

Missoula County Airport Authority Regular Board Meeting

DATE: Tuesday, July 25, 2023
TIME: 1:30 p.m.
PLACE: Johnson Bell Board Room – Airport Terminal

PLEASE NOTE: This meeting will be in a hybrid format.

Members of the public can call in and connect digitally to the meeting using the information below and will have the opportunity to comment prior to any vote of the Board as well as on any item not before the Board at the beginning of the meeting.

Members of the public can submit comments by email to: lfagan@flymissoula.com.

Documents will be available on the airport's website, www.flymissoula.com, by 9 a.m. on the meeting date. Members of the public can view the meeting and documents by joining the meeting from their computer, tablet or smartphone at:

Microsoft Teams meeting

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- Chair to call the meeting to order.
 - Advise the Public the meeting is being recorded.
 - Seating of Alternate Commissioner if needed.
 - Approval of the Agenda.
- Public Comment.
- Review and approve the minutes of the Regular Board meeting dated June 27, 2023. **Pg 3**
- Approval of Claims for Payment – Will Parnell **Pg 10**
- Financial Report – Will Parnell **Pg 12**
- Director's Report – Brian Ellestad **Pg 25**
- Legal Report – Lynn Fagan
- Committee Updates –
 - Business Development Committee: No Activity
 - Contract and Lease Committee: No Activity
 - Executive Committee: Met July 25, 2023
 - Facility and Operations Committee: No Activity
 - Finance Committee: No Activity
 - General Aviation Committee: No Activity

Legislative Committee: No Activity
Marketing Committee: No Activity

Unfinished Business

- Contract with Integrated Security Solutions for Access Control – Lynn Fagan **Pg 27**
- Martel Construction - Change Orders re: Bag Handling System – Tim Damrow **Pg 44**
- Change Order for Knife River Contract – East Air Carrier Ramp Expansion – Brian Ellestad **Pg 49**
- Morrison-Maierle Task Order Amendment – Construction Services for East Air Carrier Ramp Expansion – Brian Ellestad **Pg 52**

New Business

- Purchase of 2024 Chevrolet Silverado for Public Safety Department – Justin Shaffer **Pg 63**

Information/Discussion Item(s)

August Board Meeting – Tuesday, August 29, 2023, 1:30 p.m.

MISSOULA COUNTY AIRPORT AUTHORITY
Regular Board Meeting
June 27, 2023
1:30 pm, Johnson Bell Conference Room

THOSE PRESENT

BOARD:

Chair Larry Anderson
Vice Chair Winton Kemmis
Secretary/Treasurer Deb Poteet
Commissioner Adriane Beck
Commissioner Shane Stack
Commissioner Matt Doucette (Call In)
Alternate Commissioner Pat Boyle
Alternate Commissioner David Bell
Honorary Commissioner Jack Meyer

STAFF:

Director Brian Ellestad
Deputy Director Tim Damrow (Call In)
Finance Manager Teri Norcross
Director of Finance and Administration Will Parnell
Administrative Manager Lynn Fagan
Business Development Manager Dan Neuman
Airfield Manager Nate Cole
Compliance Officer Jesse Johnson
IT Specialist Dylan O'Leary
Accounting Clerk Brianna Brewer (Call In)
Tyler Martinsen Airfield Operations Tech
Ryan Devlin Airfield Operations Tech

OTHERS:

Gary Matson, Runway 25 Hangars
Shaun Shea, Morrison-Maierle
Martin Kidston, Missoula Current (Call In)
Todd Koster, Payne West Insurance
Christel Terrell, Serco NA

Chair Larry Anderson called the meeting to order and advised everyone that the meeting was being recorded.

Administrative Manager Lynn Fagan performed a roll call of Board members, staff members, and members of the public.

Chair Larry Anderson noted that an Alternate Commissioner needed to be seated.

Motion: Commissioner Shane Stack moved to seat Alternate Commissioner Pat Boyle.

Second: Secretary/Treasurer Deb Poteet

Vote: Motion Passed Unanimously

AGENDA

Motion: Secretary/Treasurer Deb Poteet moved to approve the agenda as presented.

Second: Commissioner Shane Stack

Vote: Motion Passed Unanimously

PUBLIC COMMENT PERIOD

Chair Larry Anderson asked if there was any public comment on items not on the Board's agenda. There was none.

MINUTES

Chair Larry Anderson asked if anyone had questions, edits, or public comments regarding the minutes for the Regular Board Meeting dated May 30, 2023, and the Special Board Meeting dated June 9, 2023. There were none.

Motion: Secretary/Treasurer Deb Poteet moved to approve the minutes of Regular Board Meeting dated May 30, 2023, and the Special Board Meeting dated June 9, 2023.

Second: Vice Chair Winton Kemmis

Vote: Motion Passed Unanimously

CLAIMS FOR PAYMENT

Director of Finance and Administration Will Parnell noted that the Airport incurred project costs in April in the amount of \$591,891, which have been submitted for federal reimbursement. He also noted in the general checking account check, 49162 for \$26,650 – ARFF Profire training conducted during the disaster drill. Approximately \$36,000 was spent on drill which was budgeted for \$45,000. Check number 49179 for \$47,008 was for material and installation related to the fencing project on the east side of Airport property and check number 184 for \$49,202.75 for final payment on the Airport radio system.

Chair Larry Anderson asked for a motion to approve the Claims for Payment.

Motion: Commissioner Adriane Beck moved to approve the Claims for Payment

Second: Commissioner Shane Stack

Vote: Motion Passed Unanimously

FINANCIAL REPORT

Director of Finance and Administration Will Parnell pointed out the Airport's Accounts Payable and Accounts Receivable (A/R) ratios. Will focused on the fact that A/R turnover has improved thanks to efforts by staff, who collected over \$100,000 (87%) in the over 60 days due category. Special thanks to Accounting Clerk Brianna Brewer for her efforts.

From the profit and loss statement, Will noted that revenues and expenses are currently 108% and 95% of the annual operating budget, respectively. Also, Will explained that MCAA recognized \$487 in PFC revenue in May, and that approximately \$170,000 is payable but was delayed due to a lost check. Will explained that PFC funds are recognized on a cash basis in the profit and loss statement.

Chair Larry Anderson asked if there were any Board questions or public comments regarding the Financial Report. Commissioner Pat Boyle asked what landing fee commissions were. Will explained that we utilize a third party to collect all non-based landing fees.

Chair Larry Anderson asked for a motion to approve the Financial Report.

Motion: Vice Chair Winton Kemmis moved to approve the Financial Report as presented.

Second: Secretary/Treasurer Deb Poteet

Vote: Motion Passed Unanimously

DIRECTOR'S REPORT

Airport Director Brian Ellestad reported that enplanements for May 2023 increased 5.5% year over year and that in July we have a 26% increase in seats so we hope to hit double digits in YoY growth.

Brian thanked staff for the recently completed FAA inspection which resulted in zero deficiencies.

Brian gave an update on construction progress. Tim Damrow noted that construction of the laydown yard and deice pad extension are off schedule about a month due to the amount of precipitation received in June. Terminal project has seen lots of progress. Martel is expecting to begin seeing steel show up in August of this year.

The main parking lot has been filling up every weekend although there is plenty of overflow parking.

Meet the staff: Christel Terrell, Serco NA, MSO Air Traffic Manager, introduced herself and fielded questions. Also, Tyler Martinsen and Ryan Devlin, both Airfield Operations Technicians introduced and spoke a little about themselves.

LEGAL REPORT

Administrative Manager Lynn Fagan reported that with the end of the fiscal year she is working to update staff wages and benefits. Management staff have been interviewing for the HR position and working with UKG to automate our payroll and human resources processes. There are 2 procurements on the board's agenda today. Lynn mentioned that there is a new hire in the Building Maintenance department. This brings us to 86 employees on our last payroll.

Chair Larry Anderson asked if there were any Board questions or public comments regarding the Legal Report. There were none.

COMMITTEE UPDATES

Executive Committee: Met June 27, 2023, to review the Board agenda.

Finance Committee: No Activity
Business Development: No Activity
Contract & Lease Committee: No Activity
Facility & Operations Committee: No Activity
Marketing Committee: No Activity
General Aviation Committee: No Activity
Legislative Committee: No Activity

UNFINISHED BUSINESS

FY 2024 Payne Insurance Renewal

Administrative Manager Lynn Fagan explained this is our insurance renewal and rates are going up again. Cincinnati, who covers our property insurance, completed an inspection which resulted in rates going up about 15%. Lynn explained that our liability insurance is based on enplanements which were lower during COVID and have far exceeded the numbers we saw during that time. Todd Koster, Payne West Insurance, explained that an evaluation was done on the new Terminal which resulted in higher property valuation. That along with the Rental Car tent and a few other changes led to an increase in property insurance. Also, equipment values have gone up \$250,000 (3 new trucks and 4 new pieces of equipment). Vice Chair Winton Kemmis asked what the Board might expect for increase in insurance rates for next year with the new concourse. Todd said he would work on that but that we could plan on a \$.09 per \$100,000 increase for that additional structure.

Chair Larry Anderson asked if there were any further Board questions or public comments. There were none.

Motion: Commissioner Pat Boyle moved to accept the Payne Proposal for FY 2024 insurance renewal in the amount of \$227,568.

Second: Vice Chair Winton Kemmis

Vote: Motion Passed Unanimously

Approval of Moss Adams Engagement Letter and State Audit Contract.

Director of Finance and Administration Will Parnell presented action item to approve an Engagement letter with Moss Adams which outlines responsibilities of Auditors and MSO. It was discussed that there was a cap on travel expenses of \$5,000.

Chair Larry Anderson asked if there were any further Board questions or public comments. There were none.

Motion: Vice Chair Winton Kemmis moved to approve the execution of the annual Audit Engagement Letter & Standard Audit Contract.

Second: Secretary/Treasurer Deb Poteet

Vote: Motion Passed Unanimously

Concourse Furniture, Fixtures and Equipment Package.

Deputy Director Tim Damrow presented action item to approve the Furniture, Fixtures and Equipment package for the B concourse including: hold room seating, kitchen equipment, network components and rental car office furniture. MSO would like to start purchasing items for this package to lock in supply and pricing.

Chair Larry Anderson asked if there were any further Board questions or public comments. There were none.

Motion: Secretary/Treasurer Deb Poteet moved to approve the B Concourse FFE Package 1 and authorize staff to procure and purchase package elements in the total amount not to exceed \$919,900.

Second: Commissioner Shane Stack

Vote: Motion Passed Unanimously

NEW BUSINESS

Morrison-Maierle Task Order 54 – Final design of SRE bay modifications

Director Brian Ellestad explained that in our current snow removal equipment facility, the garage doors are inadequately sized to accommodate our fire trucks safely. It is staff's intention to remove these doors, expand the space and reinstall larger doors. Shaun Shea contributed that we are trying to align this work with a future grant in 2024.

Chair Larry Anderson asked if there were any further Board questions or public comments; there were none.

Motion: Vice Chair Winton Kemmis moved to Approve Task Order No. 54 with Morrison-Maierle in the amount of \$45,000.00 for completing the Final Design of a the SRE Building Modifications.

Second: Secretary/Treasurer Deb Poteet

Vote: Motion Passed Unanimously

Award of Badging Services Request for Proposals

Compliance Officer Jesse Johnson presented action item to accept AirBadge as our badging system. Staff published a Request for Proposals on May 11, 2023. Three proposals were received by the June 13, 2023, deadline. Jesse explained that this will transition us to a paperless system and automate the process. Estimated time savings is 200 hours per year. It also reduces the likelihood of audit findings.

Chair Larry Anderson asked if they charge us extra as new requirements are handed down by TSA. Jesse explained that everything they charge us for is integrated into the fee. There are no separate start up or equipment fees. Any time there are upgrades it is based on per badge fee. Larry asked the cost per badge. Jesse said it was \$4.00 per badge.

Chair Larry Anderson asked if Board members had any other questions or public comments.

Motion: Commissioner Pat Boyle moved to authorize staff to accept the proposal of AirBadge for badging services.

Second: Secretary/Treasurer Deb Poteet

Vote: Motion Passed Unanimously

Award of Access Control RFP

IT Specialist Dylan O'Leary presented an action for a contract to manage the 150+ doors and 300+ cameras on Airport property to Integrated Security Solutions, Inc. Staff published a Request for Proposals for an Access Control and CCTV Integrator on May 15, 2023. Two firms submitted proposals which were reviewed by a staff committee. The committee recommended award to Integrated Security Solutions, Inc. as the most advantageous to MCAA.

Chair Larry Anderson asked if this amount includes training for Dylan and Jesse. Dylan responded that an enhanced service agreement would be executed that allows staff access to the manufacturer. Chair Larry Anderson asked if we would be able to take care of any emergencies once they are certified. Dylan affirmed.

Chair Larry Anderson asked if Board members had any other questions or public comments.

Motion: Secretary/Treasurer Deb Poteet moved to authorize staff to accept the proposal of Integrated Security Solutions, Inc. for Access Control and CCTV Integrator.

Second: Vice Chair Winton Kemmis

Vote: Motion Passed Unanimously

Purchase of Cat 938 Front-End Loader

Airfield Manager Nate Cole explained this equipment would be used for snow removal. It has features that allow us to switch between plowing and bucket quickly. Procurement is through Sourcewell.

Chair Larry Anderson asked if Board members had any further questions or public comments. There were none.

Motion: Commissioner Pat Boyle moved to approve the purchase of one Cat 938M wheel loader through Sourcewell for an amount of \$268,893.00.

Second: Commissioner Shane Stack

Vote: Motion Passed Unanimously

Airport Car Condos, LLC Lease Addendum

Business Development Manager Dan Neuman presented an addendum to the lease for the remainder of the parcel that Airport Car Condos, LLC have developed since 2002. Dan noted that this is the last parcel remaining in their present location.

Chair Larry Anderson asked for clarifications about the property.

Chair Larry Anderson asked if Board members had any further questions or public comments. There were none.

Motion: Vice Chair Winton Kemmis moved to Approve the Addendum to the Lease Agreement with Airport Car Condos, LLC to include Parcel 13-Remainder.

Second: Secretary/Treasurer Deb Poteet

Vote: Motion Passed Unanimously

Discussion Items

Chair Larry Anderson asked about a Master Plan update. Shaun Shea responded with the current state of that effort. There will be a doodle poll to carve out some time for the board to meet and get a current assessment on July 11th.

Chair Larry Anderson noted that the next Board meeting will be in the same hybrid format on July 25th at 1:30 p.m.

Meeting Adjourned.

Missoula County Airport Authority
Check Register
General Checking Account
May 30, 2023 through June 26, 2023

| Check | Vendor Name | Description | Amount |
|-------|--|---|----------------------|
| 49223 | MISSOULA SUNRISE ROTARY CLUB | Memberships | \$ 418.08 |
| 49224 | BLACKFOOT COMMUNICATIONS | Phone Charges | \$ 1,640.97 |
| 49225 | CENTURYLINK | Phone Charges | \$ 702.12 |
| 49226 | City of Missoula | Water/Sewer Expense | \$ 8,077.25 |
| 49227 | ENERGY WEST | Electric/Gas | \$ 2,326.04 |
| 49228 | FIRST NATIONAL BANK | Credit Card Charges | \$ 22,058.03 |
| 49229 | MSLA ELECTRIC COOP | Electric/Gas | \$ 884.70 |
| 49230 | MURDOCHS | Building General R&M, Petroleum Products Expense, Uniform Expense | \$ 216.47 |
| 49231 | NORTHWESTERN ENERGY | Electric/Gas | \$ 34,159.80 |
| 49232 | REPUBLIC SERVICES | Disposal Expense | \$ 2,661.12 |
| 49233 | RISING FAST v | Custodial Services | \$ 37,750.00 |
| 49234 | VERIZON | Phone Charges | \$ 1,588.46 |
| 49235 | AAAE | Prepaid Expenses | \$ 6,600.00 |
| 49236 | AEROTRONICS INC. | Communication R&M | \$ 1,552.00 |
| 49237 | AILEVON PACIFIC AVIATION CONSULTING, LLC | Marketing | \$ 4,115.22 |
| 49238 | AIRPORT PROFESSIONAL SERVICES, LLC | Employee Training Expense | \$ 1,320.00 |
| 49239 | Applied Concepts, Inc | Safety Supplies/Equipment | \$ 2,522.50 |
| 49240 | APPLIED INDUSTRIAL TECH | Building General R&M | \$ 6.88 |
| 49241 | Armcor Cartridge Incorporated | Employee Training Expense | \$ 362.00 |
| 49242 | BATTERIES PLUS | Building General R&M | \$ 47.50 |
| 49243 | BIG BEAR SIGN CO | Landside Maintenance | \$ 116.00 |
| 49244 | CHINIKAYLO, YURIY | Uniform Expense | \$ 140.00 |
| 49245 | CULLIGAN | Office Supplies | \$ 81.50 |
| 49246 | DAMROW, TIM | Travel Expense - ACI Business of Airport Conference | \$ 401.33 |
| 49247 | DATEC, INC | Computer Equipment Expense | \$ 710.00 |
| 49248 | DEVLIN, RYAN | Employee Training Expense - EMT National, EMT State | \$ 139.00 |
| 49249 | ESHLEMAN, EVAN | Tools/Equipment, Employee Training Expense - EMT State Application | \$ 1,175.19 |
| 49250 | FABER v | Office Supplies | \$ 46.45 |
| 49251 | FERGUSON | Tools/Equipment | \$ 3,600.00 |
| 49252 | FIRST CALL | Contracted Maintenance | \$ 1,078.00 |
| 49253 | GELDERSMA, AUGUSTUS | Tools/Equipment | \$ 1,951.69 |
| 49254 | GLACIER COUNTRY | Marketing | \$ 237.50 |
| 49255 | HIDAY, ALEX | Tools/Equipment | \$ 142.45 |
| 49256 | HILLYARD INC | Custodial Supplies | \$ 7,102.74 |
| 49257 | Industrial Inspection & Analysis | Vehicle R&M | \$ 1,730.00 |
| 49258 | INFAX, INC. | Prepaid Expenses | \$ 9,390.00 |
| 49259 | INTELLISOFT, INC | Prepaid Expenses | \$ 27,912.30 |
| 49260 | JOHNSON CONTROLS/SIMPLEX | Contracted Maintenance - 4.1.23-3.31.24 contract | \$ 660.00 |
| 49261 | LES SCHWAB TIRE | Vehicle R&M | \$ 2,075.26 |
| 49262 | LUMACURVE | Airfield Lighting R&M | \$ 561.64 |
| 49263 | MISSOULA MOTOR COMPANY | Vehicle R&M | \$ 12,877.61 |
| 49264 | MOTOROLA SOLUTIONS INC | Equipment, Communication R&M | \$ 8,852.10 |
| 49265 | MSLA CNTY OEM | Memberships | \$ 1,639.17 |
| 49266 | MSLA CVB TBID | Marketing | \$ 10,335.00 |
| 49267 | MSLA OFFICE CITY | Office Supplies | \$ 45.29 |
| 49268 | MSLA TEXTILE, INC | Uniform Expense, Contracted Maintenance | \$ 739.89 |
| 49269 | MT ACE | Building General R&M, Tools/Equipment | \$ 26.55 |
| 49270 | MUNICIPAL EMERGENCY SERVICES | Employee Training Expense | \$ 1,116.44 |
| 49271 | NAPA | Vehicle R&M, Mechanical/Supplies, Tools/Equipment, Petroleum Products Expense, | \$ 5,385.08 |
| 49272 | NORCO INDUSTRIAL | Vehicle R&M | \$ 111.60 |
| 49273 | NORTHWEST PART | Rent Car R&M | \$ 63.19 |
| 49274 | OTTE, ROBERT | Tools/Equipment | \$ 851.33 |
| 49275 | PACIFIC STEEL | Construction in Progress | \$ 270.96 |
| 49276 | PAWS UP RANCH | Marketing | \$ 5,000.00 |
| 49277 | QUOTIENT GROUP | Prepaid Expenses | \$ 4,700.00 |
| 49278 | RDO EQUIPMENT CO. | Vehicle R&M | \$ 1,050.93 |
| 49279 | ROCKY MOUNTAIN SCALE | Contracted Maintenance - labor charges for scale diagnosis | \$ 90.00 |
| 49280 | SCHINDLER ELEVATOR CORP | Prepaid Expenses | \$ 8,794.91 |
| 49281 | SIGN PRO | Vehicle R&M | \$ 1,963.53 |
| 49282 | SIX ROBBLEES | Vehicle R&M | \$ 4.12 |
| 49283 | SPECTRUM WINDOW CLEANING | Contracted Maintenance - Interior windows, ground floor entrance, Kettle House/Restaurant. Terminal seating etc | \$ 2,695.00 |
| 49284 | SWEET PEA SEWER | Contracted Maintenance - commercial septic pump/fuel surcharge | \$ 287.50 |
| 49285 | TETRA TECH, INC. | Contracted Maintenance - finalize SPCC plan | \$ 262.50 |
| 49286 | THERMAL | Mechanical Supplies, USFS Hangar R&M | \$ 84.13 |
| 49287 | TREMPER DISTRIBUTING | Petroleum Products Expense | \$ 2,058.85 |
| 49288 | TRUCK PRO LLC | Vehicle R&M | \$ 63.47 |
| 49289 | VW ICE INC | Office Supplies | \$ 720.00 |
| 49290 | WINDFALL | Contracted Maintenance - flight information display signs, photos uploaded | \$ 300.00 |
| 49291 | EXACT IMAGE | Uniform Expense | \$ 405.30 |
| 49292 | EXXONMOBIL | Petroleum Products Expense | \$ 67.43 |
| 49294 | Amadeus | Construction in Progress | \$ 52,600.00 |
| 49295 | NAPA | Petroleum Products Expense | \$ 53.88 |
| | | | \$ 311,775.95 |

**Missoula County Airport Authority
Claims For Payment
May 30, 2023 through June 26, 2023**

Note

Per Airport policy, checks for prepaid invoices were mailed on July 14, 2023.
They are highlighted in the Check Register list for the General Checking Account

Credit Card Charges - by Expense Type (paid with check #49228)

| | |
|---|----------------------------|
| AvSec Fingerprinting Account | 1,000.00 |
| Legal Services | 107.00 |
| Phone Charges | 88.43 |
| Communications R&M | 6.00 |
| Office Supplies | 1,796.39 |
| Postage | 49.60 |
| Computer Equipment Expense | 83.61 |
| Vehicle R&M | 2,196.35 |
| Tools/Equipment | 110.46 |
| Landscaping Expense | 471.75 |
| Contracted Maintenance | 157.40 |
| Mechanical/Supplies | 11.08 |
| Building General R&M | 373.97 |
| Rent Car R&M | 5,276.02 |
| USFS Hangar R&M | 88.98 |
| Custodial Supplies | 278.84 |
| Uniform Expense | 155.74 |
| Employee Training Expense - AAAE Airport 101, jet bridge training, ACI-NA, rise vision training, pryor course | 2,663.59 |
| Travel Expense - ACI-NA conference, hotels/airlines/uber | 1,954.10 |
| Memberships | 995.00 |
| Safety Supplies/Equipment | 643.11 |
| Wildlife Mitigation | 378.90 |
| Meals & PR | 1,468.65 |
| Marketing -Wren events | 1,227.50 |
| Consultants Expense | 436.56 |
| Bank Charges - overlimit fee for PSO card | 39.00 |
| | <u><u>\$ 22,058.03</u></u> |

Project Checking Account

| Check Number | Vendor Name | Amount |
|--------------|-------------------|-------------------------------|
| 1188 | MISC TAX DIVISION | 13264.02 |
| ACH7/5/23- | KNIFE RIVER | 374,568.68 |
| ACH7/5/23- | MARTEL | 938,569.73 |
| ACH7/5/23- | MORRISON MAIERLE | 160,944.32 |
| | | <u><u>\$ 1,487,346.75</u></u> |

Missoula County Airport Authority - Financial Report

For Period Ended: 6/30/23.

On the *Balance Sheet*:

- The quick ratio shows that liquid assets (Cash) are 2.54 times the level of current liabilities.
- During fiscal year 2022, the average duration of accounts receivable or the number of days it takes to collect them was 34 days. For the month ended June 30, 2023, the average duration of accounts receivable or the number of days it takes to collect them was 34 days.
- As of June 30, 2023, the percentage of assets financed by interest bearing liabilities is 14%.
- The month end debt balances totaled \$21,341,774.

On the *Profit and Loss reports*:

- Revenues are currently 118% of the annual operating revenue budget.
- Operating expenses are currently 109% of the annual operating budget.
- AIP funds in the amount of \$1,205,067 were recognized as revenue during the month of June.

On the *Cash Flow Report*:

- For the month ended June 30, 2023:
 - Net cash flows from operating activities were \$6,286.
 - Net cash flows from capital and related financing activities were \$747,433.
 - Net cash flows from noncapital financing activities were \$598,977.
 - Net cash flows from investing activities were \$6,255.

Other Financial Information:

- Authority reserves are held in several local banks and in the STIP. Reserves are earning between 2% to 5.5%.

Missoula County Airport Authority
Balance Sheet Prev Year Comparison
As of June 30, 2023

| | <u>Jun 30, 23</u> | <u>Jun 30, 22</u> |
|--|------------------------------|------------------------------|
| ASSETS | | |
| Current Assets | | |
| Checking/Savings | | |
| 10100 · Petty Cash | 300.00 | 300.00 |
| 10500 · General Checking Acct | 5,976,020.85 | 2,915,491.27 |
| 10511 · Project Checking Acct | 5,000.00 | -6,480.28 |
| 10550 · USFS Account | 50,040.24 | 50,004.10 |
| 10560 · Debt Service Account | 330,240.15 | 330,002.69 |
| 10580 · CFC Account | 321,398.10 | 649,337.94 |
| 10590 · STIP Terminal Reserve | 23,813.33 | 22,948.99 |
| 10600 · STIP | 760,175.37 | 732,583.81 |
| 10604 · Money Market Accounts | 1,242,518.42 | 1,060,012.91 |
| 10700 · Payroll Checking | -1,691.96 | 121,183.91 |
| 10710 · Flex - FIB | 7,592.58 | 5,718.25 |
| 10750 · PFC Cash at US BANK | 2,885,936.13 | 1,724,860.95 |
| Total Checking/Savings | <u>11,601,343.21</u> | <u>7,605,964.54</u> |
| Accounts Receivable | | |
| 10800 · Accounts Receivable | 954,034.70 | 517,002.70 |
| 10807 · A/R Advertising | 5,035.00 | 11,679.00 |
| 10809 · A/R Ground Handling | 138,041.27 | 92,167.28 |
| 10815 · Projects Receivable (non-fed) | 57,599.54 | 0.00 |
| Total Accounts Receivable | <u>1,154,710.51</u> | <u>620,848.98</u> |
| Other Current Assets | | |
| 10900 · AvSec Fingerprinting Account | 886.25 | 1,014.25 |
| 11200 · Grants Receivable | 1,323,938.82 | 2,431,124.57 |
| 11300 · Projects Rec'ble | 0.00 | 633,642.42 |
| 11500 · Pre-Paid Expenses | 88,259.44 | 73,521.44 |
| 11700 · Concession Contract Receivable | 729,998.00 | 729,998.00 |
| 11810 · ST Lease Recble GASB 87 | 1,541,162.16 | 1,467,233.22 |
| 11820 · Interest Recble GASB 87 | 16,118.13 | 22,281.97 |
| 12000 · Undeposited Funds | 46,003.82 | 3,875.00 |
| 26200 · Faber Loan | 100,000.00 | 100,000.00 |
| Total Other Current Assets | <u>3,846,366.62</u> | <u>5,462,690.87</u> |
| Total Current Assets | <u>16,602,420.34</u> | <u>13,689,504.39</u> |
| Fixed Assets | | |
| 13000 · Land | 11,617,234.48 | 11,617,234.48 |
| 13100 · Land Improvements | 16,368,644.98 | 16,207,466.15 |
| 13200 · Buildings- Terminal | 69,001,525.97 | 66,234,130.12 |
| 13300 · Buildings- Ops & Fire | 6,184,039.07 | 6,184,039.07 |
| 13450 · Buildings - Other | 11,384,401.81 | 11,113,776.40 |
| 13500 · Runways/Taxiways/Apron | 70,927,696.30 | 70,927,696.30 |
| 13600 · Lighting/ Security System | 4,002,233.31 | 3,910,737.11 |
| 13700 · Sewage System | 298,102.06 | 298,102.06 |
| 13900 · ATCT | 6,513,529.80 | 6,513,529.80 |
| 14000 · Equipment | 3,420,437.10 | 3,210,246.70 |
| 14100 · Furniture & Fixtures | 1,591,801.03 | 1,549,109.70 |
| 14300 · Vehicles | 7,756,448.96 | 7,264,986.28 |
| 14400 · Studies | 1,925,406.96 | 1,925,406.96 |
| 14500 · Allowance for Depreciation | -95,162,248.45 | -87,185,062.05 |
| 19400 · Construction in Progress | 14,802,544.82 | 4,705,490.00 |
| Total Fixed Assets | <u>130,631,798.20</u> | <u>124,476,889.08</u> |
| Other Assets | | |
| 11830 · LT Lease Recble GASB 87 | 2,327,192.18 | 3,868,344.34 |
| 11840 · A/R Retainage Long-Term | 182,434.40 | 0.00 |
| 19610 · Deferred Pension Outflows | | |
| 19600 · Deferred PERS Pension Outflows | 564,283.60 | 654,023.00 |
| 19601 · OPEB Deferred Outflows | 109,748.00 | 109,748.00 |
| Total 19610 · Deferred Pension Outflows | <u>674,031.60</u> | <u>763,771.00</u> |
| 19700 · Concession Contract Recvble | 0.00 | 735,064.00 |
| 19800 · LT Loan - Faber | 800,258.76 | 900,000.00 |
| Total Other Assets | <u>3,983,916.94</u> | <u>6,267,179.34</u> |
| TOTAL ASSETS | <u><u>151,218,135.48</u></u> | <u><u>144,433,572.81</u></u> |

Missoula County Airport Authority
Balance Sheet Prev Year Comparison
As of June 30, 2023

| | <u>Jun 30, 23</u> | <u>Jun 30, 22</u> |
|---|------------------------------|------------------------------|
| LIABILITIES & EQUITY | | |
| Liabilities | | |
| Current Liabilities | | |
| Accounts Payable | | |
| 20500 · Accounts Payable | 184,762.01 | 199,675.60 |
| 20505 · Accounts Payable- Projects | 3,049,924.97 | 2,970,664.95 |
| 20510 · Current Debt Payable to FSB | 0.00 | 328,458.55 |
| Total Accounts Payable | <u>3,234,686.98</u> | <u>3,498,799.10</u> |
| Other Current Liabilities | | |
| 20800 · Current Portion of L/T Debt | 535,905.68 | 612,909.53 |
| 2110 · Direct Deposit Liabilities | 0.00 | -95,833.45 |
| 21130 · Misc Deductions Payable | -184.32 | 0.00 |
| 21300 · Valic Payable | -100.00 | 0.00 |
| 21600 · Accrued Vacation/Sick Payable | 533,644.81 | 504,674.62 |
| 21800 · Wages/Benefits Payable | 71,466.96 | 248,109.87 |
| 21930 · FSB Notes Interest Payable | 199,963.71 | 0.00 |
| 24000 · Payroll Liabilities | -2,966.54 | -4,313.43 |
| Total Other Current Liabilities | <u>1,337,730.30</u> | <u>1,265,547.14</u> |
| Total Current Liabilities | <u>4,572,417.28</u> | <u>4,764,346.24</u> |
| Long Term Liabilities | | |
| 20502 · 2022 Note | 2,575,279.74 | 1,545,500.00 |
| 25030 · 2019 Note A | 15,316,800.00 | 14,135,750.00 |
| 25035 · 2019 Note B | 3,449,694.16 | 3,593,855.02 |
| 25600 · Current Portion L/T Debt 2019B | -535,905.68 | -612,909.53 |
| 25700 · Deferred Concession Contract | 729,998.00 | 1,465,062.00 |
| 25805 · A/P Retainage Long-Term | 426,474.34 | 0.00 |
| 26010 · Pension Liability sum | | |
| 19900 · OPEB liability | 146,148.00 | 146,148.00 |
| 26000 · PERS Pension Liability | 3,533,992.00 | 2,659,824.66 |
| Total 26010 · Pension Liability sum | <u>3,680,140.00</u> | <u>2,805,972.66</u> |
| 26110 · Deferred Pension Inflows | | |
| 26100 · Deferred PERS Pension Inflows | 308,792.00 | 1,233,040.00 |
| 26101 · OPEB Deferred Inflows | 57,855.00 | 57,855.00 |
| Total 26110 · Deferred Pension Inflows | <u>366,647.00</u> | <u>1,290,895.00</u> |
| 26300 · Dererred Lease Inflow GASB 87 | 3,616,418.14 | 5,108,476.56 |
| Total Long Term Liabilities | <u>29,625,545.70</u> | <u>29,332,601.71</u> |
| Total Liabilities | <u>34,197,962.98</u> | <u>34,096,947.95</u> |
| Equity | | |
| 29500 · Unreserved | 92,904,579.34 | 93,502,674.18 |
| 29510 · Reserved | 2,322,955.79 | 1,724,860.95 |
| 32000 · Retained Earnings | 15,109,089.73 | 158,741.02 |
| Net Income | 6,683,547.64 | 14,950,348.71 |
| Total Equity | <u>117,020,172.50</u> | <u>110,336,624.86</u> |
| TOTAL LIABILITIES & EQUITY | <u><u>151,218,135.48</u></u> | <u><u>144,433,572.81</u></u> |

Missoula County Airport Authority
Profit & Loss Prev Year Comparison
July 2022 through June 2023

| Ordinary Income/Expense | Jul '22 - Jun 23 | Jul '21 - Jun 22 |
|--------------------------------------|----------------------|---------------------|
| Income | | |
| 30100 · Signatory Landing Fees | 650,073.44 | 559,917.22 |
| 30200 · Non Sig Landing Fees | 124,348.80 | 271,630.23 |
| 30210 · Cargo Landing Fees | 44,422.66 | 40,248.31 |
| 30220 · Charter Landing Fees | 0.00 | 1,443.41 |
| 30300 · Non-Based Landing Fees | 124,754.75 | 81,584.67 |
| 30400 · Signatory Rent | 638,399.88 | 1,084,714.44 |
| 30410 · Non-Sig Turn Fees | 1,850.00 | 368,340.00 |
| 30420 · Non-Sig Use Fees | 134,534.40 | 0.00 |
| 30430 · Signatory Use Fee | 761,977.26 | 0.00 |
| 30507 · Advertising Income | 241,216.00 | 174,496.00 |
| 30509 · Ground Handling | 905,087.20 | 875,203.29 |
| 30600 · FBO Rentals | 263,651.28 | 256,274.70 |
| 30800 · Fuel Flowage Fees | 103,007.79 | 133,167.10 |
| 30900 · Fuel Farm Leases | 4,302.84 | 4,176.36 |
| 31000 · Coffee Concession | 10,838.41 | 97,706.53 |
| 31100 · Restaurant | 157,267.87 | 64,929.48 |
| 31110 · Liquor Concessions | 132,708.12 | 7,300.60 |
| 31200 · Food Truck Concessions | 0.00 | 269.00 |
| 31300 · Rental Car % | 1,990,973.99 | 1,873,442.83 |
| 31400 · Rent Car Rent | 164,297.60 | 178,937.60 |
| 31800 · USFS Landing Fees | 30,533.76 | 101,236.62 |
| 31900 · USFS Hangar Rent | 249,387.78 | 248,697.77 |
| 32100 · Gift Shop Faber | 358,840.53 | 130,996.66 |
| 32200 · Travel Agency | 5,271.72 | 6,789.52 |
| 32400 · Parking Lot | 2,975,989.56 | 2,256,972.78 |
| 32800 · Ag Land Leases | -2,674.41 | 15,264.42 |
| 32900 · Non-Aeronautical Ground Rent | 351,384.76 | 287,727.70 |
| 32910 · Aeronautical Ground Rent | 105,230.48 | 100,889.00 |
| 33000 · Vending | 32,100.52 | 38,109.03 |
| 33800 · Off Airport Rent Cars | 45,583.21 | 26,745.61 |
| 34000 · Utilities Reimbursement | 36,674.28 | 32,413.58 |
| 34200 · Miscellaneous Income | 38,242.25 | 133,326.50 |
| 34300 · Ground Transport | 171,556.15 | 0.00 |
| 34500 · Glycol Disposal | 25,060.51 | 0.00 |
| 80211 · Lease Income GASB 87 | 1,492,058.42 | 1,492,252.68 |
| 80620 · Lease Contra Acct GASB 87 | -1,700,706.72 | -1,700,706.72 |
| 81402 · TSA LEO Reimbursement | 107,675.00 | 125,374.96 |
| 81403 · TSA Checkpoint OTA | 15,145.93 | 6,549.95 |
| 85100 · Badging Fees Collected | 15,342.00 | 21,092.00 |
| Total Income | 10,806,408.02 | 9,397,513.83 |
| Gross Profit | 10,806,408.02 | 9,397,513.83 |

Missoula County Airport Authority
Profit & Loss Prev Year Comparison
July 2022 through June 2023

| Expense | Jul '22 - Jun 23 | Jul '21 - Jun 22 |
|--|---------------------|---------------------|
| 40100 · Wages | 3,760,579.27 | 3,339,485.02 |
| 40330 · Overtime Wages | 76,889.47 | 57,550.34 |
| 40600 · Fringe Benefits Expense | 1,294,054.26 | 1,241,336.45 |
| 40800 · Legal Services | 12,041.45 | 3,700.57 |
| 41200 · Insurance Expense | 200,135.00 | 136,866.00 |
| 41300 · Accounting Expense | 32,500.00 | 38,006.00 |
| 41400 · Phone Charges | 41,914.89 | 48,403.13 |
| 41600 · Phone R&M | 0.00 | 47.99 |
| 41800 · Communication R&M | 30,331.23 | 25,197.49 |
| 42000 · Office Supplies | 43,659.31 | 37,103.96 |
| 42100 · Computer Equipment Expense | 25,250.85 | 27,249.68 |
| 42200 · Electricity/Gas Expense | 467,429.14 | 332,592.65 |
| 42400 · Water Expense | 61,461.73 | 67,315.70 |
| 42500 · Sewer Expense | 36,384.13 | 46,080.67 |
| 42600 · Disposal Expense | 33,350.35 | 48,783.49 |
| 42800 · Disposal-Industrial | -824.07 | -2,095.04 |
| 43000 · Petroleum Products Expense | 139,553.89 | 98,640.28 |
| 43400 · Vehicle R&M | 119,568.60 | 109,127.32 |
| 43600 · Equipment Rental | 7,849.98 | 742.11 |
| 43800 · Tools/Equipment | 47,881.33 | 35,218.31 |
| 44000 · Landscaping Expense | 4,915.22 | 1,876.99 |
| 44100 · Custodial Services | 470,685.00 | 251,398.00 |
| 44200 · Contracted Maintenance | 207,008.04 | 268,031.84 |
| 44302 · Jet Bridge R&M | 8,624.90 | 48,766.32 |
| 44400 · Electric Maintenance | 9,364.96 | 9,736.27 |
| 44600 · Plumbing Expense | 4,168.96 | 3,451.68 |
| 44800 · Mechanical/Supplies | 23,578.61 | 22,927.32 |
| 45000 · Building General R&M | 19,307.87 | 14,830.30 |
| 45104 · Rent Car R&M | 52,219.65 | 22,737.53 |
| 45106 · USFS Hangar R&M | 16,204.14 | 5,219.75 |
| 45203 · Airfield Maintenance | 63,550.53 | 28,958.80 |
| 45400 · Landside Maintenance | 37,165.99 | 20,289.22 |
| 45600 · Airfield Lighting R&M | 10,292.05 | 5,233.92 |
| 45703 · Fog Abatement | 391.00 | 3,507.66 |
| 45800 · Snow & Ice Removal | 262,214.64 | 243,545.78 |
| 46000 · Custodial Supplies | 64,484.62 | 63,457.58 |
| 46400 · Uniform Expense | 68,632.42 | 27,566.24 |
| 46600 · Employee Training Expense | 89,192.64 | 52,804.42 |
| 46800 · Travel Expense | 74,704.66 | 61,417.86 |
| 47000 · Memberships | 46,183.08 | 18,151.39 |
| 47200 · Safety Supplies/Equipment | 32,442.46 | 16,447.86 |
| 47303 · Wildlife Mitigation | 5,830.66 | 5,758.02 |
| 47400 · Meals & PR | 26,241.88 | 19,888.83 |
| 47501 · Marketing | 167,364.44 | 152,562.51 |
| 47506 · Air Service Incentives | 11,545.00 | 4,447.16 |
| 47600 · Consultants Expense | 44,860.25 | 30,663.93 |
| 47605 · Landing Fee Commission Expense | 22,778.97 | 0.00 |
| 47707 · Display Expenses | 3,228.10 | 3,081.80 |
| 47717 · VIC Expenses | 41.45 | 0.00 |
| 47999 · COVID-19 Expense | 0.00 | 13,461.41 |
| 49100 · Fingerprint/STA Charges | 8,853.00 | 9,422.00 |
| 66000 · Payroll Expenses | 0.00 | 0.06 |
| 66900 · Reconciliation Discrepancies | 0.05 | 1.02 |
| 80200 · Pension Expense adjustment | 149,276.74 | 148,700.00 |
| 80210 · OPEB payroll adjustment | 0.00 | 94,255.00 |
| 80600 · Miscellaneous Expense | 14,388.85 | 38,675.22 |
| 80611 · BANK Charges | 2,799.42 | 3,538.83 |
| 80615 · Pass through | 0.00 | 0.00 |
| 80625 · TPA – EE benefits and Payroll | 2,500.00 | 0.00 |
| 80650 · Finance Charges | 781.98 | 0.00 |
| Total Expense | 8,455,833.04 | 7,406,164.64 |
| Net Ordinary Income | 2,350,574.98 | 1,991,349.19 |

Missoula County Airport Authority
Profit & Loss Prev Year Comparison
July 2022 through June 2023

| | <u>Jul '22 - Jun 23</u> | <u>Jul '21 - Jun 22</u> |
|--|----------------------------|-----------------------------|
| Other Income/Expense | | |
| Other Income | | |
| 31500 · CFCs | 949,616.00 | 842,688.00 |
| 70200 · Interest Income-Unrestricted | 44,206.03 | 5,811.93 |
| 70400 · Project Restricted Interest | 373.46 | 147.22 |
| 70500 · Interest Income GASB 87 | 227,319.66 | 299,031.99 |
| 70600 · Interest on land sale | 0.00 | 455,717.74 |
| 80520 · Gain on disposal of asset | 19,621.00 | 0.00 |
| 80550 · Insurance Settlement | 3,100.00 | 0.00 |
| 89010 · Federal Programs | | |
| 89000 · Airport Improvement Grants | 7,745,605.37 | 4,906,240.59 |
| 89100 · TSA OTA contribution | 183,705.49 | 1,231,107.52 |
| 89200 · CARES | 588,161.09 | 1,216,255.67 |
| 89204 · CRRSA Revenues | 1,016,148.98 | 2,280,117.02 |
| 89205 · ARPA funds | 0.00 | 5,375,923.00 |
| 89500 · PFC Contributions | 1,906,480.61 | 1,477,715.38 |
| 89010 · Federal Programs - Other | 70,800.00 | -2,936.50 |
| Total 89010 · Federal Programs | <u>11,510,901.54</u> | <u>16,484,422.68</u> |
| 89400 · Capital Contributions | | |
| 88500 · Contributed Capital | 82,682.29 | 1,686,504.80 |
| 89103 · State Grants | | |
| 89102 · Pension grants | 109,618.00 | 227,605.00 |
| 89103 · State Grants - Other | 224,901.16 | 0.00 |
| Total 89103 · State Grants | <u>334,519.16</u> | <u>227,605.00</u> |
| Total 89400 · Capital Contributions | <u>417,201.45</u> | <u>1,914,109.80</u> |
| Total Other Income | <u>13,172,339.14</u> | <u>20,001,929.36</u> |
| Other Expense | | |
| 80140 · Note 2019A Interest Expense | 601,139.92 | 470,648.35 |
| 80145 · Note 2019 B Interest Expense | 105,675.33 | 95,653.57 |
| 80150 · Note 2022 Interest Expense | 91,506.83 | 4,720.40 |
| 80300 · Depreciation | 8,041,044.40 | 6,168,907.23 |
| 80400 · Cost of Issuance | 0.00 | 95,500.00 |
| 80500 · Loss on Disposal of Assets | 0.00 | 207,500.29 |
| Total Other Expense | <u>8,839,366.48</u> | <u>7,042,929.84</u> |
| Net Other Income | <u>4,332,972.66</u> | <u>12,958,999.52</u> |
| Net Income | <u><u>6,683,547.64</u></u> | <u><u>14,950,348.71</u></u> |

Missoula County Airport Authority
Profit & Loss Budget Performance
June 2023

| Ordinary Income/Expense | Jun 23 | Budget | Jul '22 - Jun 23 | YTD Budget | Annual Budget | |
|--------------------------------------|-------------------|-------------------|----------------------|---------------------|---------------------|-------------|
| Income | | | | | | |
| 30100 - Signatory Landing Fees | 71,698.98 | 49,449.17 | 650,073.44 | 593,390.00 | 593,390.00 | 110% |
| 30200 - Non Sig Landing Fees | 15,208.40 | 16,723.00 | 124,348.80 | 200,676.00 | 200,676.00 | 62% |
| 30210 - Cargo Landing Fees | 3,521.16 | 3,666.25 | 44,422.66 | 43,995.00 | 43,995.00 | 101% |
| 30220 - Charter Landing Fees | 0.00 | 682.00 | 0.00 | 8,184.00 | 8,184.00 | 0% |
| 30300 - Non-Based Landing Fees | 6,202.48 | 2,273.33 | 124,754.75 | 27,280.00 | 27,280.00 | 457% |
| 30400 - Signatory Rent | 53,199.99 | 53,200.00 | 638,399.88 | 638,400.00 | 638,400.00 | 100% |
| 30410 - Non-Sig Turn Fees | 0.00 | 0.00 | 1,850.00 | 0.00 | 0.00 | |
| 30420 - Non-Sig Use Fees | 15,961.40 | 22,533.26 | 134,534.40 | 270,400.00 | 270,400.00 | 50% |
| 30430 - Signatory Use Fee | 81,273.06 | 38,882.74 | 761,977.26 | 466,592.00 | 466,592.00 | 163% |
| 30507 - Advertising Income | 20,383.00 | 12,291.67 | 241,216.00 | 147,500.00 | 147,500.00 | 164% |
| 30509 - Ground Handling | 79,507.10 | 61,050.00 | 905,087.20 | 783,496.00 | 783,496.00 | 116% |
| 30600 - FBO Rentals | 21,773.79 | 21,685.00 | 263,651.28 | 260,000.00 | 260,000.00 | 101% |
| 30800 - Fuel Flowage Fees | 11,244.91 | 5,815.00 | 103,007.79 | 70,000.00 | 70,000.00 | 147% |
| 30900 - Fuel Farm Leases | 358.57 | 315.00 | 4,302.84 | 4,000.00 | 4,000.00 | 108% |
| 31000 - Coffee Concession | 883.65 | 11,145.00 | 10,838.41 | 86,507.00 | 86,507.00 | 13% |
| 31100 - Restaurant | 21,432.04 | 22,447.00 | 157,267.87 | 174,238.00 | 174,238.00 | 90% |
| 31110 - Liquor Concessions | 16,897.89 | 0.00 | 132,708.12 | 0.00 | 0.00 | |
| 31300 - Rental Car % | 219,377.44 | 182,209.00 | 1,990,973.99 | 1,652,123.00 | 1,652,123.00 | 121% |
| 31400 - Rent Car Rent | 15,179.80 | 8,750.00 | 164,297.60 | 105,000.00 | 105,000.00 | 156% |
| 31800 - USFS Landing Fees | 0.00 | 0.00 | 30,533.76 | 24,800.00 | 24,800.00 | 123% |
| 31900 - USFS Hangar Rent | 20,787.24 | 20,000.00 | 249,387.78 | 240,000.00 | 240,000.00 | 104% |
| 32100 - Gift Shop Faber | 41,306.17 | 56,704.00 | 358,840.53 | 440,137.00 | 440,137.00 | 82% |
| 32200 - Travel Agency | 439.31 | 590.00 | 5,271.72 | 7,100.00 | 7,100.00 | 74% |
| 32400 - Parking Lot | 281,581.02 | 272,791.00 | 2,975,989.56 | 2,235,180.00 | 2,235,180.00 | 133% |
| 32800 - Ag Land Leases | 4,856.67 | 1,125.00 | -2,674.41 | 13,500.00 | 13,500.00 | -20% |
| 32900 - Non-Aeronautical Ground Rent | 29,413.87 | 29,163.00 | 351,384.76 | 350,000.00 | 350,000.00 | 100% |
| 32910 - Aeronautical Ground Rent | 7,389.45 | 3,750.00 | 105,230.48 | 45,000.00 | 45,000.00 | 234% |
| 33000 - Vending | 3,117.11 | 4,854.00 | 32,100.52 | 58,259.00 | 58,259.00 | 55% |
| 33800 - Off Airport Rent Cars | 7,289.10 | 6,108.00 | 45,583.21 | 30,010.00 | 30,010.00 | 152% |
| 34000 - Utilities Reimbursement | 2,928.94 | 2,600.00 | 36,674.28 | 31,200.00 | 31,200.00 | 118% |
| 34200 - Miscellaneous Income | 2,918.00 | 6,314.00 | 38,242.25 | 75,801.00 | 75,801.00 | 50% |
| 34300 - Ground Transport | 24,629.58 | 0.00 | 171,556.15 | 0.00 | 0.00 | |
| 34500 - Glycol Disposal | 25,060.51 | | 25,060.51 | | | |
| 80211 - Lease Income GASB 87 | 1,492,058.42 | | 1,492,058.42 | | | |
| 80620 - Lease Contra Acct GASB 87 | -1,700,706.72 | | -1,700,706.72 | | | |
| 81402 - TSA LEO Reimbursement | 8,850.00 | 8,916.67 | 107,675.00 | 107,000.00 | 107,000.00 | 101% |
| 81403 - TSA Checkpoint OTA | 1,212.54 | | 15,145.93 | | | |
| 85100 - Badging Fees Collected | 1,728.00 | | 15,342.00 | | | |
| Total Income | 908,962.87 | 926,033.09 | 10,806,408.02 | 9,189,768.00 | 9,189,768.00 | 118% |

Missoula County Airport Authority
Profit & Loss Budget Performance
June 2023

| | <u>Jun 23</u> | <u>Budget</u> | <u>Jul '22 - Jun 23</u> | <u>YTD Budget</u> | <u>Annual Budget</u> | |
|--|---------------------|-------------------|-------------------------|---------------------|----------------------|-------|
| Gross Profit | 908,962.87 | 926,033.09 | 10,806,408.02 | 9,189,768.00 | 9,189,768.00 | |
| Expense | | | | | | |
| 40100 - Wages | 529,431.47 | 266,040.00 | 3,760,579.27 | 3,307,434.00 | 3,307,434.00 | 114% |
| 40330 - Overtime Wages | 5,075.02 | 6,693.00 | 76,889.47 | 87,006.00 | 87,006.00 | 88% |
| 40600 - Fringe Benefits Expense | 148,249.50 | 102,048.00 | 1,294,054.26 | 1,305,338.00 | 1,305,338.00 | 99% |
| 40800 - Legal Services | 107.00 | 1,250.00 | 12,041.45 | 15,000.00 | 15,000.00 | 80% |
| 41200 - Insurance Expense | 17,259.53 | 12,500.00 | 200,135.00 | 150,000.00 | 150,000.00 | 133% |
| 41300 - Accounting Expense | 0.00 | 3,750.00 | 32,500.00 | 45,000.00 | 45,000.00 | 72% |
| 41400 - Phone Charges | 4,019.82 | 3,680.83 | 41,914.89 | 44,170.00 | 44,170.00 | 95% |
| 41600 - Phone R&M | 0.00 | 25.00 | 0.00 | 300.00 | 300.00 | 0% |
| 41800 - Communication R&M | 1,262.64 | 2,311.25 | 30,331.23 | 27,735.00 | 27,735.00 | 109% |
| 42000 - Office Supplies | 2,398.27 | 3,458.92 | 43,659.31 | 41,507.00 | 41,507.00 | 105% |
| 42100 - Computer Equipment Expense | 1,761.61 | 2,000.00 | 25,250.85 | 24,000.00 | 24,000.00 | 105% |
| 42200 - Electricity/Gas Expense | 40,585.35 | 33,946.66 | 467,429.14 | 407,360.00 | 407,360.00 | 115% |
| 42400 - Water Expense | 6,010.00 | 6,945.16 | 61,461.73 | 83,342.00 | 83,342.00 | 74% |
| 42500 - Sewer Expense | 2,067.25 | 4,766.41 | 36,384.13 | 57,196.92 | 57,196.92 | 64% |
| 42600 - Disposal Expense | 0.00 | 4,269.84 | 33,350.35 | 51,238.00 | 51,238.00 | 65% |
| 42800 - Disposal-Industrial | -260.00 | 622.92 | -824.07 | 7,475.00 | 7,475.00 | -11% |
| 43000 - Petroleum Products Expense | 32,521.62 | 6,889.25 | 139,553.89 | 82,671.00 | 82,671.00 | 169% |
| 43400 - Vehicle R&M | 22,862.29 | 8,054.99 | 119,568.60 | 96,660.00 | 96,660.00 | 124% |
| 43600 - Equipment Rental | 0.00 | 218.76 | 7,849.98 | 2,625.00 | 2,625.00 | 299% |
| 43800 - Tools/Equipment | 6,562.24 | 5,813.84 | 47,881.33 | 69,766.00 | 69,766.00 | 69% |
| 44000 - Landscaping Expense | 471.75 | 450.00 | 4,915.22 | 5,400.00 | 5,400.00 | 91% |
| 44100 - Custodial Services | 35,640.00 | 40,175.00 | 470,685.00 | 482,100.00 | 482,100.00 | 98% |
| 44200 - Contracted Maintenance | 24,035.99 | 26,275.16 | 207,008.04 | 315,302.00 | 315,302.00 | 66% |
| 44302 - Jet Bridge R&M | 138.32 | 966.67 | 8,624.90 | 11,600.00 | 11,600.00 | 74% |
| 44400 - Electric Maintenance | 67.79 | 516.67 | 9,364.96 | 6,200.00 | 6,200.00 | 151% |
| 44600 - Plumbing Expense | 0.00 | 420.01 | 4,168.96 | 5,040.00 | 5,040.00 | 83% |
| 44800 - Mechanical/Supplies | 23.54 | 1,366.67 | 23,578.61 | 16,400.00 | 16,400.00 | 144% |
| 45000 - Building General R&M | 1,268.67 | 1,556.25 | 19,307.87 | 18,675.00 | 18,675.00 | 103% |
| 45104 - Rent Car R&M | 5,298.52 | 800.00 | 52,219.65 | 9,600.00 | 9,600.00 | 544% |
| 45106 - USFS Hangar R&M | 358.98 | 341.67 | 16,204.14 | 4,100.00 | 4,100.00 | 395% |
| 45203 - Airfield Maintenance | 71.96 | 5,048.75 | 63,550.53 | 60,585.00 | 60,585.00 | 105% |
| 45400 - Landside Maintenance | 116.00 | 2,077.08 | 37,165.99 | 24,925.00 | 24,925.00 | 149% |
| 45600 - Airfield Lighting R&M | 0.00 | 1,325.00 | 10,292.05 | 15,900.00 | 15,900.00 | 65% |
| 45703 - Fog Abatement | 0.00 | 353.33 | 391.00 | 4,240.00 | 4,240.00 | 9% |
| 45800 - Snow & Ice Removal | 0.00 | 22,941.26 | 262,214.64 | 275,295.00 | 275,295.00 | 95% |
| 46000 - Custodial Supplies | 11,717.93 | 5,112.91 | 64,484.62 | 61,355.00 | 61,355.00 | 105% |
| 46400 - Uniform Expense | 1,268.22 | 3,567.08 | 68,632.42 | 42,805.00 | 42,805.00 | 160% |
| 46600 - Employee Training Expense | 4,678.03 | 7,309.16 | 89,192.64 | 87,710.00 | 87,710.00 | 102% |
| 46800 - Travel Expense | 3,032.43 | 6,629.16 | 74,704.66 | 79,550.00 | 79,550.00 | 94% |
| 47000 - Memberships | 2,734.17 | 2,031.41 | 46,183.08 | 24,377.00 | 24,377.00 | 189% |
| 47200 - Safety Supplies/Equipment | 4,388.31 | 3,863.58 | 32,442.46 | 46,363.00 | 46,363.00 | 70% |
| 47303 - Wildlife Mitigation | 378.90 | 666.67 | 5,830.66 | 8,000.00 | 8,000.00 | 73% |
| 47400 - Meals & PR | 1,535.03 | 1,862.50 | 26,241.88 | 22,350.00 | 22,350.00 | 117% |
| 47501 - Marketing | 14,492.65 | 12,916.67 | 167,364.44 | 155,000.00 | 155,000.00 | 108% |
| 47506 - Air Service Incentives | 0.00 | 0.00 | 11,545.00 | | | |
| 47600 - Consultants Expense | 436.56 | 5,454.17 | 44,860.25 | 65,450.00 | 65,450.00 | 69% |
| 47605 - Landing Fee Commission Expense | 1,240.50 | | 22,778.97 | | | |
| 47707 - Display Expenses | 0.00 | 145.83 | 3,228.10 | 1,750.00 | 1,750.00 | 184% |
| 47717 - VIC Expenses | 0.00 | 125.00 | 41.45 | 1,500.00 | 1,500.00 | 3% |
| 49100 - Fingerprint/STA Charges | 700.50 | | 8,853.00 | | | |
| 66900 - Reconciliation Discrepancies | 0.00 | | 0.05 | | | |
| 80200 - Pension Expense adjustment | 149,276.74 | | 149,276.74 | | | |
| 80600 - Miscellaneous Expense | 0.00 | 104.16 | 15,170.83 | 1,250.00 | 1,250.00 | 1214% |
| 80611 - BANK Charges | 205.39 | 250.00 | 2,799.42 | 3,000.00 | 3,000.00 | 93% |
| 80615 - Pass through | 0.00 | | 0.00 | | | |
| 80625 - TPA - EE benefits and Payroll | 0.00 | | 2,500.00 | | | |
| 80650 - Finance Charges | 0.00 | | 0.00 | | | |
| Total Expense | <u>1,083,490.49</u> | <u>629,936.65</u> | <u>8,455,833.04</u> | <u>7,761,645.92</u> | <u>7,761,645.92</u> | 109% |
| Net Ordinary Income | <u>-174,527.62</u> | <u>296,096.44</u> | <u>2,350,574.98</u> | <u>1,428,122.08</u> | <u>1,428,122.08</u> | |

Missoula County Airport Authority
Profit & Loss Budget Performance
June 2023

| | <u>Jun 23</u> | <u>Budget</u> | <u>Jul '22 - Jun 23</u> | <u>YTD Budget</u> | <u>Annual Budget</u> |
|--|----------------------------|----------------------------|----------------------------|----------------------------|----------------------------|
| Other Income/Expense | | | | | |
| Other Income | | | | | |
| 31500 · CFCs | 89,652.00 | 61,750.00 | 949,616.00 | 741,000.00 | 741,000.00 |
| 70200 · Interest Income-Unrestricted | 6,194.78 | 837.00 | 44,206.03 | 10,000.00 | 10,000.00 |
| 70400 · Project Restricted Interest | 60.20 | | 373.46 | | |
| 70500 · Interest Income GASB 87 | 227,319.66 | | 227,319.66 | | |
| 80520 · Gain on disposal of asset | 1,500.00 | | 19,621.00 | | |
| 80550 · Insurance Settlement | 0.00 | | 3,100.00 | | |
| 89010 · Federal Programs | | | | | |
| 89000 · Airport Improvement Grants | 1,205,066.85 | 0.00 | 7,745,605.37 | 5,976,397.52 | 5,976,397.52 |
| 89100 · TSA OTA contribution | 0.00 | 1,271.09 | 183,705.49 | 15,253.08 | 15,253.08 |
| 89200 · CARES | 0.00 | 1,225,000.00 | 588,161.09 | 1,225,000.00 | 1,225,000.00 |
| 89204 · CRRSA Revenues | 0.00 | | 1,016,148.98 | | |
| 89500 · PFC Contributions | 509,325.42 | 127,900.00 | 1,906,480.61 | 1,544,562.14 | 1,544,562.14 |
| 89010 · Federal Programs - Other | 0.00 | | 70,800.00 | | |
| Total 89010 · Federal Programs | <u>1,714,392.27</u> | <u>1,354,171.09</u> | <u>11,510,901.54</u> | <u>8,761,212.74</u> | <u>8,761,212.74</u> |
| 89400 · Capital Contributions | | | | | |
| 88500 · Contributed Capital | 55,684.15 | | 82,682.29 | | |
| 89103 · State Grants | | | | | |
| 89102 · Pension grants | 109,618.00 | | 109,618.00 | | |
| 89103 · State Grants - Other | 4,336.44 | | 224,901.16 | | |
| Total 89103 · State Grants | <u>113,954.44</u> | | <u>334,519.16</u> | | |
| Total 89400 · Capital Contributions | <u>169,638.59</u> | | <u>417,201.45</u> | | |
| Total Other Income | <u>2,208,757.50</u> | <u>1,416,758.09</u> | <u>13,172,339.14</u> | <u>9,512,212.74</u> | <u>9,512,212.74</u> |
| Other Expense | | | | | |
| 80140 · Note 2019A Interest Expense | 50,910.93 | 48,350.00 | 601,139.92 | 580,200.00 | 580,200.00 |
| 80145 · Note 2019 B Interest Expense | 8,746.60 | 12,310.00 | 105,675.33 | 147,720.00 | 147,720.00 |
| 80150 · Note 2022 Interest Expense | 8,322.17 | 6,915.00 | 91,506.83 | 82,980.00 | 82,980.00 |
| 80300 · Depreciation | 751,836.66 | 0.00 | 8,041,044.40 | 7,289,207.20 | 7,289,207.20 |
| Total Other Expense | <u>819,816.36</u> | <u>67,575.00</u> | <u>8,839,366.48</u> | <u>8,100,107.20</u> | <u>8,100,107.20</u> |
| Net Other Income | <u>1,388,941.14</u> | <u>1,349,183.09</u> | <u>4,332,972.66</u> | <u>1,412,105.54</u> | <u>1,412,105.54</u> |
| Net Income | <u>1,214,413.52</u> | <u>1,645,279.53</u> | <u>6,683,547.64</u> | <u>2,840,227.62</u> | <u>2,840,227.62</u> |

MISSOULA COUNTY AIRPORT AUTHORITY
STATEMENT OF CASH FLOW
For the Month Ended June 30, 2023

| | <u>30-Jun</u> |
|---|----------------------|
| CASH FLOWS FROM OPERATING ACTIVITIES | |
| Cash received from customers | \$ 923,430 |
| Cash paid to suppliers | (372,121) |
| Cash paid to employees and employee benefits | <u>(545,023)</u> |
| Net cash flows from operating activities | <u>6,286</u> |
| CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES | |
| Payments for capital assets | (1,200,224) |
| Federal contributions | 1,827,306 |
| Subsequent collections of capital contributions | 8,312 |
| State grants | <u>112,039</u> |
| Net cash flows from capital and related financing activities | <u>747,433</u> |
| CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES | |
| Customer facility charges | 89,652 |
| Passenger facility charges | <u>509,325</u> |
| Net cash flows from noncapital financing activities | <u>598,977</u> |
| CASH FLOWS FROM INVESTING ACTIVITIES | |
| Interest and investment revenue | <u>6,255</u> |
| Net cash flows from investing activities | <u>6,255</u> |
| Net change in cash and investments | 1,358,951 |
| Cash and investments, beginning of May, 2023 | <u>10,242,392</u> |
| Cash and investments, end of year | <u>\$ 11,601,344</u> |

| | <u>30-Jun</u> |
|---|---------------------|
| RECONCILIATION OF INCOME FROM OPERATIONS TO NET CASH FLOWS FROM OPERATING ACTIVITIES | |
| Income from operations | <u>\$ (174,528)</u> |
| Adjustments to reconcile loss from operations to net cash flows from operating activities: | |
| Pension adjustment | 39,658 |
| Change in receivables and other assets | 752,027 |
| Change in prepaid expenses | 26,994 |
| Change in unearned revenue, advance payment, and deferred inflows | (737,561) |
| Change in accounts payable and accrued expenses | <u>99,696</u> |
| Total adjustments | <u>180,813</u> |
| Net cash flows from operating activities | <u>\$ 6,286</u> |

MISSOULA COUNTY AIRPORT AUTHORITY
OPERATING REVENUES & OPERATING EXPENSES % OF GROSS
For the Period Ended June 30, 2023 and 2022

| | <u>Jul 22 - June 23</u> | <u>Jul 21 - June 22</u> | <u>Jul 22 - June 23</u> <u>% of Gross</u> | <u>Jul 21 - June 22</u> <u>% of Gross</u> | <u>Change</u> |
|---|-------------------------|-------------------------|--|--|---------------|
| Passenger Airline Aeronautical Revenue: | | | | | |
| Passenger airline landing fees | \$ 774,422 | \$ 831,547 | 7% | 9% | -2% |
| Terminal arrival fees, rents and utilities | 1,536,762 | 1,453,054 | 14% | 15% | -1% |
| Total | <u>2,311,184</u> | <u>2,284,602</u> | <u>21%</u> | <u>24%</u> | <u>-3%</u> |
| Non-Passenger Aeronautical Revenue: | | | | | |
| Landing Fees from Cargo | 44,423 | 40,248 | 0% | 0% | 0% |
| Landing Fees GA, Military & USFS | 155,289 | 184,265 | 1% | 2% | -1% |
| FBO revenue; contract or sponsor-operated | 267,954 | 260,451 | 2% | 3% | 0% |
| Cargo and hangar rentals | 354,618 | 349,587 | 3% | 4% | 0% |
| Fuel sales net profit/loss or fuel flowage fees | 103,008 | 133,167 | 1% | 1% | 0% |
| Security Reimbursements from Fed govt. | 122,821 | 131,925 | 1% | 1% | 0% |
| Other non-passenger operating revenue (ground handling) | 905,087 | 875,203 | 8% | 9% | -1% |
| Total | <u>1,953,199</u> | <u>1,974,846</u> | <u>18%</u> | <u>21%</u> | <u>-3%</u> |
| Non-Aeronautical Revenue: | | | | | |
| Land and non-terminal facility leases and revenues | 348,385 | 302,992 | 3% | 3% | 0% |
| Terminal-food and beverage | 300,814 | 170,206 | 3% | 2% | 1% |
| Terminal-retail stores & duty free | 358,841 | 130,997 | 3% | 1% | 2% |
| Terminal-services and other | 278,588 | 219,395 | 3% | 2% | 0% |
| Rental cars-excludes customer facility charges | 2,200,855 | 2,079,126 | 20% | 22% | -2% |
| Parking | 2,975,990 | 2,205,334 | 28% | 23% | 4% |
| Other | 115,644 | 193,529 | 1% | 2% | -1% |
| GASB 87 adjustment | (208,648) | (208,454) | -2% | -2% | 0% |
| Ground transportation | 171,556 | 44,942 | 2% | 0% | 1% |
| Total | <u>6,542,024</u> | <u>5,138,066</u> | <u>61%</u> | <u>55%</u> | <u>6%</u> |
| Total Operating Revenue | <u>\$ 10,806,408</u> | <u>\$ 9,397,514</u> | <u>100%</u> | <u>100%</u> | |

| | <u>Jul 22 - June 23</u> | <u>Jul 21 - June 22</u> | <u>Jul 22 - June 23</u> <u>% of Gross</u> | <u>Jul 21 - June 22</u> <u>% of Gross</u> | <u>Change</u> |
|-------------------------------------|-------------------------|-------------------------|--|--|---------------|
| Personnel compensation and benefits | \$ 5,280,800 | \$ 4,881,327 | 62.45% | 65.91% | -3% |
| Communications and utilities | 639,716 | 541,081 | 7.57% | 7.31% | 0% |
| Supplies and materials | 1,149,574 | 945,819 | 13.60% | 12.77% | 1% |
| Contractual services | 1,185,608 | 901,073 | 14.02% | 12.17% | 2% |
| Insurance, claims and settlements | 200,135 | 136,866 | 2.37% | 1.85% | 1% |
| Total Operating Expenses | <u>\$ 8,455,833</u> | <u>\$ 7,406,165</u> | <u>100%</u> | <u>100%</u> | |

MISSOULA COUNTY AIRPORT AUTHORITY
LONG-TERM DEBT
 For the Month Ended June 30, 2023

| 2023 | Balance June 30, 2022 | Proceeds from Borrowing | Payments | Balance June 30, 2023 |
|--|--------------------------|-------------------------------|---------------------|--------------------------|
| Note payable to First Security Bank of Missoula - series 2019A | \$ 14,135,750 | \$ 1,181,050 | \$ - | \$ 15,316,800 |
| Note payable to First Security Bank of Missoula - series 2019B | 3,759,250 | 317,434 | (626,990) | 3,449,694 |
| Note payable to First Security Bank of Missoula - series 2022 | <u>1,545,500</u> | <u>1,030,000</u> | <u>(220)</u> | <u>2,575,280</u> |
| | <u>\$ 19,440,500</u> | <u>\$ 2,528,484</u> | <u>\$ (627,210)</u> | <u>\$ 21,341,774</u> |

| Note payable activity for the month ended June 30, 2023: | Amount |
|--|--------|
| Proceeds from Borrowing | \$ - |
| Payments | \$ - |

| Current estimated debt service payment; payable July 1, 2023 | Principal | Interest | Total |
|--|-------------------|-------------------|-------------------|
| Note payable to First Security Bank of Missoula - series 2019A | \$ - | \$ 152,733 | \$ 152,733 |
| Note payable to First Security Bank of Missoula - series 2019B | 131,596 | 26,240 | 157,836 |
| Note payable to First Security Bank of Missoula - series 2022 | <u>-</u> | <u>24,967</u> | <u>24,967</u> |
| | <u>\$ 131,596</u> | <u>\$ 203,939</u> | <u>\$ 335,535</u> |

MISSOULA COUNTY AIRPORT AUTHORITY
CAPITAL ASSETS
 For the Month Ended June 30, 2023

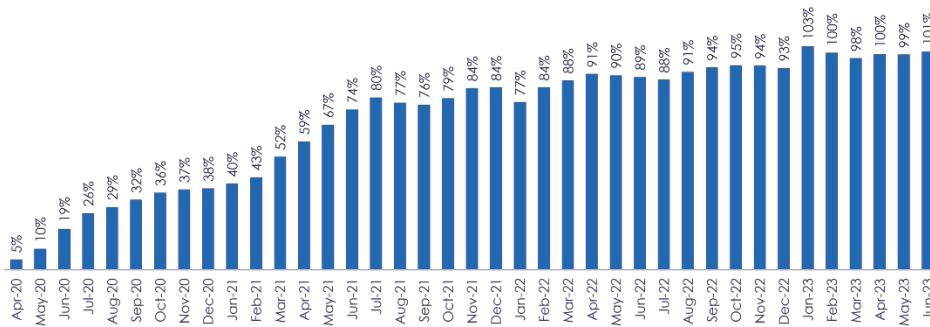
| | Balance July 1, 2022 | Additions | Deletions, Transfers and Reclassifications | Balance June 30, 2023 |
|---|-------------------------|----------------------|--|--------------------------|
| Capital assets not being depreciated: | | | | |
| Land | \$ 11,617,234 | \$ - | \$ - | \$ 11,617,234 |
| Construction in progress | <u>4,705,490</u> | <u>13,929,221</u> | <u>(3,832,166)</u> | <u>14,802,545</u> |
| Total capital assets not being depreciated | <u>16,322,724</u> | <u>13,929,221</u> | <u>(3,832,166)</u> | <u>26,419,779</u> |
| Capital assets being depreciated: | | | | |
| Land improvements | 20,416,305 | 230,247 | (69,068) | 20,577,484 |
| Buildings | 83,531,944 | 3,038,024 | | 86,569,968 |
| Runways, taxiways, apron | 70,927,696 | | | 70,927,696 |
| Air traffic control tower | 6,513,530 | | | 6,513,530 |
| Studies | 1,925,407 | | | 1,925,407 |
| Machinery and equipment | 3,210,247 | 301,687 | | 3,511,934 |
| Vehicles | 7,264,986 | 556,700 | | 7,821,686 |
| Furniture and fixtures | <u>1,549,110</u> | <u>42,691</u> | <u>(65,237)</u> | <u>1,526,564</u> |
| Total capital assets being depreciated | 195,339,225 | 4,169,349 | (134,305) | 199,374,269 |
| Less accumulated depreciation | <u>(87,185,062)</u> | <u>(8,041,045)</u> | <u>63,858</u> | <u>(95,162,249)</u> |
| Capital assets, net | <u>\$ 124,476,887</u> | <u>\$ 10,057,524</u> | <u>\$ (3,902,613)</u> | 130,631,798 |
| | | | | <u>(21,341,774)</u> |
| | | | | <u>\$ 109,290,024</u> |



**Director’s Report
July 20, 2023**

Director’s Statement: June passenger enplanements surpassed last year and broke our June 2019 record. Year over year June was up 17% and 4% over 2019. July should be a record month as well. Nationally June finished at 100.8% of 2019 levels and 111.1% of 2022 levels. June 30, 2023, set a record for TSA passengers nationally with 2.884 million travelers passing through.

DAILY TSA CHECKPOINT TRAVELER NUMBERS, APRIL 2020 THROUGH JUNE 2023
Percentage of same day travel in 2019



Source: TSA throughput data; Ailevon Pacific Aviation Consulting analysis

As mentioned in last month’s report, Teri, Tim, and I traveled to an Airport Council International conference late last month. Teri brought home the Small Airport Finance Professional of the Year award! Teri is approaching 25 years here at the airport, and she has done a wonderful job setting us up for success in years to come. As we transition from Teri to Will we are confident that we have a great financial future ahead of us.

2023 Air Service Update: As mentioned above about June being a record month, I am expecting the next few months to exceed 2019 numbers as we move into the fall months. We continue to work with our airline partners to provide as many seats in our market as they deem acceptable. In October we will be hosting numerous airlines along with the rest of the large commercial airports in the state as we have one on one meetings and pitch additional service and new routes.

Construction: July has been a busy month for our staff, this week we will be finishing a two-week payment rehabilitation project. While at the same time we are in the middle of a deice pad expansion project—both have been overnight projects. Regarding our terminal expansion, the basement is

complete, and final baggage claim footings are underway. Steel should be arriving in the middle of August; we are on track for an early 2025 opening. That will be followed up by some planned interior bathroom and airline operation office modifications that will replace our temporary baggage claim. I can't say enough about the dedication of our staff as they have shuffled work schedules while managing the day-to-day business of their respective departments. Tim will have lots of construction pictures to share!

Federal Affairs: The House Appropriations Committee approved its version of the annual funding bill for the programs and operations of the Department of Transportation and Federal Aviation Administration for the next fiscal year, which begins on October 1. Then on Thursday morning it passed the full House with a bi-partisan 351-69 vote. The House measure proposes \$3.35 billion in AIP funding with another \$303 million provided for the airport earmarks highlighted in the [committee report](#) accompanying the bill. The measure also funds the Contract Tower Program at \$194 million. Overall, the measure includes \$19.553 billion in total budgetary resources for the FAA, which is \$529 million above the FY23 enacted level. Of that amount, \$12.73 billion is proposed for FAA operations, which committee leaders say would meet existing needs and allow the agency to hire 1,800 air traffic controllers to replace the retiring workforce. The bill proposes \$2.973 billion for FAA facilities and equipment, which is \$27.9 million above the FY23 enacted level. The FAA research, engineering, and development account is funded at \$196.05 million. What's next, the Senate is scheduled to leave town on its annual summer recess at the end of next week, chances are slim for the bill to move out their committee before the body returns after Labor Day, meaning an extension of FAA programs likely will be necessary ahead of their expiration on September 30.

Master Plan: We have made some adjustments to our planned Master Plan updates; we will now have a standing Facility and Operations Committee every month following the Board meeting. All are welcome to stay and attend but we want to respect your time and allow additional time to discuss the Master Plan. With all the updates it will lead to additional topics such as parking, support building expansion and tenant lease extensions to name a few.

Board Agenda: We have a little more manageable agenda this month as we are in the first month of our new fiscal year.

Last month you approved the vendor for our Access Control system—we will bring you the contract for your consideration.

We have a couple of change orders—the first one is a deductive change order as we close out phase 1 of the terminal as it is related to our bag handling system. We will be requesting to roll over that saved money into phase 2.

The second change order is a contract with Knife River and corresponding contract with Morrison-Maierle for construction management related to some ramp expansion. What we would like to do is add some added ramp space for phase 2, which would allow us to park 4 mainline aircraft vs. 3 mainline and a 4th regional jet size of aircraft. This just gives us added flexibility since Knife River is honoring pricing and is currently on site for the deice pad expansion. This will also tie into the parking lot expansion that was delayed due to spring and early summer rain. I will have some exhibits during the Board meeting that will help explain the project.

Lastly, the purchase of a Public Safety vehicle; this capital purchase is in our current approved budget.

**Missoula County Airport Authority
Agenda Action Sheet**

Meeting Date: July 25th, 2023

1. **TITLE:** Contract with Integrated Security Solutions for Access Control

ACTION ITEM

2. **AGENDA CATEGORY:**

Unfinished Business

3. **TIME REQUIRED:** 5 Minutes

4. **BACKGROUND INFORMATION:** Last month the Board approved the award of the Access Control RFP to Integrated Security Solutions (ISS). This item is to approve the contract for those services. ISS will be servicing more than 150 doors and gates and around 300 networked cameras around the airport. The contract is for three years. A rate sheet will be provided at the Board meeting as staff is still negotiating with ISS, as well as awaiting ISS's comments to the contract.

5. **BUDGET INFORMATION:** Amount Required: \$
Budget amount available: \$

6. **SUPPLEMENTAL AGENDA INFORMATION:**

7. **RECOMMENDED MOTION:** Move to approve the contract with Integrated Security Solutions for Access Control and CCTV Integrator services for a term of three years.

8. **PREPARED BY:** Lynn Fagan

9. **COMMITTEE REVIEW:** None.

AGREEMENT FOR SERVICES

THIS **AGREEMENT FOR SERVICES** is made and entered into this ___ day of July, 2023, by and between the MISSOULA COUNTY AIRPORT AUTHORITY (“MCAA”), a Montana municipal airport authority, and Integrated Security Solutions, Inc., a Montana corporation (“Contractor” or “ISS”).

Recitals

1. The Missoula County Airport Authority owns and operates the Missoula Montana Airport in Missoula County, Montana (“the Airport”);
2. MCAA published a Request for Proposals for Access Control and CCTV Integrator services on May 15, 2023 (“the RFP”);
3. Contractor’s proposal was responsive and MCAA has determined that Contractor is qualified;
4. After reviewing all proposals, MCAA has determined that Contractor’s proposal is the most advantageous to the Airport;

NOW, THEREFORE, for and in consideration of the prompt payment of all amounts due under this Agreement and the performance of the covenants, terms and conditions of this Agreement, the sufficiency of which is recognized by both parties, the parties agree as follows:

1. Scope of Services. This is a Master form of Agreement which provides for the performance of access control and CCTV integrator and related services over a specified period of time. Services shall be performed only as authorized by Service Orders issued under this Agreement. All the provisions of the Request for Proposals (“RFP”) and Contractor’s response to the RFP are hereby incorporated into this Agreement.
2. Contract Documents. The following documents comprise the Contract Documents and are incorporated herein by reference:
 - a. This Agreement for Services;
 - b. Required Federal Contract Provisions;
 - c. Request for Proposals for Access Control and CCTV Integrator services on May 15, 2023;
 - d. Technical Proposal from ISS dated June 13, 2023;
 - e. Exhibit A – List of Fees.
3. Term. The term of the Agreement shall commence on August 1, 2023 and continue for a term of three years, terminating on July 31, 2026, unless terminated sooner pursuant to the provisions of this Agreement.

4. Fees. MCAA shall pay to the Contractor for its services the fees as set forth on the attached Exhibit A or as bid per project. The fees shall be paid within thirty (30) days of receipt of Contractor's invoice.
5. Service Order Response Time. ISS will respond to corrective maintenance repair service requests and Help Desk requests within two (2) business days for routine issues and within four (4) hours for requests identified as emergencies.
6. Representatives. MCAA's IT Specialist Dylan O'Leary shall be Contractor's primary contact for all services under this Agreement. Contractor has designated Marquis L. Laude as the individual responsible for the services under this agreement and for being MCAA's primary contact.
7. Independent Contractor Status. The parties agree that Contractor is an independent contractor for purposes of this Agreement and is not to be considered an employee of MCAA for any purpose. Each party will furnish to the other such cooperation and assistance as may be reasonably required and specified hereunder. However, at all times, each party shall remain an independent Contractor with respect to the other. Contractor will perform or provide its services free from the supervision, direction or control of MCAA. Contractor agrees that it shall comply with the applicable requirements of Montana law relating to worker's compensation insurance. Contractor shall provide proof of compliance in the form of workers' compensation insurance or documentation of corporate officer status and maintain such insurance or corporate officer status for the duration of this Agreement.
8. Compliance with Laws. Contractor, its officers, employees, agents, subcontractors, or those under its control, will at all times comply with applicable federal, state, and local laws and regulations, Airport rules, regulations, policies, procedures and operating directives as are now or may hereinafter be prescribed by MCAA, all applicable health rules and regulations and other mandates whether existing or as promulgated from time to time by the federal, state, or local government, or MCAA including, but not limited to, permitted and restricted activities, security matters, parking, ingress and egress, environmental and storm water regulations and any other operational matters related to the operation of Airport. Contractor, its officers, employees, agents, subcontractors, and those under its control, will comply with safety, operational, or security measures required of Contractor or MCAA by the Federal Aviation Administration (FAA) or Transportation Security Administration (TSA). If Contractor, its officers, employees, agents, subcontractors or those under its control will fail or refuse to comply with said measures and such noncompliance results in a monetary penalty being assessed against MCAA, then, in addition to any other remedies available to MCAA, Contractor will be responsible and will reimburse MCAA in the full amount of any such monetary penalty or other damages. This amount must be paid by Contractor within 15 days from the date of the invoice or written notice.

9. Badging. Contractor and its employees that require access to secured areas of the Airport shall be obligated to complete all training and comply with all security requirements and directives issued by MCAA, Transportation Security Administration or other entity having security jurisdiction at the Airport. Contractor and its employees will surrender security badges upon request by MCAA. Physical security media (badges and keys) remain the property of MCAA. Contractor and its employees shall comply with all security related audits, inspections, and screenings and will immediately return badges to the Airport Public Safety Office when badge holder's employment is terminated, the badge is no longer needed, or the employee/contractor is on extended leave. Misuse of a badge or security procedures will bring about punitive action including suspension or revocation of one or all badges. Contractor shall be invoiced on a regular basis for badging fees as set forth in MCAA's Access Control Card Application. Fees shall be paid within 30 days of invoice.
10. Assignability. Contractor shall not assign any interest in this Agreement and shall not transfer any interest in the same without the prior written approval of MCAA.
11. Indemnification. To the fullest extent permitted by law, CONTRACTOR agrees to indemnify, defend and save MCAA, its officers, agents and employees harmless from and against any and all losses, damage, liability, claims, expenses, costs, fines, including but not limited to attorney's fees and court costs, and causes of action of every kind and character occasioned by, growing out of, or in any way arising or resulting from Contractor's presence on or use or occupancy of the Airport, Contractor's acts, omissions, negligence, activities, operations, professional negligence, or malpractice; Contractor's performance, non-performance or purported performance of this Agreement; or any breach by Contractor of the terms of this Agreement or any such acts, omissions, negligence, activities, operations, professional negligence, or malpractice of Contractor's officers, employees, agents, subcontractors, invitees, or any other person directly or indirectly employed or utilized by Contractor, that results in any bodily injury (including death) or any damage to property, including loss of use, incurred or sustained by any party hereto, any agent or employee of any party hereto, any other person whomsoever, or any governmental agency, regardless of whether or not it is caused in whole or in part by the negligence of a party indemnified hereunder.

In addition to the duty to indemnify and hold harmless, Contractor shall have the duty to defend MCAA, its agents, employees, and officers from all liabilities, claims, expenses, losses, costs, fines and damages (including but not limited to attorney's fees and court costs) and causes of action of every kind and character. The duty to defend under this section is independent and separate from the duty to indemnify, and the duty to defend exists regardless of any ultimate liability of Contractor, MCAA, or any indemnified party. The duty to defend arises immediately upon written presentation of a claim to the Contractor.

12. Insurance. Contractor will be required to maintain general liability insurance in the amount of \$1,500,000.00 per occurrence and \$2,000,000.00 in the aggregate.

Contractor shall maintain automobile occurrence coverage with combined single limits for bodily injury, personal injury and property damage of \$1,000,000 per occurrence and \$2,000,000.00 aggregate per year to cover such claims as may be caused by any act, omission, or negligence of Contractor and its employees, agents, representatives, or subcontractors.

Each such policy shall be provided by financially sound insurance companies of recognized responsibility and shall be evidenced by a certificate of coverage kept current and on file with MCAA. Each such policy shall name MCAA as an additional insured and provide that it may not be adversely or materially changed, altered, or canceled by the insured or the insurer during its term without first giving MCAA thirty (30) days written notice in advance.

13. Modifications. This Agreement may be modified in writing at any time by mutual agreement of MCAA and Contractor.

14. Records. Contractor shall maintain sufficient records incident to the performance of this Agreement to enable MCAA to document the performance of the Agreement. Contractor shall allow access to those records by MCAA. Records shall be maintained for at least three years after completion of this Agreement. Documentation requirements outlined in the RFP are hereby incorporated by reference and made an essential part of this Agreement.

15. Ownership and Publication of Materials. All reports, information, data and other materials prepared by Contractor pursuant to this Agreement are the property of MCAA, which has the exclusive and unrestricted authority to release, publish or otherwise use, in whole or in part, information relating thereto. No material produced in whole or in part under this Agreement may be copyrighted or patented in the United States or in any other country without the prior written approval of MCAA.

16. Public Access to Information. Contractor acknowledges that MCAA is a political subdivision of the State of Montana and its records are public and subject to disclosure under Montana law. Certain limited information may be protected from disclosure. Protected information includes information concerning individual privacy, legitimate trade secrets and other constitutionally protected proprietary information and certain information relating to individual privacy or public safety. The parties agree to confer prior to disclosure of information relating to this Agreement and its performance which may include protected information.

17. Termination of Agreement. Each party shall have the right to terminate this Agreement with cause if:
- a. The other party violates any provision of this Agreement;

- b. The other party: (i) terminates or suspends its business; (ii) becomes subject to any bankruptcy or insolvency proceeding under Federal or Montana statute; (iii) becomes insolvent or subject to direct control by a trustee, receiver, or similar authority; (iv) has liquidated, voluntarily or otherwise; or (v) is unable to perform under the terms of this Agreement.

MCAA reserves the right to cancel this Agreement at any time in event of default or violation by Contractor of any provision of this Agreement. MCAA may take whatever action at law or in equity that may appear necessary or desirable to collect damages arising from a default or violation or to enforce performance of this Agreement.

- 18. Notices. A notice, demand or other communication under this Agreement by one party to the other shall be sufficiently given or delivered if it is dispatched by mail, postage prepaid, return receipt requested, or delivered personally or by electronic mail; and

- a. In the case of Contractor is addressed, emailed, or delivered personally to:

Marquis L. Laude, DPP, CHS-V, CSEIP
Integrated Security Solutions, Inc.
108 Cooperative Way
Kalispell, MT 59901
mlaude@mtiss.com

- b. In the case of MCAA, is addressed, emailed, or delivered personally to:

Brian Ellestad, AAE
Missoula County Airport Authority
5225 Highway 10 West
Missoula, MT 59808-9399
bellestad@flymissoula.com

- 19. Governing Law and Venue. This Agreement shall be construed and interpreted pursuant to the laws of the State of Montana. Venue for any dispute or suit concerning this Agreement shall be in Missoula County, Montana.
- 20. Merger. This Agreement represents the entire agreement of the parties hereto and NO REPRESENTATIONS, EXPRESS OR IMPLIED, have been made by any party except as contained herein. This Agreement is in substitution of and supersedes any and all prior agreements, discussions, understandings or conversations between the parties, their agents and employees pertaining to this transaction.
- 21. Partial Invalidity. If any term, covenant, condition, or provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable the remainder of the provisions hereof shall remain in full force and effect and shall in no way be affected, impaired or invalidated thereby.

22. Attorney Fees. In any action brought by either party to enforce any of the terms of this Agreement, the prevailing party in such action shall be entitled to costs, out-of-pocket expenses, expert and lay witness fees and expenses, and such reasonable attorney and paralegal fees as the court shall determine just including any such costs, out-of-pocket expenses and fees incurred on any appeals or in any bankruptcy proceeding.
23. Headings and Captions. The various headings, titles, subtitles, captions and numbers and the groupings of the provisions of this Agreement into separate sections and paragraphs are for the purpose of convenience only and are to be ignored in any construction of the provisions of this Agreement.
24. Waiver. The failure of MCAA or Contractor to insist upon strict performance of any of the terms, conditions, or covenants herein shall not be deemed a waiver of any rights or remedies that either may have and shall not be deemed a waiver of any subsequent breach or default in the terms, conditions or covenants contained in this Agreement.
25. Amendments. This Agreement may not be modified, altered or amended in any manner unless such modification, alteration or amendment is reduced to writing and executed by all parties to this Agreement.

IN WITNESS WHEREOF, MCAA and Contractor have executed this Agreement as of the date first written above.

MISSOULA COUNTY AIRPORT AUTHORITY

INTEGRATED SECURITY SOLUTIONS

By: Brian Ellestad, Airport Director

By: Marquis L. Laude, President

REQUIRED FEDERAL CONTRACT PROVISIONS

The following provisions are attached and incorporated by reference into the contract between the Missoula County Airport Authority (“MCAA” or “Owner”) and Integrated Security Solutions, Inc. (“Contractor”).

1. ACCESS TO RECORDS AND REPORTS

The Contractor must maintain an acceptable cost accounting system. The Contractor agrees to provide the Owner, the Federal Aviation Administration, and the Comptroller General of the United States or any of their duly authorized representatives, access to any books, documents, papers, and records of the Contractor which are directly pertinent to the specific contract for the purpose of making audit, examination, excerpts and transcriptions. The Contractor agrees to maintain all books, records and reports required under this contract for a period of not less than three years after final payment is made and all pending matters are closed.

2. BREACH OF CONTRACT TERMS

Any violation or breach of terms of this contract on the part of the Contractor or its subcontractors may result in the suspension or termination of this contract or such other action that may be necessary to enforce the rights of the parties of this agreement.

Owner will provide *Contractor* written notice that describes the nature of the breach and corrective actions the *Contractor* must undertake in order to avoid termination of the contract. Owner reserves the right to withhold payments to Contractor until such time the Contractor corrects the breach or the Owner elects to terminate the contract. The Owner’s notice will identify a specific date by which the *Contractor* must correct the breach. Owner may proceed with termination of the contract if the *Contractor* fails to correct the breach by deadline indicated in the Owner’s notice.

The duties and obligations imposed by the Contract Documents and the rights and remedies available thereunder are in addition to, and not a limitation of, any duties, obligations, rights and remedies otherwise imposed or available by law.

3. GENERAL CIVIL RIGHTS PROVISIONS

The Contractor agrees to comply with pertinent statutes, Executive Orders and such rules as are promulgated to ensure that no person shall, on the grounds of race, creed, color, national origin, sex, age, or disability be excluded from participating in any activity conducted with or benefiting from Federal assistance.

This provision binds the Contractor and subtier Contractors from the bid solicitation period through the completion of the contract. This provision is in addition to that required of Title VI of the Civil Rights Act of 1964.

4. COMPLIANCE WITH NONDISCRIMINATION REQUIREMENTS

During the performance of this contract, the Contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the “Contractor”) agrees as follows:

- A. **Compliance with Regulations:** The Contractor (hereinafter includes consultants) will comply with the Title VI List of Pertinent Nondiscrimination Acts And Authorities, as they

may be amended from time to time, which are herein incorporated by reference and made a part of this contract.

- B. **Non-discrimination:** The Contractor, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The Contractor will not participate directly or indirectly in the discrimination prohibited by the Nondiscrimination Acts and Authorities, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR part 21.
- C. **Solicitations for Subcontracts, Including Procurements of Materials and Equipment:** In all solicitations, either by competitive bidding, or negotiation made by the Contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by the Contractor of the Contractor's obligations under this contract and the Nondiscrimination Acts And Authorities on the grounds of race, color, or national origin.
- D. **Information and Reports:** The Contractor will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Owner or the Federal Aviation Administration to be pertinent to ascertain compliance with such Nondiscrimination Acts And Authorities and instructions. Where any information required of a Contractor is in the exclusive possession of another who fails or refuses to furnish the information, the Contractor will so certify to the Owner or the Federal Aviation Administration, as appropriate, and will set forth what efforts it has made to obtain the information.
- E. **Sanctions for Noncompliance:** In the event of a Contractor's noncompliance with the Non-discrimination provisions of this contract, the Owner will impose such contract sanctions as it or the Federal Aviation Administration may determine to be appropriate, including, but not limited to:
- a. Withholding payments to the Contractor under the contract until the Contractor complies; and/or
 - b. Cancelling, terminating, or suspending a contract, in whole or in part.
- F. **Incorporation of Provisions:** The Contractor will include the provisions of paragraphs A through E in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The Contractor will take action with respect to any subcontract or procurement as the Owner or the Federal Aviation Administration may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the Contractor becomes involved in, or is threatened with litigation by a subcontractor, or supplier because of such direction, the Contractor may request the Owner to enter into any litigation to protect the interests of the Owner. In addition, the Contractor may request the United States to enter into the litigation to protect the interests of the United States.

5. TITLE VI LIST OF PERTINENT NONDISCRIMINATION ACTS AND AUTHORITIES

During the performance of this contract, the Contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "Contractor") agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d *et seq.*, 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin);

- 49 CFR part 21 (Non-discrimination In Federally-Assisted Programs of The Department of Transportation—Effectuation of Title VI of The Civil Rights Act of 1964);
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 *et seq.*), as amended, (prohibits discrimination on the basis of disability); and 49 CFR part 27;
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 *et seq.*), (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms “programs or activities” to include all of the programs or activities of the Federal-aid recipients, sub-recipients and Contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act of 1990, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131 – 12189) as implemented by Department of Transportation regulations at 49 CFR parts 37 and 38;
- The Federal Aviation Administration’s Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures non-discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 *et seq.*).

6. CERTIFICATION OF LOWER TIER CONTRACTORS REGARDING DEBARMENT

The Contractor, by administering each lower tier subcontract that exceeds \$25,000 as a “covered transaction”, must verify each lower tier participant of a “covered transaction” under the project is not presently debarred or otherwise disqualified from participation in this federally assisted project. The successful bidder will accomplish this by:

1. Checking the System for Award Management at website: <http://www.sam.gov>
2. Collecting a certification statement similar to the Certificate Regarding Debarment and Suspension (Bidder or Offeror), above.
3. Inserting a clause or condition in the covered transaction with the lower tier contract

If the FAA later determines that a lower tier participant failed to disclose to a higher tier participant that it was excluded or disqualified at the time it entered the covered transaction, the FAA may pursue any available remedies, including suspension and debarment of the non-compliant participant.

7. DISADVANTAGED BUSINESS ENTERPRISES

Contract Assurance (§ 26.13) - The Contractor or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The Contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of DOT assisted contracts. Failure by the Contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy, as the recipient deems appropriate.

Prompt Payment (§26.29) - The prime Contractor agrees to pay each subcontractor under this prime contract for satisfactory performance of its contract no later than {specify number} days from the receipt of each payment the prime Contractor receives from {Name of recipient}. The prime Contractor agrees further to return retainage payments to each subcontractor within {specify the same number as above} days after the subcontractor's work is satisfactorily completed. Any delay or postponement of payment from the above referenced time frame may occur only for good cause following written approval of the {Name of Recipient}. This clause applies to both DBE and non-DBE subcontractors.

8. TEXTING WHEN DRIVING

In accordance with Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving" (10/1/2009) and DOT Order 3902.10 "Text Messaging While Driving" (12/30/2009), the FAA encourages recipients of Federal grant funds to adopt and enforce safety policies that decrease crashes by distracted drivers, including policies to ban text messaging while driving when performing work related to a grant or sub-grant.

In support of this initiative, the Owner encourages the Contractor to promote policies and initiatives for its employees and other work personnel that decrease crashes by distracted drivers, including policies that ban text messaging while driving motor vehicles while performing work activities associated with the project. The Contractor must include the substance of this clause in all sub-tier contracts exceeding \$3,500 and involve driving a motor vehicle in performance of work activities associated with the project.

9. ENERGY CONSERVATION REQUIREMENTS

Contractor and Subcontractor agree to comply with mandatory standards and policies relating to energy efficiency as contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (42 U.S.C. 6201*et seq*).

10. FAIR LABOR STANDARDS ACT

The provisions of 29 CFR Part 201, the Federal Fair Labor Standards Act (FLSA), are incorporated by reference herein with the same force and effect as if given in full text. The FLSA sets minimum wage, overtime pay, recordkeeping, and child labor standards for full and part time workers. The Contractor has full responsibility to monitor compliance to the referenced statute or

regulation. The Contractor must address any claims or disputes that arise from this requirement directly with the U.S. Department of Labor – Wage and Hour Division.

10. EQUAL OPPORTUNITY CLAUSE

During the performance of this contract, the Contractor agrees as follows:

- (1) The Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, gender identity, or national origin. The Contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, sexual orientation, gender identity, or national origin. Such action shall include, but not be limited to, the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff, or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.
- (2) The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin.
- (3) The contractor will not discharge or in any other manner discriminate against any employee or applicant for employment because such employee or applicant has inquired about, discussed, or disclosed the compensation of the employee or applicant or another employee or applicant. This provision shall not apply to instances in which an employee who has access to the compensation information of other employees or applicants as a part of such employee's essential job functions discloses the compensation of such other employees or applicants to individuals who do not otherwise have access to such information, unless such disclosure is in response to a formal complaint or charge, in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the employer, or is consistent with the contractor's legal duty to furnish information.
- (4) The Contractor will send to each labor union or representative of workers with which it has a collective bargaining agreement or other contract or understanding, a notice to be provided by the agency contracting officer, advising the labor union or workers' representative of the Contractor's commitments under this section 202 of Executive Order 11246 of September 24, 1965, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
- (5) The Contractor will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.
- (6) The Contractor will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by the rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the contracting

agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.

- (7) In the event of the Contractor's noncompliance with the nondiscrimination clauses of this contract or with any such rules, regulations, or orders, this contract may be canceled, terminated, or suspended in whole or in part and the Contractor may be declared ineligible for further Government contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.
- (8) The Contractor will include the provisions of paragraphs (1) through (8) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The Contractor will take such action with respect to any subcontract or purchase order as may be directed by the Secretary of Labor as a means of enforcing such provisions, including sanctions for noncompliance: *Provided*, however, that in the event the contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction, the Contractor may request the United States to enter into such litigation to protect the interests of the United States.

11. OCCUPATIONAL SAFETY AND HEALTH ACT OF 1970

All contracts and subcontracts that result from this solicitation incorporate by reference the requirements of 29 CFR Part 1910 with the same force and effect as if given in full text. Contractor must provide a work environment that is free from recognized hazards that may cause death or serious physical harm to the employee. The Contractor retains full responsibility to monitor its compliance and their subcontractor's compliance with the applicable requirements of the Occupational Safety and Health Act of 1970 (20 CFR Part 1910). Contractor must address any claims or disputes that pertain to a referenced requirement directly with the U.S. Department of Labor – Occupational Safety and Health Administration.

12. PROCUREMENT OF RECOVERED MATERIALS

Contractor and subcontractor agree to comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act, and the regulatory provisions of 40 CFR Part 247. In the performance of this contract and to the extent practicable, the Contractor and subcontractors are to use of products containing the highest percentage of recovered materials for items designated by the Environmental Protection Agency (EPA) under 40 CFR Part 247 whenever:

- a) The contract requires procurement of \$10,000 or more of a designated item during the fiscal year; or,
- b) The Contractor has procured \$10,000 or more of a designated item using Federal funding during the previous fiscal year.

The list of EPA-designated items is available at:
www.epa.gov/epawaste/conservation/tools/cpg/products/.

Section 6002(c) establishes exceptions to the preference for recovery of EPA-designated products if the Contractor can demonstrate the item is:

- a) Not reasonably available within a timeframe providing for compliance with the contract performance schedule;
- b) Fails to meet reasonable contract performance requirements; or
- c) Is only available at an unreasonable price.

14. TERMINATION FOR CONVENIENCE

The Owner may terminate this contract in whole or in part at any time by providing written notice to the Contractor. Such action may be without cause and without prejudice to any other right or remedy of Owner. Upon receipt of a written notice of termination, except as explicitly directed by the Owner, the Contractor shall immediately proceed with the following obligations regardless of any delay in determining or adjusting amounts due under this clause:

1. Contractor must immediately discontinue work as specified in the written notice.
2. Terminate all subcontracts to the extent they relate to the work terminated under the notice.
3. Discontinue orders for materials and services except as directed by the written notice.
4. Deliver to the owner all fabricated and partially fabricated parts, completed and partially completed work, supplies, equipment and materials acquired prior to termination of the work and as directed in the written notice.
5. Complete performance of the work not terminated by the notice.
6. Take action as directed by the owner to protect and preserve property and work related to this contract that Owner will take possession.

Owner agrees to pay Contractor for:

- a) completed and acceptable work executed in accordance with the contract documents prior to the effective date of termination;
- b) documented expenses sustained prior to the effective date of termination in performing work and furnishing labor, materials, or equipment as required by the contract documents in connection with uncompleted work;
- c) reasonable and substantiated claims, costs and damages incurred in settlement of terminated contracts with Subcontractors and Suppliers; and
- d) reasonable and substantiated expenses to the Contractor directly attributable to Owner's termination action

Owner will not pay Contractor for loss of anticipated profits or revenue or other economic loss arising out of or resulting from the Owner's termination action.

The rights and remedies this clause provides are in addition to any other rights and remedies provided by law or under this contract.

15. TERMINATION FOR DEFAULT

The Owner may, by written notice of default to the Contractor, terminate all or part of this Contract if the Contractor:

1. Fails to commence the Work under the Contract within the time specified in the Notice- to- Proceed;
2. Fails to make adequate progress as to endanger performance of this Contract in accordance with its terms;
3. Fails to make delivery of the equipment within the time specified in the Contract, including any Owner approved extensions;
4. Fails to comply with material provisions of the Contract;
5. Submits certifications made under the Contract and as part of their proposal that include false or fraudulent statements;
6. Becomes insolvent or declares bankruptcy;

If one or more of the stated events occur, the Owner will give notice in writing to the Contractor and Surety of its intent to terminate the contract for cause. At the Owner's discretion, the notice may allow the Contractor and Surety an opportunity to cure the breach or default.

If within [10] days of the receipt of notice, the Contractor or Surety fails to remedy the breach or default to the satisfaction of the Owner, the Owner has authority to acquire equipment by other procurement action. The Contractor will be liable to the Owner for any excess costs the Owner incurs for acquiring such similar equipment.

Payment for completed equipment delivered to and accepted by the Owner shall be at the Contract price. The Owner may withhold from amounts otherwise due the Contractor for such completed equipment, such sum as the Owner determines to be necessary to protect the Owner against loss because of Contractor default.

Owner will not terminate the Contractor's right to proceed with the Work under this clause if the delay in completing the work arises from unforeseeable causes beyond the control and without the fault or negligence of the Contractor. Examples of such acceptable causes include: acts of God, acts of the Owner, acts of another Contractor in the performance of a contract with the Owner, and severe weather events that substantially exceed normal conditions for the location.

If, after termination of the Contractor's right to proceed, the Owner determines that the Contractor was not in default, or that the delay was excusable, the rights and obligations of the parties will be the same as if the Owner issued the termination for the convenience the Owner.

The rights and remedies of the Owner in this clause are in addition to any other rights and remedies provided by law or under this contract.

16. TRADE RESTRICTION CERTIFICATION

By submission of an offer, the Offeror certifies that with respect to this solicitation and any resultant contract, the Offeror -

a. is not owned or controlled by one or more citizens of a foreign country included in the list of countries that discriminate against U.S. firms as published by the Office of the United States Trade Representative (U.S.T.R.);

b. has not knowingly entered into any contract or subcontract for this project with a person that is a citizen or national of a foreign country included on the list of countries that discriminate against U.S. firms as published by the U.S.T.R; and

c. has not entered into any subcontract for any product to be used on the Federal on the project that is produced in a foreign country included on the list of countries that discriminate against U.S. firms published by the U.S.T.R.

This certification concerns a matter within the jurisdiction of an agency of the United States of America and the making of a false, fictitious, or fraudulent certification may render the maker subject to prosecution under Title 18, United States Code, Section 1001.

The Offeror/Contractor must provide immediate written notice to the Owner if the Offeror/Contractor learns that its certification or that of a subcontractor was erroneous when submitted or has become erroneous by reason of changed circumstances. The Contractor must require subcontractors provide immediate written notice to the Contractor if at any time it learns that its certification was erroneous by reason of changed circumstances.

Unless the restrictions of this clause are waived by the Secretary of Transportation in accordance with 49 CFR 30.17, no contract shall be awarded to an Offeror or subcontractor:

(1) who is owned or controlled by one or more citizens or nationals of a foreign country included on the list of countries that discriminate against U.S. firms published by the U.S.T.R., or

(2) whose subcontractors are owned or controlled by one or more citizens or nationals of a foreign country on such U.S.T.R. list, or

(3) who incorporates in the public works project any product of a foreign country on such U.S.T.R. list.

Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render, in good faith, the certification required by this provision. The knowledge and information of a contractor is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

The Offeror agrees that, if awarded a contract resulting from this solicitation, it will incorporate this provision for certification without modification in all lower tier subcontracts. The Contractor may rely on the certification of a prospective subcontractor that it is not a firm from a foreign country included on the list of countries that discriminate against U.S. firms as published by U.S.T.R, unless the Offeror has knowledge that the certification is erroneous.

This certification is a material representation of fact upon which reliance was placed when making an award. If it is later determined that the Contractor or subcontractor knowingly rendered an erroneous certification, the Federal Aviation Administration may direct through the Owner cancellation of the contract or subcontract for default at no cost to the Owner or the FAA.

17. VETERAN'S PREFERENCE

In the employment of labor (excluding executive, administrative, and supervisory positions), the Contractor and all sub-tier contractors must give preference to covered veterans as defined within Title 49 United States Code Section 47112. Covered veterans include Vietnam-era veterans, Persian Gulf veterans, Afghanistan-Iraq war veterans, disabled veterans, and small business concerns (as defined by 15 U.S.C. 632) owned and controlled by disabled veterans. This preference only applies when there are covered veterans readily available and qualified to perform the work to which the employment relates.

**Missoula County Airport Authority
Agenda Action Sheet**

Meeting Date: July 25, 2023

1. TITLE: Baggage Handling System Deductive Change Orders

Review, discussion and possible approval of three (3) deductive change orders to respective contract GMP's for Martel Construction and Morrison-Maierle as it relates to the Baggage Handling System for the South Concourse. **ACTION ITEM**

2. AGENDA CATEGORY: (Please highlight)
UNFINISHED BUSINESS NEW BUSINESS COMMITTEE REPORTS
INFORMATION/DISCUSSION ITEM

3. TIME REQUIRED: 5 Minutes

4. BACKGROUND INFORMATION: While most of the South Concourse task orders were closed out several months ago, the Baggage Handling System was unable to be closed due to shipping delays for spare parts. With the last of the spare parts now on-site we are ready to close out the associated contracts for the baggage handling system. Each of the respective contracts below requires a deductive change order that will close the project out and reconcile unused budgets. The unused budget from the Martel contracts will be advanced to the East Concourse Project as additional contingency budget.

Martel Contract #18B – BHS, Installation – Deductive Change #1 = (\$64,363.31)
Martel Contract #19 – Temporary Baggage Claim – Deductive Change #1 = (\$31,818.62)
M-M Task Order #32C – BHS Construction Admin – Deductive Change #1 = (\$19,054.27)
Total Deductive Change Orders = (\$115,236.20)

With several design changes to the scope of the East Concourse Design (Basement and Holdroom Expansion), we are looking to augment existing project contingencies (Martel Contract Amendment #24, East Concourse Construction) with the unspent funds from previously mentioned project components (Martel Contract Amendments 18B, and 19) in the amount of \$96,181.93. The funds from Morrison Maierle Contract #32C will be treated as a budget underrun in the amount of \$19,054.27.

Martel Contract #24 – East Concourse Construction – Additive Change #1 = \$96,181.93
Total Additive Change Order = \$96,181.93

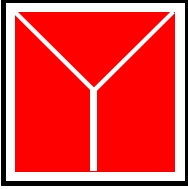
5. BUDGET INFORMATION: N/A

6. SUPPLEMENTAL AGENDA INFORMATION:
Martel Construction Change Orders
Morrison-Maierle Task Order Amendment

7. RECOMMENDED MOTION: Move to accept the deductive change orders to Martel Construction and Morrison-Maierle contracts in the amount of \$115,236.20 and the additive change order to Martel Contract #24 in the amount of \$96,181.93.

8. PREPARED BY: Tim Damrow

9. COMMITTEE REVIEW: None



MARTEL CONSTRUCTION, INC.
 MAIN OFFICE
 1203 SOUTH CHURCH AVENUE
 BOZEMAN, MONTANA 59715-5801
 (406) 586-8585 FAX (406) 586-8646

Change Order

July 20, 2023

| | |
|---|---------------|
| PROJECT # | 20.025 |
| MSO BHS 5225 HWY 10 West Missoula, MT 59808 Contract Amendment #24 | |

| |
|--|
| Owner |
| Missoula MT Airport 5225 HWY 10 West Missoula MT 59808 |

Attn: Shaun Shea

Change Order # 1

The Contract is changed as follows:

| | |
|---|--------------------|
| Deductive Change Order for Contingency funds, which were not used in Contract Amendments #18A, 18B & 19. | -96,181.93 |
| | |
| | |
| | |
| | |
| Subtotal: | (96,181.93) |

Total Amount of Change Order **(96,181.93)**

| | |
|--|---------------------|
| The Original Contract Sum was | 303,640.00 |
| Net Change by Previously Authorized Change Orders | 3,606,933.00 |
| The Contract Sum Prior to this Change Order | 3,910,573.00 |
| The Amount of this Change Order is | (96,181.93) |
| The New Contract Sum including this Change Order | 3,814,391.07 |

CONTRACTOR:
Martel Construction, Inc.
 By: _____
 Date: 7/20/2023

OWNER:
Missoula MT Airport
 By: _____
 Date: _____

AMENDMENT NO. 01 TO TASK ORDER NO. 32C
For Master Agreement for Engineering Services between
OWNER, Missoula County Airport Authority and the ENGINEER, Morrison-Maierle

Project Number: 3366.022.14

1. Background Information:

- a. Effective date of Master Agreement: June 28, 2016
- b. Effective date of Task Order No. 32C: August 25, 2020
- b. Owner: Missoula County Airport Authority
- c. Engineer: Morrison-Maierle
- d. Project: New Passenger Terminal Building – Baggage Handling System (Construction Management Services)

2. Amendment to Task Order Information

2.1 ENGINEER shall perform the following Services under this Amendment to the Task Order: There are no change in services provided to the project. This amendment is a reconciliation of unused budget.

2.2 The Budget for the Amendment to the Task Order services shall be: Original contracted fee was \$111,000. This amendment results in a reduction of the overall contract fee by \$19,054.27. This brings final contract amount total to \$91,945.73

2.3 The schedule for the Amendment to the Task Order services is as follows: Not Applicable

2.4 The responsibilities of OWNER for this Amendment to the Task Order are as follows: Not Applicable

CLIENT and CONSULTANT hereby agree to modify the above-referenced Agreement as set forth in this Amendment to the Task Order. All provisions of the Agreement not modified by this or previous Task Orders remain in effect.

The effective date of this AMENDMENT is: July 25, 2023.

OWNER:

Missoula County Airport Authority

Signed: _____

By: Brian Ellestad, A.A.E

Title: Airport Director

Contact Information and Address for giving notices:

5225 Highway 10 West

Missoula, MT 59808

Email: bellestad@flymissoula.com

Phone: (406) 728.4381

Address for Invoices (if different)

ENGINEER:

Morrison-Maierle

Signed: Shaun P. Shea

By: Shaun P. Shea, PE

Title: Vice President

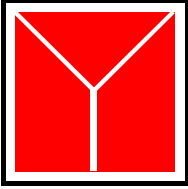
Contact Information and Address for giving notices:

1055 Mount Ave

Missoula, MT 59801

Email: sshea@m-m.net

Phone: (406) 542.4846



MARTEL CONSTRUCTION, INC.
 MAIN OFFICE
 1203 SOUTH CHURCH AVENUE
 BOZEMAN, MONTANA 59715-5801
 (406) 586-8585 FAX (406) 586-8646

Change Order

July 20, 2023

| | |
|---|---------------|
| PROJECT # | 22.010 |
| MSO ECE 5225 HWY 10 West Missoula, MT 59808 Contract Amendment #24 | |

| |
|--|
| Owner |
| Missoula MT Airport 5225 HWY 10 West Missoula MT 59808 |

Attn: Shaun Shea

Change Order # 1

The Contract is changed as follows:

| | |
|---|------------------|
| Additive Change Order to move Contingency funds, which were not used in Contract Amendments #18A, 18B & 19 to the ECE Project. | 96,181.93 |
| | |
| | |
| | |
| | |
| Subtotal: | 96,181.93 |

Total Amount of Change Order **96,181.93**

| | |
|--|----------------------|
| The Original Contract Sum was | 42,330,278.00 |
| Net Change by Previously Authorized Change Orders | 0.00 |
| The Contract Sum Prior to this Change Order | 42,330,278.00 |
| The Amount of this Change Order is | 96,181.93 |
| The New Contract Sum including this Change Order | 42,426,459.93 |

CONTRACTOR:
Martel Construction, Inc.
 By: _____
 Date: **7/20/2023**

OWNER:
Missoula MT Airport
 By: _____
 Date: _____

**Missoula County Airport Authority
Agenda Action Sheet**

Meeting Date: July 25, 2023

1. **TITLE:** East Air Carrier Ramp Expansion contract with Knife River.

Review, discussion and possible approval of the Construction Change Order with Knife River in the amount of \$646,596.10 for the construction of the East Air Carrier Ramp Expansion Project in connection with the Deice Apron Project. **ACTION ITEM**

2. **AGENDA CATEGORY:** (Please highlight)
UNFINISHED BUSINESS **NEW BUSINESS** COMMITTEE REPORTS
INFORMATION/DISCUSSION ITEM

3. **TIME REQUIRED:** 10 Minutes

4. **BACKGROUND INFORMATION:** In continuation of the Deice Apron Project, Knife River has provided a budget to complete the construction of the East Air Carrier Ramp Expansion Project.

The project budget was determined by using the unit prices established with Knife River's competitive bid for the Deice Apron in June 2022. Morrison-Maierle designed the East Air Carrier Ramp Expansion and applied Knife River's contracted unit prices to the quantities and scope of the East Air Carrier Ramp Expansion. A copy of the itemized units of work that built up the project budget are attached.

As a result, Knife River is proposing a Construction Change Order in the amount of \$646,596.10 to complete the construction for the East Air Carrier Ramp Project. This project will begin immediately.

5. **BUDGET INFORMATION:**
- | | |
|------------------|--------------|
| Amount Required: | \$646,596.10 |
| AIP Funds: | \$581,936.49 |
| MSO Share: | \$64,659.61 |

6. **SUPPLEMENTAL AGENDA INFORMATION:** A bid result summary is attached, along with the Construction Change Order.

7. **RECOMMENDED MOTION:** Move to accept the budgeted price and construction change order from Knife River in the amount of \$646,596.10 for the construction of the East Air Carrier Ramp Expansion Project.

8. **PREPARED BY:** Brian Ellestad

9. **COMMITTEE REVIEW:** None

**MISSOULA MONTANA AIRPORT
EASTSIDE AIR CARRIER RAMP EXPANSION
July 20, 2023**

| ITEM # | FAA SPEC | DESCRIPTION | QUANTITY | UNIT | UNIT PRICE | TOTAL PRICE |
|--------|------------------|--|----------|------|-------------|--------------|
| 101 | C-105-7.1 | MOBILIZATION (MAX 10% OF SCHEDULE I) | 1 | LS | \$50,000.00 | \$50,000.00 |
| 102 | C-105-7.2 | TRAFFIC CONTROL (MAX 5% OF SCHEDULE I) | 1 | LS | \$12,000.00 | \$12,000.00 |
| 103 | C-102-5.1 | EROSION CONTROL, SWPPP | 0 | LS | \$1.00 | \$0.00 |
| 104 | P-101-5.1 | REMOVE EXISTING PAVEMENT | 602 | SY | \$9.50 | \$5,716.86 |
| 105 | P-101-5.2 | COLD MILLING | 0 | SY | \$1.00 | \$0.00 |
| 106 | P-101-5.3 | REMOVE EXISTING PAVEMENT MARKINGS | 0 | SF | \$1.00 | \$0.00 |
| 107 | P-101-5.4 | REMOVE 6" GLYCOL GRAVITY LINE | 0 | LS | \$1.00 | \$0.00 |
| 108 | P-101-5.5 | REMOVE GLYCOL STRUCTURE, VALVE AND PUMP | 0 | LS | \$1.00 | \$0.00 |
| 109 | P-101-5.6 | CAP STORM DRAIN INLET AT SUBGRADE | 0 | EA | \$1.00 | \$0.00 |
| 110 | P-101-5.7 | REMOVE EXISTING EDGE LIGHTS | 3 | EA | \$1.00 | \$3.00 |
| 111 | P-101-5.8 | REMOVE AND RELOCATE AIRFIELD SIGN | 0 | EA | \$1.00 | \$0.00 |
| 112 | P-101-5.9 | REMOVE AUXILIARY ELECTRICAL CONTROLS | 0 | LS | \$1.00 | \$0.00 |
| 113 | P-101-5.11 | REMOVE ELECTRICAL AIRFIELD LIGHTING CONDUCTORS | 0 | LS | \$1.00 | \$0.00 |
| 114 | P-101-5.12 | SAWCUT EXISTING PAVEMENT | 564 | LF | \$14.00 | \$7,898.31 |
| 115 | P-101-5.13 | DEMOLITION OF WET WELL EQUIPMENT | 0 | LS | \$1.00 | \$0.00 |
| 116 | P-101-5.14 | DEMOLITION OF EXISTING STORAGE TANK EQUIPMENT | 0 | LS | \$1.00 | \$0.00 |
| 117 | P-101-5.15 | REMOVAL OF GLYCOL SYSTEM CONDUCTORS | 0 | LF | \$1.00 | \$0.00 |
| 118 | P-101-5.16 | REMOVE STORM DRAIN INLET AND PLUG PIPE | 0 | EA | \$1.00 | \$0.00 |
| 119 | P-101-5.17 | REMOVE EXISTING 6-INCH EDGE DRAIN | 0 | LF | \$1.00 | \$0.00 |
| 120 | P-101-5.18 | EXPLORATORY EXCAVATION | 0 | HR | \$1.00 | \$0.00 |
| 121 | P-101-5.19 | ELECTRICAL CIRCUIT MAPPING | 0 | HR | \$1.00 | \$0.00 |
| 122 | SP Section 24.00 | WEB-BASED PROJECT MANAGEMENT SOFTWARE | 0 | LS | \$1.00 | \$0.00 |
| 123 | P-151-4.1 | CLEARING AND GRUBBING (4") | 0.0 | AC | \$1.00 | \$0.00 |
| 124 | P-152-4.1 | UNCLASSIFIED EXCAVATION | 1,656 | CY | \$14.00 | \$23,179.66 |
| 125 | P-152-4.2 | REMOVE EXISTING MILLINGS | 0 | CY | \$1.00 | \$0.00 |
| 126 | P-152-4.3 | ASPHALT MILLINGS PLACEMENT | 0 | CY | \$1.00 | \$0.00 |
| 127 | P-154-5.1 | SUBBASE COURSE | 881 | CY | \$58.00 | \$51,112.07 |
| 128 | P-154-5.2 | SEPARATION GEOTEXTILE | 1,730 | SY | \$2.50 | \$4,325.77 |
| 129 | P-154-5.3 | GEOGRID | 1,730 | SY | \$4.50 | \$7,786.39 |
| 130 | P-209-5.1 | CRUSHED AGGREGATE BASE COURSE | 69 | CY | \$65.00 | \$4,491.26 |
| 131 | P-306-8.1 | ECONOCRETE BASE COURSE (8") | 0 | CY | \$1.00 | \$0.00 |
| 132 | P-306-8.2 | BOND BREAKER FABRIC | 0 | SY | \$1.00 | \$0.00 |
| 133 | P-401-8.1 | ASPHALT SURFACE COURSE | 644 | TON | \$68.00 | \$43,768.20 |
| 134 | P-401-8.2 | ASPHALT BINDER (PG 64-28) | 42 | TON | \$1,300.00 | \$54,911.39 |
| 135 | P-501-8.1 | CONCRETE PAVEMENT (16") | 1,400 | SY | \$228.00 | \$319,200.00 |
| 136 | P-603-5.1 | EMULSIFIED ASPHALT TACK COAT | 16 | TON | \$1,200.00 | \$19,101.11 |
| 137 | P-610-6.2 | OMMITTED | 0 | LS | \$1.00 | \$0.00 |
| 138 | P-610-6.3 | 25,000 GALLON GLYCOL MIXTURE STORAGE TANK - STEEL REIN | 0 | LS | \$1.00 | \$0.00 |
| 139 | P-605-5.1 | JOINT SEALING FILLER | 1,426 | LF | \$14.00 | \$19,964.00 |
| 140 | P-620-5.1 | AIRFIELD PAVEMENT MARKING - FIRST APPLICATION | 265 | SF | \$1.50 | \$396.90 |
| 141 | P-620-5.2 | AIRFIELD PAVEMENT MARKING - SECOND APPLICATION | 265 | SF | \$1.50 | \$396.90 |
| 142 | D-701-5.1 | 12-INCH RCP STORM DRAIN | 0 | LF | \$1.00 | \$0.00 |
| 143 | D-701-5.2 | 6-INCH SDR 35 PVC GLYCOL SEWER | 0 | LF | \$1.00 | \$0.00 |
| 144 | D-701-5.3 | 2-INCH SCH 40 GLYCOL BYPASS LINE | 0 | LS | \$1.00 | \$0.00 |
| 145 | D-705-5.1 | 6 INCH PERFORATED UNDERDRAIN PIPE | 316 | LF | \$33.00 | \$10,418.10 |
| 146 | D-705-5.2 | 6 INCH UNDERDRAIN CLEANOUT | 4 | EA | \$1,300.00 | \$5,200.00 |
| 147 | D-705-5.3 | UNDERDRAIN CONNECTION TO NEW STORM DRAIN MANHOLE | 1 | LS | \$990.00 | \$990.00 |
| 148 | D-751-5.1 | STORM DRAIN MANHOLE (AIRCRAFT RATED) | 0 | EA | \$1.00 | \$0.00 |
| 149 | D-751-5.2 | STORM DRAIN DOGHOUSE MANHOLE | 0 | EA | \$1.00 | \$0.00 |
| 150 | D-751-5.3 | 60-INCH DIAMETER METER PIT | 0 | EA | \$1.00 | \$0.00 |
| 151 | D-751-5.4 | 60-INCH DIAMETER ACTUATED VALVE VAULT | 0 | EA | \$1.00 | \$0.00 |
| 152 | D-751-5.5 | ADJUST STORM DRAIN INLET TO GRADE | 0 | EA | \$1.00 | \$0.00 |
| 153 | 02724-5.1 | INSPECTION AND ASSESSMENT OF THE GLYCOL SYSTEM EXISTI | 0 | LS | \$1.00 | \$0.00 |
| 154 | 02724-5.2 | EXISTING 25,000 STORAGE TANK - INSTALL LINER | 0 | LS | \$1.00 | \$0.00 |
| 155 | 02724-5.3 | EXISTING WET WELL - INSTALL LINER | 0 | LS | \$1.00 | \$0.00 |
| 156 | 02724-5.4 | PROPOSED 25,000 STORAGE TANK - INSTALL LINER | 0 | LS | \$1.00 | \$0.00 |
| 157 | 02724-5.5 | PROPOSED METER PIT - INSTALL LINER | 0 | LS | \$1.00 | \$0.00 |

**MISSOULA MONTANA AIRPORT
EASTSIDE AIR CARRIER RAMP EXPANSION
July 20, 2023**

| ITEM # | FAA SPEC | DESCRIPTION | QUANTITY | UNIT | UNIT PRICE | TOTAL PRICE |
|-----------------------------------|---------------|---|----------|------|------------|---------------------|
| 158 | 02724-5.6 | PROPOSED ACTUATOR VALVE VAULT - INSTALL LINER | 0 | LS | \$1.00 | \$0.00 |
| 159 | T-901-5.1 | SEEDING | 0.04 | AC | \$1,800.00 | \$71.28 |
| 160 | T-905-5.1 | TOPSOIL | 193 | SY | \$1.00 | \$192.50 |
| 161 | T-908-5.1 | MULCHING | 0.04 | AC | \$3,600.00 | \$158.40 |
| 162 | L-108-5.1 | AIRFIELD LIGHTING CABLE, #8 AWG, 5KV, L-824, TYPE C CABLE | 116 | LF | \$2.00 | \$231.00 |
| 163 | L-108-5.2 | COUNTERPOISE WIRE #8 AWG, BARE COPPER TYPE C CABLE INS | 94 | LF | \$4.00 | \$374.00 |
| 164 | L-110-5.1 | 2" SCH 40 PVC CONDUIT, INSTALLED IN TRENCH | 94 | LF | \$14.00 | \$1,309.00 |
| 165 | L-125-5.1 | L-861T TAXIWAY EDGE LIGHT ON NEW CAN | 2 | EA | \$1,700.00 | \$3,400.00 |
| 166 | L-125-5.2 | RELOCATED AIRFIELD GUIDANCE SIGN | 0 | EA | \$1.00 | \$0.00 |
| 167 | L-125-5.3 | L-852T IN-PAVEMENT TAXIWAY EDGE LIGHT ON NEW CAN | 0 | EA | \$1.00 | \$0.00 |
| 168 | 400553-4.1 | 6-INCH ECCENTRIC MANUAL PLUG VALVE | 0 | EA | \$1.00 | \$0.00 |
| 169 | 400557-4.2 | 6-INCH ACTUATED PLUG VALVE | 0 | LS | \$1.00 | \$0.00 |
| 170 | 260519-5.1 | DEICE GLYCOL SYSTEM CONDUCTORS | 0 | LS | \$1.00 | \$0.00 |
| 171 | 260533-4.1 | 1" SCH 80 PVC CONDUIT | 0 | LF | \$1.00 | \$0.00 |
| 172 | 260533-4.2 | 2" SCH 80 PVC CONDUIT | 0 | LF | \$1.00 | \$0.00 |
| 173 | 260533-4.3 | 3" SCH 80 PVC CONDUIT | 0 | LF | \$1.00 | \$0.00 |
| 174 | 260533-4.4 | ANSI TIER 22 HANDHOLE 30"X48"X36" DEEP | 0 | EA | \$1.00 | \$0.00 |
| 175 | 406040.03-4.1 | 2-INCH ELECTROMAGNETIC FLOW METER, COMPLETE | 0 | LS | \$1.00 | \$0.00 |
| 176 | 431080-4.1 | PACKAGE PUMP SYSTEM | 0 | LS | \$1.00 | \$0.00 |
| 177 | 431080-4.2 | GLYCOL SYSTEM CONTROL PANEL | 0 | LS | \$1.00 | \$0.00 |
| 178 | 431080-4.3 | GLYCOL PUMP CONTROL PANEL | 0 | LS | \$1.00 | \$0.00 |
| 179 | 431080-4.4 | 1/2 PERSON-DAY FOR INSTALLATION ASSISTANCE | 0 | LS | \$1.00 | \$0.00 |
| 180 | 431080-4.5 | ONE PERSON-DAY FOR CLASSROOM OR JOBSITE TRAINING | 0 | LS | \$1.00 | \$0.00 |
| Total Cost of Construction | | | | | | \$646,596.10 |

**Missoula County Airport Authority
Agenda Action Sheet**

Meeting Date: July 25, 2023

1. **TITLE:** Task Order No. 55 to the Master Agreement for Professional Engineering Services with Morrison-Maierle.

Review, discussion, and possible approval of Task Order No. 55 to the Master Agreement for Professional Engineering Services with Morrison-Maierle. This Task Order will be for the Construction Management Services for the East Air Carrier Ramp Expansion Project.
ACTION ITEM
2. **AGENDA CATEGORY:** (Please highlight)
UNFINISHED BUSINESS NEW BUSINESS COMMITTEE REPORTS
INFORMATION/DISCUSSION ITEM
3. **TIME REQUIRED:** 5 Minutes
4. **BACKGROUND INFORMATION:** This Task Order for Morrison-Maierle coincides with the construction change order for the East Air Carrier Ramp Expansion Project. Services will include on-site observation during construction, as well as survey services, grant management and closeout services.
5. **BUDGET INFORMATION:** Amount Required: \$46,250 (AIP funded)
AIP Funds: \$41,625
MSO Share: \$4,625
6. **SUPPLEMENTAL AGENDA INFORMATION:** Task Order No. 55 Scope and Fee.
7. **RECOMMENDED MOTION:** Move to Approve Task Order No. 55 with Morrison-Maierle in the amount of \$46,250
8. **PREPARED BY:** Tim Damrow
9. **COMMITTEE REVIEW:** None.

TASK ORDER-55

For Master Agreement for Engineering Services Between OWNER, Missoula County Airport Authority and the ENGINEER, Morrison-Maierle

Task Order

This Task Order is issued under the Master Agreement for Professional Engineering Services between OWNER, Missoula County Airport Authority (MCAA) and ENGINEER, Morrison-Maierle (M-M) dated June 29, 2021, the terms of which are incorporated herein by reference.

SPECIFIC PROJECT DATA

TITLE: EAST AIR CARRIER RAMP EXPANSION – CONSTRUCTION MANAGEMENT SERVICES AND CLOSEOUT

- I. **Objective:** Complete the construction management services and project closeout for the East Air Carrier Ramp Expansion Project. This will consist of an expansion of the Commercial Air Carrier Ramp and connection to Taxiway D to the south.

Construction Management Services: Provide services for on-site construction observation for the project. On-site observation will be part-time observation covered by the Project Manager and Resident Project Representative throughout construction. In addition, Morrison-Maierle will also perform all construction staking and project layout for the Contractor, as well as Quality Assurance testing of materials per FAA requirements.

Project Closeout Services: Provide assistance closing out the grant and project for the Owner. This shall include compiling test results, lien releases, affidavits of amounts paid, DBE, provide record drawings of the completed project and finalize total project costs.

Project Schedule: The project schedule will last 28-calendar days (4-weeks). Construction will begin immediately and dovetail in with the Deice Apron Expansion project. Project milestones are listed in *Section 3 – Times of Performance*.

SECTION 1 – ENGINEER’S RESPONSIBILITY: Applicable paragraphs of Section 1 of the Master Agreement for Engineering Services are hereby incorporated for the following services:

A. Project Management Services

1. Develop project scope and fee for Task Order. Extend the services of the independent materials testing laboratory currently contracted for the Deice Apron Project to perform acceptance testing on P-401 and P-501.
2. Prepare an application for Federal Assistance and Sponsor Certifications and submit to Helena ADO as funding becomes available.
3. Prepare weekly FAA construction observation reports for review by the Owner and FAA. Form 5370-1 will be used and distributed.

B. Construction Management Services – 4 Week Construction Schedule

1. Provide the services of a full-time Resident Project Representative (RPR) at the site to assist the ENGINEER and to provide observation of Contractor’s work. Duties, responsibilities, and authority of the RPR are as set forth in the Master Agreement. The furnishing of such RPR services will not extend ENGINEER’s responsibilities or authority beyond the specified limits set forth in the Master Agreement. Estimated construction period is **28-calendar days (20-work days for the project)**

schedule).

RPR coverage of the construction will be divided between the Project Manager and Project Representatives. During concrete and asphalt paving operations, we will have multiple staff on site providing additional construction oversight. Concrete paving oversight includes the construction of the stabilized base course and completing joint preparation. Coverage breaks down as:

BASE SCHEDULE COVERAGE (20-working days)

- Project Manager – 4-working weeks at 2-hours per week
- Airport Engineer – 4-working weeks at 2-hours per week
- Resident Project Representative – 20-working days at 4-hours per day (the rest of the RPR's schedule is included in the Deice Apron budget, scope)

CONCRETE PAVING COVERAGE (2-working days)

- Project Manager – 2-working days at 10-hours per day
- Resident Project Representative – 2-working days at 10-hours per day

ASPHALT PAVING COVERAGE (2-working days)

- Project Manager – 2-working days at 10-hours per day
- Resident Project Representative – 2-working days at 10-hours per day

Make visits to the site at intervals appropriate to the various stages of construction, as ENGINEER deems necessary, in order to observe the progress and quality of the work. Such visits and observations by ENGINEER and RPR are not intended to be exhaustive or to extend to every aspect of Contractor's work in progress or to involve detailed inspection of Contractor's work in progress, but rather are to be limited to spot checking, selective sampling, and similar methods of general observation of the Work. Based on information obtained during such visits and such observations, ENGINEER will determine in general if Contractor's work is proceeding in accordance with the construction contract documents, and ENGINEER shall keep OWNER informed of the progress of the work.

The purpose of ENGINEER's visits to, and observation by the Resident Project Representative will be to enable ENGINEER to better carry out the duties and responsibilities assigned to and undertaken by ENGINEER during the construction phase, and, in addition, to provide for OWNER a greater degree of confidence that the completed Work will conform in general to the Contract Documents. ENGINEER shall not, during such visits or as a result of such observations of Contractor's work in progress, supervise, direct, or have control over Contractor's work, nor shall ENGINEER have authority over or responsibility for the means, methods, techniques, sequences, or procedures of construction selected by Contractor, for safety precautions and programs incident to Contractor's work, or for any failure by Contractor to comply with Laws and Regulations applicable to Contractor's furnishing and performing the WORK. Accordingly, ENGINEER neither guarantees the performance of any Contractor nor assumes responsibility for any Contractor's failure to furnish and perform its work in accordance with the construction contract documents.

2. Require such special inspections or tests of Contractor's work as deemed reasonably necessary, and receive and review all certificates of inspection, tests, and approvals. ENGINEER's review of such certificates will be for the purpose of determining that the results certified indicate compliance with the construction contract documents and will not constitute an independent evaluation that the content or procedures of such inspections, tests, or approvals comply with the requirements of the construction contract documents. ENGINEER shall be entitled to rely on the results of such tests.
3. Provide material acceptance testing for P-401 (Bituminous Pavements) and P-501 (Portland Cement Concrete Pavement) per FAA requirements with an independent testing laboratory. This will be coordinated with a qualified subconsultant.
4. Monitor Contractor operations during construction for general adherence to the construction operations plan. In the event construction activities are not in conformance with the provisions of the construction operations plan, the Contractor and OWNER will be notified verbally and in writing. Failure of the Contractor to take corrective action will result in a Stop Work Order issued to the

Contractor until such time as the Contractor takes corrective action. The Stop Work Order will be issued at the direction of the OWNER, through the ENGINEER.

5. Make recommendations to the OWNER on all claims relating to the execution and progress of the construction work.
6. Notify the OWNER of permanent work that does not conform to the result required in the construction contract documents, prepare a written report describing any apparent non-conforming permanent work, make recommendations to the OWNER for its correction, and, at the request of the OWNER, have these recommendations implemented by the Contractor.
7. Provide a combination of one-person and two-person survey crew to assist in the layout and construction staking of the project. Survey scope consists of the following:

Survey Control Verification

Existing horizontal and vertical control stations will be recovered and verified for accuracy. Additional horizontal and vertical control points will be established as necessary for layout of the project. This task also includes effort involved with preparing required survey submittal documents, project setup, and preliminary calculations.

Construction Limits

Layout of actual extents of construction through initial cut/fill stakes to assist Contractor in delineation of areas and features to be removed and prepped for construction.

Storm Drain Layout

Reference hub/tack/lath will be provided for each storm drain structure and the edge drain system. A maximum of two hub and lath will be provided for each sump or inlet, cleanout and offset stakes for any piping will be provided at 25' intervals along the pipe. Lath will be marked with horizontal offset and vertical distance to rim elevation or pipe invert (or other datum per contractor request). Survey report will include identification of structures referenced, offset distances, hub elevation, design structure location, and cut or fill to design point from hub.

Edge Lighting

Two offset hubs and lath will be provided for placement of medium intensity edge light. The stakes will be marked with the fixture identifier and cut or fill to a design reference elevation.

Course Verification – Finished Subgrade (P-152)

This work item includes grade verification of subgrade at grid lines and grade breaks. If ground elevation at the time of this survey deviates from required elevations, Engineer and Contractor will be notified immediately. A subgrade survey report will be generated from this work. Mapping data will be provided to the Engineer for inclusion with project construction documentation.

Course Verification – Finished Subbase Course (P-154)

This work item includes grade verification of finished subbase course at grid lines and grade breaks. If ground elevation at the time of this survey deviates from required elevations, Engineer and Contractor will be notified immediately. A subbase survey report will be generated from this work. Mapping data will be provided to the Engineer for inclusion with project construction documentation.

Course Verification – Finished Base Course (P-209)

This work item includes grade verification of finished base course at grid lines and grade breaks. If ground elevation at the time of this survey deviates from required elevations, Engineer and Contractor will be notified immediately. A base course survey report will be generated from this work. Mapping data will be provided to the Engineer for inclusion with project construction documentation.

Course Verification – Stabilized Base Course (P-306)

This work item includes grade verification of finished stabilized base course at grid lines and grade breaks. If ground elevation at the time of this survey deviates from required elevations, Engineer and Contractor will be notified immediately. A base course survey report will be generated from this work. Mapping data will be provided to the Engineer for inclusion with project construction

documentation. ***This work will be completed using a two-person survey crew.***

Course Verification – Finished Pavement Surface (P-401)

This work item includes grade verification of finished asphalt surface course at grid lines and grade breaks. If ground elevation at the time of this survey deviates from required elevations, Engineer and Contractor will be notified immediately. A finished asphalt verification survey report will be generated from this work. Mapping data will be provided to the Engineer for inclusion with project construction documentation. ***This work will be completed using a two-person survey crew.***

Course Verification – Finished Pavement Surface (P-501)

This work item includes grade verification of finished concrete surface course at grid lines and grade breaks. If ground elevation at the time of this survey deviates from required elevations, Engineer and Contractor will be notified immediately. A finished concrete verification survey report will be generated from this work. Mapping data will be provided to the Engineer for inclusion with project construction documentation. ***This work will be completed using a two-person survey crew.***

Paving Control

This work includes working the Contractor to set up control for their paving operations. Also includes time to set up millimeter control and pavement lane control using traditional paving techniques.

Safety Area and Shoulder Grading

This item includes effort to provide grade verification of finished safety area and shoulder grading surfaces (prior to placing topsoil). If ground elevation at the time of this survey deviates from required elevations, Engineer and Contractor will be notified immediately. A finished surface survey report will be generated from this work. Mapping data will be provided to the Engineer for inclusion with project construction documentation.

Pavement Markings Layout

References to design striping layout will be provided on the finish grade. Staking shall reference beginning and ending of line types, geometry points, and points on line for curves. End points for parking positions and safety envelopes shall also be set. The Contractor shall be responsible for snapping string lines to mark parking lot striping. A survey report will not be provided for striping layout.

Construction Inspection Survey

A 8-hour, one-person crew allowance is included within this scope, to account for survey that may be requested by the Engineer in assistance with construction oversight. Survey deliverable will consist of digital field data, reduced to CAD format, and provided to the Engineer for use in compilation of record drawings.

8. Promptly after notice from Contractor that Contractor considers each work area ready for its intended use, in company with OWNER and Contractor, conduct a semi-final inspection to determine if the Work is substantially complete. If, after considering any objections of OWNER, the ENGINEER considers the Work substantially complete, the ENGINEER shall then deliver a Certificate of Substantial Completion to OWNER and Contractor. There will be a walk through at the completion of each construction phase, prior to opening completed areas to parking.
9. Final Notice of Acceptability of the Work. Conduct a final inspection to determine if the completed Work of Contractor is acceptable so that ENGINEER may recommend, in writing, final payment to Contractor. Accompanying the recommendation for final payment, ENGINEER shall also provide a "Notice of Acceptability of Work" that the Work is acceptable to the best of the ENGINEER's knowledge, information, and belief and based on the extent of the services provided by ENGINEER under this Task Order.

C. Project Closeout Services

1. Upon 90% completion of the FAA grant, the ENGINEER shall prepare a Grant Closeout Report covering all work items completed under construction and this Task Order. The ENGINEER shall

furnish the OWNER with one (1) full size set of record drawings, based on information furnished to the ENGINEER by the Contractor. The ENGINEER shall furnish one (1) copy of the Final Project Report to the OWNER.

2. The construction specifications require the Contractor to perform all tests of materials and to submit a set of marked up as-constructed plans. The Contractor will be responsible for retaining the services of a certified materials testing firm to perform quality control and acceptance testing in accordance with the project specifications. The ENGINEER will utilize the above Contractor-furnished testing data to prepare the Final Project Report.
3. The ENGINEER will also furnish, without restriction, to the OWNER, PDF drawings in electronic media format. Copies of documents that may be relied upon by OWNER are limited to the printed copies (also known as hard copies) that are signed or sealed by ENGINEER. Files in electronic media format of text, data, graphics, or of other types that are furnished by ENGINEER to OWNER are only for convenience of OWNER. Any conclusion or information obtained or derived from such electronic files will be at the user's sole risk.
4. Summarize and report DBE achievement for the Missoula Montana Airport.
5. Receive and review maintenance and operating instructions, schedules, and guarantees. Receive bonds, product certificates, certificates of inspection, tests, and approvals, shop drawings, samples and other data required by the construction Contract documents and the annotated record documents which are to be assembled by Contractor in accordance with the construction Contract documents to obtain final payment.
6. Ensure that the Web Based Project Management data is archived so that it is in a retrievable format for the Owner.
7. Due to the timing of the project's completion and the on-going Airport Master Plan, an ALP Update and AGIS Survey will not be completed under this project. Those tasks will be absorbed under the Airport Master Plan instead.

SECTION 2 – OWNER’S RESPONSIBILITY: All paragraphs of Section 2 of the Master Agreement for Engineering Services are hereby incorporated by reference.

SECTION 3 – TIMES OF PERFORMANCE: Applicable paragraphs of Section 3 of the Master Agreement for Engineering Services are hereby incorporated for the following services:

- Many portions of this project will run concurrently with the Deice Apron Expansion Project.
- Construction will begin immediately following approval by Airport Management and Airport Board.
- Construction will be completed by mid-September.

SECTION 4 – PAYMENT TO ENGINEER: Applicable paragraphs of Section 4 of the Master Agreement for Engineering Services are hereby incorporated for the following services:

- A. The approved and audited overhead rate in effect for this Task Order is **59.51%**.
- B. The services identified under this Task Order will be paid by method of not to exceed, **Cost Plus Fixed Fee (CPFF)**. Total compensation for this Task Order is estimated to be:

| | <u>Labor</u> | <u>Expense</u> | <u>Total</u> |
|-------------------------|--------------|----------------|--------------|
| Construction Management | \$34,209 | \$12,041 | \$46,250 |

SECTION 5 – GENERAL PROVISIONS: All paragraphs in Section 5 of the Master Agreement for Engineering Services are incorporated by reference.

TASK ORDER-55
EAST AIR CARRIER RAMP EXPANSION PROJECT
CONSTRUCTION MANAGEMENT SERVICES



Summary of Professional Service Fees
July 19, 2023

| | <u>Labor</u> | <u>Expenses</u> | <u>Total</u> |
|--|--------------|-----------------|--------------|
| CONSTRUCTION MANAGEMENT | \$34,209 | \$12,041 | \$46,250 |
| | | | |
| KNIFE RIVER CONSTRUCTION COST | \$675,000.00 | | |
| TASK ORDER (as % of CONSTRUCTION COST) | 6.85% | | |

CONSTRUCTION MANAGEMENT SERVICES

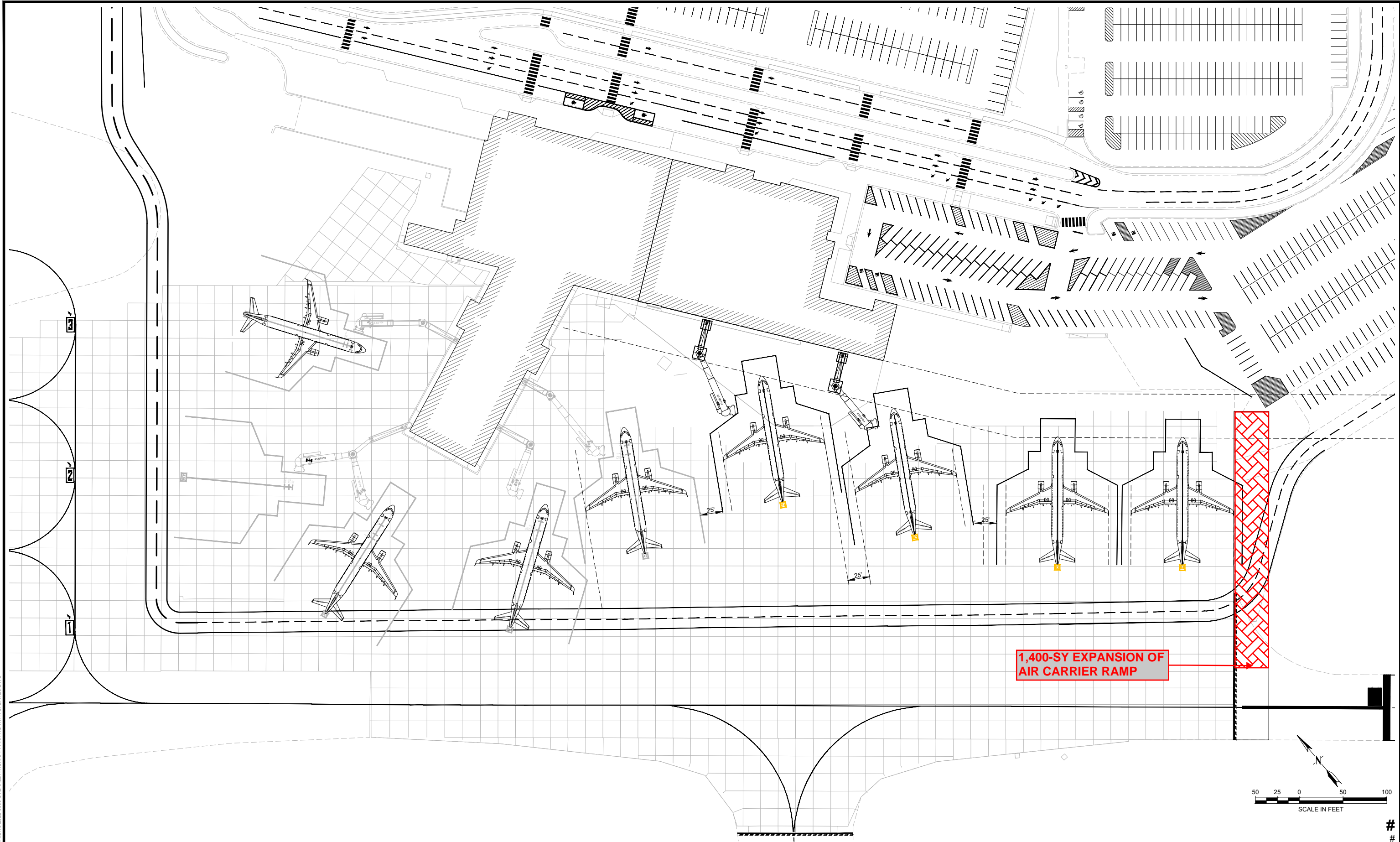
| WORK DESCRIPTION | PROJECT MANAGER | AIRPORT ENGINEER | ENGINEER INTERN | RESIDENT PROJ. REPRESENTATIVE | SURVEY MANAGER | SURVEY TECHNICIAN | 2-MAN SURVEY CREW | SR. CAD DESIGNER | ADMIN ASSISTANT | TOTAL LABOR HOURS | TOTAL LABOR COST |
|---|-----------------|------------------|-----------------|-------------------------------|----------------|-------------------|-------------------|------------------|-----------------|-------------------|--------------------|
| PROJECT MANAGEMENT | | | | | | | | | | | |
| Develop Project Scope and Fee | 2 | | | | 1 | | | | 1 | 4 | \$705.71 |
| Complete Weekly FAA Construction Reports | | | | 2 | | | | | | 2 | \$221.88 |
| Prepare FAA Grant Application | 1 | 2 | | | | | | | | 3 | \$535.57 |
| SUBTOTAL | 3 | 2 | 0 | 2 | 1 | 0 | 0 | 0 | 1 | 9 | \$1,463.16 |
| CONSTRUCTION MANAGEMENT | | | | | | | | | | | |
| Construction Observation (20-working days) | 8 | 8 | | 80 | | | | | | 96 | \$11,970.13 |
| Concrete Paving Coverage (2-working days) | | 20 | | 20 | | | | | | 40 | \$5,192.67 |
| Asphalt Paving Coverage (2-working days) | | 20 | | 20 | | | | | | 40 | \$5,192.67 |
| Survey Control Verification | | | 1 | | 1 | 2 | | 1 | | 5 | \$527.73 |
| Construction Limits & Demo Staking | | | 1 | | | 4 | | 1 | | 6 | \$570.36 |
| Storm Drainage Layout | | 1 | | | | 4 | | 1 | | 6 | \$608.15 |
| Edge Lighting Layout | | | | | | 2 | | 1 | | 3 | \$281.38 |
| Course Verification - Finish Subgrade | | | | | 1 | 2 | | 1 | | 4 | \$416.83 |
| Course Verification - Finish Subbase Course | | | | | 1 | 2 | | 1 | | 4 | \$416.83 |
| Course Verification - Finish Base Course | | | | | 1 | 2 | | 1 | | 4 | \$416.83 |
| Course Verification - Finish Stabilized Base Course | | 1 | | | 1 | | 4 | 1 | | 7 | \$1,088.16 |
| Course Verification - Finished Pavement Surface | | 1 | | | 1 | | 4 | 1 | | 7 | \$1,088.16 |
| Paving Control | | | 1 | | 1 | 2 | | 1 | | 5 | \$527.73 |
| Safety Area and Shoulder Grading | | | | | | 4 | | 1 | | 5 | \$459.45 |
| Pavement Marking Layout | | 1 | | | | 1 | | 1 | | 3 | \$341.03 |
| Construction Inspection Surveys | | 1 | | | | 8 | | 1 | | 10 | \$964.30 |
| SUBTOTAL | 8 | 53 | 3 | 120 | 7 | 33 | 8 | 13 | 0 | 245 | \$30,062.39 |
| PROJECT CLOSEOUT | | | | | | | | | | | |
| Closeout Final Report | | 1 | 12 | | | | | | 1 | 14 | \$1,573.49 |
| Prepare Record Drawings in PDF/Electronic Form | | 1 | | | | | | 2 | | 3 | \$355.29 |
| Summarize DBE Achievement in Final Report | | 1 | | | | | | | | 1 | \$148.69 |
| Review final O&Ms | | 1 | 1 | | | | | | | 2 | \$259.60 |
| Project Archival | | 1 | | | | | | 1 | 1 | 3 | \$345.90 |
| SUBTOTAL | 0 | 5 | 13 | 0 | 0 | 0 | 0 | 3 | 2 | 23 | \$2,682.98 |
| TOTAL LABOR HOURS | 11 | 60 | 16 | 122 | 8 | 33 | 8 | 16 | 3 | 277 | \$34,208.53 |

| SUMMARY OF ESTIMATED LABOR COSTS EAST AIR CARRIER RAMP EXPANSION PROJECT | | | |
|---|------------|------------|--------------------|
| | HOURS | LABOR RATE | TOTAL COST |
| PROJECT MANAGER | 11 | \$238.18 | \$2,619.95 |
| AIRPORT ENGINEER | 60 | \$148.69 | \$8,921.63 |
| ENGINEER INTERN | 16 | \$110.91 | \$1,774.52 |
| RESIDENT PROJ. REPRESENTATIVE | 122 | \$110.94 | \$13,534.61 |
| SURVEY MANAGER | 8 | \$135.45 | \$1,083.61 |
| SURVEY TECHNICIAN | 33 | \$89.04 | \$2,938.26 |
| 2-MAN SURVEY CREW | 8 | \$175.18 | \$1,401.43 |
| SR. CAD DESIGNER | 16 | \$103.30 | \$1,652.79 |
| ADMIN ASSISTANT | 3 | \$93.91 | \$281.73 |
| TOTAL LABOR COSTS | 277 | | \$34,208.53 |

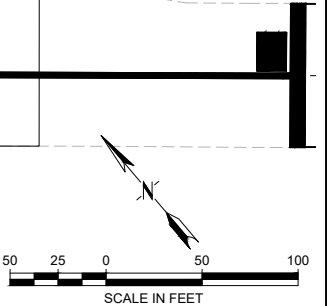
| SUMMARY OF DIRECT EXPENSES EAST AIR CARRIER RAMP EXPANSION PROJECT | | | | |
|---|-----|----------|----------|-------------------|
| | QTY | UNIT | RATE | TOTAL COST |
| Vehicle (Company) | 200 | Mile | \$0.67 | \$134.00 |
| Survey Supplies | 1 | Lump Sum | \$200.00 | \$200.00 |
| Survey Equipment | 5 | Day | \$240.00 | \$1,200.00 |
| Printing | 300 | Each | \$0.15 | \$45.00 |
| Miscellaneous | 1 | Lump Sum | \$80.00 | \$80.00 |
| TOTAL - DIRECT EXPENSES | | | | \$1,659.00 |

| OUTSIDE SERVICES (SUBCONSULTANTS) EAST AIR CARRIER RAMP EXPANSION PROJECT | | | | |
|--|-----|----------|------------|-------------------|
| | QTY | UNIT | RATE | TOTAL COST |
| Tetra Tech (Independent Testing Lab) | 1 | Lump Sum | \$5,000.00 | \$5,000.00 |
| TOTAL - OUTSIDE SERVICES | | | | \$5,000.00 |

| FEE SUMMARY EAST AIR CARRIER RAMP EXPANSION PROJECT | |
|--|-----------------|
| TOTAL LABOR COSTS | \$34,209 |
| TOTAL DIRECT EXPENSES | \$1,659 |
| TOTAL COSTS | <u>\$35,868</u> |
| FIXED FEE | \$5,382 |
| TOTAL OUTSIDE SERVICES | \$5,000 |
| TOTAL FEE - CONSTRUCTION MANAGEMENT SERVICES | \$46,250 |



1,400-SY EXPANSION OF AIR CARRIER RAMP



VERIFY SCALE!
 THESE PRINTS MAY BE REDUCED.
 LINE BELOW MEASURES ONE INCH
 ON ORIGINAL DRAWING.
 MODIFY SCALE ACCORDINGLY!

| NO. | | DESCRIPTION | BY | DATE |
|-----|---|-------------|----|------|
| # | # | | # | # |
| # | # | | # | # |
| # | # | | # | # |



DRAWN BY: TSR
 DSGN. BY: _____
 APPR. BY: _____
 DATE: 5/25/2023
 Q.C. REVIEW BY: _____
 DATE: _____

MISSOULA MONTANA AIRPORT
 AIRCRAFT PARKING

PROJECT NUMBER 3366
 SHEET NUMBER #
 DRAWING NUMBER 62

M:\3366\022_TERMINAL\CA\EXHIBITS\2022-0683_OVERALL_AIRCRAFT_PARKING_WITH_UPDATES.DWG
 PLOTTED BY: SHAUN P. SHEA ON May/26/2023

**Missoula County Airport Authority
Agenda Action Sheet**

Meeting Date: July 25th, 2023

1. **TITLE:** Purchase of 2024 Chevrolet Silverado for Public Safety Department

ACTION ITEM

2. **AGENDA CATEGORY:**

New Business

3. **TIME REQUIRED:** 5 Minutes

4. **BACKGROUND INFORMATION:** MCAA's Procurement Policy, approved by the Board in November 2019, permits staff to procure goods through cooperative purchasing groups, such as Sourcewell. The Public Safety Department was approved to purchase a new Police Vehicle in the FY2024 Capital Equipment Budget. The vehicle to be purchased is a 2024 Chevrolet Silverado Police Vehicle and would be purchased through Sourcewell (National Auto Fleet Group). This will replace our 2013 GMC Yukon Police Vehicle.

5. **BUDGET INFORMATION:** Amount Required: \$ 58,886.38
Budget amount available: \$ 65,000.00

6. **SUPPLEMENTAL AGENDA INFORMATION:**

7. **RECOMMENDED MOTION:** Move to approve the purchase of the 2024 Chevrolet Silverado Police Vehicle through Sourcewell in the amount of \$58,886.38.

8. **PREPARED BY:** Justin Shaffer

9. **COMMITTEE REVIEW:** None.



National Auto Fleet Group

A Division of Chevrolet of Watsonville
490 Auto Center Drive, Watsonville, CA 95076
(855) 289-6572 • (831) 480-8497 Fax
Fleet@NationalAutoFleetGroup.com

7/11/2023

Quote ID: **34611**

Order Cut Off Date: **TBA**

Justin Shaffer
Missoula Montana Airport
Public Safety
5225 US Highway 10 West
Missoula, Montana, 59808

Dear Justin Shaffer,

National Auto Fleet Group is pleased to quote the following vehicle(s) for your consideration.

One (1) New/Unused (2024 Chevrolet Silverado 1500 (CK10543) 4WD Crew Cab 147" Work Truck 5.8' Box,) and delivered to your specified location, each for

| | One Unit (MSRP) | One Unit | Total % Savings | Total Savings |
|----------------|-----------------|-------------|-----------------|---------------|
| Contract Price | \$59,252.00 | \$58,886.38 | 0.617 % | \$365.62 |
| Tax (0.0000 %) | | \$0.00 | | |
| Tire fee | | \$0.00 | | |
| Total | | \$58,886.38 | | |

- per the attached specifications. Price includes 2 additional key(s).

This vehicle(s) is available under the **Sourcewell Contract 091521-NAF** . Please reference this Contract number on all purchase orders to National Auto Fleet Group. Payment terms are Net 20 days after receipt of vehicle.

Thank you in advance for your consideration. Should you have any questions, please do not hesitate to call.

Sincerely,

Jesse Cooper
Account Manager
Email: Fleet@NationalAutoFleetGroup.com
Office: (855) 289-6572
Fax: (831) 480-8497



Purchase Order Instructions & Resources

In order to finalize your purchase please submit this purchase packet to your governing body for a purchase order approval and submit your purchase order in the following way:

Email: Fleet@NationalAutoFleetGroup.com

Fax: (831) 480-8497

Mail: National Auto Fleet Group

490 Auto Center Drive

Watsonville, CA 95076

We will send a courtesy confirmation for your order and a W-9 if needed.

Additional Resources

Learn how to track your vehicle: www.NAFGETA.com

Use the upfitter of your choice: www.NAFGpartner.com

Vehicle Status: ETA@NationalAutoFleetGroup.com

General Inquiries: Fleet@NationalAutoFleetGroup.com

For general questions or assistance please contact our main office at:

1-855-289-6572

Vehicle Configuration Options

| EMISSIONS | |
|----------------------------------|---|
| Code | Description |
| FE9 | Emissions, Federal requirements |
| ENGINE | |
| Code | Description |
| L84 | Engine, 5.3L EcoTec3 V8, (355 hp [265 kW] @ 5600 rpm, 383 lb-ft of torque [518 Nm] @ 4100 rpm); featuring available Dynamic Fuel Management that enables the engine to operate in 17 different patterns between 2 and 8 cylinders, depending on demand, to optimize power delivery and efficiency |
| TRANSMISSION | |
| Code | Description |
| M12 | Transmission, 10-speed automatic, electronically controlled, with overdrive and tow/haul mode. Includes Cruise Grade Braking and Powertrain Grade Braking |
| AXLE | |
| Code | Description |
| GU5 | Rear axle, 3.23 ratio |
| PREFERRED EQUIPMENT GROUP | |
| Code | Description |
| 1WT | Work Truck Preferred Equipment Group, includes standard equipment |
| WHEELS | |
| Code | Description |
| PXT | Wheels, 20" x 9" (50.8 cm x 22.9 cm) Black painted steel |
| TIRES | |
| Code | Description |
| QAE | Tires, 275/60R20SL all-terrain, blackwall |
| SPARE TIRE | |
| Code | Description |
| RMW | Tire, spare 275/60R20 all-terrain, blackwall |
| PAINT | |
| Code | Description |
| G6M | Dark Ash Metallic |
| SEAT TYPE | |
| Code | Description |
| AZ3 | Seats, front 40/20/40 split-bench, (STD) |
| SEAT TRIM | |
| Code | Description |
| H1T | Jet Black, Cloth seat trim |
| RADIO | |
| Code | Description |
| IOR | Audio system, Chevrolet Infotainment 3 system, (STD) |

ADDITIONAL EQUIPMENT

| Code | Description |
|------|--|
| 9C1 | Police Pursuit Package, includes (K47) high-capacity air filter, (KW5) 220-amp alternator, (KI4) 120-volt power outlet, (KC9) 120-volt bed-mounted power outlet, (J55) Heavy Duty Brakes, (PXT) 20" Black painted steel wheels, (RNQ) 20" Black painted steel spare wheel, (QAE) 275/60R20SL all-terrain, blackwall tires, (RMW) 275/60R20 all-terrain, blackwall spare tire, (VZ2) speedometer calibration, (JHD) Hill Descent Control, (5J1) Calibration, keyless remote panic button exterior lights/horn disable, (NZZ) skid plates, (G80) auto-locking differential, (K34) cruise control, (NQH) 2-speed transfer case, (5J3) calibration and surveillance mode interior & exterior lighting, (6J7) headlamp and taillamp flasher system, (5LO) red/red taillamp flasher calibration and (5J9) red/white taillamp flasher calibration |
| PEB | WT Value Package, includes (PCV) WT Convenience Package and (Z82) Trailing Package |
| PQA | WT Safety Package, (Includes (U12) Perimeter Lighting. |
| PCV | WT Convenience Package, includes (AKO) tinted windows, (C49) rear-window defogger, (K34) cruise control and (DLF) power mirrors |
| Z82 | Trailing Package, includes trailer hitch, 7-pin and 4-pin connectors and (CTT) Hitch Guidance |
| AMF | Remote Keyless Entry Package, Includes 4 additional transmitters, NOTE: programming of remotes is at customer's expense. Programming remotes is not a warranty expense. |
| K05 | Engine block heater |
| JHD | Hill Descent Control |
| NQH | Transfer case, two-speed, electronic Autotrac with push button control |
| G80 | Auto-locking rear differential |
| KC4 | Cooling, external engine oil cooler |
| KNP | Cooling, auxiliary external transmission oil cooler |
| K47 | Air filter, heavy-duty |
| JL1 | Trailer brake controller, integrated |
| NZZ | Skid Plates |
| Z7X | Suspension Package, Z71 Off-Road equipment with 2" lift., Includes (Z7X) Off-Road suspension with 2" lift and monotube shocks, (JHD) Hill Descent Control, (NZZ) skid plates, (K47) heavy-duty air filter and Z71 hard badge |
| J55 | Brakes, Heavy-Duty 4-wheel antilock, 4-wheel disc |
| RNQ | Wheel, full-size spare, matching 20" (50.8 cm) steel wheel without center cap |
| V46 | Bumper, front chrome |
| VJH | Bumper, rear chrome |
| U12 | Lighting, perimeter |
| UF2 | LED Cargo Area Lighting, located in pickup bed, activated with switch on center switch bank or key fob |
| DLF | Mirrors, outside heated power-adjustable, When (PQA) WT Safety Package is ordered, includes (DP6) high gloss Black mirror caps.) |
| DP6 | Mirror caps, painted, (High gloss Black. |
| AKO | Glass, deep-tinted |
| QT5 | Tailgate, gate function manual with EZ Lift, includes power lock and release |
| U2K | SiriusXM Radio, enjoy a Platinum Plan trial subscription |
| B30 | Floor covering, color-keyed carpeting |
| RIA | LPO, All-weather floor liners, 1st and 2nd rows on Crew Cab and Double Cab, (includes Chevrolet Bowtie logo), |
| 9L7 | Upfitter switch kit, (5), Provides 3-30 amp and 2-20 amp configurable circuits to facilitate installation of aftermarket electrical accessories. Kit with all required parts will be shipped loose with the truck for installation by the dealer or upfitter at customer expense. Installation instructions and technical assistance available at www.gmupfitter.com . |
| K34 | Cruise control, electronic, with set and resume speed, steering wheel-mounted |
| KI4 | Power outlet, interior power outlet, 120-volt, Includes (UBI) USB ports on Crew and Double Cab models only.) |
| UBI | USB ports, rear, dual, charge-only |
| KC9 | Power outlet, bed mounted, 120-volt, (400 watts shared with (KI4) interior power outlet) |
| C49 | Defogger, rear-window electric |
| UFB | Rear Cross Traffic Braking |
| UD5 | Front and Rear Park Assist, ultrasonic |
| CTT | Hitch Guidance, dynamic single line to aid in trailer alignment for hitching |
| UKC | Lane Change Alert with Side Blind Zone Alert |

| | |
|------------------------|--|
| UKK | Rear Pedestrian Alert |
| P0Q | OnStar Additional 57 months of OnStar Fleet Safety and Security., Provides up to 57 months of Fleet Safety and Security service in addition to the 3 months of complimentary coverage that is included in the price of the eligible vehicle. Total OnStar Fleet Safety and Security service duration is up to 60 months. Active subscription required. Service availability, features and functionality vary by vehicle, device and the plan you are enrolled in. Terms apply. See onstar.com for details and limitations. |
| 7X3 | Spotlamp, Left-hand pillar mounted, LED |
| 5J9 | Calibration, Taillamp Flasher, Red/White, Calibration flashes back-up (white) and brake (red) lamps alternatingly when activated. |
| 5L0 | Calibration, Taillamp Flasher, Red/Red, Calibration flashes back-up (red) and brake (red) lamps alternatingly when activated. |
| 6J7 | Flasher System, Headlamp and taillamp, DRL compatible with control wire |
| 6J3 | Wiring, Provisions for grille lamps and siren speakers |
| 6J4 | Wiring, Horn and siren circuit |
| 5J1 | Calibration, keyless remote panic button exterior lights/horn disable |
| 5J3 | Calibration, Surveillance Mode Interior & Exterior Lighting, Calibration to disable interior & exterior automatic lighting. Feature is activated by adding wire connection to the BCM by customer/upfitter. |
| GVWR | |
| Code | Description |
| C5Y | GVWR, 7100 lbs. (3221 kg) |
| OPTION DISCOUNT | |
| Code | Description |
| ___ | Option/package discount |

2024 Fleet/Non-Retail Chevrolet Silverado 1500 4WD Crew Cab 147" Work Truck 5.8' Box

WINDOW STICKER

| 2024 Chevrolet Silverado 1500 4WD Crew Cab 147" Work Truck 5.8' Box | | |
|---|--|-------------|
| CODE | MODEL | MSRP |
| CK10543 | 2024 Chevrolet Silverado 1500 4WD Crew Cab 147" Work Truck 5.8' Box | \$45,800.00 |
| OPTIONS | | |
| FE9 | Emissions, Federal requirements | \$0.00 |
| L84 | Engine, 5.3L EcoTec3 V8, (355 hp [265 kW] @ 5600 rpm, 383 lb-ft of torque [518 Nm] @ 4100 rpm); featuring available Dynamic Fuel Management that enables the engine to operate in 17 different patterns between 2 and 8 cylinders, depending on demand, to optimize power delivery and efficiency | \$1,595.00 |
| MI2 | Transmission, 10-speed automatic, electronically controlled, with overdrive and tow/haul mode. Includes Cruise Grade Braking and Powertrain Grade Braking | INC |
| GU5 | Rear axle, 3.23 ratio | INC |
| 1WT | Work Truck Preferred Equipment Group, includes standard equipment | \$0.00 |
| PXT | Wheels, 20" x 9" (50.8 cm x 22.9 cm) Black painted steel | INC |
| QAE | Tires, 275/60R20SL all-terrain, blackwall | INC |
| RMW | Tire, spare 275/60R20 all-terrain, blackwall | INC |
| G6M | Dark Ash Metallic | \$0.00 |
| AZ3 | Seats, front 40/20/40 split-bench, (STD) | \$0.00 |
| H1T | Jet Black, Cloth seat trim | \$0.00 |
| IOR | Audio system, Chevrolet Infotainment 3 system, (STD) | \$0.00 |
| 9C1 | Police Pursuit Package, includes (K47) high-capacity air filter, (KW5) 220-amp alternator, (KI4) 120-volt power outlet, (KC9) 120-volt bed-mounted power outlet, (J55) Heavy Duty Brakes, (PXT) 20" Black painted steel wheels, (RNQ) 20" Black painted steel spare wheel, (QAE) 275/60R20SL all-terrain, blackwall tires, (RMW) 275/60R20 all-terrain, blackwall spare tire, (VZ2) speedometer calibration, (JHD) Hill Descent Control, (5J1) Calibration, keyless remote panic button exterior lights/horn disable, (NZZ) skid plates, (G80) auto-locking differential, (K34) cruise control, (NQH) 2-speed transfer case, (5J3) calibration and surveillance mode interior & exterior lighting, (6J7) headlamp and taillamp flasher system, (5LO) red/red taillamp flasher calibration and (5J9) red/white taillamp flasher calibration | \$4,720.00 |
| PEB | WT Value Package, includes (PCV) WT Convenience Package and (Z82) Trailering Package | \$965.00 |
| PQA | WT Safety Package, (Includes (U12) Perimeter Lighting. | \$940.00 |
| PCV | WT Convenience Package, includes (AKO) tinted windows, (C49) rear-window defogger, (K34) cruise control and (DLF) power mirrors | INC |
| Z82 | Trailering Package, includes trailer hitch, 7-pin and 4-pin connectors and (CTT) Hitch Guidance | INC |
| AMF | Remote Keyless Entry Package, Includes 4 additional transmitters, NOTE: programming of remotes is at customer's expense. Programming remotes is not a warranty expense. | \$75.00 |
| K05 | Engine block heater | \$100.00 |
| JHD | Hill Descent Control | INC |
| NQH | Transfer case, two-speed, electronic Autotrac with push button control | INC |
| G80 | Auto-locking rear differential | INC |
| KC4 | Cooling, external engine oil cooler | INC |
| KNP | Cooling, auxiliary external transmission oil cooler | INC |
| K47 | Air filter, heavy-duty | INC |
| JL1 | Trailer brake controller, integrated | \$275.00 |
| NZZ | Skid Plates | INC |
| Z7X | Suspension Package, Z71 Off-Road equipment with 2" lift., Includes (Z7X) Off-Road suspension with 2" lift and monotube shocks, (JHD) Hill Descent Control, (NZZ) skid plates, (K47) heavy-duty air filter and Z71 hard badge | \$1,200.00 |
| J55 | Brakes, Heavy-Duty 4-wheel antilock, 4-wheel disc | INC |
| RNQ | Wheel, full-size spare, matching 20" (50.8 cm) steel wheel without center cap | INC |
| V46 | Bumper, front chrome | INC |
| VJH | Bumper, rear chrome | INC |
| U12 | Lighting, perimeter | INC |
| UF2 | LED Cargo Area Lighting, located in pickup bed, activated with switch on center switch bank or key fob | \$125.00 |

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|-----|--|------------|
| DLF | Mirrors, outside heated power-adjustable, When (PQA) WT Safety Package is ordered, includes (DP6) high gloss Black mirror caps.) | INC |
| DP6 | Mirror caps, painted, (High gloss Black. | INC |
| AKO | Glass, deep-tinted | INC |
| QT5 | Tailgate, gate function manual with EZ Lift, includes power lock and release | \$150.00 |
| U2K | SiriusXM Radio, enjoy a Platinum Plan trial subscription | \$100.00 |
| B30 | Floor covering, color-keyed carpeting | \$100.00 |
| RIA | LPO, All-weather floor liners, 1st and 2nd rows on Crew Cab and Double Cab, (includes Chevrolet Bowtie logo), | \$230.00 |
| 9L7 | Upfitter switch kit, (5), Provides 3-30 amp and 2-20 amp configurable circuits to facilitate installation of aftermarket electrical accessories. Kit with all required parts will be shipped loose with the truck for installation by the dealer or upfitter at customer expense. Installation instructions and technical assistance available at www.gmupfitter.com. | \$150.00 |
| K34 | Cruise control, electronic, with set and resume speed, steering wheel-mounted | INC |
| K14 | Power outlet, interior power outlet, 120-volt, Includes (UBI) USB ports on Crew and Double Cab models only.) | INC |
| UBI | USB ports, rear, dual, charge-only | INC |
| KC9 | Power outlet, bed mounted, 120-volt, (400 watts shared with (K14) interior power outlet) | INC |
| C49 | Defogger, rear-window electric | INC |
| UFB | Rear Cross Traffic Braking | INC |
| UD5 | Front and Rear Park Assist, ultrasonic | INC |
| CTT | Hitch Guidance, dynamic single line to aid in trailer alignment for hitching | INC |
| UKC | Lane Change Alert with Side Blind Zone Alert | INC |
| UKK | Rear Pedestrian Alert | INC |
| P0Q | OnStar Additional 57 months of OnStar Fleet Safety and Security., Provides up to 57 months of Fleet Safety and Security service in addition to the 3 months of complimentary coverage that is included in the price of the eligible vehicle. Total OnStar Fleet Safety and Security service duration is up to 60 months. Active subscription required. Service availability, features and functionality vary by vehicle, device and the plan you are enrolled in. Terms apply. See onstar.com for details and limitations. | \$0.00 |
| 7X3 | Spotlamp, Left-hand pillar mounted, LED | \$1,020.00 |
| 5J9 | Calibration, Taillamp Flasher, Red/White, Calibration flashes back-up (white) and brake (red) lamps alternately when activated. | INC |
| 5L0 | Calibration, Taillamp Flasher, Red/Red, Calibration flashes back-up (red) and brake (red) lamps alternately when activated. | INC |
| 6J7 | Flasher System, Headlamp and taillamp, DRL compatible with control wire | INC |
| 6J3 | Wiring, Provisions for grille lamps and siren speakers | \$207.00 |
| 6J4 | Wiring, Horn and siren circuit | \$105.00 |
| 5J1 | Calibration, keyless remote panic button exterior lights/horn disable | INC |
| 5J3 | Calibration, Surveillance Mode Interior & Exterior Lighting, Calibration to disable interior & exterior automatic lighting. Feature is activated by adding wire connection to the BCM by customer/upfitter. | INC |
| C5Y | GVWR, 7100 lbs. (3221 kg) | INC |
| — | Option/package discount | (\$500.00) |

Please note selected options override standard equipment

| | |
|---------------------------------|--------------------|
| SUBTOTAL | \$57,357.00 |
| Advert/ Adjustments | \$0.00 |
| Manufacturer Destination Charge | \$1,895.00 |
| TOTAL PRICE | \$59,252.00 |

Est City: 16 (2023) MPG
Est Highway: 19 (2023) MPG
Est Highway Cruising Range: 456.00 mi

Any performance-related calculations are offered solely as guidelines. Actual unit performance will depend on your operating conditions.

Notes

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Standard Equipment

MECHANICAL

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| Engine, TurboMax (310 hp [231 kW] @ 5600 rpm, 430 lb-ft of torque [583 Nm] @ 3000 rpm) (STD) (Not available with (Z71) Z71 Off-Road Package, (VYU) Snow Plow Prep Package or (ZW9) pickup bed delete.) |
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| Transmission, 8-speed automatic, electronically controlled with overdrive and tow/haul mode. Includes Cruise Grade Braking and Powertrain Grade Braking (STD) (Included and only available with (L3B) TurboMax engine.) |
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| Rear axle, 3.42 ratio |
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| GVWR, 7000 lbs. (3175 kg) (STD) (Requires Crew Cab or Double Cab 4WD model and (L3B) TurboMax engine.) |
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EXTERIOR

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|---|
| Wheels, 17" x 8" (43.2 cm x 20.3 cm) Ultra Silver painted steel (STD) |
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| Tires, 255/70R17 all-season, blackwall (STD) |
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| Tire, spare 255/70R17 all-season, blackwall (STD) (Included with (QBN) 255/70R17 all-season, blackwall tires.) |
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ENTERTAINMENT

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|---|
| Audio system, Chevrolet Infotainment 3 system 7" diagonal HD color touchscreen, AM/FM stereo, Bluetooth audio streaming for 2 active devices, voice command pass-through to phone, Wireless Apple CarPlay and Wireless Android Auto compatibility (STD) |
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INTERIOR

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| Seats, front 40/20/40 split-bench with covered armrest storage and under-seat storage (lockable) (STD) |
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BODY CODE

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| Durabed, pickup bed |
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ADDITIONAL EQUIPMENT

| |
|---|
| Chevy Safety Assist includes (UHY) Automatic Emergency Braking, (UKJ) Front Pedestrian Braking, (UHX) Lane Keep Assist with Lane Departure Warning, (UE4) Following Distance Indicator, (UEU) Forward Collision Alert and (TQ5) IntelliBeam |
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| Push Button Start |
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| Automatic Stop/Start (Not available with (5W4) Special Services Package, (9C1) Police Pursuit Package or (FHS) E85 FlexFuel capability.) |
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| Transfer case, single speed electronic Autotrac with push button control (4WD models only) |
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| Four wheel drive |
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| Battery, heavy-duty 730 cold-cranking amps/80 Amp-hr, maintenance-free with rundown protection and retained accessory power |
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| Alternator, 220 amps (Included with (L3B) TurboMax engine, (VYU) Snow Plow Prep Package, (5W4) Special Service Package or (9C1) Police Pursuit Package.) |
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| Recovery hooks, front, frame-mounted, Black (Included with 4WD models.) |
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| Frame, fully-boxed, hydroformed front section |
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| Suspension Package, Standard |
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| Steering, Electric Power Steering (EPS) assist, rack-and-pinion |
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| Brakes, 4-wheel antilock, 4-wheel disc with DURALIFE rotors |
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| Brake lining wear indicator |
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| Capless Fuel Fill |
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| Exhaust, single outlet |
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| Wheel, 17" x 8" (43.2 cm x 20.3 cm) full-size, steel spare |
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| Tire carrier lock, keyed cylinder lock that utilizes same key as ignition and door |
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| Bumpers, front, Black (semi-gloss) |
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|-----------------------------------|
| Bumpers, rear, Black (semi-gloss) |
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| CornerStep, rear bumper |
| Cargo tie downs (12), fixed rated at 500 lbs per corner |
| Headlamps, halogen reflector with halogen Daytime Running Lamps |
| IntelliBeam, automatic high beam on/off |
| Lamps, cargo area, cab mounted integrated with center high mount stop lamp, with switch in bank on left side of steering wheel (incandescent on Regular Cab models, LED on Crew Cab and Double Cab models) |
| Taillamps with incandescent tail, stop and reverse lights |
| Mirrors, outside manual, Black (Standard on Crew Cab and Double Cab models only. Not available on Regular Cab models.) |
| Glass, solar absorbing, tinted |
| Door handles, Black |
| Tailgate and bed rail protection cap, top |
| Tailgate, standard |
| Tailgate, locking utilizes same key as ignition and door (Removed when (QT5) EZ Lift power lock and release tailgate is ordered.) |
| Tailgate, gate function manual, no EZ Lift |
| Sirius XM, delete |
| Audio system feature, 6-speaker system (Requires Crew Cab or Double Cab model.) |
| Wireless phone projection for Apple CarPlay and Android Auto |
| Bluetooth for phone, connectivity to vehicle infotainment system |
| Wi-Fi Hotspot capable (Terms and limitations apply. See onstar.com or dealer for details.) |
| Seat trim, Vinyl |
| Seat adjuster, driver 4-way manual |
| Seat adjuster, passenger 4-way manual |
| Seat, rear 60/40 folding bench (folds up), 3-passenger (includes child seat top tether anchor) (Requires Crew Cab or Double Cab model.) |
| Floor covering, rubberized-vinyl (Not available with LPO floor liners.) |
| Steering wheel, urethane |
| Steering column, Tilt-Wheel, manual with wheel locking security feature |
| Instrument cluster, 6-gauge cluster featuring speedometer, fuel level, engine temperature, tachometer, voltage and oil pressure |
| Driver Information Center, 3.5" diagonal monochromatic display |
| Exterior Temperature Display located in radio display |
| Compass located in instrument cluster |
| Rear Seat Reminder (Requires Crew Cab or Double Cab model.) |
| Rear Seat Belt Indicator (Requires Crew Cab or Double Cab model.) |
| Window, power front, drivers express up/down |
| Window, power front, passenger express down |
| Windows, power rear, express down (Not available with Regular Cab models.) |
| Door locks, power |
| Remote Keyless Entry, with 2 transmitters |
| Power outlet, front auxiliary, 12-volt |
| USB Ports, 2, Charge/Data ports located on instrument panel |
| Air conditioning, single-zone manual |
| Air vents, rear, heating/cooling (Not available on Regular Cab models.) |
| Mirror, inside rearview, manual tilt |
| Assist handles front A-pillar mounted for driver and passenger, rear B-pillar mounted |
| Chevrolet Connected Access capable (Subject to terms. See onstar.com or dealer for details.) |
| Automatic Emergency Braking |
| Front Pedestrian Braking |
| StabiliTrak, stability control system with Proactive Roll Avoidance and traction control, includes electronic trailer sway control and hill start assist |
| Daytime Running Lamps with automatic exterior lamp control |
| Airbags, Dual-stage frontal airbags for driver and front outboard passenger; Seat-mounted side-impact airbags for driver and front outboard passenger; Head-curtain airbags for front and rear outboard seating positions; Includes front outboard Passenger Sensing System for frontal outboard passenger airbag (Always use seat belts and child restraints. Children are safer when properly secured in a |

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|---|
| rear seat in the appropriate child restraint. See the Owner's Manual for more information.) |
| OnStar and Chevrolet connected services capable (Terms and limitations apply. See onstar.com or dealer for details.) |
| HD Rear Vision Camera |
| Lane Keep Assist with Lane Departure Warning |
| Following Distance Indicator |
| Forward Collision Alert |
| Teen Driver a configurable feature that lets you activate customizable vehicle settings associated with a key fob, to help encourage safe driving behavior. It can limit certain available vehicle features, and it prevents certain safety systems from being turned off. An in-vehicle report card gives you information on driving habits and helps you to continue to coach your new driver |
| Buckle to Drive prevents vehicle from being shifted out of Park until driver seat belt is fastened; times out after 20 seconds and encourages seat belt use, can be turned on and off in Settings menu |
| Tire Pressure Monitoring System, auto learn includes Tire Fill Alert (does not apply to spare tire) |
| 3 Years of Remote Access. The Remote Access Plan gives you simplified remote control of your properly equipped vehicle and unlocks a variety of great features in your myChevrolet mobile app. See dealer for details. (Remote Access Plan does not include emergency or security services. See onstar.com for details and limitations. Available on select Apple and Android devices. Service availability, features and functionality vary by vehicle, device, and the plan you are enrolled in. Terms apply. Device data connection required.) |

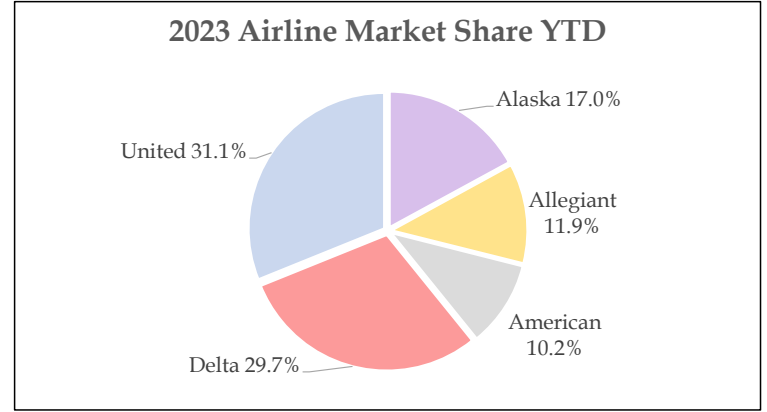
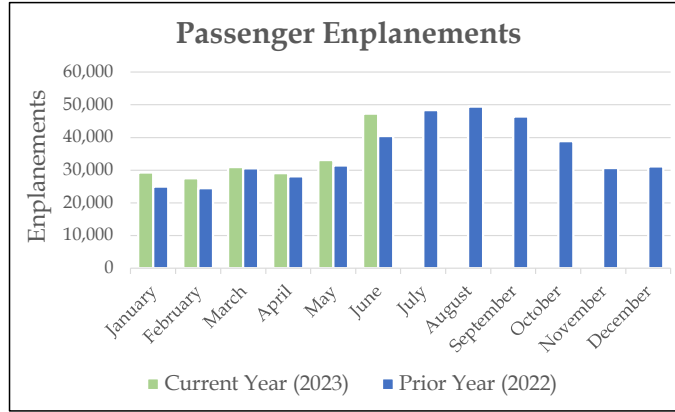
2023 Missoula Airport Operations and Route Performance

Summary

- Record passenger enplanements for June '23 - Previous record of 45,535 in June '19
- 2023 enplanements trending to surpass 2019 as peak high for enplanements

Air Service Highlights

- United surpasses Delta as market share leader in MSO
- American overnight to DFW resumes July 6th
- Seasonal service to ORD resumes June - October
- Please reach out with any comments or changes to improve our report going forward!



| Tower Operations | Ops Type | January | February | March | April | May | June | July | August | September | October | November | December | Total | Y/Y |
|------------------|-------------|---------|----------|-------|-------|-------|-------|-------|--------|-----------|---------|----------|----------|--------|-------|
| | Air Carrier | 570 | 535 | 617 | 565 | 661 | 908 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 3,856 |
| Air Taxi | 364 | 371 | 380 | 367 | 444 | 547 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2,473 | -9% |
| GA | 843 | 727 | 1030 | 1251 | 1632 | 1705 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 7,188 | -5% |
| Military | 46 | 137 | 96 | 29 | 56 | 84 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 448 | 41% |
| Civil | 794 | 824 | 983 | 762 | 1081 | 590 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 5,034 | -23% |
| Total | 2023 | 2,617 | 2,594 | 3,106 | 2,974 | 3,874 | 3,834 | 0 | 0 | 0 | 0 | 0 | 0 | 18,999 | -8% |
| | 2022 | 2,799 | 2,845 | 3,411 | 3,578 | 3,604 | 4,376 | 5,064 | 5,165 | 4,125 | 3,600 | 2,502 | 2,013 | 43,082 | |

| Enplaned Passengers | Airlines | January | February | March | April | May | June | July | August | September | October | November | December | Total | Y/Y |
|---------------------|----------|---------|----------|--------|--------|--------|--------|--------|--------|-----------|---------|----------|----------|---------|--------|
| | Alaska | 5,777 | 4,955 | 5,542 | 5,009 | 6,091 | 6,178 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 33,552 |
| Allegiant | 3,619 | 3,582 | 4,029 | 2,644 | 3,395 | 6,139 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 23,408 | 11% |
| American | 2,652 | 3,333 | 2,086 | 2,082 | 2,128 | 7,898 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 20,179 | 5% |
| Delta | 8,746 | 7,657 | 9,789 | 9,516 | 10,043 | 12,821 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 58,572 | 0% |
| United | 8,457 | 7,941 | 9,482 | 9,784 | 11,457 | 14,150 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 61,271 | 25% |
| Charters | 0 | 0 | 0 | 0 | 0 | 68 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 68 | 127% |
| Total | 2023 | 29,251 | 27,468 | 30,928 | 29,035 | 33,114 | 47,254 | 0 | 0 | 0 | 0 | 0 | 0 | 197,050 | 9% |
| | 2022 | 25,015 | 24,499 | 30,526 | 28,138 | 31,390 | 40,453 | 48,381 | 49,425 | 46,445 | 38,897 | 30,620 | 31,156 | 424,945 | |
| LF | 2023 | 81.9% | 80.1% | 84.9% | 87.8% | 86.4% | 80.4% | | | | | | | 83.3% | |
| | 2022 | 79.7% | 84.3% | 86.6% | 83.2% | 81.5% | 82.7% | 87.1% | 85.7% | 89.4% | 91.7% | 91.1% | 87.9% | 86.1% | |

| Deplaned Passengers | Airlines | January | February | March | April | May | June | July | August | September | October | November | December | Total | Y/Y |
|---------------------|----------|---------|----------|--------|--------|--------|--------|--------|--------|-----------|---------|----------|----------|---------|--------|
| | Alaska | 5,295 | 4,982 | 5,803 | 5,000 | 6,099 | 6,447 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 33,626 |
| Allegiant | 3,330 | 3,664 | 3,971 | 2,191 | 3,566 | 6,810 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 23,532 | 9% |
| American | 2,160 | 3,228 | 1,856 | 1,924 | 2,091 | 8,560 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 19,819 | 5% |
| Delta | 8,458 | 7,606 | 9,582 | 9,338 | 10,526 | 13,281 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 58,791 | 1% |
| United | 8,095 | 8,274 | 9,570 | 10,259 | 12,326 | 15,857 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 64,381 | 26% |
| Charters | 0 | 24 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 24 | -79% |
| Total | 2023 | 27,338 | 27,778 | 30,782 | 28,712 | 34,608 | 50,955 | 0 | 0 | 0 | 0 | 0 | 0 | 200,173 | 10% |
| | 2022 | 23,736 | 24,083 | 29,743 | 28,540 | 32,833 | 43,242 | 47,104 | 47,358 | 43,850 | 37,224 | 29,932 | 31,422 | 419,067 | |

| | | | | | | | | | | | | | | | |
|-----------|------|--------|---------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|---------|-----|
| Total Pax | 2023 | 56,589 | 55,246 | 61,710 | 57,747 | 67,722 | 98,209 | 0 | 0 | 0 | 0 | 0 | 0 | 397,223 | 10% |
| | 2022 | 48,751 | 48,582 | 60,269 | 56,678 | 64,223 | 83,695 | 95,485 | 96,783 | 90,295 | 76,121 | 60,552 | 62,578 | 844,012 | |
| T12M | | | 858,514 | | | | | | | | | | | | |

Legend:
 LF - Load Factor
 T12M - Previous 12 Months
 Y/Y - Year Over Year
 Pax - Passengers