

Missoula County Airport Authority Regular Board Meeting

DATE: Tuesday, February 27, 2024
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

Join on your computer, mobile app or room device

[Click here to join the meeting](#)

Meeting ID: 266 456 298 882

Passcode: JtfCxe

Or call in (audio only)

[+1 332-249-0710](tel:+13322490710),857565796# United States, New York City

Phone Conference ID: 857 565 796#

- Chair to call the meeting to order.
 - Advise the Public the meeting is being recorded.
 - Roll Call
 - Seating of Alternate Commissioner if needed.
 - Approval of the Agenda.
- Public Comment.
- Review and approve the minutes of the Regular Board meeting dated January 30, 2024. **Pg 3**
- Approval of Claims for Payment – Will Parnell **Pg 7**
- Financial Report – Will Parnell **Pg 13**
- 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 February 27, 2024
 - 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

- None

New Business

- Approval for Airport Director to accept FAA grant in the amount of \$6,000,000 – Brian Ellestad **Pg 27**
- Morrison Maierle Task Order No. 58 – Phase 3 Bidding – Tim Damrow **Pg 28**
- Award of bid for Rental Car Parking Lot Modifications – Brian Ellestad **Pg 38**
- Morrison Maierle Task Order No. 59 – Construction Management – Brian Ellestad **Pg 42**

Information/Discussion Item(s)

March Board Meeting – Tuesday, March 26, 2024, 1:30 p.m.

MISSOULA COUNTY AIRPORT AUTHORITY
Regular Board Meeting
January 30, 2024
1:30 pm, Johnson Bell Conference Room

THOSE PRESENT

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

STAFF: Director Brian Ellestad
Deputy Director Tim Damrow
Director of Finance and Administration Will Parnell
Legal Counsel Lynn Fagan
Ground Handling Manager Andrew Bailey
Compliance Officer Jesse Johnson
IT Specialist Dylan O’Leary
Accounting Clerk Brianna Brewer

OTHERS: Cole Jensen, Martel Construction
Travis Frey, Martel Construction

Chair Winton Kemmis called the meeting to order and advised everyone that the meeting was being recorded.

Legal Counsel Lynn Fagan performed a roll call of Board members, staff members, and members of the public.

Chair Winton Kemmis noted that an Alternate Commissioner needed to be seated.

Motion: Vice Chair Deb Poteet moved to seat Alternate Commissioner David Bell

Second: Commissioner Adriane Beck

Vote: Motion Passed Unanimously

AGENDA

Chair Winton Kemmis asked if there were any changes to the agenda. Legal Counsel Lynn Fagan asked that the agenda item “Optional Redemption of Series 2019A Debt with First Security Bank” be tabled. Lynn explained that staff was waiting for an amortization schedule from the bank.

Motion: Commissioner Adriane Beck moved to approve the agenda as amended.

Second: Commissioner Larry Anderson

Vote: Motion Passed Unanimously

PUBLIC COMMENT PERIOD

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

Chair Winton Kemmis then explained that this year he would be asking the Board members to introduce themselves during the meetings. Winton started this off by introducing himself.

MINUTES

Chair Larry Anderson asked if anyone had questions, edits, or public comments regarding the minutes for the Regular Board Meeting dated December 19, 2023. There were none.

Motion: Commissioner Adriane Beck moved to approve the minutes of Regular Board Meeting dated December 19, 2023.

Second: Commissioner Larry Anderson

Vote: Motion Passed Unanimously

CLAIMS FOR PAYMENT

Director of Finance and Administration Will Parnell explained

Chair Winton Kemmis asked if there were any Board questions or public comments regarding the Claims for Payment. There were no questions or comments.

Motion: Secretary/Treasurer Pat Boyle moved to approve the Claims for Payment

Second: Commissioner Adriane Beck

Vote: Motion Passed Unanimously

FINANCIAL REPORT

Director of Finance and Administration Will Parnell

Chair Winton Kemmis asked if there were any Board questions or public comments regarding the Financial Report. There were no questions or comments.

Motion: Vice Chair Deb Poteet moved to approve the Claims for Payment

Second: Secretary/Treasurer Pat Boyle

Vote: Motion Passed Unanimously

DIRECTOR'S REPORT

Airport Director Brian Ellestad noted

Deputy Director Tim Damrow gave a construction update. Overall, construction is progressing.

Chair Winton Kemmis asked if there were any Board questions or public comments regarding the Director's Report. There were no questions or comments.

LEGAL REPORT

Legal Counsel Lynn Fagan

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

COMMITTEE UPDATES

Executive Committee: Met January 30, 2024, to review the Board agenda.

Finance Committee: Met January 11, 2024

Business Development: No Activity

Contract & Lease Committee: No Activity

Facility & Operations Committee: No Activity

Marketing Committee: No Activity

General Aviation Committee: Met January 18, 2024

Legislative Committee: No Activity

UNFINISHED BUSINESS

Minuteman FBO Lease Addendum, Minuteman East Lease Agreement and Life Flight Lease Agreement

Motion: Commissioner Larry Anderson moved to approve the Minuteman FBO Lease Addendum, Minuteman East Lease Agreement and Life Flight Lease Agreement.

Second: Commissioner Jeff Roth

Abstention: Commissioner Adriane Beck

Vote: Motion Passed Unanimously

NEW BUSINESS

Approval of Title VI Plan

Legal Counsel Lynn Fagan explained that

Chair Winton Kemmis asked if there were any Board questions or public comments. There were no questions or comments.

Motion: Secretary/Treasurer Pat Boyle moved to approve the Title VI Plan as presented.

Second: Vice Chair Deb Poteet

Vote: Motion Passed Unanimously

Ailevon Pacific Task Order – Small Community Air Service grant

There were no other questions or comments.

Motion: Alternate Commissioner David Bell moved to approve

Second: Secretary/Treasurer Pat Boyle

Vote: Motion Passed Unanimously

Purchase of Kubota for Groundhandling Department

Chair Winton Kemmis asked if there were any Board questions or public comments. There were no questions or comments.

Motion: Commissioner Larry Anderson moved to authorize the purchase of a Kubota for the Groundhandling department

Second: Alternate Commissioner David Bell

Vote: Motion Passed Unanimously

Discussion Items

Chair Winton Kemmis noted that the next Board meeting will be in the same hybrid format on February 27th at 1:30 p.m.

Meeting Adjourned.

Missoula County Airport Authority
Check Register By Vendor
General Checking Account

<u>Vendor Name</u>	<u>Amount</u>
AEROTRONICS INC.	\$ 262.00
AILEVON PACIFIC AVIATION CONSULTING, LLC	\$ 4,434.66
ANDREA HARTSELL	\$ 400.00
BLACKFOOT COMMUNICATIONS	\$ 1,645.17
BMC WEST	\$ 297.00
BROWN'S SEPTIC	\$ 300.00
CENTURYLINK	\$ 704.30
City of Missoula	\$ 6,247.71
Connection	\$ 28,714.98
CULLIGAN	\$ 167.25
ELECTRO CONTROLS, INC	\$ 2,495.00
ELLESTAD, BRIAN v	\$ 190.00
ENERGY WEST	\$ 3,977.19
ENERGY, INC.	\$ 700.00
EXACT IMAGE	\$ 891.60
EXXONMOBIL	\$ 2.50
FASTENAL	\$ 12.74
FIRST CALL	\$ 2,607.50
FIRST NATIONAL BANK	\$ 16,123.30
Floridis, John	\$ 1,200.00
GELDERSMA, AUGUSTUS	\$ 537.31
GRAINGER	\$ 1,457.59
GREAT FLOORS	\$ 765.00
GRIZZLY DISPOSAL	\$ 560.00
HIDAY, ALEX	\$ 206.00
HILLYARD INC	\$ 4,952.64
INLAND TRUCK PARTS	\$ 167.51
IRONHORSE	\$ 152.00
KELLY CONNECT	\$ 254.64
KLS HYDRAULICS	\$ 995.93
KONE	\$ 1,243.76
MACARTHUR	\$ 26.33
Microsoft Corp.	\$ 0.63
MINUTEMAN AVIATION	\$ 99.00
Missoula County Public Schools	\$ 165.00
MOSSADAMS	\$ 10,000.00
MOTOROLA SOLUTIONS INC	\$ 1,525.59
MOUNTAIN SUPPLY	\$ 951.00
MSLA DOWNTOWN ASSOC	\$ 6,850.00
MSLA ELECTRIC COOP	\$ 872.64
MSLA EMERGENCY	\$ 1,140.00
MSLA FIRE EQUIP, INC	\$ 131.95
MSLA OFFICE CITY	\$ 45.29
MSLA TEXTILE, INC	\$ 427.23

Missoula County Airport Authority
 Check Register By Vendor
 General Checking Account

<u>Vendor Name</u>	<u>Amount</u>
MT ACE	\$ 36.98
MT DEPT OF LABOR	\$ 1,548.00
MT DOJ CENTRAL SERVICES DIVISION	\$ 43.56
MUNICIPAL EMERGENCY SERVICES	\$ 3,013.53
MURDOCHS	\$ 1,607.38
NAPA	\$ 1,115.33
NEW DEAL DEICING	\$ 12,245.25
NORCO INDUSTRIAL	\$ 111.60
NORTHWEST INDUSTRIAL	\$ 64.49
NORTHWESTERN ENERGY	\$ 41,464.13
OAG AVIATION WORLDWIDE LLC	\$ 5,034.75
PELICAN CHEMICALS	\$ 7,007.45
PLATT ELECTRIC	\$ 1,196.08
POMP'S TIRE-MISSOULA	\$ 66.00
QUADIENT	\$ 486.59
RDO EQUIPMENT CO.	\$ 9.12
REPUBLIC SERVICES	\$ 2,661.12
RISING FAST v	\$ 37,750.00
Russ's Body & Paint	\$ 2,015.75
SAPPHIRE RESOURCE CONNECTIONS	\$ 747.00
SHAFFER, JUSTIN	\$ 89.00
SHIRT SHOP	\$ 362.25
SOLE STONE REIMBURSE	\$ 249.50
SPECTRUM WINDOW CLEANING	\$ 9,470.00
SWEET PEA SEWER	\$ 475.00
TFS-KELLEY CONNECT	\$ 444.56
TOM CATMULL	\$ 800.00
TREMPER DISTRIBUTING	\$ 6,862.87
TRI-ARC INC.	\$ 511.06
TRUCK PRO LLC	\$ 61.93
UKG	\$ 8,180.00
VAISALA	\$ 1,255.14
VERIZON	\$ 1,068.88
VW ICE INC	\$ 450.00
WAYNE DALTON	\$ 2,865.52
WE DUST	\$ 5,240.59
WHALEN, ROBERT	\$ 206.00
Grand Total	\$ 261,716.35

Missoula County Airport Authority
Check Register By Vendor
General Checking Account

Vendor	Total Amount
A & I Distributors	\$ 234.68
AAAE	\$ 275.00
AILEVON PACIFIC AVIATION CONSULTING, LLC	\$ 791.68
APPLIED INDUSTRIAL TECH	\$ 71.44
ASSOCIATED EMPLOYER	\$ 825.00
AVIATION SERVICES	\$ 6,069.25
AXON	\$ 1,459.52
BATTERIES PLUS	\$ 1,065.00
BIG SKY FILM INST.	\$ 5,000.00
BLACKFOOT COMMUNICATIONS	\$ 1,645.25
BROWN'S SEPTIC	\$ 300.00
CENTURYLINK	\$ 703.68
City of Missoula	\$ 6,075.07
Connection	\$ 72,540.96
CULLIGAN	\$ 131.00
D2 FIRE SPRINKLER CO	\$ 610.00
Deluxe	\$ 1,169.77
DSG (DAKOTA SUPPLY GROUP)	\$ 1,396.09
EAN SERVICES, LLC	\$ 343.77
ENERGY WEST	\$ 5,067.32
ERICKSON GEORGE	\$ 2,400.00
EXACT IMAGE	\$ 1,333.75
FASTSIGNS	\$ 5,808.67
FIRST ARRIVING	\$ 1,385.60
FIRST NATIONAL BANK	\$ 4,363.95
GRAINGER	\$ 1,515.17
HELENA REGIONAL A/P	\$ 4,048.00
HILLYARD INC	\$ 1,660.91
HOTSY	\$ 101.14
JODSAAS, DYHLAN	\$ 255.00
LAMAR	\$ 3,928.00
LEE ENTERPRISES	\$ 57.00
MACON SUPPLY, INC.	\$ 95.00
METALWORKS	\$ 25,012.00
MISSOULA MOTOR COMPANY	\$ 204.20
MOTOROLA SOLUTIONS INC	\$ 1,548.67
MSLA ELECTRIC COOP	\$ 953.51
MSLA OFFICE CITY	\$ 45.29
MSLA TEXTILE, INC	\$ 40.32
MT BOLT	\$ 832.75
Munro, Nikki	\$ 334.85

Missoula County Airport Authority

Check Register By Vendor

General Checking Account

MURDOCHS	\$	496.46
N/S CORPORATION	\$	818.72
NAPA	\$	513.27
NORCO INDUSTRIAL	\$	173.46
NORTH RIDGE FIRE, LLC	\$	1,707.00
NORTHWEST INDUSTRIAL	\$	40.59
NORTHWEST PART	\$	134.99
NORTHWESTERN ENERGY	\$	43,004.54
OSHKOSH CORPORATION	\$	4,874.02
PACIFIC STEEL	\$	105.00
Placer Labs, Inc	\$	8,500.00
PLATT ELECTRIC	\$	172.54
POMP'S TIRE-MISSOULA	\$	257.20
QUOTIENT GROUP	\$	15,000.00
RISING FAST v	\$	37,750.00
RODDA PAINT	\$	1,802.68
SHERWIN WILLIAMS	\$	70.21
Sign Solutions	\$	27,239.00
SPECTRUM WINDOW CLEANING	\$	835.00
State Bar of Montana	\$	515.00
TFS-KELLEY CONNECT	\$	351.93
THOMAS PLUMBING	\$	36.00
TIME RENTAL, LLP	\$	59.80
TRI-ARC INC.	\$	457.07
UKG	\$	990.00
VERIZON	\$	1,018.92
Water Rights, Inc.	\$	2,500.00
WE DUST	\$	3,298.78

Grand Total \$ 314,420.44

**Missoula County Airport Authority
Claims For Payment
Credit Card Activity from 01.01.24-01.31.24**

Note

Per Airport policy, payments for prepaid invoices were sent on February 14, 2024.

FNBO

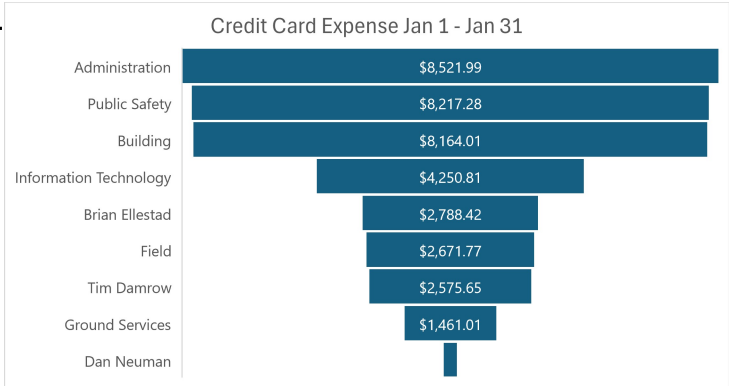
Credit Card Charges - by Expense Type (paid via Bill.com)

Memberships Bloomberg

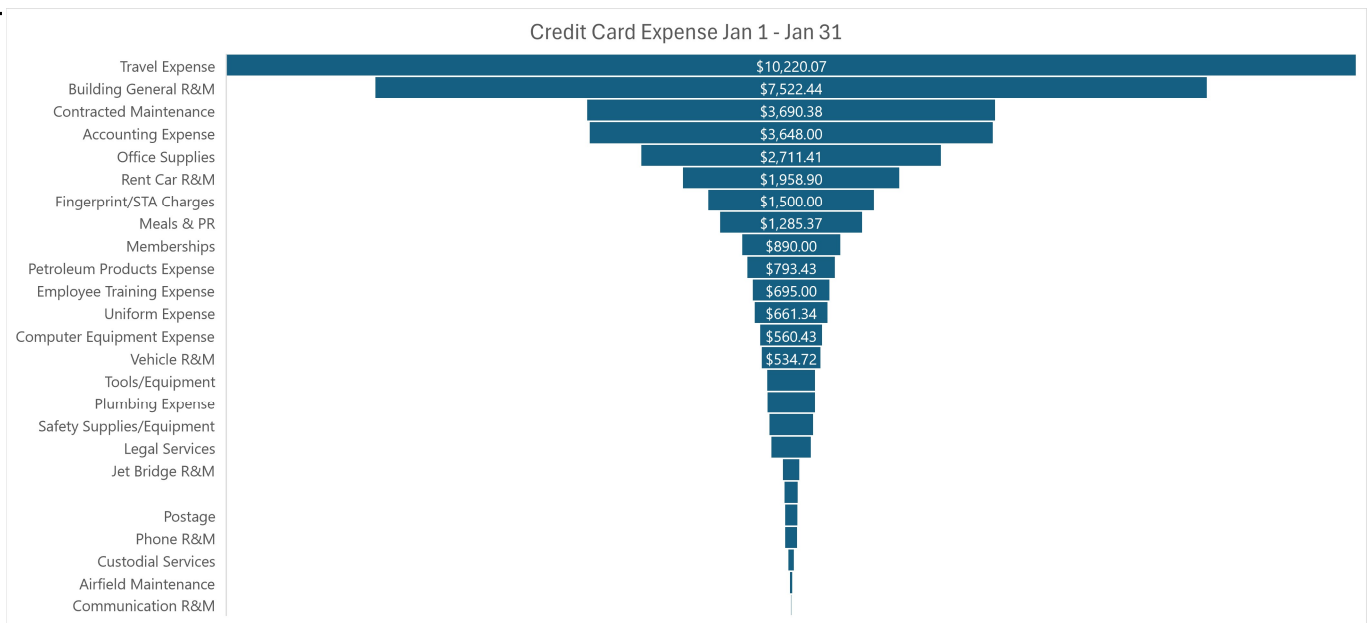
299.00

\$ 299.00

Budget name	Total	Percent of spend
Administration	\$8,521.99	21.93%
Public Safety	\$8,217.28	21.14%
Building	\$8,164.01	21.01%
Information Technology	\$4,250.81	10.94%
Brian Ellestad	\$2,788.42	7.17%
Field	\$2,671.77	6.87%
Tim Damrow	\$2,575.65	6.63%
Ground Services	\$1,461.01	3.76%
Dan Neuman	\$214.89	0.55%



Category name	Total	Percent of spend
Travel Expense	\$10,220.07	26.30%
Building General R&M	\$7,522.44	19.36%
Contracted Maintenance	\$3,690.38	9.50%
Accounting Expense	\$3,648.00	9.39%
Office Supplies	\$2,711.41	6.98%
Rent Car R&M	\$1,958.90	5.04%
Fingerprint/STA Charges	\$1,500.00	3.86%
Meals & PR	\$1,285.37	3.31%
Memberships	\$890.00	2.29%
Petroleum Products Expense	\$793.43	2.04%
Employee Training Expense	\$695.00	1.79%
Uniform Expense	\$661.34	1.70%
Computer Equipment Expen	\$560.43	1.44%
Vehicle R&M	\$534.72	1.38%
Tools/Equipment	\$433.62	1.12%
Plumbing Expense	\$431.73	1.11%
Safety Supplies/Equipment	\$396.50	1.02%
Legal Services	\$359.25	0.92%
Jet Bridge R&M	\$149.94	0.39%
	\$120.15	0.31%
Postage	\$113.30	0.29%
Phone R&M	\$109.22	0.28%
Custodial Services	\$51.82	0.13%
Airfield Maintenance	\$22.81	0.06%
Communication R&M	\$6.00	0.02%



Financial Report Narrative for January 2024

The board packet includes the comparative balance sheet, profit and loss comparison, profit and loss budget performance, statement of cash flow, operating revenues, and operating expenses as a % of gross and as compared to prior period, and the long-term debt roll forward.

Balance Sheet

As of January 31, accounts receivable consisted of the following:

Trade	\$	566,465
Advertising		31,599
Ground Handling		120,237
Grants		2,884,670
Advance Contract Refund		53,263
	\$	<u>3,656,234</u>

Profit & Loss, and/or Other Similar Schedules

Noted Variances

- Parking revenue has increased by approximately 188K or 12% as compared to the same period last year.
- Supplies and materials expenses have increased by approximately \$258K or 39% as compared to the same period last year. The increase is primarily related to two significant expenses incurred in August, project and deicing fluid that was ordered in bulk during October, and new supplies for the phase 2 terminal.
- Contractual services expenses have increased by approximately \$137K or 20% as compared to the same period last year. The increase is primarily related to a cyber security assessment, increased financial statement audit fees, various marketing expenses for air service development, and a reclassification for landing fee commissions (Vector).
- Ground handling revenue has decreased by approximately \$163K or 25% as compared to the same period last year. The decrease is a result of reduced deicing operations. Revenue from deicing services is down by approximately \$107K or 64% as compared to last year.

Revenue and Expenses as a % of the Annual Budget

Revenues and expenses are currently 64% and 58% of the annual operating budget, respectively.

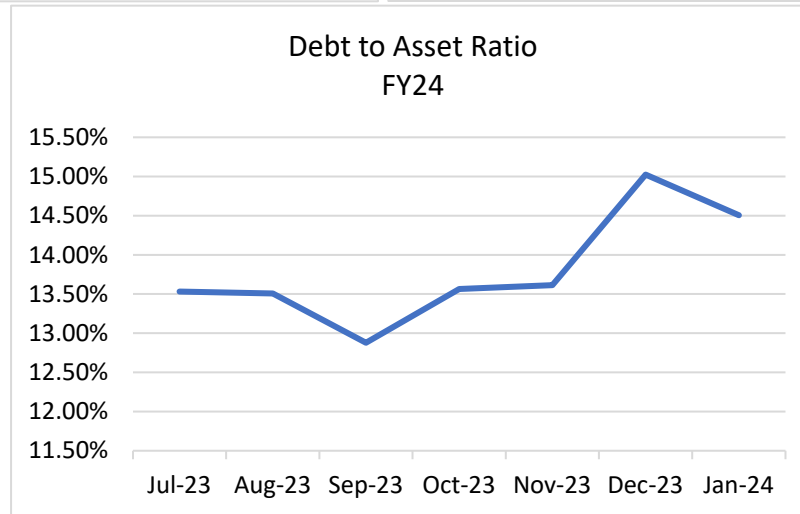
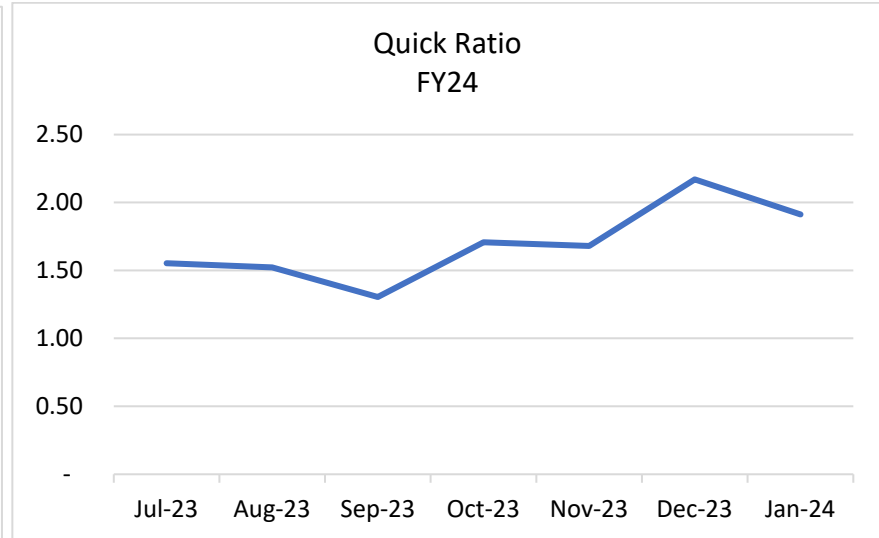
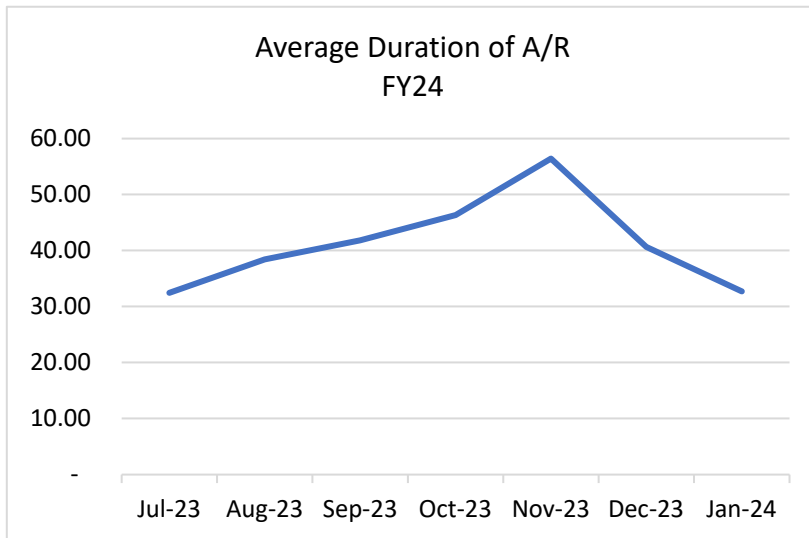
Cash Flow

MCAA had positive cash flows from operating activities, noncapital financing, and investing activities. Capital and related financing activities resulted in negative cash flows. The negative cash flows from capital and related financing activities are the result of a \$2M optional redemption on Series 2019A and open/outstanding request for federal reimbursement on eligible capital improvement projects. The open/outstanding requests for federal reimbursement are expected to be remitted to the Airport in February and March of 2024.

Long-term Debt

MCAA recorded \$1M in debt proceeds and paid \$2,133,359 in principal during the month of January 2024.

Fiscal Year 2024 (FY24) Financial Ratios



Quick Ratio Ability to pay current obligations using liquid assets.
Average Duration of A/R Average duration of accounts receivable (A/R) or the number of days it takes to collect them.
Debt to Asset Ratio Proportion (or the percentage of) assets that are financed by interest bearing liabilities.

Missoula County Airport Authority
Balance Sheet Prev Year Comparison
As of January 31, 2024

	<u>Jan 31, 24</u>	<u>Jan 31, 23</u>
ASSETS		
Current Assets		
Checking/Savings		
10100 · Petty Cash	300.00	300.00
10500 · General Checking Acct	3,233,064.62	3,771,581.58
10511 · Project Checking Acct	5,000.00	5,000.00
10550 · USFS Account	290,250.65	50,013.61
10560 · Debt Service Account	90,322.15	330,064.24
10580 · CFC Account	321,635.66	322,977.78
10590 · STIP Terminal Reserve	24,579.03	23,355.60
10600 · STIP	784,618.41	745,563.33
10604 · Money Market Accounts	1,992,526.46	1,065,516.98
10700 · Payroll Checking	-39,613.93	19,087.44
1071 · Bill.com Money In Clearing	-180.02	0.00
10710 · Flex - FIB	9,721.11	10,766.09
10750 · PFC Cash at US BANK	812,608.26	2,389,801.64
Total Checking/Savings	<u>7,524,832.40</u>	<u>8,734,028.29</u>
Accounts Receivable	3,591,499.68	1,109,960.47
Other Current Assets		
10900 · AvSec Fingerprinting Account	1,534.75	1,779.75
11200 · Grants Receivable	64,733.66	1,488,222.61
11500 · Pre-Paid Expenses	85,362.06	41,449.79
11600 · Prepaid Insurance	95,473.49	78,624.56
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	0.00	2,335.00
26200 · Faber Loan	100,000.00	100,000.00
Total Other Current Assets	<u>2,634,382.25</u>	<u>3,931,924.90</u>
Total Current Assets	<u>13,750,714.33</u>	<u>13,775,913.66</u>
Fixed Assets		
13000 · Land	11,617,234.48	11,617,234.48
13100 · Land Improvements	16,368,644.98	16,321,636.98
13200 · Buildings- Terminal	69,001,525.97	66,617,577.83
13300 · Buildings- Ops & Fire	6,184,039.07	6,184,039.07
13450 · Buildings - Other	11,409,413.81	11,113,776.40
13500 · Runways/Taxiways/Apron	70,927,696.30	70,927,696.30
13600 · Lighting/ Security System	4,002,233.31	4,002,233.31
13700 · Sewage System	298,102.06	298,102.06
13900 · ATCT	6,513,529.80	6,513,529.80
14000 · Equipment	3,762,686.70	3,322,489.10
14100 · Furniture & Fixtures	1,591,801.03	1,549,109.70
14300 · Vehicles	7,690,936.96	7,397,106.64
14400 · Studies	1,925,406.96	1,925,406.96
14500 · Allowance for Depreciation	-99,704,187.93	-91,660,387.37
19400 · Construction in Progress	34,981,024.34	11,558,683.18
Total Fixed Assets	<u>146,570,087.84</u>	<u>127,688,234.44</u>
Other Assets		
11830 · LT Lease Recble GASB 87	2,327,192.18	3,868,344.34
19610 · Deferred Pension Outflows	738,295.60	763,771.00
19700 · Concession Contract Recvble	0.00	735,064.00
19800 · LT Loan - Faber	742,076.37	841,817.61
19901 · GASB 96 Subscription Asset(s)	259,503.60	0.00
Total Other Assets	<u>4,067,067.75</u>	<u>6,208,996.95</u>
TOTAL ASSETS	<u><u>164,387,869.92</u></u>	<u><u>147,673,145.05</u></u>

Missoula County Airport Authority
Balance Sheet Prev Year Comparison
As of January 31, 2024

	<u>Jan 31, 24</u>	<u>Jan 31, 23</u>
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
20500 · Accounts Payable	334,930.53	161,410.97
20505 · Accounts Payable- Projects	2,405,942.39	1,552,267.79
Total Accounts Payable	<u>2,740,872.92</u>	<u>1,713,678.76</u>
Credit Cards	17,433.39	0.00
Other Current Liabilities		
20800 · Current Portion of L/T Debt	535,905.68	535,905.68
20805 · GASB 96 Short-term Subscription	20,856.12	0.00
20810 · GASB 96 Accrued Interest Liab.	5,343.14	0.00
21130 · Misc Deductions Payable	-184.32	-184.32
21300 · Valic Payable	-100.00	-100.00
21600 · Accrued Vacation/Sick Payable	533,644.81	504,674.62
21930 · FSB Notes Interest Payable	75,104.25	63,503.69
22140 · Advertising Deferred Revenue	12,500.00	12,500.00
24000 · Payroll Liabilities	-3,706.37	-1,330.92
Total Other Current Liabilities	<u>1,179,363.31</u>	<u>1,114,968.75</u>
Total Current Liabilities	<u>3,937,669.62</u>	<u>2,828,647.51</u>
Long Term Liabilities		
20502 · 2022 Note	7,475,279.74	2,575,279.74
25030 · 2019 Note A	13,316,800.00	15,316,800.00
25035 · 2019 Note B	3,052,198.95	3,580,029.92
25600 · Current Portion L/T Debt 2019B	-535,905.68	-535,905.68
25700 · Deferred Concession Contract	729,998.00	1,465,062.00
25805 · A/P Retainage Long-Term	1,319,148.00	0.00
25809 · GASB 96 Long-term Subscription	71,261.01	0.00
26010 · Pension Liability sum	3,772,163.00	2,805,972.66
26110 · Deferred Pension Inflows	358,401.00	1,290,895.00
26300 · Dererred Lease Inflow GASB 87	3,616,418.14	5,108,476.56
Total Long Term Liabilities	<u>33,175,762.16</u>	<u>31,606,610.20</u>
Total Liabilities	<u>37,113,431.78</u>	<u>34,435,257.71</u>
Equity		
29500 · Unreserved	92,904,579.34	92,904,579.34
29510 · Reserved	2,322,955.79	2,322,955.79
32000 · Retained Earnings	21,702,584.29	15,109,089.73
Net Income	10,344,318.72	2,901,262.48
Total Equity	<u>127,274,438.14</u>	<u>113,237,887.34</u>
TOTAL LIABILITIES & EQUITY	<u><u>164,387,869.92</u></u>	<u><u>147,673,145.05</u></u>

Missoula County Airport Authority
Profit & Loss Prev Year Comparison
July 2023 through January 2024

	<u>Jul '23 - Jan 24</u>	<u>Jul '22 - Jan 23</u>
Ordinary Income/Expense		
Income		
30100 · Signatory Landing Fees	357,668	388,743
30200 · Non Sig Landing Fees	153,778	74,575
30210 · Cargo Landing Fees	25,669	25,884
30300 · Non-Based Landing Fees	106,179	93,893
30400 · Signatory Rent	284,247	372,400
30410 · Non-Sig Turn Fees	0	1,850
30420 · Non-Sig Use Fees	182,939	83,083
30430 · Signatory Use Fee	431,852	464,253
30507 · Advertising Income	144,179	152,366
30509 · Ground Handling	476,367	639,368
30600 · FBO Rentals	153,930	154,782
30800 · Fuel Flowage Fees	75,481	67,919
30900 · Fuel Farm Leases	2,584	2,510
31000 · Coffee Concession	6,265	6,632
31100 · Restaurant	96,843	91,652
31110 · Liquor Concessions	85,312	73,465
31300 · Rental Car %	1,480,690	1,445,380
31400 · Rent Car Rent	106,259	93,099
31800 · USFS Landing Fees	0	30,534
31900 · USFS Hangar Rent	145,650	145,452
32100 · Gift Shop Faber	192,609	239,413
32200 · Travel Agency	3,075	3,075
32400 · Parking Lot	1,783,081	1,594,771
32800 · Ag Land Leases	20,977	(13,524)
32900 · Non-Aeronautical Ground Rent	210,441	204,449
32910 · Aeronautical Ground Rent	65,913	66,000
33000 · Vending	16,711	20,686
33800 · Off Airport Rent Cars	24,331	33,603
34000 · Utilities Reimbursement	16,642	21,648
34200 · Miscellaneous Income	43,894	27,466
34300 · Ground Transport	120,990	127,570
42700 · Drain Pumping Fee	1,820	0
81402 · TSA LEO Reimbursement	64,340	63,425
81403 · TSA Checkpoint OTA	8,622	9,083
85000 · Petro Fund Reimbursement	6,958	0
85100 · Badging Fees Collected	10,168	8,286
Total Income	<u>6,906,464</u>	<u>6,813,791</u>
Gross Profit	<u>6,906,464</u>	<u>6,813,791</u>

Missoula County Airport Authority
Profit & Loss Prev Year Comparison
July 2023 through January 2024

	Jul '23 - Jan 24	Jul '22 - Jan 23
Expense		
40100 · Wages	2,257,929	2,126,348
40330 · Overtime Wages	33,658	52,152
40600 · Fringe Benefits Expense	804,917	724,092
40800 · Legal Services	8,416	10,801
41200 · Insurance Expense	133,257	113,963
41300 · Accounting Expense	81,572	32,500
41400 · Phone Charges	23,636	24,343
41600 · Phone R&M	109	0
41800 · Communication R&M	6,686	10,998
42000 · Office Supplies	30,149	28,880
42100 · Computer Equipment Expense	109,280	21,282
42200 · Electricity/Gas Expense	319,795	237,804
42400 · Water Expense	36,791	36,099
42500 · Sewer Expense	21,570	28,905
42600 · Disposal Expense	18,859	25,645
42800 · Disposal-Industrial	1,150	184
43000 · Petroleum Products Expense	58,758	77,244
43400 · Vehicle R&M	52,437	76,800
43600 · Equipment Rental	2,596	248
43800 · Tools/Equipment	57,085	27,265
44000 · Landscaping Expense	462	1,085
44100 · Custodial Services	297,730	277,625
44200 · Contracted Maintenance	150,648	108,085
44302 · Jet Bridge R&M	4,941	3,934
44400 · Electric Maintenance	3,534	3,114
44600 · Plumbing Expense	1,384	1,985
44800 · Mechanical/Supplies	10,833	20,977
45000 · Building General R&M	60,554	11,616
45104 · Rent Car R&M	36,831	22,878
45106 · USFS Hangar R&M	6,975	12,715
45203 · Airfield Maintenance	14,318	43,528
45400 · Landside Maintenance	64,714	11,354
45600 · Airfield Lighting R&M	19,655	1,557
45703 · Fog Abatement	925	391
45800 · Snow & Ice Removal	195,690	191,418
46000 · Custodial Supplies	69,293	35,373
46400 · Uniform Expense	23,854	42,348
46600 · Employee Training Expense	38,097	27,379
46800 · Travel Expense	39,727	21,831
47000 · Memberships	28,128	36,155
47200 · Safety Supplies/Equipment	6,224	12,091
47303 · Wildlife Mitigation	0	250
47400 · Meals & PR	23,891	15,959
47501 · Marketing	115,162	86,662
47506 · Air Service Incentives	0	12,022
47600 · Consultants Expense	5,623	37,502
47605 · Landing Fee Commission Expense	21,236	16,607
47707 · Display Expenses	7,198	880
47717 · VIC Expenses	0	41
49100 · Fingerprint/STA Charges	4,502	3,335
49200 · Petro Cleanup (MT Petro Board)	6,958	0
66900 · Reconciliation Discrepancies	63,603	0
80600 · Miscellaneous Expense	1,837	1,353
80611 · BANK Charges	601	2,138
80615 · Pass through	0	0
80625 · TPA – EE benefits and Payroll	10,175	0
80650 · Finance Charges	555	0
Total Expense	5,394,508	4,719,741
Net Ordinary Income	1,511,956	2,094,050

Missoula County Airport Authority
Profit & Loss Prev Year Comparison
July 2023 through January 2024

	<u>Jul '23 - Jan 24</u>	<u>Jul '22 - Jan 23</u>
Other Income/Expense		
Other Income		
31500 · CFCs	641,990	651,352
70200 · Interest Income-Unrestricted	47,193	19,003
70400 · Project Restricted Interest	390	135
80520 · Gain on disposal of asset	0	18,121
80550 · Insurance Settlement	23,491	3,100
89010 · Federal Programs		
89000 · Airport Improvement Grants	12,331,206	3,605,808
89100 · TSA OTA contribution	0	1,271
89200 · CARES	0	117,126
89204 · CRRSA Revenues	0	177,250
89500 · PFC Contributions	894,872	986,528
89010 · Federal Programs - Other	0	70,800
Total 89010 · Federal Programs	<u>13,226,078</u>	<u>4,958,783</u>
89400 · Capital Contributions		
88500 · Contributed Capital	0	26,998
89103 · State Grants	0	83,623
Total 89400 · Capital Contributions	<u>0</u>	<u>110,621</u>
Total Other Income	<u>13,939,142</u>	<u>5,761,115</u>
Other Expense		
80140 · Note 2019A Interest Expense	353,925	347,710
80145 · Note 2019 B Interest Expense	57,756	61,479
80150 · Note 2022 Interest Expense	87,646	50,080
80300 · Depreciation	4,607,451	4,494,631
Total Other Expense	<u>5,106,778</u>	<u>4,953,900</u>
Net Other Income	<u>8,832,364</u>	<u>807,215</u>
Net Income	<u><u>10,344,320</u></u>	<u><u>2,901,265</u></u>

Missoula County Airport Authority
Profit & Loss Budget Performance
 January 2024

Ordinary Income/Expense	Jan 24	Budget	Jul '23 - Jan 24	YTD Budget	Annual Budget	
Income						
30100 · Signatory Landing Fees	38,213	45,332	357,668	423,939	700,905	51%
30200 · Non Sig Landing Fees	12,858	7,487	153,778	56,872	96,802	159%
30210 · Cargo Landing Fees	3,409	3,354	25,669	23,478	40,248	64%
30220 · Charter Landing Fees	0	120	0	842	1,443	0%
30300 · Non-Based Landing Fees	0	4,619	106,179	163,162	182,821	58%
30400 · Signatory Rent	40,607	53,200	284,247	372,400	638,400	45%
30410 · Non-Sig Turn Fees	0	0	0	0	0	
30420 · Non-Sig Use Fees	14,344	10,993	182,939	82,382	141,013	130%
30430 · Signatory Use Fee	43,681	50,514	431,852	479,799	792,162	55%
30507 · Advertising Income	28,351	14,583	144,179	102,081	174,996	82%
30509 · Ground Handling	59,418	79,535	476,367	652,388	966,076	49%
30600 · FBO Rentals	21,672	24,000	153,930	168,000	288,000	53%
30800 · Fuel Flowage Fees	3,616	5,465	75,481	70,881	110,000	69%
30900 · Fuel Farm Leases	369	358	2,584	2,508	4,300	60%
31000 · Coffee Concession	810	835	6,265	8,383	13,631	46%
31100 · Restaurant	11,664	7,350	96,843	83,693	133,970	72%
31110 · Liquor Concessions	10,423	5,752	85,312	65,498	104,846	81%
31300 · Rental Car %	68,388	70,478	1,480,690	1,424,937	2,062,426	72%
31400 · Rent Car Rent	15,180	14,583	106,259	102,083	175,000	61%
31800 · USFS Landing Fees	0		0	0	0	
31900 · USFS Hangar Rent	20,810	20,667	145,650	144,667	248,000	59%
32100 · Gift Shop Faber	16,036	18,855	192,609	214,690	343,661	56%
32200 · Travel Agency	439	433	3,075	3,033	5,200	59%
32400 · Parking Lot	244,661	256,215	1,783,081	1,639,529	2,883,544	62%
32800 · Ag Land Leases	2,997	0	20,977	0	0	
32900 · Non-Aeronautical Ground Rent	30,247	17,500	210,441	122,500	210,000	100%
32910 · Aeronautical Ground Rent	10,884	7,917	65,913	55,417	95,000	69%
33000 · Vending	1,027	1,113	16,711	11,177	18,175	92%
33800 · Off Airport Rent Cars	641	1,193	24,331	30,259	42,424	57%
34000 · Utilities Reimbursement	2,328	2,708	16,642	18,958	32,500	51%
34200 · Miscellaneous Income	1,814	3,375	43,894	23,625	40,500	108%
34300 · Ground Transport	7,389	5,604	120,990	111,356	160,779	75%
42700 · Drain Pumping Fee	260		1,820			
81402 · TSA LEO Reimbursement	10,060	8,917	64,340	62,417	107,000	60%
81403 · TSA Checkpoint OTA	1,232		8,622			
85000 · Petro Fund Reimbursement	1,139		6,958			
85100 · Badging Fees Collected	1,398		10,168			
Total Income	<u>726,365</u>	<u>743,055</u>	<u>6,906,464</u>	<u>6,720,954</u>	<u>10,813,822</u>	64%
Gross Profit	726,365	743,055	6,906,464	6,720,954	10,813,822	

Missoula County Airport Authority
Profit & Loss Budget Performance
 January 2024

	Jan 24	Budget	Jul '23 - Jan 24	YTD Budget	Annual Budget	
Expense						
40100 · Wages	307,435	295,898	2,257,929	2,334,530	3,914,680	58%
40330 · Overtime Wages	7,253	7,500	33,658	52,500	90,000	37%
40600 · Fringe Benefits Expense	117,571	124,382	804,917	872,286	1,495,888	54%
40800 · Legal Services	874	1,250	8,416	8,750	15,000	56%
41200 · Insurance Expense	19,095	19,167	133,257	134,169	230,004	58%
41300 · Accounting Expense	4,633	0	81,572	56,750	56,750	144%
41400 · Phone Charges	2,664	3,703	23,636	25,918	44,430	53%
41600 · Phone R&M	109	25	109	175	300	36%
41800 · Communication R&M	6	2,328	6,686	16,298	27,940	24%
42000 · Office Supplies	3,371	4,649	30,149	32,541	55,785	54%
42100 · Computer Equipment Expense	560	2,050	109,280	14,350	24,600	444%
42200 · Electricity/Gas Expense	74,464	47,887	319,795	335,212	574,649	56%
42400 · Water Expense	3,940	7,531	36,791	52,718	90,374	41%
42500 · Sewer Expense	1,897	6,717	21,570	47,020	80,606	27%
42600 · Disposal Expense	0	4,417	18,859	30,920	53,006	36%
42800 · Disposal-Industrial	0	623	1,150	4,363	7,480	15%
43000 · Petroleum Products Expense	20,574	10,038	58,758	70,263	120,450	49%
43400 · Vehicle R&M	5,091	8,909	52,437	62,365	106,912	49%
43600 · Equipment Rental	0	219	2,596	1,530	2,623	99%
43800 · Tools/Equipment	1,917	6,199	57,085	43,390	74,383	77%
44000 · Landscaping Expense	0	867	462	6,067	10,400	4%
44100 · Custodial Services	45,585	45,392	297,730	317,744	544,704	55%
44200 · Contracted Maintenance	16,714	34,508	150,648	241,558	414,099	36%
44302 · Jet Bridge R&M	150	967	4,941	6,769	11,604	43%
44400 · Electric Maintenance	0	817	3,534	5,717	9,800	36%
44600 · Plumbing Expense	432	612	1,384	4,282	7,340	19%
44800 · Mechanical/Supplies	0	3,229	10,833	22,605	38,752	28%
45000 · Building General R&M	11,129	3,102	60,554	21,717	37,229	163%
45104 · Rent Car R&M	2,455	0	36,831	0	0	
45106 · USFS Hangar R&M	0	1,300	6,975	9,100	15,600	45%
45203 · Airfield Maintenance	(1,219)	6,740	14,318	47,182	80,884	18%
45400 · Landside Maintenance	(28)	793	64,714	5,553	9,520	680%
45600 · Airfield Lighting R&M	246	1,325	19,655	9,275	15,900	124%
45703 · Fog Abatement	17	4,240	925	4,240	4,240	22%
45800 · Snow & Ice Removal	25,733	64,343	195,690	204,079	283,230	69%
46000 · Custodial Supplies	4,884	5,564	69,293	41,805	66,936	104%
46400 · Uniform Expense	2,842	4,665	23,854	32,655	55,980	43%
46600 · Employee Training Expense	695	8,864	38,097	62,049	106,370	36%
46800 · Travel Expense	11,116	7,421	39,727	51,944	89,046	45%
47000 · Memberships	1,189	3,056	28,128	21,393	36,673	77%
47200 · Safety Supplies/Equipment	1,122	3,785	6,224	26,496	45,422	14%
47303 · Wildlife Mitigation	0	667	0	4,667	8,000	0%
47400 · Meals & PR	1,086	2,175	23,891	15,225	26,100	92%
47501 · Marketing	20,643	25,000	115,162	175,000	300,000	38%
47600 · Consultants Expense	3,653	5,872	5,623	41,101	70,458	8%
47605 · Landing Fee Commission Expense	0		21,236			
47707 · Display Expenses	0	150	7,198	1,050	1,800	400%
47717 · VIC Expenses	0	42	0	292	500	0%
49100 · Fingerprint/STA Charges	1,425		4,502			
49200 · Petro Cleanup (MT Petro Board)	1,139		6,958			
66900 · Reconciliation Discrepancies	1,922		63,603			
80600 · Miscellaneous Expense	698	100	1,837	698	1,196	154%
80611 · BANK Charges	(55)	250	601	1,750	3,000	20%
80625 · TPA – EE benefits and Payroll	990		10,175			
80650 · Finance Charges	170		555			
Total Expense	726,187	789,338	5,394,508	5,578,061	9,360,643	58%
Net Ordinary Income	178	(46,283)	1,511,956	1,142,893	1,453,179	
Net Income	178	(46,283)	1,511,956	1,142,893	1,453,179	

MISSOULA COUNTY AIRPORT AUTHORITY
STATEMENT OF CASH FLOW
For the Month Ended January 31, 2024

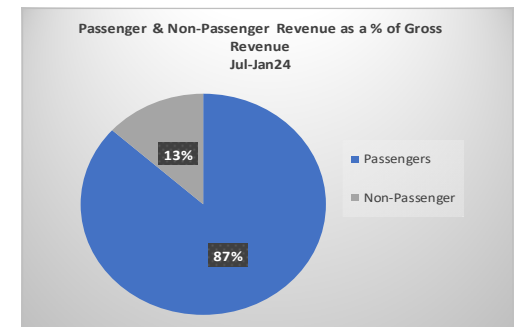
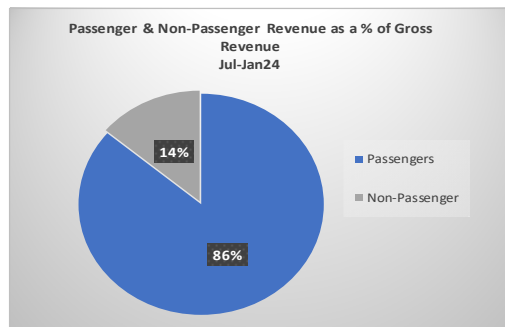
	<u>31-Jan</u>
CASH FLOWS FROM OPERATING ACTIVITIES	
Cash received from customers	\$ 823,959
Cash paid to suppliers	(397,333)
Cash paid to employees and employee benefits	<u>(317,554)</u>
Net cash flows from operating activities	<u>109,072</u>
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES	
Payments for capital assets	(2,326,403)
Interest paid on long-term debt	(217,179)
Proceeds on long-term debt	1,000,000
Principal payments on long-term debt	(2,133,359)
Subsequent collections of capital contributions	<u>8,312</u>
Net cash flows from capital and related financing activities	<u>(3,668,629)</u>
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES	
Customer facility charges	41,656
Passenger facility charges	<u>119,058</u>
Net cash flows from noncapital financing activities	<u>160,714</u>
CASH FLOWS FROM INVESTING ACTIVITIES	
Interest and investment revenue	<u>6,670</u>
Net cash flows from investing activities	<u>6,670</u>
Net change in cash and investments	(3,392,172)
Cash and investments, beginning of January, 2024	<u>10,917,005</u>
Cash and investments, end of January, 2024	<u>\$ 7,524,833</u>

	<u>31-Jan</u>
RECONCILIATION OF INCOME FROM OPERATIONS TO NET CASH FLOWS FROM OPERATING ACTIVITIES	
Income from operations	<u>\$ 175</u>
Adjustments to reconcile loss from operations to net cash flows from operating activities:	
Change in receivables and other assets	100,097
Change in prepaid expenses	33,725
Change in unearned revenue, advance payment, and deferred inflows	(2,500)
Change in accounts payable and accrued expenses	<u>(22,425)</u>
Total adjustments	<u>108,897</u>
Net cash flows from operating activities	<u>\$ 109,072</u>

MISSOULA COUNTY AIRPORT AUTHORITY
OPERATING REVENUES & OPERATING EXPENSES % OF GROSS
For the Period Ended January 31, 2024 and 2023

	July-Jan 24	July - Jan 23	\$ DIFF.	% DIFF.	July - Jan 24 % of Gross	July - Jan 23 % of Gross	Change
Passenger Airline Aeronautical Revenue:							
Passenger airline landing fees (signatory & non-signatory)	\$ 511,445	\$ 463,318	\$ 48,127	10%	7%	7%	1%
Terminal arrival fees, rents and utilities	899,037	921,586	(22,548)	-2%	13%	14%	-1%
Total	1,410,483	1,384,904	25,579	2%	20%	20%	0%
Non-Passenger Aeronautical Revenue:							
Landing Fees from Cargo	25,669	25,884	(215)	-1%	0%	0%	0%
Landing Fees GA, Military & USFS	106,179	124,427	(18,248)	-15%	2%	2%	0%
FBO revenue; contract or sponsor-operated	156,514	157,292	(778)	0%	2%	2%	0%
Cargo and hangar rentals (USFS hanger & aeronautical ground rent)	211,563	211,452	111	0%	3%	3%	0%
Fuel sales net profit/loss or fuel flowage fees	75,481	67,919	7,562	11%	1%	1%	0%
Security Reimbursements from Fed govt.	72,961	72,508	453	1%	1%	1%	0%
Other non-passenger operating revenue (ground handling)	476,367	639,368	(163,001)	-25%	7%	9%	-2%
Total	1,124,734	1,298,850	(174,115)	-13%	16%	19%	-3%
Non-Aeronautical Revenue:							
Land and non-terminal facility leases and revenues (ag lease & non-aeronautical ground rent)	231,417	190,924	40,493	21%	3%	3%	1%
Terminal-food and beverage	188,420	171,749	16,670	10%	3%	3%	0%
Terminal-retail stores & duty free	192,609	239,413	(46,804)	-20%	3%	4%	-1%
Terminal-services and other (advertising, vending, other)	163,965	176,127	(12,162)	-7%	2%	3%	0%
Rental cars-excludes customer facility charges	1,611,280	1,572,081	39,198	2%	23%	23%	0%
Parking	1,783,081	1,594,771	188,310	12%	26%	23%	2%
Other (flight crew parking, badging, utilities reimbursement, other)	79,487	57,403	22,085	38%	1%	1%	0%
Ground transportation	120,990	127,570	(6,580)	-5%	2%	2%	0%
Total	4,371,248	4,130,038	241,209	6%	63%	61%	3%
Total Operating Revenue	\$ 6,906,464	\$ 6,813,791	\$ 92,673	1%	100%	100%	

	July-Jan 24	July - Jan 23	\$ DIFF.	% DIFF.	July - Jan 24 % of Gross	July - Jan 23 % of Gross	Change
Personnel compensation and benefits	\$ 3,093,320	\$ 2,902,592	\$ 190,728	7%	57.34%	61.50%	-4%
Communications and utilities	421,800	352,981	68,819	19%	7.82%	7.48%	0%
Supplies and materials	925,727	667,076	258,651	39%	17.16%	14.13%	3%
Contractual services	820,405	683,128	137,276	20%	15.21%	14.47%	1%
Insurance, claims and settlements	133,257	113,963	19,293	17%	2.47%	2.41%	0%
Total Operating Expenses	\$ 5,394,508	\$ 4,719,741	\$ 674,768	14%	100%	100%	



MISSOULA COUNTY AIRPORT AUTHORITY
LONG-TERM DEBT
For the Month Ended January 31, 2024

2024	Balance June 30, 2023	Proceeds from Borrowing	Payments	Balance January 31, 2024
Note payable to First Security Bank of Missoula - series 2019A	\$ 15,316,800	\$ -	\$ (2,000,000)	\$ 13,316,800
Note payable to First Security Bank of Missoula - series 2019B	3,449,694	-	(397,495)	3,052,199
Note payable to First Security Bank of Missoula - series 2022	<u>2,575,280</u>	<u>4,900,000</u>	<u>-</u>	<u>7,475,280</u>
	<u>\$ 21,341,774</u>	<u>\$ 4,900,000</u>	<u>\$ (2,397,495)</u>	<u>\$ 23,844,279</u>

Note payable activity for the month ended Jan 31, 2024:	Amount
Proceeds from Borrowing	\$ 1,000,000
Payments	\$ 2,133,359

Current estimated debt service payment; payable April 1, 2024	Principal	Interest	Total
*Note payable to First Security Bank of Missoula - series 2019A	\$ -	\$ 135,258	\$ 135,258
**Note payable to First Security Bank of Missoula - series 2019B	134,618	23,218	157,836
***Note payable to First Security Bank of Missoula - series 2022	-	71,389	71,389
	<u>\$ 134,618</u>	<u>\$ 229,864</u>	<u>\$ 364,483</u>

**Interest on the unpaid principal is calculated on the basis of actual number of days elapsed in a 365 or 366 day year at a fixed annual interest rate of 3.98%. Interest is due and payable on the 1st day of each calendar quarter, beginning July 1, 2020. Principal is due and payable on the 1st day of each calendar quarter, beginning July 1, 2029. All unpaid principal and accrued interest is due and payable on July 1, 2044.*

***Interest on the unpaid principal is calculated on the basis of actual number of days elapsed in a 365 or 366 day year at a fixed annual interest rate of 3.04%. Interest is due and payable on the 1st day of each calendar quarter, beginning July 1, 2020. Principal is due and payable on the 1st day of each calendar quarter, beginning July 1, 2022. All unpaid principal and accrued interest is due and payable on April 1, 2029.*

****Interest on the unpaid principal is calculated on the basis of actual number of days elapsed in a 365 or 366 day year at a fixed annual interest rate of 3.87%. Interest is due and payable on the 1st day of each calendar quarter, commencing April 1, 2023, and principal is due and payable on the 1st day of each calendar quarter, commencing July 1, 2032. All unpaid principal of accrued interest is due and payable on April 1, 2047.*



**Director's Report
February 27, 2024**

Director's Statement: As mentioned last month, 2023 calendar year end numbers were a record for MSO. State numbers were released after last month's Board meeting, and we maintained second place in Montana behind Bozeman. Our January enplanements were slightly under last year (494 less) but overall, very strong load factors once again. We have -8% less seats this February as compared to last year, but our growth will start in April.

Air Service Update: Our airline partners recently added some additional flights to our spring schedule. American will now be starting their second Dallas flight earlier than originally planned, they have now published a May 7th start date. That flight will depart Missoula at 6 am. Allegiant added in a 4th weekly Phoenix Mesa flight starting in July. With Alaska upgrading one Seattle midday flight to mainline 737 equipment our April is now standing at 11% increase in seats among all carriers. May is now up to 23%, June now stands at 19% more seats, and we are expecting a couple more additions that we should be able to report on in a couple of weeks.

Construction: We have had some favorable weather the last couple of weeks that has allowed our contractor to start installing our roof on phase 2. Tim should have some pictures to share. Quite a bit of framing has taken place and lots of work is being done in the basement. We are looking forward to the building being fully weather proofed.

Federal Affairs: Our third continuing resolution (CR) is nearing its end with funding of some federal agencies including the Department of Transportation and the Federal Aviation Administration funded through March 1, 2024, and the remaining federal agencies, including the Department of Homeland Security, Transportation Security Administration, and U.S. Customs and Border Protection through March 8, 2024. It has been quiet at the Federal level, but that hopefully will change as they race toward another deadline.

On February 15th, the Federal Aviation Administration (FAA) released a [list of airport projects](#) that will receive a share of \$970 million in fiscal year 2024 (FY24) discretionary grants under the Airport Terminal Program (ATP), which was created by the Infrastructure Investment and Jobs Act (IIJA), commonly known as the Bipartisan Infrastructure Law (BIL). The agency intends to fund 118 projects at 104 airports, focusing on terminal reconstruction, development, and accessibility; improving energy efficiency for terminals; and improving airport-owned air traffic control (ATC) towers; among many

other purposes. You can view the complete [list of projects](#) that were selected for FY24 ATP grants today and a separate [interactive map](#) showing the location of the airports that will receive FY22, FY23, and FY24 ATP grants and how the funds will be used. Under the ATP, FAA is providing approximately \$5 billion to airports via discretionary, competitive grants for eligible terminal projects over a five-year period. In September 2023, FAA released a notice of funding opportunity (NOFO) that outlined how airports could apply for a share of the approximately \$1 billion in FY24 discretionary funds that were available. Based on the submissions, FAA received 634 applications requesting \$7.7 billion in FY24 funding. To date, FAA has awarded over \$2.9 billion in ATP grants over the past three fiscal years.

Board Agenda: We received a FAA terminal discretionary grant of \$6 million, as per normal we will be asking for pre-approval so we can do a quick grant acceptance turnaround.

Morrison Maierle task order for Phase 3 bidding as it relates to the above grant acceptance.

Award of bid for some rental car parking modifications, this will give our old rental car lot a facelift and allow us to split that area and provide needed parking with better revenue control.

Morrison Maierle Task order for construction management of the above rental car modifications.

Master Plan: We held a Stakeholder working group meeting this month with the team focused on meeting with local community government officials. Overall, I believe the meeting went well and it was well received, and they appreciated the update on our progress.

Misc: We closed our restaurant this past Tuesday and Wednesday to do a flooring upgrade, with the goal of creating a better water seal and protecting our concrete floors. Faber was able to provide a limited cold menu and I believe it went well as we received no complaints. This upcoming week we will be doing the same thing in the bar area; Faber will be able to offer beer and wine in their restaurant area so it should be minimal disruptions to our customers.

We currently are out for RFP for a parking vendor, we have had a ton of interest—we hope to award that selection at our April Board meeting.

Staff have been hard at work on next fiscal year's budget, individual department line items were due to Will this Friday and over the next couple of weeks we will be working on the revenue side. We will be scheduling a Finance committee meeting for review before it goes to the full Board at some point.

We have our annual FAA airfield inspection next week; this is much earlier than in years past. We have a new inspector this year, we will give you a report next month!

Tim and I will be making a run to Butte this upcoming week to attend a couple of meetings at our annual Montana State Aviation Conference. Due to our FAA inspection, we will be making it a day trip so that we are here for most of our inspection.

Missoula County Airport Authority

Agenda Action Sheet

Meeting Date: February 27, 2024

1. **TITLE:** Authorization to Accept FAA Bipartisan Infrastructure Law Discretionary Terminal Grant

Review, discussion, and possible pre-authorization for Airport Director to accept upcoming Terminal BIL Discretionary grant for FY 2024.

ACTION ITEM

2. **AGENDA CATEGORY:** (Please highlight)
UNFINISHED BUSINESS **NEW BUSINESS** COMMITTEE REPORTS
INFORMATION/DISCUSSION ITEM
3. **TIME REQUIRED:** 5 Minutes
4. **BACKGROUND INFORMATION:** Missoula has received notice that it will be receiving \$6 million of \$970 million that was recently announced in fiscal year 2024 (FY24) discretionary grants under the Airport Terminal Program (ATP), which was created by the Infrastructure Investment and Jobs Act (IIJA), commonly known as the Bipartisan Infrastructure Law (BIL). The agency intends to fund 118 projects at 104 airports, focusing on terminal reconstruction, development, and accessibility; improving energy efficiency for terminals; and improving airport-owned air traffic control (ATC) towers; among many other purposes.
5. **BUDGET INFORMATION:**
AIP Funds awarded: \$6,000,000.
6. **SUPPLEMENTAL AGENDA INFORMATION**
7. **RECOMMENDED MOTION:** Move to pre-authorize the Airport Director to accept upcoming FAA Bipartisan Terminal Infrastructure Law Discretionary Terminal Grant in the amount of \$6 million dollars.
8. **PREPARED BY:** Brian Ellestad, Airport Director
9. **COMMITTEE REVIEW:** N/A

**Missoula County Airport Authority
Agenda Action Sheet**

Meeting Date: February 27, 2024

1. **TITLE:** Task Order No. 59 to the Master Agreement for Professional Engineering Services with Morrison-Maierle.

Review, discussion and possible approval of Task Order No. 59 to the Master Agreement for Professional Engineering Services with Morrison-Maierle. This Task Order will be to update design and complete bidding services for Phase-3 of the New Passenger Terminal Building and matters related thereto. **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 light of recent news that the Airport will be awarded a \$6-million grant to complete Phase-3 of the terminal, a few things need to happen to make this come to reality. First off, Phase-3 plans are complete and have been shelved just for this opportunity. Now that the grant amount is known, the project needs to be right-sized to marry up construction budget with the grant amount. In order for that to happen, the design team needs to reduce the construction scope and then bid the project with Martel Construction and develop a Guaranteed Maximum Price and project schedule. This phase will build off design principals associated with the East Concourse.

This Task Order will complete the design modifications to right-size the expansion of the East Concourse hold rooms. It will be taken through bidding services once the delivered design coincides with a suitable project budget determined by the Airport. After bids have been opened and vetted with Martel Construction, a Guaranteed Maximum Price (GMP) will be presented to the Board.

5. **BUDGET INFORMATION:** Amount Required: \$85,500
Future AIP Funds: \$63,360
MSO Share: \$22,140

6. **SUPPLEMENTAL AGENDA INFORMATION:** Task Order No. 59 Scope and Fee

7. **RECOMMENDED MOTION:** Move to Approve Task Order No. 59 with Morrison-Maierle in the amount of \$85,500.00 for the Design Modifications and Bidding Services for Phase-3 of the New Passenger Terminal Building.

8. **PREPARED BY:** Brian Ellestad, Airport Director

9. **COMMITTEE REVIEW:** None.

TASK ORDER-59

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: NEW PASSENGER TERMINAL BUILDING
EAST CONCOURSE EXPANSION, PHASE 3 – DESIGN MODIFICATIONS AND BIDDING SERVICES**

- I. Objective: To prepare design modifications and bidding services for Phase-3 of the new passenger terminal building.

Design Services: Final Design Modifications will adjust the original design to right-size the project to the upcoming grant award. Design will be taken through to bidding services. This scope of service will be a continuation of final design of the ongoing terminal project and build off previous planning, design and construction efforts. This phase of design includes a Level-01 storage for airport operations, ground service equipment, storage and MEP equipment room. Level-02 will consist of hold room circulation and seating, plus two gate locations: one passenger boarding bridge and one ground load position, with one gate location for a future jet bridge addition. This expansion is approximately 10,000-sf combined on the two levels. The cost of construction for this phase is estimated at \$8,000,000 (which includes a new jet bridge plus 15% construction contingency).

Services shall also include coordination meetings with the OWNER and GC/CM to discuss the future terminal and its operations in preparation for construction.

It is anticipated that two bid openings will occur with this project – one for vertical construction, one for FFE. At all bidding deliverables, the design team will work with the GC/CM to evaluate bids, apply value engineering where applicable, and assist in developing the Guaranteed Maximum Price (GMP) for each bid package.

The Engineer will also continue studying alternative construction phasing ideas to minimize impacts to Airport users, preparation of a construction operations and phasing plan, design report, final plans and specifications, and complete bidding services. A separate task order will be developed for Construction Management Services at the time of each bid opening and award.

The project will be conducted in accordance with Federal Aviation Administration (FAA) *Advisory Circulars 150/5360-13 (and DRAFT AC 150/5360-13A)*, *Airport Terminal Planning and Design* and 150/5300-13, *Airport Design*.

Deliverables: At the completion of this Task Order, the ENGINEER will deliver the following documents to the OWNER, FAA-Helena ADO, and TSA for review:

- Grant Application
- Construction Safety and Phasing Plan (CSPP)
- Final Plans and Specifications for each anticipated bid package
- Recommendation of Award (Guaranteed Maximum Price) for each bid package
- Construction Management Services Task Orders

Project Schedule: The project schedule will last approximately 8-weeks beginning on February 29, 2024 and ending with a potential GMP presentation to Airport Board on April 30, 2024. Estimated 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

1. Develop scope, fees, project schedule and obtain subconsultant services. Coordinate with design team on their role, expectations, and scope/fee submittals.
2. Communicate project progress with the OWNER, GC/CM and FAA-Helena ADO. Manage the services of the design team (including the architects, all engineering disciplines and subconsultants), provide oversight and quality control, check documents and organize project information. Milestone meetings will also include a review of project costs and schedule updates. The following are estimated communication points used to properly manage the project:
 - Kick-Off Meeting
 - Internal Design Team Meetings (weekly)
 - OWNER and GC/CM Progress Meetings (monthly)
 - MCAA Board Meeting
3. Coordinate, prepare and submit the following project documents on behalf of the OWNER:
 - FAA Grant Application(s)
 - 7460 for Airspace Analysis
 - Construction Safety and Phasing Plan
 - Monthly Invoicing and Request For Reimbursement paperwork
 - Assist the OWNER with project budgeting and cash flow reports

B. Design Modifications

AVIATION (CIVIL DESIGN & SURVEY)

1. Work with the design team and OWNER to update the site plan layouts (airside and landside). Site plans that will be updated include the following:
 - Airside rehabilitation limits (concrete apron vs. asphalt areas)
 - Airside access (ground service access)
 - Ramp equipment parking/storage
 - Commercial airline parking plan
2. Coordinate site-civil scope of work with GC/CM to consolidate with East Concourse. Evaluate alternative cost saving measures.

STRUCTURAL DESIGN

1. Work with the design team and OWNER to update the structural plan for the expansion. Structural items that will be updated include the following:
 - Foundation and Structural Systems
 - Exterior Cladding and Framing Systems
 - Door Openings and Roof Penetrations
2. Update the structural model for the expansion within REVIT.
3. Coordination with all disciplines in regards to space/system needs, areas of exposed structure and other requirements.
4. Coordination with GC/CM in regards to constructability, construction operations and performance.

ELECTRICAL/IT DESIGN

1. Work with the design team and OWNER to update the electrical and low voltage plan for the expansion. Electrical items that will be updated include the following:
 - Load Demands to the New Space
 - Emergency Power and Distribution Panel Updates
 - Luminaire and Raceways Adjustments
 - Fire Alarm, CCTV and PA Adjustments
2. Update the electrical model for the expansion within REVIT.
3. Coordination with all disciplines in regards to space/system needs, areas of exposed structure and other requirements.
4. Coordination with GC/CM in regards to constructability, construction operations and performance.

MECHANICAL/FIRE PROTECTION DESIGN

1. Work with the design team and OWNER to update the mechanical and fire protection plan for the expansion. Mechanical items that will be updated include the following:
 - Load Demands to the New Space
 - HVAC System
 - Fire Protection System
2. Update the mechanical model for the expansion within REVIT.
3. Coordination with all disciplines in regards to space/system needs, areas of exposed structure and other requirements.
4. Coordination with GC/CM in regards to constructability, construction operations and performance.

C. Bidding Process

This project is assumed to be bid as one project, but with two bidding packages and construction schedules:

- Bid Package #1 – Phase-3 bid and corresponding GMP.
- Bid Package #2 – Furnishing, Fixtures and Equipment for Phase-3.

Additional bid packages will be released depending on financial situations and available funding. Fees for the ENGINEER have been developed to coordinate and attend two (2) total bid openings. The services included with coordinating and attending a bid opening are detailed below.

1. Prepare Invitation to Bid and Bidder's List.
2. Deliver hard copy plans and specifications to the OWNER, and electronic plans and specifications to GC/CM for distribution to subcontractors, suppliers and manufacturers.
3. Respond to bidder inquiries during the advertisement period; coordinate all design team responses and prepare addendums to Plans and Specifications as required. Three addendums are anticipated per bid package.
4. Attend bid opening.
5. Coordinate bid tabulations with the GC/CM and Design Team, cross reference all bid results with design elements, analyze validity of bids and identify any additional value engineering items.
6. Assist GC/CM in compiling a Guaranteed Maximum Price for the bid package, make recommendation of award to the OWNER.

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:

<u>Milestone</u>	<u>Completion Date</u>
A. Project Kick Off	February 29, 2024
B. Completed Design Updates	March 29, 2024
E. Bidding Phase	April 1, 2024
F. GMP Recommendation	April 30, 2024

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 **80.47%**.
- B. The services identified under this Task Order will be paid by method of Lump Sum (LS). Total compensation for this Task Order is estimated to be:

	<u>Labor</u>	<u>Expense*</u>	<u>Total</u>
Final Services	\$39,373	\$46,127	\$85,500

**Expenses: Expenses also include all subcontractor fees associated with Construction Management. Refer to the fee attachment for detailed breakdown.*

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

SECTION 6 – CONSULTANTS: Subconsultant services shall be absorbed in the final fees and will be under the direction of Morrison-Maierle. Those subconsultants include:

- A. A&E Architects – Architectural Lead

SECTION 7 – OTHER MODIFICATIONS TO MASTER AGREEMENT: None.

SECTION 8 – ATTACHMENTS:

- A. Morrison-Maierle – Engineering Fees

SECTION 9 – APPROVAL AND ACCEPTANCE: Approval and Acceptance of this Task Order, including the attachments listed above, shall incorporate this document as part of the Master Agreement for Engineering Services. ENGINEER is authorized to begin performance upon receipt of a copy of this Task Order signed by OWNER.

The Effective Date of this Task Order is: **February 27, 2024**

TASK ORDER #59

EAST CONCOURSE TERMINAL, PHASE 3 - BIDDING SERVICES



Summary of Professional Service Fees

February 22, 2024

	<u>Labor</u>	<u>Expense</u>	<u>Total</u>
BIDDING SERVICES	\$39,373	\$6,127	\$45,500
ARCHITECTURAL SERVICES	\$0	\$40,000	\$40,000
	Project Total		\$85,500

ENGINEERING BUDGET
MISSOULA MONTANA AIRPORT

TASK ORDER #59
EAST CONCOURSE TERMINAL, PHASE 3 - BIDDING SERVICES



FINAL DESIGN SERVICES

WORK DESCRIPTION	PROJECT MANAGER	AIRPORT ENGINEER	DESIGN ENGINEER	ENGINEER TECHNICIAN	STRUCTURAL ENGINEER	MECHANICAL ENGINEER	ELECTRICAL ENGINEER	FIRE PROTECTION	LOW VOLTAGE DESIGNER	SURVEY MANAGER	SURVEY TECHNICIAN	SR. CAD DESIGNER	CAD TECHNICIAN	ADMIN ASSISTANT	TOTAL LABOR HOURS	TOTAL LABOR COST
PROJECT MANAGEMENT																
Develop Task Order, Project Schedule	4				1	1	1							1	8	\$1,570.21
Kick-Off Meeting w/ Airport and Design Team	1	1			1	1	1								6	\$1,090.58
Internal Design Team Meetings	2	2	2	2	2	2	2	2	2						18	\$2,884.49
City Coordination (code review)	2														2	\$500.17
Prepare FAA Grant Application (ATP application)	1	1		2										1	5	\$745.95
Prepare/Submit 7460 Form		1		2								1			4	\$503.99
Update Construction Safety and Phasing Plan	1	1		4								2			8	\$1,095.67
Project Invoicing, RFR Paperwork	1													1	2	\$348.45
SUBTOTAL	12	6	2	10	4	4	4	2	3	0	0	3	0	3	53	\$8,739.51
UPDATE BIDDING DOCUMENTS (SITE-CIVIL DESIGN)																
Finalize Aircraft Parking w/ Jetbridge and GSE Access	1	2		1											4	\$692.41
Update Construction Limits for PCCP Replacement/Infill		2		2								1			5	\$666.37
Coordinate New Utilities Layout for Expansion		1		2											3	\$397.50
Coordinate Sidewalk/Parking Impacts for Expansion		1		1								1			3	\$386.43
Update Access for Expansion		1		1								1			3	\$386.43
Coordinate with GCCM	1	1													2	\$412.47
Quality Assurance Review	2														2	\$500.17
SUBTOTAL	4	8	0	7	0	0	0	0	0	0	0	3	0	0	22	\$3,441.76
UPDATE BIDDING DOCUMENTS (STRUCTURAL DESIGN)																
Update Structure Model w/in REVIT			4		2								4		10	\$1,218.14
Finalize Foundation/Structural Systems			2		1								1		4	\$516.08
Finalize Exterior Cladding and Framing System			2		1								1		4	\$516.08
Coordinate w/ Architectural Sections, Details			2		2								2		6	\$771.45
Coordinate MEP Equipment Supports			1		1								1		3	\$385.73
Coordinate MEP Routing Impacts on Framing			2		2								1		5	\$678.47
Coordinate with GCCM			1		1										2	\$292.74
Quality Assurance Review					2										2	\$324.76
SUBTOTAL	0	0	14	0	12	0	0	0	0	0	0	0	10	0	36	\$4,703.45
UPDATE BIDDING DOCUMENTS (ELECTRICAL)																
Update Load Demands for Expansion				1			2								3	\$419.09
Update REVIT Electrical and IT Model				2			1		1				2		6	\$778.45
Finalize Emergency Power Back Up for Expansion				2			1								3	\$385.88
Finalize Distribution Panels for Expansion				2			2								4	\$536.65
Finalize Power System Layout				2			2						1		5	\$629.63
Finalize Luminaire Layout				1			1						1		3	\$361.31
Finalize Raceways and Low Voltage Systems				2			1		1				1		5	\$685.47
Finalize Passive Tele/Data Network				2			1		2				1		6	\$892.07
Finalize Fire Alarm System				1			1		1				1		4	\$567.91
Finalize Announcement Control (PA System)				1			1		2				1		5	\$774.51
Coordinate MEP Routing Impacts				2			1		1						4	\$592.48
Coordinate with GCCM							1		1						2	\$357.36
Quality Assurance Review							2		1						3	\$508.12
SUBTOTAL	0	0	0	18	0	0	17	0	10	0	0	0	8	0	53	\$7,488.94
UPDATE BIDDING DOCUMENTS (MECHANICAL)																
Update REVIT Mechanical and Fire Protection Model				2		1		1					2		6	\$683.21
Finalize Load Demands for Expansion				1		2		1							4	\$538.05
Finalize HVAC System				4		2							4		10	\$1,158.93
Finalize Fire Protection System				1				2					1		4	\$418.04
Coordinate MEP Routing Impacts				2		2		1					2		7	\$841.58
Coordinate with GCCM						1		1							2	\$262.12

FINAL DESIGN SERVICES

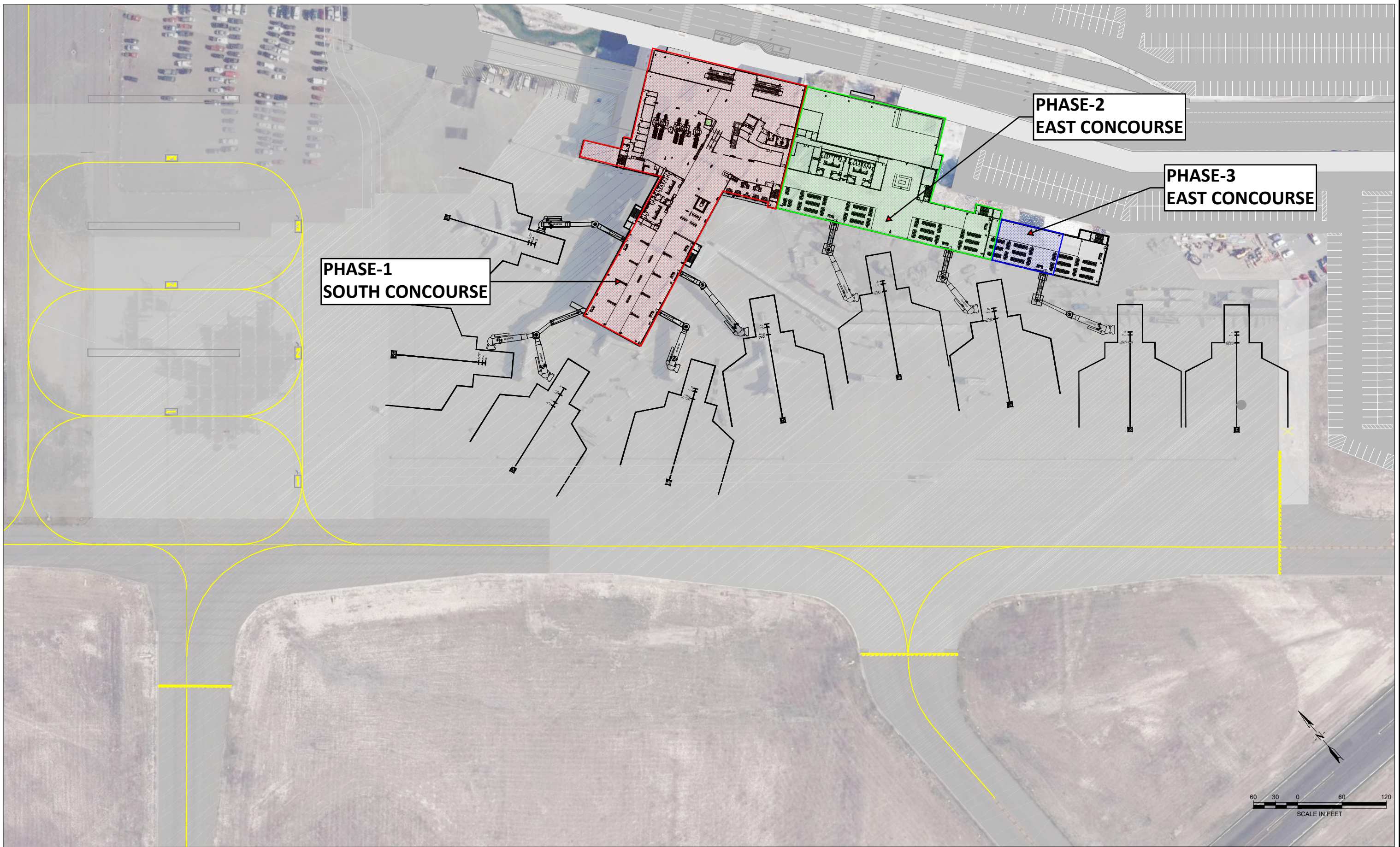
WORK DESCRIPTION	PROJECT MANAGER	AIRPORT ENGINEER	DESIGN ENGINEER	ENGINEER TECHNICIAN	STRUCTURAL ENGINEER	MECHANICAL ENGINEER	ELECTRICAL ENGINEER	FIRE PROTECTION	LOW VOLTAGE DESIGNER	SURVEY MANAGER	SURVEY TECHNICIAN	SR. CAD DESIGNER	CAD TECHNICIAN	ADMIN ASSISTANT	TOTAL LABOR HOURS	TOTAL LABOR COST
Quality Assurance Review						2									2	\$316.74
SUBTOTAL	0	0	0	10	0	10	0	6	0	0	0	0	9	0	35	\$4,218.66
BIDDING PHASE																
Prepare Bidding Documents for GCCM Delivery	1	1		4	1	1	1	1	1			4		4	19	\$2,483.96
Respond to Bidding RFIs	2	2	2	2	2	2	2	1	1			2	2	2	22	\$3,169.81
Prepare Bid Addendums	2	2			2	2	2	1	1					2	14	\$2,275.04
Attend Bid Opening	2														2	\$500.17
Coordinate Bid Results with GCCM	2				2	2	2	1	1					1	11	\$1,851.91
Finalize GMP with GCCM & Airport	1														1	\$250.08
Present GMP to Airport Board	1														1	\$250.08
SUBTOTAL	11	5	2	6	7	7	7	4	4	0	0	6	2	9	70	\$10,781.05
TOTAL LABOR HOURS	27	19	18	51	23	21	28	12	17	0	0	12	29	12	269	\$39,373

SUMMARY OF ESTIMATED LABOR COSTS EAST CONCOURSE TERMINAL, PHASE 3 - BIDDING SERVICES	HOURS	LABOR RATE	TOTAL COST
PROJECT MANAGER	27	\$250.08	\$6,752.25
AIRPORT ENGINEER	19	\$162.38	\$3,085.26
DESIGN ENGINEER	18	\$130.36	\$2,346.44
ENGINEER TECHNICIAN	51	\$117.56	\$5,995.60
STRUCTURAL ENGINEER	23	\$162.38	\$3,734.79
MECHANICAL ENGINEER	21	\$158.37	\$3,325.80
ELECTRICAL ENGINEER	28	\$150.76	\$4,221.36
FIRE PROTECTION	12	\$103.75	\$1,244.94
LOW VOLTAGE DESIGNER	17	\$206.60	\$3,512.18
SURVEY MANAGER	0	\$142.23	\$0.00
SURVEY TECHNICIAN	0	\$94.39	\$0.00
SR. CAD DESIGNER	12	\$106.48	\$1,277.79
CAD TECHNICIAN	29	\$92.99	\$2,696.58
ADMIN ASSISTANT	12	\$98.37	\$1,180.38
TOTAL LABOR COSTS	269		\$39,373.38

SUMMARY OF DIRECT EXPENSES EAST CONCOURSE TERMINAL, PHASE 3 - BIDDING SERVICES	QTY	UNIT	RATE	TOTAL COST
Vehicle (Company)	0	Mile	\$0.70	\$0.00
Survey Equipment	0	Each	\$240.00	\$0.00
Survey Supplies	0	Lump Sum	\$200.00	\$0.00
Printing	1000	Each	\$0.10	\$100.00
Miscellaneous	1	Lump Sum	\$92.00	\$92.00
TOTAL - DIRECT EXPENSES				\$192.00

OUTSIDE SERVICES (SUBCONSULTANTS) EAST CONCOURSE TERMINAL, PHASE 3 - BIDDING SERVICES	QTY	UNIT	RATE	TOTAL COST
Architectural (A&E - Lead Architectural Services)	1	Lump Sum	\$40,000.00	\$40,000.00
TOTAL - OUTSIDE SERVICES				\$40,000

FEE SUMMARY EAST CONCOURSE TERMINAL, PHASE 3 - BIDDING SERVICES	
TOTAL LABOR COSTS	\$39,373
TOTAL DIRECT EXPENSES	\$192
TOTAL COSTS	<u>\$39,565</u>
FIXED FEE	\$5,935
TOTAL OUTSIDE SERVICES	\$40,000
TOTAL FEE - SCHEMATIC DESIGN SERVICES	\$85,500



**PHASE-1
SOUTH CONCOURSE**

**PHASE-2
EAST CONCOURSE**

**PHASE-3
EAST CONCOURSE**

M:\3366\038 - MASTER PLAN\ACAD\EXHIBITS\2023-1110 TERMINAL\TERMINAL OVERVIEW - AIRSIDE 1.DWG

VERIFY SCALE AND COLOR!
THIS SHEET MAY BE REDUCED AND IS
INTENDED TO BE IN COLOR. THE BAR
BELOW WILL MEASURE ONE INCH AT
ORIGINAL DESIGN SCALE AND RED,
GREEN, AND BLUE WILL BE VISIBLE IF
REPRODUCED CORRECTLY.
MODIFY SCALE ACCORDINGLY!

REVISIONS				
NO.	DESCRIPTION	BY	DATE	



DRAWN BY: KJK
DSGN. BY: _____
APPR. BY: _____
DATE: _____
Q.C. REVIEW
BY: _____
DATE: _____

MISSOULA MONTANA AIRPORT
MASTER PLAN UPDATE
MISSOULA MONTANA
TERMINAL OVERVIEW
AIRSIDE

PROJECT NUMBER
3366.038
SHEET NUMBER
6
DRAWING NUMBER
37 6

**Missoula County Airport Authority
Agenda Action Sheet**

Meeting Date: February 27, 2024

1. **TITLE:** Recommendation of Award for the Rental Lot Modifications Project.

Review, discussion and possible approval of the bid results for the construction of the Rental Lot Modifications 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:** The Airport received and publicly opened bids for the Rental Lot Modifications Project on February 21, 2024. Two parties requested bid documents but only one bid was received (see attached for breakdown). The bid was vetted by Morrison-Maierle and considered to be a reasonable and responsible bid.

The low bid (\$1,401,865) was 10% higher than the Engineer's Estimate (\$1,276,932). After careful evaluation of the bid results, there were no bid item costs that were considered to be irresponsible or excessively high. This bid is considered a fair and reasonable one and is recommended for award.

In addition to the bid opening, there will be some equipment acquisitions that need to take place. The Airport will procure this equipment and supply it to the contractor for installation. This will save budget for the project by reducing overhead and markups by the contractor but create a project cost that needs to be accounted for as "Owner Approved Allowances".

- Item #1, Security Camera procurement and installation.
- Item #2, Digital Display Board procurement and installation.

Total budget for Owner Approved Allowances is set at \$90,000.00

5. **BUDGET INFORMATION:** Amount Required: \$1,491,865
6. **SUPPLEMENTAL AGENDA INFORMATION:** Bid Tabulations
7. **RECOMMENDED MOTION:** Move to accept the Rental Lot Modifications Project bid results and award construction to Knife River in the amount of \$1,401,865 and additional equipment acquisitions for a total of \$1,491,865.
8. **PREPARED BY:** Brian Ellestad
9. **COMMITTEE REVIEW:** None.



**MISSOULA MONTANA AIRPORT
RENTAL LOT IMPROVEMENTS
BID OPENING: FEBRUARY 21, 2024 - 1:00 P.M.**



SCHEDULE I - RENTAL LOT IMPROVEMENTS					ENGINEER'S ESTIMATE		KNIFE RIVER	
ITEM No.	FAA SPEC No.	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
101	C-105	MOBILIZATION (NOT TO EXCEED 10% OF SCHEDULE I)	1	LS	\$97,878.14	\$97,878.14	\$120,000.00	\$120,000.00
102	C-105	TRAFFIC CONTROL	1	LS	\$10,000.00	\$10,000.00	\$23,800.00	\$23,800.00
103	02112	COLD MILLING	10,626	SY	\$4.00	\$42,504.00	\$10.00	\$106,260.00
104	02112	REMOVE EXISTING CURB AND GUTTER	101	LF	\$6.00	\$606.00	\$6.00	\$606.00
105	02112	REMOVE EXISTING CONCRETE SIDEWALK/MEDIAN	438	SF	\$2.77	\$1,213.26	\$1.00	\$438.00
106	02112	REMOVE AND SALVAGE PINDOWN CURB AND JERSEY BARRIERS	22	EA	\$50.00	\$1,100.00	\$150.00	\$3,300.00
107	02112	REMOVE TIE-DOWNS	1	EA	\$600.00	\$600.00	\$730.00	\$730.00
108	02112	REMOVE FENCE POST FOUNDATIONS	40	EA	\$600.00	\$24,000.00	\$660.00	\$26,400.00
109	02112	MISC. CONCRETE REMOVAL	1	LS	\$1,000.00	\$1,000.00	\$620.00	\$620.00
110	02112	REMOVE ASPHALT FOR UTILITY EQUIPMENT	1	LS	\$1,500.00	\$1,500.00	\$19,000.00	\$19,000.00
111	02112	REMOVE AND SALVAGE SIGNAGE	1	LS	\$1,000.00	\$1,000.00	\$440.00	\$440.00
112	02112	REMOVE LIGHT POLE BASES AND SALVAGE LIGHT POLE AND FIXTURES	4	EA	\$5,000.00	\$20,000.00	\$1,400.00	\$5,600.00
113	02112	REMOVE CONDUCTOR	1	LS	\$2,400.00	\$2,400.00	\$1,200.00	\$1,200.00
114	SPECIAL PROVISIONS	PROJECT MANAGEMENT SOFTWARE	1	LS	\$4,200.00	\$4,200.00	\$4,900.00	\$4,900.00
115	02230	UNCLASSIFIED EXCAVATION	901	CY	\$21.85	\$19,686.85	\$19.00	\$17,119.00
116	02110	TRIAxIAL GEOGRID	1,418	SY	\$5.75	\$8,153.50	\$7.00	\$9,926.00
117	02110	NON-WOVEN GEOTEXTILE SEPARATION FABRIC	1,418	SY	\$4.60	\$6,522.80	\$2.50	\$3,545.00
118	02234	3-INCH MINUS SUBBASE COURSE	496	CY	\$57.50	\$28,520.00	\$53.00	\$26,288.00
119	02235	3/4-INCH MINUS CRUSHED BASE COURSE	319	CY	\$59.80	\$19,076.20	\$74.00	\$23,606.00
120	02502	EMULSIFIED TACK OIL	3	TON	\$1,000.00	\$3,000.00	\$1,400.00	\$4,200.00
121	02510	ASPHALT CONCRETE PAVEMENT, TYPE B, PG 58-28	1,495	TON	\$92.00	\$137,540.00	\$89.00	\$133,055.00
122	02510	ASPHALT BINDER, PG 58-28	94	TON	\$885.50	\$83,237.00	\$730.00	\$68,620.00
123	02528	CURB AND GUTTER	543	LF	\$25.00	\$13,575.00	\$50.00	\$27,150.00
124	02529	CONCRETE SIDEWALK/MEDIAN (5-INCH)	438	SF	\$10.00	\$4,380.00	\$14.00	\$6,132.00
125	02529	CONCRETE ISLAND (5-INCH)	666	SF	\$10.00	\$6,660.00	\$14.00	\$9,324.00
126	02529	CONCRETE APRON (6-INCH)	372	SY	\$110.00	\$40,920.00	\$160.00	\$59,520.00
127	02528	INSTALL SALVAGED PIN DOWN CURB	100	EA	\$200.00	\$20,000.00	\$48.00	\$4,800.00
128	02528	INSTALL NEW PIN DOWN CURB	50	EA	\$320.00	\$16,000.00	\$170.00	\$8,500.00
129	02528	INSTALL JERSEY BARRIERS	80	EA	\$1,215.00	\$97,200.00	\$1,700.00	\$136,000.00
130	02113	6-INCH STEEL CONCRETE FILLED BOLLARDS	14	EA	\$1,000.00	\$14,000.00	\$1,200.00	\$16,800.00
131	02585	INSTALL 36" TALL GROUND MOUNTED TRAFFIC CONTROL DELINEATOR	12	EA	\$125.00	\$1,500.00	\$200.00	\$2,400.00
132	02585	CUSTOM AISLE DESIGNATION SIGN - DOUBLE MOUNTED - PRECAST BASE	16	EA	\$700.00	\$11,200.00	\$1,100.00	\$17,600.00
133	02585	CUSTOM AISLE DESIGNATION SIGN - DOUBLE MOUNTED TO LIGHT POLE	1	EA	\$400.00	\$400.00	\$760.00	\$760.00
134	02585	ADA PARKING SIGN - SINGLE MOUNTED - PRECAST BASE	4	EA	\$580.00	\$2,320.00	\$1,000.00	\$4,000.00
135	02585	ADA PARKING SIGN - DOUBLE MOUNTED - PRECAST BASE	4	EA	\$620.00	\$2,480.00	\$1,100.00	\$4,400.00
136	02585	DO NOT ENTER SIGN - SINGLE MOUNTED - PRECAST BASE	3	EA	\$580.00	\$1,740.00	\$1,000.00	\$3,000.00
137	02585	DIRECTIONAL EXIT SIGN - PRECAST BASE	4	EA	\$580.00	\$2,320.00	\$990.00	\$3,960.00
138	02585	DIRECTIONAL EXIT SIGN - CAST IN PLACE BASE	1	EA	\$800.00	\$800.00	\$1,000.00	\$1,000.00
139	02585	DIRECTIONAL EXIT SIGN - ON EXISTING SIGN POST	1	EA	\$200.00	\$200.00	\$530.00	\$530.00
140	02585	DIRECTIONAL EXIT SIGN - MOUNTED TO JERSEY BARRIER	2	EA	\$580.00	\$1,160.00	\$610.00	\$1,220.00
141	02585	ENTRANCE SIGN - PRECAST BASE	2	EA	\$550.00	\$1,100.00	\$1,000.00	\$2,000.00
142	02585	LANE ENDS MERGE LEFT SIGN - PRECAST BASE	1	EA	\$580.00	\$580.00	\$1,000.00	\$1,000.00
143	02585	STOP SIGN WITH DO NOT ENTER SIGN - PRECAST BASE	1	EA	\$700.00	\$700.00	\$1,100.00	\$1,100.00
144	02585	SINGLE DIRECTIONAL SIGN - MOUNTED TO EXISTING DOUBLE POST SIGN	8	EA	\$4,650.00	\$37,200.00	\$880.00	\$7,040.00
145	02585	DOUBLE DIRECTIONAL SIGN - DOUBLE POST - CAST IN PLACE BASE	1	EA	\$6,250.00	\$6,250.00	\$5,300.00	\$5,300.00
146	02585	TRIPLE DIRECTIONAL SIGN - DOUBLE POST - CAST IN PLACE BASE	1	EA	\$6,250.00	\$6,250.00	\$5,500.00	\$5,500.00
147	02585	DIRECTIONAL SIGN WITH LANE DESIGNATION - DOUBLE POST - CAST IN PLACE BASE	4	EA	\$6,250.00	\$25,000.00	\$5,300.00	\$21,200.00
148	02585	BEGIN ONE WAY SIGN - MOUNTED UNDER LANE DESIGNATION SIGNS	2	EA	\$200.00	\$400.00	\$530.00	\$1,060.00
149	02113	GATE POWER AND COMMUNICATIONS PROVISIONS	1	LS	\$19,080.00	\$19,080.00	\$32,000.00	\$32,000.00
150	02113	INSTALL OWNER SUPPLIED RENTAL LOT ENTRY AND EXIT GATES	1	LS	\$1,575.00	\$1,575.00	\$3,500.00	\$3,500.00
151	02113	INSTALL OWNER SUPPLIED CREDIT CARD LOT ENTRY AND EXIT GATES	1	LS	\$3,150.00	\$3,150.00	\$8,200.00	\$8,200.00
152	262713	INSTALL 200A 480V 3PH ELECTRICAL SERVICE	1	LS	\$2,000.00	\$2,000.00	\$7,200.00	\$7,200.00
153	262416	ELECTRICAL GEAR (H4, L4, X4) AND LIGHTING CONTROLS	1	LS	\$18,700.00	\$18,700.00	\$39,000.00	\$39,000.00
154	260519	#10 THWN CU CONDUCTOR	11,924	LF	\$1.20	\$14,308.80	\$1.00	\$11,924.00
155	260533	1-WAY 1" SCH. 80 PVC ELECTRICAL CONDUIT	287	LF	\$15.00	\$4,305.00	\$15.00	\$4,305.00
156	260533	2-WAY 1" SCH. 80 PVC ELECTRICAL CONDUIT	72	LF	\$20.00	\$1,440.00	\$26.00	\$1,872.00
157	260533	TYPE I ELECTRICAL HANDHOLE	2	EA	\$660.00	\$1,320.00	\$1,200.00	\$2,400.00
158	260533	TYPE I ELECTRICAL HANDHOLE IN PLACE OF LIGHT BASE	1	EA	\$1,260.00	\$1,260.00	\$1,400.00	\$1,400.00
159	260533	TYPE II ELECTRICAL HANDHOLE IN PLACE OF LIGHT BASE	1	EA	\$2,200.00	\$2,200.00	\$2,700.00	\$2,700.00
160	265110	TYPE E2 DUAL HEAD PARKING LOT LIGHT ON CONCRETE BASE	3	EA	\$7,000.00	\$21,000.00	\$8,500.00	\$25,500.00
161	265110	REPLACE EXISTING LUMINAIRE WITH NEW TYPE E1	8	EA	\$1,475.00	\$11,800.00	\$2,100.00	\$16,800.00
162	270528	1-WAY 2" SCH. 80 PVC COMMUNICATION CONDUIT	125	LF	\$20.00	\$2,500.00	\$42.00	\$5,250.00
163	270528	2-WAY 2" SCH. 80 PVC COMMUNICATION CONDUIT	452	LF	\$30.00	\$13,560.00	\$97.00	\$43,844.00
164	270528	TIE IN AND MODIFICATIONS TO EXISTING COMM MANHOLE	1	LS	\$8,300.00	\$8,300.00	\$3,000.00	\$3,000.00
165	270528	TYPE I COMMUNICATION HANDHOLE	1	EA	\$660.00	\$660.00	\$1,200.00	\$1,200.00
166	270528	TYPE II COMMUNICATION HANDHOLE	1	EA	\$1,000.00	\$1,000.00	\$2,700.00	\$2,700.00
167	271116	ACCESS CONTROL SYSTEM CABINET	1	LS	\$5,100.00	\$5,100.00	\$31,000.00	\$31,000.00
168	271323	FIBER OPTIC CABLE 6-STRAND	5,052	LF	\$10.00	\$50,520.00	\$2.50	\$12,630.00
169	271323	FIBER OPTIC CABLE 72-STRAND	2,350	LF	\$14.00	\$32,900.00	\$14.00	\$32,900.00
170	271513	CATEGORY 6 CABLE	69	LF	\$5.00	\$345.00	\$22.00	\$1,518.00
171	282300	OMITTED	0	EA	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL COST OF SCHEDULE I						\$1,045,096.55		\$1,241,792.00

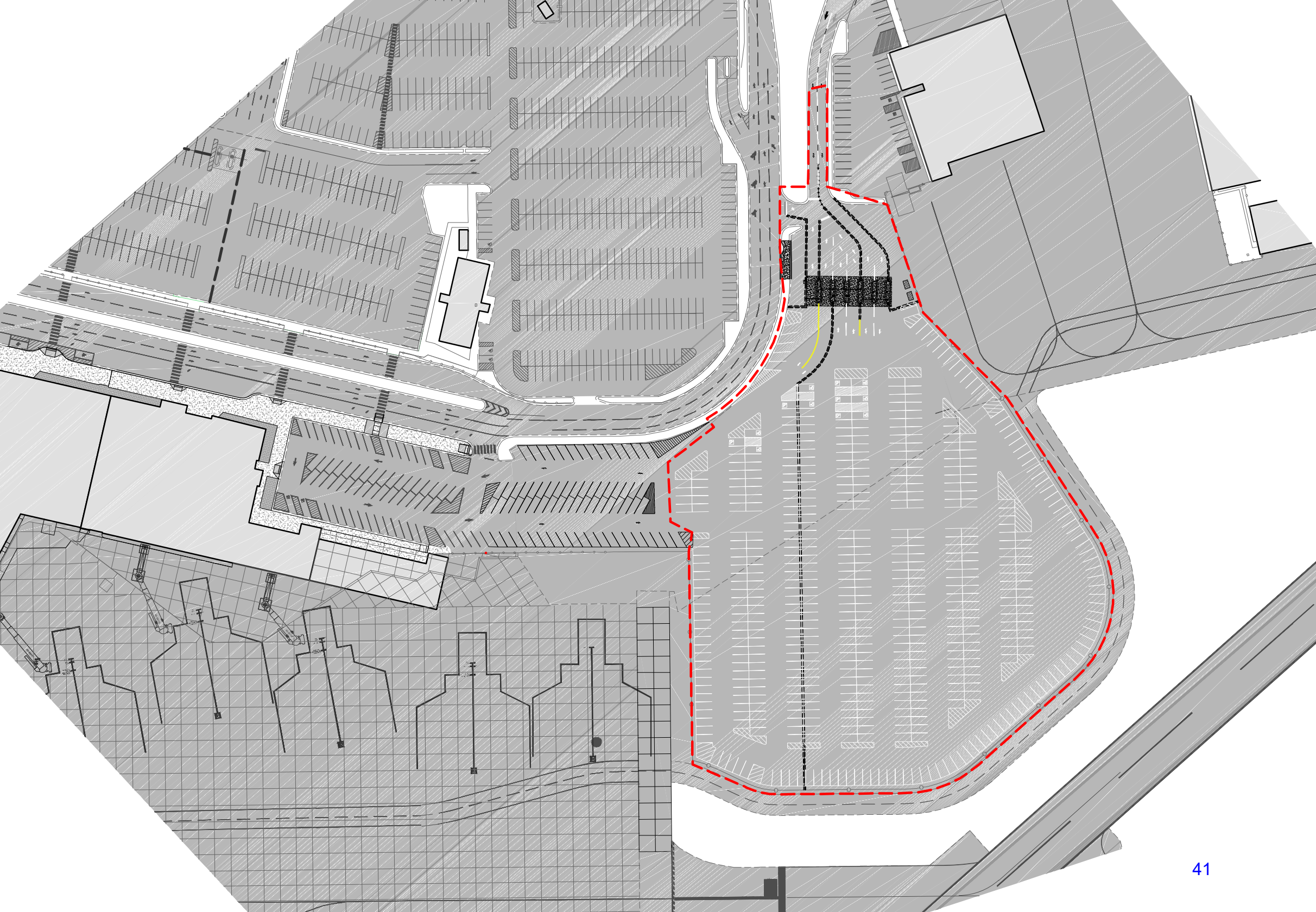


**MISSOULA MONTANA AIRPORT
RENTAL LOT IMPROVEMENTS
BID OPENING: FEBRUARY 21, 2024 - 1:00 P.M.**



ADDITIVE ALTERNATIVE 'A' - OVERHEAD SIGN STRUCTURE					ENGINEER'S ESTIMATE		KNIFE RIVER	
Item No.	FAA Spec No.	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
201	C-105	MOBILIZATION (NOT TO EXCEED 10% OF ADD-A)	1	LS	\$21,895.95	\$21,895.95	\$16,000.00	\$16,000.00
202	02585	OVERHEAD SIGN STRUCTURE AND FOUNDATION	1	LS	\$171,450.00	\$171,450.00	\$93,000.00	\$93,000.00
203	02585	ENTRANCE SIGN - MOUNTED ON OH STRUCTURE	3	EA	\$4,650.00	\$13,950.00	\$5,300.00	\$15,900.00
204	02585	EXIT SIGN - MOUNTED ON OH STRUCTURE	3	EA	\$2,149.00	\$6,447.00	\$2,600.00	\$7,800.00
205	02585	DO NOT ENTER SIGN - MOUNTED ON OH STRUCTURE	6	EA	\$996.00	\$5,976.00	\$510.00	\$3,060.00
206	260533	1-WAY 1" SCH. 80 PVC ELECTRICAL CONDUIT	233	LF	\$15.00	\$3,495.00	\$16.00	\$3,728.00
207	260519	#10 THWN CU CONDUCTOR	685	LF	\$1.20	\$822.00	\$1.00	\$685.00
208	265110	SURFACE MOUNTED LED CANOPY LUMINAIRE	3	EA	\$900.00	\$2,700.00	\$3,400.00	\$10,200.00
209	270528	1-WAY 1" SCH. 80 PVC COMMUNICATION CONDUIT	245	LF	\$15.00	\$3,675.00	\$14.00	\$3,430.00
210	271513	CATEGORY 6 CABLE	285	LF	\$5.00	\$1,425.00	\$22.00	\$6,270.00
211	282300	OMITTED	0	EA	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL COST OF ADDITIVE ALTERNATIVE 'A'						\$231,835.95		\$160,073.00

CONSTRUCTION COST SUMMARY		ENGINEER'S ESTIMATE	KNIFE RIVER
SCHEDULE I		\$1,045,096.55	\$1,241,792.00
ADDITIVE ALTERNATIVE 'A'		\$231,835.95	\$160,073.00
TOTAL - ALL SCHEDULES		\$1,276,932.50	\$1,401,865.00



**Missoula County Airport Authority
Agenda Action Sheet**

Meeting Date: February 27, 2024

1. **TITLE:** Task Order No. 58 to the Master Agreement for Professional Engineering Services with Morrison-Maierle.

Review, discussion, and possible approval of Task Order No. 58 to the Master Agreement for Professional Engineering Services with Morrison-Maierle. This Task Order will be for the Construction Management Services for the Rental Lot Modifications 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 bid results and recommendation for the Rental Lot Modifications Project. Services will include on-site observation during construction and project closeout services.

5. **BUDGET INFORMATION:** Amount Required: \$115,000

6. **SUPPLEMENTAL AGENDA INFORMATION:** Task Order No. 58 Scope and Fee.

7. **RECOMMENDED MOTION:** Move to Approve Task Order No. 58 with Morrison-Maierle in the amount of \$115,00

8. **PREPARED BY:** Brian Ellestad

9. **COMMITTEE REVIEW:** None.

TASK ORDER-58

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: RENTAL LOT IMPROVEMENTS – CONSTRUCTION MANAGEMENT SERVICES

- I. Objective: Complete the construction management services and project closeout for improvements to the old Rental Lot to be split into a new rental lot and a new economy lot as part of the Rental Lot Improvements Project. This project will consist of mill-overlay of the lot as well as localized repair of rutting, and a full depth pavement repair section near the south extents of the project. This project also includes construction of new entrance and exit gates for both lots, overhead luminaries, electrical communications improvements, road and parking signage, and a new overhead structure and signage above the gates (Additive Alternative 'A'), if awarded.

Construction Management Services: Provide services for on-site construction observation for the project. On-site observation will be full time observation covered by the Project Manager and Engineering Technician throughout construction. In addition, Morrison-Maierle will also perform all construction staking and project layout for the Contractor.

Project Closeout Services: Provide assistance closing out the project for the Owner. This shall include preparation of record drawings, compiling test results, lien releases, affidavits of amounts paid, finalizing total project costs, coordination of Operations and Maintenance manuals, and project archival.

Project Schedule: The project schedule will last 60-calendar days (approximately 2-months). The tentative construction start date is Late March, weather dependent. 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.
2. Prepare agenda and graphic displays for a Pre-Construction Conference. Attendance will require the Project Principal, Project Manager, Project Engineer and Engineer Technician.
3. Review shop drawings, samples, certifications, and other submittals of the Contractor for general conformance to the design concept of the Project and for general compliance with the construction contract documents. Such reviews and approvals will not extend to the means, methods, techniques, sequences, or procedures of construction or to safety precautions and programs incident thereto.
4. Coordinate with Contractor on project scope, schedule, and budget, validate with OWNER prior to commencing.

5. Respond to various Requests for Information (RFI) and evaluate/respond to Potential Change Orders (PCO) for the OWNER's approval. ***Change Orders involving additional design and construction management services shall be considered Additional Services.***
6. Process Contractor pay requests (estimated 3 total).
7. Review Contractor's and Subcontractor's certified labor payrolls for compliance to Davis-Bacon wage rates and Montana prevailing wage rates. This effort is performed continuously throughout the project.

B. Construction Management Services – 8 Week Construction Schedule

1. Maintain project coordination with the Owner and Contractor throughout the life of the project. Ensure milestones and deliverables are meeting expectations and the predetermined project schedule.
2. 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 ***60-calendar days (45-work days for the project schedule)***.

RPR coverage of the construction will be divided between the Project Manager, Engineer Intern and Project Representatives. During concrete and asphalt paving operations, we will have multiple staff on site providing additional construction oversight. Coverage breaks down as:

BASE SCHEDULE COVERAGE (45-working days)

- Project Principal – 4-working days at 1-hour per day
- Project Manager – 8-working days at 2-hours per day
- Engineer Intern – 12-working days at 2-hours per day
- Resident Project Representative – 45-working days at 10-hours per day

ASPHALT PAVING COVERAGE (5-working days)

- Project Principal – 2-working days at 1-hour per day
- Project Manager – 5-working days at 2-hours per day
- Engineer Intern – 5-working days at 8-hours per day
- Engineer Technician – *already accounted for in base schedule*

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.

3. 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.
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 & Establish New Control

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

Prepare/Submit Machine Control Data for Contractor

This work item includes processing and creation of a file containing the finish-ground surface for the contractor to control their grades by equipment machine control during full-depth pavement and mill-overlay operations.

Survey Full-Depth Repair Limits

This work item includes staking out offset points that delineate the full-depth repair limits.

Slope/Offset Stakes for Concrete Pads, Sidewalks, Curb, Etc.

This work item includes surveying slope or offset stakes (hub/tack and lath if applicable placed at 25-foot intervals and all horizontal and vertical geometry points of proposed concrete pad, paved areas, sidewalk and medians (including ADA ramps), and proposed curb-gutter. These points will provide horizontal and vertical reference to the specified material surface and can be used for excavation/embankment of all pavement and concrete courses, if necessary.

Course Verification – Finished Subgrade

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 verification 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

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 verification 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

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 verification survey report will be generated from this work. Mapping data will be provided to the Engineer for inclusion with project construction documentation.

Course Verification – Asphalt/Concrete Surface (Full-Depth Pavement only)

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. Mapping data will be provided to the Engineer for inclusion with project construction documentation.

Stake Out Jersey Barriers

This work item includes staking out alignment points for jersey barriers along 25-foot stations and at all horizontal geometry points.

Stake Out Electrical/Communications Pathways and Equipment

This work includes layout for electrical and communication pathways at maximum 50-foot intervals on tangents, 25-foot intervals on curves, and layout of the radius points of curves. Location stakes shall also be provided for enclosures and vaults.

Stake Out Structures (Luminaires, Gates, Signs, OH Sign Foundations)

This work includes Layout and grade stakes (as applicable) for luminaires, gates, sign posts, and overhead sign foundations.

Pavement Marking Layout

This work item includes survey layout for pavement markings at 50-foot intervals on tangents, 25-foot intervals on curves, and layout of the radius points of curves. Symbols and numbers will be staked at the corners of each symbol or number. Pavement markings will be completed by Owner.

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. The ENGINEER will 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.
2. 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.
3. 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.
4. Ensure that the Web Based Project Management data is archived so that it is in a retrievable format for the Owner.

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:

<u>Milestone</u>	<u>Completion Date</u>
A. Pre-Construction Meeting	March 18, 2024
B. Begin Construction (Weather Dependent)	March 18, 2024
B. Complete Construction	May 17, 2024
C. Complete Project Closeout	June 1, 2024

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	\$95,952	\$19,048	\$115,000

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

SECTION 6 – CONSULTANTS: None

SECTION 7 – OTHER MODIFICATIONS TO MASTER AGREEMENT: None.

SECTION 8 – ATTACHMENTS:

- A. Morrison-Maierle – Engineering Fees

TASK ORDER-58
RENTAL LOT CONSTRUCTION MANAGEMENT SERVICES
CONSTRUCTION MANAGEMENT SERVICES



Summary of Professional Service Fees
February 21, 2024

	<u>Labor</u>	<u>Expenses</u>	<u>Total</u>
CONSTRUCTION MANAGEMENT	\$95,952	\$19,048	\$115,000

KR CONSTRUCTION BID PRICE	\$1,561,865.00
TASK ORDER (as % of CONSTRUCTION COST)	7.36%

CONSTRUCTION MANAGEMENT SERVICES

WORK DESCRIPTION	PROJECT PRINCIPAL	PROJECT MANAGER	STRUCTURAL ENGINEER	LOW VOLTAGE ENGINEER	ELECTRICAL ENGINEER	ENGINEER INTERN	RESIDENT PROJ. REPRESENTATIVE	SURVEY MANAGER	SURVEY TECHNICIAN	2-MAN SURVEY CREW	CAD DESIGNER	ADMIN ASSISTANT	TOTAL LABOR HOURS	TOTAL LABOR COST
PROJECT MANAGEMENT														
Develop Project Scope and Fee	1	4										1	6	\$997.98
Prepare/Conduct Pre-Construction Meeting	1	2				1	1						5	\$812.23
Review Shop Drawings, Material Samples, Certs	1	4	4	2	2	2	8						23	\$3,329.46
Respond to RFIs, PCOs	1	2	2	2	2	2	4					1	16	\$2,363.06
Process Monthly Pay Requests and RFR (3-total)	1	3										1	5	\$835.60
Review Weekly Certified Payroll												4	4	\$393.46
SUBTOTAL	5	15	6	4	4	5	13	0	0	0	0	7	59	\$8,731.78
CONSTRUCTION MANAGEMENT														
Construction Administration	12	16											28	\$5,599.11
Construction Observation (45-working days)	4	16				24	450						494	\$60,339.34
Asphalt Paving Coverage (5-working days)	2	10				40							52	\$6,826.42
Survey Control Verification & Establish New Control								1		8	1		10	\$1,627.10
Prepare/Submit Machine Control Data for Contractor								1	2		2		5	\$566.13
Survey Full-Depth Repair Limits									2		1		3	\$306.33
Slope/Offset Stakes for Concrete Pads, Sidewalks, Curb, Etc.								2		16	4		22	\$3,489.32
Course Verification - Finish Sugrade									2		1		3	\$306.33
Course Verification - Finish Subbase Course									2		1		3	\$306.33
Course Verification - Finish Base Course									2		1		3	\$306.33
Course Verification - Asphalt/Concrete Surface									2		1		3	\$306.33
Stake-Out Jersey Barriers									4		1		5	\$495.11
Stake-Out Electrical/Communications Pathways and Equipment									10		2		12	\$1,178.98
Stake-Out Structures (Luminaires, Gates, Signs, OH Sign Foundations)									10		2		12	\$1,178.98
Pavement Marking Layout									8		1		9	\$872.65
Final Completion Walk-Through		2				2	2						6	\$799.53
SUBTOTAL	18	44	0	0	0	66	452	4	44	24	18	0	670	\$84,504.34
PROJECT CLOSEOUT														
Prepare Record Drawings in PDF/Electronic Form		1				1	2				4		8	\$989.83
Operations and Maintenance (O&M) Manuals Coordination		2					4						6	\$804.05
Project Archival		2				1	4						7	\$921.61
SUBTOTAL	0	5	0	0	0	2	10	0	0	0	4	0	21	\$2,715.49
TOTAL LABOR HOURS	23	64	6	4	4	73	475	4	44	24	22	7	750	\$95,951.60

SUMMARY OF ESTIMATED LABOR COSTS			
RENTAL LOT CONSTRUCTION MANAGEMENT SERVICES	HOURS	LABOR RATE	TOTAL COST
PROJECT PRINCIPAL	23	\$250.08	\$5,751.92
PROJECT MANAGER	64	\$162.38	\$10,392.46
STRUCTURAL ENGINEER	6	\$130.36	\$782.15
LOW VOLTAGE ENGINEER	4	\$206.60	\$826.40
ELECTRICAL ENGINEER	4	\$150.76	\$603.05
ENGINEER INTERN	73	\$117.56	\$8,581.94
RESIDENT PROJ. REPRESENTATIVE	475	\$119.82	\$56,914.95
SURVEY MANAGER	4	\$142.23	\$568.93
SURVEY TECHNICIAN	44	\$94.39	\$4,152.99
2-MAN SURVEY CREW	24	\$170.91	\$4,101.93
CAD DESIGNER	22	\$117.56	\$2,586.34
ADMIN ASSISTANT	7	\$98.37	\$688.56
TOTAL LABOR COSTS	750		\$95,951.60

SUMMARY OF DIRECT EXPENSES				
RENTAL LOT CONSTRUCTION MANAGEMENT SERVICES	QTY	UNIT	RATE	TOTAL COST
Vehicle (Company)	1000	Mile	\$0.74	\$737.00
Survey Supplies	1	Lump Sum	\$200.00	\$200.00
Survey Equipment	12	Day	\$240.00	\$2,880.00
Miscellaneous	1	Lump Sum	\$231.00	\$231.00
TOTAL - DIRECT EXPENSES				\$4,048.00

OUTSIDE SERVICES (SUBCONSULTANTS)				
RENTAL LOT CONSTRUCTION MANAGEMENT SERVICES	QTY	UNIT	RATE	TOTAL COST
	0	Lump Sum	\$0.00	\$0.00
TOTAL - OUTSIDE SERVICES				\$0.00

FEE SUMMARY	
RENTAL LOT CONSTRUCTION MANAGEMENT SERVICES	
TOTAL LABOR COSTS	\$95,952
TOTAL DIRECT EXPENSES	\$4,048
TOTAL COSTS	\$100,000
FIXED FEE	\$15,000
TOTAL OUTSIDE SERVICES	\$0
TOTAL FEE - CONSTRUCTION MANAGEMENT SERVICES	\$115,000

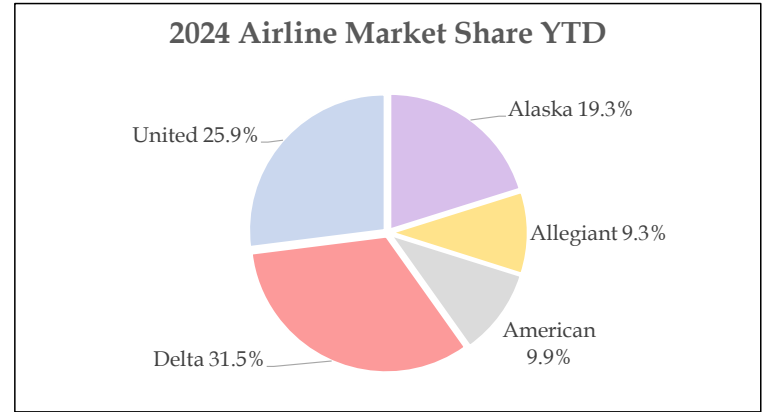
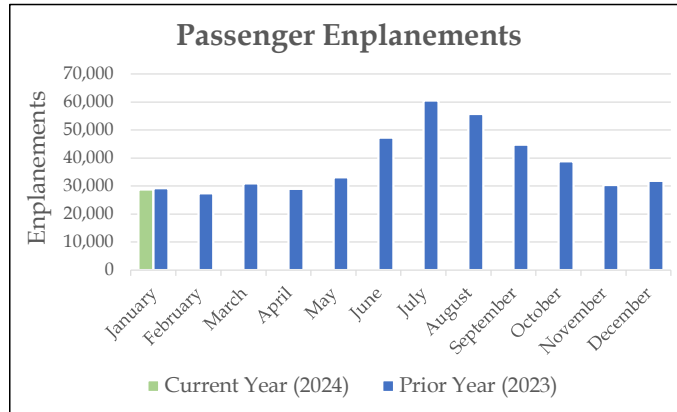
2024 Missoula Airport Operations and Route Performance

Summary

- Record total passengers for CY 2023 (913,198)
- Previous record of 907,777 in 2019
- United finished 2023 as largest market share air carrier in MSO
- Record January LF of 86.1%

Air Service Highlights

- Air carrier summer schedules beginning to take shape
- Allegiant AZA service increased to 4x during summer
- 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	586	0	0	0	0	0	0	0	0	0	0	0	0	586
Air Taxi	325	0	0	0	0	0	0	0	0	0	0	0	0	325	-11%
GA	658	0	0	0	0	0	0	0	0	0	0	0	0	658	-22%
Military	86	0	0	0	0	0	0	0	0	0	0	0	0	86	87%
Civil	798	0	0	0	0	0	0	0	0	0	0	0	0	798	1%
Total	2024	2,453	0	0	0	0	0	0	0	0	0	0	0	2,453	-6%
	2023	2,617	2,594	3,106	2,974	3,874	3,834	5,308	4,790	4,019	3,869	3,024	2,672	42,681	

Enplaned Passengers	Airlines	January	February	March	April	May	June	July	August	September	October	November	December	Total	Y/Y
	Alaska	5,557	0	0	0	0	0	0	0	0	0	0	0	0	5,557
Allegiant	2,677	0	0	0	0	0	0	0	0	0	0	0	0	2,677	-26%
American	2,844	0	0	0	0	0	0	0	0	0	0	0	0	2,844	7%
Delta	9,058	0	0	0	0	0	0	0	0	0	0	0	0	9,058	4%
Frontier	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
United	7,446	0	0	0	0	0	0	0	0	0	0	0	0	7,446	-12%
Charters	1,179	0	0	0	0	0	0	0	0	0	0	0	0	1,179	
Total	2024	28,761	0	0	0	0	0	0	0	0	0	0	0	28,761	-2%
	2023	29,251	27,468	30,928	29,035	33,114	47,254	60,553	55,720	44,774	38,808	30,335	31,921	459,161	

Enplaned Passengers	LF	January	February	March	April	May	June	July	August	September	October	November	December	Total
	2024	89.8%												
2023	81.9%	80.1%	84.9%	87.8%	86.4%	80.4%	87.6%	84.3%	89.4%	91.2%	90.4%	89.8%	86.1%	

Deplaned Passengers	Airlines	January	February	March	April	May	June	July	August	September	October	November	December	Total	Y/Y
	Alaska	5,502	0	0	0	0	0	0	0	0	0	0	0	0	5,502
Allegiant	2,328	0	0	0	0	0	0	0	0	0	0	0	0	2,328	-30%
American	2,329	0	0	0	0	0	0	0	0	0	0	0	0	2,329	8%
Delta	8,628	0	0	0	0	0	0	0	0	0	0	0	0	8,628	18%
Frontier	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
United	7,088	0	0	0	0	0	0	0	0	0	0	0	0	7,088	-12%
Charters	1,179	0	0	0	0	0	0	0	0	0	0	0	0	1,179	
Total	2024	27,054	0	0	0	0	0	0	0	0	0	0	0	27,054	-1%
	2023	27,338	27,778	30,782	28,712	34,608	50,955	60,176	53,114	42,099	37,485	29,800	31,190	454,037	

Total Pax	2024	2023	T12M
	55,815	56,589	802,494

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

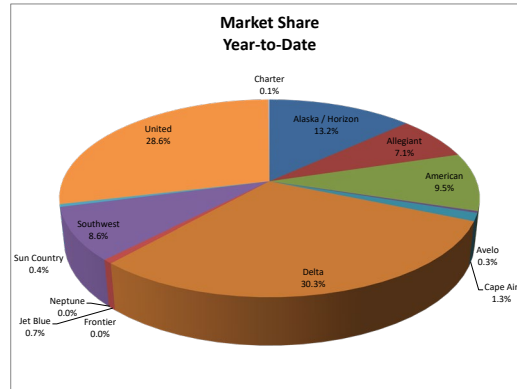
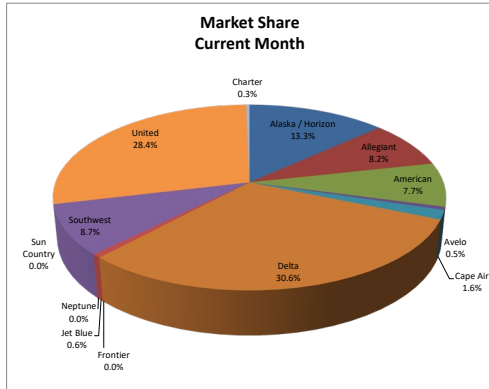
State of Montana Airline Enplanements

December 2023

	Alaska / Horizon	Allegiant	American	Avelo	Cape Air	Delta	Frontier	Jet Blue	Neptune	Southwest	Sun Country	United	Charter	Total	Tower Operations
Billings	4,035	4,421	4,484		1,617	10,298						10,255		35,110	7,353
Bozeman	9,773	4,328	8,208	488		22,951		1,297		18,109		23,644	180	88,978	8,769
Butte					245	1,525								1,525	
Glasgow					203									203	
Glendive															
Great Falls	1,976	2,975				6,167						4,023		15,141	2,909
Havre					245									245	
Helena	1,731					3,686						2,735		8,152	2,952
Kalispell	4,229	1,769		606		9,236						9,793		25,633	2,570
Missoula	5,936	3,654	3,236			9,886						8,733	476	31,921	2,672
Sidney					747									747	
Wolf Point					289									289	
Yellowstone														-	
Total	27,680	17,147	15,928	1,094	3,346	63,749	-	1,297	-	18,109	-	59,183	656	208,189	27,225
Market Share %	13.3%	8.2%	7.7%	0.5%	1.6%	30.6%	0.0%	0.6%	0.0%	8.7%	0.0%	28.4%	0.3%		

Year-to-Date

	Alaska / Horizon	Allegiant	American	Avelo	Cape Air	Delta	Frontier	Jet Blue	Neptune	Southwest	Sun Country	United	Charter	Total	Tower Operations
Billings	52,866	39,150	52,242	-	18,055	134,736	-	-	-	-	674	119,991	-	417,714	91,270
Bozeman*	130,106	61,721	117,363	4,932	-	316,815	-	18,829	-	246,957	7,709	325,538	1,596	1,231,566	129,775
Butte	-	-	-	-	-	15,995	-	-	-	-	-	-	-	15,995	-
Glasgow	-	-	-	-	2,884	-	-	-	-	-	-	-	-	2,884	-
Glendive	-	-	-	-	2,193	-	-	-	-	-	-	-	-	2,193	-
Great Falls	23,667	24,794	-	-	-	71,612	-	-	-	-	-	60,973	89	181,135	39,865
Havre	-	-	-	-	2,964	-	-	-	-	-	-	-	-	2,964	-
Helena	21,526	-	-	-	-	42,315	-	-	-	-	-	25,582	-	89,423	43,667
Kalispell	73,931	30,175	43,273	3,393	-	148,275	-	-	-	-	3,852	150,770	32	453,701	43,323
Missoula*	77,699	48,356	59,909	-	-	133,169	-	-	-	-	-	138,573	1,455	458,161	42,681
Sidney	-	-	-	-	8,047	-	-	-	-	-	-	-	-	8,047	-
Wolf Point	-	-	-	-	3,166	-	-	-	-	-	-	-	-	3,166	-
Yellowstone	-	-	-	-	-	7,604	-	-	-	-	-	1,131	-	8,735	-
Total	379,795	204,196	272,787	8,325	37,309	870,521	-	18,829	-	246,957	12,235	822,558	3,172	2,876,684	390,581
Market Share %	13.2%	7.1%	9.5%	0.3%	1.3%	30.3%	0.0%	0.7%	0.0%	8.6%	0.4%	28.6%	0.1%		



STATE TOTAL

	2022 Passengers				2023 Passengers				% 2022 VS 2023			
	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE
JAN	178,518	173,999	352,517	352,517	203,399	194,565	397,964	397,964	13.9%	11.8%	12.9%	12.9%
FEB	179,469	179,191	358,660	711,177	194,183	200,352	394,535	792,499	8.2%	11.8%	10.0%	11.4%
MAR	217,195	209,429	426,624	1,137,801	228,758	222,850	451,608	1,244,107	5.3%	6.4%	5.9%	9.3%
APR	170,265	169,166	339,431	1,477,232	180,103	178,744	358,847	1,602,954	5.8%	5.7%	5.7%	8.5%
MAY	192,594	204,851	397,445	1,874,677	202,071	213,418	415,489	2,018,443	4.9%	4.2%	4.5%	7.7%
JUN	252,470	267,262	519,732	2,394,409	277,543	297,282	574,825	2,593,268	9.9%	11.2%	10.6%	8.3%
JUL	301,745	298,344	600,089	2,994,498	346,671	346,339	693,010	3,286,278	14.9%	16.1%	15.5%	9.7%
AUG	302,698	290,414	593,112	3,587,610	338,235	324,297	662,532	3,948,810	11.7%	11.7%	11.7%	10.1%
SEP	254,440	242,127	496,567	4,084,177	279,186	264,719	543,905	4,492,715	9.7%	9.3%	9.5%	10.0%
OCT	213,513	201,841	415,354	4,499,531	232,823	217,160	449,983	4,942,698	9.0%	7.6%	8.3%	9.8%
NOV	174,970	173,252	348,222	4,847,753	185,523	183,629	369,152	5,311,850	6.0%	6.0%	6.0%	9.6%
DEC	174,704	204,743	379,447	5,227,200	208,189	219,095	427,284	5,739,134	19.2%	7.0%	12.6%	9.8%
	2,612,581	2,614,619			2,876,684	2,862,450						

BILLINGS

	2022 Passengers				2023 Passengers				% 2022 VS 2023			
	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE
JAN	25,611	24,708	50,319	50,319	30,579	29,130	59,709	59,709	19.4%	17.9%	18.7%	18.7%
FEB	25,459	25,135	50,594	100,913	25,699	30,369	56,068	115,777	0.9%	20.8%	10.8%	14.7%
MAR	29,370	29,743	59,113	160,026	34,812	35,542	70,354	186,131	18.5%	19.5%	19.0%	16.3%
APR	27,183	28,161	55,344	215,370	32,066	33,072	65,138	251,269	18.0%	17.4%	17.7%	16.7%
MAY	31,564	31,972	63,536	278,906	34,285	35,627	69,912	321,181	8.6%	11.4%	10.0%	15.2%
JUN	32,119	33,305	65,424	344,330	35,859	37,207	73,066	394,247	11.6%	11.7%	11.7%	14.5%
JUL	36,295	35,660	71,955	416,285	41,749	41,631	83,380	477,627	15.0%	16.7%	15.9%	14.7%
AUG	37,154	37,199	74,353	490,638	40,237	39,716	79,953	557,580	8.3%	6.8%	7.5%	13.6%
SEP	36,557	35,300	71,857	562,495	34,937	33,833	68,770	626,350	-4.4%	-4.2%	-4.3%	11.4%
OCT	35,304	34,858	70,162	632,657	37,704	37,208	74,912	701,262	6.8%	6.7%	6.8%	10.8%
NOV	33,285	32,611	65,896	698,553	34,677	34,141	68,818	770,080	4.2%	4.7%	4.4%	10.2%
DEC	34,796	35,759	70,555	769,108	35,110	35,694	70,804	840,884	0.9%	-0.2%	0.4%	9.3%
	384,697	384,411			417,714	423,170						

BOZEMAN

	2022 Passengers				2023 Passengers				% 2022 VS 2023			
	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE
JAN	83,551	83,492	167,043	167,043	91,699	90,610	182,309	182,309	9.8%	8.5%	9.1%	9.1%
FEB	84,977	86,119	171,096	338,139	93,190	94,850	188,040	370,349	9.7%	10.1%	9.9%	9.5%
MAR	105,959	100,257	206,216	544,355	108,022	104,062	212,084	582,433	1.9%	3.8%	2.8%	7.0%
APR	71,578	68,453	140,031	684,386	74,215	70,743	144,958	727,391	3.7%	3.3%	3.5%	6.3%
MAY	79,383	85,762	165,145	849,531	83,166	90,085	173,251	900,642	4.8%	5.0%	4.9%	6.0%
JUN	109,698	115,712	225,410	1,074,941	119,193	129,299	248,492	1,149,134	8.7%	11.7%	10.2%	6.9%
JUL	128,371	127,863	256,234	1,331,175	142,930	143,233	286,163	1,435,297	11.3%	12.0%	11.7%	7.8%
AUG	130,033	124,412	254,445	1,585,620	142,631	138,813	281,444	1,716,741	9.7%	11.6%	10.6%	8.3%
SEP	103,482	100,362	203,844	1,789,464	120,127	114,462	234,589	1,951,330	16.1%	14.0%	15.1%	9.0%
OCT	87,449	80,402	167,851	1,957,315	96,367	88,793	185,160	2,136,490	10.2%	10.4%	10.3%	9.2%
NOV	66,606	66,606	133,212	2,090,527	71,048	71,157	142,205	2,278,695	6.7%	6.8%	6.8%	9.0%
DEC	84,594	89,576	174,170	2,264,697	88,978	96,303	185,281	2,463,976	5.2%	7.5%	6.4%	8.8%
	1,135,681	1,129,016			1,231,566	1,232,410						

BUTTE

	2022 Passengers				2023 Passengers				% 2022 VS 2023			
	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE
JAN	1,483	1,443	2,926	2,926	1,104	1,167	2,271	2,271	-25.6%	-19.1%	-22.4%	-22.4%
FEB	1,613	1,589	3,202	6,128	882	939	1,821	4,092	-45.3%	-40.9%	-43.1%	-33.2%
MAR	1,595	1,631	3,226	9,354	1,420	1,439	2,859	6,951	-11.0%	-11.8%	-11.4%	-25.7%
APR	1,354	1,482	2,836	12,190	1,095	1,250	2,345	9,296	-19.1%	-15.7%	-17.3%	-23.7%
MAY	1,680	1,958	3,638	15,828	1,239	1,424	2,663	11,959	-26.3%	-27.3%	-26.8%	-24.4%
JUN	1,846	2,148	3,994	19,822	1,344	1,638	2,982	14,941	-27.2%	-23.7%	-25.3%	-24.6%
JUL	1,450	1,476	2,926	22,748	1,684	1,606	3,290	18,231	16.1%	8.8%	12.4%	-19.9%
AUG	1,188	1,228	2,416	25,164	1,365	1,328	2,693	20,924	14.9%	8.1%	11.5%	-16.8%
SEP	1,375	1,435	2,810	27,974	1,257	1,285	2,542	23,466	-8.6%	-10.5%	-9.5%	-16.1%
OCT	1,431	1,325	2,756	30,730	1,448	1,421	2,869	26,335	1.2%	7.2%	4.1%	-14.3%
NOV	1,392	1,410	2,802	33,532	1,632	1,570	3,202	29,537	17.2%	11.3%	14.3%	-11.9%
DEC	2,489	2,351	4,840	38,372	1,525	1,439	2,964	32,501	-38.7%	-38.8%	-38.8%	-15.3%
	18,896	19,476			15,995	16,506						

GLASGOW

	2022 Passengers				2023 Passengers				% 2022 VS 2023			
	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE
JAN	212	197	409	409	192	173	365	365	-9.4%	-12.2%	-10.8%	-10.8%
FEB	201	203	404	813	175	150	325	690	-12.9%	-26.1%	-19.6%	-15.1%
MAR	237	236	473	1,286	167	141	308	998	-29.5%	-40.3%	-34.9%	-22.4%
APR	114	121	235	1,521	232	236	468	1,466	103.5%	95.0%	99.1%	-3.6%
MAY	179	202	381	1,902	246	229	475	1,941	37.4%	13.4%	24.7%	2.1%
JUN	188	191	379	2,281	281	274	555	2,496	49.5%	43.5%	46.4%	9.4%
JUL	347	356	703	2,984	310	288	598	3,094	-10.7%	-19.1%	-14.9%	3.7%
AUG	367	342	709	3,693	309	305	614	3,708	-15.8%	-10.8%	-13.4%	0.4%
SEP	431	331	762	4,455	240	226	466	4,174	-44.3%	-31.7%	-38.8%	-6.3%
OCT	306	295	601	5,056	239	225	464	4,638	-21.9%	-23.7%	-22.8%	-8.3%
NOV	199	194	393	5,449	248	236	484	5,122	24.6%	21.6%	23.2%	-6.0%
DEC	194	192	386	5,835	245	247	492	5,614	26.3%	28.6%	27.5%	-3.8%
	2,975	2,860			2,884	2,730						

GLENDIVE

	2022 Passengers				2023 Passengers				% 2022 VS 2023			
	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE
JAN	146	175	321	321	139	163	302	302	-4.8%	-6.9%	-5.9%	-5.9%
FEB	166	157	323	644	146	122	268	570	-12.0%	-22.3%	-17.0%	-11.5%
MAR	246	226	472	1,116	148	172	320	890	-39.8%	-23.9%	-32.2%	-20.3%
APR	420	416	836	1,952	164	145	309	1,199	-61.0%	-65.1%	-63.0%	-38.6%
MAY	570	533	1,103	3,055	186	159	345	1,544	-67.4%	-70.2%	-68.7%	-49.5%
JUN	484	491	975	4,030	199	182	381	1,925	-58.9%	-62.9%	-60.9%	-52.2%
JUL	526	527	1,053	5,083	190	204	394	2,319	-63.9%	-61.3%	-62.6%	-54.4%
AUG	543	535	1,078	6,161	239	227	466	2,785	-56.0%	-57.6%	-56.8%	-54.8%
SEP	507	491	998	7,159	151	143	294	3,079	-70.2%	-70.9%	-70.5%	-57.0%
OCT	390	384	774	7,933	205	155	360	3,439	-47.4%	-59.6%	-53.5%	-56.6%
NOV	172	159	331	8,264	223	200	423	3,862	29.7%	25.8%	27.8%	-53.3%
DEC	174	154	328	8,592	203	173	376	4,238	16.7%	12.3%	14.6%	-50.7%
	4,344	4,248			2,193	2,045						

GREAT FALLS

	2022 Passengers				2023 Passengers				% 2022 VS 2023			
	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE
JAN	9,570	9,327	18,897	18,897	12,209	11,627	23,836	23,836	27.6%	24.7%	26.1%	26.1%
FEB	9,777	9,616	19,393	38,290	11,409	11,365	22,774	46,610	16.7%	18.2%	17.4%	21.7%
MAR	11,282	11,400	22,682	60,972	14,180	14,050	28,230	74,840	25.7%	23.2%	24.5%	22.7%
APR	11,564	11,759	23,323	84,295	13,466	14,070	27,536	102,376	16.4%	19.7%	18.1%	21.4%
MAY	11,544	12,011	23,555	107,850	14,098	14,743	28,841	131,217	22.1%	22.7%	22.4%	21.7%
JUN	11,878	11,939	23,817	131,667	15,765	16,663	32,428	163,645	32.7%	39.6%	36.2%	24.3%
JUL	12,191	12,099	24,290	155,957	18,965	19,240	38,205	201,850	55.6%	59.0%	57.3%	29.4%
AUG	12,505	12,347	24,852	180,809	18,407	17,785	36,192	238,042	47.2%	44.0%	45.6%	31.7%
SEP	12,487	12,016	24,503	205,312	16,214	15,819	32,033	270,075	29.8%	31.6%	30.7%	31.5%
OCT	14,334	13,868	28,202	233,514	16,970	14,334	31,304	301,379	18.4%	3.4%	11.0%	29.1%
NOV	12,551	12,250	24,801	258,315	14,311	14,167	28,478	329,857	14.0%	15.6%	14.8%	27.7%
DEC	13,754	13,434	27,188	285,503	15,141	16,162	31,303	361,160	10.1%	20.3%	15.1%	26.5%
	143,437	142,066			181,135	180,025						

HAVRE

	2022 Passengers				2023 Passengers				% 2022 VS 2023			
	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE
JAN	208	238	446	446	183	181	364	364	-12.0%	-23.9%	-18.4%	-18.4%
FEB	212	204	416	862	225	226	451	815	6.1%	10.8%	8.4%	-5.5%
MAR	227	240	467	1,329	257	224	481	1,296	13.2%	-5.8%	3.0%	-2.5%
APR	223	210	433	1,762	249	238	487	1,783	11.7%	6.7%	12.5%	1.2%
MAY	245	254	499	2,261	261	225	486	2,269	6.5%	-11.4%	-2.6%	0.4%
JUN	208	198	406	2,667	256	230	486	2,755	23.1%	16.2%	19.7%	3.3%
JUL	283	238	521	3,188	270	256	526	3,281	-4.6%	7.6%	1.0%	2.9%
AUG	273	285	558	3,746	282	274	556	3,837	3.3%	-3.9%	-0.4%	2.4%
SEP	264	235	499	4,245	217	211	428	4,265	-17.8%	-10.2%	-14.2%	0.5%
OCT	286	251	537	4,782	265	248	513	4,778	-7.3%	-1.2%	-4.5%	-0.1%
NOV	253	244	497	5,279	254	258	512	5,290	0.4%	5.7%	3.0%	0.2%
DEC	181	170	351	5,630	245	249	494	5,784	35.4%	46.5%	40.7%	2.7%
	2,863	2,767			2,964	2,820						

HELENA

	2022 Passengers				2023 Passengers				% 2022 VS 2023			
	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE
JAN	6,258	6,378	12,636	12,636	6,485	6,139	12,624	12,624	3.6%	-3.7%	-0.1%	-0.1%
FEB	6,331	6,172	12,503	25,139	5,911	5,901	11,812	24,436	-6.6%	-4.4%	-5.5%	-2.8%
MAR	6,839	6,497	13,336	38,475	6,904	6,882	13,786	38,222	1.0%	5.9%	3.4%	-0.7%
APR	7,263	7,537	14,800	53,275	6,436	6,541	12,977	51,199	-11.4%	-13.2%	-12.3%	-3.9%
MAY	8,007	8,018	16,025	69,300	6,678	7,321	13,999	65,198	-16.6%	-8.7%	-12.6%	-5.9%
JUN	6,688	6,988	13,676	82,976	7,861	8,255	16,116	81,314	17.5%	18.1%	17.8%	-2.0%
JUL	6,889	6,757	13,646	96,622	8,305	8,154	16,459	97,773	20.6%	20.7%	20.6%	1.2%
AUG	7,199	6,774	13,973	110,595	8,566	8,379	16,945	114,718	19.0%	23.7%	21.3%	3.7%
SEP	7,050	6,650	13,700	124,295	8,151	7,725	15,876	130,594	15.6%	16.2%	15.9%	5.1%
OCT	7,186	6,984	14,170	138,465	8,224	8,036	16,260	146,854	14.4%	15.1%	14.7%	6.1%
NOV	6,444	6,445	12,889	151,354	7,750	7,591	15,341	162,195	20.3%	17.8%	19.0%	7.2%
DEC	6,581	6,614	13,195	164,549	8,152	8,066	16,218	178,413	23.9%	22.0%	22.9%	8.4%
	82,735	81,814			89,423	88,990						

KALISPELL

	2022 Passengers				2023 Passengers				% 2022 VS 2023			
	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE
JAN	25,722	23,539	49,261	49,261	30,846	27,315	58,161	58,161	19.9%	16.0%	18.1%	18.1%
FEB	25,431	25,124	50,555	99,816	28,310	27,967	56,277	114,438	11.3%	11.3%	11.3%	14.6%
MAR	30,038	28,634	58,672	158,488	30,880	28,580	59,460	173,898	2.8%	-0.2%	1.3%	9.7%
APR	21,855	21,981	43,836	202,324	22,261	22,812	45,073	218,971	1.9%	3.8%	2.8%	8.2%
MAY	27,270	29,769	57,039	259,363	27,256	27,397	54,653	273,624	-0.1%	-8.0%	-4.2%	5.5%
JUN	46,604	50,825	97,429	356,792	46,846	49,791	96,637	370,261	0.5%	-2.0%	-0.8%	3.8%
JUL	64,526	63,792	128,318	485,110	68,504	68,229	136,733	506,994	6.2%	7.0%	6.6%	4.5%
AUG	61,676	57,517	119,193	604,303	67,432	61,505	128,937	635,931	9.3%	6.9%	8.2%	5.2%
SEP	43,583	39,386	82,969	687,272	50,545	46,385	96,930	732,861	16.0%	17.8%	16.8%	6.6%
OCT	27,010	25,119	52,129	739,401	31,113	27,949	59,062	791,923	15.2%	11.3%	13.3%	7.1%
NOV	22,563	22,563	45,126	784,527	24,075	23,617	47,692	839,615	6.7%	4.7%	5.7%	7.0%
DEC	-	24,360	24,360	808,887	25,633	28,624	54,257	893,872	#DIV/0!	17.5%	122.7%	10.5%
	396,278	412,609			453,701	440,171						

MISSOULA

	2022 Passengers				2023 Passengers				% 2022 VS 2023			
	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE
JAN	25,015	23,736	48,751	48,751	29,251	27,338	56,589	56,589	16.9%	15.2%	16.1%	16.1%
FEB	24,499	24,083	48,582	97,333	27,468	27,778	55,246	111,835	12.1%	15.3%	13.7%	14.9%
MAR	30,526	29,743	60,269	157,602	30,928	30,782	61,710	173,545	1.3%	-6.6%	2.4%	10.1%
APR	28,138	28,540	56,678	214,280	29,035	28,712	57,747	231,292	3.2%	0.6%	1.9%	7.9%
MAY	31,390	32,833	64,223	278,503	33,114	34,608	67,722	299,014	5.5%	5.4%	5.4%	7.4%
JUN	40,453	43,242	83,695	362,198	47,254	50,955	98,209	397,223	16.8%	17.8%	17.3%	9.7%
JUL	48,381	47,104	95,485	457,683	60,553	60,176	120,729	517,952	25.2%	27.8%	26.4%	13.2%
AUG	49,425	47,358	96,783	554,466	55,720	53,114	108,834	626,786	12.7%	12.2%	12.5%	13.0%
SEP	46,445	43,850	90,295	644,761	44,774	42,099	86,873	713,659	-3.6%	-4.0%	-3.8%	10.7%
OCT	38,897	37,224	76,121	720,882	38,808	37,485	76,293	789,952	-0.2%	0.7%	0.2%	9.6%
NOV	30,620	29,932	60,552	781,434	30,335	29,800	60,135	850,087	-0.9%	-0.4%	-0.7%	8.8%
DEC	31,156	31,422	62,578	844,012	31,921	31,190	63,111	913,198	2.5%	-0.7%	0.9%	8.2%
	424,945	419,067			459,161	454,037						

SIDNEY

	2022 Passengers				2023 Passengers				% 2022 VS 2023			
	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE
JAN	533	576	1,109	1,109	525	510	1,035	1,035	-1.5%	-11.5%	-6.7%	-6.7%
FEB	563	538	1,101	2,210	568	517	1,085	2,120	0.9%	-3.9%	-1.5%	-4.1%
MAR	626	596	1,222	3,432	752	700	1,452	3,572	20.1%	17.4%	18.8%	4.1%
APR	430	375	805	4,237	610	658	1,268	4,840	41.9%	75.5%	57.5%	14.2%
MAY	552	560	1,112	5,349	696	635	1,331	6,171	26.1%	13.4%	19.7%	15.4%
JUN	489	433	922	6,271	734	680	1,414	7,585	50.1%	57.0%	53.4%	21.0%
JUL	515	548	1,063	7,334	722	744	1,466	9,051	40.2%	35.8%	37.9%	23.4%
AUG	518	521	1,039	8,373	711	680	1,391	10,442	37.3%	30.5%	33.9%	24.7%
SEP	551	492	1,043	9,416	653	631	1,284	11,726	18.5%	28.3%	23.1%	24.5%
OCT	612	592	1,204	10,620	667	666	1,333	13,059	9.0%	12.5%	10.7%	23.0%
NOV	635	596	1,231	11,851	662	617	1,279	14,338	4.3%	3.5%	3.9%	21.0%
DEC	549	501	1,050	12,901	747	652	1,399	15,737	36.1%	30.1%	33.2%	22.0%
	6,573	6,328			8,047	7,690						

WOLF POINT

	2022 Passengers				2023 Passengers				% 2022 VS 2023			
	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE
JAN	209	190	399	399	187	212	399	399	-10.5%	11.6%	0.0%	0.0%
FEB	240	251	491	890	200	168	368	767	-16.7%	-33.1%	-25.1%	-13.8%
MAR	250	226	476	1,366	288	276	564	1,331	15.2%	22.1%	18.5%	-2.6%
APR	143	131	274	1,640	274	267	541	1,872	91.6%	103.8%	97.4%	14.1%
MAY	210	179	389	2,029	287	269	556	2,428	36.7%	50.3%	42.9%	19.7%
JUN	255	243	498	2,527	192	194	386	2,814	-24.7%	-20.2%	-22.5%	11.4%
JUL	299	295	594	3,121	305	287	592	3,406	2.0%	-2.7%	-0.3%	9.1%
AUG	332	267	599	3,720	316	330	646	4,052	-4.8%	23.6%	7.8%	8.9%
SEP	337	326	663	4,383	245	245	490	4,542	-27.3%	-24.8%	-26.1%	3.6%
OCT	308	291	599	4,982	275	251	526	5,068	-10.7%	-13.7%	-12.2%	1.7%
NOV	250	242	492	5,474	308	275	583	5,651	23.2%	13.6%	18.5%	3.2%
DEC	236	210	446	5,920	289	296	585	6,236	22.5%	41.0%	31.2%	5.3%
	3,069	2,851			3,166	3,070						

*** YELLOWSTONE**

	2022 Passengers				2023 Passengers				% 2022 VS 2023			
	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE
JAN												
FEB												
MAR												
APR												
MAY	-	800	800	800	559	696	1,255	1,255	#DIV/0!	-13.0%	56.9%	56.9%
JUN	1,560	1,547	3,107	3,907	1,759	1,914	3,673	4,928	12.8%	23.7%	18.2%	26.1%
JUL	1,672	1,629	3,301	7,208	2,184	2,291	4,475	9,403	30.6%	40.6%	35.6%	30.5%
AUG	1,485	1,629	3,114	10,322	2,020	1,841	3,861	13,264	36.0%	13.0%	24.0%	28.5%
SEP	1,371	1,253	2,624	12,946	1,675	1,655	3,330	16,594	22.2%	32.1%	26.9%	28.2%
OCT	-	248	248	13,194	538	389	927	17,521	#DIV/0!	56.9%	273.8%	32.8%
NOV												
DEC												
	6,088	7,106			8,735	8,786						

* The Yellowstone Airport is a seasonal airport.

*2021 season operating May 6, 2021 through October 15, 2021.

*2022 season operating May 2022 through October 2022.