

MEMORANDUM

DATE: November 13, 2018

CONSENT AGENDA: Items on the consent agenda can be approved by a single motion. The public or Board Members may ask that an item be removed from the Consent Agenda and considered individually. The following seven items are on the Consent Agenda.

1. Approval of Minutes: Presented for Board review and approval are the minutes from the regular Board meeting held on October 10, 2018.
2. ERMCA Aviation Services – Baggage Handling System Maintenance Contract: Staff has been working with one company for baggage maintenance and inspection services and has subsequently received a quote from a second company for these services. The proposal covers four service trips per year including both maintenance and inspection of the baggage handling system.
3. IED On Call – Paging System Maintenance Contract: Proposed is a maintenance and warranty contract for the airport's paging system through IED Support Services. There is a single source for this maintenance because IED is the only company that provides maintenance on the Airport's IED Globalcom paging system. The proposed agreement has a three-year term.
4. Rental Car Agreements: The Board will be considering an amended and restated rental car agreement for Hertz, Enterprise, and National/Alamo to incorporate the new QTA facility. This agreement is for a three-year term ending April 30, 2021. The agreement contains enhanced environmental clauses to ensure the rental car companies will conduct their operations in approved areas only, eliminate spills, not dispose of materials at the airport, not permit environmental contamination because of their operations at the airport and comply with local, state and federal environmental regulations.
5. Leibowitz & Horton Agreement – Airline Agreements Amendment 2: Proposed is an amendment to the existing Leibowitz and Horton agreement to provide for the development of a new airline rate structure as well as new airline operating agreements and facilities leases. The current airline agreements were signed in 2008 and will be updated to reflect current industry standards and practices.
6. Jorgensen – Utility Design: The Board will consider a proposal to extend the gravity wastewater system to the northeast edge of the development subzone from the art circle. This project is anticipated to run within the same corridor as the landside project so will be timed to limit disturbance in the area. The proposal from Jorgensen includes the concept design, DEQ permitting, construction documents for the CMAR, and construction services.
7. Wadman – Change Order 1: As part of the stormwater filtration project, Wadman has been using native material to create the stone for the filtration. A byproduct from the material screening to create this stone is another material that meets WYDOT specifications for other airport project needs as road base. Stockpiling and saving a portion of this road base for future projects will result in future cost savings, future

reduction in construction traffic and will be more environmentally friendly as we continue to use native material.

GENERAL BOARD MEETING ACTION ITEMS:

CUSTOMER FACILITES CHARGE: The CFC balance as of October 31, 2018 is \$1,109,590. October CFC collections were \$406,064. All CFCs are dedicated as the repayment source for the QTA revenue bonds and all project reimbursements will be made from the QTA loan.

FINANCIAL REPORTS: October income in the Airport Operations enterprise center was 3% above budget, Security Operations was 1% above budget and Fuel Farm was 26% above budget. Expenses in the Airport Operations enterprise center were -3% below budget, in Security Operations were -10% below budget and in the Fuel Farm enterprise center were 31% above budget. Year to date income across the three enterprise centers is 9% over budget and expenses are 3% over budget.

JVIATION – AIRPORT ENGINEERING SERVICES AWARD & AGREEMENT: The airport accepted bids for airport engineering services. Three qualified bidders submitted responses. The selection committee reviewed the proposals and recommends Jviation as the top proposer. The engineering agreement will have a five year term.

JVIATION – ARFF ASSESSMENT PROJECT: One of the projects under the engineering agreement is to complete a conceptual facility assessment for a new aircraft rescue firefighting ARFF and related support facilities. This work requires Jviation to review the existing infrastructures at the airport as well as FAA criteria for their use. Following this review, Jviation will develop alternatives, evaluate various locations within the development subzone, and present their conclusions on these alternatives.

CISCO MERAKI – INTERNET AND WI-FI UGRADES: Silver Star approached the airport with an offer for 10Gb internet service, the first location for this service in the State. We are excited about the opportunity to partner with Silver Star and enhance the internet service at the airport. This will require an upgrade to the wireless network in the terminal building and administration offices. This investment will provide an incredible increase in capacity in technology that will set up the airport for success both from customer satisfaction and the airport's internal capabilities.

COMMUNICATION TECHNOLOGIES, INC. – RADIO IMPROVEMENTS: There are currently some locations throughout the airport with weak or no radio signal coverage. The proposal is to purchase a bi-direction amplifier to enhance signals to those areas as well as purchase additional radios for new vehicles and to expand the handhelds.