

**Grand Junction Regional Airport Authority****Date: February 17, 2026****Location:**GRAND JUNCTION REGIONAL AIRPORT  
2828 WALKER FIELD DRIVE  
GRAND JUNCTION, CO 81506  
AIRPORT TERMINAL - 3rd FLOOR CONFERENCE ROOM**or**

Electronic Meeting

Link: <https://us02web.zoom.us/j/86199120424>

Time: 11:30 AM

---

**REGULAR MEETING AGENDA**

---

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Approval of Agenda**
- IV. Commissioner Comments**
- V. Citizens Comments**

The Grand Junction Regional Airport Authority welcomes respectful public comments at its meetings. The Citizens Comment section is open to all individuals that would like to comment. If you wish to speak under the Citizens Comment portion of the agenda, please e-mail your comment to the Board Clerk ([boardclerk@gjairport.com](mailto:boardclerk@gjairport.com)) 15 minutes prior to the meeting. Comments not related to specific agenda items will be addressed during the citizen comment section of the agenda. Citizen comments related to a specific action item will be addressed during the discussion of that action item. The Board Chair will indicate when you may come forward and comment. Please state your name for the record. Presentations are limited to **three minutes** and yielding time to others is not permitted. Speakers are to address the Chair, not each other or the audience, and are expected to conduct themselves in an appropriate manner. The use of abusive or profane language shall not be allowed. No debate or argument between speakers and/or members of the audience shall be permitted.

**VI. Consent Agenda**

- A. [January 20, 2026 Meeting Minutes](#) 1

- Approve the January 20, 2026 Board Meeting Minutes.

---

**February 17, 2026**

B. [2025 Audit Engagement Letter Approval](#) 2

- Approve the audit engagement letter with Plante Moran for the 2025 audits.

C. [Gensler Work Authorization for Design and Construction Administration Services for the Terminal Amenity Project](#) 3

- Approve Gensler Work Authorization No. 012 for the design, construction documentation, bidding/permitting, and construction administration related to the planned 'Terminal Amenities' project and authorize the CEO to sign the agreement.

**VII. Action**

A. [Gensler Work Authorization for Air Traffic Control Tower \(ATCT\) Project – Construction Administration](#) 4

- Approve Gensler Work Authorization No. 011.3 for construction administration related to the ATCT Roof and Mechanical Replacement Project and authorize the CEO to sign the agreement.

**VIII. Discussion**

A. Landside Planning Update

- Discuss planning efforts underway for ground transportation, parking, and rental car areas at the airport.

**IX. Staff Reports**

A. CEO Report (Angela Padalecki)

B. Legal Update (Dan Reimer)

C. [Finance Report \(Sarah Menge\)](#) 5

D. Facilities Report (Ben Peck)

E. Operations Report (Dylan Heberlein)

**X. Any other business which may come before the Board**

**XI. Executive Session**

Executive Session for the purpose of discussing specialized details of security arrangements and receiving legal advice on specific legal questions, as authorized by Colorado Revised Statute Section 24-6-402(4)(d) and 402(4)(b), including the provision of law enforcement support to the Airport.

**XII. Adjournment**

**Grand Junction Regional Airport Authority Board**  
**Regular Board Meeting**  
 Meeting Minutes  
 January 20, 2026

**REGULAR BOARD MEETING**

**I. Call to Order**

Ms. Linde Marshall, Board Chairman, called the Meeting of the Grand Junction Regional Airport Authority Board to order at 11:30 AM on January 20, 2026 in Grand Junction, Colorado and in the County of Mesa. The meeting was hosted in the 3<sup>rd</sup> floor conference room as well as electronically.

<p><b><u>Commissioners Present:</u></b>          Chris West (Vice Chairman)          Dan Meyer          Lee Kleinman (Virtual)          Cody Davis          Cody Kennedy          Quint Shear</p> <p><b><u>Airport Staff:</u></b>          Angela Padalecki (CEO)          Dan Reimer (Counsel) (Virtual)          Victoria Hightower (Clerk)          Sarah Menge          Jennifer Kroeker          Ben Peck          Dylan Heberlein          Cameron Reece          Travis Portenier</p>	<p><b><u>Guests:</u></b>          Colin Bible, Garver          Jeremy Lee, Mead &amp; Hunt (virtual)          Brad Wolf, Mead &amp; Hunt (virtual)          Kalen McCain, Daily Sentinel (virtual)          Jack Byrom          Scott Beilfuss          Rebekah Wagoner, Gensler (virtual)          Dallas Crow, Otis (virtual)          Anna Posta, Otis (virtual)</p>
--	---

**II. Pledge of Allegiance**

**III. Approval of Agenda**

*Commissioner Shear made a motion to approve the January 20, 2026 Board Agenda. Commissioner Kennedy seconded the motion. Voice Vote: All Ayes; motion carries.*

#### **IV. Commissioner Comments**

Commissioner Kennedy acknowledged the recent feedback the board has received from the public and thanked Angela for her thoughtfulness on the process.

#### **V. Citizen Comments**

Jack Byrom made public comments regarding the proposed project to relocate the current bus stop.

Scott Beilfuss made public comments regarding the proposed project to relocate the current bus stop.

#### **VI. Consent Agenda**

##### **A. December 16, 2025 Meeting Minutes**

- Approve the December 16, 2025 Board Meeting Minutes.
  - o Correction: Commissioner Shear was present at the last meeting and the minutes did not reflect his attendance. Minutes to be corrected.

##### **B. 2026 Airport Improvement Program Grant Applications**

- Approve the two 2026 Airport Improvement Program grant applications related to the runway replacement program and authorize the Chief Executive Officer to sign and submit the applications to the Federal Aviation Administration (FAA).

##### **C. 2026 Airport Infrastructure Grant Program Application**

- Approve the 2026 Airport Infrastructure Grant Program grant application for Terminal Amenities and authorize the Chief Executive Officer to sign and submit the application to the Federal Aviation Administration (FAA).

*Commissioner Kennedy made a motion to approve the Consent Agenda with the board attendance correction to the December 16<sup>th</sup> Minutes. Commissioner Davis seconded the motion. Voice Vote: All Ayes; motion carries.*

#### **VII. Action**

##### **A. Elevator and Escalator Repair and Maintenance Service Contract**

- Approve the service contract with Otis Elevator Company and authorize the Chief Executive Officer to sign the contract in substantially the form presented.

Commissioner Kennedy made a motion to approve the service contract with Otis Elevator Company and authorize the Chief Executive Officer to sign the contract in substantially the form presented. Commissioner Davis seconded the motion. Voice Vote: All Ayes; motion carries. The motion carries.

##### **B. 2026 Officer & Committee Appointments**

- Elect the 2026 Officers and accept the Chairman’s recommended committee appointments in accordance with the bylaws of the Authority.

Commissioner Davis made a motion to elect the 2026 Officers and accept the Chairman’s recommended committee appointments in accordance with the bylaws of the Authority. *Commissioner Meyer seconded the motion.* Voice Vote: All Ayes; motion carries. The motion carries.

**C. Resolution No. 2026-01 – Designating the Location for the Posting of Notice of Meetings for 2026**

- Adopt Resolution No. 2026-01 Designating the Location for the Posting of the Notice of Meetings.

*Commissioner Kennedy made a motion to adopt Resolution No. 2026-01 Designating the Location for the Posting of the Notice of Meetings. Commissioner Shear seconded the motion. Roll Call Vote: Commissioner Meyer: Aye, Commissioner Shear: Aye, Vice Chair West: Aye, Commissioner Kleinman: Aye, Commissioner Davis: Aye, Commissioner Kennedy: Aye; motion carries.*

**VIII. Discussion**

**A. New Website Review**

**IX. Staff Reports**

- A. CEO Report (Angela Padalecki)**
- B. Finance Report (Sarah Menge)**
- C. Project Report (Colin Bible)**

**X. Any other business which may come before the Board**

**XI. Adjournment**

*Commissioner Davis made a motion to adjourn the meeting. Commissioner Kennedy seconded the motion. Voice Vote: All Ayes. Motion carries*

The meeting adjourned at approximately 1:00 p.m.

*Audio recording of the complete meeting can be found at [https://qjairport.com/Board Meetings](https://qjairport.com/Board_Meetings)*

---

Linde Marshall, Board Chairman

**ATTEST:**



**Grand Junction Regional Airport Authority**  
Agenda Item Summary

---

TOPIC:	2025 Audit Engagement Letter Approval		
PURPOSE:	Information <input type="checkbox"/>	Guidance <input type="checkbox"/>	Decision <input checked="" type="checkbox"/>
RECOMMENDATION:	Approve the audit engagement letter with Plante Moran for the 2025 audits.		
SUMMARY:	<p>GJRAA is required to have a financial statement audit performed annually and the audit is conducted by an independent firm that is selected by the GJRAA.</p> <p>During 2019, the Airport conducted a formal RFP solicitation process to select an auditor for the 2019 audit year, and the selection committee comprised of staff and the Finance &amp; Audit committee selected Plante Moran. In 2022, an informal price solicitation and comparison was conducted and Plante Moran was confirmed as the auditor again in 2022.</p> <p>At this time, given the current state of the runway program, the number of federal and state grants open, as well as the established relationship with the audit firm, staff recommend continuing with Plante Moran for the 2025 audits. Staff further anticipate recommending continuing with Plante Moran through the completion of the runway program; however, staff will evaluate circumstances regularly and provide a recommendation to the Board annually concerning the audit.</p> <p>Plante Moran estimates their fee for this engagement will be \$74,000, plus all reasonable and necessary travel and out-of-pocket costs incurred, not-to-exceed \$5,000. This fee is based on an estimated 400 hours at an hourly rate of \$185 per hour and this is within the annual budget amount.</p> <p>The audit committee reviewed the proposed fee and staff recommendation, and all members of the finance and audit committee also recommend approval of the engagement letter.</p>		
REVIEWED BY:	CEO and Legal Counsel, Dan Reimer		
FISCAL IMPACT:	Operating Expense - \$74,000		
ATTACHMENTS:	<ol style="list-style-type: none"><li>1. Audit Engagement Letter</li><li>2. Most Recent Plante Moran Peer Review Report</li></ol>		
STAFF CONTACT:	Sarah Menge <a href="mailto:smenge@gairport.com">smenge@gairport.com</a> Office: 970-248-8584		

---

November 3, 2025

Chris West, Audit Committee  
Angela Padalecki, Executive Director  
Grand Junction Regional Airport Authority  
800 Eagle Drive  
Grand Junction, CO 81506

Dear Chris and Angela:

Thank you for selecting Plante & Moran, PLLC ("PM") to assist you. We are sending this letter and the accompanying Professional Services Agreement, the terms of which are incorporated into this engagement letter, to confirm the nature, limitations, and terms of the services we will provide to Grand Junction Regional Airport Authority ("Client").

### **Scope of Services**

We will audit Client's financial statements as of and for the year ended December 31, 2025 and Client's compliance with certain federal award requirements during the year ended December 31, 2025 for those programs identified as "major programs". In addition, the supplementary information accompanying the financial statements, consisting of the Schedule of Expenditures of Federal Awards ("SEFA") and the Schedule of Passenger Facility Charge Collections and Expenditures ("PFC Schedule"), will be subjected to the auditing procedures applied in our audit of the financial statements. We will provide an in-relation to opinion on the SEFA and the PFC Schedule. In connection with our audit engagement, we will audit Client's compliance with the types of compliance requirements described in the Passenger Facility Charge Audit Guide for Public Agencies, issued by the Federal Aviation Administration (the "Guide") as of and for the year ended December 31, 2025.

In connection with our audit engagement, we will assist you in drafting your financial statements, SEFA, PFC Schedule, and Data Collection Form ("DCF"), and related notes. This assistance is considered a non-audit service; you agree to the contemporaneous provision of these audit and non-audit services.

At the conclusion of the engagement, we will upload the reporting package (including financial statements, SEFA, summary schedule of prior audit findings, auditor's reports, and corrective action plan), complete the appropriate sections of the DCF that summarize our audit findings, and coordinate with you our electronic certification. It is Client's responsibility to timely review, approve and electronically submit the DCF (including the reporting package) to the Federal Audit Clearinghouse.

Rumzei Abdallah is the engagement partner for the services specified in this letter and is responsible for supervising PM's services performed as part of this engagement.

If you determine that you need additional services, including accounting, consulting, or tax assistance, PM may be available to provide them under the terms of separate engagement letters and for additional fees.

### Timing of Services

We expect to begin fieldwork for this engagement during April, 2026. We anticipate that our work will end on approximately June 30, 2026 and that our report will be issued by July 31, 2026.

### Fees and Payment Terms

Our fee for this engagement will be based on the value of the services provided, which is primarily a function of the time that PM staff expend at our current hourly rates. Our fee for this engagement will be \$74,000. If requested by management, out-of-pocket costs for direct travel expenses for an engagement team of three team members will be billed not-to-exceed \$5,000. This fee is based on an estimated 400 hours at an hourly rate of \$185 per hour. Should circumstances arise that result in additional hours, such as delays in client readiness or errors identified during testing, we will first discuss these overages with management. If deemed appropriate, any approved additional hours will be billed at our standard hourly rate of \$185. Conversely, if actual hours are less than 400, we will reduce our fee accordingly.

Invoices for other services and out-of-pocket costs will be rendered as services are provided and are due when received. In the event an invoice is not paid timely, a late charge in the amount of 1.25 percent per month will be added, beginning 30 days after the date of the invoice. Our invoices are generally sent from [plantemoran@myworkday.com](mailto:plantemoran@myworkday.com). Please ensure that the appropriate parties have added [plantemoran@myworkday.com](mailto:plantemoran@myworkday.com) to their safe senders listing to facilitate proper delivery of our invoices. In the event you are unable to accept electronic delivery of our invoices, please notify a member of the engagement team as soon as possible.

Thank you for the opportunity to serve you.

Very truly yours,

**Plante & Moran, PLLC**



Rumzei Abdallah, CPA  
Partner

### Agreed and Accepted

We accept this engagement letter and the accompanying Professional Services Agreement (collectively, "Agreement"), which set forth the entire agreement between Grand Junction Regional

**Airport Authority and Plante & Moran, PLLC with respect to the services specified in the Scope of Services section of this engagement letter.**

Grand Junction Regional Airport Authority

\_\_\_\_\_  
Chris West

\_\_\_\_\_  
Date

\_\_\_\_\_  
Audit Committee Chair  
Title

\_\_\_\_\_  
Angela Padalecki

\_\_\_\_\_  
Date

\_\_\_\_\_  
Executive Director  
Title

## **Professional Services Agreement – Audit Services Addendum to Plante & Moran, PLLC Engagement Letter**

The terms of this Professional Services Agreement are incorporated into the accompanying engagement letter, (collectively, the Professional Services Agreement and the accompanying engagement letter are referred to herein as "Agreement") for audit services dated November 3, 2025 between Plante & Moran, PLLC (referred to herein and in such letter as "PM") and Grand Junction Regional Airport Authority (referred to as "Client"). Any work performed in connection with the engagement before the date of this letter will also be governed by the terms and conditions of this Agreement.

- 1. Financial Statements** – The financial statements of Client being audited by PM are to be presented in accordance with accounting principles generally accepted in the United States of America (GAAP).

PM has determined, based on representations Client has made to PM, that the applicable independence rules for the services contemplated hereunder are those specified by the American Institute of Public Accountants (AICPA) Code of Professional Conduct as well as those specified by the Government Accountability Office within the Government Auditing Standards. Client represents and warrants that it agrees with that determination.

- 2. Management Responsibilities** – Client management is responsible for the preparation and fair presentation of these financial statements, in accordance with the applicable financial reporting framework, including compliance with the requirements of accounting principles generally accepted in the United States of America and the completeness and accuracy of the information presented and disclosed therein. Management is responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for preparation of the Schedule of Expenditures of Federal Awards (including notes and noncash assistance received) in conformity with Single Audit Act Amendments of 1996 and Title 2 *U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* ("Uniform Guidance"). Management is also responsible for the capability and integrity of Client personnel responsible for Client's underlying accounting and financial records.

Client personnel will provide PM, in a timely and orderly manner, with access to all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements, the Schedule of Expenditures of Federal Awards, and the data collection form, such as records, documentation, and other matters and additional information that PM may request from management for the purpose of the audit.

This includes providing assistance and information PM requests during the course of its audit, including retrieval of records and preparation of schedules, analyses of accounts, and confirmations. A written request for information to be provided will be submitted under separate cover and supplemented by additional written and oral requests as necessary during the course of PM's audit. In addition, Client will provide PM with all information in its possession that has a material impact on any material transaction and that information will be complete, truthful, and accurate. Client will allow PM unrestricted access to personnel within Client from whom PM determines it necessary to obtain audit evidence.

Client represents and warrants that any and all information that it transmits, or otherwise makes available, to PM will be done so in full compliance with all applicable federal, state, local and foreign privacy and data protection laws, as well as all other applicable regulations and directives, as may be amended from time to time (collectively, "Data Privacy Laws"). Client shall not disclose personal data of data subjects ("Personal Data") who are entitled to certain rights and protections afforded by Data Privacy Laws to PM without prior notification to PM. Client shall make reasonable efforts to limit the disclosure of Personal Data to PM to the minimum necessary to accomplish the intended purpose of the disclosure to PM.

Management is responsible for making all management decisions and performing all management functions relating to the financial statements, supplementary financial information, related notes, Schedule of Expenditures of Federal Awards, and the data collection form. Management accepts full responsibility for such decisions, even if PM provides advice as to the application of accounting principles or assists in drafting the financial statements, supplementary financial information, related notes, Schedule of Expenditures of Federal Awards, or data collection form. Management is also responsible for the submission of the data collection form to the Federal Audit Clearinghouse. Client has designated Sarah Menge to oversee financial statement and compliance related services PM provides. Management will be required to acknowledge in the management representation letter that it has reviewed and approved the financial statements, Schedule of Expenditures of Federal Awards, data collection form, supplementary financial information, and related notes prior to their issuance and have accepted responsibility for their adequacy, as well as representations regarding compliance with applicable compliance requirements.

Management is responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing PM about all known or suspected fraud affecting Client involving (a) management, (b)

## **Professional Services Agreement – Audit Services**

employees who have significant roles in internal control, and (c) others where the fraud could have a material effect on the financial statements. Management's responsibilities include informing PM of its knowledge of any allegations of fraud or suspected fraud affecting Client received in communications from employees, former employees, regulators, or others. In addition, management is responsible for identifying and ensuring that the entity complies with applicable laws and regulations.

Management is responsible for the design and implementation of effective controls that provide reasonable assurance that Client administers federal awards programs in compliance with compliance requirements. Additionally, management is responsible for evaluating and monitoring compliance with compliance requirements, taking corrective action when instances of noncompliance are identified including noncompliance identified in audit findings, preparing a summary of prior audit findings and a separate corrective action plan, and for informing PM about known or suspected noncompliance that could have a material effect on its major federal awards programs ("major programs").

Management is responsible for providing PM with complete, accurate, and timely information that could bear on PM's independence under applicable professional standards, including, but not limited to, information and representations regarding affiliates of Client, business or personal relationships between Client and PM, and business, personal and employment relationships between those in a financial reporting oversight role, including members of governance, and PM (collectively, Independence Information). Client represents and warrants (a) that it has provided PM any and all Independence Information existing as of the date of this Agreement; (b) that such Independence Information is accurate and complete as of the date of this Agreement; (c) that it will notify PM of any changes to Independence Information that has been provided as of the date of this Agreement; and (d) that, after the date of this Agreement, it will provide any new Independence Information to PM as soon as it becomes known to Client.

- 3. Objective of an Audit of Financial Statements** – The objective of PM's audit is the expression of an opinion on the Client's financial statements specified in the accompanying engagement letter, and express an opinion and report at the level specified in the Uniform Guidance about whether Client complied in all material respects with applicable compliance requirements identified by the Office of Management and Budget as subject to audit with respect to its major programs or, if not identified by the Office of Management and Budget, applicable direct and material compliance requirements identified in conjunction with the audit ("compliance requirements subject to audit").

PM offers no guarantee, express or implied, that its opinions will be unmodified or that it will be able to form an opinion about these financial statements or on compliance in the event that Client's internal controls or accounting, financial or other relevant records prove to be unreliable or otherwise not auditable. If PM's opinion is to be modified, PM will discuss the reasons with Client management in advance of the issuance of its audit report. If, for any reason, PM is prevented from completing its audit or is unable to form an opinion on these financial statements or the report on compliance, PM may terminate the engagement and decline to issue a report.

- 4. Supplementary Information** – In any document that contains supplementary information to the financial statements that indicates that the auditor has reported on such supplementary information, management agrees to include the auditor's report on that supplementary information. In addition, management agrees to present the supplementary information with the audited financial statements or to make the audited financial statements readily available no later than the date of issuance by Client of the supplementary information and the auditor's report thereon.
- 5. Internal Controls** – Client is responsible for the design, implementation, and maintenance of internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including controls established for the purpose of preventing or detecting errors in financial reporting, preventing fraud or misappropriation of assets, and identifying and complying with applicable laws and regulations, including those applicable to federal awards, and with the provisions of contracts and grant agreements. PM, in making its risk assessments, will consider internal control relevant to Client's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances.

PM will make assessments of Client's compliance with the compliance requirements subject to audit, as defined above. While those assessments will not be sufficient to identify all noncompliance with applicable laws, regulations, and contract provisions, PM will communicate noncompliance conditions that come to PM's attention in accordance with Uniform Guidance and/or *Generally Accepted Government Auditing Standards*. PM will also perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that PM considers relevant to preventing or detecting material noncompliance with compliance requirements applicable to each of Client's major programs. However, PM's tests will be less in scope than would be necessary to render an opinion on those controls and accordingly, no opinion will be expressed in PM's report on internal control issued pursuant to the Uniform Guidance.

## Professional Services Agreement – Audit Services

PM's audit will not be designed to provide assurance on the design or operating effectiveness of Client's internal controls or to identify all conditions that represent significant deficiencies in those internal controls. PM will communicate all significant deficiencies and material weaknesses in internal controls relevant to the audit of the financial statements, instances of fraud, or misappropriation of assets that come to PM's attention, and related matters required to be communicated under the Uniform Guidance.

- 6. Audit Procedures and Limitations** – PM's audit will be conducted in accordance with auditing standards generally accepted in the United States of America (GAAS) and *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include examination, on a test basis, of evidence supporting the amounts and disclosures in the Client financial statements specified in this engagement letter. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. An audit in accordance with GAAS involves judgment about the number of transactions to be tested and the overall approach to testing in each area. As a result, PM's audit can only be designed to provide reasonable rather than absolute assurance that these financial statements are free from material misstatement and that noncompliance which could have a direct and material effect on the major programs is detected and reported. In addition, an audit in accordance with GAAS is not designed to detect errors, fraud, or noncompliance that are immaterial to the financial statements or federal programs. Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements or noncompliance may not be detected always exists, even in an audit properly planned and performed in accordance with GAAS. In recognition of these limitations, Client acknowledges that PM's audit cannot guarantee that all instances of error, fraud, or noncompliance will be identified.

- 7. Auditor Communications** – PM is obligated to communicate certain matters related to the audit to those responsible for governance of Client, including instances of error or fraud and significant deficiencies and material weaknesses in internal control that PM identifies during its audit. PM will communicate these matters to the members of Client's governing board, and Client acknowledges and agrees that communication in this manner is sufficient for Client's purposes.

Under *Government Auditing Standards* PM is obligated to communicate instances of fraud, noncompliance or abuse that is material to the financial statements to those responsible for governance of Client. In certain situations, *Government Auditing Standards* require disclosure of instances of known or likely fraud, noncompliance, or abuse directly to applicable governmental agencies. If such acts are detected during PM's audit, PM will make required disclosures regarding these acts to applicable government agencies.

In accordance with *Government Auditing Standards*, a copy of PM's most recent peer review report is included as an attachment to this Agreement.

- 8. Communication to Group Auditor** – In instances where PM has been engaged as a component auditor for the purposes of a Group Audit, the terms of the engagement may include communication of certain matters related to the audit to the Group Auditor. Client permits such communication. PM will discuss matters being communicated with those responsible for governance of Client.

- 9. Accounting, Financial and Compliance Records** – Client agrees that it is responsible for providing PM with accounting and financial records that are closed, complete, accurate, and in conformity with the requirements of GAAP, for providing schedules and analyses of accounts that PM requests, and for making all Client financial and compliance records and related information available to PM for purposes of PM's audit, whether obtained from within or outside of the general ledger and subsidiary ledgers. Where PM has provided estimates of the timing of its work and completion of PM's engagement and issuance of PM's report, those estimates are dependent on Client providing PM with all such accounting, financial and compliance records, schedules, and analyses on the date PM's work commences. PM will assess the condition of Client's accounting, financial and compliance records, schedules, and analyses of accounts prior to commencing its work. In the event that such records, schedules, and analyses are not closed, complete, accurate, or in conformity with GAAP, PM may have to reschedule its work, including the dates on which PM expects to complete its on-site procedures and issue its audit report.

In any circumstance where PM's work is rescheduled due to Client's failure to provide information as described in the preceding paragraph, PM offers no guarantee, express or implied, that PM will be able to meet any previously established deadlines related to the completion of the audit work or issuance of its audit report. Because rescheduling audit work imposes additional costs on PM, in any circumstance where PM has provided estimated fees, those estimated fees may be adjusted for the additional time PM incurs as a result of rescheduling its work. These fee adjustments will be determined in accordance with the Fee Adjustments provision of this Agreement.

- 10. Audit Adjustments** – PM will recommend adjustments to Client's accounting records that PM believes are appropriate. Client management is responsible for adjusting Client accounting records and financial statements to correct material misstatements and for affirming to PM in writing that the effects of any unrecorded adjustments

## **Professional Services Agreement – Audit Services**

identified during PM's audit are immaterial, both individually and in the aggregate, to the Client's financial statements specified in this Agreement.

- 11. Management Representations** – Client is responsible for the financial statements being audited and the implicit and explicit representations and assertions regarding the recognition, measurement, presentation, and disclosure of information therein. Client is also responsible for compliance with applicable compliance requirements of federal awards programs and the implicit and explicit representations and assertions regarding compliance. During the course of the audit, PM will request information and explanations from Client officers, management, and other personnel regarding accounting, financial, and compliance matters, including information regarding internal controls, operations, future plans, and the nature and purpose of specific transactions. PM will also require that management make certain representations to PM in writing as a precondition to issuance of PM's report.

PM's audit procedures will be significantly affected by the representations and assertions PM receives from management and, accordingly, false representations could cause material error, fraud, or noncompliance to go undetected by PM's procedures. Accordingly, Client acknowledges and agrees that it will instruct each person providing information, explanations, or representations to an auditor to provide true and complete information, to the best of his or her knowledge and belief. It is also agreed that any deliberate misrepresentation by any director, officer, or member of management, or any other person acting under the direction thereof ("Client Personnel"), intended to influence, coerce, manipulate, or mislead PM in the conduct of its audit will be considered a material breach of this Agreement. In addition, as a condition of its audit engagement, Client agrees to indemnify and hold PM and its partners, affiliates, and employees harmless from any and all claims, including associated attorneys' fees and costs, based on PM's failure to detect material misstatements in Client's financial statements or material noncompliance resulting in whole or in part from deliberate false or misleading representations, whether oral or written, made to PM by Client Personnel. This indemnity will be inoperative only if, and to the extent that, a court having competent jurisdiction has determined that PM failed to conduct its audit in accordance with generally accepted auditing standards and such failure resulted in PM not determining such misrepresentation by Client Personnel was false.

- 12. Use of Report** – PM's report on the financial statements must be associated only with the financial statements that were the subject of PM's audit engagement. Client may make copies of the audit report, but only if the entire financial statements (including related footnotes and supplementary information, as appropriate) are reproduced and distributed with that report. Client agrees not to reproduce or associate PM's audit report with any other financial statements, or portions thereof, that are not the subject of this engagement.

If PM's report on the financial statements being audited is to be published in any manner or if Client intends to make reference to PM in a publication of any type, Client agrees to submit proofs of the publication to PM for review prior to such publication and cooperate with PM in PM's performance of any additional audit procedures PM deems necessary in the circumstances, the nature and extent of which will be at PM's sole discretion. Client acknowledges and agrees that additional fees for such work will be determined in accordance with the Fee Adjustments provision of this Agreement. With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on Client's Internet website, Client understands that electronic sites are a means to distribute information and, therefore, PM is not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

- 13. Securities Offerings** – PM's audit does not contemplate, and does not include, any services in connection with any offering of securities, whether registered or exempt from registration. In the event Client elects to incorporate or make reference to PM's report in connection with any offering of debt or equity securities and requests PM's consent to such incorporation or reference, Client understands that additional procedures will need to be performed. In the event PM agrees in writing to perform such additional procedures, the nature and extent of which will be at PM's sole discretion, it is agreed and acknowledged that PM's performance of such additional procedures will be subject to all of the terms and conditions of this Agreement. Additional fees for such work will be determined based on the actual time that PM staff expend at current hourly rates, plus all reasonable and necessary travel and out-of-pocket costs incurred, and that payment for all such additional fees will be made in accordance with the payment terms provided in this Agreement.

If Client incorporates or makes reference to PM's report in connection with any offering of debt or equity securities without obtaining consent from PM as described above, Client agrees to include the following provision in the offering document:

Plante & Moran, PLLC, our independent auditor, has not performed or been engaged to perform any services in connection with the offering of securities. Nor has Plante & Moran, PLLC performed or been engaged to perform any procedures on the financial statements of Client since the date of the Plante & Moran, PLLC report included herein. Plante & Moran, PLLC also has not performed any procedures relating to this offering document.

**14. Tax Return Preparation** – This engagement does not include preparation of any tax returns or filings. If Client requires tax services, including tax consulting or preparation of tax returns, those services will be detailed in a separate engagement letter.

**15. Confidentiality, Ownership, and Retention of Workpapers** – During the course of this engagement, PM and PM staff may have access to Client's confidential, proprietary information, including, but not limited to, information regarding general ledger balances, financial transactions, trade secrets, business methods, plans, or projects. PM acknowledges that such information, regardless of its form, is confidential and proprietary to Client. PM will comply with all applicable ethical standards, laws, and regulations as to the retention, protection, use and distribution of such confidential client information. Except to the extent set forth herein, PM will not disclose such information to any third party without the prior written consent of Client.

In the interest of facilitating PM's services to Client, PM may communicate or exchange data by internet, e-mail, facsimile transmission, or other electronic methods. While PM will use its best efforts to keep such communications and transmissions secure in accordance with PM's obligations under applicable laws and professional standards, Client recognizes and accepts that PM has no control over the unauthorized interception of these communications or transmissions once they have been sent, and consents to PM's use of these electronic devices during this engagement.

Professional standards require that PM create and retain certain workpapers for engagements of this nature. All workpapers created in the course of this engagement are and shall remain the property of PM. PM will maintain the confidentiality of all such workpapers as long as they remain in PM's possession.

Both Client and PM acknowledge, however, that PM may be required to make its workpapers available to regulatory authorities or by court order or subpoena in a legal, administrative, arbitration, or similar proceeding in which PM is not a party. Further, in compliance with *Government Auditing Standards* and the Uniform Guidance, PM's working papers will be made available to federal award program representatives at PM offices during normal business hours during the audit and for a period of three years after the issuance of the report. Disclosure of confidential information in accordance with requirements of regulatory authorities or pursuant to court order or subpoena shall not constitute a breach of the provisions of this Agreement. In the event that a request for any confidential information or workpapers covered by this Agreement is made by regulatory authorities or pursuant to a court order or subpoena, PM agrees to inform Client in a timely manner of such request and to cooperate with Client should Client attempt, at Client's cost, to limit such access. This provision will survive the termination of this Agreement. PM's efforts in complying with such requests will be deemed billable to Client as a separate engagement. PM shall be entitled to compensation for its time and reasonable reimbursement of its expenses (including legal fees) in complying with the request.

PM reserves the right to destroy, and it is understood that PM will destroy, workpapers created in the course of this engagement in accordance with PM's record retention and destruction policies, which are designed to meet all relevant regulatory requirements for retention of workpapers. PM has no obligation to maintain workpapers other than for its own purposes or to meet those regulatory requirements.

Upon Client's written request, PM may, at its sole discretion, allow others to view any workpapers remaining in its possession if there is a specific business purpose for such a review. PM will evaluate each written request independently. Client acknowledges and agrees that PM will have no obligation to provide such access or to provide copies of PM's workpapers, without regard to whether access had been granted with respect to any prior requests.

**16. Data Access Management and Consent** – PM has operations both in and outside the United States and may, from time to time and at its reasonable discretion, use third-party service providers both in and outside the United States in support of its operations and the services for Client (individually and collectively "Third-Party Provider(s)"). Third-Party Providers may include, for example and without limitation, PM's international affiliates that support PM's domestic operations, cloud service providers that support PM's infrastructure in general, or independent contractors that serve to supplement a particular engagement team's services for specific engagements. In such circumstances, PM will be solely responsible for the provision of any services by such Third-Party Providers and, where such Third-Party Providers' services involve the accessing or processing of Client data, PM will require Third-Party Providers to maintain the confidentiality of any such data and not use such data for any purpose unrelated to assisting with PM's services for Client. In turn, Client, by its duly authorized signature on the accompanying engagement letter, consents to PM disclosing or otherwise allowing access to Client's data to such Third-Party Providers for such purposes. Client further acknowledges that, from time to time, PM representatives may have occasion to access Client data from outside the United States, for example and without limitation, when such PM representative(s) reside in or travel to another country. In such instances, PM agrees to use data access and storage protocols designed to reasonably safeguard data and Client consents to PM accessing Client data from outside of the United States under such circumstances.

**17. Recording of Meeting or Other Conversation** – Prior to making any audio or video recording of a meeting or other conversation with PM representatives through any means or medium, Client agrees to obtain the expressed consent of the PM representatives participating in such meeting or conversation, except that consent is not required where (a) the audio or video recording is required by law applicable to Client, or (b) for any publicly held or available meeting or conversation that is telecast and/or recorded for access by the general public as a matter of ordinary course, or (c) for meetings whose content, materials, minutes, etc., is subject to disclosure under freedom of information or public records laws to applicable Client. In the event consent is granted, Client agrees that any such recordings shall (i) be made available to PM upon PM's request; (ii) not be edited in any way; and (iii) be used exclusively for the purposes of fulfilling the objectives of this engagement and not for any other purposes whatsoever, including but not limited to marketing, public display, or transfer to third parties. With respect to all audio or video recordings (whether consent is required or not or whether consent granted or not), Client acknowledges that (A) the professional services provided pursuant to this engagement may involve a series of discussions and other exchanges of information and that reliance on a recording of one or more meetings or conversations with PM representatives can create a risk that the contents of any such meeting or conversation are taken out of context, and (B) recording conversations with PM representatives can create risks of Client confidential or sensitive information becoming exposed to an uncontrolled environment and Client assumes the risks associated with Client's election to record and retain the recording of any meeting or other conversation. Neither consent to any recording, nor participation in any recorded meeting or conversation (whether consent is required or not), constitutes a license or other authorization to use any participant's name, image, likeness, voice, or similar personal attribute or quality (collectively, "Personal Attributes") for any purpose, and each PM participant retains all right, title, and interest in his or her Personal Attributes.

**18. Fee Quotes** – In any circumstance where PM has provided estimated fees, fixed fees, or not-to-exceed fees ("Fee Quotes"), these Fee Quotes are based on information provided by Client regarding the nature and condition of its accounting, financial, and tax records; the nature and character of transactions reflected in those records; and the design and operating effectiveness of its internal controls. Client acknowledges that the following circumstances may result in an increase in fees:

- Client's failure to prepare for the audit as evidenced by accounts and records that have not been subject to normal year-end closing and reconciliation procedures;
- Client's failure to complete the audit preparation work by the applicable due dates;
- Significant unanticipated or undisclosed transactions, audit issues, or other such unforeseeable circumstances;
- Delays by Client causing scheduling changes or disruption of fieldwork;
- After audit or post fieldwork circumstances requiring revisions to work previously completed or delays in resolution of issues that extend the period of time necessary to complete the audit;
- Issues with the prior audit firm, prior year account balances, or report disclosures that impact the current year engagement;
- An excessive number of audit adjustments.

PM will use best efforts to advise Client in the event these circumstances occur; however, it is acknowledged that the exact impact on the Fee Quotes may not be determinable until the conclusion of the engagement. Such fee adjustments will be determined in accordance with the Fee Adjustments provision of this Agreement.

**19. Payment Terms** – PM's invoices for professional services are due upon receipt unless otherwise specified in the engagement letter. In the event any of PM's invoices are not paid in accordance with the terms of this Agreement, PM may elect, at PM's sole discretion, to suspend work until PM receives payment in full for all amounts due or terminate this engagement. In the event that work is suspended, for nonpayment or other reasons, and subsequently resumed, PM offers no guarantee, express or implied, that PM will be able to meet any previously established deadlines related to the completion of PM's services or issuance of PM's report upon resumption of PM's work, whether imposed by agreement or by law. Client agrees that in the event PM stops work or terminates this engagement as a result of Client's failure to pay fees on a timely basis for services rendered by PM as provided in this Agreement, or if PM terminates this engagement for any other reason, PM shall not be liable for any damages that occur as a result of PM ceasing to render services.

**20. Fee Adjustments** – Any fee adjustments for reasons described in this Agreement will be determined based on the actual time expended by PM staff at PM's current hourly rates, plus all reasonable and necessary travel and out-of-pocket costs incurred, and included as an adjustment to PM's invoices related to this engagement. Client acknowledges and agrees that payment for all such fee adjustments will be made in accordance with the payment terms provided in this Agreement.

- 21. Conditions of PM Visit to Client Facilities** – Client agrees that some or all of PM’s services may be provided remotely. In order to facilitate the provision of services remotely, Client agrees to provide documentation and other information reasonably required by PM for PM’s performance of the engaged services electronically to the extent possible throughout the course of the engagement. In the event in-person visits to Client’s facility(ies) are requested by Client or otherwise determined by PM to be necessary for the performance of the engaged services, Client agrees, upon PM’s request, to provide to PM Client’s policies and procedures that Client has implemented relating to workplace safety and the prevention of the transmission of disease at its facility(ies). In addition, Client affirms that it is in compliance with applicable Centers for Disease Control and Prevention and OSHA guidance pertaining to the prevention of the transmission of disease (collectively, “Applicable Preventative Guidance”) and agrees that it shall continue to comply with Applicable Preventative Guidance throughout any in-person visits by PM to Client’s facility(ies). Notwithstanding the foregoing, PM reserves the right to suspend or refrain from any in-person visit by PM to Client’s facility(ies) or impose further conditions on any such in-person visit if and as PM deems necessary. Client agrees and acknowledges that any determination by PM to visit Client’s facility(ies) is not and shall not be construed to be or relied on by Client as a determination by PM of Client’s compliance with Applicable Preventative Guidance.
- 22. Release for Biological Agent Liability** – Client acknowledges that there is an inherent risk of exposure to infectious diseases associated with any in-person interaction or in-person visit to property. Accordingly, Client, for itself and its successors and assigns, hereby releases PM and each of PM’s officers, directors, partners, members, managers, employees, affiliated, parent or subsidiary entities, and approved third-party service providers (collectively, “PM Persons”) from any and all claims or causes of action that the Client has, or hereafter may or shall have, against any of them in connection with, related to, or arising out of infectious diseases or the transmission thereof associated with a visit by one or more of the PM Persons to any Client facility(ies) or other in-person interaction with Client personnel.
- 23. Exclusion of Certain Damages** – In no event shall either party be liable to the other, whether a claim be in tort, contract, or otherwise, for any indirect, consequential, punitive, exemplary, lost profits, or similar damages in claims relating to PM’s services provided under this engagement.
- 24. Receipt of Legal Process** – In the event PM is required to respond to a subpoena, court order, or other legal process (in a matter involving Client but not PM) for the production of documents and/or testimony relative to information PM obtained and/or prepared during the course of this engagement, Client agrees to compensate PM for the affected PM staff’s time at such staff’s current hourly rates, and to reimburse PM for all of PM’s out-of-pocket costs incurred associated with PM’s response unless otherwise reimbursed by a third party.
- 25. Subsequent Discovery of Facts** – After the date of PM’s report on the financial statements, PM has no obligation to make any further or continuing inquiry or perform any other auditing procedures with respect to the audited financial statements or major programs covered by PM’s report, unless new information that may affect the report comes to PM’s attention. If PM becomes aware of information that relates to these financial statements or major programs but was not known to PM at the date of its report, and that is of such a nature and from such a source that PM would have investigated it had it come to PM’s attention during the course of the audit, PM will, as soon as practicable, undertake to determine whether the information is reliable and whether the facts existed at the date of PM’s report. In this connection, PM will discuss the matter with Client and request cooperation in whatever investigation and modification of the financial statements or schedules that may be necessary. Additional fees for such work will be determined based on the actual time that PM staff expend at PM’s current hourly rates, plus all reasonable and necessary travel and out-of-pocket costs incurred, and Client acknowledges and agrees that payment for all such additional fees will be made in accordance with the payment terms provided in this Agreement.
- 26. Termination of Engagement** – This engagement may be terminated by either party upon written notice. Upon notification of termination of this engagement, PM will cease providing services under the engagement. Client shall compensate PM for all time expended and reimburse PM for all out-of-pocket expenditures incurred by PM through the date of termination of this engagement.
- 27. Entire Agreement** – This Agreement is contractual in nature and includes all of the relevant terms that will govern the engagement for which it has been prepared. The terms of this Agreement supersede any prior oral or written representations or commitments by or between the parties regarding the subject matter hereof. Any material changes or additions to the terms set forth in this Agreement will only become effective if evidenced by a written amendment to this Agreement, signed by all of the parties.
- 28. Severability** – If any provision of this Agreement (in whole or part) is held to be invalid or otherwise unenforceable, the other provisions shall remain in full force and effect.
- 29. Force Majeure** – Neither party shall be deemed to be in breach of this Agreement as a result of any delays or nonperformance directly or indirectly resulting from circumstances or causes beyond its reasonable control, including, without limitation, fire or other casualty, acts of God, war, other violence, epidemic, pandemic or other

**Professional Services Agreement – Audit Services**

public health emergency or government mandated shut down (each individually a “Force Majeure Event”). A Force Majeure Event shall not excuse any payment obligation relating to fees or costs incurred prior to any such Force Majeure Event.

30. **Electronic Signatures** – The parties intend that any electronic signature shall be given full legal effect as if it were a handwritten signature.
31. **Governing Law** – This Agreement shall be governed by and construed in accordance with the laws of the State of Colorado, and jurisdiction over any action to enforce this Agreement, or any dispute arising from or relating to this Agreement shall reside exclusively within the State of Colorado.

**End of Professional Services Agreement – Audit Services**



## Report on the Firm's System of Quality Control

December 16, 2022

To the Partners of  
Plante & Moran, PLLC  
and the National Peer Review Committee

We have reviewed the system of quality control for the accounting and auditing practice of Plante & Moran, PLLC (the firm) applicable to engagements not subject to PCAOB permanent inspection, in effect for the year ended June 30, 2022. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a system review as described in the Standards may be found at [www.aicpa.org/prsummary](http://www.aicpa.org/prsummary). The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

### Firm's Responsibility

The firm is responsible for designing and complying with a system of quality control to provide the firm with reasonable assurance of performing and reporting in conformity with the requirements of applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported on in conformity with the requirements of applicable professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

### Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of and compliance with the firm's system of quality control based on our review.

### Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including compliance audits under the Single Audit Act; audits of employee benefit plans; an audit performed under FDICIA; and examinations of service organizations (SOC 1 and SOC 2 engagements).

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

### Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Plante & Moran, PLLC applicable to engagements not subject to PCAOB permanent inspection, in effect for the year ended June 30, 2022, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Plante & Moran, PLLC has received a peer review rating of *pass*.

Postlethwaite & Netterville, APAC  
Baton Rouge, Louisiana

## Report on the Firm's System of Quality Control

November 3, 2025

To the Partners of Plante & Moran, PLLC  
and the National Peer Review Committee

We have reviewed the system of quality control for the accounting and auditing practice of Plante & Moran, PLLC (the firm) applicable to engagements not subject to PCAOB permanent inspection, in effect for the year ended May 31, 2025. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a system review as described in the Standards may be found at [www.aicpa.org/prsummary](http://www.aicpa.org/prsummary). The summary also includes an explanation of how engagements identified as not performed or reported on in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

### Firm's Responsibility

The firm is responsible for designing and complying with a system of quality control to provide the firm with reasonable assurance of performing and reporting in conformity with the requirements of applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported on in conformity with the requirements of applicable professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

### Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of and compliance with the firm's system of quality control based on our review.

### Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including compliance audits under the Single Audit Act; audits of employee benefit plans; audits performed under FDICIA; and examinations of service organizations (SOC 1 and SOC 2 engagements).

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

### Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Plante & Moran, PLLC applicable to engagements not subject to PCAOB permanent inspection, in effect for the year ended May 31, 2025, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Plante & Moran, PLLC has received a peer review rating of *pass*.



EISNERAMPER LLP  
Baton Rouge, Louisiana

"EisnerAmper" is the brand name under which EisnerAmper LLP and Eisner Advisory Group LLC and its subsidiary entities provide professional services. EisnerAmper LLP and Eisner Advisory Group LLC are independently owned firms that practice in an alternative practice structure in accordance with the AICPA Code of Professional Conduct and applicable law, regulations and professional standards. EisnerAmper LLP is a licensed CPA firm that provides attest services, and Eisner Advisory Group LLC and its subsidiary entities provide tax and business consulting services. Eisner Advisory Group LLC and its subsidiary entities are not licensed CPA firms.

**Grand Junction Regional Airport Authority**  
 Agenda Item Summary

TOPIC:	Gensler Work Authorization for Design and Construction Administration Services for the 'Terminal Amenity' Project		
PURPOSE:	Information <input type="checkbox"/>	Guidance <input type="checkbox"/>	Decision <input checked="" type="checkbox"/>
RECOMMENDATION:	Approve Gensler Work Authorization No. 012 in the amount of \$605,625 plus reimbursable expenses not-to-exceed \$21,500 for the design, construction documentation, bidding/permitting, and construction administration related to the planned 'Terminal Amenities' project and authorize the CEO to sign the agreement.		
SUMMARY:	<p>This design, construction documentation, bidding/permitting, and construction administration to be performed by Gensler are related to the planned 'Terminal Amenities' project which includes the following elements:</p> <ul style="list-style-type: none"> <li>• Establish a dedicated service animal relief area, nursing mothers' room, and a family restroom with an adult changing table within the secure area. Approximately 2,000 square feet of pre-security space that is currently unused will be converted to secure area space used for these new amenities.</li> <li>• Relocate the Exit doors from the secure area and install automated exit lanes to enhance security and eliminate the need for TSA or Airport staff to monitor the exit lanes.</li> <li>• Install two up-escalators and an additional passenger elevator between the first and second floor to provide additional vertical transportation options and redundancy to reduce the impact when equipment is out of service</li> </ul> <p>Although referred to as 'amenities' in this scope of work, some of these items are explicitly required, while others are in anticipation of regulatory and funding changes and other compliance obligations. The scope of work has been reviewed and approved by the FAA and we have conducted the FAA required independent fee estimate (IFE) process and have concluded that the proposed fees are reasonable.</p> <p>We have applied for both discretionary and entitlement grant funding and the FAA anticipates 95% funding for all eligible portions of this project. The FAA has identified minor elements of the project that the FAA has identified as ineligible (automated exit lane equipment and creating a separate GJRAA staff access door to the secure area) that we will self-fund and track separately. Estimated ineligible design costs within this SOW are approximately \$10,000, and ineligible construction administration within this scope will be determined once the final construction costs are determined.</p>		
REVIEWED BY:	CEO, CIP Manager, and Legal Counsel, Dan Reimer		
FISCAL IMPACT:	Total Cost - \$627,125 FAA Funding Anticipated for 95% of eligible project amount (TBD)		
ATTACHMENTS:	Gensler Work Authorization No. 012		
STAFF CONTACT:	Sarah Menge, <a href="mailto:smenge@gjairport.com">smenge@gjairport.com</a> , Office: 970-248-8584		

WORK AUTHORIZATION FOR ADDITIONAL SERVICES NUMBER **012**

---

<b>Project:</b> Grand Junction Regional Airport On-Call - Level 2 Amenity Project	<b>Date:</b> February 12, 2026
<b>Project Location:</b> 2828 Walker Field Drive, Grand Junction, Colorado 81506	<b>Project Number:</b> 003.8017.012
<b>Client:</b> Grand Junction Regional Airport Authority (GJRAA)	<b>File:</b> 1WA <b>This Page</b> 1 of 8

---

**Services to be performed pursuant to the Original or Master Agreement, date**  
AE Professional Services Agreement GJRAA\_Gensler Final\_Executed, dated February 22, 2023

**If there is no Original or Master Agreement referenced above Gensler's current Standard Terms and Conditions ("STC") shall apply. A copy of the STC is attached or available upon request.**

**Other References**

---

**Services not included (this list is not exhaustive)**

---

<b>Fee and Basis</b>	<input checked="" type="checkbox"/> Lump Sum of \$ 605,625	<input checked="" type="checkbox"/> Plus Reimbursable Expenses of \$21,500 (10% mark-up)
	<input type="checkbox"/> Hourly	<input type="checkbox"/> Plus Consultants which are not listed as included in fee (10% mark-up)
	<input type="checkbox"/> Hourly, not to exceed \$ ____ without prior authorization	<input type="checkbox"/> Other: ____
<b>Date Services to Begin</b>	<input type="checkbox"/> 02/23/2026_ (specify date)	
	<input checked="" type="checkbox"/> Immediately after Work Authorization approval	
<b>Services projected to be completed no later than the following, if indicated</b>	<input checked="" type="checkbox"/> October 2027 (specify date)	
	<input type="checkbox"/> ____ Working days after Work Authorization approval	

---

<b>Services requested by:</b> Grand Junction Regional Airport Authority	<b>Date of Request:</b> 11/06/2025
---	------------------------------------

---

<b>Gensler Authorization by:</b> _____ Jon Gambrill, Managing Principal	<b>Date Signed:</b> xx/xx/2026
--	--------------------------------

---

<b>Client Authorization by:</b> _____	<b>Date Signed:</b>
---------------------------------------	---------------------

---

Authorization is confirmed for Gensler to perform the following services:

## A. PROJECT

### A.1 Project Description.

The client has requested the design and build-out of new level 2 amenities within the existing terminal, as well as an improvement to the passenger vertical transportation between level 01 and level 02. This work authorization is for the design, documentation, bidding/permitting efforts, and construction administration. The new, level 02 program elements include:

- Pet relief room (on secure side)
- Mother's / nursing room (on secure side)
- Family restroom with an adult changing table (on secure side)
- Exit Lane breach control and modification of the secure boundary, as needed (note: non-eligible for grant funds)
- Badged staff access point (note: non-eligible for grant funds)

In addition to these new program elements, there will be improvements and additions to the vertical transportation including:

- Modernization of existing passenger elevator & existing service elevator (new controls and new finishes)
- A new 2-stop passenger elevator (between level 1 & 2)
- Demolition of existing up escalator (between level 1 & 2) and installation of (2) new, adjacent up escalators in the same location
- Modification of the level 2 landing to accommodate the new elevator and 2 new escalators, as needed

Some demolition of existing spaces and reorganization of the secure boundary will be necessary for integration of the new amenity program and new exit lane breach control. Structural engineering is included for all vertical transportation components, as well as a slab in-fill (over an unused mechanical duct space) to accommodate the new level 02 amenity program. Mechanical, electrical, and plumbing engineering are included for all scopes. Gensler will lead and manage the Project, as specified in this Scope of Services. The project design team will be comprised of the Consultant, its sub-consultants, Airport Leadership, and other consultants working for the Airport.

**A.2 Project Budget.** Current project budget has not been determined/provided by the Client. Client, Gensler and Gensler's Consultants will review Client's budget goals for the Project (the "Project Budget") at the commencement of design. The Project Budget will include appropriate amounts for design and construction contingencies, consistent with the nature of the Project, and will be informed by the scope of work identified in this agreement.

**A.3 Project Schedule.** The Project Schedule ("Schedule") is set forth below. The parties will monitor the Project for conformance with the Schedule. If Client directs Gensler to provide Additional Services requiring additional time or the Project is not proceeding in accordance with the Schedule due to factors beyond Gensler's reasonable control, Gensler and Client will adjust the Schedule as appropriate, consistent with Section B.3, Optional/Additional Services. The Schedule will consist of the following projected milestones:

a) Commencement of Basic Services	<i>within 2 weeks of notice to proceed</i>
b) Project Kickoff	1 week
c) Schematic Design Phase	8 weeks
d) Pause for Cost Estimate	3 weeks
e) Construction Documentation	8 weeks
f) Bidding / Permitting / GMP	<i>estimated 6 weeks*</i>
g) Construction Administration	<i>estimated 58 weeks**</i>

*\*The actual Bidding/Permitting/GMP phase length is estimated and dependent on authority having jurisdiction and CMAR*

*\*\*The Construction Administration phase length is estimated and dependent on CMAR construction schedule; estimation is based on FCI schedule dated 01.05.2026*

## B. SCOPE OF SERVICES PROVIDED BY GENSLER

Client and Gensler will each provide the names of their key Project team members, including the primary contact person and the person authorized to make decisions.

**B.1 Gensler's Basic Services.** Gensler's Basic Services include design services. Scope of services are described under section A for this work authorization. Gensler will engage the following consultants:

- a) Structural Engineering

- b) Mechanical Engineering
- c) Electrical / Low Voltage Engineering
- d) Plumbing Engineering
- e) Fire Protection
- f) Vertical Transportation Consultant

**B.1.1 Design Phase (50%).** Upon Client's authorization to proceed, key representatives of Client and Gensler, as well as the appropriate consultants, will meet to kickoff the Project for the Schematic Design phase. This phase will focus on confirming the programmatic requirements, evaluating existing conditions, analysis of code requirements, studying alternative design layouts and system solutions, finish and material selections and coordination between the different disciplines and airport needs.

Deliverables:

- 50% Design Submittal
  - 30x42 drawing set including project description, architectural plans, preliminary code analysis, material palette, and up to (3) renderings of the design
  - 8.5x11 narrative for outline description/sketch of building systems (structural, mechanical, electrical, plumbing, vertical transportation, etc.)
- Engineers Design Report draft

Meetings:

- On Site Kickoff meeting, with structural, vertical transportation, and MEP consultants in attendance;
- Weekly (design team) coordination meetings;
- Up to (3) virtual client meetings, with consultants in attendance;
- (1) On Site final design presentation, architecture only
- Up to (1) in-person board meeting updates

**B.1.2 Construction Documentation Phase (100%).** Based on the Client's approval of the Schematic Design Documents, Gensler will provide drawings and specifications intended to be used for constructing the project.

Deliverables:

- 100% Submittal includes 30x42 drawing set and
  - Project Information
  - Life Safety code sheet
  - Floor plan(s)
  - Reflected ceiling plans, if necessary
  - Details, as required
  - Engineering drawings of systems included in Gensler's scope of services (prepared by Gensler's consultants) and coordination with Client's engineering and other consultants
- 8.5x11 Project Manual including General Supplementary Conditions, General Requirements, Technical Specifications, and FAA standard project requirements, as applicable (such as Buy American and Davis-Bacon Prevailing wages)
- Engineers Design Report

Meetings:

- Weekly (design team) coordination meetings;
- up to (3) virtual client meetings, with consultants in attendance

**B.1.3 Bidding / Permitting Phase.** Based on the Client's and FAA's approval of the Construction Documents, Gensler will provide support to the Construction Manager At-Risk (CMAR) in bidding of the Construction Documents as well as support the permitting process through Mesa County. It is anticipated that permitting process will be initiated and led by the CMAR.

Bidding Support includes addressing and responding to any clarifications and substitution request, through the CMAR and coordinating consultant clarifications or substitution requests.

Permitting support includes addressing and responding to any clarifications or information requests through the CMAR to Mesa County, coordinating consultant clarifications and information requests, and attendance in up to (1) in-person or virtual meeting with the County building department, if required.

**B.1.4 Construction Administration Phase.** Gensler's Construction Administration services will commence upon Client's direction to Gensler to begin performing the services defined in this Section B.1.4 and will continue until thirty (30) days after Substantial Completion. Gensler's Construction Administration services for the Grand Junction Regional Airport Level 2 Amenity Project will be provided for the current durations set by the schedule prepared by FCI Contractors. Should there be any design modifications, value engineering, or increases to the project's timeline and duration, additional services may be requested.

**B.1.4.1 Pre-Construction Conference.** Gensler's Construction Gensler will attend one (1) pre-construction conference in person with the Project team (Client, Contractor, Gensler, and each of their key subconsultants and subcontractors) to discuss the operational aspects of the Project, including the Construction Administration procedures.

**B.1.4.2 Progress Meetings and Site Visits.** Gensler will visit the Project site during construction to attend combined progress meetings and site walkthroughs ("Site Visit") monthly during the active construction phase of the project, totaling up to (8) site visits. The purpose of the site walkthroughs is to become generally familiar with the progress and quality of the Work and to determine whether the Work is in general conformance with the contract documents and are not for testing or inspection services. If Gensler observes Work that does not conform to the Construction Documents, Gensler will recommend that Client reject it. Gensler will also recommend inspection or testing of the Work if Gensler believes it is appropriate. Estimated travel expenses (airfare, rental car, hotel, meals, and mileage) are listed separately in our proposal.

**B.1.4.3 Communications during Construction.** Client and Contractor will communicate with Gensler's consultants, through Gensler. Gensler will maintain logs of documents received, reviewed, and/or issued by Gensler.

The design team will assign a Primary Contact (PC) for the project. The PC will be responsible for:

- a) Monitoring project progress and communicating it to other design disciplines.
- b) Tracking communications (RFIs and Submittals) to ensure timely responses.
- c) Managing design updates issued via Construction Bulletins.
- d) Serving as the main point of contact for all other field communications.
- e) Reviewing contractor payment applications and making recommendations to the client.

The Primary Contact and key discipline members will attend regular (assumed weekly) meetings. The Contractor will organize and chair these meetings and be responsible for meeting minutes, submittal logs, and RFI logs. The Contractor will include an FAA representative in the weekly meetings and also be responsible for weekly reports to the FAA. The PC will handle internal RFI coordination and upload responses to the Contractor.

The design team will set aside time to respond to phone calls and emails from the Contractor. This is to discuss progress, clarify conditions, and provide any additional information needed to keep the project moving forward. The Contractor will be responsible for documenting these informal communications using Requests for Information (RFIs)

**B.1.4.4 Requests for Information.** Upon Client's or Contractor's request for information, Gensler will provide written or graphic interpretations and clarifications of the Construction Documents. The design team will respond to all RFIs, providing answers within five business days for single discipline RFI's and ten business days for multi-discipline RFI's. Responses are expected to be submitted through Procure, or a similar system established by the Client/Contractor.

**B.1.4.5 Bulletins.** Gensler will prepare Construction Bulletins to document modifications to contract documents. These bulletins will address owner-requested changes, field clarifications, and other design clarifications. Gensler will issue bulletins at key project milestones to document major changes needed for permitting or field documents. Up to three Construction Bulletins are included. Any changes requested by the Client beyond this will be considered an additional service.

**B.1.4.6 Submittals.** Gensler will review and take appropriate action on Samples, Product Data, Shop Drawings, and other submittals that the Construction Documents require Contractor to submit ("Submittals"), to determine whether those items and Contractor's proposed methods of fabrication are generally consistent with the design intent. Gensler will take action on Submittals contained within a submittal schedule to be provided by the Contractor and approved by Gensler, within 10 business days for single discipline submittals and fifteen business days for multi-discipline submittals, absent exigent circumstances. Up to two reviews of Submittals are included.

**B.1.4.7 Changes.** A reasonable amount of changes in the work are typically anticipated and the Project Construction Budget will include adequate contingencies for such changes. Gensler will advise the Client in minor changes in the Work if they are consistent with the aesthetic design intent and do not involve an adjustment in the Project Budget (including contingencies) or Schedule. Gensler will assist the Client in reviewing properly documented Change Order proposals submitted by Contractor and in issuing Change Order Directives requested by Client. If any changes involve grant funding, the Contractor and Client must receive FAA approval. In any event, Client will notify Gensler promptly of any Client approved changes in the Work that deviate from the Construction Documents prepared by Gensler.

**B.1.4.8 Contractor's Payment Applications.** Gensler will review Contractor's monthly payment applications and make recommendations to Client regarding amounts due. Gensler's approval of a payment application will represent to Client that, to the best of Gensler's knowledge, information, and belief, the Work has progressed to the point indicated and is consistent with the aesthetic design intent. If Gensler is requested to issue Certificates for Payment, such certification will be made to the best of Gensler's knowledge, information and belief, based on the documentation provided with the Contractor's payment applications and Gensler's site observations, and will be subject to: (1) Gensler's observation of the Work upon Substantial Completion, (2) results of subsequent tests and inspections, (3) correction of minor deviations from the Contract Documents prior to completion, and (4) any qualifications expressed by Gensler. The issuance of a Certificate for Payment will not be a representation that Gensler has: (1) made exhaustive or continuous on-site inspections to check the quality or quantity of the Work, (2) reviewed construction means, methods, techniques, sequences or procedures, (3) reviewed copies of requisitions received from Subcontractors and material suppliers and other data requested by Client to substantiate the Contractor's right to payment, or (4) ascertained how or for what purpose the Contractor has used money previously paid on account of the Contract Sum.

**B.1.4.9 Substantial Completion.** Upon receipt of Contractor's written representation that the Work is substantially complete, along with Contractor's punch list of items to be completed or corrected, Gensler will conduct one field review to observe whether the Work is substantially complete. When Gensler determines that the Work is substantially complete, Gensler will issue the Certificate of Substantial Completion.

**B.1.4.10 Final Completion and Project Close-Out.** No later than thirty (30) days following Substantial Completion, upon Contractor's and Client's request, the design team will conduct an on-site review of the completed project and update the Contractor provided punch list of items that need to be addressed prior to the facility being turned over to the Client. The Contractor will be responsible for closing out all items identified on the punch list. If, at the time of the visit, the design team deems the project is not sufficiently complete to conduct a punch list review, a second visit will be required and treated as an additional service.

**B.2 CAD/BIM Format and Standards.** Gensler and its consultants will use Revit and Gensler's CAD Standards. At the completion of the Project, Gensler will deliver electronic as-designed record files, consisting of Gensler's Construction Documents and Bulletins, in PDF. Gensler will translate CAD files provided by Client and/or Client's consultants as an Additional Service. Preparation/review of as-built construction drawings, including incorporating Contractor's as-built record drawings into Gensler's as-designed record files, may be requested by Client as an Additional Service.

**B.3 Optional/Additional Services.** Gensler will provide services beyond the Basic Services if requested by Client and confirmed in writing by Gensler. Additional Services include, but are not limited to:

- a) Services required due to accelerated deadlines, early bid packages, delays, untimely Client information, approvals, or instructions, out-of-sequence phasing, Project pauses or remobilization, or other schedule changes due to reasons beyond Gensler's reasonable control;
- b) Services required due to changes in: (i) the Program; (ii) previously provided Client information, approvals, or instructions; or (iii) federal, state, or local laws, or regulations (or their interpretation by the authority having jurisdiction);
- c) Value engineering services required due to (i) absence of Project Budget at the commencement of Services; (ii) Project Budget changes after the Programming phase; (iii) new value engineering instructions after commencement of the Construction Documents phase; or (iv) inaccurate cost estimates or cost escalations due to market conditions (including but not limited to supply chain issues, tariffs, duties, import fees, labor shortages, or other factors);
- d) Changes to Construction Documents based on alternative, fast track, separate, or sequential bids, phasing, and swing space;
- e) Evaluating substitutions proposed by Client or Contractor and making subsequent revisions to Instruments of Service resulting therefrom; and
- f) Services required due to performance failures by Client and Client's consultants/contractors.
- g) Preparing As-Builts if desired by the client as an additional service at project completion

## C. SCOPE OF SERVICES PROVIDED BY CLIENT

**C.1 Services Provided By Client or Others.** The following services may be required on the Project and shall be provided by Client, Client's consultants, or others:

- a) Shoring and Excavation Design
- b) Hazardous Materials Abatement
- c) Environmental Testing services
- d) FF&E Procurement Services
- e) Art Procurement and Solicitation
- f) "Special Inspection" Services
- g) Purchasing Agent
- h) Design of off-site improvements
- i) Existing building and systems (structural, MEP, etc.) scanning / as-built drawings
- j) Resident Project Review for airfield work
- k) Warranty review services
- l) ALP update

**C.2 Information Provided By Client or Others.** The following information may be required on the Project and shall be provided by Client, Client's consultants, or others:

- a) Existing or Base Building information, including drawings, specifications, and other documents that describe the existing utility services, site conditions, build out and base building construction, and any systems with which the Project is to be coordinated.
- b) Structural, mechanical, chemical, air, and water pollution and hazardous materials tests, and other laboratory and environmental tests, inspections, and reports required by law or by authorities having jurisdiction over the Project, or reasonably requested by Gensler.

**C.3 Client's Requirements of Contractor or Others.** Client will, through the Construction Contract, require Contractor to:

- a) Provide access to the Work;
- b) Provide a Submittal Schedule for Gensler's approval and provide required Submittals in accordance with the Schedule;
- c) Review Submittals, identifying any changes, and approve before submitting to Gensler;
- d) Be responsible for the technical adequacy and accuracy, installation, and performance of any Project elements for which Gensler may specify performance requirements;
- e) Follow proper procedures for requests for substitutions;
- f) Maintain logs of all documents issued to and received from all other parties;
- g) Provide required certificates or statements of performance characteristics;
- h) Complete punch list items within thirty (30) days of Substantial Completion;
- i) Provide to Client as-constructed record drawings, maintenance manuals, written warranties, and related documents within thirty (30) days of Substantial Completion;
- j) Maintain job site safety on the Project;
- k) Cause Gensler and Gensler's consultants to be named as Additional Insureds on any property insurance purchased for the period of construction of the Project and on Contractor's General Liability Policy (using form CG 2026, CG 2032, or equivalent); such insurance will be endorsed to provide a waiver of the insurers' rights of subrogation against Gensler and Gensler's consultants.

## D. COMPENSATION

Compensation to Gensler for Basic Services, Additional Services, and Reimbursable Expenses will be as described below. When Gensler's compensation is based on hourly rates, the rates will be those set forth in Gensler's Standard Hourly Billing Rates.

**D.1 Basic Services.** Compensation for Basic Services will be the lump sum fee, in the amount of six hundred five thousand, six hundred twenty-five dollars (\$605,625). Note that the lump sum fee does not include Reimbursable Expenses, see D.3.

	Architecture / Interiors	Structural	Mechanical / Plumbing	Electrical / Technology	Vertical Transportation	Consultant Total	Total
<b>B.1.1 DESIGN (50%)</b>	\$ 98,250	\$ 8,620.00	\$ 7,440.00	\$ 12,740.00	\$ 17,715.00	\$ 46,515	\$ 144,765
<b>B.1.2 CONSTRUCTION DOCUMENTATION (100%)</b>	\$ 118,100	\$ 9,870.00	\$ 22,410.00	\$ 27,695.00	\$ 29,350.00	\$ 89,325	\$ 207,425
<b>B.1.3 BIDDING / PERMITTING</b>	\$ 8,250	\$ 2,505.00	\$ 1,550.00	\$ 5,040.00	\$ 6,400.00	\$ 15,495	\$ 23,745
<b>B.1.4 CONSTRUCTION ADMINISTRATION</b>	\$ 150,950	\$ 15,460.00	\$ 12,150.00	\$ 19,650.00	\$ 31,480.00	\$ 78,740	\$ 229,690
<b>SUBTOTAL</b>	<b>\$ 375,550</b>	<b>\$ 36,455.00</b>	<b>\$ 43,550.00</b>	<b>\$ 65,125.00</b>	<b>\$ 84,945.00</b>	<b>\$ 230,075</b>	<b>\$ 605,625</b>
REIMBURSABLE EXPENSES	\$ 8,000	\$ 3,500.00	\$ 1,500.00	\$ 2,500.00	\$ 6,000.00	\$ 13,500	\$ 21,500
<b>TOTAL</b>	<b>\$ 383,550</b>	<b>\$ 39,955.00</b>	<b>\$ 45,050.00</b>	<b>\$ 67,625.00</b>	<b>\$ 90,945.00</b>	<b>\$ 243,575</b>	<b>\$ 627,125</b>

**D.2 Additional Services.** Compensation for Additional Services (if not agreed upon as a lump sum amount) will be based on Gensler's Standard Hourly Billing Rates.

**D.3 Reimbursable Expenses.** Reimbursable Expenses are in addition to the lump sum fee for Basic Services and Additional Services and include expenses incurred by Gensler and Gensler's consultants in the interest of the Project, including, but not limited to the following:

- a) Reproduction, shipping, handling, and delivery.
- b) Mileage, tolls, cab fares, and parking.
- c) Renderings, models, mock-ups, and photography.
- d) Sales taxes and other transactional taxes, and fees paid for securing approval of authorities having jurisdiction over the Project.
- e) Authorized out-of-town travel, including travel time and reasonable living expenses.
- f) Additional insurance coverage or limits requested by Client in excess of that normally provided by Gensler and Gensler's consultants.

Compensation for Reimbursable Expenses incurred by Gensler in connection with the Project will be based on amounts invoiced to Gensler, plus ten percent (10%). Reimbursable expenses are not anticipated to exceed the amount of twenty-one thousand five hundred dollars (\$21,500).

**D.4 Consultants.** If Client has directed Gensler to engage consultants in Section B.1, compensation for such consultants will be based on amounts invoiced to Gensler, plus ten percent (10%), to compensate Gensler for costs commonly incurred relating to consultant liability, management of consultant services, and administration of consultant contracts.

**D.5 Progress Payments.** Progress payments will be made monthly. Where Gensler's fee is based on a lump sum, progress payments for Basic Services will be based on the percentage of services provided during the previous month.

## **E. AGREEMENT AND ACCEPTANCE**

**E.1 Agreement.** This Agreement is comprised of and incorporates the following documents, in order of precedence:

- a) AE Professional Services Agreement GJRAA\_Gensler Final\_Executed (February 22, 2023)
- b) This Work Authorization (dated 02/11/2026)

Where a portion of one document is amended by another of higher precedence, all unmodified portions will remain in effect. The terms and conditions of this Work Authorization, the STC, and Prime Agreement are integral parts of this Agreement and are fully incorporated herein by this reference. No conflicting or supplemental pre-printed provisions on Client forms (including, without limitation, terms on purchase orders) will be binding on the parties.

**E.2 Effective Date.** The effective date of this Agreement is the date of Client Authorization and Signature.

**Grand Junction Regional Airport Authority**  
Agenda Item Summary

---

TOPIC:	Gensler Work Authorization for Air Traffic Control Tower (ATCT) Project – Construction Administration		
PURPOSE:	Information <input type="checkbox"/>	Guidance <input type="checkbox"/>	Decision <input checked="" type="checkbox"/>
RECOMMENDATION:	Approve Gensler Work Authorization No. 011.3 in the amount of \$126,740 plus reimbursable expenses not-to-exceed \$7,000 for construction administration related to the ATCT Roof and Mechanical Replacement Project and authorize the CEO to sign the agreement.		
SUMMARY:	<p>This Scope of Work represents the construction administration services to be performed by Gensler for the Air Traffic Control Tower (ATCT) roof and mechanical equipment replacement project FCI is completing this spring.</p> <p>Gensler’s construction administration services include reviewing all submittals, requests for information, substitution requests, and change orders that may be requested by FCI and will also prepare site observation reports, review pay apps, attend Owner and Contractor meetings related to the ATCT improvement project as an owner’s representative to the GJRAA. Gensler designed the improvements and will provide technical expertise to the contractor and GJRAA staff during the project.</p> <p>While the ATCT project is eligible and funded by a grant, there is not enough grant funding to cover the construction and the construction administration costs, so the construction administration will be paid for with budgeted GJRAA capital funds. Staff have reviewed the scope of work and estimated fee and recommend approval of the work authorization in accordance with the terms of the professional services agreement with Gensler.</p>		
REVIEWED BY:	CEO, CIP Manager, and Legal Counsel, Dan Reimer		
FISCAL IMPACT:	GJRAA funded capital expenses - \$133,740		
ATTACHMENTS:	Gensler Work Authorization No. 011.3		
STAFF CONTACT:	Sarah Menge <a href="mailto:smenge@gairport.com">smenge@gairport.com</a> Office: 970-248-8584		

---

WORK AUTHORIZATION FOR ADDITIONAL SERVICES NUMBER 011.3

<b>Project:</b> Grand Junction Regional Airport On-Call - ATCT Roof and Mechanical Replacement - Construction Administration	<b>Date:</b> January 16, 2026
<b>Project Location:</b> 2828 Walker Field Drive, Grand Junction, Colorado 81506	<b>Project Number:</b> 003.8017.011
<b>Client:</b> Grand Junction Regional Airport Authority (GJRAA)	<b>File:</b> 1WA <b>This Page</b> 1 of 4

**Services to be performed pursuant to the Original or Master Agreement, date**  
 AE Professional Services Agreement GJRAA\_Gensler Final\_Executed, dated February 22, 2023 &  
 WA011 - ATCT Roof and Mechanical Replacement \_ executed January 28, 2025

**If there is no Original or Master Agreement referenced above Gensler's current Standard Terms and Conditions ("STC") shall apply. A copy of the STC is attached or available upon request.**

**Other References**

**Services not included (this list is not exhaustive)**

<b>Fee and Basis</b>	<input checked="" type="checkbox"/> Lump Sum of \$ 126,740	<input checked="" type="checkbox"/> Plus Reimbursable Expenses (10% mark-up)
	<input type="checkbox"/> Hourly	<input type="checkbox"/> Plus Consultants which are not listed as included in fee (10% mark-up)
	<input type="checkbox"/> Hourly, not to exceed \$ xx,xxx without prior authorization	<input type="checkbox"/> Other: ____
<b>Date Services to Begin</b>	<input type="checkbox"/> June 2025 (specify date)	
	<input checked="" type="checkbox"/> Immediately after Work Authorization approval	
<b>Services projected to be completed no later than the following, if indicated</b>	<input checked="" type="checkbox"/> July 2026, pending GC schedule (specify date)	
	<input type="checkbox"/> ____ Working days after Work Authorization approval	

<b>Services requested by:</b>	Grand Junction Regional Airport Authority	<b>Date of Request:</b>	12/18/2025
<b>Gensler Authorization by:</b>	 Brent Mather, Design Principal	<b>Date Signed:</b>	01/16/2026
<b>Client Authorization by:</b>	_____	<b>Date Signed:</b>	

Authorization is confirmed for Gensler to perform the following services:

## A. PROJECT

**A.1 Project Description.** The client, Grand Junction Regional Airport Authority, has requested the replacement of the existing roof and mechanical equipment at the Air Traffic Control Tower (ATCT) at Grand Junction Regional Airport (GJRA). The ATCT was built in 1961 and modernized in 1996. Most of the equipment and roofing assembly to be replaced is past its useful life expectancy. Based on the findings from a due diligence report for the ATCT, dated July 31, 2024, this work authorization is for the first phase of recommended updates, design through permitting/bidding (the “Project”).

The ATCT Phase 1 updates include:

1. Direct replacement of the existing Cab packaged rooftop units; new packaged rooftop units will be located to allow for the new roof hatch to be installed.
2. Direct replacement of the Level 6 fan coil unit and exhaust fan; existing ductwork is anticipated to be re-used; CHW & HHW piping is anticipated to be re-connected to the new unit, and existing electrical is anticipated to be re-fed from existing breaker locations to new equipment. New control valves are anticipated to be provided for the Level 6 FCU along with a new thermostat within the Cab.
- ~~3. Replacement of the Cab windows.~~
4. Replacement of the 6<sup>th</sup> floor and Cab level roofs. The roof replacement and related systems includes full insulation, drains, railings, pavers, vents, etc. as required. Any new roof or roof replacement will require additional insulation thickness to meet the IECC requirements. The options for a new roof membrane (TPO, PVC, and EPDM) will be evaluated based on durability, cost, longevity, sustainability, and compatibility with existing construction. No replacement or modifications of the roof-mounted FAA equipment is anticipated in this scope of work.
5. Addition of a roof hatch with telescoping ladder inside the level 6 cab to access the cab roof for maintenance purposes.

The scope above is captured in Work Authorization 011 and WA011.2\_REV1; the following scope of WA011.3 is for the Construction Administration effort to implement this project. Gensler will manage the Project, as specified in this Scope of Services. The project design team will be comprised of the Consultant, its sub-consultants, Airport Leadership, and other consultants working for the Airport.

**A.2 Project Budget.** Current project budget has been provided by the Client as \$1.3 million dollars. Client, Gensler and Gensler’s Consultants will review Client’s budget goals for the Project (the “Project Budget”), as it relates to the GMP created by the selected CMAR general contractor and the 3<sup>rd</sup> party estimator estimate.

**A.3 Project Schedule.** The Project Schedule (“Schedule”) is set forth below and based on the preliminary project schedule created by FCI and dated 12.18.2025. The parties will monitor the Project for conformance with the Schedule. If Client directs Gensler to provide Additional Services requiring additional time or the Project is not proceeding in accordance with the Schedule due to factors beyond Gensler’s reasonable control, Gensler and Client will adjust the Schedule as appropriate, consistent with Section B.3, Optional/Additional Services. The Schedule will consist of the following projected milestones:

- |   |                            |
|---|----------------------------|
| a) Commencement of Basic Services <i>*after notice to proceed</i> | up to 3 weeks              |
| b) Permit comment response / reissuance, <i>as needed</i>         | Week 1-2, <i>as needed</i> |
| c) Submittal review   | Week 2-16*                 |
| d) OAC participation / site visits, as needed                     | Week 2-20*                 |
| e) Punch walk & punch list  | Week 20*                   |
| f) Project closeout   | Week 20-25*                |

*\*Note: construction timeframe is dependent on GC schedule and actual construction efforts*

## B. SCOPE OF SERVICES PROVIDED BY GENSLER

Client and Gensler will each provide the names of their key Project team members, including the primary contact person and the person authorized to make decisions.

**B.1 Gensler’s Basic Services.** Gensler’s Basic Services include construction administration services. Scope of services are described under section A for this ATCT Phase 1 updates. In keeping with the standard of care, Gensler and Consultants are not

responsible for any unforeseen or buried existing conditions as it relates to the project schedule, scope creep and/or cost. Unforeseen conditions are those of an unusual nature that differ materially from those identified as existing in plans and documents provided or those that would not reasonably be expected to exist.

Gensler will engage the following consultants:

- a) Mechanical Engineering
- b) Electrical Engineering
- c) Structural Engineering

**B.1.1 Construction Administration.** Gensler will assist in interpretation of the design intent as follows:

- a) Preparation of bulletins / revisions, as required
- b) Review all submittals, RFI, substitution requests, and change orders, as required
- c) Preparation of site observation reports, following each site visit, throughout the duration of the construction schedule
- d) Review pay applications, as required

Meetings:

- Attend weekly virtual OAC construction meetings, as required
- Perform up to 1 on-site Field Observation per discipline, as required
- Perform final on-site punch walk per discipline, as required

**B.2 CAD Format and Standards.** Gensler and its consultants will use Revit and CAD Standards.

**B.3 Optional/Additional Services.** Gensler will provide services beyond the Basic Services described in Section B.1 (“Additional Services”) if requested by Client and confirmed in writing by Gensler. Additional Services include, but are not limited to:

- a) Value engineering;
- b) Models or professional renderings;
- c) Client-requested revisions to contract documents that are inconsistent with prior approvals or instructions;
- d) Increase in duration of services;
- e) Demobilization and remobilization of Project team due to Project suspension or delay for reasons beyond Gensler’s control;
- f) Design services associated with LEED or other certification;
- g) Additional site visits outside of those listed in the Basic Services;

## C. SCOPE OF SERVICES PROVIDED BY CLIENT

**C.1 Services Provided By Client or Others.** The following services may be required on the Project and shall be provided by Client, Client’s consultants, or others:

- a) Consulting services, including civil, geotechnical, hazardous materials testing or abatement, survey, technology design, commissioning
- b) Geotechnical investigations
- c) Topographical and boundary surveys
- d) Environmental Assessment

**C.2 Information Provided By Client or Others.** The following information may be required on the Project and shall be provided by Client, Client’s consultants, or others:

- a) Legal description of the property; the name/address of the property owner; and the name/address of any construction lender(s).
- b) Existing or Base Building information, including drawings, specifications, and other documents that describe the existing utility services, site conditions, build out and base building construction, and any systems with which the Project is to be coordinated.
- c) Structural, mechanical, chemical, air, and water pollution and hazardous materials tests, and other laboratory and environmental tests, inspections, and reports required by law or by authorities having jurisdiction over the Project, or reasonably requested by Gensler.

## D. COMPENSATION

Compensation to Gensler for Basic Services, Additional Services, and Reimbursable Expenses will be as described below. When Gensler's compensation is based on hourly rates, the rates will be those set forth in Gensler's Standard Hourly Billing Rates.

**D.1 Basic Services.** Compensation for Basic Services will be the lump sum fee, in the amount of one hundred twenty-six thousand, seven hundred forty dollars (\$126,740). Note that the lump sum fee does not include Reimbursable Expenses, see D.3.

Gensler	\$102,100
ME Engineers	\$ 16,900
Martin/Martin Engineers	\$ 5,500
Consultant Markup (10%)	\$ 2,240

**Total** **\$126,740**

**D.2 Additional Services.** Compensation for Additional Services (if not agreed upon as a lump sum amount) will be based on Gensler's Standard Hourly Billing Rates.

**D.3 Reimbursable Expenses.** Reimbursable Expenses are in addition to the lump sum fee for Basic Services and Additional Services and include expenses incurred by Gensler and Gensler's consultants in the interest of the Project, including, but not limited to the following:

- a) Reproduction, shipping, handling, and delivery.
- b) Mileage, tolls, cab fares, and parking.
- c) Renderings, models, mock-ups, and photography.
- d) Sales taxes and other transactional taxes, and fees paid for securing approval of authorities having jurisdiction over the Project.
- e) Authorized out-of-town travel, including travel time and reasonable living expenses.
- f) Additional insurance coverage or limits requested by Client in excess of that normally provided by Gensler and Gensler's consultants.

Compensation for Reimbursable Expenses incurred by Gensler in connection with the Project will be based on amounts invoiced to Gensler, plus ten percent (10%). Reimbursable expenses are not anticipated to exceed the amount of **seven thousand dollars (\$7,000)**.

**D.4 Consultants.** If Client has directed Gensler to engage consultants in Section B.1, compensation for such consultants will be based on amounts invoiced to Gensler, plus ten percent (10%), to compensate Gensler for costs commonly incurred relating to consultant liability, management of consultants' services, and administration of consultants' contracts.

**D.5 Progress Payments.** Progress payments will be made monthly. Where Gensler's fee is based on a lump sum, progress payments for Basic Services will be based on the percentage of services provided during the previous month.

## E. AGREEMENT AND ACCEPTANCE

**E.1 Agreement.** This Agreement is comprised of and incorporates the following documents, in order of precedence:

- a) AE Professional Services Agreement GJRAA\_Gensler Final\_Executed (February 22, 2023)
- b) This Work Authorization (dated January 6, 2026)
- c) Standard Terms and Conditions (dated February 2021)

Where a portion of one document is amended by another of higher precedence, all unmodified portions will remain in effect. The terms and conditions of this Work Authorization, the STC, and Prime Agreement are integral parts of this Agreement and are fully incorporated herein by this reference. No conflicting or supplemental pre-printed provisions on Client forms (including, without limitation, terms on purchase orders) will be binding on the parties.

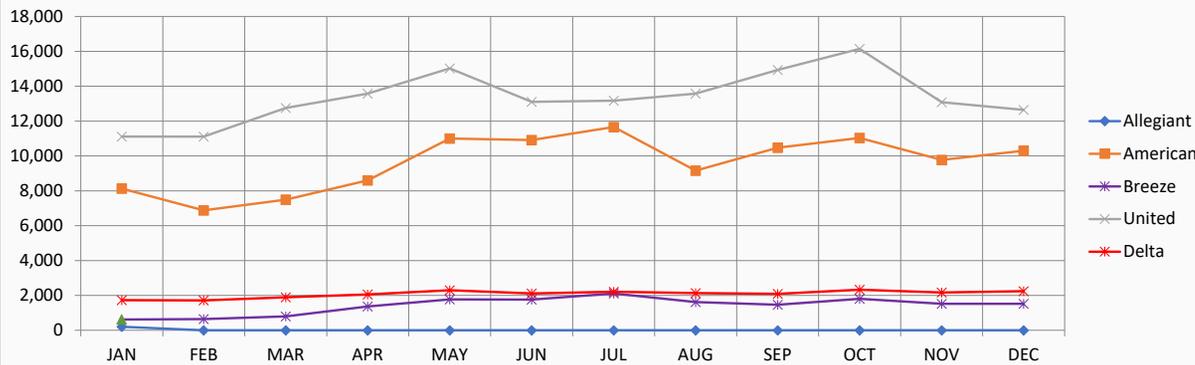
**E.2 Effective Date.** The effective date of this Agreement is the date of the Client Authorization and Signature.



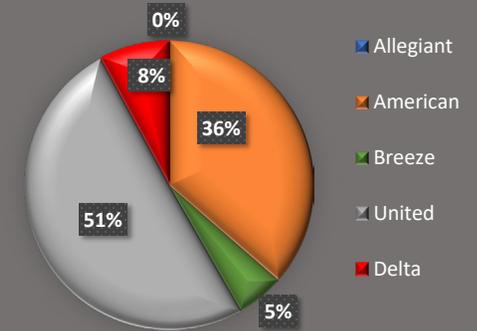
GRAND JUNCTION REGIONAL AIRPORT

**December 2025**  
DATA & STATISTICS

# Total Passenger Enplanements



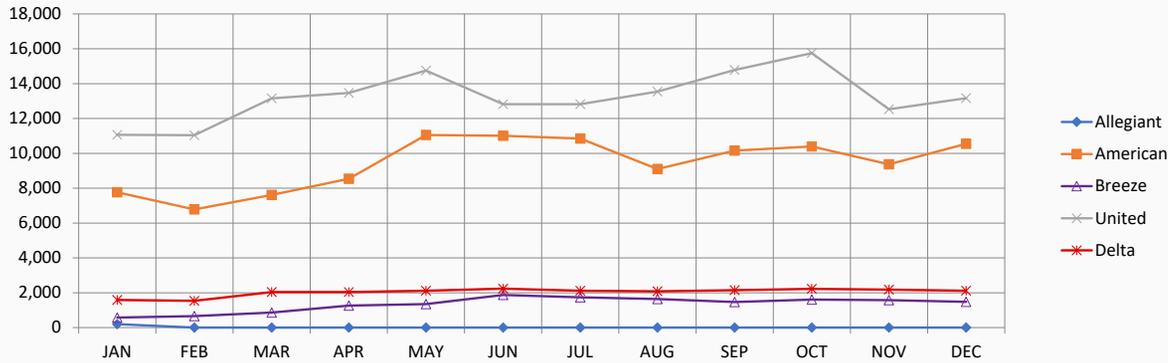
## 2025 YTD Market Share



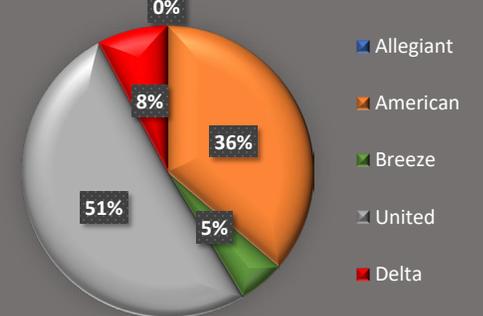
2025	Allegiant (LAX, AZA, LAS)	American (DFW, PHX)	Breeze (SNA, SFO, LAS)	United (DEN)	Delta (SLC)	Charters/ Diversions	Total	Annual
JAN	200	8,128	616	11,111	1,721		21,776	↑ 17.1%
FEB	0	6,878	641	11,113	1,712		20,344	↑ 8.9%
MAR	0	7,486	799	12,752	1,893	59	22,989	↑ 4.1%
APR	0	8,603	1,370	13,576	2,052	0	25,601	↑ 11.6%
MAY	0	11,001	1,771	15,015	2,291	56	30,134	↑ 17.3%
JUN	0	10,908	1,759	13,101	2,111	147	28,026	↑ 9.3%
JUL	0	11,660	2,108	13,172	2,210	35	29,185	↑ 15.0%
AUG	0	9,161	1,614	13,570	2,135		26,480	↑ 16.8%
SEP	0	10,472	1,458	14,930	2,090		28,950	↑ 18.6%
OCT	0	11,031	1,807	16,142	2,326	0	31,306	↑ 15.8%
NOV	0	9,768	1,518	13,076	2,164	95	26,621	↑ 13.3%
DEC	0	10,293	1,518	12,646	2,237	0	26,694	↑ 13.8%
<b>TOTAL</b>	<b>200</b>	<b>115,389</b>	<b>16,979</b>	<b>160,204</b>	<b>24,942</b>	<b>392</b>	<b>318,106</b>	<b>13.6%</b>
Market Share	0.06%	36.27%	5.34%	50.36%	7.84%	0.12%	100.00%	

2024	Allegiant (LAX, AZA, LAS)	American (DFW, PHX)	Breeze (SNA, SFO)	United (DEN)	Delta (SLC)	Charters/ Diversions	Total
JAN	987	7,201		10,410		0	18,598
FEB	824	7,532	846	9,409		69	18,680
MAR	961	8,521	1,512	10,988		111	22,093
APR	798	8,226	1,089	12,830		0	22,943
MAY	1,078	10,441	1,258	12,917		0	25,694
JUN	1,696	11,035	1,691	11,224		6	25,652
JUL	1,771	10,359	2,195	10,966		80	25,371
AUG	1,060	8,873	1,519	10,973		243	22,668
SEP	1,041	10,959	988	11,427		0	24,415
OCT	980	12,168	1,034	12,845		0	27,027
NOV	1,024	9,797	922	11,759		0	23,502
DEC	1,043	8,495	632	11,891	1,390	0	23,451
<b>TOTAL</b>	<b>13,263</b>	<b>113,607</b>	<b>13,686</b>	<b>137,639</b>	<b>1,390</b>	<b>509</b>	<b>280,094</b>
Market Share	4.74%	40.56%	4.89%	49.14%	0.50%	0.18%	100.00%

# Total Passenger Deplanements



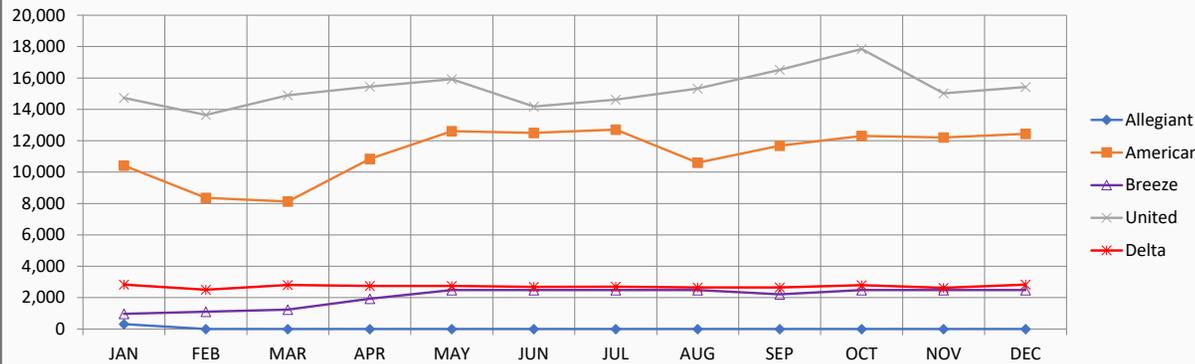
## 2025 YTD Market Share



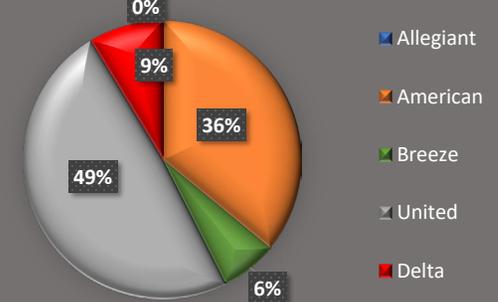
2025	Allegiant (LAX, AZA, LAS)	American (DFW, PHX)	Breeze (SNA, SFO, LAS)	United (DEN)	Delta (SLC)	Charters/ Diversions	Total	Annual
JAN	197	7,766	575	11,068	1,589	1,165	22,360	↓ -6.4%
FEB	0	6,781	658	11,041	1,535	1,659	21,674	↑ 5.5%
MAR	0	7,614	860	13,154	2,040	1,947	25,615	↑ 8.3%
APR	0	8,539	1,259	13,470	2,035	462	25,765	↑ 14.0%
MAY	0	11,051	1,344	14,748	2,116	251	29,510	↑ 16.4%
JUN	0	11,009	1,872	12,818	2,235	1,385	29,319	↑ 17.0%
JUL	0	10,852	1,741	12,816	2,109	956	28,474	↑ 11.8%
AUG	0	9,104	1,634	13,545	2,079	529	26,891	↑ 13.4%
SEP	0	10,157	1,462	14,780	2,141		28,540	↑ 15.7%
OCT	0	10,396	1,611	15,751	2,219	0	29,977	↑ 13.8%
NOV	0	9,375	1,575	12,528	2,183	158	25,819	↑ 12.8%
DEC	0	10,547	1,481	13,167	2,112	405	27,712	↑ 2.5%
<b>TOTAL</b>	<b>197</b>	<b>113,191</b>	<b>16,072</b>	<b>158,886</b>	<b>24,393</b>	<b>8,917</b>	<b>321,656</b>	<b>10.4%</b>
Market Share	0.06%	35.19%	5.00%	49.40%	7.58%	2.77%	100.00%	

2024	Allegiant (LAX, AZA, LAS)	American (DFW, PHX)	Breeze (SNA, SFO)	United (DEN)	Charters/ Diversions	Total
JAN	1,001	8,363		11,430	3,107	23,901
FEB	814	7,306	738	10,055	1,633	20,546
MAR	925	7,298	1,445	12,488	1,503	23,659
APR	860	7,937	1,067	12,536	209	22,609
MAY	966	10,472	1,122	12,802	0	25,362
JUN	1,787	9,305	1,823	11,239	898	25,052
JUL	1,835	10,040	2,176	11,147	267	25,465
AUG	979	9,041	1,554	10,928	1,212	23,714
SEP	1,071	10,875	989	11,665	57	24,657
OCT	939	11,755	975	12,602	62	26,333
NOV	948	9,179	922	11,564	273	22,886
DEC	989	9,671	665	13,001	1,290	27,046
<b>TOTAL</b>	<b>13,114</b>	<b>111,242</b>	<b>13,476</b>	<b>141,457</b>	<b>10,651</b>	<b>291,230</b>
Market Share	4.50%	38.20%	4.63%	48.57%	3.66%	100.00%

# Scheduled Capacity



2025 YTD Market Share

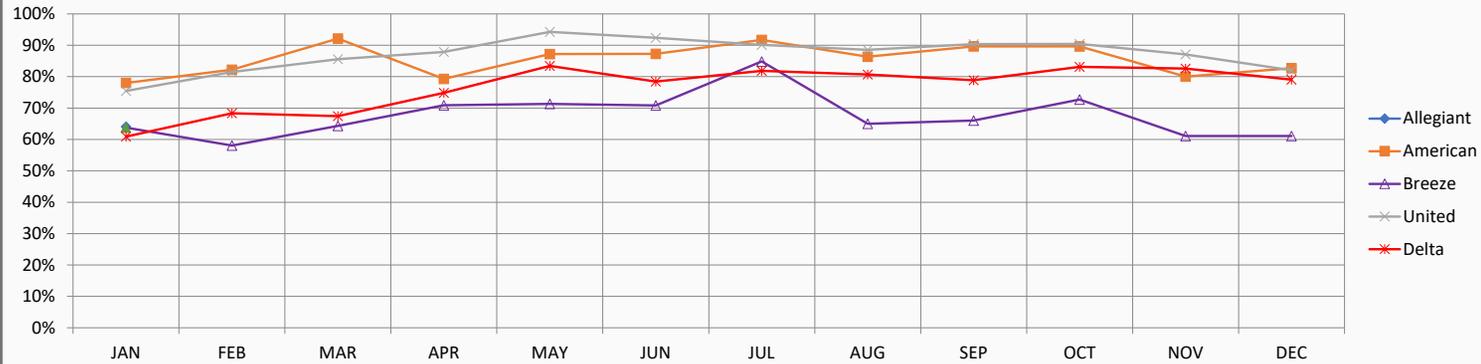


2025	Allegiant (LAX, AZA, LAS)	American (DFW, PHX)	Breeze (SNA, SFO, LAS)	United (DEN)	Delta (SLC)	Total	Annual
JAN	312	10,421	966	14,728	2,826	29,253	↑ 21.6%
FEB	0	8,366	1,104	13,642	2,504	25,616	↓ -12.3%
MAR	0	8,125	1,242	14,901	2,807	27,075	↓ -4.8%
APR	0	10,845	1,932	15,453	2,742	30,972	↑ 9.3%
MAY	0	12,614	2,484	15,926	2,746	33,770	↑ 7.1%
JUN	0	12,495	2,484	14,182	2,690	31,851	↑ 1.3%
JUL	0	12,712	2,484	14,614	2,700	32,510	↑ 3.3%
AUG	0	10,606	2,484	15,322	2,646	31,058	↑ 3.4%
SEP	0	11,681	2,208	16,522	2,650	33,061	↑ 10.4%
OCT	0	12,308	2,484	17,846	2,798	35,436	↑ 9.3%
NOV	0	12,204	2,484	15,015	2,620	32,323	↑ 13.1%
DEC	0	12,443	2,484	15,418	2,830	33,175	↑ 8.0%
<b>TOTAL</b>	<b>312</b>	<b>134,820</b>	<b>24,840</b>	<b>183,569</b>	<b>32,559</b>	<b>376,100</b>	
Market Share	0.08%	35.85%	6.60%	48.81%	8.66%	100.00%	

2024	Allegiant (LAX, AZA, LAS)	American (DFW, PHX)	Breeze (SNA, SFO)	United (DEN)	Delta (SLC)	Total
JAN	1,404	9,254		13,399		24,057
FEB	1,248	11,508	1,540	14,912		29,208
MAR	1,404	10,871	2,080	14,078		28,433
APR	1,404	9,766	2,080	15,077		28,327
MAY	1,590	12,342	2,720	14,892		31,544
JUN	2,910	11,779	2,860	13,898		31,447
JUL	2,865	12,598	2,904	13,118		31,485
AUG	1,776	12,246	2,470	13,544		30,036
SEP	1,404	13,853	1,370	13,314		29,941
OCT	1,248	14,588	1,242	15,341		32,419
NOV	1,404	11,583	1,242	14,344		28,573
DEC	1,404	10,748	966	15,077	2,520	30,715
<b>TOTAL</b>	<b>20,061</b>	<b>141,136</b>	<b>21,474</b>	<b>170,994</b>	<b>2,520</b>	<b>356,185</b>
Market Share	5.63%	39.62%	6.03%	48.01%	0.71%	100.00%

# Load Factor

\*Includes Scheduled Flights ONLY



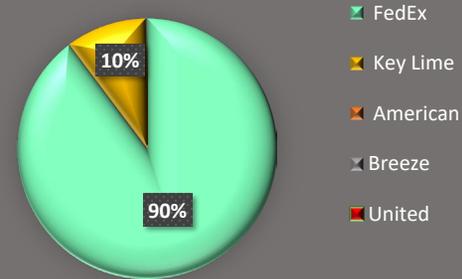
2025	Allegiant (LAX, AZA, LAS)	American (DFW, PHX)	Breeze (SNA, SFO, LAS)	United (DEN)	Delta (SLC)	Total	Annual
JAN	64%	78%	64%	75%	61%	74%	-3%
FEB		82%	58%	81%	68%	79%	16%
MAR		92%	64%	86%	67%	85%	7%
APR		79%	71%	88%	75%	83%	2%
MAY		87%	71%	94%	83%	89%	8%
JUN		87%	71%	92%	78%	88%	6%
JUL		92%	85%	90%	82%	90%	9%
AUG		86%	65%	89%	81%	85%	10%
SEP		90%	66%	90%	79%	88%	6%
OCT		90%	73%	90%	83%	88%	5%
NOV		80%	61%	87%	83%	82%	0%
DEC		83%	61%	82%	79%	80%	4%
<b>TOTAL</b>	<b>64%</b>	<b>86%</b>	<b>68%</b>	<b>87%</b>	<b>77%</b>	<b>85%</b>	<b>7.6%</b>

2024	Allegiant (LAX, AZA, LAS)	American (DFW, PHX)	Breeze (SNA, SFO)	United (DEN)	Delta (SLC)	Total
JAN	70%	78%		78%	0%	77%
FEB	66%	65%	55%	63%	0%	64%
MAR	68%	78%	73%	78%	0%	77%
APR	57%	84%	52%	85%	0%	81%
MAY	68%	85%	46%	87%	0%	81%
JUN	58%	94%	59%	81%	0%	82%
JUL	62%	82%	76%	84%	0%	80%
AUG	60%	72%	61%	81%	0%	75%
SEP	74%	79%	72%	86%	0%	82%
OCT	79%	83%	83%	84%	0%	83%
NOV	73%	85%	74%	82%	0%	82%
DEC	74%	79%	65%	79%	55%	76%
<b>TOTAL</b>	<b>66%</b>	<b>80%</b>	<b>64%</b>	<b>80%</b>	<b>55%</b>	<b>79%</b>

# 2025 Enplaned and Deplaned Airfreight - Lbs

2025 YTD		↑ 6.62% ↓ -4.79%
Enplaned Freight	3,733,558	
Deplaned Freight	5,810,296	
2024 YTD		
Enplaned Freight	3,501,887	
Deplaned Freight	6,102,343	

### 2025 Market Share



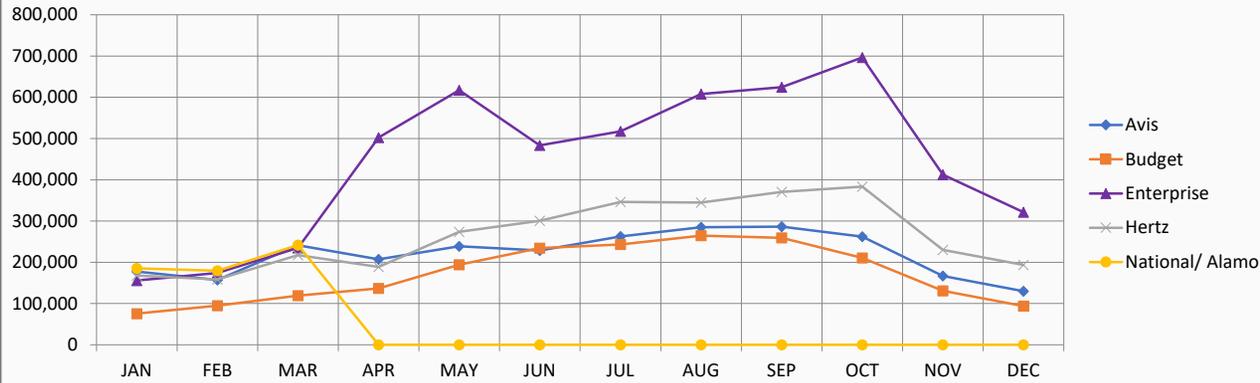
Enplaned	FedEx	Key Lime	American	Breeze	United	Total	YTD Total	Annual
JAN	321,968	13,830			62	335,860	335,860	↑ 21.5%
FEB	267,525	11,963	35		35	279,558	615,418	↑ 18.0%
MAR	320,020	11,907	12			331,939	947,357	↑ 2.2%
APR	264,225	15,159	60		50	279,494	1,226,851	↑ 1.6%
MAY	259,680	12,600				272,280	1,499,131	↑ 3.8%
JUN	243,772	11,182	420		2	255,376	1,754,507	↓ -11.5%
JUL	272,155	11,967	60		158	284,340	2,038,847	↑ 6.2%
AUG	315,309	19,348	188	-	-	334,845	2,373,692	↓ -8.6%
SEP	256,987	16,865	39	-	-	273,891	2,647,583	↓ -9.1%
OCT	269,406	19,024	-	-	-	288,430	2,936,013	↓ -1.4%
NOV	251,864	9,355	-	-	-	261,219	3,197,232	↓ -1.5%
DEC	519,600	16,643	25		58	536,326	3,733,558	↑ 55.7%
<b>TOTAL</b>	<b>3,562,511</b>	<b>169,843</b>	<b>839</b>	<b>-</b>	<b>365</b>	<b>3,733,558</b>	<b>3,733,558</b>	<b>↑ 11%</b>
Market Share	95.42%	4.55%	0.02%	0.00%	0.01%	100.00%		

Deplaned	FedEx	Key Lime	American	Breeze	United	Total	YTD Total	Month over Month
JAN	374,288	62,936	325		2,563	440,112	440,112	↓ -1.8%
FEB	359,263	61,103	687		143	421,196	861,308	↓ -2.1%
MAR	371,029	59,800	2,879		334	434,042	1,295,350	↓ -16.2%
APR	362,879	65,298	372		419	428,968	1,724,318	↑ 3.5%
MAY	416,102	65,330	610		343	482,385	2,206,703	↑ 9.3%
JUN	442,278	67,458	3,165		80	512,981	2,719,684	↓ -3.7%
JUL	498,096	70,939	2,519		502	572,056	3,291,740	↑ 11.5%
AUG	484,039	73,890	559	-	-	558,488	3,850,228	↓ -7.0%
SEP	407,712	67,687	625	-	-	476,024	4,326,252	↓ -5.7%
OCT	412,551	78,511	784	-	-	491,846	4,818,098	↓ -2.7%
NOV	382,466	60,982	350	-	-	443,798	5,261,896	↓ -16.2%
DEC	494,103	53,051	1,120	-	126	548,400	5,810,296	↓ -17.4%
<b>TOTAL</b>	<b>5,004,806</b>	<b>786,985</b>	<b>13,995</b>	<b>-</b>	<b>4,510</b>	<b>5,810,296</b>	<b>5,810,296</b>	<b>↓ -7%</b>
Market Share	86.14%	13.54%	0.24%	0.00%	0.08%	100.00%		

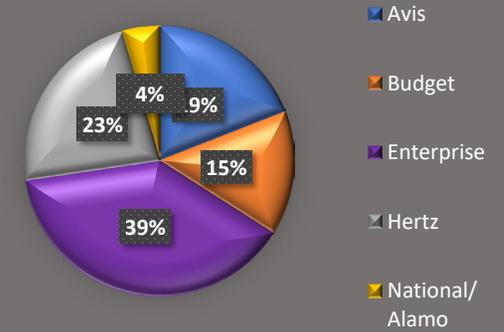
# 2025 Aircraft Operations

2025	Itinerant					Local			TOTAL
	Air Carrier	Air Taxi	General Aviation	Military	TOTAL ITINERANT	Local Civilian	Local Military	TOTAL LOCAL	
JAN	569	538	2,032	89	3,228	2,450	34	2,484	5,712
FEB	499	525	2,019	58	3,101	2,190	36	2,226	5,327
MAR	562	511	2,072	109	3,254	2,076	18	2,094	5,348
APR	584	487	2,228	70	3,369	2,007	46	2,053	5,422
MAY	700	467	2,336	76	3,579	2,190	18	2,208	5,787
JUN	698	487	2,139	136	3,460	1,620	122	1,742	5,202
JUL	776	508	3,407	111	4,802	1,456	44	1,500	6,302
AUG	667	533	3,225	96	4,521	1,488	26	1,514	6,035
SEP	588	467	2,416	96	3,567	1,588	82	1,670	5,237
OCT	684	453	2,501	69	3,707	2,418	42	2,460	6,167
NOV	597	437	2,303	115	3,452	2,839	120	2,959	6,411
DEC	689	432	1,937	70	3,128	1,888	88	1,976	5,104
<b>TOTAL</b>	<b>7,613</b>	<b>5,845</b>	<b>28,615</b>	<b>1,095</b>	<b>43,168</b>	<b>24,210</b>	<b>676</b>	<b>24,886</b>	<b>68,054</b>
Historical Data	2020	2021	2022	2023	2024	2025	2024-2025 Inc/Dec		
JAN	3,713	4,904	4,477	4,054	5,138	5,712	↑	11.17%	
FEB	4,378	4,195	4,672	3,457	5,169	5,327	↑	3.06%	
MAR	3,241	4,710	4,636	4,390	5,135	5,348	↑	4.15%	
APR	2,436	4,238	4,357	4,538	4,999	5,422	↑	8.46%	
MAY	3,826	4,514	5,235	4,440	4,989	5,787	↑	16.00%	
JUN	4,588	5,000	4,785	4,473	4,814	5,202	↑	8.06%	
JUL	4,784	5,014	4,039	5,356	5,703	6,302	↑	10.50%	
AUG	5,436	4,858	4,983	5,250	5,430	6,035	↑	11.14%	
SEP	4,777	5,355	4,890	6,450	5,699	5,237	↓	-8.11%	
OCT	5,216	5,095	5,171	5,690	5,484	6,167	↑	12.45%	
NOV	4,612	4,841	3,974	5,078	5,290	6,411	↑	21.19%	
DEC	4,532	4,269	3,746	6,135	6,082	5,104	↓	-16.08%	
<b>TOTAL</b>	<b>51,539</b>	<b>56,993</b>	<b>54,965</b>	<b>59,311</b>	<b>63,932</b>	<b>68,054</b>			

# 2025 Rental Car Revenues



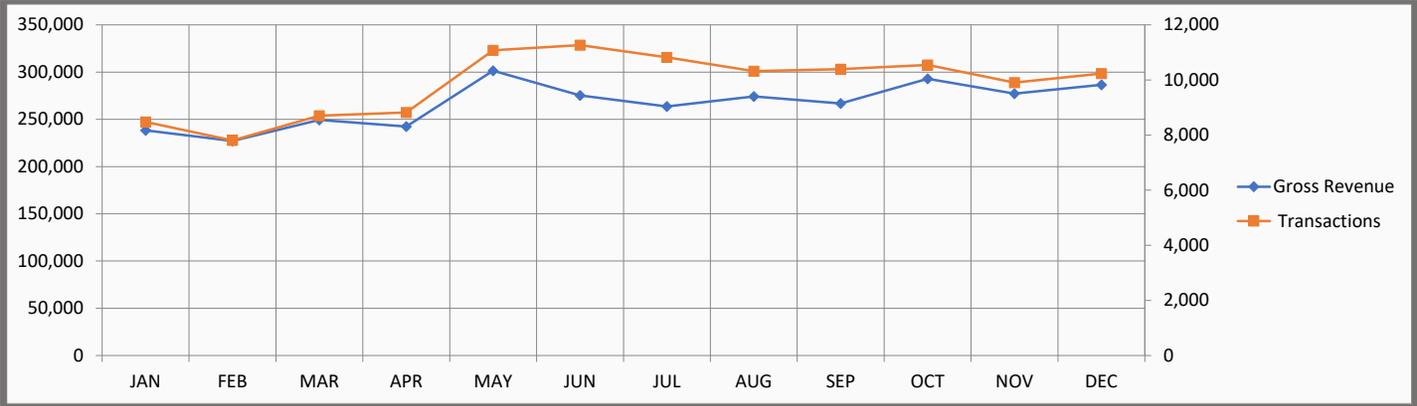
## 2025 Market Share



2025	Avis	Budget	Enterprise	Hertz	National/ Alamo	Total	YTD Total	Annual YTD	
JAN	177,649	75,662	155,893	168,007	185,354	762,565	762,565	↑	6.1%
FEB	157,334	95,025	174,007	158,523	179,506	764,395	1,526,960	↑	6.6%
MAR	241,126	119,346	234,939	217,652	241,822	1,054,885	2,581,844	↑	5.6%
APR	207,418	136,870	502,279	188,756	(See Enterprise)	1,035,323	3,617,168	↑	4.2%
MAY	238,913	193,958	617,220	273,829	(See Enterprise)	1,323,921	4,941,089	↑	7.0%
JUN	228,754	234,461	483,526	300,657	(See Enterprise)	1,247,398	6,188,487	↑	4.5%
JUL	262,715	243,337	517,319	346,342	(See Enterprise)	1,369,712	7,558,199	↑	6.7%
AUG	285,099	264,597	607,866	344,831	(See Enterprise)	1,502,392	9,060,592	↑	9.9%
SEP	286,411	259,136	624,589	370,617	(See Enterprise)	1,540,754	10,601,345	↑	10.9%
OCT	262,174	210,647	696,506	383,441	(See Enterprise)	1,552,768	12,154,113	↑	11.3%
NOV	166,973	130,869	412,309	230,016	(See Enterprise)	940,167	13,094,280	↑	11.4%
DEC	129,925	94,130	321,614	193,633	(See Enterprise)	739,302	13,833,582	↑	10.9%
<b>TOTAL</b>	<b>2,644,490</b>	<b>2,058,038</b>	<b>5,348,069</b>	<b>3,176,303</b>	<b>606,682</b>	<b>13,833,582</b>	<b>13,833,582</b>		<b>10.9%</b>
Market Share	19.12%	14.88%	38.66%	22.96%	4.39%	100.00%			

2024	Avis	Budget	Enterprise	Hertz	National/ Alamo	Total	YTD Total	
JAN	173,845	75,404	118,776	223,211	127,791	719,026	719,026	
FEB	158,922	84,182	111,296	225,026	133,750	713,176	1,432,202	
MAR	246,456	128,358	173,034	253,618	210,412	1,011,878	2,444,080	
APR	223,351	113,327	200,361	291,896	197,600	1,026,535	3,470,615	
MAY	208,090	140,147	246,349	320,048	234,511	1,149,146	4,619,761	
JUN	226,669	130,964	335,824	400,989	210,385	1,304,832	5,924,593	
JUL	223,250	125,007	221,392	324,028	263,735	1,157,413	7,082,006	
AUG	234,414	158,079	213,082	308,297	247,299	1,161,171	8,243,177	
SEP	308,538	180,322	256,930	322,555	249,648	1,317,994	9,561,171	
OCT	271,999	167,926	282,095	346,142	290,613	1,358,774	10,919,944	
NOV	140,987	63,304	186,786	233,311	213,476	837,864	11,757,808	
DEC	147,147	64,917	158,881	180,419	163,762	715,125	12,472,933	
<b>TOTAL</b>	<b>2,563,667</b>	<b>1,431,938</b>	<b>2,504,806</b>	<b>3,429,541</b>	<b>2,542,982</b>	<b>12,472,933</b>		
Market Share	20.55%	11.48%	20.08%	27.50%	20.39%	100.00%		

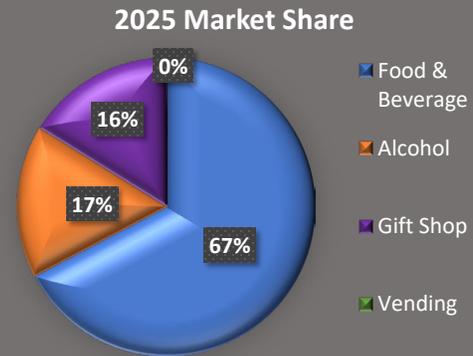
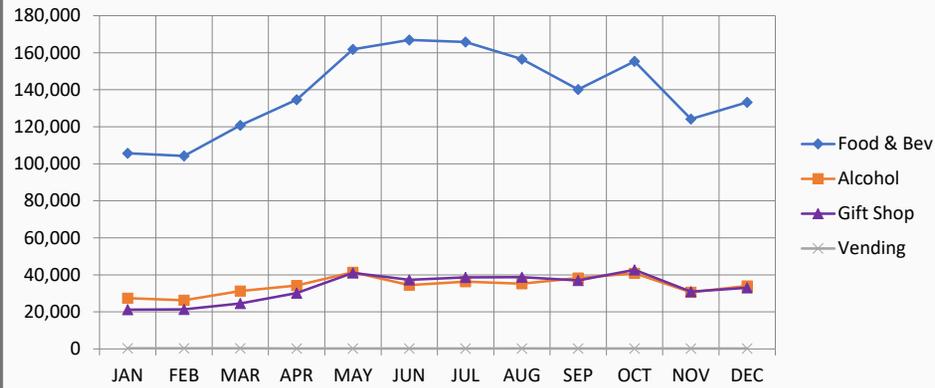
# 2025 Parking Revenues



2025	Gross Revenue	Transactions	YTD Gross Revenue	YTD Transactions	Revenue per Transaction	Annual YTD
JAN	238,310	8,474	238,310	8,474	\$ 28.12	↑ 13.5%
FEB	227,102	7,805	465,412	16,279	\$ 29.10	↑ 10.3%
MAR	249,275	8,700	714,687	24,979	\$ 28.65	↑ 10.3%
APR	242,358	8,819	957,045	33,798	\$ 27.48	↑ 8.8%
MAY	301,440	11,076	1,258,485	44,874	\$ 27.22	↑ 10.5%
JUN	275,328	11,264	1,533,813	56,138	\$ 24.44	↑ 14.0%
JUL	263,528	10,819	1,797,341	66,957	\$ 24.36	↑ 15.0%
AUG	274,184	10,316	2,071,525	77,273	\$ 26.58	↑ 17.2%
SEP	266,792	10,393	2,338,317	87,666	\$ 25.67	↑ 17.8%
OCT	292,935	10,544	2,631,252	98,210	\$ 27.78	↑ 17.9%
NOV	277,186	9,907	2,908,438	108,117	\$ 27.98	↑ 18.1%
DEC	286,546	10,232	3,194,984	118,349	\$ 28.00	↑ 17.4%
<b>TOTAL</b>	<b>3,194,984</b>	<b>118,349</b>	<b>3,194,984</b>	<b>118,349</b>	<b>\$ 27.00</b>	

2024	Gross Revenue	Transactions	YTD Gross Revenue	YTD Transactions	Revenue per Transaction
JAN	209,954	7,194	209,954	7,194	\$ 29.18
FEB	211,874	7,431	421,828	14,625	\$ 28.51
MAR	225,906	8,059	647,734	8,059	\$ 28.03
APR	231,790	8,054	879,524	16,113	\$ 28.78
MAY	259,750	9,946	1,139,274	9,946	\$ 26.12
JUN	206,119	8,831	1,345,393	18,777	\$ 23.34
JUL	217,102	9,305	1,562,495	9,305	\$ 23.33
AUG	205,067	8,608	1,767,562	17,913	\$ 23.82
SEP	216,690	8,703	1,984,252	8,703	\$ 24.90
OCT	248,135	9,616	2,232,387	18,319	\$ 25.80
NOV	231,252	8,699	2,463,639	8,699	\$ 26.58
DEC	258,000	9,753	2,721,639	18,452	\$ 26.45
<b>TOTAL</b>	<b>2,721,639</b>	<b>104,199</b>	<b>2,721,639</b>	<b>104,199</b>	<b>\$ 26.12</b>

# 2025 Terminal Concessions Revenues



2025	Food & Beverage	Alcohol	Gift Shop	Vending	Total	Annual
JAN	105,681	27,416	21,205	359	\$ 154,661	↑ 16.1%
FEB	104,248	26,277	21,406	321	\$ 152,251	↑ 6.2%
MAR	120,796	31,321	24,545	308	\$ 176,969	↑ 9.0%
APR	134,680	34,240	30,208	281	\$ 199,409	↑ 25.1%
MAY	161,823	41,443	41,115	279	\$ 244,659	↑ 21.1%
JUN	166,904	34,456	37,315	271	\$ 238,946	↑ 21.0%
JUL	165,767	36,377	38,649	271	\$ 241,062	↑ 23.2%
AUG	156,513	35,190	38,713	270	\$ 230,686	↑ 21.2%
SEP	140,169	38,278	36,988	275	\$ 215,710	↑ 16.0%
OCT	155,383	40,858	42,722	273	\$ 239,236	↑ 21.7%
NOV	124,208	30,578	30,972	275	\$ 186,033	↑ 7.8%
DEC	133,256	33,987	33,005	278	\$ 200,526	↑ 16.2%
<b>TOTAL</b>	<b>1,669,426</b>	<b>410,420</b>	<b>396,843</b>	<b>3,459</b>	<b>2,480,147</b>	<b>17%</b>

2024	Food & Beverage	Alcohol	Gift Shop	Vending	Total
JAN	88,158	24,078	20,698	249	\$ 133,183
FEB	94,391	28,025	20,670	252	\$ 143,338
MAR	105,724	30,437	25,985	260	\$ 162,406
APR	103,541	33,106	22,497	260	\$ 159,404
MAY	126,545	41,379	33,897	262	\$ 202,084
JUN	126,205	37,653	33,305	255	\$ 197,418
JUL	123,463	33,517	38,370	255	\$ 195,605
AUG	123,235	34,608	32,184	255	\$ 190,282
SEP	114,433	34,664	36,532	263	\$ 185,892
OCT	123,738	40,016	32,498	280	\$ 196,532
NOV	110,042	35,088	27,079	302	\$ 172,512
DEC	114,087	30,354	27,758	301	\$ 172,499
<b>TOTAL</b>	<b>1,353,563</b>	<b>402,926</b>	<b>351,472</b>	<b>3,193</b>	<b>2,111,154</b>
Market Share	64%	19%	17%	0%	100%

# Grand Junction Regional Airport Authority

## Statements of Changes in Net Position

Unaudited - subject to change

As of Date:

12/31/2025

	Month			Budget Variance		Prior Year Variance		
	12/31/2025	12/31/2025	12/31/2024	Budget \$ Var	Budget % Var	PY \$ Var	PY % Var	
	Budget	Actual	PY Actual					
<b>Operating revenue</b>								
Aeronautical revenue								
Passenger airline revenue								
1	<b>Passenger airline landing fees</b>	<b>\$ 66,000</b>	<b>\$ 88,717</b>	<b>\$ (109,154)</b>	<b>\$ 22,717</b>	<b>34.4%</b>	<b>\$ 197,871</b>	<b>-181.3%</b>
2	Terminal rent	139,600	140,675	(23,052)	1,075	0.8%	163,727	-710.3%
3	Other (boarding bridge)	2,941	3,192	(16,509)	251	8.5%	19,701	-119.3%
	<b>Total Passenger airline revenue</b>	<b>208,541</b>	<b>232,584</b>	<b>(148,715)</b>	<b>24,043</b>	<b>11.5%</b>	<b>381,299</b>	<b>-256.4%</b>
Non-passenger airline revenue								
4	Non-passenger landing fees	22,100	13,098	(27,994)	(9,002)	-40.7%	41,092	-146.8%
5	Cargo and hangar rentals	5,585	5,597	5,455	12	0.2%	142	2.6%
6	Fuel tax	20,534	26,524	18,043	5,990	29.2%	8,481	47.0%
7	Fuel Flowage Fees and Sales	30,260	31,769	39,644	1,509	5.0%	(7,875)	-19.9%
8	Other (ramp parking, rapid refuel)	1,740	2,040	915	300	17.2%	1,125	123.0%
	<b>Total Non-passenger airline revenue</b>	<b>80,219</b>	<b>79,028</b>	<b>36,063</b>	<b>(1,191)</b>	<b>-1.5%</b>	<b>42,965</b>	<b>119.1%</b>
	<b>Total Aeronautical revenue</b>	<b>288,760</b>	<b>311,612</b>	<b>(112,652)</b>	<b>22,852</b>	<b>7.9%</b>	<b>424,264</b>	<b>-376.6%</b>
Non-aeronautical revenue								
9	Land and building leases	59,458	59,970	89,754	512	0.9%	(29,784)	-33.2%
10	Terminal - restaurant & retail	19,000	28,715	952	9,715	51.1%	27,763	2916.3%
11	Terminal - other	15,450	15,500	(8,982)	50	0.3%	24,482	-272.6%
12	<b>Rental cars</b>	<b>136,503</b>	<b>123,878</b>	<b>110,739</b>	<b>(12,625)</b>	<b>-9.2%</b>	<b>13,139</b>	<b>11.9%</b>
13	<b>Parking</b>	<b>185,181</b>	<b>254,591</b>	<b>229,414</b>	<b>69,410</b>	<b>37.5%</b>	<b>25,177</b>	<b>11.0%</b>
14	Ground Transportation	8,139	11,056	14,211	2,917	35.8%	(3,155)	-22.2%
15	Other (advertising, security fee, vending, etc)	4,178	9,221	8,219	5,043	120.7%	1,002	12.2%
	<b>Total Non-aeronautical revenue</b>	<b>427,909</b>	<b>502,931</b>	<b>444,307</b>	<b>75,022</b>	<b>17.5%</b>	<b>58,624</b>	<b>13.2%</b>
	<b>Total Operating revenues</b>	<b>716,669</b>	<b>814,543</b>	<b>331,655</b>	<b>97,874</b>	<b>13.7%</b>	<b>482,888</b>	<b>145.6%</b>

**Variance Explanations - December 2025 Revenue Compared to Budget- Preliminary Financial Statements (Unaudited)**

	Dec-25	Dec-25	Dec-24	Budget Variance		PY Variance	
	Budget	Actual	Actual				
<b>Seat Capacity</b>	26,401	33,175	30,715	6,774	26%	2,460	8%
<b>Passenger Landed Weight</b>	29,204,500	36,782,877	33,238,240	7,578,377	26%	3,544,637	11%
<b>Enplanements (Excluding Diversions)</b>	21,605	26,694	23,451	5,089	19%	3,243	14%
<b>Load Factor (Excluding Diversion Enpl)</b>	82%	80%	76%		-1%		4%

Variance explanations and account explanations have been provided below for revenue accounts that have a budget-to-actual variance of more than 5% and where the revenue account makes up at least 5% of the monthly budgeted operating revenue for December (\$39K), plus any other with impactful variances.

***Operating Revenues: Total operating revenues exceeded budget by 14% (\$97K). Aeronautical revenue exceeded budget by 8% (\$23K) and Non-aeronautical revenue exceeded budget by 18% (\$75K).***

- 1 **Passenger airline landing fees** - Passenger landing fees in December are 34% (\$28K) ahead of Budget which corresponds to the higher than budgeted passenger airline landed weight and enplanements.
- 12 **Rental Cars** - Rental car revenues are below budget by 9% (\$13K) for the month. The rental car revenue is budgeted based on total monthly passenger traffic, however, the type of passenger - visitor v. local and leisure versus business can influence whether travelers use rental cars, ground transportation or parking. We are monitoring rental car revenue right now as we have seen a downward trend in spend per passenger.
- 13 **Parking** - Parking revenue exceeded budget by 38% (\$69K) due to a combination of higher-than-expected passenger traffic and the parking rate increase implemented in June.

## December individual payments over \$110K

Vendor	Check Amount	Project Notes	FAA Funding	CDOT Funding	GJRAA Funding
FCI Constructors	\$ 239,181	Basement Improvements, Solar Canopy, Chairlift Fabrication & Installation			\$ 239,181
Garver	\$ 160,768	AIP 82 Pavement Subbase Schedule 1, AIP 88 Shift Runway 11/29, ARFF Truck Replacement, Terminal Parking Expansion Design	\$ 53,028	\$ -	\$ 107,740
Kelley Trucking	\$ 1,211,775	AIP 82, 83,85 Pavement Subbase Schedule 1 & 2,	\$ 1,131,653	\$ 17,002	\$ 63,120
Mountain Valley Contracting	\$ 796,624	Terminal Parking Expansion			\$ 796,624
<b>Total</b>	<b>\$ 2,408,348</b>		<b>\$ 1,184,681</b>	<b>\$ 17,002</b>	<b>\$ 1,206,665</b>