

Missoula County Airport Authority Regular Board Meeting

DATE: Tuesday, July 29, 2025
TIME: 1:30 p.m.
PLACE: Johnson Bell Board Room - Airport Terminal

- 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 June 24, 2025 [Pg 3](#)
- Review and approve the minutes of the Facility and Operations Committee dated June 24, 2025 [Pg 10](#)
- Approval of Claims for Payment - Will Parnell [Pg 14](#)
- Financial Report - Will Parnell [Pg 18](#)
- Director's Report - Brian Ellestad [Pg 30](#)
- Committee Updates -
 - Business Development Committee: No Activity
 - Contract and Lease Committee: No Activity
 - Executive Committee: July 29, 2025
 - 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/Action Items

- Baker Tilly Pre-Audit Presentation --Ashley Osten, Principal, Baker Tilly [Pg 32](#)
- RiseVision Player Lease Approval for Digital Display Replacement - Dylan O'Leary [Pg 45](#)
- Lease Amendment for U.S. Forest Service Hangar - Will Parnell [Pg 58](#)
- Amendment to Horizon Air Industries Airport Use Agreement and Terminal Lease -Tim Damrow [Pg 66](#)
- Turo Peer-to-Peer Car Sharing Operating Agreement - Tim Damrow [Pg 70](#)
- Acceptance of Montana State Department of Environmental Quality Grant to Purchase an Electric Baggage Tractor - Dan Neuman [Pg 86](#)
- Purchase of Electric Baggage Tractor - Dan Neuman [Pg 87](#)
- Grant preauthorization and Award of Zero Emissions Vehicle (ZEV) Purchase - Dan Neuman [Pg 101](#)
- Convergent Contract for Fire Monitoring - Nate Cole [Pg 124](#)
- Purchase of Fuel Dispensers for Rental Car Fuel Tank - Nate Cole [Pg 138](#)
- Award of Air Traffic Control Tower (ATCT) Modernization Project - Brian Ellestad [Pg 143](#)

- Morrison-Maierle Task Order #71, ATCT Modernization Construction Management -Brian Ellestad [Pg 147](#)
- MOU with Community Partners in support of the American Airlines Chicago Air Service Agreement - Brian Ellestad [Pg 153](#)
- American Airlines Chicago Air Service Agreement - Brian Ellestad [Pg 157](#)

Information/Discussion Item(s)

- Next Board Meeting August 26, 2025, at 1:30 pm
- Facility and Operations Committee August 13, 2025, at 3 pm

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: jdavis@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

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[+1332-249-0710](tel:+1332-249-0710), [857-565-796](tel:+1857-565-796) United States, New York City

Phone Conference ID: 857 565 796#

MISSOULA COUNTY AIRPORT AUTHORITY
Regular Board Meeting
June 24, 2025
1:30 pm, Johnson Bell Conference Room

THOSE PRESENT

BOARD: Chair Deb Poteet
Commissioner Winton Kemmis
Commissioner Matt Doucette
Commissioner Andrew Hagemeyer
Alternate Commissioner Shane Stack
Alternate Jack Meyer (via Teams)

STAFF: Director Brian Ellestad
Deputy Director Tim Damrow (via Teams)
Director of Finance and Administration Will Parnell
Legal Counsel Juniper Davis
Business Development Manager Dan Neuman
Public Safety Chief Justin Shaffer
IT Manager Dylan O'Leary
HR Manager Nikki Munro
Federal Compliance Manager Jesse Johnson
Accounting Clerk Brianna Brewer
Field Supervisor Jake Sol
Building Supervisor AJ Bemrose

OTHERS: Gary Matson, Runway 25 Hangars
Shaun Shea, Morrison-Maierle
Travis Frey - Martel Construction
Mike Mamuzich - Minuteman Aviation
Forest Gue - Minuteman Aviation
Ralph Gentile - Rising Fast Maintenance
Carrie Kelly - Ailevon Pacific Aviation Consulting

Chair Deb Poteet called the meeting to order and advised everyone that the meeting was being recorded.

Legal Counsel Juniper Davis performed a roll call of Board members, staff members, and members of the public.

AGENDA

Chair Deb Poteet noted that Alternate Commissioners needed to be seated.

Motion: Commissioner Andrew Hagemeyer moved to seat Alternate Commissioner Shane Stack as regular Commissioner for the duration of the meeting.

Second: Commissioner Matt Doucette

Vote: Motion passed unanimously

Chair Deb Poteet asked if there were any changes to the agenda. There were no suggested changes to the agenda.

Motion: Commissioner Winton Kemmis moved to approve the agenda.

Second: Commissioner Shane Stack

Vote: Motion passed unanimously

Chair Deb Poteet noted that a second Alternate Commissioner needed to be seated.

Motion: Commissioner Winton Kemmis moved to seat Alternate Commissioner Shane Stack as regular Commissioner for the duration of the meeting.

Second: Commissioner Matt Doucette

Vote: Motion passed unanimously

PUBLIC COMMENT PERIOD

Chair Deb Poteet asked if there was any public comment on items that were not on the Board's agenda. There was no public comment.

MINUTES

Chair Deb Poteet asked if anyone had questions, edits, or public comments regarding the minutes for the Regular Board Meeting dated May 27, 2025.

Motion: Alternate Commissioner Jack Meyer moved to approve the minutes for the Regular Board Meeting dated May 27, 2025.

Second: Commissioner Winton Kemmis

Vote: Motion passed unanimously

CLAIMS FOR PAYMENT

Director of Finance and Administration Will Parnell presented the Claims for Payment. During the month of May 2025, the Airport incurred approximately \$2.1 million in project expenses. Of the \$2.1million in project expenses, approximately \$1.2 million or 57% will be submitted to the FAA for reimbursement. The remaining project expenses will be paid with reserves and debt.

Chair Deb Poteet asked if there were any Board questions or public comments regarding the Claims for Payment.

Motion: Commissioner Winton Kemmis moved to approve the Claims for Payment.

Second: Alternate Commissioner Shane Stack

Vote: Motion passed unanimously

FINANCIAL REPORT

Director of Finance and Administration Will Parnell presented the Financial Report. Will explained that the financial report narrative is included in the Board packet and that the narrative provides a breakdown of accounts receivable on the balance sheet. budget information, long-term debt activity and a construction in progress roll-forward for the East Concourse project.

Will also informed the Board that the end of the fiscal year is approaching and as such there are not currently any year-end fiscal journal entries, but more information can be expected in July or August. Operating cashflow resulted in a negative cashflow in the amount of \$295,144 in the month of May, related primarily to a third pay period occurring during that month, as well as some non-reoccurring payments related to the East Concourse project.

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

Motion: Alternate Commissioner Shane Stack moved to approve the Financial Report.

Second: Commissioner Winton Kemmis

Vote: Motion passed unanimously

DIRECTOR'S REPORT

Airport Director Brian Ellestad informed the Board that the month of May ended with an increase of 3-4% more enplaned passengers as compared to last year. This is our 16th month in a row with monthly increases and the 13th record month in a row. Staff hope that June will continue on the same path. On June 25 Sun Country starts Minneapolis on Wednesdays and Saturdays. A fourth Denver flight is starting on June 26 and second, Saturday only, flight to San Francisco also starts soon.

The fourth TSA checkpoint opened and is operating well, with 450 went through the morning rush, which was our busiest day so far.

Brian and Carie Kelly went to an air service conference in Chicago and had many positive meetings.

Parking continues to be tight. and the upcoming economy lot expansion project will help free up more area, along with removing the rental car tent. The parking signs for the rental car lot should be installed shortly, which will allow the rental car parking to shift. which also frees up additional spots.

Deputy Director Tim Damrow informed the board that the new concession space in the East Concourse should open the first week of August.

A question was asked regarding the roll out of Real ID and Brian responded that it has not had a significant impact. It appears that most passengers who don't have a Real ID are travelling with their passports.

LEGAL REPORT

Legal Counsel Juniper Davis provided an update that a number of RFPs are wrapping up, including custodial services and Chicago air service.

Juniper also informed the Board that staff are working with some of our off-airport rental car companies, peer-to-peer rental car companies and TNCs (such as Uber and Lyft).

Juniper updated the Board on efforts to obtain past-due payments from prior lessees. This includes approximately \$50-80,000 in property clean-up costs from an expired agricultural lease and approximately \$70,000 in unpaid rent from an expired light-industrial lease. The Airport has engaged an outside attorney to help recover those costs through legal avenues.

The Airport's water rights project continues to move forward, which includes tracking and responding to the 76M Middle Clark Fork River adjudication process. The Airport will be filing some self-objections and other administrative tasks with the goal to have our water rights accurately described. In addition, Airport staff are meeting with representatives from the City of Missoula to discuss the allocation of shares in the Hellgate Valley Irrigation Company.

COMMITTEE REPORTS

Chair Deb Poteet notified the Board that the Executive Committee met on June 24, 2025, to discuss the Board agenda and that there will be a Facility and Operations Committee directly following the current board meeting.

UNFINISHED BUSINESS

None

NEW BUSINESS

Off Airport Rental Car Agreement with Dollar Car Rental

Director of Finance and Administration Will Parnell explained that the Airport has a long history of working with Dollar Car Rental as an off-site car rental agency. This action item is for an updated agreement between the Airport and Dollar Car Rental to set out new terms. The main update is to increase the percentage of gross receipts that is required to be submitted to the Airport from 6% to 10% for trips originating at the Airport. This is better aligned with state and regional percentages.

Chair Deb Poteet asked if there were any Board questions or public comments regarding the Dollar Car Rental agreement. There were no questions or comments.

Motion: Commissioner Winton Kemmis moved to approve the Off Airport Rental Car Agreement with Dollar Car Rental

Second: Alternate Commissioner Shane Stack

Vote: Motion passed unanimously

Award of Custodial Services RFP to Rising Fast Maintenance

Deputy Director Tim Damrow provided the Board background on the last RFP process in 2018 and the selection of Rising Fast Maintenance as the custodial provider for the Airport. Tim explained that in the spring staff released a new RFP for custodial services and received a total of eight responses. The initial scoring process was weighed initially towards price, which allowed for staff to narrow down to four respondents with the best prices for further review. Staff conducted interviews of the top four respondents and honed in on staff pay, employee retention, and experience working in airports as main delineators among the group. Staff recommend awarding the RFP and entering into a contract with Rising Fast Maintenance.

Chair Deb Poteet asked if there were any Board questions or public comments regarding the Custodian RFP award. There were no other questions or comments.

Motion: Alternate Commissioner Shane Stack moved to award the Custodial Services RFP to Rising Fast Maintenance and approve the custodial services contract to Rising Fast Maintenance in the amount of \$515,400/year for a 3-year term with optional 2-year extension

Second: Commissioner Winton Kemmis

Vote: Motion passed unanimously

Lease Agreements with Neptune Aviation Services

Deputy Director Tim Damrow explained that this lease update resulted in staff discovering some small inconsistencies in an existing lease, as well as a desire to consolidate multiple leases for easier administration. Legal Counsel Juniper Davis added that while this motion is to approve a consolidated lease, it also contains a second lease for a smaller area. This second lease has a shorter lease term because that area is needed for future airport expansion.

Chair Deb Poteet asked if there were any Board questions or public comments regarding the Neptune lease agreements. There were no other questions or comments.

Motion: Alternate Commissioner Shane Stack moved to approve the updated Neptune Aviation Lease Agreements

Second: Commissioner Winton Kemmis

Vote: Motion passed unanimously

Fiscal Year 2026 Insurance Renewal

Director of Finance and Administration Will Parnell detailed that Gallagher Risk Management Services and Airport staff have been working on a proposal for our FY26 insurance renewal. Our total insurance cost for FY25 was \$259,299 and that the FY26 package was quoted at \$387,342, representing an increase of approximately 49% or \$128,000/year. Will explained

that the increase is primarily related to the property line of business as the real property values and exposure increased by approximately \$133,000.000 compared to the previous fiscal year. The increase in real property values is primarily related to the east concourse being placed in service and other adjustments as a result of the independent insurance valuation performed in April 2025. Will explained that the updated values are included in the Fiscal Year 2026 Insurance Executive Summary.

Chair Deb Poteet asked if there were any questions from the Board or the public on the insurance renewal. There were no other questions or comments.

Motion: Commissioner Winton Kemmis moved to accept the Gallagher Insurance Renewal Package for Fiscal Year 2026 for a total of \$387,342.

Second: Alternate Commissioner Shane Stack

Vote: Motion passed unanimously

Fiscal Year 2026 Engagement Letter and Contract for Auditing Services

Director of Finance and Administration Will Parnell explained that the Airport is required to go through a single audit which is a comprehensive financial and compliance audit with an external, third-party auditor. The annual audit process includes the approval and execution of an Audit Engagement Letter and Standard Audit Contract which outlines the responsibilities of both the auditing firm and the Authority. The Authority has worked with the firm Moss Adams for its last two fiscal year audits. The firm of Baker Tilly recently consolidated with the firm Moss Adams. as a result, this proposed audit engagement letter and contract are under the business name of Baker Tilly. Fees for the services will be \$74,945 and \$85,000 was in the budget.

Chair Deb Poteet asked if there were any Board questions or public comments regarding the auditing services. There were no other questions or comments.

Motion: Alternate Commissioner Shane Stack moved to approve the execution of the annual Audit Engagement Letter & Standard Audit Contract with Baker Tilly

Second: Commissioner Winton Kemmis

Vote: Motion passed unanimously

Award of RFP for Small Community Air Service Grant

Director Brian Ellestad explained that we were awarded a Small Community Air Service Grant to provide year-round service to Chicago. Staff put out an RFP for this service and both United and American expressed interest in providing service to Chicago from Missoula. The Airport put together a stakeholder advisory group to help provide input on the selection which included Missoula Economic Partnership, Missoula Tourism Business Improvement District and Glacier Country Regional Tourism Commission. Next steps will be an air service agreement to start the service in mid-December.

Chair Deb Poteet asked if there were any Board questions or public comments regarding the award. There were no other questions or comments.

Motion: Commissioner Winton Kemmis moved to authorize award of the air service **RFP** to American Airlines and authorize Airport Director to negotiate an agreement for winter Missoula to Chicago service utilizing our Small Community Air Service Grant

Second: Commissioner Matt Doucette

Vote: Motion passed unanimously

INFORMATION/DISCUSSION ITEMS(S)

Deb reminded the room that the Facility and Operations Committee will begin immediately after the current meeting is adjourned.

Meeting Adjourned.

MISSOULA COUNTY AIRPORT AUTHORITY
Facility and Operations Committee
June 24, 2025
2:30 pm, Johnson Bell Conference Room

THOSE PRESENT

BOARD: Chair Deb Poteet
Commissioner Winton Kemmis
Commissioner Matt Doucette
Commissioner Andrew Hagemeier
Alternate Commissioner Shane Stack
Alternate Jack Meyer (via Teams)

STAFF: Director Brian Ellestad
Deputy Director Tim Damrow (via Teams)
Director of Finance and Administration Will Parnell
Legal Counsel Juniper Davis
Business Development Manager Dan Neuman
Public Safety Chief Justin Shaffer
IT Manager Dylan O'Leary

OTHERS: Gary Matson, Runway 25 Hangars
Shaun Shea, Morrison-Maierle
Mike Mamuzich - Minuteman Aviation
Forest Gue - Minuteman Aviation

Commissioner Winton Kemmis called the committee meeting to order.

AGENDA

- Minuteman Update

Commissioner Winton Kemmis informed the group that this is a discussion agenda item and Director Brian Ellestad provided background information. Brian explained that Minuteman Aviation has a ground lease on the east side of the Airport and the lease is set to end in the fall of 2027. Last year the Board asked Minuteman Aviation to provide the Board with quarterly updates on its evolving plans to relocate and/or remove the structures in the lease area as the 2027 lease termination deadline approaches. Minuteman Aviation recently provided Airport staff with a letter (Board members were given a paper copy of the letter at the beginning of the meeting) with requests for assistance for the upcoming lease termination.

Mike Mamuzich of Minuteman Aviation provided an update to the Board. He explained that they are working with an engineering firm to come up with plans and costs for hangar relocation and/or removal as well as plans for constructing new facilities on the separately leased area to the west of the Airport. Bids are not finalized on the new facility so construction costs are not yet known. They received appraisals on the existing hangars that need to be relocated and/or removed and the appraisal for the main maintenance hangar came in at \$2.2 million. Mike confirmed that the appraisal was for the building, not the land, and that the appraisal did not take into account that the lease was expiring and would not be renewed. Mike said he can make the appraisal available.

Mike informed the Board that the purpose of the letter is to request cost sharing with the Airport on the expenses Minuteman Aviation will incur as a result of the lease termination. Mike said that they have been in that location since 1978 and were not looking to build a new facility considering the condition of the current facility. Mike believes the Airport's Primary Guiding documents provide the opportunity for the Airport to assist in covering costs when the Airport is requiring the lessee to move. Mike explained that the costs of the new infrastructure for new construction will be a large expense as well as the loss of the value of the building they are leaving behind and bearing the costs to remove it. Mike explained that interest rates are currently high for loans and cost of building is also expensive.

Alternate Commissioner Shane Stack asked whether the Airport has the resources to help with cost sharing as requested by Minuteman Aviation. Director of Finance and Administration Will Parnell explained that the Airport does not have the reserves and the Airport is not in a position with cash to finance these requests. Debt financing might be available, however, the Airport is approximately \$50 million in debt on the new terminal. Brian added that the Airport's federal grant assurances also place significant hurdles in the way of the Airport being able to help Minuteman Aviation with cost sharing of these types of activities. Brian reminded the Board that there have been other instances where the Airport had lessees remove and relocate existing structures, including the Mccue hangars. Mike asked about potential grants or other assistance. Brian and Will expressed uncertainty that anything would be available but indicated they would look into opportunities. Deputy Director Tim Damrow provided background on the State Aeronautics Grant/Loan and indicated that most of the grant dollars are going to smaller airports. Mike indicated the financing options they are looking at are through their bank, and Will added that there are some Montana Board of Investment opportunities that might be available and that the information is available on their website. Business Development Manager Dan Neuman suggested they talk to Neptune/Northstar as they have found financing for these types of projects in the past.

Mike thanked the Board for their consideration. Brian said a new meeting in approximately one month would be worthwhile. Commissioner Winton Kemmis thanked Minuteman Aviation for taking the time to talk and encouraged their representatives to keep the Board regularly updated.

Meeting Adjourned.

6337 Aviation Way West Missoula, MT 59808

Phone: 406-728-9363

Fax: 406-728-6981

Formal Negotiation Proposal

Submitted by: Minuteman Aviation, Inc.

Date: 6/06/2025

To: Missoula County Airport Authority (MCM)

Subject: Proposal for Support and Cost-Sharing Relating to East Hangar Relocation

We want to begin by expressing our appreciation for the positive working relationship we've shared with the Missoula County Airport Authority over the years. We've always strived to be a cooperative, communicative, and committed tenant-supporting the airport's growth and adapting to its evolving needs. As we navigate the upcoming changes together, our goal is to find a solution that works for both sides, allowing us to continue contributing to the airport's success while maintaining operational stability for our business.

We are submitting this formal proposal to outline potential avenues of support and collaboration related to the relocation of our current eastside hangar facility. As a long-standing family owned and operated aviation service provider at the Missoula Airport since 1978, we respectfully request MCM's partnership in achieving a transition plan that ensures operational continuity and financial feasibility.

Our organization is deeply integrated into the airport's day-to-day operations. We provide critical services that directly support the airport's success, including fueling and maintenance for general aviation, commercial airlines, and defense fuel support. In addition, we provide helicopters for fire suppression, powerline patrol, construction, search and rescue, and other emergency services, playing a vital role in protecting the region. Our presence enhances the airport's functionality, safety, and value to the broader aviation and emergency response community.

The directive to not renew our current eastside lease, due to the airport's planned surface parking expansion, places a significant financial and logistical burden on our organization. We believe it is both appropriate and reasonable to request a cooperative solution that mitigates hardship and supports continued aviation service delivery.

Proposed Areas for Airport Support

We've outlined five specific areas where support would allow us to transition responsibly while continuing to meet the airport's broader needs. These include a combination of financial and logistical requests. We are fully open to prioritizing and working collectively on what is feasible for both sides.

1. Removal and Site Preparation Assistance

Request: Airport to cover or reimburse costs associated with the removal of our existing hangar and clearing of the current site.

2. Engineering and Design Reimbursement

Request: Partial reimbursement of architectural, engineering, and planning fees for the new hangar facility.

3. Infrastructure Support at New Site

Request: MCAA to assist with or fund utility hookups (electricity, water, sewer), ramp access, and grading at the new location.

4. Long-Term Lease Commitment

Request: A new lease term of 30+ years with predictable rate escalators to allow for return on reinvestment and long-term operational stability.

5. Reimbursement for Hangar Value

Request: Compensation for the appraised value of the existing hangar, which must be torn down as part of the airport's expansion plans. As the structure is owned by us and being removed due to no fault of our own, reimbursement of its fair market value is a critical component of a fair relocation.

Conclusion

We are not requesting special treatment, but rather a fair and collaborative approach that reflects the value we have provided the airport and the unavoidable costs of relocating. We are open to negotiation and eager to identify solutions that meet the goals of both parties.

Thank you for your consideration. We respectfully request a private meeting at your earliest convenience to review and discuss the proposals outlined above.

Regards,



Michael Mamuzich
President
Minuteman Aviation, Inc.

Missoula County Airport Authority
Check Register by Account Name
06/01/2025 - 06/30/2025

Account Name	Total
Airfield Maintenance	\$ 8,680.00
Badging Expenses	\$ 622.00
Building General R&M	\$ 85,589.52
Consultants Expense	\$ 12,500.00
Contracted Maintenance	\$ 4,783.44
Custodial Services	\$ 44,810.00
Custodial Supplies	\$ 10,272.17
Disposal Expense	\$ 2,970.56
EAP Fees	\$ 747.00
Electricity/Gas Expense	\$ 34,690.81
Employee Screening	\$ 4,240.00
Employee Training Expense	\$ 5,584.00
Fluorine-free foam Transition	\$ 18,938.30
GASB 96 Long-term Subscription	\$ 2,223.67
Landside Maintenance	\$ 2,115.77
Life Flight	\$ 3,975.00
Marketing	\$ 13,503.75
Meals & PR	\$ 123.50
Mechanical/Supplies	\$ 167.26
Memberships	\$ 134.51
Office Supplies	\$ 15,529.60
On-demand IT Support	\$ 570.00
Parking- R&M	\$ 619.32
Petroleum Products Expense	\$ 4,288.04
Phone Charges	\$ 3,344.42
Plumbing Expense	\$ 476.60
Recurring IT Support Subscripti	\$ 2,624.24
Rent Car R&M	\$ 380.00
Rental Car Fuel	\$ 38,407.35
Safety Supplies/Equipment	\$ 1,806.23
Sewer Expense	\$ 2,632.91
Snow & Ice Removal	\$ 45,174.46
Tools/Equipment	\$ 1,836.20
TPA- EE benefits and Payroll	\$ 2,886.90
Travel Expense	\$ 690.00
Uniform Expense	\$ 4,891.59
USFS Hangar R&M	\$ 26.74
Vehicle R&M	\$ 2,074.36
Water Expense	\$ 6,469.15
Wildlife Mitigation	\$ 2,486.72
Grand Total	\$ 393,886.09

Missoula County Airport Authority
Check Register by Vendor Name
06/01/2025 - 06/30/2025

Vendor Name	Total
3-V Distributing Inc.	\$ 477.50
AILEVON PACIFIC AVIATION CONSULTING, LLC	\$ 3,250.00
Amadeus	\$ 2,223.67
Arthur J. Gallagher Risk Management Services, LLC	\$ 12,500.00
AXMEN	\$ 36.80
BIG BEAR SIGN CO	\$ 1,030.00
Black Knight Security and Investigations	\$ 4,240.00
BLACKFOOT COMMUNICATIONS	\$ 1,646.83
Border States Industries Inc	\$ 42.34
BROWN'S SEPTIC	\$ 2,550.00
CENTURYLINK	\$ 577.09
CHEMSEARCHFE	\$ 355.90
CHS MOUNTAIN WEST CO-OP	\$ 41,151.10
City of Missoula	\$ 9,102.06
Convergint Technologies, LLC	\$ 3,200.00
CULLIGAN	\$ 135.50
CURTIS	\$ 4,541.59
DAMROW, TIM	\$ 123.50
ENERGY WEST	\$ 2,941.82
FIRST CALL	\$ 2,985.24
GELDERSMA,AUGUSTUS	\$ 345.00
Glacier Park International Airport	\$ 1,650.00
GRAINGER	\$ 392.47
GreatAmerica Financial Services	\$ 209.00
GRIZZLY DISPOSAL	\$ 279.98
HELENA REGIONAL/P	\$ 1,990.00
HIDAY,ALEX	\$ 345.00
HILLYARD INC	\$ 9,916.27
Ink Shed Merch	\$ 300.00
IRIS COMPANIES	\$ 622.00
KNIFE RIVER	\$ 4,000.00
KONE	\$ 944.93
LIFE FLIGHT NETWORK	\$ 3,975.00
LIFE-ASSIST INC	\$ 1,735.26
MACON SUPPLY, INC.	\$ 175.80
MARTINSEN, TYLER	\$ 50.00
M-B COMPANIES, INC.	\$ 45,174.46
METALWORKS	\$ 3,002.00
MISSOULA ELECTRIC CO-OP	\$ 893.86
MISSOULA OFFICE CITY	\$ 79,407.97
MISSOULA TEXTILE, INC	\$ 638.51

Missoula County Airport Authority

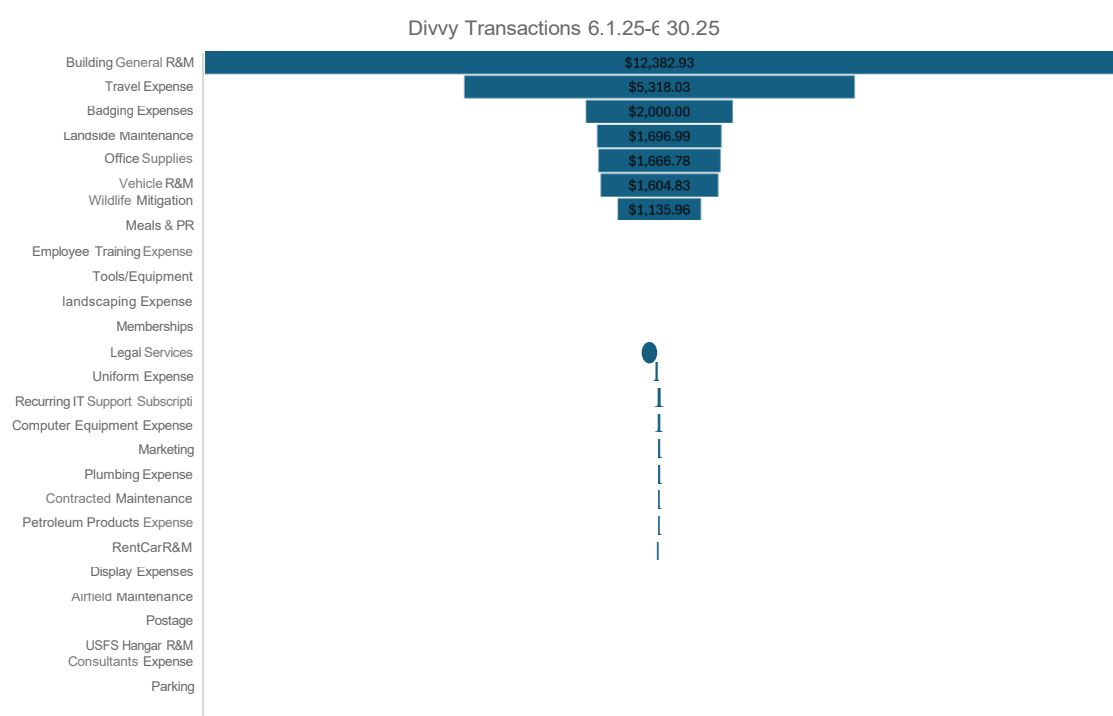
Check Register by Vendor Name

06/01/2025 - 06/30/2025

MONTANA ACE HARDWARE	\$ 18.27
MONTANA DEPARTMENT OF LABOR	\$ 348.00
MONTANA LAW ENFORCEMENT	\$ 1,944.00
MOUNTAIN SUPPLY	\$ 476.60
MT DEPT OF JUSTICE	\$ 134.51
MURDOCH\$	\$ 2,672.65
NAPA	\$ 2,552.59
NORCO INDUSTRIAL	\$ 44.00
NORTHWESTERN ENERGY	\$ 30,855.13
OFFICE SOLUTIONS & SERVICES	\$ 165.37
PACIFIC STEEL	\$ 568.00
PAVLIK, INC	\$ 2,976.00
PLATT ELECTRIC	\$ 26.74
POMP'S TIRE-MISSOULA	\$ 769.22
QUOTIENT GROUP	\$ 10,253.75
RDO EQUIPMENT CO.	\$ 155.21
REPUBLIC SERVICES	\$ 2,690.58
RISING FASTv	\$ 42,950.00
RODDA PAINT	\$ 4,992.00
SAPPHIRE RESOURCE CONNECTIONS	\$ 747.00
SHERWIN WILLIAMS	\$ 302.93
SPECTRUM WINDOW CLEANING	\$ 1,860.00
TEAR ITUP	\$ 72.40
THERMAL SUPPLY	\$ 1,423.00
TRS Group Inc.	\$ 15,962.30
UKG	\$ 2,886.90
ULINE	\$ 15,156.33
VERIZON	\$ 1,120.50
WAYNE DALTON	\$ 380.00
WESTERN STATES EQUIP	\$ 223.66

Grand Total	\$ 393,886.09
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Category name	Total	Percent of spend
Building General R&M	\$12,382.93	40.56%
Travel Expense	\$5,318.03	17.42%
Badging Expenses	\$2,000.00	6.55%
Landside Maintenance	\$1,696.99	5.56%
Office Supplies	\$1,666.78	5.46%
Vehicle R&M	\$1,604.83	5.26%
Wildlife Mitigation	\$1,135.96	3.72%
Meals & PR	\$960.86	3.15%
Employee Training Expense	\$933.99	3.06%
Tools/Equipment	\$581.87	1.91%
Landscaping Expense	\$486.56	1.59%
Memberships	\$419.25	1.37%
Legal Services	\$410.00	1.34%
Uniform Expense	\$216.80	0.71%
Recurring IT Support Subscripti	\$112.22	0.37%
Computer Equipment Expense	\$98.02	0.32%
Marketing	\$92.95	0.30%
Plumbing Expense	\$84.50	0.28%
Contracted Maintenance	\$75.00	0.25%
Petroleum Products Expense	\$73.35	0.24%
RentCarR&M	\$55.60	0.18%
Display Expenses	\$41.95	0.14%
Airfield Maintenance	\$35.92	0.12%
Postage	\$18.15	0.06%
USFS Hangar R&M	\$15.86	0.05%
Consultants Expense	\$7.20	0.02%
Parking	\$2.00	0.01%



*Employee Training Expense Breakdown

MT Labor & Arbitration conference
IMLA airport law webinar registrariion
Reference materials
Bag tee tor employee training travel

Missoula County Airport Authority (MCAA)

Financial Report Narrative

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

Balance Sheet

As of June 30, accounts receivable consisted of the following:

Trade	\$ 1,671,649
Advertising	6,370
Ground Handling	283,338
Grants	1,932,446
Advance Contract Refund	<u>50,842</u>
	<u>\$ 3,944,645</u>

A summary of construction in progress for the east concourse is as follows:

	Balance July 1, 2024	Additions	Balance June 30, 2025
Construction in progress, east concourse:			
Phase 2	31,995,745	18,531,867	50,527,612
Phase 3	<u>1,054,428</u>	<u>4,680,493</u>	<u>5,734,921</u>
Total construction in progress east concourse	<u>33,050,173</u>	<u>23,212,360</u>	<u>56,262,533</u>
	Less related debt, series 2022		<u>(29,999,780)</u>
	Net investment in capital asset		<u>\$ 26,262,753</u>

Revenue and Expenses as a % of the Annual Budget

Revenues and expenses are currently 113% and 99% of the annual operating budget, respectively.

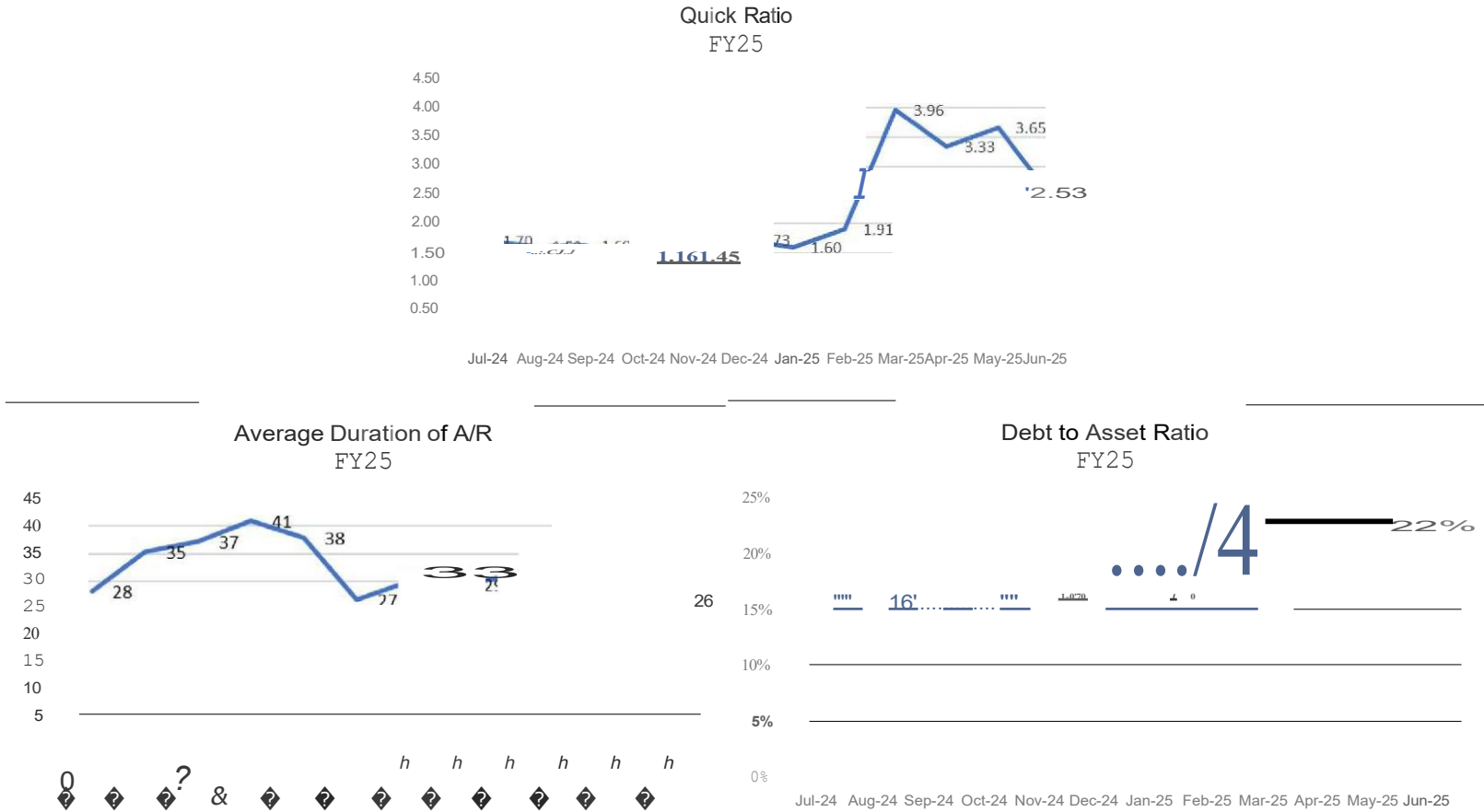
Cash Flow

MCAA had positive cash flows from operating, noncapital financing and investing activities. Capital and related financing activities resulted in negative cash flows.

Long-term Debt

No long-term debt activity for the month ended June 30, 2025.

Financial Ratios Fiscal Year 2025



Debt to Asset Ratio

FY25

Month	Debt to Asset Ratio
Jul-24	0%
Aug-24	0%
Sep-24	0%
Oct-24	0%
Nov-24	0%
Dec-24	0%
Jan-25	16%
Feb-25	16%
Mar-25	16%
Apr-25	16%
May-25	16%
Jun-25	22%

Quick Ratio

Ability to pay current obligations using liquid assets.

Average Duration of A/R

Average duration of accounts receivable (AIR) 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 June 30, 2025

	Jun 30, 25	Jun 30, 24
ASSETS		
Current Assets		
Checking/Savings		
10100 • Petty Cash	300.00	300.00
10500 • General Checking Acct	2,286,706.27	4,643,575.03
10511 • Project Checking Acct	5,000.00	5,000.00
10550 • USFS Account	160,503.82	160,359.69
10560 • Debt Service Account	331.96	331.72
10580 • CFC Account	322,047.34	321,758.08
10590 • STIP Terminal Reserve	26,338.99	25,129.63
10600 • STIP	956,423.06	912,508.50
10604 • Money Market Accounts	13,917,690.69	2,322,855.87
10700 • Payroll Checking	121,989.68	128,746.70
1071 • Bill.com Money In Clearing	3,119.66	0.00
10710 • Flex-FIB	8,707.95	6,902.86
1072 • Bill.com Money Out Clearing	-6,046.30	2,940.00
10750 • PFC Cash at US BANK	2,422,582.47	1,503,252.25
Total Checking/Savings	20,225,695.59	10,033,660.33
Accounts Receivable		
10800 • Accounts Receivable	3,944,645.31	3,738,069.87
Total Accounts Receivable	3,944,645.31	3,738,069.87
Other Current Assets		
10900 • AvSec Fingerprinting Account	1,497.75	1,497.75
11500 • Pre-Paid Expenses	176,333.93	102,118.99
11810 • ST Lease Recble GASB 87	1,590,049.01	1,590,049.01
11820 • Interest Recble GASB 87	9,696.62	9,696.62
12100 • Inventory-Rental Car Fuel	0.00	7,892.75
26200 • Faber Loan	100,000.00	100,000.00
Total Other Current Assets	1,877,577.31	1,811,255.12
Total Current Assets	26,047,918.21	15,582,985.32
Fixed Assets		
13000 • Land	11,617,234.48	11,617,234.48
13100 • Land Improvements	18,040,105.37	16,368,644.98
13200 • Buildings-Terminal	69,087,568.09	69,087,568.09
13300 •Buildings-Ops & Fire	6,661,600.73	6,184,039.07
13450 •Buildings• Other	11,643,143.81	11,643,143.81
13500 • Runways/Taxiways/Apron	80,361,231.98	80,352,366.98
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	4,289,622.85	3,762,686.70
14100 • Furniture & Fixtures	1,591,801.03	1,591,801.03
14300 • Vehicles	10,416,056.28	7,736,133.08
14400 • Studies	1,925,406.96	1,925,406.96
14500 • Allowance for Depreciation	-111,097,766.48	-103,059,339.95
19400 • Construction in Progress	59,683,301.12	35,254,532.65
Total Fixed Assets	175,033,171.39	153,278,083.05
Other Assets		
11830 • LT Lease Recble GASB 87	737,143.17	737,143.17
19610 • Deferred Pension Outflows	978,352.15	978,352.15
19800 • LT Loan - Faber	160,259.28	700,517.52
19901 • GASB 96 Subscription Asset(s)	367,183.34	367,183.34
Total Other Assets	2,242,937.94	2,783,196.18
TOTAL ASSETS	203,324,027.54	171,644,264.55

Missoula County Airport Authority
Balance Sheet Prev Year Comparison
As of June 30, 2025

	Jun 30, 25	Jun 30, 24
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
20500 • Accounts Payable	2,659,282.83	380,474.81
20505 • Accounts Payable- Projects	3,427,361.79	4,526,977.42
Total Accounts Payable	6,086,644.62	4,907,452.23
Credit Cards	17,368.19	26,150.19
Other Current Liabilities		
20800 • Current Portion of L/T Debt	548,541.91	548,541.91
20805 • GASB 96 Short-term Subscription	70,730.08	70,730.08
20810 • GASB 96 Accrued Interest Liab.	6,226.79	6,226.79
20900 • Fed W/h Payable	341.30	341.30
2110 • Direct Deposit Liabilities	0.00	-1,042.50
21130 • Misc Deductions Payable	-184.32	-184.32
21300 • Valic Payable	-100.00	19,217.40
21400 • Workers' Comp Payable	3,444.85	3,881.27
21500 • PERS Payable	29,950.44	25,307.93
21600 • Accrued Vacation/Sick Payable	709,202.72	709,202.72
21800 • Wages/Benefits Payable	0.00	119,438.25
21930 • FSB Notes Interest Payable	435,089.81	232,666.00
22140 • Advertising Deferred Revenue	9,600.00	0.00
24000 • Payroll Liabilities	84,361.27	83,064.22
Total Other Current Liabilities	1,897,204.85	1,817,391.05
Total Current Liabilities	8,001,217.66	6,750,993.47
Long Term Liabilities		
20502 • 2022 Note	29,999,779.74	10,871,279.74
25030 • 2019 Note A	13,316,800.00	13,316,800.00
25035 • 2019 Note B	2,368,954.81	2,917,497.98
25600 • Current Portion L/T Debt 2019B	-548,541.91	-548,541.91
25805 • A/P Retainage Long-Term	1,856,641.25	1,232,715.05
25809 • GASB 96 Long-term Subscription	155,040.47	183,948.18
26010 • Pension Liability sum	4,406,660.00	4,406,660.00
26110 • Deferred Pension Inflows	199,506.00	199,506.00
26300 • Dererred Lease Inflow GASB 87	2,125,301.62	2,125,301.62
Total Long Term Liabilities	53,880,141.98	34,705,166.66
Total Liabilities	61,881,359.64	41,456,160.13
Equity	141,442,667.90	130,188,104.42
TOTAL LIABILITIES & EQUITY	203,324,027.54	171,644,264.55

Missoula County Airport Authority
Profit & Loss YTD Comparison
June 2025

	Jun 25	Jun 24
Ordinary Income/Expense		
Income		
30100 · Signatory Landing Fees	92,981.96	73,369.29
30200 · Non Sig Landing Fees		
30201 · Air Incentive Landing Fee	0.00	-3,057.17
30200 · Non Sig Landing Fees - Other	12,784.09	44,322.08
Total 30200 · Non Sig Landing Fees	12,784.09	41,264.91
30210 · Cargo Landing Fees	4,186.14	3,808.16
30300 · Non-Based Landing Fees	10,476.76	9,193.35
30400 · Signatory Rent	54,862.51	40,606.66
30420 · Non-Sig Use Fees		
30421 · Air Incentive Use Fee	0.00	-2,407.60
30420 · Non-Sig Use Fees - Other	15,056.25	44,415.80
Total 30420 · Non-Sig Use Fees	15,056.25	42,008.20
30430 · Signatory Use Fee	101,114.20	74,962.80
30500 · Equipment/Space/Services	550.00	0.00
30507 · Advertising Income	24,953.00	24,153.00
30509 · Ground Handling	164,650.60	140,171.17
30600 · FBO Rentals	22,291.17	21,671.95
30800 · Fuel Flowage Fees	11,254.42	8,741.97
30900 · Fuel Farm Leases	379.67	369.12
31000 · Coffee Concession	1,107.89	1,095.79
31100 · Restaurant	31,442.66	24,477.32
31110 · Liquor Concessions	16,754.76	17,444.70
31300 · Rental Car%	321,864.44	324,349.92
31400 · Rent Car Rent	15,179.80	15,179.80
31600 · Rent Car Fuel	66,415.26	70,765.13
31900 · USFS Hangar Rent	20,826.51	20,810.46
32100 · Gift Shop Faber	44,675.91	43,350.86
32200 · Travel Agency	0.00	439.31
32300 · Terminal Rent		
32301 · Airport Suite	833.33	0.00
Total 32300 · Terminal Rent	833.33	0.00
32400 · Parking Lot	400,759.70	379,339.44
32800 · Ag Land Leases	2,247.50	2,996.67
32900 · Non-Aeronautical Ground Rent	28,004.69	30,447.31
32910 · Aeronautical Ground Rent	8,465.47	7,512.19
33000 · Vending	3,913.54	4,249.61
33800 · Off Airport Rent Cars	7,656.71	9,044.21
34000 · Utilities Reimbursement	4,847.19	2,273.03
34200 · Miscellaneous Income	1,131.85	2,219.00
34300 · Ground Transport	21,857.16	24,173.89
34500 · Glycol Disposal	38,041.50	18,164.26
42700 · Drain Pumping Fee	260.00	260.00
80211 · Lease Income GASB 87	0.00	1,491,116.52
80620 · Lease Contra Acct GASB 87	0.00	-1,699,579.68
81403 · TSA Checkpoint OTA	1,231.66	1,231.66
85100 · Badging Fees Collected	4,253.00	60.00
Total Income	1,557,311.30	1,271,741.98
Gross Profit	1,557,311.30	1,271,741.98

Missoula County Airport Authority
Profit & Loss YTD Comparison
June 2025

	Jun 25	Jun 24
Expense		
40100 · Wages	368,796.55	485,420.66
40330 · Overtime Wages	10,478.86	6,126.98
40600 · Fringe Benefits Expense	126,987.29	146,143.26
40800 · Legal Services	7,555.00	1,498.50
41200 · Insurance Expense	23,593.58	19,106.73
41300 · Accounting Expense	1,077.76	984.83
41400 · Phone Charges	3,281.47	3,393.58
41800 · Communication R&M	0.00	44.18
42000 · Office Supplies	2,784.13	3,189.41
42100 · Computer Equipment Expense	98.02	159.40
42200 · Electricity/Gas Expense	48,142.53	42,403.63
42400 · Water Expense	8,235.29	6,878.04
42500 · Sewer Expense	2,632.91	1,579.05
42600 · Disposal Expense	2,970.56	2,970.58
43000 · Petroleum Products Expense	5,725.07	10,051.01
43400 · Vehicle R&M	3,208.89	5,101.57
43800 · Tools/Equipment	2,482.04	11,663.41
44000 · Landscaping Expense	501.55	440.36
44100 · Custodial Services	43,785.00	38,775.00
44200 · Contracted Maintenance	22,118.73	25,538.91
44302 · Jet Bridge R&M	9,606.48	29.10
44400 · Electric Maintenance	0.00	300.62
44600 · Plumbing Expense	176.81	0.00
44800 · Mechanical/Supplies	8,815.74	374.66
45000 · Building General R&M	47,382.44	6,006.54
45104 · Rent Car R&M	1,815.60	3,741.96
45105 · ATCT R&M	1,304.93	6,747.84
45106 · USFS Hangar R&M	2,292.43	1,585.63
45107 · BHS Parts and MX	5,749.12	0.00
45203 · Airfield Maintenance	9,393.70	832.00
45400 · Landside Maintenance	3,436.93	3,790.52
45600 · Airfield Lighting R&M	311.38	0.00
45800 · Snow & Ice Removal	32,043.55	0.00
46000 · Custodial Supplies	8,834.12	10,047.11
46400 · Uniform Expense	266.80	2,462.15
46600 · Employee Training Expense	18,012.99	5,115.00
46800 · Travel Expense	7,693.66	6,371.70
47000 · Memberships	1,882.54	0.00
47200 · Safety Supplies/Equipment	1,593.91	11,145.49
47400 · Meals & PR	960.86	2,196.26
47501 · Marketing	17,557.58	11,523.29
47600 · Consultants Expense	1,207.20	8,125.77
47605 · Landing Fee Commission Expense	2,095.35	1,838.67
47707 · Display Expenses	4,937.95	0.00
49100 · Fingerprint/STA Charges	-250.00	37.00
49202 · Badging Expenses	4,246.00	0.00
49203 · Badging / Compliance Contracts	575.00	0.00
49204 · Employee Screening	4,240.00	0.00
49205 · Annual IT Support Subscriptions	2,094.75	0.00
49206 · On-demand IT Support	1,786.67	0.00
49207 · Recurring IT Support Subscripti	4,638.96	125.00
49208 · Rental Car Fuel	67,164.67	36,757.92
49209 · ISS CCURE/accesscontrol/camera	736.32	0.00
49300 · Parking		
49303 · Parking - R&M	775.87	0.00
49300 · Parking - Other	2.00	0.00
Total 49300 · Parking	777.87	0.00
66900 · Reconciliation Discrepancies	-55.00	0.00
80200 · Pension Expense adjustment	0.00	305,358.45
80210 · OPEB payroll adjustment	0.00	37,942.00
80600 · Miscellaneous Expense	8.78	107.94
80611 · BANK Charges	-40.26	5.22
80625 · TPA- EE benefits and Payroll	1,732.50	2,970.00
80650 · Finance Charges	261.11	11.11
Total Expense	959,744.67	1,277,018.04
Net Ordinary Income	597,566.63	-5,276.06

Missoula County Airport Authority
Profit & Loss YTD Comparison
June 2025

	Jun 25	Jun 24
Other Income/Expense		
Other Income		
31500 · CFCs	142,972.00	149,064.00
70200 · Interest Income-Unrestricted	29,687.07	7,096.82
70400 · Project Restricted Interest	41.28	33.09
70500 · Interest Income GASB 87	0.00	151,996.01
89010 · Federal Programs		
89000 · Airport Improvement Grants	685,133.48	1,319,661.68
89500 · PFC Contributions	397,638.72	405,313.59
89600 · FEMA Share	5,307.05	0.00
Total 89010 · Federal Programs	1,088,079.25	1,724,975.27
89400 · Capital Contributions		
89103 · State Grants		
89102 · Pension grants	0.00	107,755.00
89104 · FEMA State of MT Share	707.60	0.00
Total 89103 · State Grants	707.60	107,755.00
Total 89400 · Capital Contributions	707.60	107,755.00
Total Other Income	1,261,487.20	2,140,920.19
Other Expense		
80140 · Note 2019A Interest Expense	44,046.38	41,721.99
80145 · Note 2019 B Interest Expense	5,936.16	7,341.28
80150 · Note 2022 Interest Expense	96,484.10	29,780.43
80201 · GASB 96 Interest Expense	0.00	7,721.25
80205 · GASB 96 Amortization Expense	0.00	80,431.83
80300 · Depreciation	683,955.92	719,060.74
Total Other Expense	830,422.56	886,057.52
Net Other Income	431,064.64	1,254,862.67
Net Income	1,028,631.27	1,249,586.61

Ordinary Income/Expense	Jun25!!!!!!e!...	Jul'24 - Jun 25	YTD Budget	Annual Budget	YTD % of Annual Budget
Income						
30100 • Signatory landing Fees	92,982	77,112	730,408	649,346	649,346	112%
30200 • Non Sig landing Fees	12,784	49,219	212,464	274,281	274,281	77%
30210 • Cargo landing Fees	4,186	2,984	67,833	53,736	53,736	126%
30220 • Charter landing Fees	0		0	0	0	
30300 • Non-Based landing Fees	10,477	11,305	217,398	187,849	187,849	116%
30400 • Signatory Rent	54,863	41,876	515,494	502,512	502,512	103%
30410 • Non-Sig Turn Fees	0			0	0	
30420 • Non-Sig Use Fees	15,056	53,593	287,414	363,852	363,852	79%
30430 • Signatory Use Fee	101,114	79,567	857,747	759,424	759,424	113%
30500 • Equipment/Space/Se.vices	550		4,700			
30507 • Advertising Income	24,953	21,642	238,948	225,000	225,000	106%
30509 • Ground Handling	164,651	185,529	986,856	1,060,001	1,060,001	93%
30600 • FBO Rentals	22,291	22,722	267,494	274,998	274,998	97%
30800 • Fuel Flowage Fees	11,254	8,441	88,294	105,001	105,001	84%
30900 • Fuel Farm leases	380	375	4,556	4,500	4,500	101%
31000 • Coffee Concession	1,108	1,089	11,907	11,250	11,250	106%
31100 • Restaurant	31,443	21,723	226,279	150,002	150,002	151%
31110 • liquor Concessions	16,755	18,244	162,030	150,000	150,000	108%
31300 • Rental Car%	321,864	318,055	2,464,610	2,100,000	2,100,000	117%
31400 • Rent Car Rent	15,180	13,750	182,158	165,000	165,000	110%
31600 • Rent Car Fuel	66,415	35,732	434,577	358,030	358,030	121%
31900 • USFS Hangar Rent	20,827	21,252	249,902	255,024	255,024	98%
32100 • Gift Shop Faber	44,676	45,605	345,209	325,001	325,001	106%
32200 • Travel Agency	0		879	0	0	
32300 • Terminal Rent	833		833			
32400 • Parking Lot	400,760	408,138	4,422,197	3,600,001	3,600,001	123%
32800 • Ag land leases	2,248	3,083	33,713	36,996	36,996	91%
32900 • Non-Aeronautical Ground Rent	28,005	29,600	363,074	355,200	355,200	102%
32910 • Aeronautical Ground Rent	8,465	7,673	120,506	109,999	109,999	110%
33000 • Vending	3,914	2,327	34,746	15,999	15,999	217%
33800 • Off Airport Rent Cars	7,657	9,635	46,934	40,001	40,001	117%
34000 • Utilities Reimbursement	4,847	2,785	54,479	35,005	35,005	156%
34200 • Miscellaneous Income	1,132	1,882	160,218	40,001	40,001	401%
34300 • Ground Transport	21,857	25,024	164,932	175,000	175,000	94%
34500 • Glycol Disposal	38,042	15,000	38,042	15,000	15,000	254%
42700 • Drain Pumping Fee	260	260	3,120	3,120	3,120	100%
81402 • TSA LEO Reimbursement	0					
81403-TSA Checkpoint OTA	1,232	1,250	14,780	15,000	15,000	99%
85000 • Petro Fund Reimbursement			7,296			
85100 • Badging Fees Collected		56	19,713	15,000	15,000	131%
Total Income	<u>1,557,314</u>	<u>1,536,528</u>	<u>14,041,740</u>	<u>12,431,129</u>	<u>12,431,129</u>	113%
Gross Profit	1,557,314	1,536,528	14,041,740	12,431,129	12,431,129	113%

Missoula County Airport Authority
Profit & Loss Budget Performance
June 2025

Expense	Jun25!!!!!!e!...	Jul'24 - Jun 25	YTD Budget	Annual Budget	YTD % of Annual Budget
4010,0 Wages	368,797	495,416	4,402,680	4,129,178	4,129,178	107%
40330 • Overtime Wages	10,479	7,139	104,876	90,000	90,000	117%
40600 • Fringe Benefits Expense	126,987	153,833	1,582,512	1,710,519	1,710,519	93%
40800 • Legal Services	7,555	1,962	31,531	29,999	29,999	105%
41200 • Insurance Expense	23,594	25,046	259,299	300,000	300,000	86%
41300 • Accounting Expense	1,078	955	86,204	83,951	83,951	103%
41400, Phone Charges	3,281	3,508	41,126	45,499	45,499	90%
41600 • Phone R&M						
4180,0 Communication R&M		61	21,064	21,395	21,395	98%
42000 • Office Supplies	2,784	2,395	76,982	36,449	36,449	211%
4210,0 Computer Equipment Expense	98	48	76,367	38,952	38,952	196%
42200 • Electricity/Gas Expense	48,143	45,022	581,207	614,999	614,999	95%
42400 • Water Expense	8,235	7,884	70,883	72,001	72,001	98%
42500 • Sewer Expense	2,633	2,391	32,688	43,990	43,990	74%
4260,0 Disposal Expense	2,971	3,044	35,264	39,999	39,999	88%
42800 • Disposal-Industrial	0		13,797	6,476	6,476	213%
43000 • Petroleum Products Expense	5,725	12,854	89,862	115,212	115,212	78%
43400 • Vehicle R&M	3,209	5,972	97,510	106,264	106,264	92%
43600 • Equipment Rental	0	0	3,065	2,625	2,625	117%
43800 • Tools/Equipment	2,482	15,327	48,268	79,863	79,863	60%
44000 • Landscaping Expense	502	243	1,050	12,924	12,924	8%
44100 • Custodial Services	43,785	40,895	501,741	530,000	530,000	95%
4420,0 Contracted Maintenance	22,119	14,878	166,107	168,317	168,317	99%
44302 • Jet Bridge R&M	9,606	78	14,816	17,501	17,501	85%
44400 • Electric Maintenance	0	407	9,132	12,000	12,000	76%
44600 • Plumbing Expense	177	0	10,214	11,999	11,999	85%
44800 • Mechanical/Supplies	8,816	786	19,036	25,000	25,000	76%
45000 • Building General R&M	47,382	2,636	176,327	24,999	24,999	705%
45104 • RentCarR&M	1,816	929	65,055	14,998	14,998	434%
45105,ATCTR&M	1,305	4,543	7,804	5,000	5,000	156%
45106 • USFS Hangar R&M	2,292	590	30,141	5,001	5,001	603%
45107 • BHSPartsand MX	5,749	0	21,396	75,000	75,000	29%
45203 • Airfield Maintenance	9,394	697	43,742	58,885	58,885	74%
45400 • Landside Maintenance	3,437	1,371	17,038	29,000	29,000	59%
4560,0 Airfield Lighting R&M	311	0	7,935	15,900	15,900	50%
45703 • Fog Abatement			773	3,240	3,240	24%
45800 • Snow & Ice Removal	32,044		207,482	282,079	282,079	74%
46000 • Custodial Supplies	8,834	7,003	83,075	70,002	70,002	119%
46400 • Uniform Expense	267	3,349	58,606	59,580	59,580	98%
46600 • Employee Training Expense	18,013	8,150	83,031	128,843	128,843	64%
46800 • Travel Expense	7,694	7,331	108,791	146,003	146,003	75%
47000 • Memberships	1,883		40,288	43,196	43,196	93%
4720,0 Safety Supplies/Equipment	1,594	13,429	32,260	44,172	44,172	73%
47303 • Wildlife Mitigation		667	5,310	8,004	8,004	66%
47400, Meals & PR	961	2,419	32,774	38,303	38,303	86%
47501 • Marketing	17,558	16,971	209,198	300,001	300,001	70%
4760,0 Consultants Expense	1,207	28,913	34,116	123,449	123,449	28%
47605 • Landing Fee Commission Expense	2,095	2,106	38,717	34,998	34,998	111%
47707 • Display Expenses	4,938	0	6,858	2,500	2,500	274%
47717 • VIC Expenses	0	125	0	1,500	1,500	0%
4910,0 Fingerprint/STA Charges	(250)		(775)			
49200 • Petro Cleanup (MT Petro Board)			7,296			
4920,2 Badging Expenses	4,246	433	6,998	5,196	5,196	135%
49203 • Badging/ Compliance Contracts	575	2,150	54,900	25,800	25,800	213%
4920,4 Employee Screening	4,240	4,167	39,072	50,004	50,004	78%
49205 • Annual IT Support Subscriptions	2,095	3,833	50,885	45,996	45,996	111%
4920,6 On-demand IT Support	1,787	4,167	32,875	50,004	50,004	66%
49207 • Recurring IT Support Subscripti	4,639	3,229	34,552	38,748	38,748	89%
4920,8 Rental Car Fuel	67,165	35,120	454,075	350,310	350,310	130%
49209 • ISS CCURE/accesscontrol/camera	736	4,583	2,945	54,996	54,996	5%
4930,0 Parking	778		1,635			
66900 • Reconciliation Discrepancies	(55)		1,047			
80600 • Miscellaneous Expense		34	3,111	602	602	517%
80611 • BANK Charges	(40)	26	(752)	2,999	2,999	-25%
80625 • TPA-EE benefits and Payroll	1,733	2,458	24,799	29,496	29,496	84%
80650 • Finance Charges	261		2,394			
80810 • Bad Debt - non based	0		5,836			
89610 • Misc.-ATCT	0		215			
Total Expense		1,001,573	10,409,106	10,513,916	10,513,916	99%
Net Ordinary Income	597,565	534,955	3,632,634	1,917,213	1,917,213	189%
Net Income	597,565	534,955	3,632,634	1,917,213	1,917,213	

MISSOULA COUNTY AIRPORT AUTHORITY STATEMENT OF CASH FLOW For the Month Ended June 30, 2025

	<u>30-Jun</u>
CASH FLOWS FROM OPERATING ACTIVITIES	
Cash received from customers	\$ 827,828
Cash paid to suppliers	1,856,705
Cash paid to employees and employee benefits	<u>(531,190)</u>
Net cash flows from operating activities	<u>2,153,343</u>
 CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES	
Payments for capital assets	(3,837,103)
Federal contributions	25,379
Subsequent collections of capital contributions	<u>8,312</u>
Net cash flows from capital and related financing activities	<u>(3,803,412)</u>
 CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES	
Federal contributions (FEMA)	5,307
State contributions (FEMA)	708
Customer facility charges	142,972
Passenger facility charges	<u>397,639</u>
Net cash flows from noncapital financing activities	<u>546,625</u>
 CASH FLOWS FROM INVESTING ACTIVITIES	
Interest and investment revenue	<u>29,124</u>
Net cash flows from investing activities	<u>29,124</u>
 Net change in cash and investments	(1,074,319)
 Cash and investments, beginning of June, 2025	<u>21,300,015</u>
Cash and investments, end of June, 2025	<u>\$ 20,225,696</u>

	<u>30-Jun</u>
RECONCILIATION OF INCOME FROM OPERATIONS TO NET CASH FLOWS FROM OPERATING ACTIVITIES	
Income from operations	\$ <u>597,567</u>
Adjustments to reconcile loss from operations to net cash flows from operating activities:	
Change in receivables and other assets	(726,984)
Change in prepaid expenses	36,511
Change in unearned revenue, advance payment, and deferred inflows	(4,723)
Change in accounts payable and accrued expenses	<u>2,250,972</u>
Total adjustments	<u>1,555,777</u>
Net cash flows from operating activities	<u>\$ 2,153,343</u>

MISSOULA COUNTY AIRPORT AUTHORITY OPERATING REVENUES & OPERATING EXPENSES For the Period Ended June 30, 2025 and 2024

	July - June 25	July - June 24	\$ DIFF.	% DIFF.	July - June 25 % of Gross	July - June 24 % of Gross	Change
Passenger Airline Aeronautical Revenue:							
Passenger airline landing fees (signatory & non-signatory), net air incentives	\$ 942,871	\$ 847,788	\$ 95,083	11%	7%	7%	-1%
Terminal arrival fees, rents and utilities, net air incentives	1,680,655	1,487,961	172,694	12%	12%	13%	-1%
Total	<u>2,603,526</u>	<u>2,335,748</u>	<u>267,777</u>	<u>11%</u>	<u>19%</u>	<u>20%</u>	<u>-2%</u>
Non-Passenger Aeronautical Revenue:							
Landing Fees from Cargo	67,833	68,572	(739)	-1%	0%	1%	0%
Landing Fees GA, Military & USFS	217,398	152,766	64,632	42%	2%	1%	0%
FBO revenue; contract or sponsor-operated	272,050	266,720	5,331	2%	2%	2%	0%
Cargo and hangar rentals (USFS hangar & aeronautical ground rent)	370,408	357,396	13,012	4%	3%	3%	0%
Fuel sales and fuel flowage fees	522,870	227,672	295,198	130%	4%	2%	2%
Security Reimbursements from Fed govt.	14,780	108,649	(93,869)	-86%	0%	1%	-1%
Other non-passenger operating revenue (ground handling)	986,856	800,854	186,003	23%	7%	7%	0%
Total	<u>2,452,195</u>	<u>1,982,627</u>	<u>469,567</u>	<u>24%</u>	<u>17%</u>	<u>17%</u>	<u>0%</u>
Non-Aeronautical Revenue:							
Land and non-terminal facility leases and revenues (ag lease & non-aeronautical ground rent)	401,486	398,911	2,576	1%	3%	3%	-1%
Terminal food and beverage	400,216	323,767	76,449	24%	3%	3%	0%
Terminal-retail stores & duty free	345,209	308,933	36,275	12%	2%	3%	0%
Terminal services and other (advertising, vending, other)	274,572	285,592	(11,020)	-4%	2%	2%	-1%
Rental cars-excludes customer facility charges	2,693,701	2,361,268	332,432	14%	19%	21%	-1%
Parking	4,422,197	3,345,983	1,076,214	32%	31%	29%	2%
Other (flight crew parking, badging, utilities reimbursement, other)	283,701	120,608	163,092	135%	2%	1%	1%
GASB 87 adjustment		(208,463)	208,463	-100%	0%	-2%	2%
Ground transportation	164,932	169,057	(4,125)	-2%	1%	1%	0%
Total	<u>8,986,013</u>	<u>7,105,657</u>	<u>1,880,357</u>	<u>26%</u>	<u>64%</u>	<u>62%</u>	<u>2%</u>
Total Operating Revenue	<u>\$ 14,041,734</u>	<u>\$ 11,424,032</u>	<u>\$ 2,617,701</u>	<u>23%</u>	<u>100%</u>	<u>100%</u>	
Operating Expenses							
Personnel compensation and benefits	\$ 6,081,914	\$ 5,956,278	\$ 125,636	2%	58.42%	60.39%	-2%
Communications and utilities	777,911	756,425	21,486	3%	7.47%	7.67%	0%
Supplies and materials	1,719,798	1,464,306	255,493	17%	16.52%	14.85%	2%
Contractual services	1,571,203	1,456,780	114,424	8%	15.09%	14.77%	0%
Insurance, claims and settlements	259,299	228,860	30,439	13%	2.49%	2.32%	0%
Total Operating Expenses	<u>\$ 10,410,126</u>	<u>\$ 9,862,648</u>	<u>\$ 547,477</u>	<u>6%</u>	<u>100%</u>	<u>100%</u>	
Net Operating Income	<u>\$ 3,631,608</u>	<u>\$ 1,561,384</u>	<u>\$ 2,070,224</u>				

MISSOULA COUNTY AIRPORT AUTHORITY
LONG-TERM DEBT
For the Month Ended June 30, 2025

FY 2025	Balance June 30, 2024	Proceeds from Borrowing	Payments	Balance June 30, 2025
Note payable to First Security Bank of Missoula - series 2019A	\$ 13,316,800	\$ -	\$ -	\$ 13,316,800
Note payable to First Security Bank of Missoula - series 2019B	2,917,498	-	(548,543)	2,368,955
****Note payable to First Security Bank of Missoula - series 2022	<u>10,871,280</u>	<u>19,128,500</u>	<u>-</u>	<u>29,999,780</u>
	<u>\$ 27,105,578</u>	<u>\$ 19,128,500</u>	<u>\$ (548,543)</u>	<u>\$ 45,685,535</u>

Note payable activity for the month ended June 30, 2025:	Amount
Proceeds from Borrowing	\$ -
Payments	\$ -

Current estimated debt service payment; payable July 1, 2025	Principal	Interest	Total
*Note payable to First Security Bank of Missoula - series 2019A	\$ -	\$ 132,139	\$ 132,139
**Note payable to First Security Bank of Missoula - series 2019B	139,815	18,020	157,835
***Note payable to First Security Bank of Missoula - series 2022	<u>-</u>	<u>289,453</u>	<u>289,453</u>
	<u>\$ 139,815</u>	<u>\$ 439,612</u>	<u>\$ 579,427</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
July 25, 2025**

Director's Statement: June enplanements ended with a decrease of 0.3% which equated to 144 less enplaned passengers as compared June of 2024. But the number of deplaned passengers were up 332, so up 188 total passengers through our doors. Overall, we had 1201 less seats in our market year over year which was related to less Frontier Airline departures. With that said, overall, once again we had a record month. This is our 17th month in a row with monthly increases and the 14th month in a row exceeding our previous monthly records. Across the United States, June ended at 98.5% of 2024 so we continue to surpass national numbers.

While Frontier Airlines is just twice weekly to Denver this summer, they added fall and winter flying into MSO. August 18th is their last scheduled flights this summer, they have decided to return for three weeks in October and again for Thanksgiving and Christmas holidays. With the addition of American Airlines adding Chicago on December 18th, our upcoming December seat count is up 9% year over year.

Monday July 7th was our biggest enplanement single day with over 3,000 passengers being screened at our TSA check point. That number was surpassed on Monday July 21st when we had over 3,200 passengers enplane. I would contribute it to the new Zootown music festival along with the university stadium concert that was held in early July, followed by the International Choral Festival held in Missoula and Under the Big Sky Music Festival held in Whitefish this past weekend. Having the 4th TSA security lane has been a necessity this summer as wait times have been manageable overall because of the addition.

We are looking forward to our additional concessions and additional gate that should be opening in early August as phase 3 nears completion. We will have lots of pictures to share as we are making great of progress on all fronts. In addition, we had two new MB multi-functional snow removal plows delivered, happy to show them off if interested.

Our runway project staging is in full swing with lots of night work forthcoming in early August with the full shutdown from September 2nd to 7th.

Board Agenda:

- Baker Tilly Pre-Audit Presentation
- RiseVision Player Lease Approval for Digital Display Replacement
- Lease Amendment for U.S. Forest Service Hangar
- Amendment to Horizon Air Industries Airport Use Agreement and Terminal Lease
- Turo Peer-to-Peer Car Sharing Operating Agreement
- Acceptance of Montana State Department of Environmental Quality Grant to Purchase an Electric Baggage Tractor
- Purchase of Electric Baggage Tractor
- Grant preauthorization and Award of Zero Emissions Vehicle (ZEV) Purchase
- Converjint Contract for Fire Monitoring
- Purchase of Fuel Dispensers for Rental Car Fuel Tank
- Bid award and construction management for the Air Traffic Control Tower modernization project
- American Airlines Chicago Air Service Agreement and Local Partner MOU

Misc:

Parking will continue to be tight as we continue to work on our economy lot expansion project which we hope to complete by early August. Also, our temporary rental car tent has been removed but we still have to infill and repave that area with hopefully that project wrapping up by mid-August. Between both lots we should free up an additional 350 spaces.

We had some music in the terminal this month, John Floridis and Andrea Harsell were here prior to the Zootown music festival welcoming travelers to Missoula. Also, the Garden City Strings performed here on Tuesday July 15th.

Tim Damrow was part of a City Club panel on July 14th, Planes, Plans and Automobiles! He gave an update on our construction and upcoming runway resurfacing project.

Tim and I will be traveling to Minneapolis on Wednesday to meet with Sun Country Airlines. They have been a great partner as we are looking to expand their service down the road.

Kalispell will be hosting this year's Montana air service rendezvous which will be held in mid-September. Currently we are slated to meet with nine airlines at that event.

We have received approval from the FAA to decommission runway 8/26 which is our crosswind runway. That was part of our recently completed Master Plan update. This will allow future general aviation hangar development in that area.

Lastly, not only is this month's Board Agenda extremely long but we recently purchased some new Board AV equipment that we plan to put to use this month. Each seat will have a mic that we hope you will use so that remote users can hear the conversations much more clearly. We will discuss how to use it at the meeting.



2025 Audit Entrance

Baker Tilly US, LLP, trading as Baker Tilly, is a member of the global network of Baker Tilly International Ltd., the members of which are separate and independent legal entities. © 2022 Baker Tilly US, LLP.



Your Dedicated Team



Ashley Osten
*Engagement
Reviewer and
Principal*



Matthew Parsons
*Concurring
Reviewer and
Principal*



Taylor Hillmick
Engagement Manager

Scope of Services

Relationships between Baker Tilly and Missoula County Airport Authority (MCAA):

Annual Audit

Annual financial statement, federal compliance audit, and passenger facility charge program compliance audit as of and for the year ended June 30, 2025.

Non-Attest Services

Assist management with drafting the financial statements and related notes as of and for the year ended June 30, 2025.



Auditor's Responsibilities in a Financial Statement Audit

Auditor is responsible for:

- forming and expressing an opinion on whether the financial statements are prepared, in all material respects, in conformity with U.S. generally accepted accounting principles
- communicating significant matters, as defined by professional standards, arising during the audit that are relevant to you
- when applicable, communicating particular matters required by law or regulation, by agreement with you, or by other requirements applicable to the engagement

The audit of the financial statements doesn't relieve management or you of your responsibilities.

The auditor is not responsible for designing procedures for the purpose of identifying other matters to communicate to you.



Audit Process

©® Internal Controls

- Includes walkthroughs and testing of key controls over significant accounting cycles
- Includes information technology

Analytical Procedures

- Revenue and expenses
- Trends, comparisons, and expectations

§ Substantive Procedures

- Confirm account balances
- Vouch to supporting documentation
- Representations from attorneys and management
- Examine objective evidence



What's Materiality?

It's the amount of a misstatement that could influence the economic decisions of users based on the financial statements.

It's calculated using certain factors:

Quantitative

(total assets, total revenue, total net position)

Qualitative

(covenants, expectations, or industry)

IT IDENTIFIES:

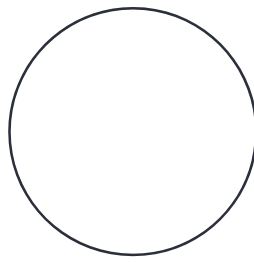
**SIGNIFICANT
RISK AREAS**

**NATURE,
TIMING,
EXTENT, AND
SCOPE OF TEST
WORK**

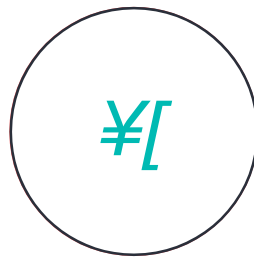
**FINDINGS OR
MISSTATEMENTS**



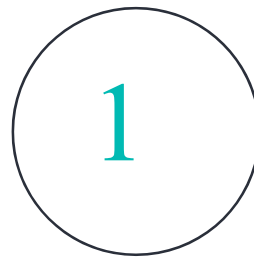
Significant Risks Identified



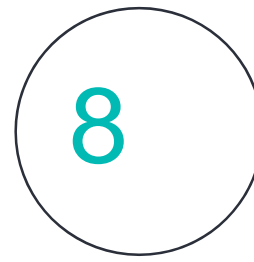
EXISTENCE OF
CASH AND
INVESTMENTS
ALONG WITH
RELATED
FINANCIAL
STATEMENT
DISCLOSURES



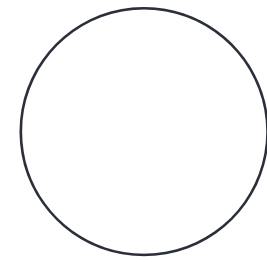
REVENUE
RECOGNITION
AND
VALUATION OF
RECEIVABLES



EXISTENCE AND
VALUATION OF
CAPITAL ASSETS



COMPLETENESS
OF LONG-TERM
DEBT AND
RELATED
FINANCIAL
STATEMENT
DISCLOSURES



COMPLIANCE
WITH FEDERAL
LAWS AND
REGULATIONS



Consideration of Fraud

Auditor's responsibility: Obtain reasonable assurance the financial statements as a whole are free from material misstatement - whether caused by fraud or error

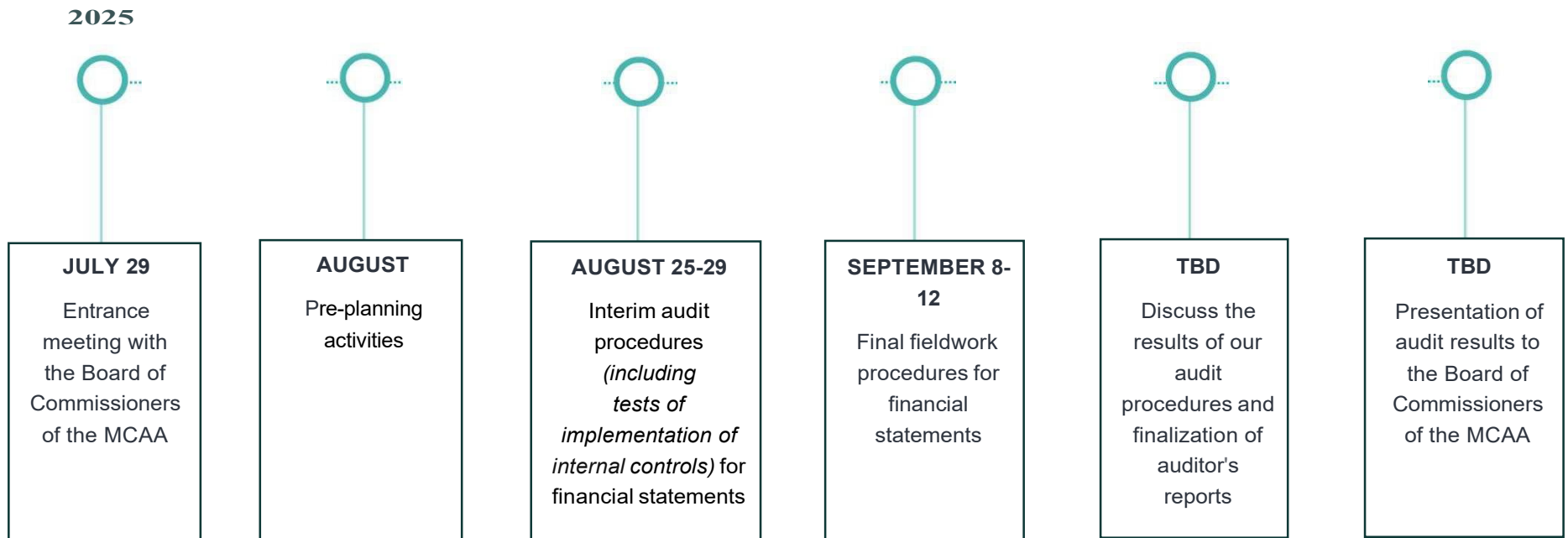
To identify fraud-related risks of material misstatement, we:

- Brainstorm with team
- Conduct personnel interviews
- Document understanding of internal control
- Consider unusual or unexpected relationships identified in planning and performing the audit

Procedures we perform:

- Examine general journal entries for nonstandard transactions
- Evaluate policies and accounting for revenue recognition
- Test and analyze significant accounting estimates for biases
- Evaluate rationale for significant unusual transactions

Audit Timing





Recent Accounting & Auditing Developments



(m Ne\N Standards

GASB 102, Certain Risk Disclosures - effective for the Airport's 2025 year-end

This statement requires a government to assess whether a concentration or constraint makes the primary government reporting unit or other reporting units that report a liability for revenue debt vulnerable to the risk of a substantial impact. Additionally, this statement requires a government to assess whether an event or events associated with a concentration or constraint that could cause the substantial impact have occurred, have begun to occur, or are more likely than not to begin to occur within 12 months of the date the financial statements are issued.

GASB 103, Financial Reporting Model Improvements - effective for the Airport's 2026 year-end

This statement clarifies the reporting requirements related to the MD&A, unusual and infrequent items, presentation of the proprietary fund statement of revenues, expenses and changes in net position, major component unit information, and budgetary comparison information.

GASB 104, Disclosure of Certain Capital Assets - effective for the Airport's 2026 year-end

This statement requires certain types of assets to be disclosed separately in the capital assets note disclosures required by Statement No. 34. Lease assets and intangible right-to-use assets should be disclosed separately by major class of underlying asset in the capital assets note disclosure. Subscription assets should also be separately disclosed. This statement also requires additional disclosures for capital assets held for sale.



Contact Us

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**THANK
YOU**

**Missoula County Airport Authority
Agenda Action Sheet**

Meeting Date: July 29, 2025

1. **TITLE:** RiseVision Player Lease Approval for Digital Display Replacement
2. **AGENDA CATEGORY:** (Please highlight)
UNFINISHED BUSINESS **NEW BUSINESS** COMMITTEE REPORTS
INFORMATION/DISCUSSION ITEM
3. **TIME REQUIRED:** 15 Minutes
4. **BACKGROUND INFORMATION:** Purchase of new RiseVision Players to replace our aging NUC players was a budget item approved in the FY26 budget. Since that approval, the price has increased from \$84/year/device to \$95/year/device. Because of the total cost and duration of the agreement (5 years at \$7,220.00/year), it was determined that we must seek approval from the board

Approximately two-thirds (65 units) of the NUC devices currently in use are running Windows 10, which will reach end-of-life for security updates in October 2025. These units are not compatible with Windows 11 and must be replaced to maintain security compliance. The remaining NUCs face various hardware issues, most notably unreliable Ethernet ports that often result in stuck cables, requiring forceful removal that can damage the cable or port.

While purchasing replacement NUCs was considered, upfront costs vary widely depending on specifications, with additional expenses for Windows licensing, memory, and storage. Each device also requires 4-6 hours of configuration time and ongoing annual maintenance of 2-5 hours per unit. In contrast, the proposed lease agreement with RiseVision offers a managed solution: devices are supported remotely, operate independently of our network, and include free hardware replacement under the lease.

Note that this lease does not include the separate, ongoing licensing costs for the RiseVision player software platform.
5. **BUDGET INFORMATION:** The quoted contract covers 95 RiseVision players to replace existing display NUCs, discounted 20% to \$76/year per device for five years, totaling \$7,220 annually or \$36,100 over the contract term.
6. **SUPPLEMENTAL AGENDA INFORMATION:** Missoula County Airport Authority- 95 Media Players - 5 Years and Hardware Terms of Service - Rise Vision Digital Signage Help Cetner.
7. **RECOMMENDED MOTION:** Move to approve the signing of the Player as a Service Agreement with RiseVision for a period of \$7,220.00 per year for 5 years.
8. **PREPARED BY:** Dylan O'Leary
9. **COMMITTEE REVIEW:** None.



Missoula County Airport Authority - 95 Media Players - 5 Years

Missoula County Airport Authority

5225 US Highway 70 W

Missoula, MT 59808-9575

US

Dylan O'Leary

do leary@flymissoula.com

406-830-6264

Reference: 20250774-755407842

Quote created: July 74, 2025

Quote expires: August 73, 2025

Quote created by: Blake Freeman

Senior Account Executive

btf@risevision.com

+78667707750

Comments from Blake Freeman

All amounts shown are in USD & term is in months.

Rise Vision Subscription

Item & Description	SKU	Quantity	Unit Price	Total	Term
Rise Vision Media Player 5 year Q2 2025 A fully managed and supported subscription 0191- tal signage media player built for education and commercial use.	rv-mp- 5yr-an- nual-Q2- 25	95	\$95.00 /year	\$7,220.00 / year after 20% discount for 5 years	60
Annual subtotal				\$7,220.00 after \$7,805.00 discount	
Total				\$7,220.00	



Purchase terms**Payment Terms**

Balance due net 30 from invoice date. If payment is delinquent we may terminate and cease all ongoing services. For additional payment instructions please read this [FAQ](#).

Hardware Terms of Service

By accepting this quote, you agree to the following [Hardware Terms of Service](#)

Taxes

We are registered in the majority of states for the collection of applicable taxes. If your organization is Tax Exempt we require a valid tax exemption certificate.

Setting Up Rise Vision as a Vendor:

Phone: 866.770.7750

Email: sales@risevision.com

FEIN: 882985753 ([W8 Form](#))

Remit to Address:

Rise Vision USA

P.O. Box 7477888

Chicago, IL 60674-7888

USA

Signature

Before you sign this quote, an email must be sent to you to verify your identity. Find your profile below to request a verification email.

Dylan O'Leary

doleary@flym issoula.com

Questions? Contact me



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Toronto, Ontario M6P 1Z2
Canada

Articles in this section

v

Hardware Terms of Service

Last updated 1 month ago

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Welcome to Rise Vision. Rise Vision Incorporated ("**we**," "**our**," or "**us**") provides easy-to-use cloud digital signage software (the "**Software**") along with training and support (the "**Software Services**") (which is governed by our [Terms of Service](#)) for our customers ("**you**," or "**your**"). We also provide digital signage hardware (the "**Hardware**") along with maintenance and support ("**Hardware Services**") to complement your experience using our cloud digital signage (which is governed by the terms and conditions set forth in these Rise Vision Hardware Terms of Service). Each of you and us is referred to herein individually as a "Party" and collectively as the "Parties."

By accepting a quote, purchase order, or otherwise using our Hardware (the earliest date of which is the "**Effective Date**"), you agree to these Rise Vision Hardware Terms of Service (together with any order forms, quotes, as amended from time to time, collectively the "**Hardware Terms of Service**"). If you do not agree with these Hardware Terms of Service, you may not use our Hardware or Hardware Services.

By accepting this Agreement, you represent to us that you have the legal capacity to do so. If you are entering into this Agreement for a business entity, you represent to us that you have legal authority to bind that entity and that the entity is validly organized and existing under the laws of its state of formation.

1. HARDWARE AND HARDWARE SERVICES

1.1 Hardware Rental. We hereby rent to you, and you agree to rent from us, the Hardware as identified in the quote or purchase order, which may be presented to you electronically, including through our website ("**Quote**"). The Hardware we provide may be new or reconditioned.

1.2 Hardware Services. If you have a problem with the Hardware that we cannot resolve remotely, we will ship you a replacement at our expense. You agree to return affected Hardware to us within five (5) business days from the time we provide you a return shipping label. We will also provide remote support for the Hardware, Monday through Friday, from 9AM to 6PM (ET), excluding holidays. You can contact us using any of the contact methods published in [How do I contact support](#).

2. YOUR OBLIGATIONS

- 2.1 You assume any risk of loss or damage to the Hardware until the Hardware is returned to us in accordance with the terms of these Hardware Terms of Service.
- 2.2 You are responsible for providing a reliable network connection to applicable Hardware and ensuring the '[network requirements](#)' are satisfied.
- 2.3 You will promptly report to us any technical issues with respect to the Hardware, and work with our support team to perform basic troubleshooting to resolve the issue.
- 2.4 You are responsible for the installation of Hardware at the sites where such products will be installed in accordance with these Hardware Terms of Service.
- 2.5 You will comply with all laws, rules, and regulations applicable to your use of our Hardware and Hardware Services.
- 2.6 You will comply with all policies set forth by your organization applicable to your use of our Hardware and Hardware Services.
- 2.7 You are not permitted to install and/or uninstall software, or tamper with the Hardware operating system in any way without our approval.
- 2.8 You will use the Hardware in accordance with any instruction manuals or guidelines made available by us from time to time at: <https://help.risevision.com/hc/en-us>.

3. RETURN OF HARDWARE

- 3.1 **Return Procedure.** It is your responsibility to return the Hardware at the end of the Term (as defined in Section 5). You must contact us to receive a shipping label for the return of the Hardware and complete the return by mail within thirty (30) business days after the shipping label has been provided to you (the "**Return Window**"). Any Hardware that is not received within the Return Window will be charged to you at our standard market prices.
- 3.2 **End of Support.** Manufacturers may declare "end of life," "end of service," "end of support," "manufacture discontinue" or similar designation ("**End of Support**") for certain supported hardware. For Hardware subject to End of Support, we will continue to provide the contracted hardware under a good faith effort but make no guarantees that we would be able to do so. At our option, upon End of Support in respect of a particular Hardware product, we will replace it by new or reconditioned hardware at our expense in order to ensure compatibility.

4. BILLING AND PAYMENT

- 4.1 **Price.** The price for the Hardware is defined in the Quote that we provide you.
- 4.2 **Billing.** You will pay us the sum of all fees as defined in the Quote in advance, prior to delivery of the Hardware ("**Due Date**"). You will pay us the sum of all fees for each renewal period no later than thirty (30) days after the subscription renewal ("**Renewal Due Date**").
- 4.3 **Damaged Hardware Fees.** If you do not return the Hardware to us in the same condition that it was provided to you, except for reasonable wear and tear, we may charge you for the cost of repairing or replacing the affected Hardware and you agree to pay these fees. For the purposes of

these Hardware Terms of Service, "reasonable wear and tear" means only the normal deterioration of the Hardware caused by ordinary, reasonable and proper use of the Hardware as determined by us in our sole discretion.

4.4 Taxes. You agree to pay for all applicable taxes, duties, tariffs, assessments, export and import fees or similar on the transactions in connection with these Hardware Terms of Service ("**Taxes**"). You will provide any information we reasonably request to determine whether we are obligated to collect value-added tax ("**VAT**") and sales tax from you, including but not limited to VAT identification number. If any deduction or withholding is required by law, you will notify us and will pay us any additional amounts necessary to ensure that the net amount that we receive, after any deduction and withholding, equals the amount we would have received if no deduction or withholding had been required. Additionally, you will provide us with documentation showing that the withheld and deducted amounts have been paid to the relevant taxing authority.

4.5 Tax Exemption. If you are legally entitled to an exemption from any sales, use, or similar transaction tax, you are responsible for providing us with legally-sufficient tax exemption certificates for each taxing jurisdiction. We will apply the tax exemption certificates to charges under your account occurring after the date we receive the tax exemption certificates.

4.6 Invoice Disputes. To the extent that you dispute any portion of an invoice, you will notify us in writing and provide detailed documentation supporting your dispute within thirty (30) days of the invoice date or your right to any billing adjustment will be waived. In the event of a billing dispute, you will pay all undisputed amounts by the Due Date, the Renewal Due Date and/or any date otherwise specified by us. If a billing dispute is resolved in your favor and you have withheld the disputed amount, no penalties will apply. If the dispute is resolved against you, and you withheld the disputed amount, you will pay such withheld amount. A dispute may not be based upon a claim that all or a portion of the charges for the Hardware were incurred by unauthorized users. You remain solely responsible for all use of Hardware ordered or billed to your account pursuant hereto, for determining who is authorized to use its service, and for promptly notifying us of any unauthorized use. In the event of nonpayment, we reserve the right to assign the late balance to a collection agency and you agree to reimburse us for all expenses related to our collection efforts, including, but not limited to reasonable attorneys' fees.

5. TERM AND TERMINATION

5.1 Term. These Hardware Terms of Service will go into effect on the Effective Date and continue for the period specified in the Quote ("**Initial Subscription**").

5.2 Renewal. Unless otherwise set out in a Quote, these Hardware Terms of Service will automatically renew for successive subscription periods of the same duration on the anniversary of the Effective Date unless terminated by you or us (each, a "**Renewal Period**", together with the Initial Subscription, the "**Term**"). Each Renewal Period will be governed in accordance with the terms and conditions set out in these Hardware Terms of Service except fees, which may be updated by us, at our discretion, upon reasonable notice to you prior to the beginning of each Renewal Period.

5.3 Termination Rights. You or we may terminate these Hardware Terms of Service upon 30 days' written notice for any reason.

5.4 Effect of Termination. In the event of termination of these Hardware Terms of Services, we will not provide a refund for any prepaid amounts.

6. OWNERSHIP

6.1 Ownership. All right, title and interest in and to the Hardware, the Hardware Services and any information or materials provided or made accessible to you by us under these Hardware Terms of Service, and all intellectual property rights therein will remain with us (or our third party suppliers and licensors, if applicable). All rights not expressly granted by us to you under these Hardware Terms of Service are reserved. You will not and will not permit any levy, lien, security interest, hypothec, pledge or encumbrance to attach to the Hardware.

7. DEFAULT; SUSPENSION OF SERVICE

7.1 Default

7.1.1 You are in default of these Hardware Terms of Service if you (a) fail to cure any monetary breach within five (5) business days of receiving notice of the breach from us; (b) fail to cure any non-monetary breach of any terms of the Hardware Terms of Service within thirty (30) days of receiving written notice of the breach from us; or (c) file or initiate proceedings or you have proceedings filed or initiated against you, seeking liquidation, reorganization or other relief (such as the appointment of a trustee, receiver, liquidator, custodian or such other official) under any bankruptcy, insolvency or other similar law (each such event will be a **"Default"**).

7.1.2 In the event of a Default, we may suspend offering Hardware, Hardware Services, Software or Software Services to you until you remedy the Default, or we may terminate these Hardware Terms of Service, the [Terms of Service](#), any or all of the Hardware or Hardware Services being provided hereunder, and/or any of the Software or Software Services provided under the [Terms of Service](#). We are not responsible for damages that may result due to suspension or termination of Hardware, Hardware Services, Software, or Software Services. We may at our sole option and with prior notice to you, but without any obligation, cure a non-monetary breach at your expense at any point and invoice you for the same. These remedies are in addition to and not a substitute for all other remedies contained in these Hardware Terms of Service or available to you at law or in equity.

7.2 Discontinuation of Service

7.2.1 By You. In the event you decide not to use the Hardware prior to the end of the Term, you will remain responsible for payment of all invoices for Hardware and Hardware Services furnished during the Term. Upon completion of the Term, you must return all Hardware in accordance with Section 3.

7.2.2 By Us. In addition to any other of our rights hereunder (including for termination of the Hardware Terms of Service or Quote), we may discontinue affected Hardware promptly following written notice and without incurring any liability, in the event of a change in law or other governing regulatory body, that results in a material change in these Hardware Terms of Service or impairs our ability to perform our obligations hereunder. In addition, we may discontinue Hardware or Hardware Services immediately and without notice to you, without incurring any liability thereof in the event of using the Hardware in a way that violates applicable law. Upon completion of the Term, you must return all Hardware in accordance with Section 3.

7.2.3 **No Refunds.** In the event of a discontinuation by you or us, we will not provide any refunds of any prepaid amounts.

8. CONFIDENTIALITY

8.1 Confidential Information. Each Party will treat the information received from the other Party that is designated as confidential or otherwise so identified, and/or any information that by its form, nature, content, or mode of transmission would to a reasonable recipient be deemed confidential or proprietary ("**Confidential Information**") as and not disclose or use such Confidential Information except in the performance of these Hardware Terms of Service. Each Party agrees to use the same degree of care that it maintains with regard to its own information of similar or like importance. Neither Party will use or disclose the other Party's Confidential Information, except as permitted in this Section 8. Or for the purpose of performing obligations under the Hardware Terms of Service. The confidentiality obligations of each Party under the Hardware Terms of Service will survive any expiration or termination of the Hardware Terms of Service or of any order. Upon termination of the Hardware Terms of Service, each Party will cease all use of the other Party's Confidential Information and will promptly return, or at the other Party's request destroy, all Confidential Information in tangible form and all copies of Confidential Information in that Party's possession or under its control, and will destroy all copies of Confidential Information on its computers, disks and other digital storage devices. Upon request, a Party will certify in writing its compliance in this Section 8. We designate the Hardware, the Hardware Services, all information relating to the Hardware and Hardware Services, and the financial terms of these Hardware Terms of Service as Confidential Information. Both Parties will: (i) restrict disclosure of Confidential Information to employees and agents solely on a "need to know" basis; (ii) advise employees and agents of their confidentiality obligations; (iii) protect the Confidential Information of the disclosing Party in the manner the disclosing Party would protect such information; (iv) notify the other of any unauthorized possession or use of that Party's Confidential Information as soon as practicable after receiving notice of same; and (v) if either Party is legally compelled in any litigation, administrative, or similar proceeding to disclose the other Party's Confidential Information, such Party will immediately notify the other Party and reasonably cooperate with the other Party to seek a protective order for such Confidential Information, at the other Party's expense. Notwithstanding the foregoing, neither Party will be obligated to preserve the confidentiality of any information which: (i) was previously known; (ii) is a matter of public knowledge; (iii) was or is independently developed by the recipient; (iv) is released for disclosure with written consent; (v) is received from a third-party to whom the information was disclosed without restriction; or (vi) disclosed by the non-receiving party to other persons without similar restriction.

9. DISCLAIMER; LIMITATION OF LIABILITY; INDEMNIFICATION

9.1 General Disclaimer. YOU ACKNOWLEDGE THAT THE DISCLAIMER AND LIMITATION OF LIABILITY IN THESE HARDWARE TERMS OF SERVICE REFLECT A FAIR APPORTIONMENT OF LIABILITY. THE HARDWARE AND ALL SERVICES AND OBLIGATIONS PERFORMED BY US IN CONNECTION WITH THESE HARDWARE TERMS OF SERVICE, INCLUDING THE HARDWARE SERVICES ARE PROVIDED "AS IS" WITHOUT WARRANTY OF ANY KIND. WE DISCLAIM ALL WARRANTIES, REPRESENTATIONS AND CONDITIONS OF ANY KIND WITH RESPECT TO THE HARDWARE AND HARDWARE SERVICES WHETHER EXPRESS, IMPLIED OR COLLATERAL OR WHETHER ARISING BY STATUTE, COURSE OF DEALING, CUSTOM OR USAGE OF TRADE, ⁵³

INCLUDING: (I) THAT THE HARDWARE AND HARDWARE SERVICES WILL BE MERCHANTABLE, OF MERCHANTABLE QUALITY OR FIT FOR A PARTICULAR PURPOSE; (II) THAT THE HARDWARE AND HARDWARE SERVICES WILL BE ACCURATE, COMPLETE, CURRENT, RELIABLE, OR TIMELY; (III) THAT THE HARDWARE AND HARDWARE SERVICES WILL BE AVAILABLE OR OPERATION OF THE HARDWARE AND HARDWARE SERVICES WILL BE UNINTERRUPTED OR ERROR-FREE; (IV) THAT DEFECTS OR ERRORS IN THE HARDWARE OR HARDWARE SERVICES (BE THEY HUMAN OR COMPUTER ERROR(S)) WILL BE CORRECTED; (V) THAT THE HARDWARE OR HARDWARE SERVICES WILL BE FREE FROM VIRUSES OR HARMFUL COMPONENTS; (VI) THAT COMMUNICATIONS TO OR FROM THE HARDWARE OR HARDWARE SERVICES WILL BE SECURE OR NOT INTERCEPTED; AND (VII) ANY AND ALL WARRANTIES, OBLIGATIONS, AND CONDITIONS ARISING OTHERWISE. YOU EXPRESSLY AGREE THAT YOUR USE OF, OR INABILITY TO USE, THE HARDWARE AND HARDWARE SERVICES IS ENTIRELY AT YOUR OWN RISK.

9.2 Limitation of Liability. IN NO EVENT WILL OUR TOTAL AGGREGATE LIABILITY IN CONNECTION WITH OR UNDER THESE HARDWARE TERMS OF SERVICE, WHETHER IN CONTRACT, TORT (INCLUDING NEGLIGENCE OR GROSS NEGLIGENCE), OR OTHERWISE, EXCEED THE AMOUNT OF FEES PAID BY YOU FOR THE HARDWARE AND HARDWARE SERVICES IN THE TWELVE (12) MONTH PERIOD IMMEDIATELY PRECEDING THE EVENT GIVING RISE TO THE CLAIM. FOR GREATER CERTAINTY, THE EXISTENCE OF ONE OR MORE CLAIMS UNDER THESE HARDWARE TERMS OF SERVICE WILL NOT INCREASE THIS MAXIMUM LIABILITY AMOUNT. IN NO EVENT WILL OUR THIRD PARTY SUPPLIERS HAVE ANY LIABILITY ARISING OUT OF OR IN ANY WAY CONNECTED TO THESE HARDWARE TERMS OF SERVICE. TO THE MAXIMUM EXTENT PERMITTED UNDER APPLICABLE LAW, IN NO EVENT WILL WE BE LIABLE TO YOU OR ANY OF YOUR USERS FOR ANY: (I) SPECIAL, EXEMPLARY, PUNITIVE, INDIRECT, INCIDENTAL OR CONSEQUENTIAL DAMAGES; (II) LOST OR LOSS OF (i) SAVINGS, (ii) PROFIT, (iii) DATA, (iv) USE, OR (v) GOODWILL; (III) BUSINESS INTERRUPTION; (IV) COSTS FOR THE PROCUREMENT OF SUBSTITUTE PRODUCTS OR SERVICES; (V) PERSONAL INJURY OR DEATH; OR (VI) PERSONAL OR PROPERTY DAMAGE ARISING OUT OF OR IN ANY WAY CONNECTED TO THESE HARDWARE TERMS OF SERVICE, REGARDLESS OF CAUSE OF ACTION OR THE THEORY OF LIABILITY, WHETHER IN CONTRACT, TORT (INCLUDING NEGLIGENCE OR GROSS NEGLIGENCE), OR OTHERWISE, AND EVEN IF NOTIFIED IN ADVANCE OF THE POSSIBILITIES OF SUCH DAMAGES.

9.3 Indemnification. You will indemnify, defend and hold harmless Rise Vision Incorporated and its officers, directors, employees and agents from and against any and all losses suffered or incurred by us directly or indirectly arising from or in connection with or relating to: (i) any death or injury of any kind, of any person to the extent caused by any use or misuse of the Hardware or Hardware Services while in your possession or control; (ii) any claim resulting from any use of the Hardware or Hardware Services contrary to these Hardware Terms of Service or any guidelines and manuals made available by us to you from time to time; or (iii) your use or storage of any Hardware or Hardware Services. You will fully cooperate with us in the defense of any claim defended by you pursuant to its indemnification obligations under these Hardware Terms of Service and will not settle any such claim without our prior written consent.

10.1 Choice of Law. These Hardware Terms of Service will be governed by the laws of Ontario, Canada. Any claim with respect to the Hardware Terms of Service must be brought within one (1) year after the cause of action arises. Any controversy or claim arising out of or relating to this Agreement, or the breach thereof, will be settled by arbitration administered by the American Arbitration Association in accordance with its Commercial Arbitration Rules, and judgment on the award rendered by the arbitrator may be entered in any court having jurisdiction thereof. Any arbitration hearing will be held in Toronto, Ontario, Canada before one (1) arbitrator.

10.2 Injunctive Relief. Either Party may, at its option and at any time during the dispute resolution process, seek injunctive relief in any court of competent jurisdiction (including but not limited to preliminary injunctive relief). The Parties acknowledge that each of them has a vital interest in enjoining any violation of confidentiality obligations, including unauthorized use of the Hardware or Hardware Services, because damages would not adequately compensate a party for any infringements of that party's intellectual property rights.

11. ASSIGNMENT AND SUBCONTRACTING

11.1 Assignment. You may not assign, transfer, or delegate (including via merger, acquisition, reorganization, or transfer of 51% or more of the ownership interests or assets of a company or person) any interest, obligation, or right under these Hardware Terms of Service without our prior written consent. We may assign, transfer or delegate any interest, obligation or right under these Hardware Terms of Service without your consent.

11.2 Subcontracting. We may, at our own discretion, subcontract work to be performed under the Hardware Terms of Service but will retain responsibility for such work.

12. GENERAL

12.1 Compliance. The Hardware, Hardware Services and any technical information provided under the Hardware Terms of Service are subject to the export laws and regulations of the United States. By agreeing to the Hardware Terms of Service, you represent that you are not a resident or citizen of any country currently embargoed by the United States.

12.2 Force Majeure. Neither we nor you will be responsible for a failure to perform due to causes beyond our or your control, including strikes, riots, terrorism, earthquakes, epidemics, wars, theft, fires, floods, weather, acts of God, or strikes that make it impossible or commercially impractical to perform.

12.3 Amendments. We may unilaterally amend the Hardware Terms of Service, in whole or in part (each, an "**Amendment**"), by giving you prior notice of such Amendment or posting notice of such Amendment on the website. Unless otherwise indicated by us, any such Amendment will become effective as of the date the notice of such Amendment is provided to you or is posted on the website (whichever is the earlier).

12.4 Independent Contractors. The Hardware Terms of Service do not create any agency, employment, partnership, joint venture, or other joint relationship. Both Parties are independent contractors. Neither Party has any authority to bind the other.

12.5 Severability. If any provision of these Hardware Terms of Service is determined to be unenforceable or invalid under any applicable law or is so held by applicable court decision, such unenforceability or invalidation will not render these Hardware Terms of Service unenforceable or invalid as a whole, and such provision will be changed and interpreted so as to best accomplish the objectives of such unenforceable or invalid provision within the limits of applicable law or applicable court decisions.

12.6 No Waiver. The failure of either Party to assert any of its rights under the Hardware Terms of Service, including, but not limited to, the right to terminate the Hardware Terms of Service in the event of breach or default by the other Party, will not be deemed to constitute a waiver by that Party of its right thereafter to enforce each and every provision of the Hardware Terms of Service in accordance with their terms.

12.7 Non-exclusivity. Nothing in the Hardware Terms of Service will prevent or restrict either Party from entering into agreements for the provision of products and services of the same or similar nature as those provided under the Hardware Terms of Service with any third party.

12.8 Entire Agreement. The terms and conditions set forth in these Hardware Terms of Service will apply to all attachments and Quotes unless otherwise specifically stated. The Hardware Terms of Service, including all attachments, constitutes the entire understanding of the Parties with respect to the subject matter thereof and will supersede all previous and contemporaneous communications, representations, or understandings, either oral or written, between the Parties relating to that subject matter and will not be contradicted or supplemented by any prior course of dealing between the Parties.

12.9 No Third Party Beneficiaries. The representations, warranties, covenants and agreements of the Parties set forth herein are not intended for, nor will they be for the benefit of or enforceable by, any third party or person not a Party hereto.

12.10 Survival. The following Sections, together with any other provision of these Hardware Terms of Service which expressly or by its nature survives termination or expiration, or which contemplates performance or observance subsequent to termination or expiration of these Hardware Terms of Service, will survive expiration or termination of these Hardware Terms of Service for any reason: Section 3 (Return of Hardware), Section 4 (Billing and Payment), Section 6 (Ownership), Section 8 (Confidentiality), Section 9 (Disclaimer; Limitation of Liability; Indemnification), Section 11 (Assignment and Subcontracting), Section 12 (General) and this Section 12.10 (Survival).

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Missoula County Airport Authority

Agenda Action Sheet

Meeting Date: Tuesday, July 29, 2025

1. **TITLE:** Lease Amendment for U.S. Forest Service Hangar

Review, discussion and possible approval of Lease Amendment for U.S. Forest Service Hangar.

ACTION ITEM

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

3. **TIME REQUIRED:** 5 Minutes

4. **BACKGROUND INFORMATION:** The Missoula County Airport Authority (lessor) owns a 39,000 square foot hangar which is leased to the U.S. Forest Service (lessee). The current expiration date of the lease is July 31, 2025.

The Lease Amendment provides:

- Extension of the lease - 60-month firm term extension
- Shell rent adjustment and 2% annual escalation clause
- Removal of operating cost and related annual CPI adjustment
- Removal of annual water utility cost

5. **BUDGET INFORMATION:**

If the Lease Amendment is approved, the shell rent adjustment will result in increased rent revenue of approximately \$goK per year.

6. **SUPPLEMENTAL AGENDA INFORMATION:** Lease Amendment for U.S. Forest Service Hangar

7. **RECOMMENDED MOTION:** Move to approve Lease Amendment for U.S. Forest Service Hangar.

8. **PREPARED BY:** William Parnell, Director of Finance and Administration

- g. **COMMITTEE REVIEW:**

UNITED STATES DEPARTMENT OF AGRICULTURE FOREST SERVICE LEASE AMENDMENT	LEASE AMENDMENT No. PLA030 TO LEASE NO. 12034304L5205
ADDRESS OF PREMISES 5225 Highway 10 West Missoula, Montana 59808	

THIS AMENDMENT is made and entered into between

Missoula County Airport Authority

whose address is: 5225 Highway 10 West, Missoula Montana 59808

hereinafter called the Lessor, and the **UNITED STATES OF AMERICA**, hereinafter called the Government:

WHEREAS, the parties hereto desire to amend the above Lease to extend the term of the Lease.

NOW THEREFORE, these parties for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, covenant and agree that the said Lease is amended, effective upon execution by the Government as follows:

This Lease Amendment (PLA030) is hereby issued to reflect a 60-month extension of the term of the Lease for 12,000 SF of office space and 27,000 square feet of warehouse and related space at 5225 Highway 10 West, Missoula Montana 59834 (the Premises). The current expiration date of the Lease is July 31, 2025. The term is hereby extended for an additional 60-months and expires on July 31, 2030.

A. Paragraph 2 of the SF-2 is hereby deleted in its entirety and the following is inserted in lieu thereof:

“To Have and To Hold the said Premises with its appurtenances for the term beginning upon August 1, 2005, through July 31, 2030, this is a 60-month firm term extension.

This Lease Amendment contains {7} pages.

All other terms and conditions of the lease shall remain in force and effect.
 IN WITNESS WHEREOF, the parties subscribed their names as of the below date.

FOR THE LESSOR:

FOR THE GOVERNMENT:

 Name: _____
 Title: _____
 Entity: _____
 Date: _____

 Name: Kaley Haupt
 Title: Lease Contracting Officer
 Date: _____

WITNESSED FOR THE LESSOR BY:

 Name: _____
 Title: _____
 Date: _____

- B.** Paragraph 3 of the SF-2 is hereby deleted in its entirety and the following is inserted in lieu thereof:
“The Government shall pay the Lessor annual rent, payable in monthly installments in arrears, at the following rates:
- August 1, 2025-July 31, 2026 annual rental rate is \$340,000.00 and \$28,333.33 per month
August 1, 2026-July 31, 2027 annual rental rate is \$346,120.00 and \$28,843.33 per month
August 1, 2027-July 31, 2028 annual rental rate is \$352,362.40 and \$29,363.53 per month
August 1, 2028-July 31, 2029 annual rental rate is \$358,729.65 and \$29,894.13 per month
August 1, 2029-July 31, 2030 annual rental rate is \$365,224.24 and \$30,435.35 per month
- C.** Effective August 1, 2025, 3.14 OPERATING COSTS (SEP 2000) is deleted in its entirety from this lease. The operating rent is no longer subject to annual adjustment.
- D.** Effective August 1, 2025, Per PLA022, the annual water utility cost will be deleted in its entirety.
- E.** The clauses contained in the attachment “Additional FAR and GSAR Clauses for Lease Extensions” are hereby attached to and incorporated into the Lease.

LESSOR: _____ GOVERNMENT: _____

ADDITIONAL FAR AND GSAR CLAUSES FOR LEASE EXTENSIONS

The following clauses are hereby incorporated into the Lease and replace any prior versions of these clauses contained in the Lease or its attachments:

1) 52.204-25 Prohibition on Contracting for Certain Telecommunications and Video Surveillance Services or Equipment (Nov 2021)

This clause is incorporated by reference.

2) 52.204-27 Prohibition on a ByteDance Covered Application (Jun 2023)

This clause is incorporated by reference.

3) 52.204-30 Federal Acquisition Supply Chain Security Act Orders - Prohibition (Dec 2023)

(a) *Definitions.* As used in this clause—

Covered article, as defined in [41 U.S.C. 4713\(k\)](#), means—

- (1) Information technology, as defined in [40 U.S.C. 11101](#), including cloud computing services of all types;
- (2) Telecommunications equipment or telecommunications service, as those terms are defined in section 3 of the Communications Act of 1934 ([47 U.S.C. 153](#));
- (3) The processing of information on a Federal or non-Federal information system, subject to the requirements of the Controlled Unclassified Information program (see [32 CFR part 2002](#)); or
- (4) Hardware, systems, devices, software, or services that include embedded or incidental information technology.

FASCSA order means any of the following orders issued under the Federal Acquisition Supply Chain Security Act (FASCSA) requiring the removal of covered articles from executive agency information systems or the exclusion of one or more named sources or named covered articles from executive agency procurement actions, as described in [41 CFR 201–1.303\(d\)](#) and (e):

- (1) The Secretary of Homeland Security may issue FASCSA orders applicable to civilian agencies, to the extent not covered by paragraph (2) or (3) of this definition. This type of FASCSA order may be referred to as a Department of Homeland Security (DHS) FASCSA order.
- (2) The Secretary of Defense may issue FASCSA orders applicable to the Department of Defense (DoD) and national security systems other than sensitive compartmented information systems. This type of FASCSA order may be referred to as a DoD FASCSA order.
- (3) The Director of National Intelligence (DNI) may issue FASCSA orders applicable to the intelligence community and sensitive compartmented information systems, to the extent not covered by paragraph (2) of this definition. This type of FASCSA order may be referred to as a DNI FASCSA order.

LESSOR: _____ GOVERNMENT: _____

FAR and GSAR Clauses for Lease
Extensions (MAY 2025)
Page 3 of 7

Intelligence community, as defined by [50 U.S.C. 3003\(4\)](#), means the following—

- (1) The Office of the Director of National Intelligence;
- (2) The Central Intelligence Agency;
- (3) The National Security Agency;
- (4) The Defense Intelligence Agency;
- (5) The National Geospatial-Intelligence Agency;
- (6) The National Reconnaissance Office;
- (7) Other offices within the Department of Defense for the collection of specialized national intelligence through reconnaissance programs;
- (8) The intelligence elements of the Army, the Navy, the Air Force, the Marine Corps, the Coast Guard, the Federal Bureau of Investigation, the Drug Enforcement Administration, and the Department of Energy;
- (9) The Bureau of Intelligence and Research of the Department of State;
- (10) The Office of Intelligence and Analysis of the Department of the Treasury;
- (11) The Office of Intelligence and Analysis of the Department of Homeland Security; or
- (12) Such other elements of any department or agency as may be designated by the President, or designated jointly by the Director of National Intelligence and the head of the department or agency concerned, as an element of the intelligence community.

National security system, as defined in [44 U.S.C. 3552](#), means any information system (including any telecommunications system) used or operated by an agency or by a contractor of an agency, or other organization on behalf of an agency—

- (1) The function, operation, or use of which involves intelligence activities; involves cryptologic activities related to national security; involves command and control of military forces; involves equipment that is an integral part of a weapon or weapons system; or is critical to the direct fulfillment of military or intelligence missions, but does not include a system that is to be used for routine administrative and business applications (including payroll, finance, logistics, and personnel management applications); or
- (2) Is protected at all times by procedures established for information that have been specifically authorized under criteria established by an Executive order or an Act of Congress to be kept classified in the interest of national defense or foreign policy.

Reasonable inquiry means an inquiry designed to uncover any information in the entity's possession about the identity of any covered articles, or any products or services produced or provided by a source. This applies when the covered article or the source is subject to an applicable FASCSA order. A reasonable inquiry excludes the need to include an internal or third-party audit.

Sensitive compartmented information means classified information concerning or derived from intelligence sources, methods, or analytical processes, which is required to be handled within formal access control systems established by the Director of National Intelligence.

Sensitive compartmented information system means a national security system authorized to process or store sensitive compartmented information.

Source means a non-Federal supplier, or potential supplier, of products or services, at any tier.

(b) *Prohibition.*

- (1) Unless an applicable waiver has been issued by the issuing official, Contractors shall not provide or use as part of the performance of the contract any covered article, or any products or services produced or provided by a source, if the covered article or the source is prohibited by an applicable FASCSA orders as follows:
 - (i) For solicitations and contracts awarded by a Department of Defense contracting office, DoD FASCSA orders apply.
 - (ii) For all other solicitations and contracts DHS FASCSA orders apply.
- (2) The Contractor shall search for the phrase "FASCSA order" in the System for Award Management (SAM) at <https://www.sam.gov> to locate applicable FASCSA orders identified in paragraph (b)(1).
- (3) The Government may identify in the solicitation additional FASCSA orders that are not in SAM, which are effective and apply to the solicitation and resultant contract.
- (4) A FASCSA order issued after the date of solicitation applies to this contract only if added by an amendment to the solicitation or modification to the contract (see FAR [4.2304\(c\)](#)). However, see paragraph (c) of this clause.
- (5)
 - (i) If the contractor wishes to ask for a waiver of the requirements of a new FASCSA order being applied through modification, then the Contractor shall disclose the following:
 - (A) Name of the product or service provided to the Government;
 - (B) Name of the covered article or source subject to a FASCSA order;
 - (C) If applicable, name of the vendor, including the Commercial and Government Entity code and unique entity identifier (if known), that supplied or supplies the covered article or the product or service to the Offeror;
 - (D) Brand;
 - (E) Model number (original equipment manufacturer number, manufacturer part number, or wholesaler number);
 - (F) Item description;
 - (G) Reason why the applicable covered article or the product or service is being provided or used;

LESSOR: _____ GOVERNMENT: _____

- (ii) *Executive agency review of disclosures.* The contracting officer will review disclosures provided in paragraph (b)(5)(i) to determine if any waiver is warranted. A contracting officer may choose not to pursue a waiver for covered articles or sources otherwise covered by a FASCSA order and to instead pursue other appropriate action.

(c) *Notice and reporting requirement.*

- (1) During contract performance, the Contractor shall review *SAM.gov* at least once every three months, or as advised by the Contracting Officer, to check for covered articles subject to FASCSA order(s), or for products or services produced by a source subject to FASCSA order(s) not currently identified under paragraph (b) of this clause.
- (2) If the Contractor identifies a new FASCSA order(s) that could impact their supply chain, then the Contractor shall conduct a reasonable inquiry to identify whether a covered article or product or service produced or provided by a source subject to the FASCSA order(s) was provided to the Government or used during contract performance.
- (3)
 - (i) The Contractor shall submit a report to the contracting office as identified in paragraph (c)(3)(ii) of this clause, if the Contractor identifies, including through any notification by a subcontractor at any tier, that a covered article or product or service produced or provided by a source was provided to the Government or used during contract performance and is subject to a FASCSA order(s) identified in paragraph (b) of this clause, or a new FASCSA order identified in paragraph (c)(2) of this clause. For indefinite delivery contracts, the Contractor shall report to both the contracting office for the indefinite delivery contract and the contracting office for any affected order.
 - (ii) If a report is required to be submitted to a contracting office under (c)(3)(i) of this clause, the Contractor shall submit the report as follows:
 - (A) If a Department of Defense contracting office, the Contractor shall report to the website at <https://dibnet.dod.mil>.
 - (B) For all other contracting offices, the Contractor shall report to the Contracting Officer.
- (4) The Contractor shall report the following information for each covered article or each product or service produced or provided by a source, where the covered article or source is subject to a FASCSA order, pursuant to paragraph (c)(3)(i) of this clause:
 - (i) Within 3 business days from the date of such identification or notification:
 - (A) Contract number;
 - (B) Order number(s), if applicable;
 - (C) Name of the product or service provided to the Government or used during performance of the contract;
 - (D) Name of the covered article or source subject to a FASCSA order;
 - (E) If applicable, name of the vendor, including the Commercial and Government Entity code and unique entity identifier (if known), that supplied the covered article or the product or service to the Contractor;

LESSOR: _____ GOVERNMENT: _____

FAR and GSAR Clauses for Lease
Extensions (MAY 2025)

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(F) Brand;

(G) Model number (original equipment manufacturer number, manufacturer part number, or wholesaler number);

(H) Item description; and

(I) Any readily available information about mitigation actions undertaken or recommended.

(ii) Within 10 business days of submitting the information in paragraph (c)(4)(i) of this clause:

(A) Any further available information about mitigation actions undertaken or recommended.

(B) In addition, the Contractor shall describe the efforts it undertook to prevent submission or use of the covered article or the product or service produced or provided by a source subject to an applicable FASCSA order, and any additional efforts that will be incorporated to prevent future submission or use of the covered article or the product or service produced or provided by a source that is subject to an applicable FASCSA order.

(d) *Removal.* For Federal Supply Schedules, Governmentwide acquisition contracts, multi-agency contracts or any other procurement instrument intended for use by multiple agencies, upon notification from the Contracting Officer, during the performance of the contract, the Contractor shall promptly make any necessary changes or modifications to remove any product or service produced or provided by a source that is subject to an applicable FASCSA order.

(e) *Subcontracts.*

(1) The Contractor shall insert the substance of this clause, including this paragraph (e) and excluding paragraph (c)(1) of this clause, in all subcontracts and other contractual instruments, including subcontracts for the acquisition of commercial products and commercial services.

(2) The Government may identify in the solicitation additional FASCSA orders that are not in SAM, which are effective and apply to the contract and any subcontracts and other contractual instruments under the contract. The Contractor or higher-tier subcontractor shall notify their subcontractors, and suppliers under other contractual instruments, that the FASCSA orders in the solicitation that are not in SAM apply to the contract and all subcontracts.

LESSOR: _____ GOVERNMENT: _____

Missoula County Airport Authority

Agenda Action Sheet

Meeting Date: July 29th, 2025

1. **TITLE:** Amendment to Horizon Air Industries Airport Use Agreement

Review, discussion, and possible approval of an amendment to the Airport Use Agreement for Horizon Air Industries
ACTION ITEM.
2. **AGENDA CATEGORY:** (Please highlight)
UNFINISHED BUSINESS **NEW BUSINESS** COMMITTEE REPORTS
INFORMATION/DISCUSSION ITEM
3. **TIME REQUIRED:** 5 Minutes
4. **BACKGROUND INFORMATION:** In June 2022, the MCAA Board approved a new Airport Use Agreement (AUA) with Alaska, Delta, American and United Airlines. The AUA outlines operational requirements and establishes rates for air carriers operating under "Signatory" status with the airport. At the time of the agreement the South Concourse of the terminal had just opened, creating 5 new gates (A0-A4). Each of the respective airlines opted to lease a single gate under the signatory terms based on their current operational requirements. The opening of the East Concourse created an additional 4 gates (B1-B4) and an opportunity for carriers to potentially relocate or lease an additional gate under signatory terms. Staff reached out to existing signatory carriers to advise of the opportunity and if they had a need for additional gates. American, Delta and United elected to forgo an additional gate at this time but Alaska/Horizon requested to lease an additional gate to support their expanded flight schedule. Currently, Alaska/Horizon leases Gate A1 and is requesting to add Gate A3 to their signatory use agreement.
5. **BUDGET INFORMATION:** \$95,287.50/year (Increase)
6. **SUPPLEMENTAL AGENDA INFORMATION:** 2025 Horizon MCAA AUA Amendment #1, 2025 Horizon Amendment Exhibit A
7. **RECOMMENDED MOTION:** Move to approve Amendment #1 to Horizon Air Industries Airport Use Agreement
8. **PREPARED BY:** Tim Damrow, Deputy Director

FIRST AMENDMENT TO AIRPORT USE AGREEMENT AND TERMINAL LEASE

This First Amendment to the Airport Use Agreement and Terminal Lease ("FIRST AMENDMENT") is made and entered into this ____ day of _____, 2025 by and between Missoula County Airport Authority ("AUTHORITY") and Horizon Air Industries, Inc. ("AIRLINE"), a corporation organized and existing under the laws of the State of Washington and authorized to do business in the State of Montana.

Recitals

1. The Missoula County Airport Authority owns and operates the Missoula Montana Airport ("Airport") in Missoula County, Montana pursuant to Title 67, Chapter 11 , Montana Code Annotated;
2. AIRLINE is engaged in the business of transporting persons, property, cargo and mail, or one or more of these, by aircraft;
3. AUTHORITY and AIRLINE executed an Airport Use Agreement and Terminal Lease ("AGREEMENT") on the 28th of June, 2022, to lease space and facilities in the Airport terminal;
4. AUTHORITY and AIRLINE desire to expand the Preferential Use Premises which are granted to the AIRLINE to accommodate AIRLINE for its preferential use and enjoyment;
5. AUTHORITY and AIRLINE acknowledge that an expansion of the Preferential Use Premises will increase AIRLINE's annual rental fees as described in the AGREEMENT.

NOW THEREFORE, the parties agree to amend the AGREEMENT as follows:

- A. Exhibit A of the AGREEMENT is deleted in its entirety and replaced with the Exhibit A attached to this FIRST AMENDMENT to include Gate A3 in AIRLINE's Preferential Use Premises area for the use of AIRLINE.
- B. All other terms of the original agreement, as amended, which are not modified in this amendment shall remain in full force and effect.
- C. This FIRST AMENDMENT contains the entire understanding of the parties with respect to the amendments to the AGREEMENT. In the event of a conflict between the terms of this FIRST AMENDMENT and the AGREEMENT, the terms of the FIRST AMENDMENT will govern.

Missoula County Airport Authority

Horizon Air Industries, Inc.

By: Brian Ellestad
Airport Director

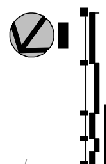
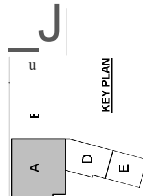
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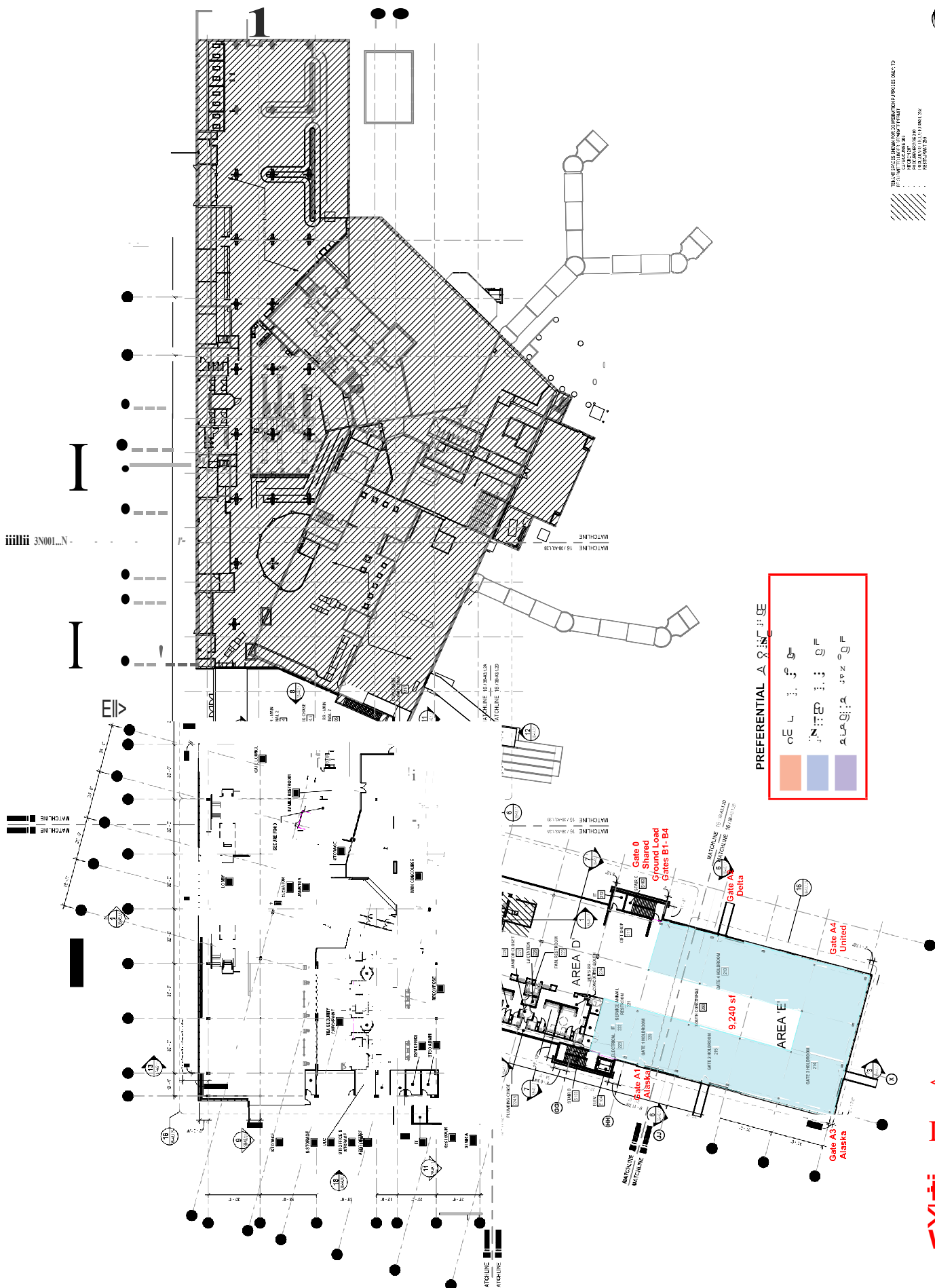


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Missoula County Airport Authority

Agenda Action Sheet

Meeting Date: July 29th, 2025

1. **TITLE:** TURO Peer-to-Peer Car Sharing Operating Agreement

Review, discussion, and possible approval of an updated operating agreement with TURO for P2P Car Sharing
ACTION ITEM.
2. **AGENDA CATEGORY:** (Please highlight)
UNFINISHED BUSINESS **NEW BUSINESS** COMMITTEE REPORTS
INFORMATION/DISCUSSION ITEM
3. **TIME REQUIRED:** 5 Minutes
4. **BACKGROUND INFORMATION:** Turo is a peer-to-peer (P2P) car rental company that allows individuals to rent out their private vehicles online via Turo's website. In June of 2021, the airport board approved an operating agreement with Turo to allow them to operate on airport property and remit a percentage of gross equal to on-site rental car operators. This agreement gave Turo broad access to several airport areas to perform transactions including parking lots and the commercial lane. The updated agreement requires Turo to complete transactions in any of the airport parking lots and subject to associated fees. These changes were implemented to provide a consistent customer experience and to eliminate several operational challenges related to transactions in our commercial lane. With this action item, MCAA intends to terminate the 2021 agreement and enter into the attached updated agreement.
5. **BUDGET INFORMATION:** N/A
6. **SUPPLEMENTAL AGENDA INFORMATION:** 2025 Turo Agreement
7. **RECOMMENDED MOTION:** Move to approve the 2025 Turo Peer-to-Peer Car Sharing Operating Agreement
8. **PREPARED BY:** Tim Damrow, Deputy Director

MISSOULA MONTANA AIRPORT
PEER-TO-PEER CAR SHARING OPERATING
AGREEMENT

This Peer-to-Peer Car Sharing Operating Agreement (Agreement) is made and entered into the _____ day of July, 2025 (“Execution Date”) by and between the Missoula County Airport Authority, hereinafter referred to as “Authority”, and Turo Inc. hereinafter referred to as “Company.” The parties agree as follows:

PURPOSE, for and in consideration of the payment of rents, fees and the performance of the covenants and conditions by the Company in the manner and at the time as hereinafter specified, the Authority does hereby grant to the Company the non-exclusive right to enable Car Sharing at the Missoula Montana Airport (“Airport”) upon the terms and conditions hereinafter set forth for the sole purpose of conducting said concession.

WHEREAS, Company operates a peer-to-peer vehicle sharing marketplace through which shared car owners (“Hosts”) provide vehicles to shared car drivers (“Guests”) through Company’s proprietary digital network (“Car Sharing”), and Company wishes to enter into a permit to enable Car Sharing on a non-exclusive basis at the Airport, and

WHEREAS, the Authority is willing to give Company permission to enable Car Sharing at the Airport,

NOW THEREFORE, in consideration of the mutual and dependent covenants contained herein, the parties hereto agree to the following terms and conditions:

Article 1 - Premises

A. Company is hereby granted access to the Airport for the purpose of enabling its network for Car Sharing at the Airport, and is granted the use of the following described areas (the “Designated

Area(s)”), further identified in Exhibit A, during the term of this Agreement subject to the conditions hereinafter set forth:

(1) Guests are permitted to pick-up and return vehicles in the public parking lots of the Airport. Any such vehicles shall be subject to the normal parking fees upon their exit from any Airport parking lot.

B. Company is prohibited from using any other areas of the Airport for business purposes, including the commercial or public curb and lane areas.

C. No storage (except for short-term parking of Guest-returned vehicles in the public parking lot), maintenance, washing or servicing of vehicles shall be performed at the Airport, or anywhere on Airport property. Company will not conduct any business on the Airport except for the vehicle exchanges between Hosts and Guests, except as otherwise provided in this Agreement, without the express written consent of the Authority. Company will not conduct its peer-to-peer car sharing business at any other place on the Airport, other than those places specifically identified herein, without express written approval of the Authority.

Article 2 - Term

The term of this Agreement will begin thirty (30) days after the Execution Date (the “Effective Date”) and will continue for a one (1) year term from the Effective Date, unless terminated earlier as herein provided. This agreement will automatically renew for successive one (1) year terms unless either party notifies the other in writing, not less than thirty (30) days prior to the expiration of the current term, of its intention not to renew.

Article 3 - Rents and Charges

A. Concession Fee: For each month during this concession agreement, as consideration for the right and privilege to do business at the Airport and in addition to any other fees, rents or charges due hereunder, the Company shall pay to the Authority, as a concession fee, 10% of Company’s gross receipts as hereinafter defined.

The concession fee shall be paid as follows. Company shall pay to the Authority 10% of Company’s monthly gross receipts, as hereinafter defined, within twenty (20) calendar days following the close of the previous calendar month during the term hereof.

Company's monthly payments of the concession fee to the Authority based upon Company's gross receipts shall be calculated by adding the total amounts of gross receipts on each Car Sharing contract or agreement for the applicable calendar month and then multiplying that amount by 10%.

As used herein, the term "gross receipts" shall mean the total sum of money paid or payable by cash, credit or any other means by any Airport Guest of Company to Company. Airport Guests shall include all Guests met or picked up at the Airport. Gross receipts includes but is not limited to all sums paid or payable to Company for the vehicle rental, rental of any other items, and any other fees or charges paid or payable by the customer including airport fees, , insurance, insurance supplements, refueling charges, and additional driver fees.

The term "gross receipts" shall not include (1) the amount of any federal, state or municipal sales taxes now or hereafter levied or imposed, which are separately stated and collected from customers of Company; (2) any sums received from damage to automobiles or Company property, or for loss, conversion or abandonment of such automobiles; (3) any sums received by reason of Company's disposal of capital assets and/or trade fixtures; and (4) that portion of any Trip fees paid by a Guest which passes through directly to a Host and does not accrue to the Company (including but not limited to any red light tickets, parking tickets, tolls, tows, impound fees, smoking fees, or any other fees or fines in which Company does not accrue any portion of the payment).

Article 4 - Statements, Books and Records

A. Within twenty (20) calendar days after the close of each calendar month during the term of this Agreement, Company shall submit to Authority, in a clear, legible, documented, auditable form and with detail satisfactory to the Authority, a statement of its gross receipts during the preceding month from its operations at or related to the Airport from which the percentage concession fee to the Authority may be computed. Said statements will be certified to their accuracy by the signature of a responsible accounting officer of the Company. Company shall keep full and accurate books and records showing all of its gross receipts resulting from operations at or through the Airport, and Authority shall have the right, through its representatives, and at all reasonable times, to inspect such books, computer files, tapes, disks, registers and records, electronic or otherwise. Company hereby agrees that all such records and instruments will be made available to Authority at the premises for the most recent three (3) year period.

B. All agreements used by Company in its operations at or through the Airport under this Agreement shall be computer generated, serially numbered and recorded such as to ensure a clear audit trail. Company shall maintain adequate records and internal audit controls pertaining to all agreements related to the Airport concession. These agreements and records shall be available for inspection and examination at all reasonable times upon written request by the Authority or its duly authorized representative.

C. Company shall maintain a log or record showing all Car Sharing agreements relating to the Company's Airport Trips. All Car Sharing agreements must be accounted for, including voided, lost or destroyed copies.

D. Authority reserves the right, at Authority's expense, to audit the Company's books and records of receipts at any time for the purpose of verifying the gross receipts hereunder. If, as a result of such audit, it is established that Company has understated the gross receipts as defined herein, by three percent (3%) or more, the entire expense of said audit shall be borne by the Company and shall be immediately due and payable from Company to Authority. Any additional gross receipts fees shown to be due by the audit shall forthwith be paid by the Company to the Authority with interest thereon at ten percent (10%) per annum accruing from the date such additional gross receipts fees should have been paid pursuant to the terms of this Agreement.

Article 5 - Schedule and Place of Payments

A. The monthly concession fee shall be due and payable in arrears on the first calendar day of each month. The concession fee and any and all other rentals, charges and fees set forth herein shall be considered late, and a default hereunder, if not received by the Authority by the 20th calendar day of each month. All payments shall be made to the Missoula County Airport Authority at 5225 U.S. Highway 10 W, Missoula, MT 59808, and shall be accompanied by the monthly certificate and documentation of gross receipts.

B. Should any installment of the concession fee or any other rentals, fees or other charges owed by Company to the Authority not be paid and received by the 20th calendar day of the month, a late charge of twenty-five dollars (\$25.00) per day shall accrue until the full amount due is received by the Authority. Further, if the Company is at any time delinquent by more than ten days the Authority may require a security deposit before business can continue, guaranteeing the full and

faithful performance of all covenants and conditions in this agreement by the Company. Such security deposit shall be a non-interest-bearing deposit paid to the Authority in the amount of One Thousand and 00/100 (\$1,000.00). In the event of any Company default under this Agreement, the Authority may use, apply, or retain any or all of the security deposit and apply it to the amounts due and owing. Any such security deposit amount remaining at the termination of this Agreement shall be refunded by Authority within 10 days.

Article 6 - Default

A. In the event Company fails to make timely payment of any amounts due from Company hereunder or fails to comply with any other material term or condition of this Agreement, the Authority may give a written Notice of Default to the Company specifying such default. The Company shall have thirty (30) days from the date the Authority mails the written Notice of Default to the Company to cure the default and bring all payments current through the date of payment, including payment of any late fees assessed by the Authority and the delivery to the Authority of the security deposit, if requested by the Authority, as set forth in Article 5,B., above. If the default is not cured and payments are not brought current within the thirty (30) day cure period, this lease shall terminate at the option of the Authority. If the Authority elects to terminate this Agreement because of Company's default, Company shall have three (3) days from the date it is notified this Agreement is terminated to cease doing business at or on the Airport.

B. In the event of a default in payment by Company, the Authority shall have the right to require an audit of Company's books as provided in Article 4, by an auditor selected by the Authority, provided however, the expense of said audit shall be borne solely by Company.

Article 7 - Obligations of Company

A. It is understood and made a specific condition of this agreement that if Company is the holder of a license, franchise, agency agreement or other form of consent from a company or corporation, it shall do business at the Airport under the trade name and style of that company or corporation.

B. Company shall use the Airport solely to provide Car Sharing services to Airport patrons. Company shall conduct its operations in a professional manner continuously during the entire term

of this Agreement, with the exception of temporary closures for such periods as may reasonably be necessary or for reasons beyond Company's reasonable control.

C. Company shall not solicit the public at the airport but shall meet customers who have reserved vehicles from Company via internet, telephone, facsimile or by any other method or means of reservation offered by Company. Company shall instruct its Hosts and Guests to complete all hand offs of vehicles at the Designated Location(s) only, as discussed in Article 1A(1) and depicted on Exhibit A.

D. Company covenants and agrees:

(1) Vehicles will be maintained in good operating order, free from known mechanical defects, and in a clean, neat and attractive condition, inside and out.

(2) Company shall not permit its Hosts or employees to conduct business in an offensive or objectionable manner, nor to solicit business except as described herein or in accordance with directions of the Authority.

(3) That the Company, in conducting its business on the Airport, will observe and obey all valid laws, ordinances, regulations and reasonable airport rules and regulations now in force or hereinafter adopted governing the conduct of Company and its employees and agents and the operation of Company's business.

(4) That the Company will pay all expenses in connection with its use of the Airport and the privileges hereby granted, including, without limitation, taxes, permit fees, license fees, and it will secure all required permits and licenses.

(6) That the Authority will be the sole and final judge of the quality and adequacy of service provided by the Company as herein specified. In the event the Authority shall determine that the Company has failed to comply with the requirements for quality and adequacy of service, it shall give the Company written notice of such determination and Company shall within 15 days submit a course of action to address compliance.

(7) Company shall pay for all repairs and damages to Airport property or to property of any other person or entity whose property is damaged while on Airport property caused by any act, carelessness, abuse or omission by its employees, officers, directors, owners, members, partners, shareholders or by agents acting on Company's behalf.

Article 8 - Relocation

It is agreed that the Authority may relocate any areas designated for Company's use under this Agreement to another area of the Airport at the Authority's sole discretion.

In the event the Authority determines that such relocation is necessary, the Authority will relocate Company's designated use areas to as comparable a location as possible.

Article 9 - Obligations of Airport Authority

A. Authority covenants and agrees that, during the term hereof, Authority shall operate and maintain Airport and its public Airport facilities as a public Airport consistent with the Sponsor's Assurances given to the United States Government under the Federal Aviation Act.

B. Authority shall, at its expense, operate and maintain in good condition and repair and keep in a neat and clean sanitary condition the main passenger terminal area and the structures and facilities therein.

Article 10 - Indemnity and Insurance

A. It is specifically understood and agreed that Company and Hosts are engaged in an independent business enterprise with the right to access and use the Airport for the purposes set forth herein, and Company and Hosts are responsible for their own acts and omissions which occur in the operation of their independent business enterprise. As further consideration for the use of the Airport, Company agrees to indemnify, defend and hold harmless the Authority and its board members, commissioners, officers and employees, from any and all claims, demands, damages, losses, fines, penalties and expenses including attorney's fees and costs, arising out of any act or omission by Company or Hosts incident to the exercise of any rights, duties or privileges under this Agreement. The provisions of this section shall survive termination or expiration of this Agreement.

B. Company hereby specifically warrants, covenants and agrees that the Authority shall not be liable for injury to Company's or Host's business or any loss of income therefrom or for damage to the goods, wares, merchandise or other property located in, upon or about the Airport under authority hereof, whether belonging to Company, or any owner, director, officer, employee, agent, contractor, sub-contractor, tenant, sub-lessee of Company, or any other person whomsoever; nor shall Authority be liable for any injury to the person of Company or Company's owners, directors, officers, employees, agents, contractors, subcontractors, tenants, sub-lessees, customers, or invitees

unless such injury is proven to be the result of the gross negligence or an intentional act on the part of the Authority. Company also covenants and agrees that Authority shall not be liable for any damages arising from any act or neglect on the part of any third parties.

C. Upon execution of this Agreement Company shall, at Company's sole expense, obtain and, throughout the term of this Lease, maintain in full force and effect, with an insurance company(s) admitted by the Montana Insurance Commissioner to do business in the State of Montana the following policies of insurance:

(1) COMMERCIAL GENERAL LIABILITY insurance which shall include contractual, products and completed operations, bodily injury and property damage liability insurance with combined single limits of not less than \$1,000,000 per occurrence.

(2) COMMERCIAL AUTOMOBILE LIABILITY insurance endorsed for "any auto" with combined single limits of liability of not less than \$1,000,000 per occurrence. Coverage must apply on a primary basis anytime a Car Sharing vehicle is active on airport premises for the purposes of being used under the Car Sharing platform ("active" includes delivery and pickup of the vehicle by the Host and use by the Guest). Company is solely responsible for ensuring all operators under its platform have the required insurance in effect at all times while active on airport premises. (3) WORKER'S COMPENSATION insurance as required by Montana law. Notwithstanding the foregoing, Company shall not be required to obtain any Worker's Compensation insurance if they do not have any employees in the state of Montana.

The above described policies of insurance shall be endorsed to provide an unrestricted 30 day written notice to the Authority of policy cancellation, change or reduction of coverage. Upon issuance by the insurer, broker, or agent of a notice of cancellation, change or reduction in coverage, Company shall file with Authority a certified copy of the new or renewal policy and certificates for such policy.

The Commercial General Liability and Commercial Automobile Liability insurance policies identified above shall be written on an occurrence form and shall name the Authority as an additional insured. Company shall furnish Authority with certificate(s) of insurance and applicable endorsements showing that the required insurance is in full force and effect prior to beginning any operations under this Agreement at the Airport.

D. Authority shall not be liable for damage caused by any utility or infrastructure service or

plumbing, or electrical causes, or the negligence of contractors, or licensees of the Authority, unless the damage is proven to be the proximate result of negligence on the part of the Authority, its agents or employees.

E. It is agreed that if the property of either party should be damaged or destroyed by an insured peril, then, and to the extent allowed without invalidating such insurance, neither party shall have any liability to the other, nor to any insurer of the other for, or in respect of such damage or destruction, unless such damage or destruction is proximately caused by the negligence of one of the parties.

Article 11 - Sign Control

The Authority reserves the right to control and regulate all signs and advertising on the Airport. The Company shall submit plans and obtain approval of the Authority before erecting, installing, or operating in or upon any part of the Airport any sign or similar advertising device.

Article 12 - Environmental Responsibility

Company and Hosts shall comply with all environmental laws, regulations, rules, permits and orders now existing or in the future enacted or amended by any governmental authority with jurisdiction over environmental matters. Company shall not permit anything to be done in or around the Airport or on Airport property which may subject Authority to any liability for cleanup costs or any other costs, expenses, claims, demands, liabilities, damages, fines, assessments or penalties under any environmental laws, including but not limited to the generation, transportation, management, handling, treatment, storage, manufacture, emission, disposal or deposit of any hazardous wastes, hazardous substances, or fill or other material containing hazardous wastes or hazardous substances on or around the Airport, and Company agrees to indemnify, defend and hold Authority and Authority's commissioners, officers, directors, employees, agents and related parties harmless from any such costs, expenses, claims, demands, liabilities, damages, fines, assessments or penalties which are caused by Company or arise from Company's activities. The provisions of this section shall survive termination or expiration of this Agreement.

Article 13 - Assignment

Company shall not assign, transfer or sublease the whole or any part of this Agreement or the rights and privileges granted herein, without first having obtained the written consent of the Authority. Such consent shall not be unreasonably withheld by the Authority. Any assignment, transfer or sublease in violation of this provision shall be void and shall be a material default of this Agreement. For purposes of this Article 13, if Company is an entity, the transfer of more than 25% of the equity ownership interest in Company shall be considered an assignment or transfer.

Article 14 - Cancellation by Authority

A. In addition to all other termination rights contained herein, this Agreement shall be subject to cancellation by the Authority should any one or more of the following events or faults occur:

(1) If the Company should breach or fail to perform any of the terms, covenants, or conditions of this Agreement or fail to keep in force any of the required insurance policies and provide to the Authority the required certificates of insurance.

(2) If the Company should fail to abide by all applicable laws, ordinances, rules and regulations of the United States, State of Montana, the County of Missoula and the Missoula County Airport Authority.

(3) If the Company should default in or fail to make payments at the times and in the amounts as required under this Agreement.

(4) If the Company should become insolvent, file for bankruptcy, have a receiver appointed, have assets attached, or fail to continuously offer automobile rental services to Airport patrons.

B. Upon default by Company in performance of any of the terms or conditions of this Agreement, and following the expiration of a period of thirty (30) days from the Authority's delivery to Company of notice in writing specifying the nature of said default and demanding that such default be cured or corrected, the Authority may, at its sole option, immediately terminate this Agreement. In such event, Company agrees to pay all costs, including a reasonable attorney fee, incurred by the Authority as a result of such default. In the event the Company shall file a petition in bankruptcy or be adjudged bankrupt or insolvent by a court or make any assignment for the benefit of creditors, the Authority may, at its option, immediately terminate this Agreement without regard to curative time

periods. If the Company should abandon and discontinue the operation of its automobile rental business at the Airport for a continuous period of fifteen (15) days, except when such abandonment and cessation is due to fire, earthquake, governmental action, strike or other causes beyond the Company's reasonable control, this Agreement shall, at the Authority's sole option, be immediately terminated. The rights and remedies herein granted to the Authority shall be in addition to any other rights and remedies to which the Authority is by law entitled and not in lieu thereof.

Article 15 - Cancellation by Company

Company may cancel this agreement:

- A. In the event of permanent abandonment of the Airport as an airport terminal serving scheduled airlines;
- B. Lawful assumption by the United States Government or any authorized agency thereof of the operation, control or the use of the Airport or any substantial part or parts thereof in such manner as to substantially restrict Company for a period of at least sixty (60) days; or
- C. The issuance by a court of competent jurisdiction of any injunction which in any way prevents or restrains the use of the Airport for a period of at least sixty (60) days.
- D. For any reason in Company's sole discretion, with at least ninety (90) days prior written notice.

Article 16 - Successors and Assigns

Subject to the limitations on Company's rights to assign or transfer its rights under this Agreement, this Agreement, all the covenants, stipulations and agreements herein shall extend to and bind the legal representatives, successors and assigns of the respective parties hereto.

Article 17 - Nondiscrimination/Handicapped/and Other Federal Requirements

The Company for itself, its personal representatives, successors in interest and assigns, as a part of the consideration hereof, does hereby covenant and agree that:

- A. No person on the grounds of race, color or national origin shall be excluded from participation in, denied the benefits of, or be otherwise subject to discrimination in the use or provision of Company's services or facilities.

B. In the consideration of any improvements on, over, or under such land, that the furnishing of services thereon, no person on the grounds of race, color or national origin shall be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination.

C. The Company shall use the Airport in compliance with all other requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Parts 21 and 23, non-discrimination in Federally assisted programs of the Department of Transportation, Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations may be amended.

Company shall furnish its accommodations and/or services on a fair, equal and not unjustly discriminatory basis to all users thereof and it shall charge fair, reasonable and not unjustly discriminatory prices for each unit or service; PROVIDED, THAT the Company may be allowed to make reasonable and non-discriminatory discounts, rebates or other similar type of price reductions to volume purchasers.

Company shall make its accommodations and/or services available to the public on fair and reasonable terms without unjust discrimination on the basis of race, color, religion, sex or national origin.

Noncompliance with provisions A., B., and C., above, after written findings of noncompliance by the Authority or the United States or any of its agencies or departments with authority for enforcement of such laws and regulations, shall constitute a material breach of this Agreement and in the event of such non-compliance the Authority shall have the right to immediately terminate this Agreement and the estate created hereby without liability therefore or, at the election of the Authority or the United States, either or both such parties shall have the right to judicially enforce Subsections A., B., and C.

Article 18 - Notice

Service of all notices required under the terms hereof shall be deemed complete and effective upon being deposited in the United States Mail, certified mail, with postage prepaid, directed to the Authority at Missoula International Airport, 5225 U.S. Highway 10 W, Missoula, MT 59808, and to Company at: 111 Sutter Street, 12th Floor San Francisco, CA 94105, until either party shall give notice in writing, in accordance with this Article 18, to the other of a change of address.

Article 19 - Company's Representations and Warranties

Company represents, warrants and covenants to the Authority that: (i) Company is a duly created and validly existing corporation under the laws of the State of Delaware and is authorized to do business in Montana; (ii) Company has the right and lawful authority to enter into this Agreement and perform Company's obligations hereunder; (iii) Company has not entered into any agreement with any third party which would require such party's consent hereto or preclude or limit Company's performance of its obligations under this Agreement; and (iv) the person signing this Agreement has the authority to sign this Agreement.

Article 20 - Miscellaneous

This Agreement constitutes the entire agreement between the parties with respect to the subject matter of this Agreement, and there are no covenants, promises, agreements, conditions or understandings, either oral or written, between the parties other than as are herein set forth. This Agreement may not be modified except by an instrument in writing signed by the parties. In the event any covenant, term, condition or provision set forth herein is held invalid by any court of competent jurisdiction, the invalidity of such covenant, term or provision shall in no way effect the remainder of this Agreement. It is further understood and agreed that the paragraph headings set forth herein are for convenience only and shall in no way effect the interpretation or construction of this Agreement. This Agreement is being executed and delivered in the State of Montana and shall be construed and enforced in accordance with the laws of the State of Montana. In the event of a dispute under this Agreement, the parties agree to the jurisdiction of the courts of the State of Montana and agree that venue shall be in Missoula County, Montana. In the event of a dispute under this Agreement, the substantially prevailing party shall be entitled to recover its reasonable attorneys' fees and costs incurred, whether or not a lawsuit is filed. No waiver shall occur under this Agreement unless such waiver is in writing and signed by the parties.

IN WITNESS WHEREOF, the parties hereto have set their hands and seal this
of ____ day of _____, 2025.

MISSOULA COUNTY AIRPORT AUTHORITY

By: _____

Airport Director, Brian Ellestad

Turo Inc.

By:  Signed by:
00440FFB0BB4467...

Print Name and Title: Cedric Mathieu Chief Business Officer

Exhibit A
Map of Designated Locations



Missoula County Airport Authority

Agenda Action Sheet

Meeting Date: July 29, 2025

1. **TITLE:** Authorization to Accept a Grant for Electric Baggage Tractor.

Review, discussion, and possible pre-authorization for the Airport Director to accept the upcoming grant from Montana DEQ.

ACTION ITEM
2. **AGENDA CATEGORY:** (Please highlight)
UNFINISHED BUSINESS **NEW BUSINESS** COMMITTEE REPORTS
INFORMATION/DISCUSSION ITEM
3. **TIME REQUIRED:** 5 Minutes
4. **BACKGROUND INFORMATION:** The Montana DEQ has given notice that MSO was awarded a \$47,804.40 grant for the purchase of an all electric baggage tractor and the supporting infrastructure. This is the second round of grants that are funded by the proceeds of the Volkswagon settlement. The grant has a 30% Airport match and requires that we remove one of our older baggage tractors from service.
5. **BUDGET INFORMATION:**
Amount Required:
Budget Amount:
6. **SUPPLEMENTAL AGENDA INFORMATION:**
7. **RECOMMENDED MOTION:** Move to pre-authorize the Airport Director to accept upcoming Montana DEQ grant offering in the amount of \$47,804.40.
8. **PREPARED BY:** Dan F. Neuman - Manager of Business Development
9. **COMMITTEE REVIEW:** N/A

Missoula County Airport Authority

Agenda Action Sheet

Meeting Date: July 29, 2025

1. **TITLE:** Purchase of Electric Baggage Tractor

Review, discussion, and possible approval to purchase Electric Baggage Tractor specified in the Montana DEQ Grant Application.

ACTION ITEM

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

3. **TIME REQUIRED:** 5 Minutes

4. **BACKGROUND INFORMATION:** Following the acceptance of the DEQ grant, we would like the authority to issue purchase orders for an electric baggage tractor and to install electrical service per the attached quotes. Total amount needed for purchases is \$71,392. By using purchase orders, these amounts are not due until we take delivery of the equipment. *The DEQ grant will reimburse us for \$47,804.40. Our match will be \$23,588 from the current fiscal year's capital budget.

5. **BUDGET INFORMATION:**

Amount Required: \$71,392

Budget amount available: \$71,392 (with acceptance of grant)

6. **SUPPLEMENTAL AGENDA INFORMATION:**

7. **RECOMMENDED MOTION:** Move to authorize the Airport to purchase an Electric Baggage Tractor and install charging infrastructure in the amount of \$71,392

8. **PREPARED BY:** Dan F. Neuman, Manager of Business Development

9. **COMMITTEE REVIEW:** N/A



11175 W. Emerald Street Boise,
ID 83713
United States of America
+1 208-378-9888
+1208 378-9889
sales@aerospecialties.com
www.aerospecialties.com



Quote Number:AS1Q27619-01

Date of Quote:05-05-2025

Quote Valid Through:Jun 4, 2025

Sold To:	Ship To:	Your Sales Rep:
County Airport	County Airport	Cale
Dan Neuman 11911 Windemere Drive Missoula, MT 59804 USA	Dan Neuman 11911 Windemere Drive Missoula, MT 59804 USA	GSE Sales Manager Phone: +1208-378-9888 Email: tonyc@aerospecialties.com

Ship Via	Incoterms	Payment Terms	Reference
		Prepay	

Thank you for your interest in AERO Specialties. Attached is the quote along with additional information requested. We appreciate the opportunity to earn your business. If you have any questions please let me know.

Part #	Description	Lead Time	Qty	Unit Price	Ext. Price
JET-16 Electric Lithium	New TLD JET-16 Electric Aircraft, Baggage and Cargo Tractor. 4500DBP. Lithium Powered.	T92219 Stock	1	\$60,034.00	\$60,034.00

Standard Spec:

Front tow hitch

iBS lithium-ion battery 277 Ah 1 BO V - 1 pack

Keyless ignition switch - outside CE area (see comments)

Curtis console for system parameters & troubleshooting

Draw bar pull 2000 daN (with ballast)

Front light protections

Cab with sliding doors: 2 sliding doors, heater/demister, heating rear windscreen, front&rear windscreen wiper and washer, rear windscreen protection

2025039	ProCore EDGE 12.8kW		1	\$6,405.00	\$6,405.00
---------	---------------------	--	---	------------	------------

Part #	Description	Lead Time	Qty	Unit Price	Ext. Price
--------	-------------	-----------	-----	------------	------------

Totals

FOR UNITED STATES CUSTOMERS ONLY:

Due to laws concerning sales tax collection in the USA's various states, AERO Specialties will now collect sales tax from all customers that are not tax-exempt. The state/county's sales tax will be charged at the time of invoicing. Please provide your exemption documentation or relevant information during order placement if you are a reseller or a tax-exempt customer.

Subtotal	\$66,439.00
Estimated Tax	\$0.00
Estimated Shipping	\$0.00
Grand Total	\$66,439.00

Lead times are quoted in business days and subject to change.

BEWARE OF C

Before wiring any funds, call the AERO Specialties representative

Deposit Required

\$66,439.00

instructions and be wary of any request to change wire instructions you have already received.

We greatly appreciate and value your business and want to ensure transparency in all aspects of our customer relations. Starting on January 1, 2025, we will be implementing a small card processing fee for all credit card transactions on orders valued at \$5,000.00 USD and above. This fee is necessary due to the rising costs associated with card processing.

Quotation Notes and Acceptance

To accept and purchase the equipment on this quotation, sign below and return:

Acceptance Date: _____

Print Name: _____

Signature: _____

Proposal for Missoula Montana Airport

Prepared by Nicole Romeo

November 25, 2024

Lessee: **Missoula Montana Airport**
 5225 West Broadway
 Missoula, MT 59808

Lessor: **Fortbrand Services, LLC**
 50 Fairchild Court
 Plainview, NY 11803

Purchase Option:

Equipment Type	Cost
Baggage Tractors Qty (2) Requested	
New TLD-Jet 16 with new G80-420- Averest-Flux Power 76.8V 420AH (Qty 2 G80-210AH) Lithium Ion with Heaters, BMID, CAN Communication (compatible with Posicharge Chargers)	\$77,518
New TLD-Jet 16 with new G80-420- Averest-Flux Power 76.8V 420AH (Qty 2 G80-210AH) Lithium Ion with Heaters, BMID, CAN Communication (compatible with Posicharge Chargers)	\$77,518
Options:	
Telematics (per unit): G80 2P Telematics SIM US & North America (5 Year Data Plan included)	\$1,265

Pictures:





Other:

- This offer is valid for 30 days from date of proposal.
- Prices do not include sales tax which will be assessed on the invoice.
- The current lead time is 12 Weeks ARO.
- Equipment is available on a first come first served basis.
- Equipment comes with a 2 year warranty, the batteries come with a 10 year warranty.

Freight:

- Estimated shipping costs range from \$4,510-\$5,250.
- At time of delivery, MSO must supply their own dock, or equipment required to unload the TLD Jet 16 Tractors.

The information contained within this proposal is confidential and proprietary and is for information and evaluation purposes only. This proposal is prepared solely for the company listed above (the "Customer") and is not to be disclosed to any parties other than Customer, its employees, officers, or directors with a need to know the information contained herein, unless Fortbrand Services, LLC otherwise agrees in writing. Unless and until a written contract has been duly executed, neither Customer nor Fortbrand Services, LLC will have any obligation to the other with respect to any proposed transaction, with respect to the procedures employed in connection therewith, or with respect to any representations made by either party. The terms and conditions contained within a final signed contract between Customer and Fortbrand Services, LLC will supersede those within this document.



Avro GSE Inc.

Order No.:	QT004892
Order Date:	11/22/2024
Expiration Date:	12/22/2024
Customer ID:	(001921
Currency:	USD

BILL TO:

Missoula MT
United States of America

SHIP TO:

ula
Missoula MT
United States of America

CUSTOMER P.O. NO.		TERMS	SALESPERSON		
		Net30 Days	Kaden Scott kaden.scott@avrogse.com		
FOB POINT		SHIPPING TERMS	SHIP VIA		
		Prepaid & Charge			
NO.	ITEM	QTY.	UOM	PRICE	EXTENDED PRICE
	0: Baggage Tractor Chassis - Electric (no battery)				
2	PRPW02607: Flux Power - 76.8V 210AH Lithium Ion Battery with Heaters, BMID, CAN Communication, c/w 120"L. CABLE	1	EA	27,000.00	27,000.00
3	PRPW00353: Midac Lead Acid Main Battery - 80V, 660AH (inc. watering system)	1	EA	13,000.00	13,000.00

NOTE: TERMS & CONDITIONS

Battery: Midac option is Lead Acid Flux Poweroption is Lithium
Warranty: 2 years or 2000 hours (Whichever comes first) Subject to inventory availability
Shipping FOB: Emerald Park SK, Canada All prices reflect USD
Pricing Valid for 30 days Lead Time: In stock

Total Weight (LB):		10291	Sales Total:	87,000.00
Total Volume (CUFT):		0	Freight & Misc.:	2,470.00
				Tax Total: 0.00
				Total (USD): 89,470.00
Page: 1 of 1				



11175 W. Emerald Street Boise,
ID 83713
United States of America
+1 208-378-9888
+1208 378-9889
sales@aerospecialties.com
www.aerospecialties.com



Quote Number:AS1Q27619-01

Date of Quote:05-05-2025

Quote Valid Through:Jun 4, 2025

Sold To:	Ship To:	Your Sales Rep:
County Airport	County Airport	Cale
Dan Neuman 11911 Windemere Drive Missoula, MT 59804 USA	Dan Neuman 11911 Windemere Drive Missoula, MT 59804 USA	GSE Sales Manager Phone: +1208-378-9888 Email: tonyc@aerospecialties.com

Ship Via	Incoterms	Payment Terms	Reference
		Prepay	

Thank you for your interest in AERO Specialties. Attached is the quote along with additional information requested. We appreciate the opportunity to earn your business. If you have any questions please let me know.

Part #	Description	Lead Time	Qty	Unit Price	Ext. Price
JET-16 Electric Lithium	New TLD JET-16 Electric Aircraft, Baggage and Cargo Tractor. 4500DBP. Lithium Powered.	T92219 Stock	1	\$60,034.00	\$60,034.00

Standard Spec:

Front tow hitch

iBS lithium-ion battery 277 Ah 1 BO V - 1 pack

Keyless ignition switch - outside CE area (see comments)

Curtis console for system parameters & troubleshooting

Draw bar pull 2000 daN (with ballast)

Front light protections

Cab with sliding doors: 2 sliding doors, heater/demister, heating rear windscreen, front&rear windscreen wiper and washer, rear windscreen protection

2025039	ProCore EDGE 12.8kW		1	\$6,405.00	\$6,405.00
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Part #	Description	Lead Time	Qty	Unit Price	Ext. Price
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Totals

FOR UNITED STATES CUSTOMERS ONLY:

Due to laws concerning sales tax collection in the USA's various states, AERO Specialties will now collect sales tax from all customers that are not tax-exempt. The state/county's sales tax will be charged at the time of invoicing. Please provide your exemption documentation or relevant information during order placement if you are a reseller or a tax-exempt customer.

Subtotal	\$66,439.00
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Before wiring any funds, call the AERO Specialties representative

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\$66,439.00

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To accept and purchase the equipment on this quotation, sign below and return:

Acceptance Date:

Print Name:

Signature:

Proposal for Missoula Montana Airport

Prepared by Nicole Romeo

November 25, 2024

Lessee: **Missoula Montana Airport**
 5225 West Broadway
 Missoula, MT 59808

Lessor: **Fortbrand Services, LLC**
 50 Fairchild Court
 Plainview, NY 11803

Purchase Option:

Equipment Type	Cost
Baggage Tractors Qty (2) Requested	
New TLD-Jet 16 with new G80-420- Averest-Flux Power 76.8V 420AH (Qty 2 G80-210AH) Lithium Ion with Heaters, BMID, CAN Communication (compatible with Posicharge Chargers)	\$77,518
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Options:	
Telematics (per unit): G80 2P Telematics SIM US & North America (5 Year Data Plan included)	\$1,265

Pictures:





Other:

- This offer is valid for 30 days from date of proposal.
- Prices do not include sales tax which will be assessed on the invoice.
- The current lead time is 12 Weeks ARO.
- Equipment is available on a first come first served basis.
- Equipment comes with a 2 year warranty, the batteries come with a 10 year warranty.

Freight:

- Estimated shipping costs range from \$4,510-\$5,250.
- At time of delivery, MSO must supply their own dock, or equipment required to unload the TLD Jet 16 Tractors.

The information contained within this proposal is confidential and proprietary and is for information and evaluation purposes only. This proposal is prepared solely for the company listed above (the "Customer") and is not to be disclosed to any parties other than Customer, its employees, officers, or directors with a need to know the information contained herein, unless Fortbrand Services, LLC otherwise agrees in writing. Unless and until a written contract has been duly executed, neither Customer nor Fortbrand Services, LLC will have any obligation to the other with respect to any proposed transaction, with respect to the procedures employed in connection therewith, or with respect to any representations made by either party. The terms and conditions contained within a final signed contract between Customer and Fortbrand Services, LLC will supersede those within this document.



Avro GSE Inc.

Order No.:	QT004892
Order Date:	11/22/2024
Expiration Date:	12/22/2024
Customer ID:	(001921
Currency:	USD

BILL TO:

Missoula MT
United States of America

SHIP TO:

ula
Missoula MT
United States of America

CUSTOMER P.O. NO.		TERMS	SALESPERSON		
		Net30 Days	Kaden Scott kaden.scott@avrogse.com		
FOB POINT		SHIPPING TERMS	SHIP VIA		
		Prepaid & Charge			
NO.	ITEM	QTY.	UOM	PRICE	EXTENDED PRICE
	0: Baggage Tractor Chassis - Electric (no battery)				
2	PRPW02607: Flux Power - 76.8V 210AH Lithium Ion Battery with Heaters, BMID, CAN Communication, c/w 120"L. CABLE	1	EA	27,000.00	27,000.00
3	PRPW00353: Midac Lead Acid Main Battery - 80V, 660AH (inc. watering system)	1	EA	13,000.00	13,000.00

NOTE: TERMS & CONDITIONS

Battery: Midac option is Lead Acid Flux Poweroption is Lithium
Warranty: 2 years or 2000 hours (Whichever comes first) Subject to inventory availability
Shipping FOB: Emerald Park SK, Canada All prices reflect USD
Pricing Valid for 30 days Lead Time: In stock

Total Weight (LB):		10291	Sales Total:	87,000.00
Total Volume (CUFT):		0	Freight & Misc.:	2,470.00
				Tax Total: 0.00
				Total (USD): 89,470.00
Page: 1 of 1				

PROPOSED CHANGE ORDER

Liberty Electric Inc.
9660 Summit Drive
Missoula, MT 59808

CCN#
Date: 1/22/2025
Project Name: MS22EASTCN
Project Number: MS22EASTCN
Page Number: 1

Client Address:

Martel Construction Inc.
Contact: Colton Mall
5903 Sandpiper Dr
Missoula, MT 59808

Work Description

Name of Project: East Concourse Expansion Missoula Airport

We reserve the right to correct this quote for errors and omissions.

This quote covers direct costs only, and we reserve the right to claim for impact and consequential costs.
This price is good for acceptance within **10** days from the date of receipt.

We request a time extension of is. days.

The following is our Division 26 pricing for CHARGER INFRASTRUCTURE ADD which involves

Itemized Breakdown

Description	Qty	Net PriceU	Total Mat.	LaborU	Total Hrs.
1 1/2x CLOSE NIPPLE - RMC - GALV	1	3.75E	3.75	40.63 C	0.41
# 4/4C CORD - SOW	20	9,571.92 M	191.44	76.25 M	1.52
10x 10x 4" BOX SCREW CVR PNTD - NEMA 1	1	44.90 E	44.90	0.88 E	0.88
# 4 WIRE POWER TERM	6	0.00E	0.00	0.26 E	1.56
MELTRIC 63-68043 PLUG	1	217.70E	217.70	0.77 E	0.77
MELTRIC PLUG HANDLE 513POD30	1	46.40E	46.40	0.17 E	0.17
MELTRIC 30 DEGREE ADAPTER 511M3	1	24.95 E	24.95	0.57 E	0.57
MELTRIC 63-64043 RECEPTACLE	1	431.05 E	431.05	077E	077
Totals	32		960.19		6.65

Summa

General Materials		960.19
Material Total		960.19
JOURNEYMAN	(6.65 Hrs @ \$75.22)	500.21
FOREMAN @ 25%	(1.66 Hrs @ \$7722)	128.19
Subtotal		1,588.59
Overhead	(@ 10.000 %)	158.86
Markup	(@5.000 %)	87.37
Subtotal		1,834.82
Gross Receipts	(@ 1 000 %)	18.35
Final Amount		\$1,853.17

ORIGINAL

**Missoula County Airport Authority
Agenda Action Sheet**

Meeting Date: July 29, 2025

1. **TITLE:** Recommendation of Award for the Zero Emissions Vehicle (ZEV) Purchase and Pre-Authorization of Federal Grant.

Review, discussion and possible approval of the bid results for the equipment acquisition and grant authorization. **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 opened bids for the Electric Vehicle acquisition on July 23 & 24, 2025. The bid was for two electric trucks, equipment to outfit one truck, and the installation of a charging station for each vehicle. While multiple vehicle dealerships across the region were solicited for bids, only one bid was received and considered responsible for the acquisition.

The bid resulted in a price of \$55,513.00 per vehicle. The proposal cost for the installation of the charging stations resulted in a bid price of \$4,625 and a bid for equipping one of the vehicles with lighting and sirens (PSO outfit) for a total of \$5,519.70. The total cost of the project (equipment acquisition, outfitting and installation) comes to total project cost of \$121,170.70. The bid proposals were vetted by Morrison-Maierle and considered to be reasonable and responsible bids and are recommended for award.

In reference to the recommendation of award, the FAA is planning to extend a grant offer for this project in the amount of \$159,363. This grant covers the costs all items listed above, plus the professional service fees from Morrison-Maierle. Because of the requirement to post public notices of Board meetings at least 48-hours in advance, staff determined that it was prudent to request the Board pre-authorize the Airport Director to accept the grant offer. This grant will require a 5% local match.

5. **BUDGET INFORMATION:**

Amount Required:	\$167,750.00
AIP Funds:	\$ 159,363.00
MSO Share:	\$ 8,387.00

6. **SUPPLEMENTAL AGENDA INFORMATION:** Bid submittals

7. **RECOMMENDED MOTION:** Contingent on the availability of federal funding, move to accept the Zero Emissions Vehicle Purchase with Wendie Ford in the amount of \$111,026, the bid for equipment for the Public Safety Vehicle to KDBCO in the amount of \$5,519.70 and for the installation of charging equipment with Liberty Electric in the amount of \$4,625. In addition, accept the upcoming Grant Offer for AIP-TBD in the total amount of \$159,363 as submitted to the FAA and their corresponding matching share.

8. **PREPARED BY:** Dan Neuman

9. **COMMITTEE REVIEW:** None.

BID PROPOSAL PACKET

Electric Vehicle Charging Equipment Installation for the Missoula Montana Airport

AIP 3-30-0056-093-2025

June 2025

- [X] Completed Bid Form with unit prices in words and figures (Page 4)
- [X] Bid Proposal Signed/Dated (Page 17)
- [X] Addenda Acknowledged (Page 17)
- [X] Completed Equal Opportunity Certification (Page 6)
- [X] Completed Tax Delinquency and Felony Conviction Certification (Page 7)
- [X] Completed Evidence of Competency (Page 12)
- [X] Completed Financial Responsibility (Page 13)
- [X] Completed Disadvantage Business Enterprise Forms (Page 10)
- [X] Completed Buy American Certification (Page 14 - 16)



Missoula Office
1055 Mount Ave.
Missoula, MT 59801
406-542-8880



BIDDER INFORMATION

See Section 1.2 for Instructions to Bidders

Name: Liberty Electric, Inc.

Address: 9660 Summit Dr. Missoula, MT 59808

Telephone (406)721-4177

Project No.: --=33""""6=6.=04 9 ----- Set No.: _____

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**BID PROPOSAL
MISSOULA MONTANA AIRPORT**

**AIP 3-30-0056-093-2025
EV CHARGING EQUIPMENT INSTALLATION**

To the Chairman and Members
MISSOULA COUNTY AIRPORT AUTHORITY
(Hereinafter called "Owner")

The undersigned bidder, having examined the plans, specifications and other proposed Contract Documents, the extent, character and location of the proposed work, the nature and type of the excavation to be done, the condition and arrangement of existing structures affecting or affected by the proposed work, and being cognizant of the location and condition of existing roadways giving access to the sites of the work, and the topography of the site of the work, and its effect on drainage and surface runoff which might affect the work, hereby proposes to furnish all materials, tools, labor and equipment for the completion of the approximate quantities of work listed below and all of the work appurtenant thereto in connection with this project for **MISSOULA COUNTY AIRPORT AUTHORITY, MISSOULA, MONTANA.**

- **Install Electric Vehicle Charging Equipment**

And all specified work appurtenant thereto in connection with this project for the **MISSOULA COUNTY AIRPORT AUTHORITY, MISSOULA, MONTANA**, in accordance with plans, specifications and other contract documents on file at the Airport Director's Office, Missoula, MT, for the unit prices quoted on the bid sheet(s) included herein.

Basis of Award: Refer to Special Provisions Section 4.03 for Basis of Award.

Bid Form

Schedule 1 - EV Charging Equipment Installation

Bid Item No.	Spec. No.	Description	Qty.	Units	Unit Price	Total Price
101	C-105-3.1	Mobilization (Not to exceed 10% of schedule)	1	LS	\$250.00	\$250.00
		<u>Two Hundred Fifty</u> (Unit Price Written in Words)		Dollars per LS	2187.50	
102		Install Level 2 Charging Station	2	EA	<u>\$4,375.00</u>	\$4,375.00
		<u>Four Thousand Three Hundred Seventy Five</u> (Unit Price Written in Words)		Dollars per EA	Clarified per Clay Ledbetter, 7/24/25	

Total Schedule 1 in Figures:

\$ 4,625.00

Total Schedule 1 in Words: Four Thousand Six Hundred Twenty Five and No Cents

TOTAL BID PRICE-IN FIGURES:

\$ 4,625.00

The undersigned Bidder further agrees to furnish the required bonds, Insurance, Buy American Information and Waiver Requests, and to enter into a contract for the work awarded to him/her within fifteen (15) consecutive calendar days from and including the date of Owner's acceptance of this proposal.

BID BOND: Not required.

CONTRACT TIME: The Bidder further agrees that if awarded the contract he/she will commence work on or before the date stipulated in the Notice to Proceed, and further agrees to complete all work within the number of calendar days specified in the Special Provision for each Schedule of work, unless the period of completion is extended otherwise by the Contract Documents.

LIQUIDATED DAMAGES AND DAMAGES FOR ADDITIONAL ENGINEERING SERVICES: The Owner shall be entitled to liquidated damages paid by the Bidder, as specified in the Special Provisions.

In addition, the Owner shall be entitled to be paid by the Bidder for actual damages and additional engineering services, as specified in the Special Provisions, during any contract time overrun; for unscheduled employment of the Engineer necessitated by the Contractor working overtime, Sundays or holidays; and for furnishing materials or equipment not in conformance with the Contract Documents, necessitating redesign by the Engineer. Liquidated damages, actual damages and damages for additional engineering services shall be paid by deduction from monthly progress payments and the final payment.

INSURANCE REQUIREMENT: By submitting a bid, the bidder certifies that he/she has reviewed the insurance requirements of the Special Provisions, and agrees to provide the insurance coverage required under the Special Provisions if awarded the contract.

The Bidder is required to complete and submit the following documents to be considered responsive:

- Completed Bid Proposal Packet - **Form A** (This Document)
 - o Bid proposal signed and dated (Page 17)
 - o Addenda Acknowledged (Page 17)
 - o Equal Employment Opportunity (Page 6)
 - o Tax Delinquency and Felony Conviction Certification (Page 7)
 - o Debarment Certification (By Signature on Proposal)
 - o Certification Regarding Lobbying (By Signature on Proposal)
 - o Certification Regarding Domestic Preference (By Signature on Proposal)
 - o Trade Restriction Certification (By Signature on Proposal)
 - o Disadvantaged Business Enterprise Forms (Page 10)
 - o Evidence of Competency (Page 12)
 - o Contractor Financial Responsibility (Page 13)
 - o Buy American Certification (Page 14 - 16)
 - o Non-collusion Affidavit (By Signature on Proposal)

FAA BUY AMERICAN PREFERENCE: The Contractor certifies that its bid/offer is in compliance with 49 USC§ 50101, BABA and other related Made in America Laws¹, U.S. statutes, guidance, and FAA policies, which provide that Federal funds may not be obligated unless all iron, steel and manufactured goods used in AIP funded projects are produced in the United States, unless the

Federal Aviation Administration has issued a waiver for the product; the product is listed as an Excepted Article, Material Or Supply in Federal Acquisition Regulation subpart 25.108; or is included in the FAA Nationwide Buy American Waivers Issued list.

The bidder or offeror must complete and submit the certification of compliance with FAA's Buy American Preference, BABA and Made in America laws included herein with their bid or offer. The Airport Sponsor/Owner will reject as nonresponsive any bid or offer that does not include a completed certification of compliance with FAA's Buy American Preference and BABA.

The bidder or offeror certifies that all constructions materials, defined to mean an article, material, or supply other than an item of primarily iron or steel; a manufactured product; cement and cementitious materials; aggregates such as stone, sand, or gravel; or aggregate binding agents or additives that are or consist primarily of: non-ferrous metals; plastic and polymer-based products (including polyvinylchloride, composite building materials, and polymers used in fiber optic cables); glass (including optic glass); lumber; or drywall used in the project are manufactured in the U.S.

¹Per Executive Order 14005 "Made in America Laws" means all statutes, regulations, rules, and Executive Orders relating to federal financial assistance awards or federal procurement, including those that refer to "Buy America" or "Buy American," that require, or provide a preference for, the purchase or acquisition of goods, products, or materials produced in the United States, including iron, steel, and manufactured products offered in the United States.

EQUAL EMPLOYMENT OPPORTUNITY:

During the performance of this contract, the bidder agrees to follow the requirements listed in **Section 1.8- Item 13. Equal Employment Opportunity**. The Bidder shall complete the following EQUAL OPPORTUNITY CERTIFICATION by checking the appropriate boxes.

- A. The Bidder **has /_JS_j has not/**_____ / participated in a previous contract subject to the equal opportunity clause prescribed by Executive Order 10925, or Executive Order 11114, or Executive Order 11246.
- B. The Bidder **has! ',_! has not/**_____ / submitted all compliance reports in connection with any such contract due under the applicable filing requirements; and that representations indicating submission of required compliance reports signed by proposed sub-contractors will be obtained prior to award of subcontracts.
- C. If the Bidder has participated in a previous contract subject to the equal opportunity clause and has not submitted compliance reports as required by applicable instructions, the Bidder shall submit a compliance report on Standard Form 100, "Employer Information Report EEO-1" prior to the award of contract.

CERTIFICATION OF OFFEROR/BIDDER REGARDING TAX DELINQUENCY AND FELONY CONVICTIONS:

The bidder must complete the following two certification statements. **Refer to Section 1.8 - Federal Contract Provision, Item A24**. The applicant must indicate its current status as it relates to tax delinquency and felony conviction by inserting a checkmark "X" in the space following the applicable response. The bidder agrees that, if awarded a contract resulting from this solicitation, it will incorporate this provision for certification in all lower tier subcontracts.

- 1) The applicant represents that **it is/ __ / is not/** a corporation that has any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability.
- 2) The applicant represents that **it is/ __ / is not/** a corporation that was convicted of a criminal violation under any Federal law within the preceding 24 months.

If the Bidder responds in the affirmative to either of the above representations, the Bidder is ineligible to receive an award unless the Sponsor has received notification from the agency suspension and debarment official (SDO) that the SDO has considered suspension or debarment and determined that further action is not required to protect the Government's interests. The Bidder therefore must provide information to the owner about its tax liability or conviction to the Owner, who will then notify the FAA Airports District Office, which will then notify the agency's SDO to facilitate completion of the required considerations before award decisions are made.

Term Definitions:

Felony conviction: Felony conviction means a conviction within the preceding twenty four (24) months of a felony criminal violation under any Federal law and includes conviction of an offense defined in a section of the U.S. Code that specifically classifies the offense as a felony and conviction of an offense that is classified as a felony under 18 USC § 3559.

Tax Delinquency: A tax delinquency is any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted, or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability.

CERTIFICATION OF OFFEROR/BIDDER REGARDING DEBARMENT

By submitting a bid/proposal under this solicitation, the bidder or offeror certifies that neither it nor its principals are presently debarred or suspended by any Federal department or agency from participation in this transaction.

CERTIFICATION OF LOWER TIER CONTRACTORS REGARDING DEBARMENT

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

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

If the Federal Aviation Administration later determines that a lower tier participant failed to disclose to a higher tier participant that it was excluded or disqualified at the time it entered the

covered transaction, the FAA may pursue any available remedies, including suspension and debarment of the non-compliant participant.

CERTIFICATION REGARDING LOBBYING

The Bidder or Offerer certifies by signing and submitting this bid or proposal, to the best of his or her knowledge and belief, that:

- (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the Bidder or Offerer, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

CERTIFICATION REGARDING DOMESTIC PREFERENCES FOR PROCUREMENTS

The Bidder or Offerer certifies by signing and submitting this bid or proposal that, to the greatest extent practicable, the Bidder or Offerer has provided a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including, but not limited to, iron, aluminum, steel, cement, and other manufactured products) in compliance with 2 CFR § 200.322.

TRADE RESTRICTION CERTIFICATION

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

- 1) is not owned or controlled by one or more citizens of a foreign country included in the list of countries that discriminate against U.S. firms as published by the Office of the United States Trade Representative (USTR);
- 2) has not knowingly entered into any contract or subcontract for this project with a person that is a citizen or national of a foreign country included on the list of countries that discriminate against U.S. firms as published by the USTR; and

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

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

DISADVANTAGED BUSINESS ENTERPRISE PARTICIPATION COMMITMENT:

The **Missoula County Airport Authority** has established a Disadvantaged Business Enterprise (DBE) program in accordance with regulations of the U.S. Department of Transportation (DOT), 49 CFR Part 26. To complete the work included in this contract, the **Missoula County Airport Authority** anticipates that it will receive Federal financial assistance from DOT, and as a condition of receiving this assistance, has signed an assurance that it will comply with 49 CFR Part 26.

Policy: It is the policy of the Department of Transportation that Disadvantaged Business Enterprises (DBE's) as defined in 49 CFR Part 26 shall have the maximum opportunity to participate in the performance of contracts financed in whole or in part with Federal funds under this agreement. Consequently, the DBE requirements of 49 CFR Part 26 apply to this agreement.

Bidder's List: The Owner is required to create a bidders list, consisting of information about **all** DBE firms and non-DBE firms (contractors, subcontractors, suppliers, etc.) that bid or quote on DOT-assisted contracts. The bidder shall submit with his bid the name, address, DBE/Non-DBE Status, age, and annual gross receipts, for each firm submitting a bid or quote. A range of annual gross receipts of the firm shall be reported, rather than an exact amount, as noted below. A bidder who fails to provide complete Bidder's List information with his bid will be considered non-responsive and his bid will be rejected.

Bidders List

All firms bidding or quoting on subcontracts for this
DOT-assisted project are listed below.

Firm Name	Address	Certified	Age of	GRS*	Type of Work and/or Specialties
		<u>DBE</u> (Y or N)	<u>Firm</u>		
Liberty Electric, Inc.	9660 Summit Dr.	N	46	5	Electrical Contractor

*GRS - Annual Gross Receipts

Enter 1 for less than \$1 million

Enter 2 for more than \$1 million, less than \$5 million

Enter 3 for more than \$5 million, less than \$10 million

Enter 4 for more than \$10 million, less than \$15 million

Enter 5 for more than \$15 million.

Upon completion of the project, the Bidder agrees to complete the **"Affidavit of Amounts Paid DBE Participants"** (located in Forms Appendix) indicating actual DBE firms used, a description of utilization, and the amount paid each DBE firm.

OPEN BIDDING: In order to comply with Executive Order 12818, nothing herein shall:

1. Require bidders, offerers, contractors, or subcontractors to enter into or adhere to agreements with one or more labor organizations, on the same or other related construction project(s), or
2. Otherwise discriminate against bidders, offerers, contractors, or subcontractors for refusing to become or remain signatories or otherwise adhere to agreements with one or more labor organizations, on the same or other related construction project(s), or
3. Require any bidder, offeror, contractor, or subcontractor to enter into, adhere to, or enforce any agreement that requires its employees, as a condition of employment, to:
 - a. become members or affiliated with a labor organization; or
 - b. pay dues or fees to a labor organization, over an employee's objection, in excess of the employee's share of labor organization costs relating to collective bargaining, contract administration, or grievance adjustment.
4. No contractor or subcontractor under a Federal contract shall require, as a condition of any subcontract relating to a Government construction contract, that the party with which it contracts impose or enforce any of the elements specified in paragraph A1. through A3. above in performing its subcontract. This section does not prohibit a contractor or subcontractor from voluntarily entering into an otherwise lawful agreement with a labor organization regarding its own employees.

EVIDENCE OF COMPETENCY

The Contractor shall submit Evidence of Competency in accordance with General Provisions, Section 20-02. The form below satisfies this requirement. **Failure to submit this information will result in rejection of the bid.**

This form is a guideline, and the Contractor is free to submit separate information detailing their Evidence of Competency. If separate Evidence of Competency is submitted with this bid package, and is in accordance with General Provisions, Section 20-02, please state such at the bottom of this form.

Related Work Similar to This Project: In the table below, list projects the bidder has worked on that are similar in nature and magnitude to the project being bid.*

Year	Project Description	Amount of Project
2024	RML - Lightning Protection Certification and Maintenance	\$204,693.00
2024	RML - VFD Replacement Project	\$269,440.00
2025	RML - Boiler #4 VFD Replacement	\$39,549.00
2025	RML - Air Compressor addition to Bldg. 32	\$9,954.00
2023	MSO - East Concourse Expansion	\$4,670,500

List of Major Equipment Available for this Project: In the table below, list the major equipment that is available for work on the project.*

SeNice Van	

List of Key Personnel Available for Work: In the table below, list key personnel who are available for the work such as project managers, project superintendents, and foremen.*

<u>Name</u>	<u>Title</u>
Brenna Horne	SeNice Electrician
Clay Ledbetter	President/PM

*Attach separate sheets as necessary to provide complete information.

☐ We have submitted separate evidence of competency meeting Section 20-02.

The Contractor hereby certifies that it has the required experience, equipment, and personnel available and capable of performing the work proposed on this project.

EVIDENCE OF FINANCIAL RESPONSIBILITY

The contractor shall submit Evidence of Financial Responsibility in accordance with General Provisions, Section 20-02. The form below satisfies this requirement. **Failure to submit this information will result in rejection of the bid.**

The Bidder may submit evidence that they are prequalified with the State Highway Division and are on the current "bidder's list" of the state in which the proposed work is located. Evidence of State Highway Division prequalification may be submitted as evidence of financial responsibility in lieu of the certified statements or reports specified in General Provision Section 20-02.

This form is a guideline, and the Contractor is free to submit separate information detailing their Evidence of Financial Responsibility. If separate Evidence of Financial Responsibility is submitted with this bid package, and is in accordance with General Provisions, Section 20-02, please state such at the bottom of this form.*

1. Contractor Financial assets for previous calendar year or fiscal year:

\$ 6,996,317

2. Contractor Financial Liabilities for previous calendar year or fiscal year:

\$ 3,438,635

3. The Contractor shall check the appropriate box below that best describes the current financial condition at the time the bid is submitted.

☐ At the time this bid is submitted, the financial responsibility of the Contractor is approximately the same as the information provided above.

☐ At the time this bid is submitted, the true financial responsibility of the Contractor is substantially changed from the previous year. Explain below:

The Contractor hereby certifies that it has the required financial responsibility to construct the work proposed on this project.

☐ We have submitted separate evidence of Financial Responsibility, and is included with the Bid Proposal.

Certification of Compliance with FAA Buy American Preference - Equipment/Building Projects

PROJECT NAME:	AIP 093 - EV CHARGING EQUIPMENT INSTALLATION
AIRPORT NAME:	Missoula Montana Airport
AIP NUMBER:	3-30-0056-093-2025

FRONT END SPECIFICATIONS:

Section 1.8 Federal Contract Provisions:

- Provision A4 - Buy American Preference. **Replace** Section A4.1.2 with the following:

Certification of Compliance with FAA Buy American Preference - Equipment/Building Projects

As a matter of bid responsiveness, the bidder or offeror must complete, sign, date, and submit this certification statement with their proposal. The bidder or offeror must indicate how they intend to comply with 49 USC § 50101, and other Made in America Laws, U.S. statutes, guidance, and FAA policies by selecting one on the following certification statements. These statements are mutually exclusive. Bidder must select one or the other (not both) by inserting a checkmark () or the letter "X".

- D** Bidder or offeror hereby certifies that it will comply with 49 USC § 50101, BABA and other related U.S. statutes, guidance, and policies of the FAA by:
- a) Only installing steel and manufactured products produced in the United States;
 - b) Only installing construction materials defined as: an article, material, or supply - other than an item of primarily iron or steel; a manufactured product; cement and cementitious materials; aggregates such as stone, sand, or gravel; or aggregate binding agents or additives that are or consist primarily of non-ferrous metals; plastic and polymer-based products (including polyvinylchloride, composite building materials, and polymers used in fiber optic cables); glass (including optic glass); lumber or drywall that have been manufactured in the United States.
 - c) Installing manufactured products for which the Federal Aviation Administration (FAA) has issued a waiver as indicated by inclusion on the current FAA Nationwide Buy American Waivers Issued listing; or
 - d) Installing products listed as an Excepted Article, Material or Supply in Federal Acquisition Regulation Subpart 25.108.

By selecting this certification statement, the bidder or offerer agrees:

- a) To provide to the Airport Sponsor or FAA evidence that documents the source and origin of the steel and manufactured product.
- b) To faithfully comply with providing U.S. domestic product.
- c) To furnish U.S. domestic product for any waiver request that the FAA rejects.
- d) To refrain from seeking a waiver request after establishment of the contract, unless extenuating circumstances emerge that the FAA determines justified.

Square D Breakers for Existing Panel Only

12J The bidder or offeror hereby certifies it cannot comply with the 100 percent Buy American Preferences of 49 USC§ 50101(a) but may qualify for a Type 3 waiver under 49 USC§ 50101(b). By selecting this certification statement, the apparent bidder or offeror with the apparent low bid agrees:

- a) To submit to the Airport Sponsor or FAA within 15 calendar days of being selected as the responsive bidder, a formal waiver request and required documentation that supports the type of waiver being requested.
- b) That failure to submit the required documentation within the specified timeframe is cause for a non-responsive determination that may result in rejection of the proposal.
- c) To faithfully comply with providing U.S. domestic products at or above the approved U.S. domestic content percentage as approved by the FAA.
- d) To refrain from seeking a waiver request after establishment of the contract, unless extenuating circumstances emerge that the FAA determines justified.

Required Documentation

Type 2 Waiver (Nonavailability) - The iron, steel, manufactured goods or construction materials are not available in sufficient quantity or quality in the United States. The required documentation for the Nonavailability waiver is:

- a) Completed Content Percentage Worksheet and Final Assembly Questionnaire
- b) Record of thorough market research, consideration where appropriate of qualifying alternate items, products, or materials including;
- c) A description of the market research activities and methods used to identify domestically manufactured items capable of satisfying the requirement, including the timing of the research and conclusions reached on the availability of sources.

Type 3 Waiver - The cost of the item components and subcomponents produced in the United States is more than 60 percent of the cost of all components and subcomponents of the "item". The required documentation for a Type 3 waiver is:

- a) Completed Content Percentage Worksheet and Final Assembly Questionnaire including;
- b) Listing of all product components and subcomponents that are not comprised of 100 percent U.S. domestic content (Excludes products listed on the FAA Nationwide Buy American Waivers Issued listing and products excluded by Federal Acquisition Regulation Subpart 25.108 (products of unknown origin must be considered as non-domestic products in their entirety).
- c) Cost of non-domestic components and subcomponents, excluding labor costs associated with final assembly at place of manufacture.
- d) Percentage of non-domestic component and subcomponent cost as compared to total "item" component and subcomponent costs, excluding labor costs associated with final assembly at place of manufacture.

- c) Cost of non-domestic components and subcomponents, excluding labor costs associated with final assembly at place of manufacture.
- d) Percentage of non-domestic component and subcomponent cost as compared to total "item" component and subcomponent costs, excluding labor costs associated with final assembly at place of manufacture.

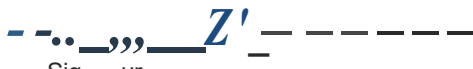
Type 4 Waiver (Unreasonable Costs) - Applying this provision for iron, steel, manufactured goods or construction materials, would increase the cost of the overall project by more than 25 percent. The required documentation for this waiver is:

- a) Completed Content Percentage Worksheet and Final Assembly Questionnaire from
- b) At minimum two comparable equal bidders and/or offerors;
- c) Receipt or record that demonstrates that supplier scouting called for in Executive Order 14005, indicates that no domestic source exists for the project and/or component;
- d) Completed waiver applications for each comparable bid and/or offer.

False Statements: Per 49 USC§ 47126, this certification concerns a matter within the jurisdiction of the Federal Aviation Administration and the making of a false, fictitious, or fraudulent certification may render the maker subject to prosecution under Title 18, United States

7/23/2025
 Date
 Liberty Electric, Inc.

 Company Name



 Signature
 President

 Title

PROPOSAL SIGNATURE

DATED AT Missoula — — — — Montana this 23rd day of July , 20-1. § .
(City) (State)

Firm Name Liberty Electric, Inc.

IRS E.I. Number 81-0401274.....

By 

By Clay Ledbetter
(Name Printed)

Title President

Address 9660 Summit Dr. Missoula, MT 59808

MONTANA CONTRACTOR'S REGISTRATION NUMBER 11929 _____

The Bidder acknowledges receipt of the following addenda:

Addendum No.:	Date of Issuance:
<u>#1</u>	<u>7/17/2025</u>
_____	_____
_____	_____

(END OF BID PROPOSAL PACKET)



Date: 7/24/2025
Salesperson: Mathew Pulliam
Manager: Mathew Pulliam

BU INESS NAME Missoula County Airport Authority

Home Phone: _____

CO TACT _____

Address 5225 US HWY 10 WEST
MISSOULA, MT 59808
MISSOULA

Work Phone: _____

E-Mail: SMICHAELSON@M-M.NET

Cell Phone : (406) 542-4877

VEHICLE

Stock#: 2500547 ew / Used : New VIN: 1FT6W1BM9SWG19890 Mileage: 11

Vehicle: 2025 Ford F-150 Lightning

Color: OXFORD WHITE

Type: Pro A1-Wheel Drive SuperCrew Cab 5

W1B

Market Value Selling Price	<u>57,075.00</u>
Discount	<u>2,195.00</u>
Adjusted Price	<u>54,880.00</u>
Transportation	<u>400.00</u>
Total Purchase	<u>55,280.00</u>
Doc Fee	<u>200.00</u>
on Tax Fees	<u>33.00</u>
Balance	<u>55,513.00</u>

Customer Approval: _____ Management Approval: _____

By signing this authorization form, you certify that the above personal information is correct and accurate, and authorize the release of credit and employment information. By signing above, I provide to the dealership and its affiliates consent to communicate with me about my vehicle or any future vehicles using electronic, verbal and written communications including but not limited to eMail, text messaging, SMS, phone calls and direct mail. Terms and Conditions subject to credit approval. For Information Only. This is not an offer or contract for sale.

All elements of this proposed transaction are negotiable including price, trade allowance, interest rate (of which the dealer may retain a portion), term and DOCUMENTARY SERVICE FEE. Nothing contained herein is binding on either party; any agreement is subject to execution of contracts documents.

X _____



Northwest Regional Office
P.O. Box 225
Black Diamond, Washington 98010
360-886-9410 360-886-9411 (fax)
aaron@kdbco.com 206-919-0228 (cell)

From the Desk of Aaron Ennever

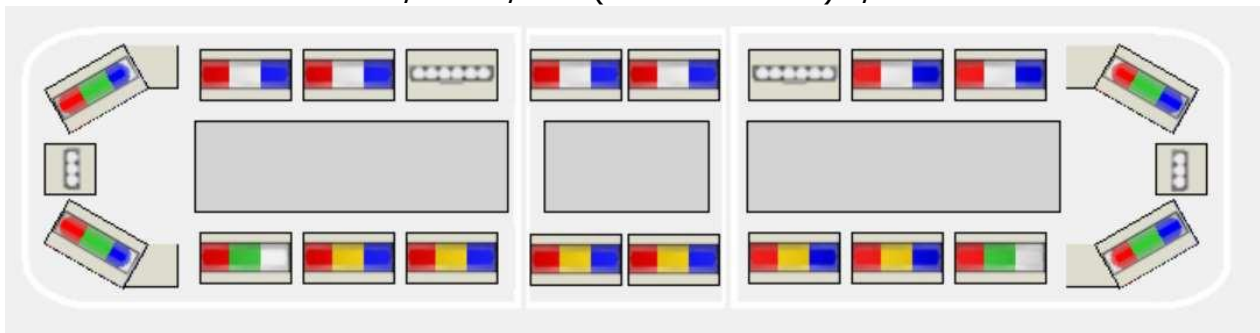
October 8, 2024

TO: Justin Shaffer, Missoula Airport PD
RE: Whelen, Havis, Pro-Gard, Blac-Rac, MagMic equipment 2024 F150

As per our recent conversation please find the part numbers and pricing below

Whelen- WeCanX TRIO Legacy Options:

- 1- EB3325555, TRIO Red/White/Blue, Takedown, Alley
TRIO Red/Green/White (Outer Modules)
TRIO Red/Green/Blue (Corner Modules)
TRIO Red/Amber/Blue (Center Modules) T/A Amber



Whelen- Legacy TRIO CORE Bundle:

- **Choice of Legacy Layout**
- 1- Legacy TRIO \$3,662.10
- 1- C399, CenCom CORE WeCanX Amp Included
- 1- CCT6, Rotary Control Head Included
- 1- C399K7, F150 OBDII Interface Included

Whelen- Siren Speaker & Bracket:

- | | | | |
|--------------------------------|--------------|----------|--------|
| 2- SA315P, 100 Watt Speaker | \$198.90 ea. | \$397.80 | 469.20 |
| 2- SAK1, Universal "L" Bracket | \$35.70 ea. | \$71.40 | |

Whelen- Perimeter Lighting:

- Front Grill Area
- 1- PSD02FCR, Strip-Lite DUO Red/White \$137.80
- 1- PSE02FCR, Strip-Lite DUO Blue/White \$137.80
- Rear Door Window
- 1- I2D, ION DUO Red/White \$135.20
- 1- I2E, ION DUO Blue/White \$135.20

Continued,





Northwest Regional Office
P.O. Box 225
Black Diamond, Washington 98010
360-886-9410 360-886-9411 (fax)
aaron@kdbco.com 206-919-0228 (cell)

Page 2,

Whelen- WeCanX Tracer Series:

- 1- TCRWX5, 5 Lamp DUO Blue/Red/Amber (T/A)
 - Configured as shown below

\$842.40



Havis- Console & Accessories:

- | | | |
|--|----------|----------------|
| 1- C-ARM-102, Armrest | \$75.20 | 2659.05
N/A |
| 1- C-APW-0744-1, 7" Accessory Pocket Side 3.3" Section | \$24.00 | |
| 1- C-LP2-USB-BL2, USB/12V Port Plate, | \$124.80 | |
| 1- C-HDM-214, HD Pole | \$147.20 | |
| 1- C-DMM-3023, Dash Mount F150 | \$412.00 | |
| 1- KB-1001, USB Connection Keyboard | \$455.20 | |
| 1- CUP2-1001, Dual Cup Holder | \$53.60 | |
| 1- C-EBW85-MMT-1P, APX8500 Remote Head Radio Plate | Included | |
| <ul style="list-style-type: none"> • This plate will have to go on the 3.3" Side Section • That means NO side accessory pocket | | |
| 2- C-EB25-A12-1P, ICOM A120 Self Contained Radio Plate | Included | |
| 1- C-EB40-CCS-1P, Whelen CCT6 Control Head Plate | Included | |
| 1- C-VSW-1700-F150-PM-4, Vehicle Specific F150 Pocket Jet 8 | \$990.40 | |
| <ul style="list-style-type: none"> • Total mounting space is 17" so had to move APX to the side and delete accessory pocket | | |



- | | | |
|------------------------|-------------|----------|
| 3- CG-X, Charge Guard | \$85.60 ea. | \$256.80 |
| 3- MMSU1, Magnetic Mic | \$39.95 ea. | \$119.85 |

Continued,





Page 3,

Northwest Regional Office
P.O. Box 225
Black Diamond, Washington 98010
360-886-9410 360-886-9411 (fax)
aaron@kdbco.com 206-919-0228 (cell)

Havis- Docking Station Options:

- 1- PKG-DS-GTC-222-3, Getac F110 Triple Pass, Power

\$827.20



Pro-Gard- Partition Mount Gun Rack:

- 1/2 Partition Gun Rack

- 1- GPC8116S-V, Vertical Pro-Cell Dual Weapon Rack

\$548.80



Pro-gard P1000 Procell 1/2 Cage:

- 1- P1000FT21A, Single Compartment (OEM Rear Seat Only)
- F150 2021-Current

\$1,627.30



** Please note that all quoted prices are good for 30 days**

If you have any questions or would like to process an order, please let us know

Thank you,

Total Cost = 5,519.70

Aaron



Missoula County Airport Authority

Agenda Action Sheet

Meeting Date: 7/29/2025

1. **TITLE:** Contract with Convergent for Fire Monitoring
2. **AGENDA CATEGORY:** (Please highlight)
UNFINISHED BUSINESS **NEW BUSINESS** COMMITTEE REPORTS
INFORMATION/DISCUSSION ITEM
3. **TIME REQUIRED:** 5 Minutes
4. **BACKGROUND INFORMATION:** The Airport contract for fire alarm monitoring and testing is expiring. We have been using Convergent since the opening of the first phase of the terminal building, and now that the rest of the terminal is opening, we need a new contract to cover the entire building, including the SRE and the Air Traffic Control Tower. This is a 3-year contract, with slight increases every year. The contract will cover the fire alarm monitoring as well as testing to make sure we comply with NFPA 72 standards.
5. **BUDGET INFORMATION:**
Amount Required: Year 1-\$18,455
 Year 2-\$19,010
 Year 3-\$19,580

Total- \$57,045
6. **SUPPLEMENTAL AGENDA INFORMATION:**
7. **RECOMMENDED MOTION:** Move to approve the contract with Convergent for monitoring and testing of fire alarm systems.
8. **PREPARED BY:** Nate Cole Airfield Operations Manager, Presented by Nate Cole
9. **COMMITTEE REVIEW:** N/A

Missoula Airport

Fire Services Customer Support Program

4/23/2025

convergent

ChristinaLThompson

Account Executive

CUSTOMER INFORMATION

Date:	4/23/2025	Quotation #:	CT09668536CSP
To:	Missoula Airport 5225 US Highway 10 W Missoula, Montana 59808	Attn:	Tim Damrow (406) 532-8745 tdamrow@flymissoula.com

We are pleased to provide this proposal for your consideration. This quotation is valid for THIRTY (30) days.

SUPPORT PROGRAM VALUE

A properly planned Customer Support Program will help maintain the performance and integrity of the Fire Alarm and Life Safety Systems and help extend the life of the systems. As you walk through this proposal, you will see that the recommended services have been tailored to your unique needs and above business objectives:

1. Perform comprehensive testing of the Fire Alarm & Life Safety system to ensure and validate system integrity.
2. Identify and list system deficiencies or facility modifications at the time of test and inspection that may impact equipment and system performance.
3. Retain the expertise and experience of NICET-trained and/or certified technicians for the ongoing service of the Fire Alarm system.
4. Provide testing and service documentation to demonstrate compliance with AHJ requirements.

FIRE SERVICE | CUSTOMER SUPPORT PROGRAM OVERVIEW

The following is a summary of this fire service proposal. A complete description of services and scope of work is detailed in subsequent pages.

Standard Service Offerings

A Convergent Customer Support Program includes a combination of services tailored to meet your specific needs. Common features provided with all support programs include:

- Price advantage
- Service documentation
- Multi-year program commitment
- Priority response time
- Trained and qualified resources
- Telephone support and consultation

Test & Inspection Services

All Fire Alarm Customer Support Programs services include the following Test & Inspection components designed to help maintain compliance with manufacturer's requirements, Authorities Having Jurisdiction (AHJ), and NFPA 72 standards.

- System testing & inspection
- Preventative maintenance
- Web-based inspection reporting
- Battery load testing

FIRE ALARM STANDARD SERVICES

The following services are included in this proposal as standard for fire alarm systems:

✓ **System Testing & Inspection**

Annual testing of all devices and control functions will be performed in accordance with NFPA72 (when applicable) and manufacturer's recommendations, as appropriate for the ambient operating environment and sequence of operation (if available). Notification appliance audibility testing will be coordinated with building personnel to mitigate occupant disruption. This service will cover only the equipment identified in the *List of Covered Equipment* in the Appendix of this proposal.

Visual inspection service will be provided while on-site for system testing. Inspection of the installed system is intended to identify changes or modifications to the facility or operating environment (construction, ambient conditions, etc.) that could adversely affect equipment performance. Actual operating performance will be provided under system testing.

Convergent recognizes and recommends the test and inspection frequencies identified in NFPA72 for fire alarm equipment. In all instances, our goal is to achieve compliance with Authorities Having Jurisdiction and our customer's demands and requirements. Parameters for this proposal are provided in the **System Testing Schedule** and List of **Covered Equipment**.

✓ **Battery Load Testing**

NFPA72 provides guidelines for testing batteries and requires that sealed lead-acid batteries be replaced according to the equipment manufacturer's recommendations or when their voltage or current falls below these guidelines. Over time, these batteries lose their ability to provide standby power during a primary power failure. Proper load testing is the only way to ensure battery reliability. Replacement battery costs are not included.

✓ **Web-based Inspection Reporting**

Convergent's web-based reporting starts by applying unique barcodes to devices, control equipment, and batteries. During testing, these devices are scanned, and their critical information, including the inspection date and time, is recorded. An online database and report are made available for viewing, downloading, printing, or emailing. This information can be accessed via any standard internet browser. Color-coded status flags provide a summary of the building test status: normal, discrepancies found, or devices failed. Solutions for resolving any issues are included. Convergent's web-based reporting system provides prompt documentation to building owners and managers fire alarm systems are tested and inspected according to code and regulatory requirements.

OPTIONAL SERVICES

iCare Executive:

☐ Included ☒ Excluded

In addition to the benefits under *iCare Manager*, iCare Executive includes all the features of iCare Manager plus: service metrics and custom report, access to "My DocumentLibrary" (i.e., document sharing platform), administrative privileges, and customized email notification. Reporting includes Service History by Site, Service Spend by Site, Total Service Spend, and much more.

Smoke Detector Sensitivity Testing:☒ **Included** ☐ **Excluded**

Smoke detector sensitivity testing will be performed in accordance with the manufacturer's recommendations and NFPA72. Smoke detector sensitivity measurements will be taken using the manufacturer's recommended test method. Replacement detectors are not included in this service and are provided on a time and material basis.

Comprehensive Fire Alarm Equipment Coverage:☐ **Included** ☒ **Excluded**

Comprehensive equipment coverage includes the replacement of failed system components noted in Covered Equipment at no additional cost. This allows customers to mitigate potential financial risk that can be associated with unexpected repairs and/ or failed components.

Please note that failed or damaged equipment is based on the conditions noted in the terms and conditions of this proposal and excludes such items as natural causes or intentional damage. A one-time billable Pre-contract System Test is required to ensure that the system components are in good working condition prior to Convergent assuming responsibility for system equipment coverage. Any components found to be deficient will either need to be replaced or excluded from the comprehensive equipment list.

Note: Components will be replaced with same or similar technology available at the time of such replacement. Technology upgrades or system enhancements are not included as part of this coverage option. Annual Test and Inspection must be performed by Convergent to qualify for equipment coverage.

Priority Emergency Service Response:☒ **Included** ☐ **Excluded**

Some customers may require a more immediate response to service calls deemed to be emergency (Priority 1). By selecting this option, Convergent will commit to responding to emergency service calls in (8) hours.

Simplex/Autocall Five-Year Warranty:

☒ **Included** ☐ **Excluded**

Five-year product warranty on all newly installed Simplex/Autocall systems by Convergent, in accordance with the Simplex/Autocall warranty policy. This extends the standard 1- year product warranty to 5 years. Convergent's ability to honor this warranty is contingent upon Convergent being the contracted inspection and maintenance provider. Labor to replace material covered under this warranty program shall be provided on a time and material basis in accordance with the rates defined in this proposal. Vandalism, "Act of God", Dirty Smoke & Duct detectors are not covered under warranty, and other Simplex/Autocall warranty limitations may apply.

Simplex/Autocall Software Upgrade:

☐ **Included** ☒ **Excluded**

Simplex/Autocall Software Upgrades helps ensure that your investment in Convergent-provided EST systems is maintained by keeping the system(s) up to date. Simplex/Autocall Software Upgrade includes the periodic upgrade of electronic operating software (microcode or operating software) for your Simplex/Autocall system which may enhance system performance, improve stability and/or add new features. Typical software updates include support for newly released hardware, expanded system capabilities, enhanced performance for existing system components, CPU / addressable loop CPU microcode updates, improved peripheral interoperability and user command menu enhancements. Simplex/Autocall Software Upgrades do not include the replacement of hardware modifications or application program modifications.

COVERED EQUIPMENT

List of covered equipment:**

Qty.	Mfgr.	Equipment	Test Frequency
12	Autocall/Simplex	Batteries	Annual
7	Autocall/Simplex	Control Panels	Annual
6	Autocall/Simplex	Door Holders	Annual
57	Autocall/Simplex	Duct Detectors	Annual
8	Autocall/Simplex	Heat Detector	Annual
10	Autocall/Simplex	Manual Pull Station	Annual
322	Autocall/Simplex	Notification Devices	Annual
3	Autocall/Simplex	Remote Annunciator	Annual
15	Autocall/Simplex	Smoke Control/Damper	Annual
71	Autocall/Simplex	Smoke Detector	Annual
23	Autocall/Simplex	Waterflow Alarm Input	Annual
4	Autocall/Simplex	Elevator Recall	Annual

Suggested Minimum Test Frequencies (consult NFPA72, AHJ and manufacturer requirements).

- **Annual:** Duct, Heat and Smoke Detectors, Pull Stations, Notification Appliances, Fire Door Releasing, Voice Evacuation System and Emergency Communications System Control Equipment as required.

Customers may be required to augment this agreement to assure insurance company and AHJ compliance.

****This equipment list is subject to change based on quantity found during first test and inspection. Any increase in device count found during inspection shall be subject to a change in agreement price.**

CONVERGINT: UNIQUELY QUALIFIED

Our people, culture, technologies, and service differentiate us from our competitors. Convergent is committed to being our customers' best service provider with a culture of integrity, accountability, and excellence.



Our People | At Convergent, our greatest strength is our people. We hire and develop the industry's most dedicated and qualified service colleagues and provide an aggressive certification plan in the latest technology innovations, industry trends, and regulations.



Our Technologies | Convergent maintains strong relationships with the world's leading technology partners. Instead of being limited to one manufacturer, we support a variety of systems, thus enabling you to avoid sole source dependency while ensuring long-term system and service flexibility and cost-effectiveness. We have service technicians certified across a wide range of systems, giving you the ultimate in peace of mind.



Our Services | Convergent designs service programs to meet each customer's specific business goals by leveraging dedicated, certified colleagues to ensure system integrity and uptime. Convergent's customer portal, iCare®, gives you real-time access to your service work orders, status, metrics reporting, and service spend by site. iCare is a fully integrated tool connected to all aspects of the Convergent enterprise, from customers to schedulers to technicians in the field. Our iCare portal promotes transparency, visibility, and accountability to you, our customer.



Our Programs | Our Customer Support Programs are customized *to you* based on industry best practices, and your individual site and business objectives. Through this program, you will be given **priority on emergency service calls** along with **preferred service discounts on labor rates** in accordance with Convergent's published Standard Rates.



Our Commitment | Our commitment to service excellence starts with supporting you where you are and meeting your internal compliance needs. Telephone diagnostic support is available for all Customer Support Program customers. Our on-call technicians will provide diagnostic and troubleshooting support to help reduce your costs by trying to resolve issues prior to our arrival.



Our Reach | Convergent delivers services across cities, countries, and continents - but focuses on serving you where you are. When you call us, you reach the local market office - not a centralized call center. When delivering complex services or projects for our customers, we excel at connecting partners and subcontracting partners to serve you the way you want to be served.

Our Culture | Convergent operates on a set of core Values and Beliefs that express our responsibility to our customers, colleagues, and communities. Our V's & B's are not just words on a page but are the very fabric of Convergent culture. Our daily commitment to these ideas is one key reason why our customers choose to do business with Convergent.

TOTAL INVESTMENT

Hourly Service Rates			
	Business Hours (8:00am to 5:00pm)	After Hours (Monday - Saturday)	Sunday & Holiday
Standard Rates	\$214.00	\$307.50	\$410.00
CSP Rates	\$171.00	\$247.50	\$330.00

All Service Calls:

- Subject to a two-hour minimum
- Priority 1 (P1) emergency service calls during normal business hours will be billed at After Hours Rates
- Billed based on technician travel time from portal to portal, including time on site
- Include a trip charge
- May include battery disposal fees

Clarifications:

- Service Rates above are subject to change over the course of this agreement and any change will be applied at the time of service.

Agreement Details			
Agreement Start Date	5/1/2025		
Agreement Duration	3 Years		
	Year 1	Year 2	Year 3
Total Investment	\$ 18,455.00	\$ 19,010.00	\$ 19,580.00
Sales Tax	Price excludes applicable sales tax		
Payment Schedule	The agreement will be invoiced annually in the first month of the agreement period (Net 30 days) unless mutually agreed otherwise.		

Proposal Attachments:

- Clarifications and Exclusions
- Convergent Technologies Terms and Conditions (Customer Support Program)

By signing below or accepting the services described in this proposal, Customer accepts and agrees to this proposal, including the enclosed Terms and Conditions, along with any addendums or exhibits that may be attached or referenced therein. Any additional or contrary terms, including on a Customer PO, are expressly rejected. By signing, you represent and warrant that you have authority to accept this proposal on behalf of Customer.

Customer Name

Date

Authorized Signature

Printed Name and Title

CLARIFICATIONS AND EXCLUSIONS

Pricing Assumptions:

1. The Equipment listed are approximate quantities that were estimated during the site walk. Customer must provide the final Equipment list to be included in this Agreement, which may result in adjustment of the fees.
2. For comprehensive coverage on systems not installed by Convergent, parts and/or labor coverage will not take effect until the system has been fully inspected by Convergent and all deficiencies have been corrected by Customer.
3. Unless specifically included in this Agreement or Customer has separately contracted with Convergent for the work, all other work related to the Equipment will be billed separately at Convergent's then current billing rates and material prices.
4. Customer agrees to provide any necessary equipment to reach inaccessible or limited access equipment. Waivers may be required prior to operating customer's lift or heavy equipment. If equipment is not provided, additional charges may apply.

Customer Responsibilities

1. Customer agrees to maintain at its expense, any software licensing agreements and installed software media required for the operation and or diagnostics of the Equipment.
2. Customer agrees that when service must be provided where cash, negotiable securities, and other valuables are readily accessible, Convergent employees and representatives shall always be accompanied by Customer's employee or representative.
3. Customer agrees to obtain and pay for all permits and licenses, and to discharge any fines, imposed by any governmental body or agency relating to the Equipment, its operation or malfunction.
4. If any Equipment is modified or serviced by a third party during the term of this Agreement, then Convergent has the right to inspect the Equipment, and Customer agrees to pay Convergent at its then current billing rates and material prices for the costs of inspection plus parts and/or labor required to align the Equipment with this Agreement. If Customer refuses such inspection or additional services, then Convergent has the option to delete such Equipment from this Agreement.

Exclusions

Notwithstanding anything to the contrary in this Proposal, the following are excluded from the scope of services:

1. Convergent has no obligation to perform service, repair or replacement in the event of a Equipment failure or malfunction due to: burglary, storm, power surge or fluctuation, power failure, abnormal environmental conditions (such as extreme temperatures), fire, flood, war, riot, civil commotion, other acts of God, rodent/insect issues, settling of walls or foundation, abuse, usage of Equipment for purposes other than designed and/or intended, or the negligence or acts or omissions of Customer or any third party. Service, repairs or replacement necessitated by these conditions are billable to the Customer at Convergent's then current billing rates and material prices.
2. Any work required by new or retroactive code changes, or violations or deficiencies identified prior to the effective date of this Agreement.
3. Testing, if applicable, of the system does not include troubleshooting of pre-existing system conditions (ground faults, etc.).

4. For coverage on systems not installed by Convergent, parts and/or labor coverage will not take effect until the systems have been fully inspected and all deficiencies corrected.

NOTE: REVIEW IMPORTANT PRODUCT SAFETY AND SERVICE INFORMATION PRIOR TO USING A CONVERGINT-INSTALLED SYSTEM: See “IMPORTANT PRODUCT SAFETY AND SERVICE INFORMATION” documentation, available at convergent.com/terms.

IMPORTANT NOTICE

You requested that Convergent provide you with certain security and safety products and services. By using these products and services, you acknowledge that:

- **Under no circumstances should Convergent-provided products and services be your sole method of security or safety.** Effective security and safety require a multi-layered approach involving people, processes, and technologies. Convergent-provided products and services do not guarantee security or safety, will not detect or prevent all threats or risks all the time (including threats they are designed to detect), and will not ensure overall safety and security. You are ultimately responsible for your people, premises, and property, including for maintaining an effective response plan and promptly implementing your response plan in response to alarms or threats.
- **All security products and services have limitations.** No product or service can guarantee safety or security. It is your responsibility to ensure you are informed about product or service limitations and that you regularly test and validate the products and safety plans. Reach out to your Convergent account executive to learn how our support services can help. And if you have a service plan, you are responsible for promptly notifying Convergent in the event of any defect, malfunction, or performance issue with the products and services.
- **Various factors can impact product performance.** Selecting products and settings may involve tradeoffs between the level of security and safety on the one hand and speed, convenience, and cost on the other hand. Convergent can give you guidance, but you are ultimately responsible for selecting products and settings based on your organization's risk profile and tolerance.
- **The products are made by third-party manufacturers, not Convergent.** You are bound by and must use, test, and maintain the products in accordance with the manufacturer's terms and instructions. Convergent does not independently validate the accuracy of claims or statements made by manufacturers, and makes no assurances regarding their accuracy. You are responsible for using the products and services in compliance with laws and regulations applicable to you or as permitted in your jurisdiction.
- **All products and services are governed exclusively by a final agreement.** No advertisement, literature, brochure, website, or statements made during the sale process or otherwise (whether orally or in writing) should be interpreted as a promise, warranty, or other assurance.
- **You have reviewed the "IMPORTANT PRODUCT SAFETY AND SERVICE INFORMATION" documentation, available at convergent.com/terms.**

Throughout this Proposal, including these Terms and Conditions and any attachments, (together, "Agreement") the term "Convergent" refers to the Convergent Technologies affiliate operating in the state/province in which the Services is being performed and "Convergent Related Parties" means Convergent and its contractors, subcontractors, third party product manufacturers or providers.

SECTION 1. THE SERVICES

This Agreement takes precedence over and supersedes all prior proposals, correspondence, and oral or written agreements or representations relating to the services set forth in the accompanying Proposal ("Services") and, subject to any changes or addendums, represents the entire agreement between Convergent and Customer. This Agreement applies to the exclusion of any other terms that the Customer seeks to impose or incorporate (such as Customer's purchase order form) which are in addition to or inconsistent with the terms and conditions of this Agreement, or which are implied by trade, custom, practice or course of dealing, all of which are deemed expressly rejected and will not be binding.

This Agreement is made without regard to compliance with any special sourcing and/or manufacturing requirements, minority or disadvantaged supplier requirements, or similar government procurement laws. Should such requirements be applicable to this Agreement, Convergent reserves the right to modify and/or withdraw its Agreement.

Customer understands that Convergent is an authorized distributor or reseller and not the manufacturer or developer ("OEM") of software, hardware and equipment (collectively, "Third Party Products") being maintained under this Agreement.

This Agreement assumes the systems and Third Party Products covered are in maintainable condition. If repairs are found necessary upon initial inspection by Convergent, a separate proposal for repair will be submitted for approval. Should this separate proposal be declined, all non-maintainable items will be removed from this Agreement and the CSP Costs adjusted accordingly.

Customer agrees at no cost to Convergent:

- a. To provide access to all areas of the site for the equipment identified in and/or relating to the List of Covered Equipment (as specified in the accompanying Proposal);
- b. To supply suitable electrical service as required by Convergent;
- c. To remove site obstacles and job safety hazards; and
- d. That in the event of any emergency or systems failure, reasonable safety precautions will be taken by Customer to protect life and property during the period from when Convergent is first notified of the emergency or failure and until such time that Convergent notifies the Customer that the systems are operational or that the emergency has cleared.

It is understood that repair, replacement and emergency service provisions apply only to the systems and Third Party Products covered by this Agreement and identified in the Agreement. Repair or replacement of non-maintainable parts of the systems such as, but not limited to, unit cabinets, insulating materials, electrical wiring, structural supports and other non-moving parts, are not included in this Agreement.

In the event that the systems or Third Party Products included in this Agreement are modified, repaired, have a peripheral device attached to them, or are adjusted (hardware or software) by someone other than a Convergent representative after the Start Date of this Agreement (hereinafter "Modification Event"), Convergent shall have the right to exercise any or all of the following options in response to this Modification Event:

- a. Require that the systems or Third Party Products impacted by the Modification Event be subject to reacceptance testing by Convergent;
- b. Require removal of the equipment impacted by the Modification Event from the scope of this Agreement, so that the Services hereunder will not apply to such equipment;
- c. Require termination of this Agreement upon thirty (30) days' notice to Customer, at Convergent's option.

THE SERVICES AND/OR THIRD PARTY PRODUCTS ARE DESIGNED TO HELP REDUCE, BUT NOT ELIMINATE RISKS OF LOSS RELATING TO PEOPLE, PREMISES, OR PROPERTY. THE AMOUNTS BEING CHARGED BY CONVERGENT ARE NOT SUFFICIENT TO GUARANTEE THAT LOSS OR DAMAGE WILL DECREASE OR BE ELIMINATED. Customer acknowledges that proper safety and security requires a multi-layered approach of people, processes, safety, and technologies. The Services, including Third Party Products, provided by Convergent are not sufficient to ensure overall safety and security. Customer acknowledges and agrees that it is responsible for its overall safety and security, including testing and maintenance of the Third Party Products (except to the extent contracted to Convergent by written agreement) and training of its personnel. Customer acknowledges and agrees that it has a duty of care and is solely responsible for its compliance with applicable laws, rules, and regulations, including but not limited to export and re-export restrictions and regulations, privacy and data protection regulations, applicable OEM instructions, terms and conditions, EULAs, and proper product usage.

Risk of loss, including any materials comprising the Services, shall pass to Customer as the materials are incorporated at Customer's site subject to any end user license agreements. If materials are earlier stored on Customer's site pursuant to agreement between Customer and Convergent, risk of loss with respect to such materials shall pass to Customer upon delivery to Customer's site.

Applicable to Monitoring Services Only: If Monitoring Services are identified in the Proposal, the parties agree that (a) these Terms and Conditions are not applicable, and (b) Monitoring Services are governed by the Monitoring Services Terms and Conditions effective on the Effective Date of the Proposal and available at <https://www.convergent.com/terms>, which is incorporated by reference as if set forth herein in full. "Monitoring Services" is defined as "Services" in the Monitoring Services Terms and Conditions.

SECTION 2. TERM

This Agreement will commence on the Services start date ("Start Date") and continue for the

period of time specified in the accompanying Proposal ("Initial Term"). At the end of the Initial Term, this Agreement will renew automatically for successive terms of one year ("Renewal Term") and together with the Initial Term, the "Term". Either party may terminate this Agreement by giving the other party no less than thirty (30) days written notice prior to the expiration date of the Initial Term or the then current Renewal Term.

SECTION 3. PRICING

Pricing and amounts proposed shall remain valid for 30 days unless otherwise specified. CSP Costs includes only the Services, including Third Party Products, set forth on Convergent's Proposal, unless noted otherwise. Additional services or Third Party Products, unless negotiated prior to order placement, will be billed accordingly. Sales taxes (or as applicable GST, PST, VAT or similar tax) and any other taxes assessed on Customer shall be added to the CSP Costs upon invoice to Customer.

SECTION 4. INVOICE REMITTANCE AND PAYMENT

Customer agrees to pay the amount due to Convergent as invoiced, within thirty (30) days of the date of such invoice. If Customer is overdue in any payment, Convergent shall be entitled to suspend the Services without liability until paid, charge Customer an interest rate 1 and 1/2% percent per month (or the maximum rate permitted by law, whichever is less), and may avail itself of any other legal or equitable remedy. Customer shall reimburse Convergent costs incurred in collecting any amounts that become overdue, including attorney fees, court costs and any other reasonable expenditure.

SECTION 5. WARRANTY

Warranties for Convergent's Services and Third Party Products are described in the Limited Warranty for Products and Services available at <https://www.convergent.com/terms>, which is in effect as of the effective date of this Agreement and is incorporated by reference as if set forth herein in full.

SECTION 6. CHANGES

Without invalidating this Agreement or any bond given hereunder, Customer or Convergent may request changes in the Services with a change order signed by both parties. If Customer orders (i) any changes to the Services (e.g. change in objective, deliverables, tasks or hours), (ii) changes to schedule (e.g. frequency of visits), or (iii) causes any material interference with Convergent's performance of the Services, Convergent shall be entitled to an equitable adjustment in the time for performance and in the CSP Costs, including a reasonable allowance for overhead and profit.

SECTION 7. FORCE MAJEURE

Neither Customer nor Convergent shall be liable for any delay or failure in the performance of their respective obligations pursuant to this Agreement due to circumstances beyond their reasonable control ("Force Majeure") without the fault or negligence of the party experiencing such delay. A Force Majeure event shall include, but not be limited to: acts of God, pandemic or epidemic, diseases, quarantines, unavoidable casualties, concealed conditions, acts of any civil or military authority; riot, insurrections, and civil disturbances; war, invasion, act of foreign enemies, hostilities (regardless of whether or not war is declared), rebellion, revolution, terrorist activities; strikes, lockouts or other labor disputes; embargoes; shortage or unavailability of labor, supplies, materials, equipment or systems; accident, fire, storm, water, flooding, negligence of others, vandalism, power failure, installation of incompatible equipment, improper operating procedures, source current fluctuations or lighting, transportation contingencies; laws, statutes, regulations, and other legal requirements, orders or judgements; acts or order of any government or agency or official thereof, other catastrophes or any other similar occurrences. If performance by either party is delayed due to Force Majeure, the time for performance shall be extended for a period of time reasonably necessary to overcome the effect of the delay and Convergent shall be entitled to an equitable adjustment of the CSP Costs.

SECTION 8. INSURANCE

In lieu of any Customer insurance requirements, for Services performed in the United States, Convergent shall maintain the following insurance coverages during the term of this Agreement and upon request, shall provide certificates of insurance to the Customer:

Worker's Compensation	Statutory Limits
Employer's Liability	\$1,000,000 per occurrence/aggregate
Commercial General Liability	\$1,000,000 per occurrence/\$2,000,000 aggregate
	\$2,000,000 general aggregate
Automobile Liability	\$1,000,000 per occurrence/aggregate
Excess/Umbrella Liability	\$3,000,000 per occurrence/aggregate

Convergent shall not provide loss runs or copies of its insurance policies. Convergent shall provide to the Customer no less than thirty (30) days' notice prior to the termination or cancellation of any such insurance policy. For services performed in Canada, Convergent shall maintain similar insurance coverage dependent upon the local requirements in Canada and upon the insurance available under Convergent's insurance program. All required insurance coverage shall be reasonable in the circumstances and compliant with local regulations. Such insurance shall be endorsed on a primary non-contributory basis, and name Missoula Airport as additional insured.

SECTION 9. INDEMNIFICATION

To the fullest extent permitted by law, Convergent shall indemnify, defend, and hold harmless Customer from and against any and all claims, damages, losses, liabilities, and expenses (including reasonable attorneys' fees) arising out of or resulting from the negligent acts, errors, or omissions of Convergent, its employees, agents, or subcontractors in the performance of the work.

If Convergent is providing products or services for intrusion detection, detection of specific threats to people or property (including gunshot, or drone detection, but not including fire detection systems), mass notification, ballistics or explosives protection, or processing of biometric, health, financial, or government identifier data (collectively, "Special Offerings"),

then to the fullest extent allowed by law (i) Convergent's indemnification obligations under the Agreement do not apply whatsoever and Convergent Related Parties have no liability to Customer for any losses or damages caused by any Special Offerings; and (ii) Customer shall indemnify, defend, and hold harmless Convergent Related Parties, from and against all claims, demands, actions, liabilities, damages, and costs (including reasonable attorneys' fees) relating to Special Offerings provided by Convergent, except to the extent of Convergent's gross negligence installing such Special Offerings. Any waiver of damages or limitation of liability contained in the Agreement and as modified herein shall not apply to Customer's indemnification, hold harmless and defense obligations herein.

Applicable to Weapons Detection Only: If Convergent provides Weapons Detection Systems or Services, then such Systems and Services are further governed by the Weapons Detection Addendum effective on the Effective Date of this Proposal and available at <https://www.convergent.com/terms>, which is incorporated by reference as if set forth herein in full. "Weapons Detection Systems or Services" means any "Systems" and/or "Services" as each are defined in the Weapons Detection Addendum.

SECTION 10. LIMITATION OF LIABILITY

EXCEPT AS OTHERWISE EXPRESSLY PROVIDED IN THIS AGREEMENT, AND TO THE FULLEST EXTENT PERMITTED BY APPLICABLE LAW: (A) NEITHER CONVERGENT, ITS AFFILIATES, OFFICERS, DIRECTORS, EMPLOYEES, AGENTS, NOR THE CUSTOMER SHALL BE LIABLE FOR ANY SPECIAL, INDIRECT, INCIDENTAL, PUNITIVE, LIQUIDATED, OR CONSEQUENTIAL DAMAGES, INCLUDING BUT NOT LIMITED TO LOSS OF PROFITS, LOSS OF USE, LOSS OF DATA, OR COMMERCIAL LOSS, ARISING OUT OF OR IN CONNECTION WITH THIS AGREEMENT; (B) CONVERGENT'S TOTAL AGGREGATE LIABILITY UNDER THIS AGREEMENT SHALL NOT EXCEED \$750,000 PER CLAIMANT AND \$1,500,000 PER OCCURRENCE. (C) THE FOREGOING LIMITATIONS SHALL NOT APPLY TO DAMAGES OR LOSSES ARISING FROM GROSS NEGLIGENCE, WILLFUL MISCONDUCT, OR FAILURE TO MAINTAIN REQUIRED INSURANCE COVERAGE.

SECTION 11. COMPLIANCE WITH LAW, SAFETY, & SITE CONDITIONS

Convergent agrees to comply with all laws, rules and regulations applicable to its provision of the Services. Customer will comply with all applicable laws and agreements applicable to its use and operation of the Services. Convergent shall comply with all safety related laws and regulations and with the safety program of the Customer, provided such program is supplied to Convergent prior to beginning Services.

If during the course of its Services, Convergent encounters conditions at the site that are subsurface, differ materially from what is represented in the contract documents, or otherwise concealed physical conditions, Convergent shall be entitled to an extension of time and additional costs for the performance of its work.

If Convergent discovers or suspects the presence of hazardous materials or unsafe working conditions at Customer's site where the Services are to be performed, Convergent is entitled to stop the Services at that site if such hazardous materials, or unsafe working conditions were not provided by or caused by Convergent. Convergent in its sole discretion shall determine when it is "safe" to return to perform the Services at Customer's site. Convergent shall have no responsibility for the discovery, presence, handling, removing or disposal of or exposure of persons to hazardous materials in any form at the Customer's site. To the fullest extent allowed by law, Customer shall indemnify and hold harmless Convergent from and against claims, damages, losses and expenses, including but not limited to reasonable attorney's fees, arising out of or resulting from undisclosed hazardous materials or unsafe working conditions at Customer's site.

SECTION 12. PERSONAL DATA & SECURITY

Convergent's obligations and liabilities regarding Processing of Personal Data and information security shall be limited solely to Processing performed by Convergent's personnel. Processing by OEMs or Third Party Products are governed by any applicable OEM end user licensing agreements or terms and conditions. Customer represents and warrants that it will comply with all applicable Data Protection Laws. Although certain products delivered by Convergent may be capable of processing Biometric Information, Personal Health Information, financial information, or government identifiers ("Sensitive Information"), Customer acknowledges that Convergent is not Processing Sensitive Information (or to the extent it is Processing Sensitive Information, it is doing so strictly in accordance with Customer's instructions) and Customer is solely responsible for compliance of all such Processing with Data Protection Laws. To the fullest extent allowed by law, Customer shall indemnify, defend and hold harmless Convergent from and against all claims, demands, actions, liabilities, damages, and costs (including reasonable attorneys' fees) asserted by a third party arising out of or relating to failure to comply with applicable Data Protection Laws including but not limited to those related to Sensitive Information. Convergent's obligations and liabilities regarding information security and Processing of customer information or data, including Personal Data, are limited to Processing performed by Convergent (if any). OEM and Third Party Product information security and Processing is governed by applicable OEM end user licensing agreements or terms. "Personal Data", "Process(ing)", "Biometric Information", and "Personal Health Information" shall be interpreted in accordance with, and shall include analogous terminology as used in, applicable laws and regulations relating to data privacy, information security, data protection, data breaches, cross-border data flows, and/or the rights and obligations of persons or entities regarding personal information ("Data Protection Laws").

To the extent Convergent accesses Customer's information systems, Convergent will not be responsible or liable for losses or harms caused by following Customer's instructions, caused by Third Party Products, caused by third party or Customer-specified remote access software, or that are otherwise not due to the fault of Convergent. Customer-authorized changes to Customer information systems are at Customer's own risk and Customer acknowledges it is responsible for the overall security of its information systems.

SECTION 13. INTELLECTUAL PROPERTY

Convergent shall retain title and ownership of all intellectual property rights relating to the

drawings, technical documentation, or other technical information ("Documentation") delivered under this Agreement. The OEMs shall retain title and ownership of all intellectual property rights relating to the Third Party Products and will grant any license and right to use in connection with the Third Party Product through the OEM's end user license agreement or other terms and conditions. Customer shall not use any Documentation supplied by Convergent for any purposes other than those directly related to this Agreement or for the use and/or maintenance of the Third Party Product.

SECTION 14. PRICE ADJUSTMENT

Beginning on the one (1) year anniversary of the Start Date and annually thereafter for the Term of this Agreement, Convergent may automatically adjust the CSP Costs and Rates set forth in this Agreement: (i) by a percentage equal to the annual percent change in the Consumer Price Index ("CPI") for "All Cities, All Urban Consumers" as published by the Bureau of Labor Statistics of the U.S. Department of Labor (if the Services are performed in the United States) or Statistics Canada (if the Services are performed in Canada) for the 12-month period ending December 31 of the prior year; or (ii) with five (5) days prior written notice, in excess of the CPI if based on: (a) changes by its vendors to the cost of materials or Third Party Products to be provided and/or labor costs related to personnel responsible for performing the Services, (b) macroeconomic conditions, such as taxes, tariffs or duties, natural disasters, labor shortages/strikes, etc., (c) market conditions such as price volatility or availability limitations, or (d) other events not within Convergent's control that impact the cost of performing the Services, and (e) such adjustment is supported by documentation or other evidence. The effective date of this adjustment shall be the first invoice in each new anniversary year. Convergent reserves the right to add periodic surcharges, including without limitation, adjustments for the then current price of fuel, such surcharges to be specified and invoiced by Convergent.

SECTION 15. TERMINATION

If a party materially breaches this Agreement, the other party shall provide written notice of the breach and a reasonable time to cure the breach, but in no event less than 30 days. If the breaching party fails to cure the breach within the specified time period, the non-breaching party may terminate this Agreement upon 15 days written notice to the other party. If Convergent notifies Customer of a material breach pursuant to this paragraph, Convergent may temporarily suspend its services without liability until Customer cures the breach.

SECTION 16. GOVERNING LAW AND DISPUTES

The parties agree that this Agreement shall be governed by the laws of the state/province where the Services are being performed, and venue for disputes shall be located in that state/province.

In the event of any dispute between Convergent and Customer, Convergent and Customer shall first attempt to resolve the dispute in the field, but if that is not successful, then in a meeting between authorized officers of each company. If settlement attempts are not successful, unless the dispute requires injunctive relief, then the dispute shall be decided exclusively by arbitration. Such arbitration shall be conducted in accordance with the Commercial Arbitration Rules of the American Arbitration Association (if the Services are performed in the United States) or Arbitration Rules of the ADR Institute of Canada, Inc. (if the Services are performed in Canada) currently in effect by a single arbitrator and shall be a final binding resolution of the issues presented between the parties. The prevailing party shall be entitled to recover its reasonable attorneys' fees and costs. Any award by the arbitrator may be entered as a judgment in any court having jurisdiction.

SECTION 17. MISCELLANEOUS

The parties have required that this Agreement be written in English and have also agreed that all notices or other documents required by or contemplated in this Agreement be written in English. Les parties ont requis que cette convention soit rédigée en anglais et ont également convenu que tout avis ou autre document exigé aux termes des présentes ou découlant de l'une quelconque de ses dispositions sera préparé en anglais.

Any changes to this Agreement shall be in writing signed by both Customer and Convergent.

In the event any provision of this Agreement is held to be invalid or unenforceable, the remaining provisions of this Agreement shall remain in full force and effect.

Customer waives all claims against Convergent arising from or related to suspension of services pursuant to this Agreement.

Customer and Convergent are independent contractors, and nothing in this Agreement creates any agency, joint venture, partnership, or other form of joint enterprise, employment, or fiduciary relationship between them. Nothing contained in this Agreement shall be deemed to create a relationship of employee or employer between the parties, and neither party shall be entitled to any benefits that the other party provides for its own employees, including workers compensation and unemployment insurance. Each party shall have exclusive control over its own employees, agents, and subcontractors, its labor and employee relations, and its policies relating to wages, hours, working conditions, or other conditions.

Neither party to this Agreement shall assign this Agreement without the prior written consent of the other party hereto. Notwithstanding the foregoing, Convergent may assign this Agreement without notice or consent (i) to any of its parents, subsidiaries or affiliated companies or any entity majority owned by Convergent; or (ii) in connection with a merger, acquisition, reorganization, sale of all of the equity interests of Convergent, or a sale of all or substantially all of the assets of Convergent to which this Agreement relates.

If Customer transfers ownership or management of the Customer's site to a third party, Customer will promptly provide Convergent with the new owner's or manager's contact information and take all such actions as are necessary to assign this Agreement to the third party.

Notices shall be in writing and addressed to the other party, in accordance with the names and addresses of the parties as shown in the Proposal. All notices shall be effective upon receipt by the party to whom the notice was sent.

In no event will Convergent be obligated to comply with any project labor agreements or

other collective bargaining agreements.

A waiver of the terms hereunder by one party to the other party shall not be effective unless in writing and signed by a person with authority to commit the Customer and Convergent. No waiver by Customer or Convergent shall operate as a continuous waiver, unless the written waiver specifically states that it is a continuous waiver of the terms stated in that waiver.

The Sections regarding invoicing, warranty, indemnity, limitation of liability, confidentiality and disputes shall survive the termination of this Agreement.

Convergent provides additional product safety and service information at <https://www.convergent.com/terms/> (see "IMPORTANT PRODUCT SAFETY AND SERVICE INFORMATION"), which it encourages Customer to review prior to use.

Missoula County Airport Authority

Agenda Action Sheet

Meeting Date: July 29th 2025

1. **TITLE:** Purchase of Rental Car fuel system upgrades

Review, discussion, and possible approval of the Purchase of Rental Car fuel system upgrades. (Pumps, Dispensers, software etc.) **ACTION ITEM**
2. **AGENDA CATEGORY:** (Please highlight)
UNFINISHED BUSINESS **NEW BUSINESS** COMMITTEE REPORTS
INFORMATION/DISCUSSION ITEM
3. **TIME REQUIRED:** 5 Minutes
4. **BACKGROUND INFORMATION:** The rental car fuel system is outdated, as the dispensers are well over 20 years old, therefore staff feels that it is very important to upgrade this system. Currently the car rentals have to use padlocks to secure the dispensers, and fueling records are manually entered, and billed to each individual rental company. With this new system, the dispensers would be updated, allowing rental companies to each have a unique RFD card, and also assign PIN numbers to individual employees for fuel use tracking. Additionally the system will automatically track usage across the different rental companies, allowing for efficient billing processes.
5. **BUDGET INFORMATION:**
Amount Required: \$81,674.84-includes 5% contingency
6. **SUPPLEMENTAL AGENDA INFORMATION:** Quote Fuel System Upgrade
7. **RECOMMENDED MOTION:** Move to approve a contract with EnergiSystems in the amount of \$77,785.57 for Rental Car fuel system upgrades.
8. **PREPARED BY:** Nate Cole, Airfield Manager
9. **COMMITTEE REVIEW:** N/A

Quote No.	243380
Date	07/03/2025
Valid Until	08/02/2025
Quoted By	Alex DeWolf

Customer Details
5225 W Broadway St Missoula, MT 59808

Site Details
St Missoula 5225 W Broadway St Missoula, MT 59808

Quote Name

Fuel System Upgrades_DX Fleet Option

Scope of Work:

Quote for Fuel system upgrades; Includes removal and replacement of four (4) Single-Hose, single Product dispensers, with new Wayne Select Fleet dispensers.

System will include PV200 Pedestal FMS (Fuel Management System), with one pedestal terminal to control all four dispensers.

New dispensers to come with new hose hanging hardware included.

Quote includes ProGauge Tank Inventory level monitor by Dover, with remote access via cellular connectivity.

DX Fleet Fuel Management system will allow for fuel system user tracking and access, reporting. DX Fleet will require annual subscription, and does include 'split' administrative access for multiple user/entities. Annual subscription cost for initial year is included in this quote, additional years will be billed directly to Missoula Airport.

PV200 terminals as quoted include RFID Chip readers for users to be able to use ChipKeys for access. Quote includes provisions for (25) initial ChipKeys.

Quote assumes reusing existing electrical infrastructure for dispenser power for reconnection to new dispenser equipment.

Quote assumes unimpeded access to site for installation - any additional site security training time is not included herein.

Payment Terms: Payment terms are net 30 days upon credit approval. Otherwise, payment is due upon receipt of the invoice.

Fuel Project FMS Equipment

Item	Quantity
HSE (Health, Safety,	
Internal FSC 3000 - Includes Card Memory Level and Transaction Memory Level 4	1.00
PV-200 Fuel Island Terminal	1.00
Chip Key Reader	1.00
Wireless Ethernet Kit External	1.00
PV200 Pedestal - Standard 48" Height	1.00
PV200 Pedestal - PCM Mounting Bracket	1.00
PV PCM - 2-hose Master	2.00
Ext. FSC300 Edge Connectivity Kit & Startup Fee	1.00
DX Fleet Annual Software Subscription	1.00
Media - ChipKeys	25.00
- Electrical Materials	1.00
Trip Charge	4.00
Labor	incl.
Subtotal	\$21,983.21

Dispenser Equipment

Item	Quantity
Wayne Enhanced Capacity Dispenser 22GPM, 1-Hose, 1-Prod	
Husky Hanging Hardware, WB (3/4" x 9") BLK	4.00
Dispenser Installation Kit (1-1/2")	4.00
Dispenser Freight	4.00
Mobilization	1.00
Lift Equipment Fee	1.00
Labor	incl.
Subtotal	\$43,292.36

ATG Equipment

Item	Quantity
ProGauge Maglink LX CSLD, SLD, PLLD Sftwr)	
V-Smart Module-Ethernet Interface	1.00
External Alarm - Light/Buzzer/Silence Swith, outdoor rated-110V	1.00
DMP Probe, Rigid, Inventory Only, shaft length of-46in	1.00
Install Kit for DMP - Gasoline, 2", 6' Cable/space/sealpack	1.00
HMS Ewon Flexy20500_00MA	1.00
Mobilization	1.00

Labor		incl.
	Subtotal	\$12,510.00
	Subtotal	\$77,785.57
	Tax	\$0.00
	Total	\$77,785.57

Agreement and Terms

The parties agree to the terms and conditions outlined below, which will govern the project from start to completion. This contract is made and entered into by and between EnergiSystems, LLC (the "Contractor") and the Owner/Client as clarified below, and will be effective as of the signature date.

Acknowledgment & Authorization

If a contract or purchase order will be issued for this scope of work, please reference this proposal (by date issued) in the contract documents OR simply sign the proposal below authorizing us to proceed. The Terms and Conditions of Sale shown on the attached are a part hereof. Please forward a complete set of drawings, specifications, and mechanical equipment submittals to our office.

1. Payment Terms

A deposit of 50% is due upon acceptance, followed by a progress payment of 40% upon equipment shipping from the manufacturer. The remaining 10% balance is due upon substantial completion. All invoices shall be due upon receipt or as otherwise agreed upon and set forth in writing by the seller. A finance charge of 1.25% per month will be charged on past-due accounts, unless these rates exceed the highest rate permitted by applicable state law, in which event the latter shall control. Failure to make timely payments may result in work stoppage, contract termination, or additional collection actions. Failure to pay or take delivery may result in price increases or order cancellation. All payments must be made via [accepted payment methods: e.g., bank transfer, credit card, check], and credit card payments may be subject to additional processing fees. In the event of non-payment, EnergiSystems, LLC reserves the right to file a lien against the property or goods associated with this agreement to secure payment for outstanding balances. If work involves multiple properties, separate liens may be filed for each property, amounts shall be allocated proportionally among the properties, and each lien shall stand independently. Resalable materials are subject to a minimum 20% restocking fee. Coordinate logistics with your EnergiSystems, LLC representative.

2. Termination for Non-Payment

EnergiSystems, LLC reserves the right to terminate this agreement if the Owner/Client fails to make any payment when due, as outlined in the Payment Terms. In the event of non-payment or breach, EnergiSystems, LLC shall provide written notice to the Owner/Client specifying the issue. The Owner/Client shall have 15 calendar days from receipt of notice to cure the breach. In the event of termination, the Owner/Client shall remain liable for all services rendered, materials delivered, and other costs incurred up to the termination date. EnergiSystems, LLC may also pursue other remedies available under applicable law to recover outstanding amounts owed.

3. Site Conditions, Change Orders & Additional Charges

Underground installations are subject to additional charges should frozen earth, rock, impenetrable soil, water, unstable soil conditions, utility lines (private or public), or any other unforeseen obstruction be encountered. Should a tank anchoring system be required, additional costs will apply unless otherwise addressed in this quote. EnergiSystems, LLC reserves the right to notify the Owner/Client of any unforeseen conditions that arise during the project that may result in additional charges. The Owner/Client will be informed before any additional costs are incurred. If concrete to be removed exceeds 8 inches in thickness or contains excessive reinforcement bar, EnergiSystems, LLC will notify the Owner/Client, who will be responsible for added costs related to equipment, labor, or schedule changes. Additional charges will be communicated prior to proceeding. Encountering unknown footings or buried concrete of any size or canopy footings surpassing 5 feet by 5 feet by 30 inches, the Contractor will notify the Owner/Client, who will be responsible for any additional associated costs. These charges will be communicated prior to continuing work. In the event of a change order, prior approval must be obtained from the Owner/Client, and additional costs may apply.

4. Equipment Storage, Rescheduling & Fees

Equipment billed and held in storage may incur monthly fees. If the Contractor is required to leave and return due to the Owner/Client's scheduling, the Owner/Client may bear additional rescheduling or storage costs. Unpaid storage fees may result in cancellation and release of equipment for resale.

5. Cold Weather Clause

The parties acknowledge that cold weather conditions (below 32°F) can impact the safe and effective performance of work. EnergiSystems, LLC will not be liable for delays, damages, or interruptions caused by freezing temperatures, hazardous weather, or unsafe site conditions arising from cold weather scheduling. The Contractor retains the right to pause or reschedule work if conditions are deemed unsafe for personnel, equipment, or materials. Certain materials may require temperature-controlled handling or application, which may extend project timelines during cold weather. Any extra charges for cold-weather materials, methods, or protective measures will be disclosed to the Owner/Client prior to execution.

6. Claims & Corrections

Claims for shortages or defective goods must be made within 30 days of the invoice date. After this period, the Owner/Client is responsible for replacement or repair costs. Clerical errors in pricing, descriptions, or details may be corrected by EnergiSystems, LLC, with notification provided to the Owner/Client.

7. Warranty

EnergiSystems, LLC warrants workmanship for all work for one year from project completion. Products and materials only carry manufacturer warranties, if any, and EnergiSystems makes no warranty, express or implied, whether of merchantability, fitness for purpose, or otherwise. Concrete workmanship is warranted for one year from project completion and covers cracks exceeding 1/4 inch, spalling affecting more than 15% of the surface, dusting, drainage issues, improper slope, strength failure, and excessive discoloration. However, the concrete warranty excludes Acts of God/extreme weather, overloading, chemical exposure, normal wear including hairline cracks less than 1/4 inch, poor drainage caused by others, de-icing damage, standing water/flooding, curing issues, environmental effects, third-party damage, or natural settling. Warranty claims must be made in writing within 7 days of defect discovery.

8. Exclusions

Unless noted, this proposal excludes permits, inspections, plans, testing, electrical work, wiring, site preparation, grading, landscaping, offloading, setting, safety barriers, and any item not explicitly listed.

9. PCI Compliance and Data Security

The Owner/Client shall be solely responsible for verifying PCI compliance and network processing compliance with their merchant provider. Additionally, the Owner/Client shall maintain compliance with all applicable Payment Card Industry Data Security Standards (PCI DSS) throughout the duration of this agreement and any period during which payment card data related to this project is processed, stored, or transmitted. EnergiSystems, LLC will adhere to relevant PCI DSS requirements when handling any payment card data during the course of its work; however, EnergiSystems, LLC assumes no responsibility for the Owner/Client's overall PCI compliance posture. Any modifications to EnergiSystems work that may affect PCI compliance must be mutually agreed upon in writing. In the event of a data breach or security incident involving payment card information that is attributable to the Owner/Client's non-compliance with PCI DSS, EnergiSystems, LLC shall be indemnified against any resulting fines, penalties, assessments, or remediation costs. EnergiSystems, LLC shall not be liable for direct, special, or consequential damages, business interruption, or loss of profits sustained by the Owner/Client or any party claiming through or under the Owner/Client related to payment card security incidents outside EnergiSystems direct control.

10. Increased Costs and Availability of Materials

The price specified in this proposal is based upon labor, material, and equipment costs ("Base Costs") in effect as of the date of issuance. EnergiSystems, LLC shall be entitled to reimbursement for costs incurred in excess of Base Costs, plus reasonable overhead and profit, provided such excess costs arise due to circumstances beyond the control of EnergiSystems, LLC. If any materials or equipment included in this proposal become temporarily or permanently unavailable for reasons beyond the control and without the fault of EnergiSystems, LLC, time for performance shall be extended in cases of temporary unavailability. In cases of permanent unavailability, the Contractor will be excused from furnishing unavailable items and will be reimbursed for the cost difference of substitute items.

11. Legal Fees & Disputes

In the event of any litigation, arbitration, or legal proceedings to enforce or interpret the terms of this Agreement, the prevailing party shall be entitled to recover reasonable attorney's fees and court costs from the non-prevailing party. Venue for such action shall be in Yellowstone County, Montana, at EnergiSystems option.

Signatures

Contractor	Owner/Client	Owner/Client Information
Name:	Name:	Name:
Title:	Title:	Company Name:
Company Name: EnergiSystems, LLC	Company Name:	Address:
Signature:	Signature:	Phone Number:
Date	Date:	Email Address:

**Missoula County Airport Authority
Agenda Action Sheet**

Meeting Date: July 29, 2025

1. **TITLE:** Recommendation of Award for the Air Traffic Control Tower Modernization Project.

Review, discussion and possible approval of the bid results for the construction of the ATCT Modernization 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 ATCT Modernization Project on July 22, 2025. The bid was divided into two packages (one for Building Modernization, one for Equipment Modernization). While multiple parties were solicited for this project, only one bid was received for each bid package of the project.

The Building Modernization bid resulted in a base bid price of \$992,489.23. The bid proposal was vetted by Morrison-Maierle and considered to be a reasonable and responsible bid and is recommended for award. This bid package also included six (6) additive alternative bid choices. Due to budgetary constraints, it is not recommended to award any of the additive alternatives.

The Building Modernization bid resulted in a base bid price of \$158,393.00. The bid proposal was vetted by Morrison-Maierle and considered to be a reasonable and responsible bid. However, due to budgetary constraints of the federal grant, it is not recommended to award this bid package or its additive alternatives.

5. **BUDGET INFORMATION:**
- | | |
|------------------|---------------|
| Amount Required: | \$ 992,489.23 |
| AIP Funds: | \$ 900,000.00 |
| MSO Share: | \$ 92,489.23 |

6. **SUPPLEMENTAL AGENDA INFORMATION:** Bid Tabulations

7. **RECOMMENDED MOTION:** Move to accept the Air Traffic Control Tower Modernization Project bid results and award construction to Martel Construction in the amount of \$992,489.23 contingent on the availability of federal funding.

8. **PREPARED BY:** Brian Ellestad

9. **COMMITTEE REVIEW:** None.



**MISSOULA MONTANA AIRPORT
ATCT Building Modernization Project
BID OPENING: July 22, 2025 - 3:00 P.M.**



SCHEDULE I - BUILDING MODERNIZATION					Martel	
ITEM No.	SPEC No.	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE
101	C-105-3.1	MOBILIZATION (NOT TO EXCEED 10%)	1	LS	\$7,434.00	\$7,434.00
102	C-105-3.2	TAXES, BONDS, AND INSURANCE (NOT TO EXCEED 2%)	1	LS	\$26,535.38	\$26,535.38
103		ELEVATOR REPLACEMENT	1	LS	\$945,318.23	\$945,318.23
104		BOILER CONTROLS	1	LS	\$13,201.62	\$13,201.62
TOTAL COST OF SCHEDULE I						\$992,489.23

ADDITIVE ALTERNATE 'A' - HVAC COOLING ENHANCEMENTS					Martel	
Item No.	SPEC No.	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE
201	C-105-3.1	MOBILIZATION (NOT TO EXCEED 10%)	1	LS	\$0.00	\$0.00
202	C-105-3.2	TAXES, BONDS, AND INSURANCE (NOT TO EXCEED 2%)	1	LS	\$4,403.18	\$4,403.18
203		INSTALLATION OF HVAC UNITS	1	LS	\$160,286.55	\$160,286.55
TOTAL COST ADD ALT 'A'						\$164,689.73

ADDITIVE ALTERNATE 'B' - LED LIGHTING UPGRADES					Martel	
Item No.	SPEC No.	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE
301	C-105-3.1	MOBILIZATION (NOT TO EXCEED 10%)	1	LS	\$0.00	\$0.00
302	C-105-3.2	TAXES, BONDS, AND INSURANCE (NOT TO EXCEED 2%)	1	LS	\$807.79	\$807.79
303		LED LIGHTING UPGRADES	1	LS	\$29,405.62	\$29,405.62
TOTAL COST ADD ALT 'B'						\$30,213.41

ADDITIVE ALTERNATE 'C' - FIBER TERMINATIONS					Martel	
Item No.	SPEC No.	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE
401	C-105-3.1	MOBILIZATION (NOT TO EXCEED 10%)	1	LS	\$0.00	\$0.00
402	C-105-3.2	TAXES, BONDS, AND INSURANCE (NOT TO EXCEED 2%)	1	LS	\$753.04	\$753.04
403		FIBER TERMINATIONS	1	LS	\$27,412.57	\$27,412.57
TOTAL COST ADD ALT 'C'						\$28,165.61

ADDITIVE ALTERNATE 'D' - ROOF HATCH REPLACEMENT					Martel	
Item No.	SPEC No.	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE
501	C-105-3.1	MOBILIZATION (NOT TO EXCEED 10%)	1	LS	\$0.00	\$0.00
502	C-105-3.2	TAXES, BONDS, AND INSURANCE (NOT TO EXCEED 2%)	1	LS	\$416.64	\$416.64
503		ROOF HATCH REPLACEMENT	1	LS	\$15,166.82	\$15,166.82
TOTAL COST ADD ALT 'D'						\$15,583.46



**MISSOULA MONTANA AIRPORT
ATCT Building Modernization Project
BID OPENING: July 22, 2025 - 3:00 P.M.**



ADDITIVE ALTERNATE 'E' - WINDOW SHADE REPLACEMENT					Martel	
Item No.	SPEC No.	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE
601	C-105-3.1	MOBILIZATION (NOT TO EXCEED 10%)	1	LS	\$0.00	\$0.00
602	C-105-3.2	TAXES, BONDS, AND INSURANCE (NOT TO EXCEED 2%)	1	LS	\$1,017.83	\$1,017.83
603		WINDOW SHADE REPLACEMENT	1	LS	\$37,051.42	\$37,051.42
TOTAL COST ADD ALT 'E'						\$38,069.25

ADDITIVE ALTERNATE 'F' - SIGN REPLACEMENT					Martel	
Item No.	SPEC No.	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE
701	C-105-3.1	MOBILIZATION (NOT TO EXCEED 10%)	1	LS	\$0.00	\$0.00
702	C-105-3.2	TAXES, BONDS, AND INSURANCE (NOT TO EXCEED 2%)	1	LS	\$1,873.15	\$1,873.15
703		SIGN REPLACEMENT	1	LS	\$68,187.18	\$68,187.18
TOTAL COST ADD ALT 'F'						\$70,060.33

CONSTRUCTION COST SUMMARY					Martel	
SCHEDULE I - BUILDING MODERNIZATION						\$992,489.23
ADDITIVE ALTERNATE 'A' - HVAC COOLING ENHANCEMENTS						\$164,689.73
ADDITIVE ALTERNATE 'B' - LED LIGHTING UPGRADES						\$30,213.41
ADDITIVE ALTERNATE 'C' - FIBER TERMINATIONS						\$28,165.61
ADDITIVE ALTERNATE 'D' - ROOF HATCH REPLACEMENT						\$15,583.46
ADDITIVE ALTERNATE 'E' - WINDOW SHADE REPLACEMENT						\$38,069.25
ADDITIVE ALTERNATE 'F' - SIGN REPLACEMENT						\$70,060.33
TOTAL - ALL SCHEDULES						\$1,269,210.69



**MISSOULA MONTANA AIRPORT
ATCT Equipment Replacement Project
BID OPENING: July 22, 2025 - 3:30 P.M.**



SCHEDULE I - EQUIPMENT REPLACEMENT					Pavlik Electric	
ITEM No.	SPEC No.	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE
101	C-105-3.1	MOBILIZATION (NOT TO EXCEED 10%)	1	LS	\$14,140.00	\$14,140.00
102	C-105-3.2	TAXES, BONDS, AND INSURANCE (NOT TO EXCEED 2%)	1	LS	\$2,828.00	\$2,828.00
103	200.4-1	REPLACE ATIS RECORDER	1	LS	\$26,940.00	\$26,940.00
104	200.4-2	INSTALL SAWS & REMOVE EX WEATHER EQUIPMENT	1	LS	\$105,995.00	\$105,995.00
105	200.4-3	NEW CLOCK DISPLAY	2	EA	\$4,245.00	\$8,490.00
TOTAL COST OF SCHEDULE						\$158,393.00

ADDITIVE ALTERNATE 'A' - LIGHT GUN REPLACEMENT					Pavlik Electric	
Item No.	SPEC No.	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE
201	C-105-3.1	MOBILIZATION (NOT TO EXCEED 10%)	1	LS	\$1,800.00	\$1,800.00
202	C-105-3.2	TAXES, BONDS, AND INSURANCE (NOT TO EXCEED 2%)	1	LS	\$360.00	\$360.00
203	200.4-4	REPLACE LIGHT SIGNAL GUN	1	EA	\$18,000.00	\$18,000.00
TOTAL COST ADD ALT 'A'						\$20,160.00

ADDITIVE ALTERNATE 'B' - BEACON & OBSTRUCTION LIGHT REPLACEMENT					Pavlik Electric	
Item No.	SPEC No.	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE
301	C-105-3.1	MOBILIZATION (NOT TO EXCEED 10%)	1	LS	\$9,675.00	\$9,675.00
302	C-105-3.2	TAXES, BONDS, AND INSURANCE (NOT TO EXCEED 2%)	1	LS	\$1,935.00	\$1,935.00
303	L-101-5.1	BEACON REPLACEMENT	1	EA	\$91,960.00	\$91,960.00
304	L-119-5.1	OBSTRUCTION LIGHT REPLACEMENT	2	EA	\$2,400.00	\$4,800.00
TOTAL COST ADD ALT 'B'						\$108,370.00

ADDITIVE ALTERNATE 'C' - UPS REPLACEMENTS					Pavlik Electric	
Item No.	SPEC No.	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE
401	C-105-3.1	MOBILIZATION (MAX 10% OF SCHEDULE)	1	LS	\$1,800.00	\$1,800.00
402	C-105-3.2	TAXES, BONDS, AND INSURANCE (MAX 2% OF SCHEDULE)	1	LS	\$360.00	\$360.00
403	200.4-8	REPLACE RACK-MOUNTED UPS	4	EA	\$3,000.00	\$12,000.00
404	200.4-9	REPLACE CABINET STYLE UPS	3	EA	\$2,000.00	\$6,000.00
TOTAL COST ADD ALT 'C'						\$20,160.00

ADDITIVE ALTERNATE 'D' - CONTROL CAB MODIFICATIONS					Pavlik Electric	
Item No.	SPEC No.	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE
501	C-105-3.1	MOBILIZATION (MAX 10% OF SCHEDULE)	1	LS	\$6,625.00	\$6,625.00
502	C-105-3.2	TAXES, BONDS, AND INSURANCE (MAX 2% OF SCHEDULE)	1	LS	\$1,325.00	\$1,325.00
503	200.4-5	RELOCATED EXISTING EQUIPMENT IN CAB CONSOLES	1	LS	\$13,700.00	\$13,700.00
504	200.4-6	INSTALL HINGES ON ANGLED CAB WORK SURFACE	1	LS	\$30,555.00	\$30,555.00
505	200.4-7	INSTALL STARS KEYBOARD TRAYS	2	EA	\$11,000.00	\$22,000.00
TOTAL COST ADD ALT 'D'						\$74,205.00

CONSTRUCTION COST SUMMARY					Pavlik Electric	
SCHEDULE I - EQUIPMENT REPLACEMENT						\$158,393.00
ADDITIVE ALTERNATE 'A' - LIGHT GUN REPLACEMENT						\$20,160.00
ADDITIVE ALTERNATE 'B' - BEACON & OBSTRUCTION LIGHT REPLACEMENT						\$108,370.00
ADDITIVE ALTERNATE 'C' - UPS REPLACEMENTS						\$20,160.00
ADDITIVE ALTERNATE 'D' - CONTROL CAB MODIFICATIONS						\$74,205.00
TOTAL - ALL SCHEDULES						\$381,288.00

**Missoula County Airport Authority
Agenda Action Sheet**

Meeting Date: July 29, 2025

1. **TITLE:** Task Order No. 71 to the Master Agreement for Professional Engineering Services with Morrison-Maierle.

Review, discussion, and possible approval of Task Order No. 71 to the Master Agreement for Professional Engineering Services with Morrison-Maierle. This Task Order will be for the Construction Management Services for the Air Traffic Control Tower Modernization 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 Air Traffic Control Tower Modernization Project. Services will include part-time on-site observation during construction and project closeout services.
5. **BUDGET INFORMATION:** Amount Required: \$27,175
6. **SUPPLEMENTAL AGENDA INFORMATION:** Task Order No. 71 Scope and Fee.
7. **RECOMMENDED MOTION:** Move to Approve Task Order No. 71 with Morrison-Maierle in the amount of \$27,175
8. **PREPARED BY:** Brian Ellestad
9. **COMMITTEE REVIEW:** None.

TASK ORDER-71

For Master Agreement for Planning 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 Planning 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: AIR TRAFFIC CONTROL TOWER MODERNIZATION PROJECT – CONSTRUCTION MANAGEMENT SERVICES

- I. **Objective:** Complete construction management services, grant management and project closeout for the ATCT Modernization Project. Major scope items include upgrading building automation controls for the boiler system and replacing the existing elevator.

Construction Management Services: Provide on-site construction observation services for the project. Observation will be conducted on a part-time basis, with the level of coverage adjusted according to the construction phase and the personnel required to oversee construction activities. It is anticipated that approximately 8-hours per week will be required for oversight.

Project Closeout Services: Provide assistance in closing out the project and grant with the FAA, compile testing results, lien releases, affidavits of amounts paid DBE, provide as-built drawings of the completed project and provide a final report to the OWNER and the FAA.

Project Schedule: The project schedule for the overall construction management services is anticipated to begin October 1, 2025 and continue until December, 2025 (approximately 12-weeks total).

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

A. Project/Grant Management Services

1. Develop project scope and fee for Task Order.
2. Prepare Application for Federal Assistance for an FAA design grant and submit to Helena ADO.
3. Prepare and coordinate Sponsor Certifications for submittal to the FAA.
4. Prepare weekly FAA construction observation reports for review by the OWNER and FAA. Form 5370-1 will be used and submitted to the ADO Project Manager. The reporting period is expected to last 20 weeks.
5. 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 construction which is expected to last 20 weeks.
6. Prepare and submit monthly Requests for Reimbursement, Invoice Summaries, and SF 271 forms to the OWNER for review, with an estimated 4 invoicing periods. Develop summaries of project costs and paid invoices to track grant funding and project budget status. Assist in preparing quarterly and annual SF 425 reports for FAA projects. Review and process contractor pay requests

(assume 3 total).

Based on the on-site observations of the RPR and review of Contractor(s)' applications for payment and the supplemental data and schedules, the ENGINEER shall approve, in writing, the amounts owed to the Contractor(s), and in accordance with the provisions of the General Conditions of the construction Contract documents shall approve payments to the Contractor(s) in such amounts.

Approvals of payment shall constitute a representation to the OWNER, based on such observations and review, that the work has progressed to the point indicated and that, to the best of ENGINEER's knowledge, information and belief, the quality of the work is in accordance with the construction Contract documents subject to an evaluation of the work upon substantial completion and subject to the results of subsequent tests, and to any other qualifications stated in the ENGINEER's approval.

7. Maintain internal coordination of the construction management team throughout the life of the project.
8. Maintain ongoing coordination with MSO throughout the project, including grant funding, construction scheduling, and overall project updates. During construction, provide regular updates to the OWNER on project progress, scheduling, and other key developments. Notify the OWNER of any permanent work that does not meet the requirements outlined in the construction contract documents, recommend corrective actions, and, upon the OWNER's request, oversee the implementation of these corrections by the Contractor. Ensure the OWNER always has the necessary resources available.
9. Maintain ongoing coordination and communication with the FAA Helena Airports District Office and ATCT personnel throughout the duration of the project.
10. Review Contractor's Safety Plan Compliance document.
11. Schedule and perform a Pre-Construction Conference with the selected contractors and subcontractors. Prepare agenda and graphic displays and conduct conference in accordance with FAA checklist. Engineering team members who are local will attend the conference in-person, non-local members will attend virtually through Microsoft Teams

B. Construction Management Services

1. Provide part-time Resident Project Representative (RPR) construction observation services for the duration of the project. The duties, responsibilities, and authority of the RPR shall be in accordance with the terms outlined in the Master Agreement. It is anticipated that approximately 6-hours per week will be required for on-site observations. The provision of these services does not extend the ENGINEER's responsibilities or authority beyond the limits established in the Master Agreement. The estimated construction duration for the project is **84 calendar days (12 weeks)**.

Site 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 s will be to enable ENGINEER to better carry out the duties and responsibilities assigned to and undertaken by ENGINEER during the construction phase, and, in addition, to provide for OWNER a greater degree of confidence that the completed Work will conform in general to the Contract Documents. ENGINEER shall not, during such visits or as a result of such observations of Contractor's work in progress, supervise, direct, or have control over Contractor's work, nor shall ENGINEER have authority over or responsibility for the means, methods, techniques, sequences,

or procedures of construction selected by Contractor, for safety precautions and programs incident to Contractor's work, or for any failure by Contractor to comply with Laws and Regulations applicable to Contractor's furnishing and performing the WORK. Accordingly, ENGINEER neither guarantees the performance of any Contractor nor assumes responsibility for any Contractor's failure to furnish and perform its work in accordance with the construction contract documents.

2. 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.
3. Make recommendations to the OWNER on all claims relating to the execution and progress of the construction work.
4. Provide general construction administration services throughout the project, led by the project management team. Includes periodic quality control, issue resolution, contract oversight, document management, periodic site inspections, conducting/attending regular coordination meetings with Contractor, and continuous communication with the OWNER and Contractor to ensure effective project management and oversight.
5. 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.
6. Respond to various Request For Information (RFI) and evaluate/respond to Potential Change Orders (PCO) for the OWNER's approval.
7. Review Contractor's construction schedule and conformance to contract schedule requirements.
8. 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.
9. 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.
10. 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. 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. Summarize and report DBE achievement for the Missoula Montana Airport.

2. The ENGINEER shall furnish the OWNER with one (1) full size set of record drawings, based on information furnished to the ENGINEER by the Contractor.
3. Prepare Closeout Report. Upon 90% completion of the FAA grant, the ENGINEER shall prepare a Grant Closeout Report covering all work items completed under construction and this Task Order. The ENGINEER shall furnish one (1) copy of the Final Project Report to the OWNER. The ENGINEER will also furnish, without restriction, to the OWNER, PDF drawings in electronic media format. Copies of documents that may be relied upon by OWNER are limited to the printed copies (also known as hard copies) that are signed or sealed by ENGINEER. Files in electronic media format of text, data, graphics, or of other types that are furnished by ENGINEER to OWNER are only for convenience of OWNER. Any conclusion or information obtained or derived from such electronic files will be at the user's sole risk.

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

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

1. The project will begin upon notification from the Owner, and is anticipated to last approximately 12-weeks.

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

- A. The approved and audited overhead rate in effect for this Task Order is **74.51%**.
- 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>
Task Order-66	\$22,724	\$4,452	\$27,175

SECTION 5 – GENERAL PROVISIONS: All paragraphs in Section 5 of the Master Agreement for Planning 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. There are no subconsultant fees associated with this project.

SECTION 7 – 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: **July 29, 2025**

ENGINEER7.24.25SignatureDateShaun P. Shea, P.E.NameVice President, Morrison-Maierle, Inc.Title1055 Mount Avenue, Missoula, MT 59808Addresssshea@m-m.netE-Mail Address(406) 542-4846Phone**OWNER**SignatureDateBrian Ellestad, A.A.E.NameAirport Director, MCAATitle5225 Highway 10 W. – Missoula, MT 59808Addressbellestad@flymissoula.comE-Mail Address(406) 728-4381Phone

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Missoula County Airport Authority

Agenda Action Sheet

Meeting Date: July 29, 2025

1. **TITLE:** MOU with Community Partners in support of the American Airlines Chicago Air Service Agreement

Review, discussion, and possible approval of the MOU with Community Partners

ACTION ITEM

2. **AGENDA CATEGORY:** (Please highlight)
UNFINISHED BUSINESS NEW BUSINESS COMMITTEE REPORTS
INFORMATION/DISCUSSION ITEM
3. **TIME REQUIRED:** 5 Minutes
4. **BACKGROUND INFORMATION:** We had several partners in securing local support needed to secure federal funding in support of a revenue guarantee to secure non-summer service to Chicago. This project is expected to open up additional competition in our market, which historically has lowered airfare for the community. Missoula Economic Partnership, TBID, Glacier Country are the signers on this MOU in support of our local match need to secure the Small Community Air Service Grant, with the airport being the administering sponsor of the grant.
5. **BUDGET INFORMATION:** Missoula Economic Partnership, Destination Missoula/TBID, Glacier Country, Montana Department of Commerce and numerous local Missoula businesses such as ALPS and various banks and small Missoula businesses throughout the community. \$437,000 was raised that helped secure the \$875,000 Department of Transportation grant.
6. **SUPPLEMENTAL AGENDA INFORMATION**
7. **RECOMMENDED MOTION:** Move to endorse the MOU from our community partners which will allow the airport to be the administering sponsor of the Small Community Air Service Development Grant for the Department of Transportation.
8. **PREPARED BY:** Brian Ellestad, Airport Director
9. **COMMITTEE REVIEW:** N/A

**AIR SERVICE REVENUE GUARANTEE
PARTICIPATION AGREEMENT**

THIS AGREEMENT (the "Agreement") is made and entered into this__ day of _____, 2025, by and between the Missoula County Airport Authority, Missoula, Montana (the "Authority"), Glacier Country Regional Tourism Commission (Glacier Country), the Missoula Tourism Business Improvement District ("TBID"), and the Missoula Economic Partnership ("MEP"), all together referred to as the "Parties".

RECITALS

1. The Authority owns and operates the Missoula Montana Airport in Missoula County, Montana ("the Airport");
2. Glacier Country is a nonprofit organization that is recognized as the official regional destination organization (DO) for Western Montana.
- J.: TBID is an organization established to enhance Missoula's vibrant economic growth through the promotion of responsible and sustainable year round tourism.
4. MEP seeks to further business development that promotes a strong and resilient economy while protecting Missoula's unique quality of life;
5. In November 2024, the Authority accepted a Small Community Air Service Development grant from the U.S. Department of Transportation ("SCASD Grant") to assist in its efforts to obtain air service to Chicago O'Hare International Airport ("ORD");
6. Glacier Country, TBID, and MEP supported and endorsed the Authority's SCASD Grant application and has taken the lead in collecting the Local Share of the required Revenue Guarantee, as described in the SCASD Grant;
7. The Authority issued a Request for Proposals for Air Service to ORD, and the Authority's Board of Commissioners granted the Award to American Airlines in June 2025;
8. The Parties wish to set forth the terms of the agreement to pay the Local Share under the SCASD Grant and under the Air Service Agreement between the Authority and American Airlines, Inc. dated _____, 2025;

NOW, THEREFORE, the Parties mutually agree as follows:

1. Incorporation. The following are incorporated into this Agreement as if fully set forth herein:
 - a. The Recitals to this Agreement;
 - b. The SCASD Grant application Docket DOT-OST-2024-0066;
 - c. The SCASD Grant CFDA 20.930, FAIN 69A34523400100032
 - d. Air Service Agreement between American Airlines, Inc. and Missoula County Airport Authority, dated _____, 2025 ("American AS.A.").
2. Glacier Country Payment. Glacier Country shall pay to the Authority \$50,000 for any liability that the Authority incurs pursuant to the American AS.A.. The Parties agree that the Glacier Country Payment shall be paid to the Authority first, after which MEP and TBID will pay their respective shares as explained below in Sections 3 and 4.
3. TBID Payment. TBID shall pay to the Authority an amount up to \$200,000 for any liability that the Authority incurs pursuant to the American AS.A.. Payments shall be made on a quarterly basis and shall be equal to 51.68% of the local share required in each quarter, less the initial \$50,000 Glacier Country Payment.
4. MEP Payment. MEP shall pay to the Authority an amount up to \$187,000 for any liability that the Authority incurs pursuant to the American AS.A.. Payments shall be made on a quarterly basis

and shall be equal to 48.32% of the local share required for each quarter, less the initial \$50,000 Glacier Country Payment.

5. Glacier Country Marketing Support. Glacier Country shall provide \$25,000 of in-kind funding to support marketing for American air service to ORD. Documentation of this in-kind funding shall be supplied to the Authority on a quarterly basis during the term of the American AS.A..
6. TBID Marketing Support. TBID shall provide \$15,000 of in-kind funding to support marketing for American air service to ORD. Documentation of this in-kind funding shall be supplied to the Authority on a quarterly basis during the term of the American AS.A..
7. Term. This agreement shall be effective from the date executed through the termination date of the American AS.A.
8. Contingency. This agreement is contingent upon execution of the American AS.A.
9. No Modifications. This Agreement may not be altered, amended, or modified in any respect except by a writing duly executed by mutual agreement of the Parties.
10. Binding Effect. This Agreement shall bind and shall inure to the benefit of each party and their respective successors in interest.
11. Entire Agreement. This Agreement sets forth the entire agreement between the parties and fully supersedes and terminates any and all prior agreements understandings and contracts, implied or express, written and oral, between the parties concerning the subject matter of this Agreement.
12. Notices. A notice, demand or other communication under this Agreement by one party to the other shall be sufficiently given or delivered if it is dispatched by mail, postage prepaid, return receipt requested, or delivered personally; and
 - a. in the case of Glacier Country is addressed or delivered personally to:
Glacier Country Regional Tourism Commission
PO Box 17631
Missoula, Montana 59808
Attention: Racene Friede
 - b. in the case of TBID is addressed or delivered personally to:
Missoula Tourism Business Improvement District
140 North Higgins, Suite 203
Missoula, MT 59802
Attention: Barbara Neilan
 - c. in the case of MEP is addressed or delivered personally to:
Missoula Economic Partnership
500 N Higgins Ave, Suite 300
Missoula, Montana 59802
Attention: Grant Kier
 - d. in the case of the Authority, is addressed or delivered personally to:
Missoula County Airport Authority
5225 Highway 10 West
Missoula, MT 59808-9399
Attention: Brian Ellestad

13. Governing Law and Venue. This Agreement shall be construed and interpreted pursuant to the laws of the State of Montana. Venue for any dispute or suit concerning this Agreement shall be in Missoula County, Montana.
14. Merger. This Agreement represents the entire agreement of the parties hereto and NO REPRESENTATIONS, EXPRESS OR IMPLIED, have been made by any party except as contained herein. This Agreement is in substitution of and supersedes any and all prior agreements, discussions, understandings or conversations between the parties, their agents and employees pertaining to this transaction.
15. Partial Invalidity. If any term, covenant, condition, or provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable the remainder of the provisions hereof shall remain in full force and effect and shall in no way be affected, impaired or invalidated thereby.
16. Attorney Fees. In any action brought by either party to enforce any of the terms of this Agreement, the prevailing party in such action shall be entitled to costs, out-of-pocket expenses, expert and lay witness fees and expenses, and such reasonable attorney and paralegal fees as the court shall determine just including any such costs, out-of-pocket expenses and fees incurred on any appeals or in any bankruptcy proceeding.
17. Counterparts. This Agreement may be executed (by fax or otherwise) in counterparts, each of which shall be deemed an original, and which together shall constitute one instrument.

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

MISSOULA COUNTY AIRPORT AUTHORITY

By: _____
Brian Ellestad, Airport Director

GLACIER COUNTRY

By: _____
Racene Friede, President CEO

TOURISM BUSINESS IMPROVEMENT DISTRICT

By: _____
Barbara Neilan, Executive Director

MISSOULA ECONOMIC PARTNERSHIP

By: _____
Grant Kier, President & CEO

Missoula County Airport Authority

Agenda Action Sheet

Meeting Date: July 29, 2025

1. **TITLE:** American Airlines Chicago Air Service Agreement

Review, discussion, and possible authorization for Airport Director to sign American Airlines Air Service Agreement

ACTION ITEM

2. **AGENDA CATEGORY:** (Please highlight)

UNFINISHED BUSINESS NEW BUSINESS COMMITTEE REPORTS
INFORMATION/DISCUSSION ITEM

3. **TIME REQUIRED:** 5 Minutes

4. **BACKGROUND INFORMATION:** At our November 26, 2024, Board meeting the Board authorized the acceptance of a \$875,000 grant from the Department of Transportation that will leverage the \$437,000 that was raised by our community partners. Then on April 30th of this year, staff sent out an Air Service RFP. We had submissions from both American and United Airlines. At last month's Board meeting American's proposal was selected. Staff has since worked with American to finalize an agreement for your consideration. American has loaded the service and is scheduled to start December 18, 2025.

5. **BUDGET INFORMATION:** We had several partners in this project, Missoula Economic Partnership, Destination Missoula/TBID, Glacier Country, Montana Department of Commerce and numerous local Missoula businesses such as ALPS and numerous banks and small Missoula businesses. The community raised \$437,000 that helped secure the \$875,000 Department of Transportation grant.

6. **SUPPLEMENTAL AGENDA INFORMATION**

7. **RECOMMENDED MOTION:** Move to authorize the Airport Director to sign the American Airlines Service Agreement

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

9. **COMMITTEE REVIEW:** N/A

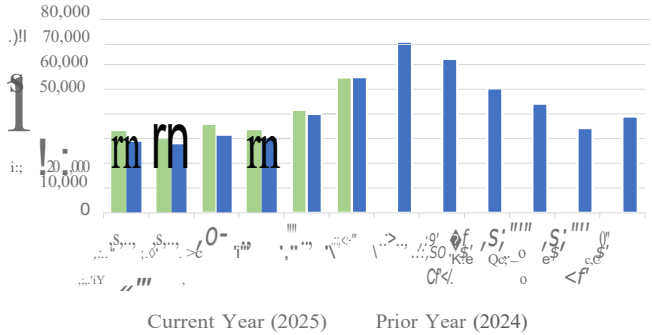
Summary

- Strong enplanement growth with relatively flat seat capacity, -1% Y/Y in June
- Record total passengers in June (114,623)
- MSO surpassed IM total passengers in 2024
- First time in airport history

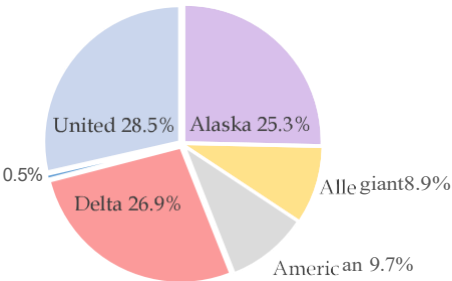
Air Service Highlights

- Summer capacity increases begin to start mid-May
- United continues to lead Delta for MSO market share
- Please reach out with any comments or changes to improve our report going forward!

Passenger Enplanements



2025 Airline Market Share YTD



S r t C =	Ops Type	January	February	March	April	MID.	MY	August	September	October	November	December	Total	ID
	Air Carrier	657	588	699	696	746	1084	0	0	0	0	0	4,470	5%
	Air Taxi	367	357	404	459	518	584	0	0	0	0	0	2,689	-1%
	GA	797	674	1175	1629	2033	2135	0	0	0	0	0	8,443	13%
	Military	17	68	44	71	12	49	0	0	0	0	0	26	-30%
	Civil	574	739	887	1029	908	765	0	0	0	0	0	4,902	-19%
	Total	2025	2,412	2,426	3,209	3,884	4,217	4,617	0	0	0	0	0	20,763
	2024	2,453	2,733	3,703	3,559	3,723	4,612	5,275	5,468	4,170	4,514	2,948	2,606	45,764
f C : : : C C =	Airlines	February	March	April	MID.	MY	August	September	October	November	December	Total	ID	
	Alaska	8,761	7,894	9,112	8,891	11,092	12,051	0	0	0	0	0	57,801	30%
	Allegiant	2,857	2,676	4,422	2,961	3,241	4,249	0	0	0	0	0	20,406	4%
	American	2,523	1,851	2,122	1,993	3,931	9,761	0	0	0	0	0	22,181	1%
	Delta	9,033	8,450	9,990	9,996	11,276	12,691	0	0	0	0	0	61,436	0%
	Frontier	0	0	0	0	66	1,008	0	0	0	0	0	1,074	
	Sw/Cow/try	0	0	0	0	0	218	0	0	0	0	0	218	
	United	9,531	8,907	10,276	9,540	12,036	14,821	0	0	0	0	0	65,111	10%
	Charters	274	0	153	0	64	0	0	0	0	0	0	491	-62%
	Total	2025	32,979	29,778	36,075	33,381	41,706	54,799	0	0	0	0	0	228,718
	2024	28,761	27,709	31,282	30,213	40,021	54,943	69,259	62,300	50,472	44,174	34,292	39,080	512,506
L F	2025	79.1%	81.0%	84.1%	78.8%	79.3%	74.1%							78.8%
	2024	89.8%	87.0%	84.4%	80.7%	75.1%	71.7%	82.6%	84.2%	87.7%	83.4%	80.3%	86.6%	82.1%
f C : : : Q : Q =	Airlines	January	February	March	April	MID.	MY	August	September	October	November	December	Total	ID
	Alaska	8,446	8,079	9,478	9,402	11,420	12,924	0	0	0	0	0	59,749	30%
	Allegiant	2,822	2,477	4,287	3,304	3,515	5,054	0	0	0	0	0	21,459	6%
	American	2,276	1,809	2,075	1,770	4,266	10,821	0	0	0	0	0	23,017	3%
	Delta	8,286	8,171	9,773	9,759	11,460	13,570	0	0	0	0	0	61,019	0%
	Frontier	0	0	0	0	111	1,017	0	0	0	0	0	1,128	
	Sw/Cow/try	0	0	0	0	0	281	0	0	0	0	0	281	
	United	9,397	9,075	10,013	10,120	12,984	16,157	0	0	0	0	0	67,746	10%
	Charters	0	0	153	0	64	0	0	0	0	0	0	217	-83%
	Total	2025	31,227	29,611	35,779	34,355	43,820	59,824	0	0	0	0	0	234,616
	2024	27,054	27,004	31,551	30,446	42,725	59,492	67,464	60,606	47,291	42,235	33,992	38,990	508,850
Total Pax	2025	64,206	59,389	71,854	67,736	85,526	114,623	0	0	0	0	0	463,334	7%
	2024	55,815	54,713	62,833	60,659	82,746	114,435	136,723	122,906	97,763	86,409	68,284	78,070	1,021,356
	T12M		870,274											

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

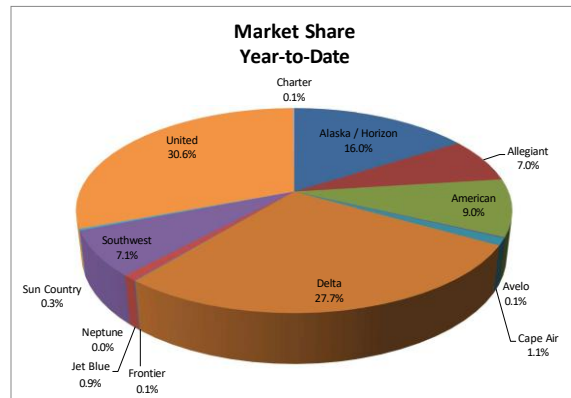
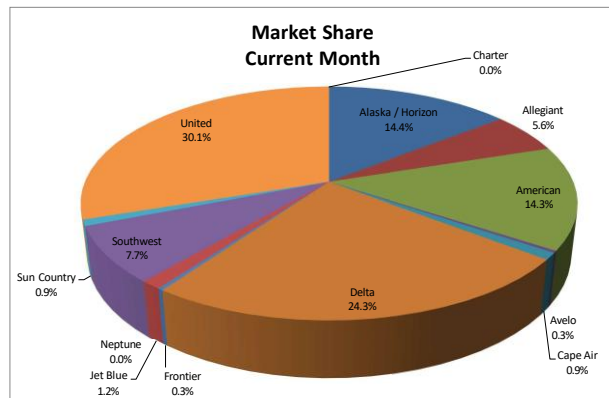
State of Montana Airline Enplanements

June 2025

	Alaska / Horizon	Allegiant	American	Avelo	Cape Air	Delta	Frontier	Jet Blue	Neptune	Southwest	Sun Country	United	Charter	Total	Tower Operations
Billings	8,002	3,414	6,362		1,537	11,116					56	16,781		47,268	10,439
Bozeman	16,792	5,520	20,436			31,861		4,050		26,615	1,467	40,460		147,201	10,557
Butte						927						1,150		2,077	
Glasgow					291									291	
Glendive					184									184	
Great Falls	2,014	2,351				7,092						6,871		18,328	
Havre					261									261	
Helena	2,024					3,476						3,356		8,856	4,399
Kalispell	8,624	3,711	12,564	1,046		15,453					1,204	18,775		61,377	5,998
Missoula	12,051	4,249	9,761			12,691	1,008				218	14,821		54,799	4,617
Sidney					612									612	
Wolf Point					280									280	
Yellowstone						1,162						1,395		2,557	
Total	49,507	19,245	49,123	1,046	3,165	83,778	1,008	4,050	-	26,615	2,945	183,609	-	343,091	38,010
Market Share %	14.4%	5.6%	14.3%	0.3%	0.9%	24.3%	0.3%	1.2%	0.0%	7.7%	0.9%	30.1%	0.0%		

Year-to-Date

	Alaska / Horizon	Allegiant	American	Avelo	Cape Air	Delta	Frontier	Jet Blue	Neptune	Southwest	Sun Country	United	Charter	Total	Tower Operations
Billings	36,849	22,337	30,172	-	8,254	58,448	-	-	-	263	298	74,613	-	231,234	50,697
Bozeman	75,618	25,601	66,116	-	-	154,323	-	13,135	-	104,837	1,467	184,453	868	626,418	46,918
Butte	-	-	-	-	-	4,519	-	-	-	-	-	6,268	-	10,787	-
Glasgow	-	-	-	-	1,387	-	-	-	-	-	-	-	-	1,387	-
Glendive	-	-	-	-	969	-	-	-	-	-	-	-	-	969	-
Great Falls	11,458	15,125	-	-	-	37,505	-	-	-	-	104	27,609	-	91,601	13,333
Havre	-	-	-	-	1,516	-	-	-	-	-	-	-	-	1,516	-
Helena	10,802	-	-	-	-	20,872	-	-	-	-	-	16,995	-	48,669	21,079
Kalispell	42,903	19,825	14,304	1,580	-	69,460	-	-	-	-	1,622	74,140	-	228,834	24,362
Missoula	57,801	20,406	22,181	-	-	61,436	1,074	-	-	-	218	65,111	427	228,654	20,765
Sidney	-	-	-	-	3,307	-	-	-	-	-	-	-	-	3,307	-
Wolf Point	-	-	-	-	1,410	-	-	-	-	-	-	-	-	1,410	-
Yellowstone	-	-	-	-	-	1,513	-	-	-	-	-	2,254	-	3,767	-
Total	295,491	109,294	132,773	1,580	18,843	488,076	1,074	13,135	-	185,108	3,709	451,443	1,295	1,473,753	177,254
Market Share %	16.0%	7.0%	9.0%	0.1%	1.1%	27.7%	0.1%	0.9%	0.0%	7.1%	0.3%	30.6%	0.1%		



State of Montana
Air Carrier/Community Flights and Passengers
2025

STATE TOTAL

	2024 Passengers				2025 Passengers				%2024 VS 2025			
	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE
JAN	204,314	197,734	402,048	397,985	222,782	212,446	435,228	435,228	9.0%	7.4%	8.3%	9.4%
FEB	207,007	207,880	414,887	792,499	212,426	211,993	424,419	859,647	2.6%	2.0%	2.3%	8.5%
MAR	238,312	236,727	475,039	1,224,410	258,044	250,838	508,882	1,368,529	8.3%	6.0%	7.1%	10.0%
APR	188,191	187,090	375,281	1,600,954	197,392	196,856	394,248	1,762,777	4.9%	5.2%	5.1%	10.0%
MAY	227,333	245,200	472,533	2,018,448	239,018	256,343	495,361	2,258,138	5.1%	4.5%	4.6%	11.9%
JUN	324,165	348,726	672,891	2,593,248	344,091	371,938	716,029	2,974,167	6.1%	6.7%	6.4%	14.7%
JUL	394,259	391,877	786,136	3,288,278	-	-	-	2,974,167	-100.0%	-100.0%	-100.0%	-9.5%
AUG	383,216	373,551	756,767	3,948,810	-	-	-	2,974,167	-100.0%	-100.0%	-100.0%	-24.7%
SEP	305,636	287,314	592,950	4,492,715	-	-	-	2,974,167	-100.0%	-100.0%	-100.0%	-33.8%
OCT	248,953	234,094	483,047	4,942,698	-	-	-	2,974,167	-100.0%	-100.0%	-100.0%	-39.8%
NOV	193,429	188,651	382,080	5,311,850	-	-	-	2,974,167	-100.0%	-100.0%	-100.0%	-44.0%
DEC	233,736	250,463	484,199	5,789,154	-	-	-	2,974,167	-100.0%	-100.0%	-100.0%	-48.2%
	3,149,551	3,149,807			1,473,753	1,500,414						

BILLINGS

	2024 Passengers				2025 Passengers				%2024 VS 2025			
	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE
JAN	31,699	30,440	62,139	62,139	35,568	34,477	70,045	70,045	12.2%	13.3%	12.7%	12.7%
FEB	31,361	31,261	62,622	124,761	31,977	30,735	62,712	132,757	2.0%	-1.7%	0.1%	6.4%
MAR	34,553	35,797	70,350	195,111	38,632	40,863	79,495	212,252	11.8%	14.2%	13.0%	8.8%
APR	33,499	35,010	68,509	263,620	36,341	36,821	73,162	285,414	8.5%	5.2%	6.8%	8.3%
MAY	39,439	40,040	79,479	343,099	41,448	42,859	84,307	369,721	5.1%	7.0%	6.1%	7.8%
JUN	44,513	46,500	91,013	434,112	47,268	48,960	96,228	465,949	6.2%	5.3%	5.7%	7.3%
JUL	51,473	50,200	101,673	535,785	-	-	-	465,949	-100.0%	-100.0%	-100.0%	-13.0%
AUG	49,131	49,131	98,262	634,047	-	-	-	465,949	-100.0%	-100.0%	-100.0%	-26.5%
SEP	41,308	40,505	81,813	715,860	-	-	-	465,949	-100.0%	-100.0%	-100.0%	-34.9%
OCT	41,579	40,642	82,221	798,081	-	-	-	465,949	-100.0%	-100.0%	-100.0%	-41.6%
NOV	38,099	37,269	75,368	873,449	-	-	-	465,949	-100.0%	-100.0%	-100.0%	-46.7%
DEC	41,073	41,490	82,563	956,012	-	-	-	465,949	-100.0%	-100.0%	-100.0%	-51.3%
	477,727	478,285			231,284	234,715						

BOZEMAN

	2024 Passengers				2025 Passengers				%2024 VS 2025			
	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE
JAN	92,478	91,761	184,239	184,239	94,876	91,908	186,784	186,784	2.6%	0.2%	1.4%	1.4%
FEB	95,331	96,984	192,315	376,554	95,908	97,309	193,217	380,001	0.6%	0.3%	0.5%	0.9%
MAR	114,816	111,908	226,724	603,278	120,480	113,918	234,398	614,399	4.9%	1.8%	3.4%	1.8%
APR	75,996	72,438	148,434	751,712	75,070	73,132	148,202	762,601	-1.2%	1.0%	-0.2%	1.4%
MAY	90,588	99,513	190,101	941,813	92,883	101,335	194,218	956,819	2.5%	1.8%	2.2%	1.6%
JUN	138,014	147,708	285,722	1,227,535	147,201	160,391	307,592	1,264,411	6.7%	8.6%	7.7%	3.0%
JUL	161,496	161,236	322,732	1,550,267	-	-	-	1,264,411	-100.0%	-100.0%	-100.0%	-18.4%
AUG	159,823	154,456	314,279	1,864,546	-	-	-	1,264,411	-100.0%	-100.0%	-100.0%	-32.2%
SEP	128,698	121,075	249,773	2,114,319	-	-	-	1,264,411	-100.0%	-100.0%	-100.0%	-40.2%
OCT	98,676	90,874	189,550	2,303,869	-	-	-	1,264,411	-100.0%	-100.0%	-100.0%	-45.1%
NOV	70,482	67,262	137,744	2,441,613	-	-	-	1,264,411	-100.0%	-100.0%	-100.0%	-48.2%
DEC	95,063	106,031	201,094	2,642,707	-	-	-	1,264,411	-100.0%	-100.0%	-100.0%	-52.2%
	1,321,461	1,321,245			626,413	687,993						

BUTTE

	2024 Passengers				2025 Passengers				%2024 VS 2025			
	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE
JAN	1,202	1,079	2,281	2,281	1,449	1,569	3,018	3,018	20.5%	45.4%	32.3%	32.3%
FEB	1,078	1,101	2,179	4,460	1,562	1,589	3,151	6,189	44.9%	44.3%	44.6%	38.3%
MAR	1,396	1,350	2,746	7,206	1,869	1,852	3,721	9,890	33.9%	37.2%	35.5%	37.2%
APR	1,033	1,087	2,120	9,326	1,789	1,868	3,657	13,547	73.2%	71.8%	72.5%	45.3%
MAY	1,379	1,638	3,017	12,343	2,041	2,237	4,278	17,825	48.0%	36.6%	41.8%	44.4%
JUN	1,310	1,370	2,680	15,023	2,077	2,253	4,330	22,155	58.5%	64.5%	61.6%	47.5%
JUL	1,548	1,488	3,036	18,059	-	-	-	22,155	-100.0%	-100.0%	-100.0%	22.7%
AUG	1,433	1,481	2,914	20,973	-	-	-	22,155	-100.0%	-100.0%	-100.0%	5.6%
SEP	1,313	1,231	2,544	23,517	-	-	-	22,155	-100.0%	-100.0%	-100.0%	-5.8%
OCT	1,253	1,222	2,475	25,992	-	-	-	22,155	-100.0%	-100.0%	-100.0%	-14.6%
NOV	1,308	1,212	2,520	28,512	-	-	-	22,155	-100.0%	-100.0%	-100.0%	-22.3%
DEC	1,661	1,627	3,288	31,800	-	-	-	22,155	-100.0%	-100.0%	-100.0%	-30.3%
	15,914	15,886			10,787	11,368						

State of Montana
Air Carrier/Community Flights and Passengers
2025

GLASGOW

	2024 Passengers				2025 Passengers				%2024 VS 2025			
	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE
JAN	162	152	314	314	239	218	457	457	47.5%	43.4%	45.5%	45.5%
FEB	203	200	403	717	164	141	305	762	-19.2%	-29.5%	-24.9%	68%
MAR	249	241	490	1,207	214	219	433	1,195	-14.1%	-9.1%	-11.6%	-11.6%
APR	218	206	424	1,631	234	250	484	1,679	7.3%	21.4%	14.2%	2.9%
MAY	237	246	483	2,114	245	242	487	2,166	3.4%	-1.6%	0.8%	2.5%
JUN	263	226	489	2,603	291	277	568	2,734	10.6%	22.6%	16.2%	5.0%
JUL	310	288	598	3,201	-	-	-	2,734	-100.0%	-100.0%	-100.0%	-14.6%
AUG	319	309	628	3,829	-	-	-	2,734	-100.0%	-100.0%	-100.0%	-28.6%
SEP	228	225	453	4,282	-	-	-	2,734	-100.0%	-100.0%	-100.0%	-36.2%
OCT	265	253	518	4,800	-	-	-	2,734	-100.0%	-100.0%	-100.0%	-43.0%
NOV	273	257	530	5,330	-	-	-	2,734	-100.0%	-100.0%	-100.0%	-48.7%
DEC	243	244	487	5,817	-	-	-	2,734	-100.0%	-100.0%	-100.0%	-53.0%
	2,570	2,547			1,387	1,347						

GLENDALE

	2024 Passengers				2025 Passengers				%2024 VS 2025			
	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE
JAN	148	169	317	317	168	156	324	324	13.5%	-7.7%	2.2%	2.2%
FEB	162	149	311	628	117	143	260	584	-27.8%	-4.0%	-16.4%	-7.0%
MAR	176	168	344	972	152	156	308	892	-13.6%	-7.1%	-10.5%	-8.2%
APR	178	198	376	1,348	173	150	323	1,215	-2.8%	-24.2%	-14.1%	-9.9%
MAY	177	169	346	1,694	175	158	333	1,548	-1.1%	-6.5%	-3.6%	-8.6%
JUN	173	155	328	2,022	184	154	338	1,886	6.4%	-0.6%	3.0%	-6.7%
JUL	218	199	417	2,439	-	-	-	1,886	-100.0%	-100.0%	-100.0%	-22.7%
AUG	189	149	338	2,777	-	-	-	1,886	-100.0%	-100.0%	-100.0%	-32.1%
SEP	146	134	280	3,057	-	-	-	1,886	-100.0%	-100.0%	-100.0%	-38.9%
OCT	182	157	339	3,396	-	-	-	1,886	-100.0%	-100.0%	-100.0%	-44.5%
NOV	192	181	373	3,769	-	-	-	1,886	-100.0%	-100.0%	-100.0%	-50.0%
DEC	196	190	386	4,155	-	-	-	1,886	-100.0%	-100.0%	-100.0%	-54.6%
	2,137	2,018			989	917						

GREAT FALLS

	2024 Passengers				2025 Passengers				%2024 VS 2025			
	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE
JAN	13,304	12,947	26,251	26,251	14,346	13,983	28,329	28,329	7.8%	8.0%	7.9%	7.9%
FEB	13,298	13,129	26,427	52,678	13,250	13,251	26,501	54,880	-0.4%	0.9%	0.9%	4.1%
MAR	14,940	14,949	29,889	82,567	14,881	15,648	30,529	85,859	-0.4%	4.7%	2.1%	3.4%
APR	14,068	14,675	28,743	111,310	14,695	14,068	28,763	114,122	4.5%	-4.1%	0.1%	2.5%
MAY	15,329	15,910	31,239	142,549	16,301	16,848	33,149	147,271	6.3%	5.9%	6.1%	3.9%
JUN	17,749	18,444	36,193	178,742	18,328	19,106	37,434	184,705	3.3%	3.6%	3.4%	3.9%
JUL	18,817	18,924	37,741	216,483	-	-	-	184,705	-100.0%	-100.0%	-100.0%	-14.7%
AUG	18,826	18,182	37,008	253,491	-	-	-	184,705	-100.0%	-100.0%	-100.0%	-27.1%
SEP	16,584	15,690	32,274	285,765	-	-	-	184,705	-100.0%	-100.0%	-100.0%	-35.4%
OCT	15,965	15,473	31,438	317,203	-	-	-	184,705	-100.0%	-100.0%	-100.0%	-41.6%
NOV	15,016	14,860	29,876	347,079	-	-	-	184,705	-100.0%	-100.0%	-100.0%	-46.6%
DEC	16,945	16,850	33,795	380,874	-	-	-	184,705	-100.0%	-100.0%	-100.0%	-51.5%
	198,841	198,038			91,801	92,904						

HAVRE

	2024 Passengers				2025 Passengers				%2024 VS 2025			
	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE
JAN	212	204	416	416	260	253	513	513	22.6%	24.0%	23.9%	23.9%
FEB	207	228	435	851	202	191	393	906	-2.4%	-16.2%	-9.7%	6.5%
MAR	248	262	510	1,361	291	271	562	1,468	17.3%	3.4%	10.2%	7.9%
APR	269	232	501	1,862	233	228	461	1,929	-13.4%	-1.7%	-8.0%	3.6%
MAY	260	244	504	2,366	269	254	523	2,452	3.5%	4.1%	3.6%	3.6%
JUN	268	247	515	2,881	261	225	486	2,938	-2.6%	-8.9%	-5.6%	2.0%
JUL	276	284	560	3,441	-	-	-	2,938	-100.0%	-100.0%	-100.0%	-14.6%
AUG	279	265	544	3,985	-	-	-	2,938	-100.0%	-100.0%	-100.0%	-26.8%
SEP	257	218	475	4,460	-	-	-	2,938	-100.0%	-100.0%	-100.0%	-34.1%
OCT	283	270	553	5,013	-	-	-	2,938	-100.0%	-100.0%	-100.0%	-41.4%
NOV	278	244	522	5,535	-	-	-	2,938	-100.0%	-100.0%	-100.0%	-46.9%
DEC	258	251	509	6,044	-	-	-	2,938	-100.0%	-100.0%	-100.0%	-51.4%
	3,095	2,949			1,515	1,422						

State of Montana
Air Carrier/Community Flights and Passengers
2025

HELENA

	2024 Passengers				2025 Passengers				%2024 VS 2025			
	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE
JAN	7,511	7,224	14,735	14/735	7,804	7,367	15,171	15/171	3.9%	2.0%	3.0%	330%
FEB	7,246	7,173	14,419	28/154	7,417	7,305	14,722	28/898	2.4%	1.8%	2.1%	25%
MAR	7,889	7,836	15,725	44/879	8,246	8,077	16,323	46/206	4.5%	3.1%	3.8%	330%
APR	7,656	7,729	15,385	60/264	7,785	7,857	15,642	61/888	1.7%	1.7%	1.7%	26%
MAY	8,693	9,295	17,988	78/252	8,561	8,921	17,482	78/840	-1.5%	-4.0%	-2.8%	114%
JUN	9,286	9,390	18,676	98/928	8,856	9,524	18,380	97/720	-4.6%	1.4%	-1.6%	08%
JUL	9,666	9,364	19,030	115/988	-	-	-	97/720	-100.0%	-100.0%	-100.0%	-157%
AUG	9,702	9,350	19,052	135/010	-	-	-	97/720	-100.0%	-100.0%	-100.0%	-276%
SEP	8,656	8,204	16,860	151/890	-	-	-	97/720	-100.0%	-100.0%	-100.0%	-357%
OCT	8,739	8,510	17,249	168/119	-	-	-	97/720	-100.0%	-100.0%	-100.0%	-422%
NOV	7,688	7,506	15,194	184/318	-	-	-	97/720	-100.0%	-100.0%	-100.0%	-476%
DEC	8,321	8,271	16,592	200/905	-	-	-	97/720	-100.0%	-100.0%	-100.0%	-514%
	101,053	99,852			48,669	49,051						

KALISPELL

	2024 Passengers				2025 Passengers				%2024 VS 2025			
	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE
JAN	28,157	25,967	54,124	54/124	34,389	30,415	64,804	64/804	22.1%	17.1%	19.7%	187%
FEB	29,524	29,820	59,344	113/468	31,474	31,213	62,687	127/481	6.6%	4.7%	5.6%	124%
MAR	31,868	31,978	63,846	177/334	36,338	33,204	69,542	187/038	14.0%	3.8%	8.9%	111%
APR	24,196	24,230	48,426	225/740	26,842	27,305	54,147	251/180	10.9%	12.7%	11.6%	111%
MAY	29,182	33,541	62,723	288/468	33,414	37,207	70,621	321/801	14.5%	10.9%	12.6%	116%
JUN	54,879	62,161	117,040	408/508	61,377	67,593	128,970	450/771	11.8%	8.7%	10.2%	111%
JUL	77,864	79,166	157,030	582/588	-	-	-	450/771	-100.0%	-100.0%	-100.0%	-189%
AUG	78,001	76,419	154,420	716/988	-	-	-	450/771	-100.0%	-100.0%	-100.0%	-371%
SEP	55,386	50,191	105,577	822/580	-	-	-	450/771	-100.0%	-100.0%	-100.0%	-452%
OCT	36,466	33,185	69,651	892/181	-	-	-	450/771	-100.0%	-100.0%	-100.0%	-495%
NOV	24,946	25,080	50,026	942/287	-	-	-	450/771	-100.0%	-100.0%	-100.0%	-522%
DEC	30,345	35,716	66,061	1,008/268	-	-	-	450/771	-100.0%	-100.0%	-100.0%	-553%
	500,814	507,454			228,834	226,937						

MISSOULA

	2024 Passengers				2025 Passengers				%2024 VS 2025			
	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE
JAN	28,761	27,054	55,815	55/815	32,979	31,227	64,206	64/206	14.7%	15.4%	15.0%	150%
FEB	27,709	27,004	54,713	110/528	29,778	29,611	59,389	128/588	7.5%	9.7%	8.5%	111%
MAR	31,282	31,551	62,833	173/381	36,075	35,779	71,854	185/449	15.3%	13.4%	14.4%	127%
APR	30,213	30,446	60,659	234/020	33,381	34,355	67,736	263/185	10.5%	12.8%	11.7%	125%
MAY	40,352	42,740	83,092	317/112	41,642	43,756	85,398	348/588	3.2%	2.4%	2.8%	99%
JUN	54,943	59,492	114,435	431/547	54,799	59,824	114,623	463/206	-0.3%	0.6%	0.2%	73%
JUL	69,259	67,464	136,723	588/270	-	-	-	463/206	-100.0%	-100.0%	-100.0%	-185%
AUG	62,300	60,606	122,906	691/176	-	-	-	463/206	-100.0%	-100.0%	-100.0%	-330%
SEP	50,472	47,291	97,763	788/989	-	-	-	463/206	-100.0%	-100.0%	-100.0%	-411%
OCT	44,174	42,235	86,409	875/348	-	-	-	463/206	-100.0%	-100.0%	-100.0%	-471%
NOV	34,292	33,992	68,284	943/632	-	-	-	463/206	-100.0%	-100.0%	-100.0%	-589%
DEC	38,779	38,990	77,769	1,021/401	-	-	-	463/206	-100.0%	-100.0%	-100.0%	-546%
	512,536	508,885			228,654	234,582						

SIDNEY

	2024 Passengers				2025 Passengers				%2024 VS 2025			
	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE
JAN	480	543	1,023	1/023	505	516	1,021	1/021	5.2%	-5.0%	-0.2%	-60%
FEB	636	589	1,225	2/248	406	354	760	1/781	-36.2%	-39.9%	-38.0%	-208%
MAR	637	635	1,272	3/520	590	601	1,191	2/972	-7.4%	-5.4%	-6.4%	-156%
APR	580	590	1,170	4/690	606	585	1,191	4/188	4.5%	-0.8%	1.8%	-112%
MAY	578	533	1,111	5/801	588	544	1,132	5/285	1.7%	2.1%	1.9%	-87%
JUN	616	638	1,254	7/085	612	620	1,232	6/527	-0.6%	-2.8%	-1.6%	-75%
JUL	685	698	1,383	8/488	-	-	-	6/527	-100.0%	-100.0%	-100.0%	-226%
AUG	695	638	1,333	9/771	-	-	-	6/527	-100.0%	-100.0%	-100.0%	-332%
SEP	580	582	1,162	10/988	-	-	-	6/527	-100.0%	-100.0%	-100.0%	-403%
OCT	649	653	1,302	12/285	-	-	-	6/527	-100.0%	-100.0%	-100.0%	-467%
NOV	611	562	1,173	13/408	-	-	-	6/527	-100.0%	-100.0%	-100.0%	-513%
DEC	589	574	1,163	14/571	-	-	-	6/527	-100.0%	-100.0%	-100.0%	-552%
	7,336	7,235			3,387	3,320						

State of Montana
Air Carrier/Commuter Flights and Passengers
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WOLF POINT

	2024 Passengers				2025 Passengers				%2024 VS 2025			
	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE
JAN	199	194	394	394	199	213	412	412	0.0%	9.8%	4.6%	4.6%
FEB	171	242	413	807	171	151	322	734	0.0%	-37.6%	-34.6%	-17.3%
MAR	276	252	528	1,335	276	250	526	1,260	0.0%	-0.8%	-3.1%	-9.3%
APR	243	249	492	1,827	243	237	480	1,740	0.0%	-4.8%	-10.1%	-9.3%
MAY	241	263	504	2,331	241	236	477	2,217	0.0%	-10.3%	-13.3%	-10.7%
JUN	280	241	521	2,852	280	261	541	2,758	0.0%	8.3%	9.5%	-7.3%
JUL	-	283	283	3,135	-	-	-	2,758	#DIV/0!	-100.0%	-100.0%	-22.7%
AUG	-	270	270	3,405	-	-	-	2,758	#DIV/0!	-100.0%	-100.0%	-33.5%
SEP	-	234	234	3,639	-	-	-	2,758	#DIV/0!	-100.0%	-100.0%	-40.4%
OCT	-	264	264	3,903	-	-	-	2,758	#DIV/0!	-100.0%	-100.0%	-46.6%
NOV	-	226	226	4,129	-	-	-	2,758	#DIV/0!	-100.0%	-100.0%	-51.1%
DEC	-	229	229	4,358	-	-	-	2,758	#DIV/0!	-100.0%	-100.0%	-55.0%
	1,410	2,397	3,807		1,410	1,348						

*** YELLOWSTONE**

	2024 Passengers				2025 Passengers				%2024 VS 2025			
	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE	ON	OFF	TOTAL	YEAR-TO-DATE
JAN												
FEB												
MAR												
APR												
MAY	832	1,068	1,900	1,900	1,210	1,746	2,956	2,956	45.4%	63.5%	55.6%	55.6%
JUN	1,898	2,154	4,052	5,952	2,557	2,750	5,307	8,263	34.7%	27.7%	31.0%	38.8%
JUL	2,339	2,283	4,622	10,574	-	-	-	8,263	-100.0%	-100.0%	-100.0%	-21.9%
AUG	2,208	2,295	4,503	15,077	-	-	-	8,263	-100.0%	-100.0%	-100.0%	-45.2%
SEP	1,763	1,734	3,497	18,574	-	-	-	8,263	-100.0%	-100.0%	-100.0%	-55.5%
OCT	444	356	800	19,374	-	-	-	8,263	-100.0%	-100.0%	-100.0%	-57.4%
NOV												
DEC												
	9,484	9,890	19,374		3,767	4,496						

* The Yellowstone Airport is a seasonal airport. May - October 2025