



CAPE COD GATEWAY AIRPORT COMMISSION

Tuesday, May 17, 2022

Meeting to be held On-line at 4:00 PM - Via link below:

Join Zoom Meeting

<https://zoom.us/j/99456743213>

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Meeting ID: 994 5674 3213

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1. Call to Order

2. Roll Call

3. Pledge of Allegiance

4. Minutes of the previous meetings:

December 21, 2021

January 18, 2022

February 15, 2022

5. Public Comment

6. Commissioners Response to Public Comment

7. Report from Sub-Committees

- **Finance** (*Commissioners Weil, Flores, Bailey*)
- **Infrastructure & Marketing** (*Commissioners Young, Bierwirth, DiGeorge*)



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KATIE RILEY SERVIS Airport Manager | MATTHEW T. ELIA Assistant Airport Manager

8. OLD BUSINESS

COM0422-07 - Approval of an Amendment to the Lease by and between Cape Cod Gateway Airport and Ross-Rectrix HYA, LLC for Land Lease

9. NEW BUSINESS

COM0522-1 Approval of the Use of Airport Operating Reserves in the Amount of \$2,040,571.00 (Two Million Forty Thousand Five Hundred Seventy-One Dollars and Zero Cents) to Fund the Excess Needed for the FY22 Airport Operations Building Modifications and T Hangar Project

COM0522-2 Approval of Award and Contract for FY22 Airport Operations Building Modifications and T Hangar Project in the Amount of \$5,432,817.00 (Five Million Four Hundred Thirty-Two Thousand Eight Hundred Seventeen Dollars and Zero Cents) to TRAC Builders, Inc.

COM0522-3 Approval of Award and Contract for FY22 Replace Runway 24 Engineered Materials Arresting System (EMAS) Project in the Amount of \$1,458,800.02 (One Million Four Hundred Fifty-Eight Thousand Eight Hundred Dollars and Zero Cents) to Lawrence Lynch Corporation

COM0522-4 Approval of Award and Contract for FY22 Reconstruct Runway 6-24 Project at Cape Cod Gateway Airport in the Amount of \$16,971,435.00 (Sixteen Million Nine Hundred Seventy One Thousand Four Hundred Thirty Five Dollars and Zero Cents) to Lawrence Lynch Corporation

COM0522-5 Approval of a Contract By and Between Cape Cod Gateway Airport and Griffin Avionics, LLC for Real property

COM0522-6 Discuss Revisions to the Airport Business Plan for FY2023

COM0522-7 Discuss Event Planning for FY2023

COM0522-8 Annual Election of Airport Commission Officers

10. Report of Special Committees

- Noise Report (July, October, January, April)
- Yarmouth Representative Comments

Updates:

- June Meeting
 - Airport Management would like to change the June meetings as follows:
 - Finance Subcommittee Meeting June 21 @ 0830
 - Infrastructure Subcommittee Meeting June 21 @ 1030
 - Airport Commission Meeting June 28 @ 4:00
 - Airport Master Plan Update - COMPLETED 100%
 - Monthly Financial Review (Finance)
 - Monthly Business Plan Review (Infrastructure)
 - Upcoming June Finance Items:
 - Burrell Aviation Lease
 - Hyannis Hangar LLC (maintain for June meetings)
 - On-call Planning
 - On-Call Engineering



- Hexagon Hangar Option Term
- Upcoming June Infrastructure Items:
 - Business Plan Update (FY2023 Discussion)
 - Upcoming Events
 - New focus for FY2023 to be discussed
- Commission June
 - Airport Manager Review
- CARES Act Projects Update
 - Replacement of T-hangar CARES1 & Airport Operations Renovation (see above)
 - June 13 project start
 - Mary Dunn Way Extension CARES 3
 - June 20 project start
- Other Projects out to Bid Now
 - Runway 6/24 Reconstruction (Spring 2023 start)
 - Runway 6/24 EMAS Bed Replacement (Spring 2023 start)
- Town of Barnstable Budget
 - Meetings with the Town on Capital Improvement Plan (CIP) at Town Council = May 5 via Zoom - 100% approved with one questions about airport reserves
 - Operating Budget (June 16)
- Airport Environmental Assessment
 - Epsilon Associates Kickoff Meeting completed
 - Grant Application in FAA's hands
- PFOS/Public Involvement Plan & Update
 - Response to Barnstable Village Association Comments
 - Completed Phase III Reporting
 - Received comments and feedback from DEP and the public
 - Continuing data collection and preparing for submittal of the Phase IV report to DEP in October 2022
 - Webpage development with more information on PFAS underway
- Rebranding
 - Sign Replacement
 - Mary Dunn Way Project will include one sign
 - Replacement of wooden signs - out for a bid/quotes. Assume \$30K/sign
 - Website Upgrade
 - Reveal April 30th with press release and social media content
- Dates to remember:
 - Cape Cod Gateway Airport Community Event Series
 - May 19, 2022: Cigars & Whiskey (6:30-8:30) \$100/ticket
 - September 24, 2022: A Great Day For the Gateway - Celebrating America on Cape Cod (11-4:00)

11. Announcements - Commissioner's Comments

12. Matters not reasonably anticipated by the Chair

13. Adjournment - Next Meeting, June 28, 2022

Please Note: The list of matters, are those reasonably anticipated by the Chair, which may be discussed at the meeting. Not all items listed may in



fact be discussed and other items not listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law. It is possible that if it so votes, the Commission may go into executive session. The Commission may also act on items in an order other than they appear on this agenda.

AGENDA ITEMS

COM0422-07 - Approval of an Amendment to the Lease by and between Cape Cod Gateway Airport and Ross-Rectrix HYA, LLC for Land Lease

MOTION to approve the Amendment #7 to the lease by and between the Cape Cod Gateway Airport and Ross-Rectrix, HYA LLC for a land lease of the fuel farm and fuel truck parking area, parcel G, totaling 4,105 square feet to coincide with the expiration of their current lease in 2024. **SPONSOR: Finance (May be acted upon)**

COM0522-1 Approval of the Use of Airport Operating Reserves in the Amount of \$2,040,571.00 (Two Million Forty Thousand Five Hundred Seventy-One Dollars and Zero Cents) to Fund the Excess Needed for the FY22 Airport Operations Building Modifications and T Hangar Project

MOTION to approve the request to appropriate Airport operating reserve funds in the amount of \$2,040,571.00 to pay for the Airport Operations Building Modifications and T-Hangar Project over and above the CARES Act funding of \$4,314,348.00 for a total project cost of \$6,354,919.00. **SPONSOR: Finance (May be acted upon)**

COM0522-2 Approval of Award and Contract for FY22 Airport Operations Building Modifications and T Hangar Project in the Amount of \$5,432,817.00 (Five Million Four Hundred Thirty-Two Thousand Eight Hundred Seventeen Dollars and Zero Cents) to TRAC Builders, Inc.

MOTION to approve the recommendation of Bid Award to TRAC Builders, Inc. and to approve the contract by and between the Cape Cod Gateway Airport and TRAC Builders, Inc. for the Airport Operations building modifications and T-Hangar Project in the amount of \$5,432,817.00. **SPONSOR: Finance (May be acted upon)**

COM0522-3 Approval of Award and Contract for FY22 Replace Runway 24 Engineered Materials Arresting System (EMAS) Project in the Amount of \$1,458,800.02 (One Million Four Hundred Fifty-Eight Thousand Eight Hundred Dollars and Zero Cents) to Lawrence Lynch Corporation

MOTION to approve the recommendation of Bid Award to Lawrence-Lynch Corp. and to approve the contract by and between the Cape Cod Gateway Airport and Lawrence-Lynch Corp. for the Replace Runway 24 Engineered Materials Arresting System (EMAS) Project in the amount of \$1,458,800.02. **SPONSOR: Finance (May be acted upon)**

COM0522-4 Approval of Award and Contract for FY22 Reconstruct Runway 6-24 Project Cape Cod Gateway Airport in the Amount of \$16,971,435.00 (Sixteen Million Nine Hundred Seventy One Thousand Four Hundred Thirty Five Dollars and Zero Cents) to Lawrence Lynch Corporation

MOTION to approve the recommendation of Bid Award to Lawrence-Lynch Corp. and to approve the contract by and between the Cape Cod Gateway Airport and Lawrence-Lynch Corp. for the Reconstruct Runway 6-24 Project in the amount of \$16,971,435.00 **SPONSOR: Finance (May be acted upon)**



COM0522-5 Approval of a Lease By and Between Cape Cod Gateway Airport and Griffin Avionics, LLC for Real property

MOTION to approve the lease by and between the Cape Cod Gateway Airport and Griffin Avionics, LLC for real property consisting of land and building located at 630 Barnstable Road, Hyannis, MA. **SPONSOR: Finance (May be acted upon)**

COM0522-6 Discuss Revisions to the Airport Business Plan for FY2023

COM0522-7 Discuss Event Planning for FY2023

COM0522-8 Annual Election of Airport Commission Officers

