



CAPE COD GATEWAY AIRPORT COMMISSION

Tuesday, September 19, 2023

Meeting to be held in the Airport Conference Room at 4:00 PM

The meeting will be televised live via Xfinity Channel 8 or high definition Channel 1072. It may also be accessed via the Government Access Channel live stream on the Town of Barnstable's website:

<http://streaming85.townofbarnstable.us/CablecastPublicSite/watch/1?channel=1>

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Minutes of the previous meetings:
August 15, 2023
5. Public Comment
6. Commissioners Response to Public Comment
7. Report from Sub-Committees
 - **Finance** (*Commissioners Weil, Flores, Bailey*)
 - **Infrastructure & Marketing** (*Commissioners Bierwirth, DiGeorge, Guiod*)
8. OLD BUSINESS
None
9. NEW BUSINESS
COM0923-1 Approval of Cape Air Leasehold Improvements for the Fleet Hangar Doors.

COM0923-2 Approval of Travel Approval Letters for Airport Staff

COM0923-3 Approval of Change Order #2 for Design and Reconstruct Runway 6-24 Project

COM0923-4 Approval of Change Order #5 for time for the Airport Operations and T-hangar Replacement Project

COM0923-5 Approval of Change Order #6 for the Airport Operations and T-hangar Replacement Project

COM0923-6 Approval of Change Order #1 for the Mary Dunn Way Extension Project

COM0923-7 Approval of Amendment #7 to the contract dated August 18, 2020 by and between Cape Cod Gateway Airport and Horsley Witten Group (HWG) for ON-



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

CALL ENVIRONMENTAL ENGINEERING, PERMITTING AND DEP REMEDIATION CONSULTANT SERVICES

COM0923-8 Approval of the Fuel Pricing Agreement by and between Cape Cod Gateway Airport and Everest Fuel Management, LLC

COM0923-9 Review, Discussion and Approval of Amendment #1 to the contract dated June 20, 2023 by and between Cape Cod Gateway Airport and Pierce Cote for ON-CALL COMMUNICATIONS MANAGEMENT AND COMMUNITY OUTREACH SERVICES

10. Report of Special Committees

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

Updates:

- Monthly Financial Review (Finance)
 - To be provided at the next meeting (October) - once the FY2023 books have closed
- Monthly Business Plan Review (Infrastructure)
 - Future workshop to update the Business Plan to be discussed with the Infrastructure Sub-committee at the September 2023 meeting
- Electric Aviation Update
 - Airport Management has continued conversations with tenants
 - A draft lease has been completed for BETA of VT to install a facility on the East Ramp
 - Conversations have started with Southern Airways Express and SurfAir Mobility (see attached) regarding HYA as a local for hybrid aircraft operations
 - Trensand Air has not returned multiple calls and emails
 - MassDOT Procurement for SmartGrid program underway
 - Grant award - we are trying to establish a smart microgrid (solar, wind, geothermal) to provide sustainable energy supply to the airport and CCRTA - We are also looking to supply excess power to the airport (for buildings, charging stations, etc.)
 - 9/15/2023 is the start date but MassDOT is waiting for the grant award from DOT
 - Award and payments will go through MassDOT
 - We are looking at 30% design stage for this planning effort
 - Schedule:
 - 7/14/2023 = bid on the street
 - 7/26/2023 = pre-bid meetings (airport cannot be an evaluator)
 - 8/16/2023 = bids due
 - 8/30/2023 = bid award
 - 10/1/2023 = contract
 - 3/1/2025 = project completed
- WS Development Update
 - Access Road Impacts Update
 - 9/25/2023 start of the connecting access to the Airport
 - Floor & Décor
 - Whole Foods
- Projects Update/Status
 - Replacement of T-hangar CARES1 & Airport Operations Renovation (see above)



- Project update by Matt Elia/Chris Bostwick
 - Mary Dunn Way Extension
 - Project update by Matt Elia/Chris Bostwick
 - Runway 6/24 Reconstruction Project
 - Project update by Matt Elia/Chris Bostwick
 - EMAS Replacement Project
 - Project update by Matt Elia/Chris Bostwick
- Procurement
 - Airline Consultant
 - Café commercial kitchen or retail
 - Potential seasonal use - in discussions with potential user on April 10
 - Airport Signs and Tower Sign
 - Requires procurement due to construction of sign base.
 - Waiting for additional drawings for bid specifications
- Airport Environmental Assessment Status (<https://flyhya.com/airport-info/environmental-assessment/>)
 - General Update
 - Next meeting = October 18, 2023
- PFOS/Public Involvement Plan & Update
 - PFAS Next Community Meeting - post October meetings with DEP and Phase V Report
 - Phase V Report = underway (October 2023 submittal)
- Upcoming Events:
 - September 2023
 - September 21, 2023 (non-airport run event) = Cape Cod Young Professionals Back to Business Bash
 - September 22, 2023 = SE MA Aviation Career Fair (3rd event)
 - September 23, 2023 = A Great Day at the Gateway
 - Volunteers needed!

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

COM0923-1 Approval of Cape Air Leasehold Improvements for the Fleet Hangar Doors.

MOTION to approve the Cape Air Leasehold Improvements for the Fleet Hangar Doors as outlined in the letter of request. **SPONSOR:** Infrastructure & Marketing Subcommittee (**May be acted upon**)

COM0923-2 Approval of Travel Approval Letter for Airport Staff

MOTION to approve the Travel Approval Letter submittal to the Town Manager for the staff Live Fire Training, Airfield Marking Symposium, and Airport Round Table travel. **SPONSOR:** Finance Subcommittee (**May be acted upon**)



COM0923-3 Approval of Change Order #2 for Design and Reconstruct Runway 6-24 Project

MOTION to approve Change Order #2 by and between Cape Cod Gateway Airport and Lawrence Lynch Inc. for work related to Runway 6/24 Replacement Project in the amount of \$49,262.96. **SPONSOR:** Finance Subcommittee (**May be acted upon**)

COM0923-4 Approval of Change Order #5 for time for the Airport Operations and T-hangar Replacement Project

MOTION to approve Change Order #5 by and between Cape Cod Gateway Airport and Trac Builders, Inc. for work related to the Airport Operations Modification and Upgrade and T-Hangar Replacement Project for a time extension of the completion date to December 15th, 2023. **SPONSOR:** Finance Subcommittee (**May be acted upon**)

COM0923-5 Approval of Change Order #6 for the Airport Operations and T-hangar Replacement Project

MOTION to approve Change Order #6 by and between Cape Cod Gateway Airport and Trac Builders, Inc. for work related to the Airport Operations Modification and Upgrade and T-Hangar Replacement Project in the amount of \$16,859.56. **SPONSOR:** Finance Subcommittee (**May be acted upon**)

COM0923-6 Approval of Change Order #1 for the Mary Dunn Way Extension Project

MOTION to approve Change Order #1 by and between Cape Cod Gateway Airport and Lawrence Lynch, Inc. for work related to the Reconstruct and Extend Mary Dunn Way Project in the amount of \$18,462.51. **SPONSOR:** Finance Subcommittee (**May be acted upon**)

COM0923-7 Approval of Amendment #7 to the contract dated August 18, 2020 by and between Cape Cod Gateway Airport and Horsley Witten Group (HWG) for ON-CALL ENVIRONMENTAL ENGINEERING, PERMITTING AND DEP REMEDIATION CONSULTANT SERVICES

MOTION to approve Amendment #7 to the On-Call Environmental Engineering, Permitting, and DEP Remediation Consultant Services Contract by and between Cape Cod Gateway Airport and Horsley Witten Group to extend the contract expiration date to June 30, 2023. **SPONSOR:** Finance Subcommittee (**May be acted upon**)

COM0923-8 Approval of the Fuel Pricing Agreement by and between Cape Cod Gateway Airport and Everest Fuel Management, LLC

MOTION to approve the Fuel Pricing Agreement by and between Cape Cod Gateway Airport and Everest Fuel Management, LLC effective October 19, 2023. **SPONSOR:** Finance Subcommittee (**May be acted upon**)

COM0923-9 Review, Discussion and Approval of Amendment #1 to the contract dated June 20, 2023 by and between Cape Cod Gateway Airport and Pierce Cote for ON-CALL COMMUNICATIONS MANAGEMENT AND COMMUNITY OUTREACH SERVICES

MOTION to review, discuss, and approve Amendment #1 to the On-Call Communications Management and Community Outreach Consultant Services Contract by and between Cape Cod Gateway Airport and Pierce Cote Advertising in the amount of \$15,000.00 to conduct and manage the process of updating the Cape Cod Gateway Airport Strategic Plan. **SPONSOR:** Infrastructure & Marketing Subcommittee (**May be acted upon**)





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