

**NOTICE OF A REGULAR MEETING OF
THE FRIEDMAN MEMORIAL AIRPORT AUTHORITY**

***PLEASE TAKE NOTICE** that a regular meeting of the Friedman Memorial Airport Authority shall be held Tuesday, December 4, 2018 at 5:30 p.m. at the old Blaine County Courthouse Meeting Room Hailey, Idaho. All matters shall be considered Joint Decision Matters unless otherwise noted. The proposed Agenda for the meeting is as follows:*

**AGENDA
December 4, 2018**

- I. APPROVE AGENDA – ACTION ITEM**
- II. PUBLIC COMMENT (10 Minutes Allotted)**
- III. FRIEDMAN MEMORIAL AIRPORT AUTHORITY MEETING MINUTES OF:**
 - A. October 2, 2018 Regular Meeting – Motion to Approve – **Attachment #1 ACTION ITEM**
 - B. October 24, 2018 Special Meeting – Motion to Approve – **Attachment #2 ACTION ITEM**
 - C. November 6, 2018 Regular Meeting – Motion to Approve – **Attachment #3 ACTION ITEM**
- IV. REPORTS**
 - A. Chairman Report
 - B. Blaine County Report
 - C. City of Hailey Report
 - D. Fly Sun Valley Alliance Report
 - E. Airport Manager Report
- V. AIRPORT STAFF BRIEF (5 Minutes Allotted)**
 - A. Noise Complaints
 - B. Profit & Loss, ATCT Traffic Operations Count and Enplanement Data – **Attachments #4 – #6**
 - C. Airport Commercial Flight Interruptions (unofficial)
 - D. Review Correspondence
- VI. ACTION ITEMS (a vote may occur but is not required to be taken)**
 - A. NEW BUSINESS
 - 1. Consideration to change the regularly scheduled FMAA meeting from January 1, 2019 to January 8, 2019 **ACTION ITEM**
 - B. CONTINUING BUSINESS
 - 1. Snow Removal Equipment (SRE) Recommendation of Award – **Attachments #7, #8**
Consideration of Motion to Approve **ACTION ITEM**
 - 2. Additional Continuing Business Action after Executive Session
- VII. DISCUSSION AND UPDATES**
 - A. NEW BUSINESS
 - 1. Instrument Approach Presentation – Flight Tech Engineers
 - B. CONTINUING BUSINESS
 - 1. Construction and Capital Projects
 - i. Terminal Improvements
 - 2. Airport Planning Projects
 - i. Environmental Assessment for Runway Protection Zone and Obstruction Removal
- VIII. PUBLIC COMMENT**
- IX. EXECUTIVE SESSION**
 - I.C. §74-206 (c) To acquire an interest in real property which is not owned by a public agency
 - I.C. §74-206 (f) To communicate with legal counsel to discuss legal ramifications for controversy
imminently likely to be litigated
- X. ACTION ITEMS – Continued**
 - B. CONTINUING BUSINESS
 - 1. Proceeding to make earnest money deposit under terms of PSA with Flying Hat Ranch LLC **ACTION ITEM**
- XI. ADJOURNMENT**

III. FRIEDMAN MEMORIAL AIRPORT AUTHORITY MEETING MINUTES OF:

- A. October 2, 2018 Regular Meeting – Motion to Approve - **Attachment #1**
- B. October 24, 2018 Special Meeting – Motion to Approve - **Attachment #2**
- C. November 6, 2018 Regular Meeting – Motion to Approve - **Attachment #3**

IV. REPORTS

A. Chairman Report

This item is on the agenda to permit a Chairman report if appropriate.

B. Blaine County Report

This item is on the agenda to permit a County report if appropriate.

C. City of Hailey Report

This item is on the agenda to permit a City report if appropriate.

D. Fly Sun Valley Alliance Report

This item is on the agenda to permit a report if appropriate.

E. Airport Manager Report

This item is on the agenda to permit an Airport Manager report if appropriate.

V. AIRPORT STAFF BRIEF - (5 Minutes Allotted)

A. Noise Complaints in November 2018

LOCATION	DATE	TIME	AIRCRAFT TYPE	INCIDENT	ACTION/RESPONSE
Hailey	11/1/2018	7:09am	Jet	Caller complained of a Loud jet departing just after 7a.m.	Airport Ops determined that the normal Skywest departure was late due to de-icing operations.
Hailey	11/1/2018	12:50pm	Prop	Low departure	No follow up necessary.
Hailey	11/8/2018	8:21am	Jet	Loud early departure by Lear 35 at 4:30am	A letter was sent to the aircraft owner.
Hailey	11/8/2018	8:21am	Jet	Loud early departure by Lear 35 at 4:30am	Determined it was the same aircraft as mentioned above.

B. Profit & Loss, ATCT Traffic Operations Count and Enplanement Data - **Attachments #4 - #6**

Attachment #4 is Friedman Memorial Airport Profit & Loss Budget vs. Actual (unaudited)

Attachment #5 is 2001 - 2018 ATCT Traffic Operations data comparison by month

Attachment #6 is 2018 Enplanement, Deplanement and Seat Occupancy data

The following revenue and expense analysis is provided for Board information and review:

September 2018

Total Non-Federal Revenue	September, 2018	\$227,168
Total Non-Federal Revenue	September, 2017	\$219,848
Total Non-Federal Revenue	FY '18 thru September	\$3,466,722
Total Non-Federal Revenue	FY '17 thru September	\$3,310,814
Total Non-Federal Expenses	September, 2018	\$232,179
Total Non-Federal Expenses	September, 2017	\$210,056
Total Non-Federal Expenses	FY '18 thru September	\$2,999,484
Total Non-Federal Expenses	FY '17 thru September	\$2,700,124
Net Income to include Federal Programs	FY '18 thru September	\$348,404
Net Income to include Federal Programs	FY '17 thru September	\$564,508

C. Airport Commercial Flight Interruptions (unofficial):

AIRLINE	FLIGHT CANCELLATIONS	FLIGHT DIVERSIONS
	November 1 through November 28	
Alaska Airlines	None	None
Delta	None	5
United	N/A	N/A

D. Review Correspondence

None

VI. ACTION ITEMS (a vote may occur but is not required to be taken)

A. NEW BUSINESS

1. Consideration to change the regularly scheduled FMAA meeting from January 1, 2019 to January 8, 2019 ACTION ITEM

Staff and the Chairman assume the Board does not wish to meet on New Year's Day. The proposed reschedule date would be the following Tuesday, January 8.

B. CONTINUING BUSINESS

1. Snow Removal Equipment (SRE) Recommendation of Award – Attachments #7, #8 Consideration of Motion to Approve ACTION ITEM

After a lengthy review, the FAA has determined that Larue, the low bidder for this project, does not comply with Buy American requirements and will not be granted a Type III waiver. As discussed at the October meeting, the second lowest bidder (Kodiak) was disqualified. The third lowest bidder (Oshkosh) has also requested a Buy American waiver, which was granted by the FAA.

An opinion memo from Airport Council and the Notice of Award for Oshkosh and are included as **Attachments #7, #8** respectively.

Approval of award to Oshkosh will be requested at the meeting. Time is of the essence to get this equipment ordered, as the delivery time is typically lengthy.

2. Additional Continuing Business Action after Executive Session

VII. DISCUSSION AND UPDATES

A. NEW BUSINESS

1. Instrument Approach Presentation – Flight Tech Engineers

Staff continues to work with Delta and Skywest Airlines regarding a feasibility study for the development of new instrument approach procedures for the E-175.

Based on questions about the approach feasibility study process, staff has invited Alec Seybold from Flight Tech Engineers (Denver, Colorado) to the meeting to give a brief presentation about the process and answer questions from the Board.

B. CONTINUING BUSINESS

1. Construction and Capital Projects

i. Terminal Improvements

Staff is still awaiting notification from the FAA to see if our Supplemental Discretionary funding request for terminal security checkpoint and holdroom expansion was successful. Indications are FAA will notify successful candidates by mid-December. Staff was advised that FAA Headquarters received 2100 requests totaling \$10.2 billion in projects. There is just under \$1 billion in funds available. As a reminder, our request was for \$1.7 million.

Any updates will be provided to the Board at the meeting.

2. Airport Planning Projects

i. Environmental Assessment for Runway Protection Zone and Obstruction Removal

The Environmental Assessment (EA) process continues to move forward. The Memorandum of Agreement with the State Historical Preservation Office is complete and signed by all parties. Finalization of the EA document is underway, with appropriate reviews by Staff and the FAA underway. The EA will be provided to the Board and public as soon as it is available, and a public hearing will be held before the process is completed. FAA review is required before the document is distributed to the public. A short status update will be provided at the meeting.

VIII. PUBLIC COMMENT

- IX. EXECUTIVE SESSION - I.C. §74-206 (c)** **To acquire an interest in real property which is not owned by a public agency**
- I.C. §74-206 (f)** **To communicate with legal counsel to discuss legal ramifications for controversy imminently likely to be litigated**

X. ACTION ITEMS – Continued

B. CONTINUING BUSINESS

1. Proceeding to make earnest money deposit under terms of PSA with Flying Hat Ranch LLC **ACTION ITEM**

XI. ADJOURNMENT

ATTACHMENT 1

**MINUTES OF A REGULAR MEETING
OF THE
FRIEDMAN MEMORIAL AIRPORT AUTHORITY***

**October 2, 2018
5:30 P.M.**

IN ATTENDANCE:

BOARD MEMBERS: Chairman – Don Keirn, Secretary - Lawrence Schoen, Treasurer – Ron Fairfax, Board - Angenie McCleary, Fritz Haemmerle
FRIEDMAN MEMORIAL AIRPORT STAFF: Airport Manager – Chris Pomeroy, Contracts/Finance Administrator – Lisa Emerick, ASC/Special Projects Coordinator/Executive Assistant – Steve Guthrie, Airport Operations Manager – Todd Emerick; Administrative Assistant – Cecilia Vega, Administrative Assistant/Alternate Security Coordinator – Roberta Christensen
CONSULTANTS: Centerlyne – Sarah Shepard, Candace Crew, T-O Engineers – Dave Mitchell, Chuck Sundby, Shayla Moss
AIRPORT TENANTS/PUBLIC: Comp Plan – Len Harlig, Fly Sun Valley Alliance – Carol Waller, Brittany Shipley
AIRPORT LEGAL COUNSEL: Lawson Laski Clark & Pogue, PLLC – Jim Laski
PRESS: Idaho Mountain Express: Alejandra Buitrago

CALL TO ORDER:

The meeting was called to order at 5:31 p.m. by Chairman Keirn.

I. APPROVE AGENDA

The agenda was approved with the following changes:

VI. ACTION ITEM

A. NEW BUSINESS

1. Airline Operating Agreement and Terminal Building Lease – Consideration of Motion to Approve
- ~~2. Snow Removal Equipment (SRE) Recommendation of Award Consideration of Motion to Approve~~
- ~~2. 3.~~ Terminal Apron/Parking Lot Landscaping T-O Engineers Work Order 19-01 Consideration to Motion to Approve

B. CONTINUING BUSINESS

1. 2nd Reading FMAA Amended Regulation 94-1 Regarding Ground Transportation Service Providers at the Airport – Consideration of Motion to Adopt Regulation
- ~~2. Additional Continuing Business Action After Executive Session~~

~~X. ACTION – Continued~~

~~B. CONTINUING BUSINESS~~

- ~~2. Offer to Acquire Interest in Approach/RPZ Land~~

X. XI. ADJOURNMENT

MOTION:

Made by Board Member Schoen to approve the agenda with the withdrawals of items A2, Snow Removal Equipment (SRE) Recommendation of Award Consideration, and B2 Additional Continuing Business Action After Executive Session as Action items. Seconded by Board Member Cooley.

PASSED UNANIMOUSLY

II. PUBLIC COMMENT

Airport Engineer Mitchell commented that T-O Engineers is celebrating 30 years of business and thanked the Board for allowing them to serve as the Friedman Memorial Airport's engineers for the last 24 years.

III. APPROVE FMAA MEETING MINUTES

A. September 4, 2018 Regular Meeting (See Brief)

MOTION:

Made by Board Member Haemmerle to approve the September 4, 2018 Airport Authority Regular Meeting Minutes as presented. Seconded by Board Member Fairfax.

PASSED

Board Member Cooley Abstained

IV. REPORTS

A. Chairman Report

No report was given.

B. Blaine County Report

Board Member Schoen expressed his dismay on the drawn-out Runway Protection Zone and approval process. He commented that the Board should consider action in the form of a letter to the State or the Governor's office regarding the Board's experience with the process.

C. City of Hailey Report

No report was given.

D. Fly Sun Valley Alliance Report

No Report.

E. Airport Manager Report

Airport Manager Pomeroy briefed the Board on the following:

- The U.S. House of Representatives passed HR 302 Federal Aviation Administration (FAA) Reauthorization bill. The bill included positive provisions for the Contract Tower Program.
- Transportation Security Administration (TSA) Screening and Terminal Improvements discussions are ongoing with TSA managers and Airport Staff. The Airport's architectural consultant, Mead & Hunt, is conducting a site visit on October 17-18, 2018 to inspect the security checkpoint and identify possible options for improvement or renovations to improve efficiency.
- The Airport Manager attended the Northwest Chapter American Association of Airport Executives (NWAEE) Annual Conference in Seattle, WA recently and is pleased to announce that he was nominated and selected to serve on the NWAEE Board of Directors for 2018 – 2020 period.
- The FAA Helena ADO Annual Conference will be held on October 30 – 31, 2018. The Airport Manager and key Staff will attend.
- The Airport Manager was contacted by Mr. Walt Denekas who requested permission to play with his Blues band in the Airport terminal. This request has been vetted with the insurance company as well as the FAA and if the Board concurs this request will be granted.

- On the horizon, the Board should anticipate the third and final reading of Regulation 94-1 at the November meeting as well as a recommendation of the Air Traffic Control Tower/Airspace Planning selection.

After a brief discussion, the Board agreed to grant the request from Mr. Walt Denekas.

Board Member Schoen asked what has changed with the current Contract Tower Program FAA Reauthorization bill.

Airport Manager responded that the main topic was continued request from the airport community for Air Traffic Control Tower service. As the advancement of technology continues so does the need for updated and more cost-effective systems. The amount of traffic controlled by Contract Towers has proven itself worthy of a fundable program.

V. AIRPORT STAFF BRIEF

- A. Noise Complaints (See Brief)**
- B. Profit & Loss, ATCT Traffic Operations Count and Enplanement Data (See Brief)**
- C. Airport Commercial Flight Interruptions (See Brief)**

VI. ACTION ITEMS

- A. NEW BUSINESS – (See Power Point Presentation)**
 - 1. Airline Operating Agreement and Terminal Building Lease – Consideration and Motion to Approve**

Airport Manager Pomeroy briefed the Board on the final Airline Operating Agreement and Terminal Building Lease and commented that the new agreement terms are three years with two one-year options.

Board Member Fairfax commended Ricondo & Associates for their work on the lease negotiation process.

Board Member Schoen asked how the rates and charges are read since there are no units and time frames. He also inquired what the total requirement means in Exhibit E1. Additionally, if TSA is slow in processing passengers and that negatively impacts revenues would that be a responsibility of the airport to provide security for the airlines.

Airport Manager Pomeroy replied that the rates are based on the years in question and on a square footage rate for the pertaining year. The Exhibit E1 Terminal Building Rental Rate Calculation is a hybrid model was used by Ricondo & Associates to help offset the maintenance cost. The TSA function of providing security is strictly a TSA function.

Board Member McCleary asked if the proposed lease agreement improved with recapturing expenses.

Board Member Fairfax responded that the new lease did recaptured the expenses better and it encompasses the square footage actually utilized rather than just each airlines office space.

Chairman Keirn opened for public comment.

No public comment was made.

MOTION:

Made by Board Member Fairfax to approve the Airline Operating Agreement and Terminal Building Lease and allow the Chairman to execute the lease based on final review and acceptance by legal counsel. Seconded by Board Member Cooley.

PASSED UNANIMOUSLY

2. ~~Snow Removal Equipment (SRE) Recommendation of Award—Consideration of Motion to Approve.~~

Airport Manager Pomeroy updated the Board on the Snow Removal Equipment bid and stated that five bids were received. The apparent low bidder is J.A. Larue, Inc. from Canada has submitted a Type III, Buy American, waiver to the FAA. It is not certain whether the FAA will approve the waiver, therefore, the apparent successful bidder could be Oshkosh Airport Products, LLC. In conclusion, the Airport Manager stressed that it is imperative that the order be submitted as soon as possible. No motion requested.

2. 3. Terminal Apron/Parking Lot Landscaping T-O Engineers Work Order 19-01 Consideration of Motion to Approve

Airport Consultant Mitchell briefed the Board on the T-O Engineers Work Order 19-01 related to the Terminal Apron and Parking Lot landscaping project. He commented that the landscaping project will go to bid and the T-O design work order will not to exceed \$11,545.

MOTION:

Made by Board Member Haemmerle to approve T-O Engineers Work Order 19-01 not to exceed \$11,545. Seconded by Board Member McCleary.

PASSED UNANIMOUSLY

B. CONTINUING BUSINESS

1. 2st Reading FMAA Amended Regulation 94-1 Regarding Ground Transportation Service Providers at the Airport - Consideration of Motions to Approve Regulation

Chairman Keirn opened the discussion for public comment.

No public comment was made.

MOTION:

Made by Board Member Haemmerle to approve the Amendment to FMAA Regulation 94-1 to proceed with the second reading by title only. Seconded by Board Member Cooley.

ROLL CALL VOTE:

Chairman Keirn	Yes
Vice-Chairman Greenberg	Absent
Board Member Fairfax	Yes
Board Member Schoen	Yes
Board Member Haemmerle	Yes
Board Member McCleary	Yes
Board Member Cooley	Yes

PASSED

**VII. DISCUSSION AND
UPDATES**

A. NEW BUSINESS (See Power Point Presentation)

1. None

B. CONTINUING BUSINESS (See Power Point Presentation)

1. Construction and Capital Projects

i. Terminal Air Carrier Apron and Parking Lot Improvements

Airport Engineer Mitchell briefed the Board on the status of the Terminal Air Carrier Apron and Parking Lot Improvements Project and commented that Phase 2 work continues. The contractor anticipates the concrete paving to take place on October 3, 2018 and that it will be completed on schedule.

ii. ARFF Equipment Acquisition

Airport Engineer Mitchell briefed the Board on the ARFF Equipment Acquisition and commented that T-O Engineers will begin the preparation of the equipment specifications later in the year. It is anticipated the bid opening will be scheduled in late 2018 or early 2019.

2. Airport Planning Projects

i. Environmental Assessment for Runway Protection Zone and Obstruction Removal

Airport Engineer Mitchell briefed the Board on the EA status and commented that the 4(f) memo, for Cultural Resources is near completion. A Memorandum of Agreement (MOA) with the State Historical Preservation Office (SHPO) is needed to finalize the EA process.

ii. Tower and Airspace Planning Request for Qualification (RFQ).

Airport Manager Pomeroy briefed the Board on the status of the Tower and Airspace Planning RFQ and commented that the submittal deadline has been extended to October 10, 2018. The Board should anticipate a recommendation from the selection committee at the November meeting.

VIII. PUBLIC COMMENT

No public comment was made.

IX. EXECUTIVE SESSION– MOTION:
I.C. §74-206 (c)(f)

Made by Board Member Schoen to enter into Executive Session pursuant to Idaho Code §74-206 paragraph, paragraph (c) to acquire an interest in real property and paragraph (f) to communicate with legal counsel to discuss legal ramifications for controversy imminently likely to be litigated. Seconded by Board Member Haemmerle.

ROLL CALL VOTE:

Chairman Keirn	Yes
Vice-Chairman Greenberg	Absent
Board Member Fairfax	Yes
Board Member Schoen	Yes
Board Member Haemmerle	Yes
Board Member McCleary	Yes
Board Member Cooley	Yes

PASSED

X. ACTION—Cont.

B. CONTINUING BUSINESS

2. Offer to Acquire Interest in Approach/RPZ Land

X. XI ADJOURNMENT

The October 2, 2018 Regular Meeting of the Friedman Memorial Airport Authority was adjourned at approximately 7:30 p.m.

Lawrence Schoen, Secretary

* Additional resources/materials that should be reviewed with these meeting minutes include but are not limited to the Friedman Memorial Airport Authority Board Packet briefing, the PowerPoint presentation prepared for this meeting and any referenced attachments.

ATTACHMENT 2

**MINUTES OF A SPECIAL MEETING
OF THE
FRIEDMAN MEMORIAL AIRPORT AUTHORITY***

**October 24, 2018
5:30 P.M.**

IN ATTENDANCE:

BOARD MEMBERS: Vice-Chairman – Jacob Greenberg, Treasurer – Ron Fairfax, Board - Fritz Haemmerle, Pat Cooley, Via Conference Call - Secretary - Lawrence Schoen, Angenie McCleary

FRIEDMAN MEMORIAL AIRPORT STAFF: Airport Manager – Chris Pomeroy, Contracts/Finance Administrator – Lisa Emerick; Administrative Assistant/Alternate Security Coordinator – Roberta Christensen, Administrative Assistant – Cecilia Vega

CONSULTANTS:

AIRPORT TENANTS/PUBLIC: AIRPORT LEGAL COUNSEL: Lawson Laski Clark & Pogue, PLLC – Jim Laski

PRESS: Idaho Mountain Express – Alejandra Buitrago

CALL TO ORDER:

The meeting was called to order at 5:31 p.m.

I. APPROVE AGENDA

The agenda was approved as presented.

II. PUBLIC COMMENT

No public comment was made.

**III. EXECUTIVE SESSION – MOTION:
I.C. §74-206 (c)(f)**

Made by Board Member Haemmerle to enter into executive session pursuant to Idaho Code §74-206 paragraph (c) to acquire an interest in real property and paragraph (f) to communicate with legal counsel to discuss legal ramifications for controversy imminently likely to be litigated. Seconded by Board Member Cooley.

ROLL CALL VOTE:

Chairman Keirn	Absent
Vice-Chairman Greenberg	Yes
Board Member Fairfax	Yes
Board Member Schoen	Absent
Board Member Haemmerle	Yes
Board Member McCleary	Yes
Board Member Cooley	Yes

PASSED

ATTACHMENT 3

**MINUTES OF A REGULAR MEETING
OF THE
FRIEDMAN MEMORIAL AIRPORT AUTHORITY***

**November 6, 2018
5:30 P.M.**

IN ATTENDANCE:

BOARD MEMBERS: Chairman – Don Keirn, Vice-Chairman – Jacob Greenberg, Secretary - Lawrence Schoen, Treasurer – Ron Fairfax, Board - Fritz Haemmerle, Angenie McCleary, Pat Cooley

FRIEDMAN MEMORIAL AIRPORT STAFF: Airport Manager – Chris Pomeroy, Contracts/Finance Administrator – Lisa Emerick, ASC/Special Projects Coordinator/Executive Assistant – Steve Guthrie, Airport Operations Manager – Todd Emerick; Administrative Assistant/Alternate Security Coordinator – Roberta Christensen, Administrative Assistant – Cecilia Vega

CONSULTANTS: T-O Engineers – Dave Mitchell, Sam Reagle, Nathan Cuvala; Centerlyne – Sarah Shepard, Candace Crew; Ricondo & Associates – Joseph Huy

AIRPORT TENANTS/PUBLIC: Fly Sun Valley Alliance – Carol Waller

AIRPORT LEGAL COUNSEL: Lawson Laski Clark & Pogue, PLLC – Jim Laski

PRESS: Idaho Mountain Express – Alejandra Buitrago

CALL TO ORDER:

The meeting was called to order at 5:31 p.m. by Chairman Keirn.

I. APPROVE AGENDA

The agenda was approved as presented.

II. PUBLIC COMMENT

No public comment was made.

**III. APPROVE FMAA
MEETING MINUTES**

A.

IV. REPORTS

A. Chairman Report

No report was given.

B. Blaine County Report

No report was given.

C. City of Hailey Report

No report was given.

D. Fly Sun Valley Alliance Report

No report was given.

E. Airport Manager Report

Airport Manager Pomeroy briefed the Board on the following:

- Tessa Baker and Sue Heaphy have recently joined the Airport's administrative staff.
- The Airport Manager and Steve Guthrie, Airport Security Coordinator, attended the Federal Aviation Administration (FAA) Conference in Helena, MT on October 30 – November 1, 2018. The topic's discussed included Supplemental Discretionary Program and policy changes.
- Airport Manager Pomeroy met with SkyWest and Delta representatives to discuss the E175 Required Navigation Performance (RNP) instrument approach

VIII. PUBLIC COMMENT

Board Member Haemmerle read Idaho Code Section 50-902, Municipal Corporations, Ordinances – City Code – Record in regard to FMAA Amended Regulation 94-1.

IX. EXECUTIVE SESSION – I.C. §74-206 (c)(f)

MOTION:

Made by Board Member Haemmerle to enter into executive session pursuant to Idaho Code §74-206 paragraph (c) to acquire an interest in real property and paragraph (f) to communicate with legal counsel to discuss legal ramifications for controversy imminently likely to be litigated. Seconded by Board Member McCleary.

ROLL CALL VOTE:

Chairman Fairfax	Yes
Vice-Chairman Keirn	Yes
Board Member Greenberg	Yes
Board Member Schoen	Yes
Board Member Haemmerle	Yes
Board Member McCleary	Yes
Board Member Cooley	Yes

PASSED UNANIMOUSLY

X. ACTION ITEMS - Continued

B. CONTINUING BUSINESS

5. Offer to Acquire Interest in Approach/RPZ Land

No action was taken.

IX. ADJOURNMENT

The November 6, 2018 Regular Meeting of the Friedman Memorial Airport Authority was adjourned at approximately 6:45 p.m.

Lawrence Schoen, Secretary

* Additional resources/materials that should be reviewed with these meeting minutes include but are not limited to the Friedman Memorial Airport Authority Board Packet briefing, the PowerPoint presentation prepared for this meeting and any referenced attachments.

Airport Manager Pomeroy responded that he anticipates a response in mid-December from the FAA and commented that if the hold room expansion is completed it will meet fire code max occupancy requirements.

Board Member Schoen asked if the improvements to the terminal and increase in passenger demand would also increase TSA staff.

Airport Manager Pomeroy responded that TSA is evaluating the financial impact of this improvement in the form of required equipment and staff allocations.

Vice-Chairman Greenberg commented that a second TSA line would be beneficial since the Airport does is not able to provide a complete pre-check option.

Airport Manager Pomeroy responded that TSA is examining the pre-check capabilities they can provide for the airport. Currently, a hybrid pre-check method is in place where passengers do not need to remove their shoes, but items like computers need to be removed from bags and are inspected. A lane dedicated to pre-check will allow TSA to process passengers more efficiently.

B. CONTINUING BUSINESS

1. Construction and Capital Projects

i. Terminal Air Carrier Apron and Parking Lot Improvements

Airport Engineer Mitchell updated the Board on the status of the Terminal Air Carrier Apron and Parking Lot Improvement project and stated that Phase 2 has been completed and is under budget. The budget difference relates to the assessed liquidated damages and quantity underruns of the project. Final markings of Phase 4 are anticipated to be completed in the Spring 2019.

Airport Manager Pomeroy recognized and thanked Samuel Reagle, EIT, from T-O Engineers that served as the onsite inspector as being instrumental in the success of the project.

ii. ARFF Equipment Acquisition

Airport Engineer Mitchel commented that preparation for the specification of the ARFF Equipment Acquisition will begin later in the year. Bidding is expected to be completed in early 2019.

iii. Landscaping

Airport Engineer Mitchell commented that the landscaping design is complete. Quotes for the project will be solicited and the Board should anticipate issuing an award in December for implementation in the Spring 2019.

2. Airport Planning Projects

i. Environmental Assessment for Runway Protection Zone and Obstruction Removal

Airport Engineer Mitchell briefed the Board on the Environmental Assessment (EA) status and stated that the Department of Transportation Act 1966 for Cultural Resources 4(F) memo requirements have been completed. The next step in the process is to enter into a Memorandum of Agreement with the State Historical Preservation Office (SHPO). T-O Engineers has begun assembling the EA deliverables for the Board.

**2. Snow Removal Equipment (SRE) Recommendation of Award –
Consideration of Motion to Approve**

Airport Manager Pomeroy briefed the Board on the status of the Snow Removal Equipment acquisition and commented that the apparent low bidder J. A. Larue, Inc. is now questioning the FAA's eligibility process and a special meeting may be necessary in November due to the critical need to order the equipment.

**3. Tower and Airspace Planning Request for Qualifications (RFQ) –
Consideration of Motion to Approve**

Chairman Keirn briefed the Board on the status of the RFQ's for the Tower and Airspace Planning project and commented that the committee recommends and selection of Ricondo & Associates for the project.

Board Member Haemmerle asked if it is the current procedure typically includes the selection committee's score sheets in the Board packet and requested that, if not, they be provided in the future.

Chairman Keirn answered that they are available to review, and they will be included for Board review in the future.

The Board directed the Airport Manager Pomeroy to initiate contract negotiations with Ricondo & Associates.

4. Terminal Expansion & Access Road Realignment – Consideration of Motion to Approve to T-O Work Order 17-07 – Exhibit C, Amendment #1

Airport Manager Pomeroy briefed the Board and requested approval of the proposed T-O Work Order 17-07. The Work Order is the result of additional construction administration services provided due to the contractor exceeding the scheduled contract time. The Work Order costs will be covered by the liquidated damages assessed to the contractor.

MOTION:

***Made by Board Member Fairfax to approve the Work Order 17-07 with T-O Engineers for additional construction administration services provided due to contractor's overrun of contract time. Fees for this amendment will be billed on a time and material basis, in an amount not to exceed \$72,500.00.
Seconded by Board Member McCleary.***

5. Additional Continuing Business Action after Executive Session

No action was taken.

**VII. DISCUSSION AND
UPDATES**

A. NEW BUSINESS

1. Terminal Improvements

Airport Manager Pomeroy informed the Board that on October 18, 2018 a team comprised of T-O Engineers, Mead & Hunt, Board members and Staff toured the Airport's security checkpoint and hold room to identify expansion opportunities to accommodate the increased passenger demand that is being experienced. The terminal improvement project has also been discussed with the FAA and a request for supplementary discretionary money has been submitted.

Board Member McCleary asked when a response from the FAA is expected and if the expansion in the hold room will eliminate the fire code max occupancy concerns.

A. NEW BUSINESS (See Brief & Power Point)

- 1. Equipment Lease Resolution – Multi Terrain Loader – Consideration of Motion to Approve**
- 2. Equipment Lease Resolution – Front End Loader – Consideration of Motion to Approve**

Airport Attorney Laski briefed the Board on the procedure to enter into a lease agreement with Caterpillar to obtain a multi-terrain and front-end loader as government leases require a resolution signed by the Chairman.

Airport Manager Pomeroy commented that the anticipated expense has been included in the Fiscal Year 2019 budget and requested a motion from the Board to allow the Chairman to sign the equipment lease resolution.

MOTION:

Made by Board Member Haemmerle to adopt Resolution 2018, 3 and 4 for the lease of a Multi-Terrain Loader with an annual lease payment of \$9,658.84 and a second piece of equipment, a Front-End Loader for \$38,500 per year with Caterpillar, Western States Equipment Company, subject to budgetary allocation and allow the Chairman to execute the lease based on final review and acceptance by legal counsel. Seconded by Board Member Schoen.

PASSED UNANIMOUSLY

B. CONTINUING BUSINESS

- 1. 3RD Reading FMAA Amended Regulation 94-1 Regarding Ground Transportation Service Providers**

Chairman Keirn opened the discussion for public comment.

No public comment was made.

MOTION:

Made by Board Member Haemmerle to approve the Amendment to FMAA Regulation 94-1 to proceed with the third and final reading by title only and authorize the Chairman to execute and adopt such regulation. Seconded by Board Member Cooley.

ROLL CALL VOTE:

Chairman Keirn	Yes
Vice-Chairman Greenberg	Yes
Board Member Fairfax	Yes
Board Member Schoen	Yes
Board Member Haemmerle	Yes
Board Member McCleary	Yes
Board Member Cooley	Yes

PASSED

Friedman Memorial Airport
Profit & Loss Budget vs. Actual (COMBINED '18)
October 2017 through September 2018

	<u>Oct '17 - Sep 18</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Income				
4000-00 · AIRCARRIER				
4000-01 · Aircarrier - Lease Space	84,520.96	95,520.00	-10,999.04	88.49%
4000-02 · Aircarrier - Landing Fees	200,923.43	210,375.00	-9,451.57	95.51%
4000-03 · Aircarrier - Gate Fees	1,200.00	1,800.00	-600.00	66.67%
4000-04 · Aircarrier - Utility Fees	27,577.84	23,225.00	4,352.84	118.74%
4000-05 · Aircarrier - Misc.	0.00	18,000.00	-18,000.00	0.0%
4010-07 · Aircarrier - '14 PFC App	370,751.70	386,680.00	-15,928.30	95.88%
Total 4000-00 · AIRCARRIER	684,973.93	735,600.00	-50,626.07	93.12%
4020-00 · TERMINAL AUTO PARKING REVENUE				
4020-01 · Automobile Parking - Terminal	413,690.09	289,200.00	124,490.09	143.05%
Total 4020-00 · TERMINAL AUTO PARKING REVENUE	413,690.09	289,200.00	124,490.09	143.05%
4030-00 · AUTO RENTAL REVENUE				
4030-01 · Automobile Rental - Commission	563,681.96	651,200.00	-87,518.04	86.56%
4030-02 · Automobile Rental - Lease Space	27,408.96	27,420.00	-11.04	99.96%
4030-03 · Automobile Rental - Auto Prkng	77,146.22	72,720.00	4,426.22	106.09%
4030-04 · Automobile Rental - Utilities	1,944.18	1,740.00	204.18	111.73%
Total 4030-00 · AUTO RENTAL REVENUE	670,181.32	753,080.00	-82,898.68	88.99%
4040-00 · TERMINAL CONCESSION REVENUE				
4040-01 · Terminal Shops - Commission	5,117.77	3,450.00	1,667.77	148.34%
4040-02 · Terminal Shops - Lease Space	0.00	16,130.00	-16,130.00	0.0%
4040-03 · Terminal Shops - Utility Fees	914.47	1,250.00	-335.53	73.16%
4040-10 · Advertising - Commission	50,202.62	49,800.00	402.62	100.81%
4040-11 · Vending Machines - Commission	16,926.08	21,975.00	-5,048.92	77.02%
4040-12 · Terminal ATM	659.50	215.00	444.50	306.74%
Total 4040-00 · TERMINAL CONCESSION REVENUE	73,820.44	92,820.00	-18,999.56	79.53%
4050-00 · FBO REVENUE				
4050-01 · FBO - Lease Space	154,491.31	151,180.00	3,311.31	102.19%
4050-02 · FBO - Tiedown Fees	418,850.61	499,100.00	-80,249.39	83.92%
4050-03 · FBO - Landing Fees - Trans.	352,746.05	317,900.00	34,846.05	110.96%
4050-04 · FBO - Commission	24,748.30	22,200.00	2,548.30	111.48%
4050-07 · FBO - Miscellaneous	10,117.20	8,500.00	1,617.20	119.03%

Friedman Memorial Airport
Profit & Loss Budget vs. Actual (COMBINED '18)
October 2017 through September 2018

	<u>Oct '17 - Sep 18</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Total 4050-00 · FBO REVENUE	960,953.47	998,880.00	-37,926.53	96.2%
4060-00 · FUEL FLOWAGE REVENUE				
4060-01 · Fuel Flowage - FBO	350,472.54	330,015.00	20,457.54	106.2%
Total 4060-00 · FUEL FLOWAGE REVENUE	350,472.54	330,015.00	20,457.54	106.2%
4070-00 · TRANSIENT LANDING FEES REVENUE				
4070-02 · Landing Fees - Non-Comm./Gov't	1,462.07	250.00	1,212.07	584.83%
Total 4070-00 · TRANSIENT LANDING FEES REVENUE	1,462.07	250.00	1,212.07	584.83%
4080-00 · HANGAR REVENUE				
4080-01 · Land Lease - Hangar	494,710.46	488,300.00	6,410.46	101.31%
4080-02 · Land Lease - Hangar/Trans. Fee	12,507.50	1,800.00	10,707.50	694.86%
4080-03 · Hangar/Utilities (E8,11,24)	0.00	1,350.00	-1,350.00	0.0%
4080-05 · Land Lease - FMA Hangar Rentals	4,150.70	35,000.00	-30,849.30	11.86%
Total 4080-00 · HANGAR REVENUE	511,368.66	526,450.00	-15,081.34	97.14%
4090-00 · TIEDOWN PERMIT FEES REVENUE				
4090-01 · Tiedown Permit Fees (FMA)	9,906.23	8,650.00	1,256.23	114.52%
Total 4090-00 · TIEDOWN PERMIT FEES REVENUE	9,906.23	8,650.00	1,256.23	114.52%
4100-00 · CARGO CARRIERS REVENUE				
4100-01 · Cargo Carriers - Landing Fees	10,204.35	9,400.00	804.35	108.56%
4100-02 · Cargo Carriers - Tiedown	3,596.99	3,000.00	596.99	119.9%
Total 4100-00 · CARGO CARRIERS REVENUE	13,801.34	12,400.00	1,401.34	111.3%
4110-00 · MISCELLANEOUS REVENUE				
4110-01 · Misc. Revenue	556.44			
4110-09 · Miscellaneous Expense Reimburse	4,015.00			
Total 4110-00 · MISCELLANEOUS REVENUE	4,571.44			
4120-00 · GROUND TRANSP. PERMIT REVENUE				
4120-01 · Ground Transportation Permit	19,900.00	13,150.00	6,750.00	151.33%
4120-02 · GTSP - Trip Fee	4,620.00	3,450.00	1,170.00	133.91%
Total 4120-00 · GROUND TRANSP. PERMIT REVENUE	24,520.00	16,600.00	7,920.00	147.71%
4400-00 · TSA/SECURITY				
4400-02 · Terminal Lease	40,365.00	40,380.00	-15.00	99.96%
4400-03 · Security Prox. Cards	35,640.00	32,970.00	2,670.00	108.1%
Total 4400-00 · TSA/SECURITY	76,005.00	73,350.00	2,655.00	103.62%

Friedman Memorial Airport
Profit & Loss Budget vs. Actual (COMBINED '18)
October 2017 through September 2018

	Oct '17 - Sep 18	Budget	\$ Over Budget	% of Budget
4500-00 · IDAHO STATE GRANT PROGRAM REV.				
4500-18 · SUN-18 SKW E-175 Certification	0.00	25,000.00	-25,000.00	0.0%
Total 4500-00 · IDAHO STATE GRANT PROGRAM REV.	0.00	25,000.00	-25,000.00	0.0%
4510-00 · DOT/Small Community Air Service				
4510-01 · Small Community Air Service	500,000.00	250,000.00	250,000.00	200.0%
4510-02 · Local Match Contribution	171,562.52	0.00	171,562.52	100.0%
Total 4510-00 · DOT/Small Community Air Service	671,562.52	250,000.00	421,562.52	268.63%
4520-00 · INTEREST REVENUE				
4520-01 · Interest Revenue - General	41,747.23	10,630.00	31,117.23	392.73%
4520-07 · Interest Revenue - '14 PFC	16.50	310.00	-293.50	5.32%
4520-08 · Finance Fee Revenue	171.74			
Total 4520-00 · INTEREST REVENUE	41,935.47	10,940.00	30,995.47	383.32%
4742-00 · AIP 42 - Project Air Carr. Apr				
4742-01 · AIP '42 Air Carr. Apron	0.00	0.00	0.00	0.0%
Total 4742-00 · AIP 42 - Project Air Carr. Apr	0.00	0.00	0.00	0.0%
4743-00 · AIP 43 - Air Carrier /Pkg. Lot				
4743-01 · AIP 43 - Air Carrier/Pkg. Lot	1,912,661.70	2,490,803.00	-578,141.30	76.79%
Total 4743-00 · AIP 43 - Air Carrier /Pkg. Lot	1,912,661.70	2,490,803.00	-578,141.30	76.79%
4744-00 · AIP '44 RPZ Acquisition EA				
4744-01 · AIP '44 - RPZ Acquisition - EA	22,893.53	73,828.13	-50,934.60	31.01%
Total 4744-00 · AIP '44 RPZ Acquisition EA	22,893.53	73,828.13	-50,934.60	31.01%
4745-00 · AIP '45 Terminal Apron Expan				
4745-01 · AIP '45 Terminal Apron Expan	154,473.02			
Total 4745-00 · AIP '45 Terminal Apron Expan	154,473.02			
4746-00 · AIP '46 Acquire SRE ARFF				
4746-01 · AIP '46 Acquire SRE ARFF	16,432.90			
Total 4746-00 · AIP '46 Acquire SRE ARFF	16,432.90			
Total Income	6,615,685.67	6,687,866.13	-72,180.46	98.92%
Gross Profit	6,615,685.67	6,687,866.13	-72,180.46	98.92%
Expense				
EXPENDITURES				
"A" EXPENSES				

Friedman Memorial Airport
Profit & Loss Budget vs. Actual (COMBINED '18)
October 2017 through September 2018

	Oct '17 - Sep 18	Budget	\$ Over Budget	% of Budget
5000-01 · Salaries - Airport Manager	147,576.99	140,400.00	7,176.99	105.11%
5000-02 · Salaries - Assist. Airpt. Manag	0.00	115,000.00	-115,000.00	0.0%
5010-00 · Salaries -Contracts/Finance Adm	105,807.06	100,702.00	5,105.06	105.07%
5010-01 · Salaries - Office Assist.	213,082.09	198,454.00	14,628.09	107.37%
5020-00 · Salaries - ARFF/OPS Manager	104,075.78	97,488.00	6,587.78	106.76%
5030-00 · Salaries - ARFF/OPS Specialist	412,348.18	401,073.00	11,275.18	102.81%
5040-00 · Salaries-ASC/Sp.Prjct./Ex. Assi	81,781.05	75,000.00	6,781.05	109.04%
5050-00 · Salaries-Seasonal-Snow Removal	24,412.00	38,000.00	-13,588.00	64.24%
5050-01 · Salaries - Seasonal - Arpt Host	3,626.00	3,500.00	126.00	103.6%
5050-02 · Salaries - Merit Increase	0.00	56,400.00	-56,400.00	0.0%
5060-01 · Overtime - General	0.00	2,000.00	-2,000.00	0.0%
5060-02 · Overtime - Snow Removal	15,596.55	20,000.00	-4,403.45	77.98%
5060-04 · OT - Security	0.00	5,000.00	-5,000.00	0.0%
5100-00 · Retirement	125,470.97	149,292.00	-23,821.03	84.04%
5110-00 · Social Security/Medicare	81,078.90	98,376.00	-17,297.10	82.42%
5120-00 · Life Insurance	1,808.96	2,000.00	-191.04	90.45%
5130-00 · Medical Insurance	195,486.68	220,500.00	-25,013.32	88.66%
5160-00 · Workman's Compensation	13,389.50	16,000.00	-2,610.50	83.68%
5170-00 · Unemployment Claims	518.54			
Total "A" EXPENSES	1,526,059.25	1,739,185.00	-213,125.75	87.75%
"B" EXPENDITURES				
"B" EXPENSES - ADMINISTRATIVE				
6000-00 · TRAVEL EXPENSE				
6000-01 · Travel	10,205.42	17,000.00	-6,794.58	60.03%
Total 6000-00 · TRAVEL EXPENSE	10,205.42	17,000.00	-6,794.58	60.03%
6010-00 · SUPPLIES/EQUIPMENT EXPENSE				
6010-01 · Supplies - Office	8,199.15	11,000.00	-2,800.85	74.54%
6010-03 · Supplies - Computer	5,297.13	3,600.00	1,697.13	147.14%
Total 6010-00 · SUPPLIES/EQUIPMENT EXPENSE	13,496.28	14,600.00	-1,103.72	92.44%
6020-00 · INSURANCE				
6020-01 · Insurance - Liability	14,200.00	12,454.00	1,746.00	114.02%
6020-02 · Insurance - Public Officials	24,850.00	5,780.00	19,070.00	429.93%

Friedman Memorial Airport
Profit & Loss Budget vs. Actual (COMBINED '18)
October 2017 through September 2018

	Oct '17 - Sep 18	Budget	\$ Over Budget	% of Budget
6020-03 · Insurance-Bldg/Unlic.Veh./Prop	11,150.00	39,600.00	-28,450.00	28.16%
6020-04 · Insurance - Licensed Vehicles	0.00	6,675.00	-6,675.00	0.0%
Total 6020-00 · INSURANCE	50,200.00	64,509.00	-14,309.00	77.82%
6030-00 · UTILITIES				
6030-01 · Utilities - Gas/Terminal	19,010.97	9,365.00	9,645.97	203.0%
6030-02 · Utilities - Gas/AOB & Cold Stor	8,359.10	6,556.00	1,803.10	127.5%
6030-03 · Utilities - Elect./Runway&PAPI	7,108.32	7,810.00	-701.68	91.02%
6030-04 · Utilities - Elec./AOB & Cold St	8,547.10	10,470.00	-1,922.90	81.63%
6030-05 · Utilities - Electric/Terminal	42,826.93	42,985.00	-158.07	99.63%
6030-06 · Utilities - Telephone	15,786.14	14,885.00	901.14	106.05%
6030-07 · Utilities - Water	6,239.30	6,725.00	-485.70	92.78%
6030-08 · Utilities - Garbage Removal	9,086.57	9,880.00	-793.43	91.97%
6030-09 · Utilities - Sewer	4,045.80	3,175.00	870.80	127.43%
6030-11 · Utilities - Electric/Tower	5,643.80	5,770.00	-126.20	97.81%
6030-12 · Utilities - Elec./Brdfrd.Hghl	391.40	660.00	-268.60	59.3%
6030-13 · Utilities - Elec. Exit Booth	283.71			
6030-15 · Utilities - Elec/AWOS	3,807.00	3,070.00	737.00	124.01%
6030-16 · Utilities - Elec. Wind Cone	116.82	140.00	-23.18	83.44%
6030-17 · Utilities - Elec./Gas- Hangar	712.64	3,680.00	-2,967.36	19.37%
6030-18 · Utilities - Lubricant Wst. Dspl	357.64	0.00	357.64	100.0%
Total 6030-00 · UTILITIES	132,323.24	125,171.00	7,152.24	105.71%
6040-00 · SERVICE PROVIDER				
6040-01 · Service Provider - General	0.00	0.00	0.00	0.0%
6040-02 · Service Provider - Term. Serv.	4,286.00	6,315.00	-2,029.00	67.87%
6040-03 · Service Provider - AOB Services	48,882.88	32,070.00	16,812.88	152.43%
6040-04 · Service Provider - Operations	14,069.36	12,850.00	1,219.36	109.49%
Total 6040-00 · SERVICE PROVIDER	67,238.24	51,235.00	16,003.24	131.24%
6050-00 · PROFESSIONAL SERVICES				
6050-01 · Professional Services - Legal	55,296.70	50,000.00	5,296.70	110.59%
6050-02 · Professional Serv. - Audit/Fina	95,610.28	64,000.00	31,610.28	149.39%
6050-03 · Professional Services - Enginee	50,960.17	8,000.00	42,960.17	637.0%
6050-05 · Professional Services - Gen.	16,040.97	7,500.00	8,540.97	213.88%

Friedman Memorial Airport
Profit & Loss Budget vs. Actual (COMBINED '18)
October 2017 through September 2018

	<u>Oct '17 - Sep 18</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
6050-10 · Prof. Svcs.-IT/Comp. Support	12,456.98	10,000.00	2,456.98	124.57%
6050-12 · Prof. Serv.- Planning Air Serv.	0.00	15,000.00	-15,000.00	0.0%
6050-13 · Prof. Serv.-Website Des.& Maint	1,112.66	6,000.00	-4,887.34	18.54%
6050-15 · Prof. Serv.-Comm.Coord/Pub.Outr	13,452.97	20,000.00	-6,547.03	67.27%
6050-17 · Prof. Serv. - Airspace Consult.	30,309.22	50,000.00	-19,690.78	60.62%
Total 6050-00 · PROFESSIONAL SERVICES	275,239.95	230,500.00	44,739.95	119.41%
6060-00 · MAINTENANCE-OFFICE EQUIPMENT				
6060-04 · Maintenance - Copier	1,944.54	2,750.00	-805.46	70.71%
6060-05 · Maintenance - Phone	1,215.00	1,250.00	-35.00	97.2%
Total 6060-00 · MAINTENANCE-OFFICE EQUIPMENT	3,159.54	4,000.00	-840.46	78.99%
6070-00 · RENT/LEASE OFFICE EQUIPMENT				
6070-02 · Rent/Lease - Postage Meter	1,189.95	1,400.00	-210.05	85.0%
Total 6070-00 · RENT/LEASE OFFICE EQUIPMENT	1,189.95	1,400.00	-210.05	85.0%
6080-00 · DUES/MEMBERSHIPS/PUBLICATIONS E				
6080-01 · Dues/Memberships	6,455.74	15,000.00	-8,544.26	43.04%
6080-04 · Publications	16,122.19	20,000.00	-3,877.81	80.61%
6080-06 · Marketing - SCASDP	0.00	0.00	0.00	0.0%
Total 6080-00 · DUES/MEMBERSHIPS/PUBLICATIONS E	22,577.93	35,000.00	-12,422.07	64.51%
6090-00 · POSTAGE				
6090-01 · Postage/Courier Service	721.53	2,000.00	-1,278.47	36.08%
Total 6090-00 · POSTAGE	721.53	2,000.00	-1,278.47	36.08%
6100-00 · EDUCATION/TRAINING				
6100-01 · Education/Training - Admin.	635.00	15,000.00	-14,365.00	4.23%
6100-02 · Education/Training - OPS	6,828.78	10,000.00	-3,171.22	68.29%
6100-03 · Education/Training - ARFF	12,464.25	15,000.00	-2,535.75	83.1%
6100-04 · Ed/Train. - ARFF Trienn. Drill	0.00	0.00	0.00	0.0%
6100-05 · Education - Noise Abatement	120.00	2,500.00	-2,380.00	4.8%
6100-06 · Education - Security	0.00	5,000.00	-5,000.00	0.0%
6100-07 · Education - Public Outrea/Comm.	0.00	12,000.00	-12,000.00	0.0%
6100-08 · Education/Training - HFD Coop.	799.50	5,000.00	-4,200.50	15.99%
6100-09 · Education - SAAC	6,576.04			
Total 6100-00 · EDUCATION/TRAINING	27,423.57	64,500.00	-37,076.43	42.52%

Friedman Memorial Airport
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October 2017 through September 2018

	Oct '17 - Sep 18	Budget	\$ Over Budget	% of Budget
6101-00 · PUBLIC OUTREACH/COMMUNICATIONS				
6101-01 · Public Outr/Comm - General	12,453.22	0.00	12,453.22	100.0%
6101-02 · Public Outr/Comm - Noise Abatem	0.00	0.00	0.00	0.0%
6101-03 · Public Outr/Comm - SAAC	0.00	0.00	0.00	0.0%
6101-00 · PUBLIC OUTREACH/COMMUNICATIONS - Other	194.40			
Total 6101-00 · PUBLIC OUTREACH/COMMUNICATIONS	12,647.62	0.00	12,647.62	100.0%
6110-00 · CONTRACTS				
6110-01 · Contracts - General	0.00	1,000.00	-1,000.00	0.0%
6110-02 · Contracts - FMAA	42,000.00	42,000.00	0.00	100.0%
6110-03 · Contracts - FBO/Fee Collection	58,800.00	58,900.00	-100.00	99.83%
6110-08 · Contracts - Eccles Tree Lights	10,000.00			
6110-16 · Contracts - Prkg Mngt Fee/Ops	164,943.90	0.00	164,943.90	100.0%
Total 6110-00 · CONTRACTS	275,743.90	101,900.00	173,843.90	270.6%
6120-00 · PERMITS				
6120-01 · Permits - General	0.00	0.00	0.00	0.0%
Total 6120-00 · PERMITS	0.00	0.00	0.00	0.0%
6130-00 · MISCELLANEOUS EXPENSES				
6130-01 · Misc. - General	26,675.91	12,580.00	14,095.91	212.05%
6130-02 · Misc. - Incident/Accident	157.20			
6140-00 · Bank Fees	7,608.03	1,500.00	6,108.03	507.2%
6150-01 · Interest Exp. - Prkg. Lot Equip	5,229.65	0.00	5,229.65	100.0%
Total 6130-00 · MISCELLANEOUS EXPENSES	39,670.79	14,080.00	25,590.79	281.75%
6400-00 · DOT/SCASGP				
6400-01 · DOT/SCASGP	671,562.52	0.00	671,562.52	100.0%
6400-02 · DOT/SCASGP - FMAA	10,058.09			
Total 6400-00 · DOT/SCASGP	681,620.61	0.00	681,620.61	100.0%
Total "B" EXPENSES - ADMINISTRATIVE	1,613,458.57	725,895.00	887,563.57	222.27%
"B" EXPENSES - OPERATIONAL				
6500-00 · SUPPLIES/EQUIPMENT-OPERATIONS				
6500-01 · Supplies/Equipment - General	4,917.74	7,000.00	-2,082.26	70.25%
6500-02 · Supplies/Equipment - Tools	7,455.04	10,000.00	-2,544.96	74.55%
6500-03 · Supplies/Equipment - Clothing	3,426.92	8,000.00	-4,573.08	42.84%

Friedman Memorial Airport
Profit & Loss Budget vs. Actual (COMBINED '18)
October 2017 through September 2018

	Oct '17 - Sep 18	Budget	\$ Over Budget	% of Budget
6500-04 · Supplies/Equipment - Janitorial	18,895.49	20,000.00	-1,104.51	94.48%
Total 6500-00 · SUPPLIES/EQUIPMENT-OPERATIONS	34,695.19	45,000.00	-10,304.81	77.1%
6505-00 · EQUIP/VEHICLE - LEASE/RENTAL				
6505-01 · Eq./Vehi Lease/Rental - General	59,750.00	55,000.00	4,750.00	108.64%
Total 6505-00 · EQUIP/VEHICLE - LEASE/RENTAL	59,750.00	55,000.00	4,750.00	108.64%
6510-00 · FUEL/LUBRICANTS				
6510-01 · General	4.48	2,000.00	-1,995.52	0.22%
6510-02 · Fuel	22,177.66	45,000.00	-22,822.34	49.28%
6510-03 · Lubricants	1,081.62	5,000.00	-3,918.38	21.63%
Total 6510-00 · FUEL/LUBRICANTS	23,263.76	52,000.00	-28,736.24	44.74%
6520-00 · VEHICLES/MAINTENANCE				
6520-01 · R/M Equipment - General	997.34	16,140.00	-15,142.66	6.18%
6520-06 · R/M Equip. - '85 Ford Dump	674.33	500.00	174.33	134.87%
6520-08 · R/M Equip. - '96 Tiger Tractor	1,350.85	2,750.00	-1,399.15	49.12%
6520-09 · R/M Equip. - '96 Oshkosh Swp.	489.16	9,725.00	-9,235.84	5.03%
6520-13 · R/M Equip. - Crafcro Crack Flr.	0.00	0.00	0.00	0.0%
6520-17 · R/M Equip. '01 Case 921 Ldr.	584.84	1,975.00	-1,390.16	29.61%
6520-18 · R/M Equip. - '97 Chevy Blazer	0.00	900.00	-900.00	0.0%
6520-19 · R/M Equip. '02 Ford F-150 PU	509.78	600.00	-90.22	84.96%
6520-20 · R/M Equip. - '02 Kodiak Blower	8,908.82	725.00	8,183.82	1,228.8%
6520-24 · R/M Equip. - '01 Ford F-250	0.00	0.00	0.00	0.0%
6520-25 · R/M Equip. - '04 Batts De-Ice	53.52	1,000.00	-946.48	5.35%
6520-28 · R/M Equip.-'06 Case 621 Loader	0.00	2,300.00	-2,300.00	0.0%
6520-29 · R/M Equip. - '10 Waus Broom/Plow	12,854.01	12,750.00	104.01	100.82%
6520-30 · R/M Equip.-'05 Ford F-350	2,891.53	1,500.00	1,391.53	192.77%
6520-31 · R/M Equip. - '10 Oshkosh Blower	2,610.26	3,300.00	-689.74	79.1%
6520-32 · R/M Equip. - '09 Mini Truck	4.77	200.00	-195.23	2.39%
6520-34 · R/M Equip. - '12 Case 921F Load	378.93	4,580.00	-4,201.07	8.27%
6520-35 · R/M Equip. - '14 Ford Explorer	277.12	700.00	-422.88	39.59%
6520-36 · R/M Equip. - '10 Toyota Forklif	147.51	0.00	147.51	100.0%
6520-37 · R/M Equip. - '15 Tool Cat	1,986.12	1,100.00	886.12	180.56%
6520-38 · R/M Equip. - '15 Wausau Broom	9,711.42	5,550.00	4,161.42	174.98%

Friedman Memorial Airport
Profit & Loss Budget vs. Actual (COMBINED '18)
October 2017 through September 2018

	Oct '17 - Sep 18	Budget	\$ Over Budget	% of Budget
6520-40 · R/M Equip. - '17 Ford-350 Super	1,441.16	450.00	991.16	320.26%
6520-41 · R/M Equip. - '17 Kodiak Blower	23.87			
6520-42 · R/M Equip. - '18 Kodiak Attach.	0.00	0.00	0.00	0.0%
Total 6520-00 · VEHICLES/MAINTENANCE	45,895.34	66,745.00	-20,849.66	68.76%
6530-00 · ARFF MAINTENANCE				
6530-01 · ARFF Maint. Gen/Supplies	10,774.82	12,000.00	-1,225.18	89.79%
6530-03 · ARFF Maint. - '87 Oshkosh	400.88	2,000.00	-1,599.12	20.04%
6530-04 · ARFF Maint. - Radios	3,727.43	1,250.00	2,477.43	298.19%
6530-05 · ARFF MAint. - '03 E-One	1,753.70	2,000.00	-246.30	87.69%
6530-07 · ARFF Maint. - Supp/HFD Support	164.00	4,000.00	-3,836.00	4.1%
Total 6530-00 · ARFF MAINTENANCE	16,820.83	21,250.00	-4,429.17	79.16%
6540-00 · REPAIRS/MAINTENANCE - BUILDING				
6540-01 · R/M Bldg. - General	99.50	2,500.00	-2,400.50	3.98%
6540-02 · R/M Bldg. - Terminal	82,110.52	110,480.00	-28,369.48	74.32%
6540-03 · R/M Bldg. - Terminal Concession	2,789.74	2,500.00	289.74	111.59%
6540-04 · R/M Bldg. - Cold Storage	295.49	2,000.00	-1,704.51	14.78%
6540-05 · R/M Bldg. - AOB/SHOP	15,153.28	16,885.00	-1,731.72	89.74%
6540-06 · R/M Bldg. - Hangars	14,829.61	2,500.00	12,329.61	593.18%
6540-07 · R/M Bldg. - Tower	4,427.17	2,400.00	2,027.17	184.47%
6540-08 · R/M Bldg. - Parking Booth	1,831.87	1,450.00	381.87	126.34%
Total 6540-00 · REPAIRS/MAINTENANCE - BUILDING	121,537.18	140,715.00	-19,177.82	86.37%
6550-00 · REPAIRS/MAINTENANCE - AIRSIDE				
6550-01 · R/M - General	1,639.15	5,000.00	-3,360.85	32.78%
6550-02 · R/M - Airfield/Runway	41,263.05	100,000.00	-58,736.95	41.26%
6550-04 · R/M - Lights	10,718.34	12,000.00	-1,281.66	89.32%
Total 6550-00 · REPAIRS/MAINTENANCE - AIRSIDE	53,620.54	117,000.00	-63,379.46	45.83%
6551-00 · REPAIRS/MAINTENANCE - LANDSIDE				
6551-01 · RM - General	0.00	2,500.00	-2,500.00	0.0%
6551-02 · R/M - Parking Lot	4,544.84	8,000.00	-3,455.16	56.81%
6551-03 · R/M - Landscaping	10,202.85	15,000.00	-4,797.15	68.02%
Total 6551-00 · REPAIRS/MAINTENANCE - LANDSIDE	14,747.69	25,500.00	-10,752.31	57.83%
6560-00 · SECURITY EXPENSE				

Friedman Memorial Airport
Profit & Loss Budget vs. Actual (COMBINED '18)
October 2017 through September 2018

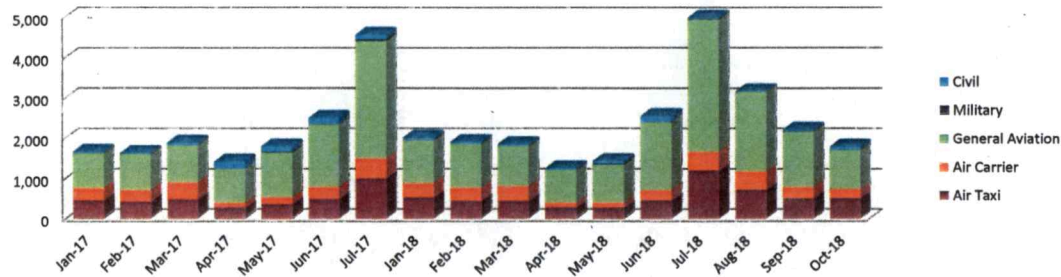
	Oct '17 - Sep 18	Budget	\$ Over Budget	% of Budget
6560-01 · Security - General	8,646.83	10,000.00	-1,353.17	86.47%
6560-02 · Security - Law Enf. Offi. (LEO)	3,264.00	10,000.00	-6,736.00	32.64%
6560-03 · Security - Subscription Licen.	48,670.00	58,440.00	-9,770.00	83.28%
6560-04 · Security - Perim./Access/CCTV	8,432.69	17,600.00	-9,167.31	47.91%
6560-05 · Security - Professional Serv.	5,175.00	22,500.00	-17,325.00	23.0%
6560-06 · Security - Prof. Services/IT	4,122.32	12,000.00	-7,877.68	34.35%
Total 6560-00 · SECURITY EXPENSE	78,310.84	130,540.00	-52,229.16	59.99%
6570-00 · REPAIRS/MAINT.-AERONAUTICAL EQU				
6570-01 · R/M Aeronautical Equip - NDB/DME	9,761.80	10,000.00	-238.20	97.62%
6570-02 · R/M Aeronautical Equip. - Tower	11,087.06	8,000.00	3,087.06	138.59%
6570-03 · R/M Aeronautical Equip.-Swt. Sys	0.00	0.00	0.00	0.0%
6570-04 · R/M Aeron. Equip. - AWOS/ATIS	8,236.80	10,000.00	-1,763.20	82.37%
Total 6570-00 · REPAIRS/MAINT.-AERONAUTICAL EQU	29,085.66	28,000.00	1,085.66	103.88%
Total "B" EXPENSES - OPERATIONAL	477,727.03	681,750.00	-204,022.97	70.07%
Total "B" EXPENDITURES	2,091,185.60	1,407,645.00	683,540.60	148.56%
"C" EXPENSES				
7001-00 · CAPITAL EXPENDITURES				
7001-0* · CONTINGENCY	0.00	20,000.00	-20,000.00	0.0%
7001-02 · Buildings and Improvements	2,309.89	15,000.00	-12,690.11	15.4%
7001-04 · Office Equipment	13,061.67	27,000.00	-13,938.33	48.38%
7001-05 · Maintenance Equipment /Vehicle	17,783.00	24,250.00	-6,467.00	73.33%
7001-06 · Assessments/Plans/Studies	43,352.75	110,000.00	-66,647.25	39.41%
7001-09 · Security Equipment	0.00	45,500.00	-45,500.00	0.0%
Total 7001-00 · CAPITAL EXPENDITURES	76,507.31	241,750.00	-165,242.69	31.65%
7110-00 · DOT/SCADGP				
7110-01 · DOT/SCASGP	0.00	250,000.00	-250,000.00	0.0%
7110-02 · DOT/SCASGP - FMAA	0.00	25,000.00	-25,000.00	0.0%
Total 7110-00 · DOT/SCADGP	0.00	275,000.00	-275,000.00	0.0%
7500-00 · IDAHO STATE GRANT PROGRAM				
7500-18 · '18 ITD Grant (SUN-17 ITD/FMA)	0.00	50,000.00	-50,000.00	0.0%
Total 7500-00 · IDAHO STATE GRANT PROGRAM	0.00	50,000.00	-50,000.00	0.0%
7542-00 · AIP '42 EXPENSE - AC Apron Dsgn				

**Friedman Memorial Airport
October 2018**

ATCT Traffic Operations Record

Month	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
January	3,622	3,893	3,912	2,600	3,028	2,787	4,547	2,520	2,070	2,379	2,408	2,098	2,454	2,128	2,249	1,842	1,665	2,019
February	4,027	4,498	3,073	3,122	3,789	3,597	3,548	2,857	2,244	2,647	2,117	2,205	2,612	1,417	2,268	2,533	1,629	1,914
March	4,952	5,126	3,086	4,097	3,618	2,918	4,677	3,097	2,145	2,709	1,813	1,921	2,753	1,924	2,023	1,917	1,895	1,860
April	2,494	3,649	2,213	2,840	2,462	2,047	2,581	2,113	1,724	1,735	1,604	1,513	1,509	1,210	1,337	1,380	1,426	1,257
May	3,905	4,184	2,654	3,282	2,729	2,134	1,579	2,293	2,280	1,891	1,533	1,693	1,852	555	668	1,501	1,802	1,442
June	4,787	5,039	4,737	4,438	3,674	3,656	5,181	3,334	2,503	3,019	2,898	2,761	3,203	2,164	2,387	2,475	2,502	2,552
July	6,359	8,796	6,117	5,910	5,424	5,931	7,398	4,704	4,551	5,005	5,004	4,810	5,345	4,345	4,159	4,562	4,573	5,033
August	6,479	6,917	5,513	5,707	5,722	6,087	8,196	4,570	4,488	4,705	4,326	3,823	4,644	3,114	2,932	3,719	3,873	3,175
September	3,871	4,636	4,162	4,124	4,609	3,760	4,311	2,696	3,376	3,128	3,359	2,396	2,403	2,237	2,292	2,379	2,036	2,224
October	3,879	3,656	3,426	2,936	3,570	3,339	3,103	2,134	2,145	2,012	1,886	1,658	1,874	1,760	1,789	1,377	1,939	1,670
November	3,082	2,698	2,599	2,749	2,260	2,912	2,892	1,670	1,901	1,309	1,114	1,325	1,475	908	1,229	1,314	1,135	0
December	3,401	2,805	3,247	3,227	2,722	3,834	2,699	1,848	2,272	1,811	2,493	2,066	2,016	1,545	1,482	1,717	2,217	0
Totals	50,858	55,897	44,739	45,032	43,607	43,002	50,712	33,836	31,699	32,350	30,555	28,269	32,140	23,307	24,815	26,716	26,692	23,146

**Operations
2017-2018
(Cumulative)**



**ATCT Operations Change
(2018 vs. 2017)**

	2018	2017	% Change
Air Taxi	390	409	-5%
Air Carrier	223	168	33%
General Aviation	981	1,254	-22%
Military	6	10	-40%
Civil	70	98	-29%
Total	1,670	1,939	-13.87%
YTD Total	23,146	21,401	8.15%

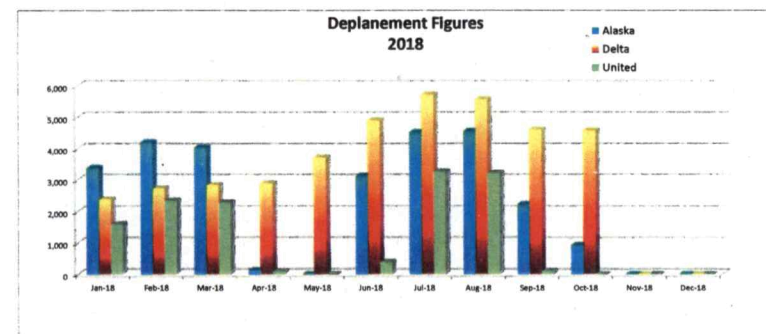
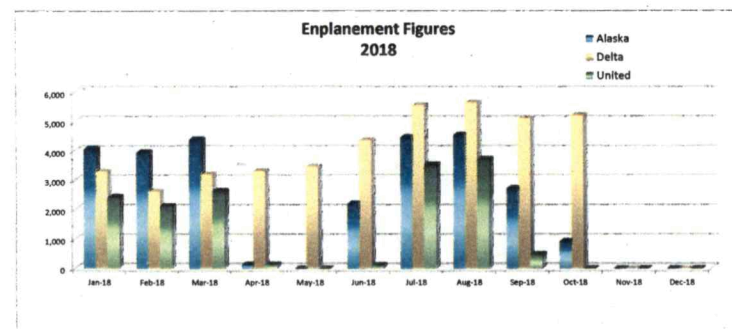
**Friedman Memorial Airport
October 2018**

2018 Enplanements																	
Date	Alaska Airlines					Delta Airlines					United Airlines					Total Enp.	Prior Year Total Enp.
	Revenue	Non- Revenue	Total	Prior Year Month	Total % Change	Revenue	Non- Revenue	Total	Prior Year Month	Total % Change	Revenue	Non- Revenue	Total	Prior Year Month	Total % Change		
Jan-18	3,985	66	4,051	3,536	15%	3,251	30	3,281	2,685	22%	2,383	47	2,430	1,519	60%	9,762	7,740
Feb-18	3,856	93	3,949	3,340	18%	2,542	60	2,602	2,556	2%	2,081	48	2,129	1,645	29%	8,680	7,541
Mar-18	4,293	86	4,379	3,867	13%	3,146	47	3,193	4,944	-35%	2,551	72	2,623	2,120	24%	10,195	10,931
Apr-18	124	3	127	0	100%	3,245	60	3,305	3,339	-1%	134	0	134	0	100%	3,566	3,339
May-18	0	0	0	0	0%	3,377	81	3,458	3,235	7%	0	0	0	0	0%	3,458	3,235
Jun-18	2,162	50	2,212	2,105	5%	4,269	86	4,355	3,880	12%	107	0	107	473	-77%	6,674	6,458
Jul-18	4,390	67	4,457	4,215	6%	5,459	78	5,537	5,379	3%	3,464	57	3,521	3,064	15%	13,515	12,658
Aug-18	4,450	92	4,542	4,186	9%	5,543	87	5,630	5,654	0%	3,637	67	3,704	3,402	9%	13,876	13,242
Sep-18	2,642	73	2,715	2,387	14%	5,024	74	5,098	4,350	17%	469	9	478	763	-37%	8,291	7,500
Oct-18	906	26	932	1,144	-19%	5,081	115	5,196	3,856	35%	0	0	0	215	100%	6,128	5,215
Totals	26,808	556	27,364	23,636	16%	40,937	718	41,655	36,022	16%	14,826	300	15,126	12,986	16%	84,145	72,644

Legend for Chart:

2018 Deplanements																	
Date	Alaska Airlines					Delta Airlines					United Airlines					Total Dep.	Prior Year Total Dep.
	Revenue	Non- Revenue	Total	Prior Year Month	Total % Change	Revenue	Non- Revenue	Total	Prior Year Month	Total % Change	Revenue	Non- Revenue	Total	Prior Year Month	Total % Change		
Jan-18	3,310	67	3,377	2,902	16%	2,327	45	2,372	2,053	16%	1,536	47	1,583	1,276	24%	7,332	6,231
Feb-18	4,094	94	4,188	3,771	11%	2,662	46	2,708	2,344	16%	2,305	27	2,332	1,759	33%	9,228	7,874
Mar-18	3,942	91	4,033	3,800	6%	2,760	62	2,822	4,386	-36%	2,214	53	2,267	1,982	14%	9,122	10,168
Apr-18	116	1	117	0	100%	2,805	67	2,872	2,866	0%	76	3	79	0	100%	3,068	2,866
May-18	0	0	0	0	0%	3,616	86	3,702	3,432	8%	0	0	0	0	0%	3,702	3,432
Jun-18	3,054	58	3,112	2,755	13%	4,840	50	4,890	4,496	9%	366	6	372	833	-55%	8,374	8,084
Jul-18	4,448	73	4,521	4,379	3%	5,629	79	5,708	5,637	1%	3,230	25	3,255	2,921	11%	13,484	12,937
Aug-18	4,449	108	4,557	4,359	5%	5,478	74	5,552	5,380	3%	3,138	61	3,199	2,963	8%	13,308	12,702
Sep-18	2,137	78	2,215	1,981	12%	4,501	92	4,593	3,992	15%	83	10	93	484	-81%	6,901	6,457
Oct-18	889	28	917	1,092	-16%	4,451	124	4,575	3,616	27%	0	0	0	180	100%	5,492	4,888
Totals	26,439	598	27,037	23,947	13%	39,069	725	39,794	34,586	15%	12,948	232	13,180	12,218	8%	80,011	70,751

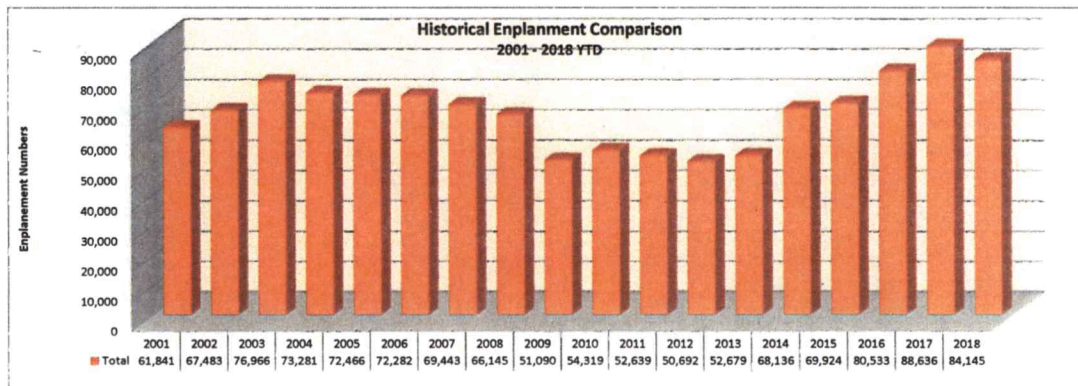
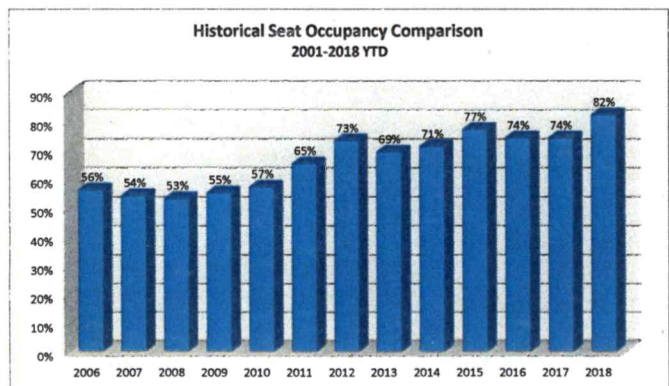
Legend for Chart:



**Friedman Memorial Airport
October 2018**

2018 Seat Occupancy																		
Date	Alaska Airlines				Delta Airlines				United Airlines				Seat Occupancy Totals			Seat Occupancy Totals Prior Year Comparison		
	Departure Flights	Seats Available*	Seats Occupied	Percent Occupied	Departure Flights	Seats Available	Seats Occupied	Percent Occupied	Departure Flights	Seats Available	Seats Occupied	Percent Occupied	Total Seats Available	Total Seats Occupied	Total Percent Occupied	Prior Year % Change Total Seats Available	Prior Year % Change Total Seats Occupied	Prior Year % Change Total % Occupied
Jan-18	72	5,472	4,051	74%	56	3,696	3,281	89%	48	3,168	2,430	77%	12,336	9,762	79%	19%	26%	5%
Feb-18	67	5,092	3,949	78%	47	3,102	2,602	84%	46	3,036	2,129	70%	11,230	8,680	77%	8%	15%	4%
Mar-18	76	5,776	4,379	76%	52	3,432	3,193	93%	48	3,168	2,623	83%	12,376	10,195	82%	-15%	-7%	7%
Apr-18	2	152	127	84%	56	3,696	3,305	89%	2	132	134	102%	3,980	3,566	90%	1%	7%	6%
May-18	0	0	0	0%	62	4,092	3,458	85%	0	0	0	0%	4,092	3,458	85%	0%	7%	6%
Jun-18	50	3,400	2,212	65%	77	5,082	4,355	86%	6	396	107	27%	8,878	6,674	75%	-12%	3%	11%
Jul-18	78	5,304	4,457	84%	90	6,300	5,537	88%	62	4,712	3,521	75%	16,316	13,515	83%	-6%	7%	10%
Aug-18	79	5,372	4,542	85%	90	6,210	5,630	91%	62	4,340	3,704	85%	15,922	13,876	87%	-5%	5%	8%
Sep-18	53	3,604	2,715	75%	79	5,451	5,098	94%	6	456	478	105%	9,511	8,291	87%	-8%	11%	15%
Oct-18	18	1,368	932	68%	89	6,141	5,196	85%	0	0	0	0%	7,509	6,128	82%	19%	18%	0%
Totals	495	35,540	27,364	77%	698	47,202	41,655	88%	280	19,408	15,126	78%	102,150	84,145	82%	44%	79%	16%
Note:	Total of 68 Seats Available on aircraft for summer months Total of 76 Seats Available on aircraft for winter months				Total of 66 Seats Available on aircraft from Jan. - June Total of 70 Seats starting in July				Total of 76 Seats Available on aircraft									

*Seats are capped at 68 during some periods in the summer due to weight and balance requirements and other times of the year seats may be capped due to environmental conditions



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ATTORNEYS AT LAW

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MEMORANDUM

Date: November 27, 2018

File No.: 11436-001

To: Chris Pomeroy, Airport Manager

Firm: Friedman Memorial Airport

From: James R. Laski, Esq.

Re: *Review of Bid Submitted by Kodiak America for Airport Runway Broom
FAA/AIP Project No. 3-16-0016-045*

COMMENT:

The bid package submitted by Kodiak America for the above referenced project included two (2) separate and distinct bid submittals, each with a different bid price. The **Procurement Documents and Specifications, Airport Runway Broom** dated August, 2018 incorporate the following standard FAA bid language:

***Section 20 - Proposal Requirements and Conditions, sub section 20 -14
Disqualification of Bidders:***

A bidder shall be considered disqualified for . . . (a) Submitting more than one proposal from the same partnership, firm, or corporation under the same of different name.

After reviewing the bid and confirming the provisions re disqualification, Kent Pilling of Kodiak was notified by TO Engineers that Kodiak's bid was disqualified. Mr. Pilling has contended that the submittal of two separate bids was a clerical error and threatens to protest any final award.

Pursuant to **Section 30 – Award and Execution of Contract, sub section 30-01
Consideration of Proposals:**

Until the award of contract is made, the Owner reserves the right to reject a bidder's proposal . . . (b) if the bidder is disqualified for any reasons specified in subsection 20-14 . . .

All actions in the award of the bid shall be made to promote the best interests of the Owner.

Given the foregoing, the Kodiak bid proposals should be rejected and should not be considered in making the award.

NOTICE OF AWARD

Dated: December 4, 2018TO: Oshkosh Airport Products, LLC

(BIDDER)

ADDRESS: 1515 County Road ONeenah, WI 54956OWNER'S PROJECT NO. FAA/AIP 3-16-0016-045PROJECT: Friedman Memorial Airport

OWNERS' CONTRACT NO. _____

CONTRACT FOR: Procurement of Airport Runway Broom

(Insert name of Contract as it appears in the Bidding Documents)

You are notified that your Bid dated August 28, 2018 for the above Contract has been considered.

You are the apparent Successful Bidder and have been awarded a contract for

Airport Runway BroomThe Contract Price of your contract is Five Hundred Forty Five Thousand Two Hundred Thirteen and no/100 Dollars (\$ 545,213.00).

Three unexecuted copies of the proposed Procurement Agreement accompany this Notice of Award.

1 set of the Contract Specifications and Drawings will be delivered separately or otherwise made available to you immediately. Additional copies of plans and specifications may be obtained by the Contractor for the cost of reproduction.**You must comply with the following conditions precedent within 15 days of the date of receipt of this Notice of Award:**

1. You must deliver to the Owner 3 fully executed counterparts of the Procurement Agreement including all the Contract Documents.
2. You must deliver with the executed Procurement Agreement the Certificates of Insurance and Performance and Payments bonds as specified in the Instructions to Bidders; Procurement General Conditions, Article 4; and Special Provisions, Section 1000.
3. Award of this Contract is Subject to the approval of the Federal Aviation Administration.

4. This award is subject to the availability of the Federal Aviation Administration, Airport Improvement Program (FAA, AIP) Funds, the receipt, and the acceptance of grant offer(s) required to finance this project.

5. Other Conditions and Precedents.

Failure to comply with these conditions within the time specified will entitle Owner to consider your Bid abandoned, to annul this Notice of Award, and to declare your Bid Security forfeited.

Within ten days after you comply with those conditions, Owner will return to you one fully signed counterpart of the Procurement Agreement with the Contract Documents attached.

Friedman Memorial Airport Authority
(OWNER)

By: _____
(AUTHORIZED SIGNATURE)

(TITLE)

ACCEPTANCE OF AWARD

(CONTRACTOR)

By: _____
(AUTHORIZED SIGNATURE)

(TITLE) (DATE)