

MEMORANDUM

DATE: August 16, 2021

BOARD MEETING ACTION ITEMS:

CONSENT AGENDA: Items on the consent agenda are considered routine and may be approved by a single motion. Any Board member may ask that an item be removed from the Consent Agenda and considered individually. The following six items are listed on the Consent Agenda.

1. Approval of Minutes: Proposed for review and approval are the minutes from the Board meeting held on July 21, 2021.
2. Embross Equipment Purchase Agreement: Over the past few years the Airport has maintained flexibility by installing common use airline computer equipment. Proposed for approval is the purchase of additional common use equipment to continue that progress. With all airlines integrated into the common use system (or committed to be), Airport staff would like to expand this platform to serve more holdroom gates. This will provide flexibility in the limited space through the checkpoint and restaurant construction.
3. PA System Upgrade Agreement: The Jackson Hole Airport has been using Atlas IED as its terminal paging system for over 10 years now. The centralized controller for the system is at the end of its service life and requires an upgrade. The particular upgrade being proposed will bring the system up to the current standard, and will maintain the Airport's existing PA hardware.
4. FAA Grant AIP 68 Resolution: Proposed for approval is Resolution 2021-10 to accept FAA Grant AIP 3-56-0014-68-2021. This grant is the Airport's portion of the American Rescue Plan Act (the "Act") funds in the amount of \$5,277,603. Staff anticipates a separate future grant for concessions relief as provided under ARPA. This grant may be used to offset operational expenses or debt service payments as outlined in the Act, and has already been approved by the Town and County.
5. Airline Amendments: The proposed amendments update the Airline Ticket Office (ATO) space rented by United, Delta, Alaska, and American Airlines, as they move into the newly completed ATO offices in the old Airport administration space. These amendments are not a substantial change for the Board or the airlines. They simply incorporate a new exhibit showing the new space and provide updates to the square footages each airline is leasing.
6. WY Resident Subcontractor Waivers: Presented for Board approval are four resolutions for waivers of the resident subcontractor requirement. Wyoming Statute requires that a construction manager at risk will award 70% or more of a project to Wyoming resident subcontractors. A waiver may be granted when: a)

there are insufficient Wyoming subcontractors submitting bids to make the 70% requirement; b) the bid amounts submitted by Wyoming subcontractors exceed 105% of the costs of out-of-state providers for equivalent quality of work/services; and/or c) enforcement of the 70% requirement would unreasonably delay construction.

- a. Resolution 2021–11 Entry Vestibule Project: included nine bid schedules, WY resident subcontractors were awarded 66% of the project total, six schedules had insufficient Wyoming subcontractor bidders. The CMAR is therefore unable to meet the 70% requirement and the WY resident subcontractor waiver is warranted.
- b. Resolution 2021–12 Baggage Claim Marketplace: included 23 bid schedules, WY resident subcontractors were awarded 40% of the project total, 10 schedules had insufficient Wyoming subcontractor bidders, two schedules received Wyoming subcontractor bids in excess of 105% of out-of-state providers. Therefore, the WY residency subcontractor waiver is warranted.
- c. Resolution 2021–13 Passenger Holdroom & Restrooms: included 18 bid schedules, WY resident subcontractors were awarded 41% of the project total, six schedules had insufficient Wyoming subcontractor bidders, three schedules received Wyoming subcontractor bids in excess of 105% of out-of-state providers. Therefore, the WY residency subcontractor waiver is warranted.
- d. Resolution 2021–14 ATO Relocation Project: included 18 bid schedules, WY resident subcontractors were awarded 44% of the project total, four schedules had insufficient Wyoming subcontractor bidders, six schedules received Wyoming subcontractor bids in excess of 105% of out-of-state providers; due to airline schedules, failure to grant a waiver would unreasonably delay completion of construction of the project. Therefore, the WY residency subcontractor waiver is warranted.

FINANCIAL REPORTS: Proposed for acceptance are the financial reports for the period ended July 31, 2021. Activity levels remain above budgeted projections for July. Fuel farm income and expense continue to track with each other for July 2021.

WADMAN GUARANTEED MAXIMUM PRICE (GMP) AMENDMENT – Restaurant Steel & Timber Early Procurement Package: Proposed for approval is CMAR GMP Amendment 8 which authorizes the early procurement of structural steel and timber for the restaurant project. Current lead times for those items would delay the project if Wadman can not place orders until after the design is completed. This is the same approach used with the security screening checkpoint project at the last Board meeting. It includes early procurement of these items, which will then be rolled into the final GMP Amendment for the restaurant.

JEDEDIAH'S LEASE: Proposed for approval is the Second Amendment to the Jedediah's Concession Agreement. This would provide for Jedediah's use of the expanded restaurant and new baggage claim marketplace facility when completed, as well as use of an interim food and beverage space to be operated during restaurant

closure for construction. Due to the unexpected loss of business during the pandemic, the closure of the restaurant during construction, Jedediah's agreement to provide interim food service during construction-related closure periods and other factors, a two-year extension in the term is proposed. Included with the extension language is a section providing for the Board's application to FAA for approval of the extended term. The Amendment would also alter the rents payable by Jedediah's in the new facilities.