

AIRPORT COMMISSION MEETING

January 30, 2018

A regular meeting of the City of Jackson Airport Commission was held in the City Council Chambers of the Jackson City Hall at 5 P.M. on January 30, 2018 with the following persons present: Airport Commission members Chairman Chris Handevitd, Tom Stoner, Kerry Ella, Paul Clymer, Matt Madden and FBO Paul Sanders, Interim City Administrator Richard Almich and Recording Secretary Dave Maschoff. (Airport Commission member Richard Hample was absent.) (A quorum of the Airport Commission was present.)

CALL THE MEETING TO ORDER

Chairman Chris Handevitd called the January 30, 2018 meeting of the Jackson Airport Commission meeting to order.

APPROVAL OF THE MINUTES FROM THE DECEMBER 26, 2017 AND NOVEMBER 28, 2017 AIRPORT COMMISSION MEETINGS

ELLA/MADDEN moved and it was unanimously carried to approve the December 26, 2017 Airport Commission minutes.

ELLA/MADDEN moved and it was unanimously carried to approve the November 28, 2017 Airport Commission minutes.

UPDATE ON NEXT STEPS REGARDING THE AIRPORT PROJECT

Handevitd reported the FAA requested a meeting with City officials to make sure that both the City and FAA are all going through the same processes.

Handevitd noted at the Airport Commission's December 26th meeting, the Commission selected HDR as the engineering firm for the environmental assessment and airport pavement rehabilitation services.

Handevitd explained the FAA said the Environment Assessment portion of this project can't be done without first doing the planning portion of the project. He said the FAA pointed out the planning portion which was not included in the language in the last Statement of Qualifications proposal in which HDR was selected.

Handevitd said the FAA wants the Airport Commission to do another Request for Proposals for the planning portion of the runway realignment project. He explained that means sending out requests, getting the Statement of Qualifications as they previously did, and then going through them and evaluating and doing it for the planning portion of the project.

Ella inquired why the Airport Commission had to do go through the process again. He said why can't they just pay HDR do the planning portion of the project. Ella asked does the Airport Commission have to go through an evaluation for every project.

Handevitd explained if the planning language had been included in the last request for proposals, it would have been acceptable. However, he said it was not. In order to create a fair playing field for all these engineering firms, the FAA changed the process from selecting an engineering firm every five years to where now requests for proposals are sought based on the project. He said seeking requests for proposals are required every time the Airport does a project. However, Handevitd noted the scope of a project can be made broader when requests for proposals are sought. He noted in the last request for proposals for the runway repair project and environment assessment, the language pertaining to the planning portion was not included. Handevitd said if the planning language had originally been included in the previous request for proposals, the Airport Commission would not have to go through this process again. He noted the FAA wants the Airport Commission to go through this process.

Handevitd said the FAA wanted the planning portion of the project done soon. He said in order to receive grant funding for the planning this year, the selection process for an engineering firm for the planning portion of the project needs to take place soon.


Handevitd suggested using the same process for selecting a firm for the planning portion as was used during the process in selecting a firm for the environmental assessment and runway rehabilitation portions of the airport project.

Madden noted the importance of following the FAA guidelines in the selection process.

MADDEN/CLYMER moved and it was unanimously carried to recommend to the City Council to have City staff send out Request for Proposals for Statement of Qualifications for the planning portion of the airport runway project as requested by the FAA.

ADJOURNMENT

With no further business, MADDEN/ELLA moved and it was unanimously carried to adjourn the meeting.



David A. Maschoff, Recording Secretary