

Airport Advisory Board Workshop
Fremont County Airport
August 28, 2012
8:00am

Members Present: John Marietta, Chairman; Len Mino; Greg Tabuteau; Tom Schilf; Jim Woolworth
Members Absent: Dean Baird; Jay Seavy

Others Officials Present: Airport Manager, Richard Baker; Former Chairman, Walt Giffin

Others Present: Hans Meisler

Purpose: The purpose of this meeting was to select an engineering firm for contract at the Fremont County airport and to make preparations for the September 29th Open House at Fremont County Airport.

The meeting was called to order at 0800 by Chairman John Marietta.

Engineering Contract:

- A concern was expressed that little progress had been made since 2002 with our past engineering consultants' assistance. Only one project, the ramp expansion, was completed and a major opportunity, the runway extension, slipped away after being funded and budgeted.
- Armstrong's last contract has expired. Any new contract would be for a 5-year term per FAA guidelines.
- A concern was voiced that we haven't stayed abreast of Armstrong's pricing for services provided. We've never really done due diligence to understand their fees vs. those of other competing firms.
- The FAA requires that engineering fees fall within accepted guidelines, typically 15 – 30% of the project. They monitor and control this. They don't allow competitive bidding. They do have the authority to replace suppliers under contract if pricing cannot be negotiated within limits.
- Armstrong support during the last 6 months has been noticeably improved. Members agreed that we are not necessarily unhappy with Armstrong services. We just want to be sure their pricing is fair.
- Other larger competing firms may have greater capacity but they also have more overhead and they may not be any less expensive.
- According to FAA rules we must have a contract in place with an engineering consultant and the scope of any proposed project must be defined before we can negotiate pricing.
- Airport Manager Richard Baker reported that Armstrong has charged between 8 – 14% for services on past projects.
- Members felt that, from this point forward, we should negotiate engineering fees on all major projects (\$1 million or more) and every two years we should review fees in general for any firm under contract.
- **A motion was made and seconded to recommend renewal of the contract with Armstrong Consulting for engineering services. 4 approved, 1 opposed, the motion carried.**
- **A motion was made and seconded to require Armstrong Consulting to state their pricing for the parallel taxiway project and to negotiate that fee and all subsequent project fees. All approved, the motion carried.**

Open House:

- Flyers advertising the September 29th Open House have been printed and distributed but there is still concern about how to get the word out to people who may want to fly in from outside the county.
- We plan to advertise in local newspapers and communication media. A news release will be prepared and the media should carry it free of charge.
- 500 feet of barrier fence has been acquired for crowd control but more is needed.
- Volunteers are also needed to man the fence to assist with crowd control and to assist with aircraft movement.
- Classic cars and static display aircraft will be positioned in the non-movement area (ramp area south of the office)
- 500 Gallons of fuel have been committed to display aircraft who fly in for the event. Discounting fuel prices for the day was discussed as a means of attracting off-airport flyers to the event.

- Our Open House will be competing with Butts Army Airfield who has an airshow planned for that day. An airshow is not planned for Fremont County due to insurance costs but aircraft fly bys can be conducted.
- EAA Chapter 808 will be selling breakfast and water.
- DOSS Aviation will be conducting a flight instructor's briefing in the trailer modules.
- The CAP has expressed it's availability and desire to assist with the Open House. They will set up a booth and cadets will assist with directing auto traffic.
- The remote control aircraft club will be invited to come and place their aircraft and flying abilities on display.
- Local based experimental aircraft will be placed on static display.
- The Robinson helicopter based at the Royal Gorge could give rides . The operator will be contacted to coordinate.
- Arrival/departure fly bys by any participating jets and warbirds will be discussed with the operators.

Other discussion:

- Greg Tabuteau gave an update on the multiple use terminal building. Two bids have been received for the building. Funding assistance from the state aeronautics board is a good possibility. The county commissioners support the project. Upon funding approval, construction could begin in 2014. The current funding plan will require the county to commit to a \$500K loan and \$250K in cash (Here again the State Aeronautics Board may be assistance).
- One member suggested that we allow no more new jump schools to operate on the field. All members agreed that we have reached saturation in jump operations at Fremont County

There being no further items for discussion, Chairmen Marietta adjourned the meeting at 9:18am.

Minutes submitted by: Jim Woolworth