

Susquehanna Area Regional Airport Authority
Airport Operations Committee
May 24, 2024
Minutes

A meeting of the SARAA Airport Operations Committee was called to order by Mr. Enterline at 8:20 a.m. on Friday, May 24, with the following members of the Committee present:

Brian Enterline, Chair

Also attending were: Timothy Edwards (Executive Director), Ryan Collins (Deputy Executive Director), Bill Leonard (SARAA Board), Carolyn Van Newkirk (SARAA Board), James Helsel (SARAA Board), Jim Gross (SARAA Board), Erik Hume (SARAA Board), Lou Pirozzi (Deputy Director, Engineering & Planning), Michael Moskal (Deputy Director, Finance & Administration), Jamie Sides (Deputy Director, Maintenance), Scott Miller (Deputy Director, Marketing, PR & Advertising), Kevin Bryner (Deputy Director, IT), and Camille Springer (Executive Assistant).

Guests: Delta Development: Eric Clancy, Rebecca Burk, Maggie McGahen

Public Comments: None.

Minutes: The minutes of the April 19, 2024, Airport Operations Committee were deemed approved with no changes.

Delta Development:

Capital Projects:

Dauphin County Local Share Municipal Grant Program, Threat Assessment Containment Unit:

Secured Public Funding: \$65,000; final reimbursement received March 2024

PCCD Local Law Enforcement Grant Program: Secured Public Funding: \$74,153; fully executed Grant Agreement.

Dauphin County Local Share Municipal Grant Program, Oshkosh Striker ARFF Vehicle:

Pending Grant Agreement and reimbursement

PennDOT Alternative Set Aside Program: This was not selected for funding.

PA DCED Statewide Local Share Account Program: Grant Request: \$807,300; Award Announcement anticipated for November 2024

PennDOT Multimodal Transportation Fund (MTF): Grant Request: \$810,096; Award Announcement Anticipated for June 2024

DCED Industrial Site Reuse Program: Grant Request \$160,000; Received invitation for formal submission, pending scope approval w/PA DEP

Congressionally Directed Spending: Match requirement 20%; Project selection anticipated for May 2024.

US Department of Defense, HIA Hydropillar Restoration: Award Announcement anticipated for September 2024.

Other Initiatives:

2024 Appointing Authorities Presentations:

- Cumberland County Board of Commissioners, May 15th
- City of York: June 4th
- Lower Swatara Township Board of Commissioners: June 5th
- Fairview Township Board of Supervisors: June 24th
- York County Commissioners: July 3rd
- Dauphin County Commissioners: July 17th
- City of Harrisburg and Dauphin County: TBD

Capital City Airport, Restaurant Market Analysis: Mr. Clancy gave a presentation on CXY Restaurant Tenancy Overview/Considerations. Discussed ensued.

Marketing & Enplanement Report:

Mr. Miller reported that April 2024 MDT Operations were up 2.2% vs April 2023. YTD 2024 Operations are down 0.6% vs YTD 2023. Passenger and cargo operations are down 9% YTD. April 2024 CXY Operations were up 3.7% vs April 2023. YTD 2024 CXY Operations are up 1.1% vs YTD 2023. Local GA operations are up 4% YTD. April 2024 Air Cargo Tonnage decreased 1% vs April 2023. YTD 2024 Air Cargo Tonnage is down 1.3% vs YTD 2023. April 2024 Enplanements were 60,820, up 20.6% vs April 2023. YTD 2024 Enplanements are up 10.3% vs YTD 2024, and up 4.2% vs budget. April 2024 was the second busiest April in airport history trailing 2019 by 5%. The 2024 Enplanement projection is 712,099, +6% vs budget.

Schedule changes this summer:

- Allegiant adds 2x weekly new service to Jacksonville on June 14th
- United begins 2x daily service to Dulles on June 27th (replaces EWR)
- Delta now offers 2x per day to Detroit on most days of the week
- American now offers 3x per day service to Chicago; between 3x to 5x to Philadelphia.
- American to Charlotte increases from 580 seats to 784 seats on August 6th.

The Jumpstart 2024 conference was held on May 20-22. The Speed Dating Meetings included American, Delta, United, JetBlue Southwest, Viva Aerobus, Landline Bus Company.

Project Update:

Mr. Pirozzi reported on the following:

Status of Major Projects:

HIA:

Cargo Apron Expansion, Phase 5/6: Continue to install drainage pipes and structures. Continue to prepare subgrade.

Reconfigure Third Street: Contractor will install curb, sidewalk and pave additional area. Final inspection to be held after growth is established.

WTP and Well Upgrades: Site restoration/paving completed week of April 29th.

Replace Passenger Boarding Bridges: Board paper to award construction to Oshkosh AeroTech, LLC (JBT)

Refurbish & Paint Water Tower: Completed blasting and 1st primer coat application. Cleaning and preparing exterior surfaces for 2nd coat.

GRA:

Construct South Apron: Board paper this month to award CA Services to TranSystems. Board paper this month to award CM/CI services to ADCI. Board paper this month to award Construction to Conewago.

FCRA:

Update Master Plan: Responded to FAA's comments for Working Paper N. 2. Continue to finalize last chapter of Master Plan and draft ALP for FAA review.

Award South Apron Construction, Phase VI, Conewago Enterprises, GRA:

Mr. Edwards reported that this is to authorize the Executive Director to execute a construction contract, pending award of an FAA AIP Grant, with Conewago Enterprises in the amount of \$731,229 to construct Phase VI of the South Aircraft Parking Apron Project at GRA. Work during this phase will prepare the remaining portion of taxiway extending along the north side of the new apron for paving that will be completed under the next phase. A total of three bids were received. The low bidder was deemed to be responsible and responsive and proposed a cost that was below the Engineer's Opinion of Probable Cost by 21.9%. This project will be funded through an FAA AIP Grant at 90% with a 5% State and 5% local match.

There were no objections to forwarding this item to the full Board for approval.

Award CA Services, South Apron Construction, Phase VI, TranSystems, GRA:

Mr. Edwards reported that this is to authorize the Executive Director to execute a professional service agreement with TranSystems in an amount not-to-exceed \$68,570 to provide Construction Administration Services for Phase VI of the South Aircraft Parking Apron at GRA. TranSystems is recommended to provide CA Services since they are the Engineer of Record for this project and successfully performed as CA on previous phases. This project will be funded through an FAA AIP Grant at 90%.

There were no objections to forwarding this item to the full Board for approval.

Award CM/CI Services, South Apron Construction, Phase VI, ADCI, GRA:

Mr. Edwards reported that this is to authorize the Executive Director to execute a professional service agreement with ADCI, Inc in an amount not-to-exceed \$202,341 to provide Construction Management and Inspection Services for Phase VI of the South Aircraft Parking Apron at GRA. ADCI is recommended to provide CM/CI for this project due to their outstanding past performance and knowledge of SARAA's processes. This project will be funded through an FAA AIP Grant at 90%. Mr. Hume said he would recuse himself from this vote.

There were no objections to forwarding this item to the full Board for approval.

Award CA/CM/CI Services, Community Hangar Apron, ADCI, FCRA:

Mr. Edwards reported that this is to authorize the Executive Director to execute a professional service agreement with ADCI, Inc. in an amount not-to-exceed \$154,996 to provide Construction Administration, Construction Management and Construction Inspection Services for the Apron Rehabilitation Project at FCRA. This project will enhance safety at FCRA and extend the life of the airfield by reconstruction approximately 5,800 SY of aircraft parking apron pavement, installing new subsurface under-drains, in-pavement aircraft tie-down anchors, and airfield pavement markings. ADCI is recommended to provide these services for this project since they are the Engineer of Record; proficient with SARAA's processes and have an outstanding record of past performance. This project will be funded through an FAA AIP Grant at 90%. Mr. Hume said he would recuse himself from this vote.

There were no objections to forwarding this item to the full Board for approval.

Award Passenger Boarding Bridges Construction, Oshkosh AeroTech, HIA:

Mr. Edwards reported that this is to authorize the Executive Director to execute a construction contract with Oshkosh AeroTech, in the amount of \$7,492,871 to replace six passenger boarding bridges and update PC Air and Ground Power Units at HIA. The scope of work includes removing/disposing of six existing PBB's repairing existing pedestals on selected gates and furnishing/installing new PBB's. Also, this project will provide new, more efficient stand-alone undermounted PC Air units at all twelve PBBs. These units will greatly reduce operating times, costs and energy consumption. A total of three bids were received. The low bidder was deemed to be responsible and responsive and proposed a cost that was below the Engineer's Opinion of Probably Cost by 16.38%. This project was selected by FAA for a FY 2024 BIL-ATP Grant and will be funded at 95% with a 5% match.

There were no objections to forward this item to the full Board for approval.

Award 4th Floor Joint Replacement, MMTF, Lobar Associates, HIA:

Mr. Edwards reported that this is to execute an agreement with Lobar Associates Construction for the replacement of the top-level flat double "T" joints on the 4th level of the MMTF. The total value of the agreement will not exceed \$903,411.83. The work will only be approved subject to submission and verification of Keystone Purchasing Network/Gordian contract participation by Lobar Associates. Work is to be staged to allow access to all levels while work is being completed. Lobar Associates Construction has worked with HIA on several projects within the MMTF including 4th floor joint replacement and concrete section repairs. Funding for this agreement was included in the SARAA 2024 Operating and Maintenance Budget.

There were no objections to forwarding this item to the full Board for approval.

Award CA/CM Services, 4th Floor MMTF Joint Repairs, Desman, HIA:

Mr. Edwards reported that this is to authorize the Executive Director to execute a professional services agreement with Desman for an amount not to exceed \$75,670 for CA/CM services associated with Phase IV Repair and Monitoring of the MMTF at HIA. Desmond is the Engineer of Record for the project and has an excellent performance record with the airport. Funding for this agreement was included in the SARAA 2024 Operating and Maintenance budget.

There were no objections to forwarding the item to the full Board for approval.

EAM & GIS System Software Subscription:

Mr. Edwards reported that this is to authorize the Executive Director to sign a four-year subscription agreement with Trimble for its Cityworks software for an amount not to exceed \$390,735. In December 2023 the SARAA Board gave approval for staff to move forward with the development and implementation of a GIS-based asset management (EAM) system. For consultant AECOM to be configuring the software, SARAA must purchase a subscription with Trimble. A multi-year subscription is recommended to take advantage of the largest discounts offered by Trimble. Funding for this project will come from the 2024-2027 O&M budgets.

There were no objections to forwarding this item to the full Board for approval.

Maintenance Vehicle:

Mr. Edwards reported this is to approve the acquisition of one Chevrolet Traverse SUV. The vehicle will be used as an on-highway transportation vehicle for use by all SARAA personnel for training, local or distant meetings, or activities at SARAA-owned facilities or distant locations. The purchase will not exceed \$47,500. This project and funding were approved as part of the 2024 SARAA Capital budget. The vehicle is available through the State COSTARS Contract.

There were no objections to forwarding this item to the full Board for approval.

Facilities Easement Agreement, Adams Electric, GRA:

Mr. Edwards reported that this is to authorize the Executive Director to execute a Facilities Easement Agreement between SARAA and Adams Electric. Dave Speranza is projecting to start construction on his new hangar at GRA and has requested Adams Electric to install electric service, including poles, conduit, cables, transformer and meter to his hangar. The permanent, non-exclusive easement allows Adams Electric access to the easement area for the installation, construction, operation, maintenance, repair, or removal of the equipment. If the easement is no longer necessary, it will terminate.

There were no objections to forwarding this item to the full Board for approval.

Operating Agreement, LK Aircraft Line Maintenance, FCRA:

Mr. Edwards reported that this is to authorize the Executive Director to execute an Operating Agreement with LK Aircraft Line Maintenance. Lauren Kimberly, who is an airframe and power plant mechanic would like to establish an aircraft line maintenance station at FCRA. LK will provide line maintenance services and support for any scheduled checks and unscheduled maintenance for all aircraft with gross weight of 12,500 pounds or less. Lauren has submitted a business plan and is seeking a 6-month term for the operation that will automatically renew every 6 months. The maintenance station will be located inside the community hangar, in a spot that she already rents. Lauren will be authorized to conduct the line maintenance services at FCRA, GRA and CXY. Legal Counsel will draft the Operation Agreement. The operator shall pay SARAA a commission fee of 3.5% of the total gross revenues of all revenue producing activities.

There were no objections to forwarding this item to the full Board for approval.

GA Airports:

CXY Premier Pilot Training Discovery Day: Mr. Collins reported that the CXY Premier Pilot Training Discovery Day will be held on June 22, 2024. The Premier Pilot Center intends to hold a small “Discovery Day” to promote their operation at CXY. Premier Pilor will have a small static aircraft display and will have staff on site to answer questions. The marketing team will share/promote their information on social media platforms.

Mr. Collins also shared pictures of the following:

- CXY Blimp Visit
- FCRA Fuel System Tank Installation
- FCRA LK Aircraft Line Maintenance
- FCRA Building 400 Renovation
- FCRA Gypsy Moth Spraying Operation
- GRA Activity

Adjournment: Mr. Enterline adjourned the meeting at 10:15 a.m.

Next Meeting: Friday, June 21, 2024, 8:00 a.m., **Harrisburg International Airport**

Respectfully submitted:

Timothy J. Edwards
Executive Director

Prepared by Camille Springer