

**HELENA REGIONAL AIRPORT AUTHORITY  
SPECIAL MEETING MINUTES  
SEPTEMBER 23, 2020**

**MEETING**

In Attendance via phone conference:

Mike Murray, Vice Chair  
Liz Bangerter, Immediate Past Chair  
Jon Moe, Past Chair  
Rick Hays, Past Chair  
Mike Muscarelli, Commissioner

In Attendance:

Tim Orthmeyer, MMI  
Jeff Wadekamper, Airport Director  
Ross Marty, Assistant Airport Director  
Connie Lundin, Financial Manager  
Amber Huggett, Office Manager

Excused:

Dave Simkins, Chair  
Tom McGree, Secretary  
Greg Gould, Luxan & Murfitt, PLLP

Public:

None

**PUBLIC COMMENT PERIOD**

None

**AIRPORT IMPROVEMENT PROGRAM PROJECTS**

**AIP – 58**

Consider a Change Order to AIP-58 (Fire Training Center Rehab) – In June we made the decision to only approve phase 1 of the Guaranteed Maximum Price for the rehab of the fire training center due to the uncertainty of the final FAA Grant amount. Recently the FAA issued the grant for AIP-58 and it included enough funds to cover the entire project.

KFT has provided us a change order and associated cost to add phase 2 into the project. The cost of phase 2 by itself is \$864,458. Breaking the two phases up added some incremental costs due to duplicated efforts such as freight and equipment fabrication. The additional cost amounts to \$41,845. One thing to note is that neither KFT nor DAC made any cost additions to their GCCM Fee or overhead costs.

Phase 2 includes the remainder of the building improvements and the additional site improvements including the CRG engine fire prop located on the Specialty Aircraft Fire Trainer.

The project has a contingency of \$171,574 within the guaranteed maximum price for both phases, although the project team feels very confident that will likely not be needed. In addition, if there is something unforeseen above that amount that comes up, there is also the ability to amend the grant up to 15%. Between all of these options, Tim and Jeff are confident that we will be in great shape, but Jeff wanted provide this information so everyone had comfort going ahead with the full scope of the project. Due to the scheduling of the project and the time frame for fabricating the added equipment, it was necessary to hold a Special Authority Meeting to approve this change order as soon as possible. We could not wait until the October 20 Meeting as that would place the project behind schedule and create issues on the completion end date which we need to meet to re-open the facility to training firefighters next spring.

Tim and Jeff recommend approval of the change order for phase 2 in the amount of \$864,458.

**MOTION** was made by Past Chair Moe, seconded by Immediate Past Chair Bangerter to approve the Change Order to AIP-58.

The motion carried unanimously.

**DIRECTOR'S COMMENTS.**

None

**REPORTS PRESENTED FOR REVIEW:**

Board Report – Jeff Wadekamper  
Orthmeyer Project Report – Tim Orthmeyer

  
/s/ \_\_\_\_\_  
Dave Simkins, Chair

ATTEST:

  
/s/ \_\_\_\_\_  
Tom McGree, Secretary

(SEAL)