

Attachment #2



MEMO

December 10, 2008

From: Paul Wescott, P.E.
Airport Engineer

To: Dave Palmer
Airport Manager

Permits:

- Tom Carson is drafting a Contingency Agreement to remove the roadblocks associated with a land transfer that will hopefully be approved by all parties.
- Carson-Dorn is drafting a T&M proposal for an amendment tasking the firm with watching over permit issues as necessary during construction.
- No news on the Corps Permit front.

RSA:

- DOWL prepared a proposal to cover necessary additional survey work, an ALP update and other tasks not included in the contract or previous amendments. The amount is \$261,383. This is Amendment No. 5. I understand that DOWL has signed it, it's been returned and it is to be finalized downtown soon, probably before you read this.
- 90% plans, specifications and estimate (PS&E) were posted on the ftp site 10/31/08 and hard copies delivered 11/3/08. They were a tad sketchy. DOWL said that it would post updated PS&E early this month.
- I walked the north line of the Northwest Development Area with DOWL's landscaping designer. We found several places where the floodplain excavation near the airport fence line can be adjusted to save significant trees.
- DOWL says to expect 100% plans to be completed this month with bid package put together by mid-January. Plans and specs seem to be on schedule for an early 2009 bid date.

Block O:

- Tenants will be granted a Temporary Certificate of Occupancy. Part of the berm is a little low in back. They'll have to fix it come Spring.

Terminal Project, Phase II

- I am drafting up plans for sidewalk and driveway work associated with the temporary rental car lot. I'll get whatever permits we need and get an RFP out soon. The project completion date will be March 31, 2009, to fit the schedule for terminal renovation work.

- CBJ has minimal permitting concerns about the proposed driveway entrance on Shell Simmons. I sent revised drawings in answer to questions from permitting. I'm verifying utilities in the area; we won't be going deep, but there are telephone and electrical lines in the area.

Snow Removal Equipment Facility (SREF)

- I am coordinating Northeast Development Area work and SREF field electrical work, heating loop work and financials with Catherine.