimbursement requests from grant projects
 - Schedule and send notifications for the final construction inspection, attend the final construction inspection, and make recommendations for acceptance of work
 - Review materials reports prepared in accordance with the Construction Management Plan
 - Verify that testing required by the specifications is performed
 - Update record drawings during construction from redline and working drawings
 - Review payroll reports and monitor contractor's compliance with paying employees, per Davis-Bacon Act requirements
 - Monitor contractor's compliance with Disadvantaged Business Enterprise program
 - Monitor compliance with environmental permit conditions and agency coordination as required.
- Anticipated level of effort is four hours per week.

Meetings:

- The CONSULTANT will perform eight (8) site visits through the duration of the project to assist with

project compliance and related items. The site visit will take place at GJT and be attended by one staff and require air travel and overnight lodging.

- The CONSULTANT will attend an expected thirteen (13) weekly construction meetings in-person or via teleconference. On-site meetings will be coordinated with other required site visits and not require travel or lodging. Construction meetings will be attended by two (2) staff and will last three (3) hours.

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

Result:

- The CONSULTANT will assist field staff to monitor project progress, compliance, and changes.

205.2 Construction Management

While construction administration will be primarily conducted from the CONSULTANT's home office, resident engineering will involve on-site services during construction.

This task includes construction management, resident engineering, quality assurance, and construction observation for the duration of the project. One half time resident engineer (RE) and one construction observer (CO) will be assigned to this project. The RE will be on-site to coordinate and schedule staff, answer questions, observe quality control activities, process progress reports and pay requests, and record as-built changes. Additionally, the field staff will monitor compliance with plans and specifications, acquire field measurements, provide entries in the construction diary, assist in pay request processing, and report non-compliance issues to Airport. Weekly pictures required by FAA will be performed by location specific photographs.

A minimum of one staff member will be on site whenever a contractor is actively working, which is expected to be 12 hours per day, five days a week, for 100 calendar days. Staffing levels will be adjusted based upon level of effort required, including reserve staff to cover overlapping shifts, assist in periods of increased need, and to allow for reasonable working shifts.

The following services will be provided:

- The RE will maintain a daily diary to record the construction progress. The diary will be made available to GJT upon request. The project diary will include weather conditions and temperature, job site conditions, work in progress and general location, equipment in use (including types and numbers), contractor and subcontractor work force and hours worked, materials delivered, any instructions to contractor, record of principal visitors, record of telephone conversations and any verbal instructions received and authorizations granted, quality assurance tests performed and results, engineering field force and hours worked, and delays to construction and the reason for delays. The diary may be in a bound book of good quality that is easy to handle and carry and may be held in multiple volumes due to the scale of this effort.
- Quality assurance topographical survey is planned on an on-call basis to verify construction survey

layout concerns of work completed by the Contractor in accordance with "General Requirements and Covenants for Airport Construction" Section 50-06. CONSULTANT will provide verification survey and supplemental design survey in accordance with the plans and specifications. A total of 40 hours of a two-person survey crew is included for this effort.

- Observe construction activities for compliance with plans and specifications.
- The RE will notify the contractor of failure of the work and/or materials to conform to the requirements of the contract, plans, or specifications. The RE may reject nonconforming materials and will notify the contractor to suspend work in question, until such issues can be referred to GJT and FAA for a decision.
- Prepare change orders which include a cost estimate, cost/price analysis and record of negotiations. CONSULTANT will prepare and negotiate interpretations and clarifications, additions and deletions to change orders, and supplemental agreements as required. CONSULTANT will submit copies to Airport and the FAA for approval and signature before proceeding with the work. Additional design is not included in this scope.
- CONSULTANT will evaluate and determine the acceptability of substitute materials and equipment proposed by the contractor. CONSULTANT will evaluate the contractor's suggestions on drawing and specification modification and report those suggestions to GJT and the FAA.
- CONSULTANT will furnish GJT and FAA with weekly construction progress and periodic inspection reports, including relevant photos.
- CONSULTANT will review contractor's weekly submitted payrolls for compliance with Federal and State law on classification and wage rates; check and submit reports on shop drawings and construction submittals; and prepare and maintain records of construction progress.
- CONSULTANT will receive from contractor and review the required schedules, guarantees, bonds, inspection certificates, tests, and approvals.
- CONSULTANT will determine the amount owed to the contractor and will recommend those payment amounts in writing to the contractor. CONSULTANT will submit periodic payment recommendations to GJT for concurrence. The payment recommendations will demonstrate that work has progressed to the point indicated for payment and that, to the CONSULTANT's knowledge, information, and belief, the quality of such work is in accordance with the contract documents. CONSULTANT will make payment recommendations from information that is gathered during on-site visits, provided by the contractor, reviewed from payment applications and accompanying data and schedules, and measured in the field.
- CONSULTANT will conduct an inspection to determine if the work is completed and ready for final acceptance. After consultation with GJT, the CONSULTANT will furnish the contractor with a list of items that were observed and require completion and correction.
- When the project is complete and ready for final acceptance, the CONSULTANT will arrange for inspection of the finished work by the FAA, Airport, contractor, and CONSULTANT. After final inspection and acceptance, the CONSULTANT will prepare and submit the final cost estimate for the work to GJT.
- CONSULTANT will monitor the contractor's compliance to the project plans and specifications.
- CONSULTANT will monitor the contractor's compliance with the Construction Safety and Phasing Plan and bring non-compliance issues to the attention of the contractor.

- CONSULTANT will establish and conduct weekly construction progress meetings with the contractor to discuss issues such as safety, airfield security, schedules, runway and taxiway closures, environmental, material submittals, mix design approvals, field directives, request for information, contract change orders, quality control and assurance, and other items as appropriate.
- CONSULTANT will perform construction quality assurance testing in accordance with plans and specifications.

Meetings:

- Meetings will be conducted as needed throughout the construction period and are not separately quantified. These meetings, inclusive in the overall time above include weekly construction meetings, teleconferences with the Airport Engineer, Engineer of Record, and coordination with Quality Assurance and Survey team members.

Result:

- The RE will be on-site to coordinate and schedule staff, answer questions, observe quality control activities, process progress reports and pay requests, and record as-built changes. The field staff will monitor compliance with plans and specifications, acquire field measurements, provide entries in the construction diary, assist in pay request processing, report non-compliance issues to Airport, and record as-built changes.

205.3 Construction Storm water Monitoring Permitting

Methodology: State and local permitting requires an individual for day-to-day Quality Assurance for compliance, including inspections and record keeping. The CONSULTANT shall provide a CDOT certified Transportation Erosion Control Supervisor or equivalent to monitor the CSWMP for the program administered by the contractor.

Meetings:

- The CSWMP program monitoring specialist will attend every other construction meeting.

Result:

- Review CSWMP
- Weekly/post rainfall inspections including report to include review of discharge points, perimeter controls, sediment controls, and pollution prevention and housekeeping practices.
- Digital photos as necessary to include BMP's problems identified, and progress in implement the CSWMP.

205.4 Construction Quality Assurance Testing

Methodology: Quality Assurance testing will be performed for the elements to be constructed in the 27 ¼ Road Relocation. One quality assurance CONSULTANT representative will be on-site as required to meet specifications. The CONSULTANT will review the following areas for general conformity in accordance with the approved plans and specifications for items identified as "Acceptance" testing. A certified geotechnical laboratory will be utilized to supervise the following field and laboratory efforts (all

specifications are City of Grand Junction municipal specifications):

- 203 Excavation and Embankment
 - CDOT Compaction Testing
- 206 Backfill for Structures
- 208 Erosion Control
- 304 Aggregate Base Course
 - AASHTO T180
- 401 Hot Mix Asphalt
 - In-Place Density per CP 81
 - Core Samples
 - AC Content and Extracted Gradation
 - Specific Gravity (SSD) and Voids (Gyratory)
 - Theoretical Maximum Specific Gravity
- 601 Structural Concrete
 - AASHTO T119
 - AASHTO T121
 - AASHTO T152
 - ASTM C39

Meetings:

- Meetings will be held as required to discuss test results and verify that results not meeting the specifications are resolved and at a minimum include attendance on at the weekly construction meetings.

Result:

- Quality Assurance testing will be performed and compiled in accordance with the specifications, and FAA NWMR construction closeout requirements.

205.4 Post Construction Services

As the on-site construction ends, the CONSULTANT will assist GJT with necessary efforts to verify conformance with plans and specifications and document the project.

The following services are required for post construction activities:

- Complete Final Inspection and Documentation
- Prepare As-Built Plans, Equipment Manuals, Materials Book
- Airport Layout Plan updates will not be completed

Meetings:

- The CONSULTANT will perform one (1) visit for the final inspection and confirmation of completion of punch list items. The site visit will take place at GJT and be attended by two (2) staff and require air travel and overnight lodging.

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

Result:

- Final Inspection
CONSULTANT will schedule and conduct a final inspection with GJT, contractor, State, City and FAA representatives to determine whether the project has reached substantial completion and verify that the work is in accordance with the plans and specifications. The CONSULTANT will document items found to be deficient and will provide the contractor a Final Punch List of those items.
- Final Punch List
CONSULTANT will prepare a punch list correspondence to include the deficient items and will forward the correspondence to the contractor. The correspondence will state the items in need of correction and will request a schedule for completion. CONSULTANT will send a copy to GJT and City of Grand Junction and include an additional copy in the project closeout report.
- Record Drawings
CONSULTANT will assemble the as-built plans and survey provided by the contractor. The as-built plans will specify field constructed conditions, such as field surveying required to compute final quantities. Drawings will become record information. The CONSULTANT will provide GJT Record Drawings in both PDF and hardcopy format. Working files utilized to generate record documents will be available upon request.
- Materials Book
CONSULTANT will assemble the materials quality book for the project. The materials book will include an accounting for all quality acceptance testing performed as part of this project. This will include a summary of passing tests, as well as failing tests and corrective measures taken to to achieve satisfactory results. The Airport will receive both a PDF and hardcopy format of these documents.
- Airport Geographic Information Systems (AGIS) will not be updated.

205.5 Closeout Report

Methodology: Upon completion of construction efforts associated with the 27 ¼ Road Relocation a closeout report will be prepared documenting the completed activities according to associated grant funding. The CONSULTANT will prepare a final closeout report prepared in accordance with Engineering Guidance 2013-12 provided by the Northwest Mountain Region.

Meetings:

- None

Result:

- Closeout Report

TASK 206 DESIGN – 2019 AIRFIELD IMPROVEMENTS PACKAGE 1

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

Building upon the design work completed in the 60% Overall Design package, RTR Relocation Package, and 27 ¼ Road Relocation package, work will be packaged to meet available FAA funding in FY 2018. This effort is limited to design and bidding.

A preliminary list of design work currently contemplated for this task includes:

- Temporary Runup Pad including blast fences
- Select Ponds Grading and Associated Drainage
- Airfield Lighting Control System (ALCS) Upgrades
- Well for Construction Water
- Perimeter Road and Security Fence Grading
- Security Fencing at Airfield Lighting Vault
- Property Boundary Fencing
- Xcel Main Line Relocation
- NAVAID Reimbursable

Schedule 1 will include the design of a temporary runup pad on the south side of the airfield and the ALCS upgrades. Due to the importance of the runup pad to current airfield operations, it will be relocated temporarily to the south side of the airfield until the final condition and location can be constructed later in the overall program. Blast fences will be included to minimize noise disturbance to nearby tenants. Also in this schedule, the upgrades to the ALCS will replace the old lighting system controls and significantly reduce maintenance costs for the Airport.

Schedule 2 of this package consists of the relocation of Xcel's distribution line for the airfield. Two alignments are proposed. The first will run from the junction cabinet near security gate 27 west around the proposed runway 12 end to service the west end of the new runway. The second alignment will run from a junction cabinet near West Star's apron north under the existing runway to service the proposed Runway 30 end.

Schedule 3 will consist of all the fencing items listed above with associated grading as well as a portion of the perimeter road. Pending the acquisition of BLM land, this schedule includes the installation of cattle fence around the new property boundary of the airport, including a crossing at Indian Wash on the east ~~end~~ and [Leach Creek on the west](#). Portions of the perimeter road on the west and north sides along with security fence installation are also included. The airfield lighting vault will also be enclosed with security fencing.

Schedule 4 of this package will consist of the construction of three water quality ponds at the southwest corner of the airfield and their associated drainage structures. A well for construction water is also included.

This schedule will also include a permitting component for the 5-2-1 Drainage Authority and State Dam Engineer requirements.

Assumptions include:

- 60% Overall Design has been completed and provides significant components of design analysis.
- Bid package specific permitting will be included in construction administration efforts planned for 2019 scoping under a separate task order.
- Effort is expected to involve a 6-month construction window beginning in the summer of 2019 and finishing late fall 2019.
- Geotechnical recommendations established in the overall runway program will be utilized. Additional borings will not be performed for this task.

The breakdown of estimated construction costs for bid schedules to be prepared is approximately \$10M.

It is expected that these schedules will be ready for bidding in March 2019 pending FAA funding schedules.

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

206.1 Developmental Design (65%) - 2019 Package 1

Methodology: The design direction developed in the FY 2017 Design Services, Task 110 Overall 60% Design will serve as the starting point to develop a project specific design package for the 2019 Airfield Improvements package. Customization of each year's efforts requires design to start at the 65% level.

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

- Topographical Survey
Primary survey was completed in 2017 Fiscal Year Design Services Tasks 105.2 and 105.3. Supplemental survey is needed for the temporary runup locations, and forty (40) additional hours of survey is allotted for verification survey efforts.
- Survey control
Survey control was developed under 2017 Fiscal Year Design Services Tasks 105.2 and 105.3.
- Geotechnical Investigation
Geotechnical Investigation was primarily performed under 2017 Fiscal Year Design Services Task 105.5, excluding supplemental investigations necessary for the temporary runup pad location.
- Prepare Project Layout Sheet
CONSULTANT will prepare a project layout sheet to depict the proposed improvements.
- Prepare Surface Drainage Analysis
Overall drainage design was completed in 2017 Fiscal Year 2017 Design Services Task 110.5. Drainage improvements are expected to include the construction of a portion of the detention ponds as laid out in the overall 60% design. Runoff from construction site phasing will be evaluated for erosion control management. A Preliminary Drainage Report for the phased improvements will be prepared with this task.

- Pavement Design
Pavements will be designed to accommodate user needs for runup operations during construction of the new runway.
- Pavement Markings
Pavement markings will be designed for the temporary runup pad.
- Airfield Electrical Vault Improvements
 - Lighting Control Monitoring System
The existing system has been recommended for replacement as part of the overall program. This will be accomplished early in the program to reduce ongoing maintenance and improve reliability. Full design is necessary for this effort.
 - Fencing of Electrical Vault
During lighting system evaluations, it was determined that the existing electrical vault is currently accessible to the public and has been subject to vandalism at the main service disconnect.
- Blast fence (s)
Two blast fences will be detailed and specified for up to C-III aircraft use. Fences will be installed on the temporary run-up pad location and are intended to be relocated to permanent run-up areas upon completion of those improvements. Full design will be required for this effort.
- Utilities
Electrical utilities for the temporary runup pad and future runway will be installed.

Meetings:

- The CONSULTANT will conduct twelve (12) project team briefings, which will take place via teleconference on a bi-weekly basis, be attended by up to eight (8) staff, and last for one (1) hour.

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

Result:

- Included in Design Packages

206.2 Prepare 65% Plans - 2019 Package 1

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

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

<i>General</i>	
G-001	COVER SHEET
G-002	SHEET INDEX
G-003	LEGEND

G-004	ABBREVIATIONS
G-021	PROJECT LAYOUT PLAN
G-041	SURVEY CONTROL
G-081 – 084	CONSTRUCTION OPERATIONS AND PHASING PLANS
B-051 – 054	BORING LOGS
<i>Civil</i>	
C-031 – 033	EROSION CONTROL PLANS
D-001 – 002	DEMOLITION PLANS
C-101 – 120	GRADING PLANS
C-201 – 204	RUNUP PAD PLAN AND PROFILE
C-301 – 304	GEOMETRICS
C-371 – 374	TYPICAL SECTIONS, PAVING DETAILS, AND GRADING DETAILS
C-401	OVERALL EXISTING UTILITY PLAN
C-501 – 510	DRAINAGE PLANS AND DETAILS
C-XXX	BLAST FENCE DETAILS
C-801 – 804	PAVEMENT MARKINGS AND DETAILS
<i>Electrical</i>	
EL-001	ELECTRICAL LEGEND AND NOTES
EL-101 – 102	ELECTRICAL PLANS
E-501 – 504	ELECTRICAL DETAILS

Estimated number of sheets = 73

Meetings:

- Inclusive in **Task 206.1** project meetings

Result:

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

206.3 Prepare 65% Contract Documents and Technical Specifications – 2019 Package 1

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

- Prepare contract documents
The CONSULTANT will prepare the contract documents based on the “Front End” preliminary contract documents developed as part of 2017 Fiscal Year Design Services Task 106.2 and 110.2 as appropriate. Project specific revisions will be performed and coordinated with GJT for review.

- Prepare preliminary special provisions
The CONSULTANT will utilize special provisions developed under 2017 Fiscal Year Design Services Task 106.2 and 110.2 with markups.
- Prepare technical specifications
 - P-101 Surface Preparation
 - P-152 Excavation, Subgrade, and Embankment
 - P-154 Subbase Course
 - P-156 Temporary Air and Water Pollution, Soil Erosion, and Siltation Control
 - P-209 Aggregate Base Course
 - P-401 Hot-Mix Asphalt (HMA) Pavements
 - P-603 Bituminous Tack Coat
 - P-610 Structural Portland Cement Concrete
 - P-620 Runway and Taxiway Painting
 - D-701 Pipe for Storm Drains and Culverts
 - D-705 Pipe for Underdrains for Airports
 - D-751 Manholes, Catch Basins, Inlets and Inspection Holes
 - D-752 Concrete Culverts, Headwalls, and Miscellaneous Drainage Structures
 - D-754 Concrete Gutters, Ditches, and Flumes
 - T-901 Seeding
 - T-905 Topsoiling
 - T-908 Mulching
 - L-108 Underground Power Cable for Airports
 - L-110 Airport Underground Electrical Duct Banks and Conduits
 - L-115 Electrical Manholes and Junction Structures

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

- M-101 Engineer's Field Office
- M-102 Airport Safety and Traffic Control
- M-103 Dust Control
- M-104 Demolition and Removal
- M-107 Construction Water
- M-310 Geosynthetics
- M-710 Rip Rap
- F-165 Blast Fence
- Commercial Utility Specific Installation guidance (TBD)

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

Meetings:

- Inclusive in **Task 206.1** project meetings

Result:

- Included in design package as defined above

206.4 Prepare Preliminary Engineering Design Report and Construction Cost Estimate – 2019 Package 1

Methodology: The CONSULTANT will prepare a Preliminary Engineering Design Report in accordance with FAA Engineering Guidance 2013-04. The CONSULTANT will also prepare a Preliminary Construction Cost Estimate. Calculate estimated preliminary quantities and unit price estimates including appropriate contingencies.

Meetings:

- Inclusive in **Task 206.1** project meetings

Result:

- Included in design package as defined above

206.5 Coordinate FAA Airspace Reviews/Potential 7460 Submission

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

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

Meetings:

- None

Result:

- The CONSULTANT will submit documents to GJT and FAA OE/AAA system. For the purposes of scoping, it is assumed that up to five (5) Airspace Reviews and 7460 submissions will be performed by the CONSULTANT.

206.6 Prepare ALP Update

Description: The CONSULTANT will prepare a partial update to the ALP.

Methodology: CONSULTANT will coordinate with the project team to incorporate changes into the existing ALP. Changes to be incorporated into the existing ALP set will be revised property boundaries and the proposed runway 12/30 location and alignment.

Meetings:

- The CONSULTANT will conduct one (1) ALP scoping teleconference with GJT and FAA. The meeting will be attended by two (2) Staff and the meeting will last one (1) hour.
- The CONSULTANT will conduct one (1) ALP review teleconference with GJT and FAA. The meeting will be attended by two (2) Staff and the meeting will last one (1) hour.

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

Result:

- The CONSULTANT will prepare meeting summaries for the ALP scoping and review meetings and provide to GJT and the FAA.
- The CONSULTANT will provide one (1) print of the revised Draft ALP for FAA review.
- The CONSULTANT will provide one (1) print of the final revised ALP for FAA approval.
- The CONSULTANT will provide a PDF scan and three (3) copies of the final signed print to the Airport and FAA.

206.7 Project Coordination with GJT and FAA

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

Meetings:

- The CONSULTANT will conduct twenty-four (24) teleconferences with GJT, which will take place on a weekly basis, be attended by three (3) staff, and last one (1) hour.
- The CONSULTANT will conduct twenty-four (24) teleconferences with GJT and FAA, which will take place on a weekly basis, be attended by three (3) staff, and last one (1) hour.
- Four (4) internal coordination meetings will be conducted and attended by eight (8) staff. Meeting will last one (1) hour.
- The CONSULTANT will conduct two (2) teleconferences with CDOT and GJT. Each teleconference will be attended by two (2) Staff and last one (1) hour.
- The CONSULTANT will conduct one (1) predesign conference that includes CONSULTANT, GJT, and FAA. The predesign conference will occur in person at the Denver ADO, be attended by two (2) staff, and last two (2) hours.

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

Result:

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

206.8 Final Design (95% and Final) – 2019 Package 1

Methodology: Based upon the feedback received in the review of the 2019 Airfield Improvements 65%

Plans, documents will move forward to final design.

The following services are required to complete the final design:

- **Prepare Final Surface Drainage Analysis and Final Storm Sewer Design**
This project is limited to storm drainage improvements associated with the proposed grading as an incremental part of the overall runway relocation project. This will include submitting a Final Drainage Report and design plans to the City of Grand Junction in accordance with the approved permits. Runoff flows associated with construction phasing will be determined in support of erosion control management.
- **Erosion Control Plan**
The CONSULTANT will develop an Erosion Control Plan that is in accordance with best management practices. The plan will include types of erosion control measures recommended for the site, in addition to information needed for the NPDES permitting application. The Plan is expected to include (but not limited to):
 - Project Location
 - Size of Disturbance of Project
 - Amount of Impervious Surface
 - Hydrologic Classification of Site
 - Receiving Waters
 - Site Drainage OverviewThe CONSULTANT will prepare and submit a Construction Stormwater Management Plan along with the Erosion Control Plan to the 5-2-1 Drainage Authority (City of Grand Junction presently) to obtain coverage under the CDHPE storm water general permit for the construction activities.
- **Prepare Project Specific Specification Adjustments**
The CONSULTANT will prepare a Request for Project Specific Specification Adjustments of Federal Construction Standards. Copies will be forwarded to the FAA along with final plans, contract documents, specifications and Engineer's Report. Project Specific Specification Adjustments will be included in the Final Engineering Design Report.
- **Update Plans to 95%**
- **Update Specifications to 95%**
- **Update Engineering Report and Cost Estimate to 95%**
- **Prepare and Submit Final Plans and Specifications**
A final set of plans, specifications and contract documents will be prepared which incorporates revisions, modifications and corrections determined during GJT and FAA review of the 95% submittal.
- **Prepare and Submit Final Engineering Design Report and Estimated Cost Estimate**
Using the final quantities calculated following the preparation of the plans and specifications, the CONSULTANT will prepare the construction cost estimate. The estimate will be based on information obtained from previous projects, contractors, material suppliers, and databases.

Meetings:

- The CONSULTANT will conduct two (2) internal coordination meetings attended by four (4) staff.

Meetings will last one (1) hour.

- The CONSULTANT will conduct two (2) design review meetings with GJT and FAA to solicit input on the 65% and 95% efforts. The meetings will take place at GJT and be attended by two (2) staff and require air travel and overnight. Each design review will last three (3) hours.
- The CONSULTANT will conduct three (3) additional coordination meetings at GJT. The meetings will be attended by two (2) staff and be incorporated into other planned trips. Each meeting will last approximately two (2) hours.
- The CONSULTANT will conduct one (1) design brief to GJT staff. The brief will be held at GJT, attended by three (3) staff and last one (1) hour, and be incorporated into other planned trips. Each briefing will last approximately two (2) hours.

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

Result:

- The CONSULTANT will provide the 95% design package which will include:
 - 95% Final Plans – 11"x17"
 - 95% Contractual Documents
 - Draft Technical Specifications
 - Draft Final Engineering Design Report
 - Construction Stormwater Management Plan
- The CONSULTANT will provide the final design package which will include:
 - Final Plans – 11"x17"
 - Final Contractual Documents
 - Final Technical Specifications
 - Final Engineering Design Report
 - Construction Stormwater Management Plan

TASK 207 DESIGN – 2019 AIRFIELD IMPROVEMENTS PACKAGE 2

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

Building upon the design work completed in the 60% Overall Design package, RTR Relocation Package, and 27 ¼ Road Relocation package, work will be packaged to meet available FAA funding in FY 2018. This effort is limited to design and bidding.

A preliminary list of design work currently contemplated for this task includes:

- Remove and reinstall MALSR lights at RW 11 end
- Displace Runway 11 threshold
- Phase II Runway 12/30 Grading and Drainage package at west end

Schedule 1 will consist of displacing the Runway 11 threshold 1000' to the east with the associated removal and replacement of pavement markings. Also included in this schedule will be the removal and storage of the MALSR in preparation for grading off the Runway 11 end. The MALSR work may be performed by an FAA contractor.

Schedule 2 will be composed of a mass earthwork placement and drainage package for Phase II of the Runway 12/30 Grading and Drainage (Phase I was constructed in 2018 with Schedule 3 of the RTR Construction Package). Included in this schedule is the construction of three detention ponds located along the southwestern area of the airport, near the Governmental Highline Canal, and their associated drainage structures.

Schedule 3 will consist of reinstalling the MALSR and moving the Runway 11 threshold back to its original position with all associated pavement markings.

Assumptions include:

- 60% Overall Design has been completed and provides significant components of design analysis.
- Bid package specific permitting will be included in construction administration efforts planned for 2019 scoping under a separate task order.
- Effort is expected to involve a 6-month construction window beginning in the summer of 2019 and finishing late fall 2019.
- Geotechnical recommendations established in the overall runway program will be utilized. Additional borings will not be performed for this task.

The breakdown of estimated construction costs for bid schedules to be prepared is approximately \$10M and may include a reimbursable agreement.

It is expected that these schedules will be ready for bidding in March 2019 pending FAA funding schedules.

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

207.1 Developmental Design (65%) – 2019 Package 2

Methodology: The design direction developed in the FY 2017 Design Services, Task 110 Overall 60% Design will serve as the starting point for the 2019 Airfield Improvements package.

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

- a) Topographical Survey
An allotment of forty (40) hours for verification survey is provided, however primary survey was completed in 2017 Fiscal Year Design Services Task 105.2 and 105.3.
- b) Survey control
Survey control was developed under 2017 Fiscal Year Design Services Task 105.2 and 105.3.
- c) Geotechnical Investigation
Geotechnical Investigation was performed under 2017 Fiscal Year Design Services Task 105.5.
- d) Prepare Project Layout Sheet
CONSULTANT will prepare a project layout sheet to depict the proposed improvements.
- e) Prepare Surface Drainage Analysis
Overall drainage design was completed in 2017 Fiscal Year 2017 Design Services Task 110.5. Runoff from construction site phasing will be evaluated for erosion control management. A Preliminary Drainage Report for the phased improvements will be prepared with this task.
- f) Pavement Markings
Pavement markings will be designed for the Runway 11 displaced threshold.

Meetings:

- The CONSULTANT will conduct twelve (12) project team briefings, which will take place via teleconference on a bi-weekly basis, be attended by up to eight (8) staff, and last for one (1) hour.

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

Result:

- Included in Design Packages

207.2 Prepare 65% Plans – 2019 Package 2

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

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

General

G-001	COVER SHEET
G-002	SHEET INDEX
G-003	LEGEND
G-004	ABBREVIATIONS
G-021	PROJECT LAYOUT PLAN
G-041	SURVEY CONTROL
G-081 – 084	CONSTRUCTION OPERATIONS AND PHASING PLANS
B-051 – 054	BORING LOGS

Civil

C-031 – 033	EROSION CONTROL PLANS
D-001 – 002	DEMOLITION PLANS
C-101 – 120	GRADING PLANS
C-401	OVERALL EXISTING UTILITY PLAN
C-501 – 510	DRAINAGE PLANS AND DETAILS
C-801 – 804	PAVEMENT MARKINGS AND DETAILS

Electrical

EL-001	ELECTRICAL LEGEND AND NOTES
EL-101 – 102	ELECTRICAL PLANS
E-501 – 504	ELECTRICAL DETAILS

Estimated number of sheets = 51

Meetings:

- Inclusive in **Task 207.1** project meetings

Result:

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

207.3 Prepare 65% Contract Documents and Technical Specifications – 2019 Package 2

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

- Prepare contract documents
The CONSULTANT will prepare the contract documents based on the "Front End" preliminary contract documents developed as part of 2017 Fiscal Year Design Services Task 106.2 and 110.2 as appropriate. Project specific revisions will be performed and coordinated with GJT for review.

- Prepare preliminary special provisions
The CONSULTANT will utilize special provisions developed under 2017 Fiscal Year Design Services Task 106.2 and 110.2 with markups.
- Prepare technical specifications
 - P-101 Surface Preparation
 - P-152 Excavation, Subgrade, and Embankment
 - P-154 Subbase Course
 - P-156 Temporary Air and Water Pollution, Soil Erosion, and Siltation Control
 - P-610 Structural Portland Cement Concrete
 - P-620 Runway and Taxiway Painting
 - D-701 Pipe for Storm Drains and Culverts
 - D-705 Pipe for Underdrains for Airports
 - D-751 Manholes, Catch Basins, Inlets and Inspection Holes
 - D-752 Concrete Culverts, Headwalls, and Miscellaneous Drainage Structures
 - D-754 Concrete Gutters, Ditches, and Flumes
 - T-901 Seeding
 - T-905 Topsoiling
 - T-908 Mulching
 - L-108 Underground Power Cable for Airports
 - L-110 Airport Underground Electrical Duct Banks and Conduits
 - L-115 Electrical Manholes and Junction Structures

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

- M-101 Engineer's Field Office
- M-102 Airport Safety and Traffic Control
- M-103 Dust Control
- M-104 Demolition and Removal
- M-107 Construction Water
- M-310 Geosynthetics
- M-710 Rip Rap
- Commercial Utility Specific Installation guidance (TBD)

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

Meetings:

- Inclusive to **Task 207.1** meetings.

Result:

- Included in design package as defined above

207.4 Prepare Preliminary Engineering Design Report and Construction Cost Estimate – 2019

Package 2

Methodology: The CONSULTANT will prepare a Preliminary Engineering Design Report in accordance with FAA Engineering Guidance 2013-04. The CONSULTANT will also prepare a Preliminary Construction Cost Estimate. Calculate estimated preliminary quantities and unit price estimates including appropriate contingencies.

Meetings:

- Inclusive to **Task 207.1** meetings.

Result:

- Included in design package as defined above

207.5 Coordinate FAA Airspace Reviews/Potential 7460 Submission

Methodology: CONSULTANT will coordinate with Airports District Office, Flight Procedures Office and GJT to begin necessary review processes for this specific project. CONSULTANT will perform the following:

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

Meetings:

- None

Result:

- The CONSULTANT will submit documents to GJT and FAA OE/AAA system. For the purposes of scoping, it is assumed that up to five (5) Airspace Reviews and 7460 submissions will be performed by the CONSULTANT.

207.6 Prepare ALP Update

Description: The CONSULTANT will prepare a partial update to the ALP.

Methodology: CONSULTANT will coordinate with the project team to incorporate changes into the existing ALP. Changes to be incorporated into the existing ALP set will be revised property boundaries and the proposed runway 12/30 location and alignment.

Meetings:

- The CONSULTANT will conduct one (1) ALP scoping teleconference with GJT and FAA. The meeting will be attended by two (2) Staff and the meeting will last one (1) hour.
- The CONSULTANT will conduct one (1) ALP review teleconference with GJT and FAA. The meeting will be attended by two (2) Staff and the meeting will last one (1) hour.

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

Result:

- The CONSULTANT will prepare meeting summaries for the ALP scoping and review meetings and provide to GJT and the FAA.
- The CONSULTANT will provide one (1) print of the revised Draft ALP for FAA review.
- The CONSULTANT will provide one (1) print of the final revised ALP for FAA approval.
- The CONSULTANT will provide a PDF scan and three (3) copies of the final signed print to the Airport and FAA.

207.7 Project Coordination with GJT and FAA

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

Meetings:

- The CONSULTANT will conduct twenty-four (24) teleconferences with GJT, which will take place on a weekly basis, be attended by three (3) staff, and last one (1) hour.
- The CONSULTANT will conduct twenty-four (24) teleconferences with GJT and FAA, which will take place on a weekly basis, be attended by three (3) staff, and last one (1) hour.
- Four (4) internal coordination meetings will be conducted and attended by eight (8) staff. Meeting will last one (1) hour.
- The CONSULTANT will attend two (2) teleconferences with CDOT and GJT. Each teleconference will be attended by two (2) Staff and last one (1) hour.
- The CONSULTANT will conduct one (1) predesign conference that includes CONSULTANT, GJT, and FAA. The predesign conference will occur in person at the Denver ADO and will be attended by two (2) staff. Conference will last two (2) hours.

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

Result:

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

207.8 Final Design (95% and Final) – 2019 Package 2

Methodology: Based upon the feedback received in the review of the 2019 Airfield Improvements 65% Plans, documents will move forward to final design.

The following services are required to complete the final design:

- Prepare Final Surface Drainage Analysis and Final Storm Sewer Design

This project is limited to storm drainage improvements associated with the proposed grading as an incremental part of the overall runway relocation project. This will include submitting a Final Drainage Report and design plans to the City of Grand Junction in accordance with the approved permits. Runoff flows associated with construction phasing will be determined in support of erosion control management.

- Erosion Control Plan

The CONSULTANT will develop an Erosion Control Plan that is in accordance with best management practices. The plan will include types of erosion control measures recommended for the site, in addition to information needed for the NPDES permitting application. The Plan is expected to include (but not limited to):

- Project Location
- Size of Disturbance of Project
- Amount of Impervious Surface
- Hydrologic Classification of Site
- Receiving Waters
- Site Drainage Overview

The CONSULTANT will prepare and submit a Construction Stormwater Management Plan along with the Erosion Control Plan to the 5-2-1 Drainage Authority (City of Grand Junction presently) to obtain coverage under the CDHPE storm water general permit for the construction activities.

- Prepare Project Specific Specification Adjustments

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

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

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

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

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

Meetings:

- The CONSULTANT will conduct two (2) internal coordination meetings attended by four (4) staff. Meeting will last one (1) hour.
- The CONSULTANT will conduct two (2) design review meetings with GJT and FAA to solicit input on the 65% and 95% efforts. The meetings will take place at GJT and be attended by two (2) staff and require air travel and overnight. Each design review will last three (3) hours.

- The CONSULTANT will conduct three (3) additional coordination meetings at GJT. The meetings will be attended by two (2) staff and be incorporated into other planned trips. Each meeting will last approximately two (2) hours.
- The CONSULTANT will conduct one (1) design brief to GJT staff. The brief will be held at GJT, attended by three (3) staff and last one (1) hour, and be incorporated into other planned trips. Each briefing will last approximately two (2) hours.

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

Result:

- The CONSULTANT will provide the 95% design package which will include:
 - 95% Final Plans – 11"x17"
 - 95% Contractual Documents
 - Draft Technical Specifications
 - Draft Final Engineering Design Report
- Construction Stormwater Management PlanThe CONSULTANT will provide the final design package which will include:
 - Final Plans – 11"x17"
 - Final Contractual Documents
 - Final Technical Specifications
 - Final Engineering Design Report
 - Construction Stormwater Management Plan

TASK 208 FY 2019 BIDDING

Description: This task details the bid administration services to be provided by Mead & Hunt, Inc. (CONSULTANT) for yearly construction projects as part of the overall Runway 11/29 Relocation Program. This bidding element is intended to encompass efforts generally required for an up to five-week bidding duration for civil works, between eight (8) and twelve (12) million dollars for GJRA in coordination with the Denver FAA Airports District Offices. Communications with bidders after bid opening is excluded.

Projects are generally expected to include the elements listed below and incorporate up to three schedules, and could include grading, drainage, pavements, airfield electrical, fencing, and commercial utilities.

The following schedule is based upon bidding one of the designed bid packages from **Task 206** or **207**. This task may be executed multiple times within twelve months.

This project will be funded by an FAA Airport Improvement Program (AIP) grant. Construction for the project is anticipated to begin in Summer to Fall of 2019.

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

208.1 Prepare Advertisement for Bids

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

208.2 Bid Documents Distribution

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

208.3 Respond to Bidders Questions

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

208.4 Prepare and Distribute Addenda

CONSULTANT will issue up to three (3) bid addenda as appropriate to interpret, clarify, or change the bidding documents as required by the COUNTY or the FAA. Addenda will be made available to the plan holders electronically via the SPONSOR and their designated bidding site. Any addenda that are generated

as a sole result of the COUNTY's error or omission, or FAA request, will be considered as extra services, and the CONSULTANT will be reimbursed for this effort as an amendment to this contract.

208.5 Pre-Bid Conference

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

Meetings

- The CONSULTANT will perform one (1) site visit for the pre-bid conference at GJT and be attended by two (2) staff members. This meeting will require air travel and overnight lodging.

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

Result

- Meeting minutes will be prepared and distributed.

208.6 Bid Opening

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

Meetings

- The CONSULTANT will perform one (1) site visit for the bid opening at GJT and be attended by one (1) staff member. This meeting will require air travel and overnight lodging.

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

Result

- Meeting minutes will be prepared and distributed.

208.7 Bid Review and Bid Tabulation

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

208.8 Prepare Recommendation for Award

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

Meetings:

- None

Result:

- Bid Documents – available electronically.
- Bid Tabulation – Three (3) copies and electronic files.
- Recommendation for Award – Three (3) copies and electronic files.

TASK 209 FAA AND TENANT COORDINATION

Description: The purpose of this task is to coordinate the NAVAID portion of the overall program's strategic direction and facilitate communication between GJT, FAA Airport tenants and the CONSULTANT. Topics requiring coordination include overall program schedule, confirmation of FAA intentions for existing and future navigational aids, confirmation of airline NAVAID needs, soliciting and reconciling input on design elements such as power and communications facilities, requesting and reconciling inputs on preliminary approach procedure development, and other related topics. This will be accomplished through scheduled coordination meetings including GJT, FAA Denver Airports District Office, FAA Air Traffic Organization, GJT Air Service Tenants, and CONSULTANT.

209.1 FAA NAVAID Coordination

Methodology: The CONSULTANT will organize FAA briefings to take place on weekly teleconferences and in-person meetings. The CONSULTANT will organize in-person meetings to discuss key project milestones.

Meetings:

- The CONSULTANT will conduct twelve (12) teleconferences with the FAA, which will take place on a weekly basis, be attended by three (3) staff, and last one (1) hour.
- The CONSULTANT will conduct up to three (3) in-person meetings with FAA and GJT to discuss approach and departure procedure, and NAVAID design and development. Meetings will take place at the Grand Junction Regional Airport, and/or the FAA's Seattle Regional office and be attended by up to three (3) staff. Meetings will last for up to three (3) hours.

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

Result:

- CONSULTANT will prepare and distribute summaries to CONSULTANT Team, Airport and FAA.

209.2 Air Carrier/Tenant Coordination

Methodology: The CONSULTANT will organize in-person meetings with representatives from each air carrier and interested tenants at GJT to coordinate flight procedures, overall program construction phasing, and related efforts in coordination with the SPONSOR. The intent of coordination is to ensure proposed improvements meet the operational needs of the users, including navigational aid development, procedure development, construction phasing and related items. Coordination and consistent communications assist in proactively managing change as the program progresses.

Meetings:

- The CONSULTANT will conduct up to five (5) in-person meetings with air carriers to discuss approach and departure procedures, and NAVAID design and development. Meetings will take place at the Grand Junction Regional Airport and be attended by up to three (3) staff. Meetings will last for up to three (3) hours.

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

Result:

- CONSULTANT will prepare and distribute meeting summaries to CONSULTANT Team, Airport and Tenants.

TASK 210 SUPPLEMENTAL GEOTECHNICAL INVESTIGATION

Description: The purpose of this task is to provide supplementary geotechnical guidance for airfield pavement design. Additional soil samples and lab testing will be used to update recommendations outlined in the final geotechnical report developed during FY 2017 Design Services Task 105.5.

210.1 Modified CBR Testing

Methodology: This task will provide updated geotechnical parameters for the proposed runway that meet the intent of the applicable FAA Advisory Circular.

- Utilize a hand-held GPS to approximately locate the test holes in the field. Following drilling operations, these locations will be surveyed for location and elevation.
- Private utility locates will be performed prior to field services.
- Excavate a total of ten (10) test pits within the cut area north of the existing runway. The test holes will be advanced to a depth of approximately 10 feet below grade. The test holes will be excavated to evaluate the subsurface soil profile and to obtain samples for laboratory testing.
- Anticipated laboratory tests for the proposed runway are as follows:
 - In-situ Moisture/Density..... 10 Tests
 - California Bearing Ratio (CBR 3-pt)..... 10 Tests
 - Moisture Density Relationships..... 10 Tests
- Analyze the results of the field and laboratory studies to develop engineering opinions and parameters including:
 - Pavement design parameters
 - Descriptions of the subgrade earth materials
 - Design CBR values
 - Frost susceptibility
 - Grading and pavement considerations
 - Pavement materials

Meetings:

- The CONSULTANT will conduct four (4) teleconferences for discussion of test results and design recommendations. These will be attended by three (3) staff, and last one (1) hour.

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

Result:

- Graphic logs of the test pits will be included with the report, including test identification numbers, subsurface profile, surface elevations, soil classification, and depth to groundwater (if encountered).
- Prepare draft and final reports summarizing the data obtained and presenting our conclusions and parameters. An electronic version of the draft and final reports will be provided to the Client. Hard

copies will be available upon request. Field work, data analysis and report preparation will be conducted under the supervision of a licensed professional engineer.

210.2 Interim Runup Pad Geotechnical Investigation

Methodology: This task will provide geotechnical parameters for the construction of an interim runup pad that meet the intent of the applicable FAA Advisory Circulars.

- Utilize a hand-held GPS to approximately locate the test holes in the field. Following drilling operations, these locations will be surveyed for location and elevation.
- Private utility locates will be performed prior to field services.
- Drill a total of seven (7) test holes within the area south of Taxiway A and southeast of the Twin Otter apron. The test holes will be advanced to a depth of approximately 10 feet below final grades for cut areas and approximately 10 to 15 feet below existing grades or to the underlying shale/bedrock, whichever occurs first (based on Table 2-1 of FAA AC 150/5320-6F), or until practical drill refusal, whichever occurs first. The test holes will be drilled to evaluate the subsurface soil profile and to obtain samples for laboratory testing.
- Anticipated laboratory tests for the proposed runway are as follows:
 - Passing the No. 200 Sieve..... 3 Tests
 - Hydrometer..... 4 Tests
 - Atterberg Limits..... 7 Tests
 - In-situ Moisture/Density..... 7 Tests
 - California Bearing Ratio (CBR 3-pt)..... 3 Tests
 - Water-Soluble Sulfates / Corrosivity..... 3 Tests
 - Swell-Consolidation..... 3 Tests
 - Modified Proctor..... 3 Tests
- Analyze the results of the field and laboratory studies to develop engineering opinions and parameters including:
 - Pavement design parameters
 - Descriptions of the subgrade earth materials
 - Design CBR values
 - Frost susceptibility
 - Grading and pavement considerations
 - Pavement materials
 - Borrow source material in cut areas
 - Borrow source types
 - Use of borrow materials
 - Excavation considerations
 - Earthwork Considerations
 - General excavation characteristics
 - Subgrade preparation
 - Structural fill
 - Material requirements
 - Compaction requirements

- Wet weather & wet soil construction considerations
- Typical construction seasons
- Recommended ground improvement methods (if necessary)
- Geosynthetics

Meetings:

- The CONSULTANT will conduct four (4) teleconferences for discussion of test results and design recommendations. These will be attended by three (3) staff, and last one (1) hour.

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

Result:

- Graphic logs of the test holes and test pits will be included with the report, including test hole identification numbers, subsurface profile, surface elevations, soil classification, penetration resistance values, and depth to groundwater (if encountered).
- Prepare draft and final reports summarizing the data obtained and presenting our conclusions and parameters. An electronic version of the draft and final reports will be provided to the Client. Hard copies will be available upon request. Field work, data analysis and report preparation will be conducted under the supervision of a licensed professional engineer.

TASK 211 RUNWAY PROGRAM PHASING

Description: The purpose of this task is to assist Grand Junction Regional Airport with overall phasing for multiple yearly construction projects, relating to the overall runway relocation program. Inputs continue to evolve from the airlines, FAA entities, funding agencies, tenants and airport staff regarding timing of funding, along with preferences regarding operational needs, and constraints. This effort provides a mechanism to gather additional inputs and develop alternatives to meet various goals and funding constraints.

Goals of this effort are:

- Maximize value of projects based on yearly FAA funding
- Avoid conflicts between the runway relocation and other airport projects
- Minimize conflicts due to the possibility of multiple contractors working concurrently
- Minimize impacts to air traffic operations
- Provide a safe working environment through coordination between projects

Methodology: A total of four (4) iterations of runway program phasing will be completed with a total of 40 hours allocated to each iteration.

Meetings:

- The CONSULTANT will conduct four (4) team meetings via teleconference. The meetings will be attended by up to five (5) staff and last one (1) hour each.
- The CONSULTANT will conduct four (4) in-person meetings with GJT to discuss overall phasing. Meetings will take place at GJT, be attended by up to three (3) staff. Meetings will last for up to three (3) hours.

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

Result:

- Four (4) runway phasing alternatives and scenarios, as requested.

TASK 212 RUNWAY GRANT ADMINISTRATION / FINANCIAL PLANNING SERVICES

Description: The Runway 11/29 Relocation Program will require federal funding assistance through the FAA Airport Improvement Program which provides grants to public agencies for the development of public-use airports that are included in the National Plan of Integrated Airport Systems (NPIAS). The FAA has defined procedures to secure AIP funding, track expenditures, request reimbursements, and close out of AIP grants as requested. This task outlines the effort that may be required by the CONSULTANT to administer grant assistance to GJT. This task also defines the efforts necessary for monitoring and providing input to the airport's financial implementation plan, tracking the financial progress/needs of the project as implementation commences, and coordinating with GJT, the Consulting Team, and Airport financial contributors.

This task has been divided into the following subtasks:

212.1 Grant Administration

Methodology: The CONSULTANT will perform Grant Administration for 12 months and/or until completion of design packages identified including:

- Update 3-year DBE program and goals
- Prepare monthly FAA Requests for Reimbursement for each grant including Form 271 and Invoice spreadsheet (MS Word / Excel format)
 - Specific effort is necessary for proper compilation of land acquisition documentation required for reimbursement for land transactions
- Assist GJT to prepare submittal of annual FAA 271, 425 and DBE reports
- Submit quarterly progress reports to FAA during each phase of design and construction
- Compile a single closeout report consisting of all completed elements (land, design, construction, etc.) for both completed grants
- Assist with Federal, State and Local Audits of the 2017/2018 grants

Meetings:

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

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

Result:

- The CONSULTANT will prepare two (2) grant applications for FY 2019 and submit to GJT.
- The CONSULTANT will prepare FAA grant administration forms required for reimbursement monthly. The forms will be included with invoices. GJT will be responsible for submission to the FAA.
- The CONSULTANT will compile and prepare two (2) grant closeout reports with detailed data from

various other authorized tasks in accordance with *FAA Airports Northwest Mountain Regional Closeout Guidance 2013-12*, dated 12/10/2013.

212.2 Cash Flow Analysis

Description: Funding for the Program is expected to involve federal, state, and local sources, including AIP entitlement and discretionary funding, PFCs, local contributors, and state funding from Colorado. The level and availability of these funding sources, on a cash flow basis, will vary month to month. At the same time, contractor costs will vary throughout the construction season. Matching the need for cash with available cash will be integral to keeping project implementation on schedule.

Methodology: The CONSULTANT will track the financial progress and needs of the program through a cash flow analysis, including:

- Utilizing a SPONSOR developed cash flow model to track the use of cash and forecast the need for cash monthly.
- Integrating a detailed construction/implementation schedule to anticipate when cash is needed.
- Working with FAA, GJT, and the CONSULTANT Team to determine schedule of FAA reimbursements and PFC collections.
- Determining the schedule and amount of state contributions from Colorado.
- Tracking the use of and forecasting the need for lines of credit and debt/loan instruments.
- Balance the source, timing and amount of local contributions.
- Updating/maintaining the cash flow analysis continuously throughout project implementation.

Meetings:

- None

Result:

- The CONSULTANT will review a cash flow model in Microsoft Excel provided by the SPONSOR to match the need for cash with the availability of cash throughout implementation of the Program. The cash flow model will help to ensure that any potential funding issues are identified in a timely manner such that Program implementation can adjust accordingly and any resulting impact to Airport operations is minimized.
- CONSULTANT will maintain and keep current the cash flow model monthly.

212.3 Coordination

Description: The complexity and number of costs and funding sources for the project will require extensive coordination among the CONSULTANT, GJT, FAA, and local stakeholders.

Methodology: Meetings will take place, via teleconference and in-person, to coordinate and communicate financial implementation of the program.

Meetings:

- The CONSULTANT Team will hold twelve (12) teleconference meetings to discuss issues specific to the financial feasibility analysis. The meetings will last for up to two (2) hours and will be attended by up to four (4) CONSULTANT staff.
- The CONSULTANT will conduct four (4) in-person “Working Group” meetings to discuss project status and the schedule and need for funding from identified local funding contributors. The meetings will take place at Mead & Hunt’s Grand Junction, CO office, last up to two (2) hours, and will be attended by four (4) CONSULTANT Staff.

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

Result:

- The CONSULTANT will prepare necessary briefing/presentation materials for each meeting, as applicable.
- The CONSULTANT will prepare meeting minutes for each meeting. Minutes will be distributed to GJT and FAA. No prints will be provided.

Grand Junction Regional Airport Authority

Agenda Item Summary

TOPIC:	AIP 54 Change Order #4-IHC
PURPOSE:	Information <input type="checkbox"/> Guidance <input type="checkbox"/> Decision <input checked="" type="checkbox"/>
RECOMMENDATION:	Staff recommends the Board approve AIP: 3-08-0027-054-2016 Change Order #4 to Interstate Highway Construction, Inc. (IHC).
LAST ACTION:	
DISCUSSION:	This change order provides pay items for IHC to reimburse the Sponsor for cost related to additional engineering fees related to construction suspension (time between final inspection and beginning removal and replacement of P-501) and for construction materials testing, construction administration, construction observation and project closeout services due to removal and replacement of P-501.
REVIEW BY:	The revised pavement construction parameters were coordinated, reviewed and agreed upon by the FAA and Staff.
FISCAL IMPACT:	FAA (90%) - \$ TBD CDOT (2.7%) - \$ TBD GJRA – Budgeted Dollars (7.3%) - \$ TBD
ATTACHMENTS:	1. Change Order Number Four
STAFF CONTACT:	Eric Trinklein etrinklein@gairport.com 970-248-8597

CONTRACT CHANGE ORDER NO. 4

AIRPORT Grand Junction Regional Airport **DATE** June 10, 2018

LOCATION Grand Junction, Colorado **AIP PROJECT NO.** 3-08-0027-054-2016

CONTRACTOR Interstate Highway Construction

Item No.	Description	Unit	Unit Price	Quantity	Amount
C/O 4.1	Reimbursement for Construction Materials Testing - Remove & Replace P-501	Allowance	(\$X.00)	1	(\$X.00)
C/O 4.2	Reimbursement for On-Site P-501 Beam Testing - Remove & Replace P-501	Allowance	(\$X.00)	1	(\$X.00)
C/O 4.3	Reimbursement for Construction Administration Services - Remove & Replace P-501	Allowance	(\$X.00)	1	(\$X.00)
C/O 4.4	Reimbursement for Construction Observation Services - Remove & Replace P-501	Allowance	(\$X.00)	1	(\$X.00)
C/O 4.5	Reimbursement for Project Closeout Services - Remove & Replace P-501	Allowance	(\$X.00)	1	(\$X.00)
C/O 4.6	Reimbursement for Construction Administrative Services Related to Construction Suspension	Allowance	(\$X.00)	1	(\$X.00)
This Change Order Total					(\$X.00)
Previous Change Order(s) Total					\$2,197.50
Revised Contract Total					\$X.00

TBD – need approval for two or three phase construction

The time provided for completion in the contract is **extended XX calendar days**. This document shall become an amendment to the contract and all provisions of the contract will apply. Changes are shown on the attached documents.

Recommended by: _____ **Engineer** _____ **Date**

Approved by: _____ **Owner** _____ **Date**

Accepted by: _____ **Contractor** _____ **Date**

Concurred by: _____ **State Aeronautics (if applicable)** _____ **Date**

Approved by: _____ **Federal Aviation Administration** _____ **Date**

NOTE: Change Orders and Supplemental Agreements require FAA approval prior to construction, otherwise no Federal participation can be granted. State Aeronautics concurrence is required when state participation is anticipated.

AIP PROJECT NO. 3-08-0027-054-2016 **CHANGE ORDER NO.** 4

AIRPORT Grand Junction Regional Airport **LOCATION** Grand Junction, CO

JUSTIFICATION FOR CHANGE

1. Brief description of the proposed Contract change(s) and location(s).
 This change order provides pay items for IHC to reimburse the Sponsor for cost related to additional engineering fees related to construction suspension (time between final inspection and beginning removal and replacement of P-501) and for construction materials testing, construction administration, construction observation and project closeout services due to removal and replacement of P-501.

Contract time will be extended XX calendar days, resulting in a revised contract time of YY calendar days. Liquidated damages will be charged for any days used beyond the revised contract time.

2. Reason(s) for the change(s). (Continue on reverse if necessary.)
 Construction materials testing results indicated that all P-501 placed in the project requires removal and replacement.

3. Justifications for Unit Prices or Total Cost.
 The Sponsor performed an independent fee evaluation of the additional engineering fees. The fees used to establish the unit prices were found to be fair market value.

4. The Sponsor's share of this cost is available from:
 Grand Junction Regional Airport’s Capital Improvement Funds will be used to pay the additional engineering fees which will be deducted from payment due to IHC. This change order will not result in additional overall project costs for the Sponsor and FAA.

5. If this is a supplemental agreement involving more than \$2,000, is the cost estimate based on the latest wage rate decision? Yes No Not Applicable .

6. Has consent of surety been obtained? Yes Not Necessary .
 Chubb provided confirmed their knowledge that IHC will remove and replace P-501 “directly through a contract modification” via email dated April 12, 2018.

7. Will this change affect the insurance coverage? Yes No .

8. If yes, will the policies be extended? Yes No .

9. Has this (Change Order) (Supplemental Agreement) been discussed with FAA officials?
 Yes No When June 2018 With Whom Denver ADO Marc Miller

Comment Change has been discussed with airport staff.

Submit 4 copies to the FAA

CONSTRUCTION ADMINISTRATION SERVICES

WORK TASK DESCRIPTION

Civil Engineering

Coordination with Sponsor

Project Administration

Prepare Phase by Phase Multi-Project Gantt Schedule to identify and resolve operational conflicts in the Terminal Area

Prepare Phase by Phase Multi-Project Construction & Staging Area Exhibits to identify and resolve operational conflicts in the Terminal Area

Coordinate with Airport and Design Consultants to identify and resolve operational conflicts in the Terminal Area for multiple phases of multiple projects

Prepare for Preconstruction Meeting

Attend and Conduct Preconstruction Meeting

Construction Start-up Coordination

Weekly Construction Coordination Meetings (Teleconference, 15 Weeks),
Prepare and Distribute Minutes

Respond to Contractor Inquiries

Construction Observer Inquiries and Coordination

Quantity Verification

Monthly Pay Requests

Review Contractor's Safety Plan Compliance Documents

Construction Management Plan

Review Contractor's Certified Payroll Records & Perform Wage Rate Interviews
and Submit Reports

Certified Statements of payment to DBE subcontractors/suppliers

Shop Drawings/Material Submittal Reviews

Record Drawings

Construction Progress Meetings and Site Visit (One Meeting Per Month, 3 Month
Construction Duration, excluding Precon and Final Inspection)

Preparation for and Attend Pre-Pave Meeting

Prepare Change Orders

Prepare for and Attend Final Project Inspection and Prepare Punchlist

Testing Summary Log

CONSTRUCTION OBSERVATION SERVICES

WORK TASK DESCRIPTION

Civil Engineering

Attend pre-construction meeting

Contractor Coordination for mobilization and start construction (5 Days; 8hrs/day)

Construction Observation - Phase I & II (45 Calendar Days; 70hrs/week for 6.5 weeks)

Construction Observation - Phase III & IV (49 Calendar Days; 70hrs/week for 7 weeks)

Assist with project closeout documents

(Note: durations based on two -phase schedule provided by IHC 5/8/18; actually durations may vary)

PROJECT CLOSEOUT SERVICES

WORK TASK DESCRIPTION

Civil Engineering

Coordinate with Airport for Project/Grant Closeout

Sponsor Certifications

Distribution of Cost Spreadsheet

Summary of DBE Utilization Including Obtaining Statement from Subconsultant DBEs

Assemble Material Submittals

Summary of Materials Testing

Sponsor Cover Letter

Prepare and Submit Final Engineers Report to Airport

Grand Junction Regional Airport Authority

Agenda Item Summary

TOPIC:	Taxiway A Rehabilitation (Construction Administration) Work Order No. 3-Garver		
PURPOSE:	Information <input checked="" type="checkbox"/>	Guidance <input checked="" type="checkbox"/>	Decision <input 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. Taxiway A (design only) Work Order No. 3 was executed on December 2017.		
DISCUSSION:	Work Order No. 3 is for construction administration services for AIP 59 – Taxiway A Rehabilitation The scope of services includes surveying, construction administration 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.		
REVIEWED BY:	The FAA will need to provide concurrence on the fairness of the fee, therefore it is staff's recommendation that the Work Order (Construction Administration) be approved contingent upon FAA concurrence.		
FISCAL IMPACT:	FAA - \$ TBD CDOT - \$ TBD GJRA-Budgeted Dollars - \$ TBD		
ATTACHMENTS:	1. Construction Administration Services		
STAFF CONTACT:	Eric Trinklein etrinklein@gjairport.com Office: 970-248-8597		

CONSTRUCTION ADMINISTRATION SERVICES

WORK TASK DESCRIPTION

Civil Engineering

Coordination with Sponsor

Project Administration

Prepare for Preconstruction Meeting

Attend and Conduct Preconstruction Meeting

Construction Start-up Coordination

Prepare for and Attend Phasing Pre-Activity Meetings (Phases A-B)

On-site Construction Management (Phase A and Phase B)

Respond to Contractor Inquiries

Construction Observer Inquiries and Coordination

Quantity Verification

Monthly Pay Requests

Review Contractor's Safety Plan Compliance Documents

Construction Management Plan

Review Contractor's Certified Payroll Records & Perform Wage Rate Interviews and Submit Reports

Certified Statements of payment to DBE subcontractors/suppliers

Shop Drawings/Material Submittal Reviews

Record Drawings

Attend Board Meeting

Preparation for and Attend Pre-Pave Meeting

Prepare Change Orders

Prepare for and Attend Final Project Inspection and Prepare Punchlist

Testing Summary Log

CONSTRUCTION OBSERVATION SERVICES

WORK TASK DESCRIPTION

Civil Engineering

Attend pre-construction meeting

Contractor Coordination

Construction Observation - Mobilization and Test Strip (30 Calendar Day period; 40hrs/week for two weeks)

Attend pre-activity meeting (Phase A) and preparation

Construction Observation - Phase A (91 hour shift)

Attend pre-activity meeting (Phase B) and preparation

Construction Observation - Phase B (1st weekend - 91 hour shift)

Construction Observation - Phase B (2nd weekend - 91 hour shift)

Attend pre-activity meeting (Final Pavement Markings) and preparation

Construction Observation - Final Pavement Markings

Contractor quantity reconciliations, payment applications and change orders

PROJECT CLOSEOUT SERVICES

WORK TASK DESCRIPTION

Civil Engineering

Coordinate with Airport for Project/Grant Closeout

Sponsor Certifications

Distribution of Cost Spreadsheet

Summary of DBE Utilization Including Obtaining Statement from Subconsultant DBEs

Assemble Material Submittals

Summary of Materials Testing

Sponsor Cover Letter

Prepare and Submit Final Engineers Report to Airport

Prepare and Submit SF 425 and SF 271 Forms

Prepare and Submit Grant Closeout Letter