



CAPE COD GATEWAY AIRPORT COMMISSION

Tuesday, April 19, 2022

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

Join Zoom Meeting

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

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

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*)

8. OLD BUSINESS

COM0621-01 Airport Website Revamp, Update and Review

COM0322-1 Approval of the Calendar Year 2022 Modifications to the Airport's Rates and Charges.



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

9. NEW BUSINESS

COM0422-1 - Approval of the Award and Contract for FY22 Reconstruct and Extend Mary Dunn Way Project

COM0422-2 -Approval of the Award and Contract for FY 22 Cape Cod Gateway Airport Baggage Belt Modifications and Reprogramming

COM0422-3 -Approval of an Amendment to the Contract By and Between McFarland Johnson LLC and Cape Cod Gateway Airport in the Amount of \$5,839.51 (Five Thousand Eight Hundred Thirty-Nine Dollars and Fifty-One Cents) for Professional Planning Services for the Development of and Federal Aviation Administration required Disadvantage Business Enterprise Plan

COM0422-4 -Review and Discuss the Airport Aircraft Rescue and Firefighting (ARFF) Airport Operations Renovation Project.

COM0422-5 -Approval of the Contract by and between Cape Cod Gateway Airport and Runway Safe Inc.

COM0422-06 - Approval of the Amendment to the Lease by and between Cape Cod Gateway Airport and Ross-Rectrix HYA, LLC for Additional Ramp Parking Parcels E and F.

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

Executive Session pursuant to M.G.L. c. 30A, § 21(a)(6) to discuss strategy with respect to the lease of real property by and Between Cape Cod Gateway Airport and a Future Lessee for 110 Mary Dunn Way as a discussion in open session may have a detrimental effect on the negotiating position of the public body, the Airport Commission.

10. Report of Special Committees

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

Updates:

- Airport Master Plan Update
 - Awaiting FAA Final approval - FAA indicated that this is forthcoming
- Monthly Financial Review (Finance)
- Monthly Business Plan Review (Infrastructure)
- Upcoming May Finance Items:
 - Griffin Avionics Lease
 - Award & Contract T-hangar Replacement & Airport Operations Remodel
 - Hyannis Hangar LLC (maintain for June meetings)
- Upcoming May Infrastructure Items:
 - Business Plan Update (FY2023 Discussion)
 - Upcoming Events
 - Electric Aircraft Charging Station Policy
- CARES Act Projects Update



- Replacement of T-hangar CARES1 & Airport Operations Renovation
 - Invitation for Bid and Request for Proposal Due = 4/27/2022
 - Mary Dunn Way Extension (see above)
 - May/June 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
 - Operating Budget (June) - Management will keep you informed of the date of this meeting
- Airport Environmental Assessment
 - Epsilon Associates Kickoff Meeting completed
 - Grant Application in FAA's hands
- PFOS/Public Involvement Plan & Update
 - Completed Phase III Reporting
 - 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
 - Terminal sign replaced
 - Mary Dunn Way Project will include one sign
 - Replacement of wooden signs - out for a bid. Assume \$30K/sign
 - Website Upgrade
 - Nearly complete
 - Reveal end of month!!!!
- Dates to remember:
 - Cape Cod Gateway Airport Community Event Series
 - March 31, 2022: Rock Your Garden (6:30-8:30) \$38/ticket - **this was sold out and went very well**
 - April 21, 2022: COVID Healthcare Appreciation "Restore and Refresh" (4:30 to 7:00) - free to healthcare providers
 - May 19, 2022: Cigars & Whiskey (6:30-8:30) \$100/ticket
 - Tent as a possibility to get away from the terminal
 - June 12, 2022: Celebrating America on Cape Cod (12-4:00) - **Date modified to September 24 but having an issue getting a big draw for the event**
 - November xx, 2022: Pottery Night
 - December xx, 2022: Holiday Entertaining

11. Announcements - Commissioner's Comments

12. Matters not reasonably anticipated by the Chair

13. Adjournment - Next Meeting, May 17, 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

COM0621-01 Airport Website Revamp, Update and Review

MOTION to approve the revised website as presented at the April 19, 2022 Airport Commission meeting . **SPONSOR:** Infrastructure (**May be acted upon**)

COM0322-1 Approval of the Calendar Year 2022 Modifications to the Airport's Rates and Charges.

MOTION to approve the Calendar Year 2022 Airport Rates and Charges as presented at the April 19, 2022 Airport Commission meeting . **SPONSOR:** Finance (**May be acted upon**)

COM0422-1 - Approval of the Award and Contract for FY22 Reconstruct and Extend Mary Dunn Way Project

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 and Extend Mary Dunn Way Project in the amount of \$4,654,008.00. **SPONSOR:** Finance (**May be acted upon**)

COM0422-2 -Approval of the Award and Contract for FY 22 Cape Cod Gateway Airport Baggage Belt Modifications and Reprogramming

MOTION to approve the recommendation of Bid Award to JBT AeroTech and to approve the contract by and between the Cape Cod Gateway Airport and JBT AeroTech for the Fiscal Year 2022 Cape Cod Gateway Airport Baggage Belt Modifications and Reprogramming Project in the amount of \$35,175.00. **SPONSOR:** Finance (**May be acted upon**)

COM0422-3 -Approval of an Amendment to the Contract By and Between McFarland Johnson LLC and Cape Cod Gateway Airport in the Amount of \$5,839.51 (Five Thousand Eight Hundred Thirty-Nine Dollars and Fifty-One Cents) for Professional Planning Services for the Development of and Federal Aviation Administration required Disadvantage Business Enterprise Plan

MOTION to approve the revised contract, increased by \$5,839.51, by and between McFarland Johnson LLC and the Cape Cod Gateway Airport in the amount of \$27,000 for the professional planning services for Airport Concessions Disadvantaged Business Enterprises (ACDBE) and Disadvantaged Business Enterprises (DBE) Plan Updates. **SPONSOR:** Finance (**May be acted upon**)

COM0422-4 -Review and Discuss the Airport Aircraft Rescue and Firefighting (ARFF) Airport Operations Renovation Project.

COM0422-5 -Approval of the Contract by and between Cape Cod Gateway Airport and Runway Safe Inc.

MOTION to approve the contract by and between the Cape Cod Gateway Airport and Runway Safe Inc. for the Engineered Material Arresting System (EMAS) Materials and Project Over Sight in the amount of \$4,379,871.00. **SPONSOR:** Finance (**May be acted upon**)



COM0422-06 - Approval of the Amendment to the Lease by and between Cape Cod Gateway Airport and Ross-Rectrix HYA, LLC for Additional Ramp Parking Parcels E and F.

MOTION to approve the Amendment #6 to the lease by and between the Cape Cod Gateway Airport and Ross-Rectrix, HYA LLC for additional ramp parking parcels E and F totaling 51,455 square feet in the amount of \$2,358.35 per month to coincide with the expiration of their current lease in 2024. **SPONSOR:** Finance **(May be acted upon)**

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)**

Executive Session pursuant to M.G.L. c. 30A, § 21(a)(6) to discuss strategy with respect to the lease of real property by and Between Cape Cod Gateway Airport and a Future Lessee for 110 Mary Dunn Way as a discussion in open session may have a detrimental effect on the negotiating position of the public body, the Airport Commission.

As Chair of the Airport Commission, I move to go into Executive Session pursuant to M.G.L. c. 30A, § 21(a)(6) to discuss strategy with respect to the lease of real property by and between Cape Cod Gateway Airport and a future lessee for 110 Mary Dunn Way as a discussion in open session may have a detrimental effect on the negotiating position of the public body, the Airport Commission. This meeting will not reconvene in open session after the Executive Session.

