

FORT WAYNE-ALLEN COUNTY AIRPORT AUTHORITY

Fort Wayne-Allen County Airport Authority Board Meeting

Regular Session

December 12, 2022

3:00 p.m.

A meeting of the Fort Wayne-Allen County Airport Authority Board was held on December 12, 2022 at the Fort Wayne Aero Center, 4401 Altitude Drive, Fort Wayne, Indiana, 46809, Conference Room, F203, pursuant to proper legal notice. A quorum being present, Mr. Richard B. (Barry) Sturges, Jr., Board President, called the meeting to order at 3:05 p.m.

ATTENDANCE:

**AIRPORT AUTHORITY
BOARD MEMBERS:**

Richard B. (Barry) Sturges, Jr., President, present
Gregg C. Sengstack, Vice President, present
Timothy J. Haffner, Secretary, present
Jerome F. (Jerry) Henry, Jr., present
Kimberly M. Wagner, present
Réna Bradley, present
**electronic participation*

**AIRPORT AUTHORITY STAFF
& LEGAL COUNSEL PRESENT:**

Scott Hinderman, Executive Director
Robin Strasser, Dir. Admin. & Finance
Joe Marana, Dir of Operations and Facilities
Mike Deam, Airport Authority Attorney
Tom Trent, Airport Authority Attorney
Stephanie Veit, Airport Development Director
Justin Treft, FBO General Manager
Mary Easterday, Administrative Assistant

CALL TO ORDER:

A quorum being present, Mr. Sturges called the meeting to order at 3:05 p.m.

**1. CONSIDERATION AND APPROVAL OF TODAY'S AGENDA AND CONSENT
AGENDA**

Mr. Scott Hinderman indicated staff had no changes to the posted agenda. Mr. Timothy Haffner made a motion to approve the December 12, 2022 Board Agenda as posted, and the Consent Agendas as presented below. Mr. Gregg Sengstack seconded the motion; the motion unanimously carried.

ADMINISTRATIVE CONSENT AGENDA:

- Approval of Board Minutes – 11.14.2022
- Review & Approval of Claims #22-12
- Accounts Receivable Report

BID CONSENT AGENDA:

- (1) *Consideration and Award of One New Compact Tractor Plow/Broom Combination Unit*

BOARD MEETING MINUTES

December 12, 2022

Page 2 of 5

Airport Authority staff received bids for the purchase of a new compact tractor plow/broom combination unit. In response to the solicitation, one bid was received. It was noted that this unit is a specialized compact multi-combination plow and broom that is ideally suited for snow operations on the terminal ramp around the jet-bridges.

Airport staff reviewed the bid received from Brown equipment with a base bid amount of \$189,751.00. There was also an additive bid for a hydraulic debris blower attachment in the amount of \$11,900.00. The bid from Brown equipment does meet all of the bid requirements.

Staff requested that the Board make an award to Brown Equipment as the only responsive and responsible bid in the amount of the base bid and additive totaling \$201,651.00.

CONTRACT CONSENT AGENDA:

(1) Contingency Change Order Authorization Number 9 – Fort Wayne International Airport West Terminal Expansion with Michael Kinder & Sons (MKS) – AIP 77

This increase is in the amount of \$49,437.84. This amount will come from the already approved owner's construction contingency in the MKS contract. This leaves a contingency balance of \$1,730,270.46. Included in this change order is an increase to cover additional vestibule diffusers, firestopping at 2A-2, clerestory glazing support, admin slab and beam conflict, stair and fire riser foundation walls, admin ceiling height (grinder and gas line), reconciliation of unsuitable soils, striping from the canopy to Ferguson Road.

Staff recommended approval of this change order with signature authorization for the Executive Director of Airports.

2. ACTIVITY REPORT – NOVEMBER 2022

Mr. Scott Hinderman reported to board members on recent Airport Authority air service and marketing activities. His report to the board included the following:

- Activity for November 2022 is down compared to November 2021 enplanements – November 2022 enplanements were reported at 28,928 down 6.05% compared to November 2021 enplanements reported at 30,792, however, enplanements are reported at being up 7.84% year-to-date
- Capacity in November 2022 is down slightly in flights compared to November 2021 however seat capacity is up in November 2022 compared to November 2021 due to Delta operating larger aircraft out of FWA
- Changes in flight schedules for the upcoming months were noted as follows:
 - In December, United will only be operating 2 flights daily to Chicago; in January United will again operate 3 daily flights to Chicago
 - Beginning in January, Delta will be servicing 2 flights daily to Atlanta; will look for 3 daily flights to be back on the schedule in March 2023

BOARD MEETING MINUTES

December 12, 2022

Page 3 of 5

3. CONSIDERATION AND APPROVAL OF RESOLUTION 22-08: APPROPRIATIONS TRANSFER

Ms. Robin Strasser explained to board members that the 2022 Budget was prepared six months prior to the beginning of the budget year and spending requirements were established at that time. Now certain accounts require additional spending authority, and several accounts need less spending authority because anticipated expenditures were unnecessary. Ms. Strasser requested Board approval to make the necessary transfers among several accounts as presented in Resolution 22-08. These transfers will prevent appropriations from having deficient balances and will keep us in compliance with Indiana code requirements. Ms. Strasser affirmed that the result of all transfers is a net increase of zero dollars to the 2022 Budget.

Mr. Tim Haffner made a motion to approve Resolution 22-08: Appropriations Transfer Resolution (as presented). Ms. Kimberly Wagner seconded the motion; the motion unanimously carried.

4. CONSIDERATION AND AWARD OF PROJECT TB22-E, CONSTRUCT NEW CORPORATE HANGAR #2018

Mr. Scott Hinderman reported to the Board that Authority staff had developed an RFQ/RFP for a design build selection process to construct a new corporate hangar for aircraft at FWA in accordance with IC 5-30. Mr. Hinderman informed board members that hangar space is currently at capacity and due to the increase in general aviation activity in Northeast Indiana, demand exists for more hangar space. The proposed new hangar construction will be located to the west of our existing Hangar 2016 which was constructed in 2017/2018 and will be very similar to that facility.

Mr. Hinderman reported that in response to the RFQ/RFP solicitation, the technical review committee received two proposals. As required by Indiana code, the qualitative portion of the proposals were reviewed by a technical review committee and interviews with the two firms submitting, (Hagerman Construction and FCI Construction) were also conducted. The technical review committee evaluated and scored the proposals and the responses from the interviews. On December 2, 2022 a public price proposal opening was conducted (also in accordance with Indiana code). The qualitative scores were disclosed and the sealed price submissions from each firm were opened and read at that time. As established by Indiana code, the price submissions were divided by the composite scores and the proposal from Hagerman Construction was determined to represent the lowest adjusted price; therefore, providing the best value.

Mr. Hinderman recommended that the Board make an award to negotiate with Hagerman Construction as the design build firm representing the best value for the construction of new Corporate Aircraft Hangar #2018. It was also requested that the Board provide approval for the Executive Director of Airports to execute the contract documents upon successful negotiation.

BOARD MEETING MINUTES

December 12, 2022

Page 4 of 5

Board members inquired as to the time frame for the completion of construction and Mr. Hinderman indicated staff is hoping to have the hangar completed by October / November 2023.

Mr. Timothy Haffner made a motion to approval the awarding of Project TB22-E, Construction of New Corporate Hangar 2018 to Hagerman Construction as the design build firm and to provide authority to the Executive Director of Airports to continue negotiations with Hagerman Construction; and upon successful negotiations of a contract and legal approval, to execute the contract documents. Mr. Gregg Sengstack seconded the motion; the motion unanimously carried.

5. NEW BUSINESS

Mr. Hinderman indicated staff had no additional business to bring before the board at this time. Mr. Hinderman did note that the January 2023 board meeting would take place at the terminal building in the newly renovated administrative office space.

6. ADJOURNMENT

Mr. Haffner moved to adjourn the December 12, 2022, Regular Session Board Meeting at 3:14 p.m. Mr. Sturges adjourned the meeting.

EXECUTIVE SESSION:

An Executive Session was held prior to the regular session board meeting on December 12, 2022 at 2:00 p.m. at the Fort Wayne Aero Center, 4401 Altitude Drive, Fort Wayne, Indiana, 46809, Conference Room, F203, pursuant to proper legal notice, to discuss Personnel (pursuant to IC 5 14 1.5 6.1(b)(5) or (b)(6) or (b)(9), Lease Negotiations (pursuant to IC 5 14 1.5 6.1(b)(2)(D), pending or threatened litigation which is pursuant to IC 5 14 1.5 1(b)(2)(B), and confidential records which is pursuant to IC 5 14 1.5 6.1 (b)(7).

Attendance:

Richard B. (Barry) Sturges, Jr., President; present

Gregg Sengstack, VP; present

Timothy T. Haffner, Secretary; present

Jerome F. (Jerry) Henry, Jr.; present

Kimberly Wagner; present

Réna Bradley; present

Mr. Mike Deam; present

Mr. Tom Trent; present

Mr. Scott Hinderman; present

Mr. Joe Marana; present

Ms. Robin Strasser; present

BOARD MEETING MINUTES

December 12, 2022

Page 5 of 5

Ms. Stephanie Veit; present

Ms. Mary Easterday; present

**electronic participation*

By signing the minutes of the December 12, 2022, board meeting, it is hereby certified that nothing other than the topics, as noted above, were discussed during the Executive Session.

Signatures on File

Mr. Richard (Barry) Sturges
Board President

Mr. Timothy Haffner
Board Secretary