

Susquehanna Area Regional Airport Authority
Airport Operations Committee
November 18, 2022
Minutes

A meeting of the SARAA Airport Operations Committee was called to order by Mr. Enterline at 8:00 a.m. on Friday, November 18, 2022, with the following members of the Committee present:

Brian Enterline Bennett Chotiner

Also attending were: Timothy Edwards (Executive Director), Marshall Stevens (Deputy Executive Director), James Helsel (SARAA Board), William Leonard (SARAA Board), Carolyn Van Newkirk (SARAA Board), Stephen Libhart (SARAA Board), Nelva Wright (SARAA Board), Michael Moskal (Deputy Director, Finance & Administration), Scott Miller (Deputy Director, Marketing, PR & Advertising), Kevin Bryner (Deputy Director, Information Technology), Lou Pirozzi (Deputy Director, Engineering & Planning), Belinda Svirebely (Deputy Director, Operations, Security & Public Safety) and Camille Springer (Executive Assistant).

Public Comments: None.

Minutes: The minutes of the October 21, 2022, Airport Operations Committee were deemed approved with two changes.

Delta Development:

Third Street Realignment Phase 4: Estimated Costs \$4.6 million; secured public funding \$4.8 million.

Dauphin County Local Share Municipal Grant Program: Total project cost \$82,215; Grant request: \$75,000

PA DCED Statewide Local Share Account: HIA Airport Signage and Wayfinding Upgrades: Total project cost \$493,357; Grant Request \$493,357

PA DEP Growing Greener Plus Grants Program: Total project cost: \$179,594. Grant Request: \$152,655; Match Requirement: \$26,939

PennVEST PFAS Remediation Program: Secured Public Funding \$6,700,809, 100% funded. Settlement was held on November 17, 2022.

PCCD Local Law Enforcement Grant Program: Project Costs: \$177,499. Award announcement is December 14, 2022.

Electric Vehicle Funding Initiatives: Meeting with SARAA on October 24, 2022 to discuss EV needs.

Marketing & Enplanement Report:

Mr. Miller reported that October 2022 CXY Operations were down 13% vs October 2021. YTD CXY Operations were down 19% vs 2021. The decline was caused by a 40% year-over-year decline in local GA operations including less flight school activity and higher fuel costs. October 2022 MDT Operations were down 9% vs October 2021. YTD MDT Operations were

down 3% vs 2021. October 2022 Air Cargo Tonnage was down 11% vs October 2021. YTD Air Cargo Tonnage was down 10% vs 2021's record year. The Holiday cargo surge begins the week of 11/28. The busiest week will be 12/19 to 12/23 with 14 daily departures. October 2022 enplanements were up 6% vs October 2021 and above budget by 6%. YTD enplanements were up 26% and up 3% vs budget. As business travel resumes, Delta has regained the #2 ranking for total passengers. Allegiant still ranks 3rd. We are on pace for 620,000 enplaned in 2022, which is 3% over budget. MDT's average one-way fare in September was \$264. This is an all-time high, but lower than the US national average of \$270. September 2022 Load Factor was 88.7%. In September, MDT generated an 11% fare premium vs PHL and a 43% premium vs BWI. Between 25,000 and 26,000 passengers are expected during the Thanksgiving week, which is up 7% vs 2021.

Marketing Update: Denver service goes on winter hiatus. Orlando on Frontier and Ft. Lauderdale on Allegiant return.

Project Update:

Mr. Pirozzi reported on the following:

Status of Major Projects:

Cargo Apron Expansion, Phase 4: The subcontractor is mobilizing to begin micro tunneling for dual 60" pipe runs. Continue open cut trench installation for pipe between T/W A & G.

Obstruction Removal, Phase 3/4, CXY: Administrative close out and growth monitoring. Phase 4 is under design slated for completion by Spring 2023.

Construct SRE Storage Building, FCRA: Final inspection was held on November 14, 2022, and occupancy permit received.

Construct South Apron, Phase 4/5, GRA: Phase 4 growth monitoring continues into Spring 2023. Phase 5 NOA issued to Shiloh Paving & Excavating, Inc. on October 24, 2022.

Escalator Replacement, HIA: 90% review for drawings, specifications and bid forms are ongoing.

Upgrade Water Plant, Phase 1, HIA: Preconstruction meeting held November 15, 2022.

PennVEST settlement completed November 17, 2022. NTP to be issued for December 5, 2022.

Reconfigure Third Street, HIA: Project let for bid via PennBID on October 11, 2022. Received 6 bids which were opened on November 16, 2022. NOA/NTP for construction pending board approval of low bidder.

BHS Control System Upgrade (Design), HIA: Currently evaluating bids with additional investigations. Will submit design and construction costs for FY2023, BIL ATP Grant.

Rehab Taxiways Phase 1 (Design), CXY: NOITA pending BIL grant award.

Construct Hangar/Pilot Lounge (Design) (FCRA): SARAA returned comments; finalizing deliverable.

Replace Community Hangar Roof (Design), FCRA: SARAA returned comment; finalizing deliverable.

Award Third Street Intersection:

Mr. Edwards reported that this is to authorize the Executive Director to execute a Construction Contract with JVI Group, Inc. in the amount of \$4,249,380 to complete the Airport Drive, Olmsted Drive, and 3rd Street Intersection Improvement Project at HIA. Six firms submitted bids

consisting of Base Bid Parts A and B via PennBID on November 16, 2022. The apparent low bidder, JVI Group, Inc. was determined to be responsible, responsive and as having an acceptable cost that was below the Engineer's bid estimate. SARAA received a U.S. EDA grant for up to \$3,751,000, a PennDOT BOA grant in the amount of up to \$1,053,042, of which SARAA will have a local share match.

There were no objections to forwarding this item to the full Board for approval.

CA/CM Services for Third Street Intersection:

Mr. Edwards reported that this is to authorize the Executive Director to execute a Professional Services contract with Urban Engineers, Inc. in an amount not-to-exceed \$595,520 to provide Construction Administration and Management Services for the Airport Drive, Olmsted Drive, and 3rd Street Intersection Improvement Project at HIA. Urban is recommended to provide construction phase services since they are the designer of record for this final phase of the multiphase Airport Drive Improvement effort. Urban was originally selected through an RFQ/RFP process to provide construction phase services for the multi-phase Airport Drive project. These services are not currently programmed in any of the EDA and BOA grant budgets and will be paid from SARAA's CIP account.

There were no objections to forwarding this item to the full Board for approval.

Maintenance, Heavy Vehicle Lifts, HIA:

Mr. Edwards reported that this is to approve the acquisition of Heavy Vehicle Portable Lift System. The purchase cost of the six lifting columns and lift accessories is \$67,615.50. SARAA's current 6-post heavy portable truck lifts are 22-years old and are obsolete with limited support. The proposed 6-post heavy portable lifts offer increased lifting capacity up to 18,800 pounds per column, and are battery powered to make all areas of facility available for use. This new lifting system would provide increased safety and reliability. The vehicle lifts are available through COSTARS. Funding is from the Capital Improvement account.

There were no objections to forwarding this item to the full Board for approval.

Runway Snow Blower Lease End, HIA:

Mr. Edwards reported that this is to approve a lease-end purchase from Jules & Associates Equipment Finance for the Wausau Equipment Snow Blower vehicle for continued use at HIA. This vehicle has been on an operating lease for 72-months with a Fair Market Value purchase option at terms end. The lowest FMV estimate received is \$190,000. This snow blower is the highest performance and capacity production model in the market. In comparison, a new vehicle of this size is estimated to cost in-excess of \$800,000. The funding for the lease payoff would be from the Capital Improvement Account.

There were no objections to forwarding this item to the full Board for approval.

Radio Console Upgrade: Mr. Edwards reported that this is to approve the Airport Communication Center radio update project with service agreements, including approval for the SARAA Executive Director to sign all related documents. The airport's radio communication software platform and related console hardware will reach end-of-life at the end of 2022 and will no longer be supported. The scope of work for this project includes upgrading the radio communications software in the Airport Communication Center, hardware component replacement related to the software upgrades and both software and hardware service agreements. K&C Communications/Motorola Solutions has quoted the work under the COSTAR's contract:

Software and Hardware updates, training, testing: \$168,633

Annual Service contract for hardware and software: \$20,006.25

Funding for the software, hardware initial training and testing will come from SARAA's 2023 CIP budget. Funding for the annual service contracts will be paid out of the O&M budget.

There were no objections to forwarding this item to the full Board for approval.

ProDIGIQ Service Agreement:

Mr. Edwards reported that this is to authorize the Executive Director to execute a service and support agreement with ProDIGIQ for a lease management system for SARAA. The software will provide monitoring and notifications for all actionable lease requirements on a pre-established timeline and can be used for quick retrieval of lease information which allows for forecasting, planning, and reporting to standardize property management. At this time all leases are warehoused and managed through Excel. The installation cost of the software will be \$33,650 and annual maintenance and support costs will be \$18,875 per year. The full 5-year term cost will total \$128,025. The proposal does include a price increase provision capped at 10% of the initial year making any future increases limited to \$1,887.50. Funding will come from SARAA's operating and maintenance budget annually.

There were no objections to forwarding this item to the full Board for approval.

Renew Copier Contract:

Mr. Edwards reported that this is to approve the award of a five-year contract with Fraser Advanced Information Systems in an amount of \$86,887.80 (\$17,377.56 annually) for the lease of five copiers and a maintenance agreement, and to authorize the Executive Director to sign the contract and related documents. SARAA is scheduled to complete a 39-month contract with Fraser Advanced Information Systems on July 31, 2023. A proposal was received based on COSTARS state contract pricing from Fraser Advanced Information Systems to exit this current agreement without penalty and enter into a new lease agreement. By entering into a new agreement that includes a base number of black and white as well as color copies will save SARAA approximately \$3,725.91 annually. This will be effective January 1, 2023.

There were no objections to forwarding this item to the full Board for approval.

DBE Professional Services Contract:

Mr. Edwards reported that this is to award a professional services contract to Ken Weeden Associates, Inc. in the amount of \$36,240 to provide the services necessary to update SARAA's DBE Plan, ACDBE Plan and accomplishment reporting and authorize the Executive Director to execute the necessary documents. The FAA requires that all airport sponsors receiving federal aid under the Airport Improvement Program must submit a plan of DBE goals for contracts and concessions and provide regular reports detailing DBE accomplishments for projects completed during the previous fiscal year. KWA is a full-service DBE programs consulting firm nationally recognized for the expertise in USDOT DBE and ACDBE programs specifically with airports. Per the proposal KWA will perform the following services:

- Update DBE Triennial Goal Methodology
- New Part 26 DBE Triennial Goal Methodology
- New Part 23 ACDBE Triennial Goal
- Uniform Report of DBE Commitments, Awards and Payments
- Uniform Report of ACDBE Participation
- General DBE/ACDBE Program Assistance

The source of funding for the project will be SARAA operating funds.

There were no objections to forwarding this item to the full Board for approval.

GA Airports:

Mr. Stevens showed pictures of the McClure Hangar at Capital City Executive Airport, and the Blough Hangar at Gettysburg Regional Airport.

Adjournment: Mr. Enterline adjourned the meeting at 9:21 a.m.

Next Meeting: Friday, January 20, 2023, 8:00 a.m., HIA

Respectfully submitted:

Timothy J. Edwards
Executive Director

Prepared by Camille Springer