

MEMORANDUM

DATE: October 21, 2022

UPDATE FROM TETON COUNTY AND START REGARDING GROUND TRANSIT SERVICE STUDY: Charlotte Frei, the Regional Transportation Planning Administrator for Teton County and Bruce Abel, the Interim Transit Director for START will give a presentation on a JAC Ground Transit Service Study.

FBO TRANSITION OVERVIEW: Staff will provide an overview of the FBO Transition including overall goals, the transition tasks, necessary equipment purchases, staffing, and facility maintenance.

GENERAL BOARD MEETING ACTION ITEMS:

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

1. Approval of Minutes: Presented for Board review and approval are the minutes from the Board meeting held on September 21, 2022.
2. Two (2) Lektro 8750 Tugs Purchase: Proposed for Board approval are two Lektro tugs for use at the fixed base operation (FBO). These are smaller tugs that will handle lighter GA and midsize jet aircraft. The current FBO has 7 tugs. We plan to initially purchase 5 tugs for use at the FBO. At the September Board meeting the Board approved the purchase of two Lektro 8850 tugs. The Board should expect one additional tug purchase at a future meeting.

FINANCIAL REPORTS: Included for approval are the financial reports for the period July 1 – September 30, 2022. Net revenues for this period are 20% better than the budgeted amount.

FIRST INTERSTATE BANK – HANGAR 3/GSE BUILDING BONDS PROPOSED TERM SHEET: Airport staff worked with First Interstate Bank (FIB) to negotiate financing for the Hangar 3/GSE (ground support equipment) building construction. FIB was the bank selected by the Board earlier this year based on the bank's proposed terms and financing structure (not simply interest rate). Wyoming law does not require the Airport to use a competitive process to sell revenue bonds. Therefore, negotiating the bonds with FIB is permissible and using FIB should reduce transaction costs and ensure there are no conflicting collateralizations. Acceptance of the FIB proposal prior to November 1 will lock in the interest rate current on that date. Staff will then work with FIB to prepare the bonds' resolution for Board approval at a future meeting date.

KUTAK ROCK BOND COUNSEL LETTER OF ENGAGEMENT FOR HANGAR

3/GSE: In order to complete the Hangar 3/GSE building construction bond, the Board will need to hire bond counsel. Kutak Rock is the bond counsel previously used by the Board for the restaurant construction financing and fuel facility refinancing. Staff and airport attorney Mike Morgan felt the service provided by Kutak Rock was exemplary. The proposed engagement letter is in substantially the same form as was used for the previous service provided in 2021-2022.

WADMAN GUARANTEED MAXIMUM PRICE (GMP) AMENDMENT 2022-02 –

HANGAR 3/GSE CONSTRUCTION: Proposed for approval is the Guaranteed Maximum Price (GMP) Amendment 2022-02 to the Wadman Construction Manager at Risk agreement is for the construction of the Hangar 3 and GSE building. The Board approved GMP 2022-01, an early procurement package for Hangar 3/GSE, at its August meeting. These items are incorporated in this GMP amendment, consequently the Board will need to cancel GMP 2022-01 with approval of GMP 2022-02.

RESOLUTION 2022-5 – SUBCONTRACTOR PROCUREMENT WAIVER: Presented for Board approval is a subcontractor procurement waiver resolution for the Hangar 3 and GSE Building project. Based on the bids received, 12% of the subcontracted work will be awarded to Wyoming resident contractors. There were 36 subcontract packages with 9 awarded to Wyoming resident contractors. Of the remaining subcontract packages, 25 packages received no bids from Wyoming resident contractors and on 2 of the packages, the low resident contract bid was >105% of the low non-resident contract bid.

KLJ AGREEMENT FOR CONSTRUCTION ADMINISTRATION/CONSTRUCTION

OBSERVATION – HANGAR 3/GSE: Proposed for Board approval is an agreement with KLJ Engineering for construction administration, observation, resident project representative, and owner required special instructions and material testing services for the Hangar 3/GSE building.

KLJ OWNER'S REPRESENTATIVE AGREEMENT: Presented for approval is an Agreement with KLJ Engineering which designates Mike Mahoney to act as the Owner's Representative for the Jackson Hole Airport GA (general aviation) Facilities Project. The Owner's Representative assists the Airport Board (the Owner) in coordinating multiple work elements that are scheduled to be designed and constructed in coordinated sequence. The initial work elements include the Hangar 3/GSE building, related infrastructure improvements and the fuel farm expansion. Additional work elements can be added to the Owner's Representative Agreement through an amendment.

JVIATION AMENDMENT 21 – ACQUISITION OF ARFF TRUCKS: This Amendment to the Jviation On-Call Engineering Services is for the procurement, through competitive bidding process, of up to two 4,500 gallon Aircraft Rescue and Fire Fighting vehicles. Jviation will prepare contract documents, technical specifications, and Engineer's Design Report, along with Bidding and Procurement Administration Services for the acquisition of the trucks. These trucks are anticipated to be federally funded.