

CENTRAL WISCONSIN JOINT AIRPORT BOARD MEETING AGENDA

Conference Room B – East Terminal Upper Level, Mosinee, Wisconsin

May 14, 2024 - 8:00 a.m.

2024-2026 Board Members: Chair Dave Ladick - Portage County, Vice Chair Chris Dickinson - Marathon County, Julie Morrow - Portage County, Brent Jacobson - Marathon County, Tom Seubert - Marathon County, Lon Krogwold - Portage County, Kurt Kluck - Marathon County.

Mission Statement: *Provide premier access to the world through aviation and be a catalyst for economic growth in our communities.* **Vision Statement:** *To be the airport of choice for central and northern Wisconsin.*

The monthly meeting of the Central Wisconsin Joint Airport Board will have the option for members and the public to call-in via telephone conference. Airport Board members and the public may join the meeting by calling 1-469-480-4192 and enter Conference ID 586 086 871#. The conference line will be open to calls five (5) minutes prior to the meeting start time listed above.

- 1) Call to Order by Chair Ladick at 8:00 a.m.
 - a) Pledge of Allegiance
- 2) Welcome New Airport Board Member Brent Jacobson
- 3) Hold Election of Officers of the Central Wisconsin Joint Airport Board
- 4) Approval of Minutes of the April 9, 2024 Board Meeting
- 5) Public Comment Period: 15-minute time limit
- 6) ROLL CALL VOTE TO GO INTO CLOSED SESSION pursuant to Wis. Stat. 19.85(1)(e) For the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session: Fixed Base Operator Business Plan Negotiations
- 7) MOTION TO RETURN TO OPEN SESSION (No Roll Call vote needed)
- 8) Review and Possible Action on Fixed Base Operator Transfer Agreement
- 9) Review and Possible Action on General Aviation Terminal Preliminary Design Contract
- 10) Staff Reports
 - a) Director Report
 - i) Air Service Update
 - ii) AAAE Annual Conference Update
 - iii) 68th Annual Wisconsin Aviation Conference – October 2-4, 2024 – Madison, WI
 - iv) Statistical Report
 - v) Flight Schedule
 - vi) Legislative Update
 - b) Financial Reports
 - i) Revenues and Expenses
 - ii) Budget Comparison
 - c) Operations and Project Reports
 - i) Update on Airport Operations
 - ii) Runway Decoupling Project

- iii) Tower Rehabilitation Project
- iv) 2023 Supplemental Discretionary Grant Application
- v) Airport Rescue Fire Fighting Vehicle Bid Results

11) Central Wisconsin Aviation

- a) Fixed Base Operator Report

12) Adjournment

13) Next Scheduled Meeting Date: June 11, 2024 at 8:00 a.m.

Any person planning to attend this meeting who needs some type of special accommodation to participate should call the County Clerk's Office at 715-261-1500 or e-mail countyclerk@co.marathon.wi.us one business day before the meeting.

CENTRAL WISCONSIN JOINT AIRPORT BOARD MEETING MINUTES

CENTRAL WISCONSIN AIRPORT TERMINAL

Conference Room B – East Terminal Upper Level, Mosinee, Wisconsin

April 9, 2024 - 8:00 a.m.

Airport Board:	Dave Ladick, Chair Lonnie Krogwold – Excused Becky Buch – Absent Thomas Seubert	Chris Dickinson, Vice Chair Kurt Kluck Julie Morrow
Staff:	Brian Grefe, Airport Director Julie Ulrick, Badging Coordinator	Mark Cihlar, Assistant Airport Director Dave Drozd, Finance Director
Visitors:	Karl Kemper, Becher Hoppe Randy Dorshorst, Central Wisconsin Aviation John Pavelski, Portage Co. Executive	Rick Miller, Central Wisconsin Aviation Scott Epperly, Central Wisconsin Aviation
Handouts:	None	

Call to Order: Meeting called to order by Chair Ladick at 8:00 a.m.

Approval of Minutes: *Motion by Morrow, second by Seubert to approve the minutes of the March 12, 2024 board meeting. Motion carried unanimously.*

Public Comment Period: None.

Review and Possible Action on Topsoil Proposals:

A request for proposals was recently published for the topsoil pile generated from the runway shift project. Two main factors for consideration were the length of time for removal of the pile and price for the product. Four proposals were received and reviewed by a three member selection committee. The highest priced proposal received also had the shortest removal timeline, which would be removal by November of this year. County Materials was the high bidder at \$6/yard. Estimated value of the contract is \$216,000 and the budgeted revenue amount was \$111,000. The selection committee unanimously agreed to recommend approval of the County Materials proposal. ***Motion by Kluck, second by Seubert to approve the County Materials proposal and direct the airport director to execute the contract. Motion carried unanimously.***

Review and Possible Action on 2024 Project Resolution:

Airport staff have worked closely with the FAA and the Wisconsin DOT Bureau of Aeronautics (BOA) to prepare and maintain a Capital Improvement Plan (CIP) for CWA. The CIP includes projects that were studied in the recent Terminal Area Master Plan, but also AIP and PFC eligible projects for equipment in the airport's fleet replacement plan. Projects included in the 2024 CIP that have not been considered by the Joint Airport Board but are ready to proceed include a new airport rescue fire fighting (ARFF) vehicle to replace one of the current ARFF vehicles that is nearing end of useful life and design of the general aviation (GA) terminal building. The GA transient hangar and the control tower improvements listed on Resolution R-1-24 were previously approved by the board.

There are currently two contracts out to bid for the ARFF vehicle: Contract one is for the vehicle itself and contract two is for equipment that will be mounted and stored in vehicle compartments. Combined cost for the contracts is estimated to be around \$1,100,000. 90% of the of total costs would be covered by an AIP grant, 5% by the BOA and 5% PFC or local share.

The GA terminal building project should have a final design completed in 2024 to move forward with construction in 2025 to keep other projects in the Terminal Area Master Plan on schedule. Estimated costs for the GA terminal

building are \$4-5 million and the project is contingent on funding. Preliminary design of the energy efficient GA facility is estimated around \$150,000 and would be brought to the board for approval. ***Motion by Morrow, second by Kluck to approve Resolution R-01-24 for approving projects under the Airport Improvement Program as presented. Motion carried unanimously.***

Staff Reports:

Director Report – Brian Grefe

Air Service Update – Avelo has announced their summer schedule and will be flying twice per week from CWA to Orlando on Wednesdays and Saturdays. Orlando has been an expensive hub for Avelo operations and they are considering service out of other central Florida locations. Avelo is also waiting on aircraft they ordered that were to be delivered last year. Sun Country conversations have revolved around possible Las Vegas service. American's third flight is doing well and conversations with American have encouraged that flight remain throughout the year, as well as possible future DFW service. Staff have been pushing to get Detroit service back with Delta, who indicated they would like to see a third MSP flight prior to considering service through Detroit.

Statistical Report – Not all data was submitted for the month of March to complete the statistical report, but Avelo's financial report for March showed their revenues have seen increases.

Flight Schedule – The flight schedule remains at six daily flights. Several charter flights are coming up, including two Never Forgotten Honor Flights for their spring kickoff.

Marketing Update – Staff shared an updated digital media ad that will be used through the summer months and is currently running on social media. The ad promotes all airlines servicing CWA. A video was also created that will be served to users on YouTube.

Legislative Update – The FAA announced their 2023 supplemental discretionary grants, which includes approximately \$260 million in funding that will be available in 2024. May 2nd is deadline to apply for grants and their plan is to award at least 50 grants by August. Lawmakers are gearing up for the 2025 appropriations bill and airports are looking to see increases in supplemental discretionary grants, increased funding for the FAA contract tower program and adoption of other airport priorities.

Birds of a Feather Update – In partnership with Leigh Yawkey Woodson Art Museum, high school students and members of the community were invited to CWA to create sculptures with Artist Tom Hill that will be incorporated into a community art project Birds of a Feather. The event had a great turnout and vinyl signage will be put on the wall amidst the artwork to explain the project.

TSA PreCheck Update – There will be a pop-up TSA PreCheck enrollment event held next week and appointments are full, but walk-ins are still available. A second event has been scheduled the week of September 29 – July 2.

Financial Reports – Dave Drozd:

Revenues and Expenses – Financial were available for March, but the county is still having issues getting budget figures uploaded. Parking was up for March and capital outlay includes a roof replacement on hangar 4 and 5. Last week staff was provided grant training and all grants have now been entered in Workday.

Budget Comparison – Year-to-date revenues are showing a 43.99% increase with expenses at a 6.08% decrease.

Operations & Project Reports – Mark Cihlar:

Update on Airport Operations – There were a few snow events over the last few weeks and all went well. Staff are now gearing up for summer maintenance. May is the annual emergency response and planning meeting and participants will be going through a few scenario exercises. Aviation career day coming up in a few weeks, with a similar format as last year. Good participation is expected.

Update on Fuel Farm Generator Transfer Switch – A small grant through state of Wisconsin emergency preparedness grant program was applied for to install a backup transfer switch for the fuel farm generator. The transfer switch

would provide emergency backup power to the fuel farm. If the grant is received, CWA would become a site listed in the Marathon County emergency response plan as a location emergency services could get fuel from in power outages. The grant would position the airport to better serve its community in times of need.

Wisconsin Airport Management Association (WAMA) Update – WAMA has been spearheading a possible legislation change for an alternative delivery method for architectural projects. The traditional design of submitting bids for architectural projects does not function as well as it could. A construction manager at risk option while designing projects would ensure what is being designed is buildable and they are tied in better with trades contractors who can provide critical feedback for the design process. The State of Wisconsin currently does not allow for the construction manager at risk position and a change in legislation would need to be brought to the governor for approval.

Central Wisconsin Aviation – Fixed Base Operator Report:

No updates for this month.

Adjournment: *9:13 a.m. Motion by Kluck, second by Morrow to adjourn. Motion carried unanimously.*

Next Scheduled Meeting Date: May 14, 2024 at 8:00 a.m.

Julie Ulrick, Recording Secretary



Agenda Item Summary

Airport Board Meeting Date: May 14, 2024

Agenda Item Title: #8) Review and Possible Action on Fixed Base Operator Transfer Agreement

Staff Responsible: Brian Grefe, Airport Director

Background: The current Fixed Base Operator (FBO) Lease between Central Wisconsin Aviation, Inc. Central Wisconsin Joint Airport Board began on January 1, 2023. The agreement was amended in August of that year to adjust the FBO fees paid to the airport to ensure that airport rates and charges remained competitive. The term of the lease is 10 years with FBO's option to renew for two additional five-year periods provided new rates are agreed upon. This Lease and other leases held by Central Wisconsin Aviation are transferrable with approval by the Central Wisconsin Joint Airport Board.

On January 22, 2024, Central Wisconsin Aviation, Inc. President Jim Vruwink met with Brian Grefe to inform the airport that he had tentatively agreed to sell the FBO and asked for Board approval. Given the significant changes being contemplated with the recently completed Terminal Area Master Plan, and the impact of the planned development on FBO operations, airport staff thought it prudent to meet with the proposed FBO operator, Ovation CWA, LLC, to thoroughly review the airport's plans. Most notably, when the new General Aviation (GA) terminal is built, it opens the FBO lease agreement up for negotiations with new terms.

This development may begin as early as later today (ref. agenda item #9). Airport staff took the approach that the new FBO operator should prepare and file with the airport a business plan and application for the future FBO development in three to five years for several reasons. The first is to ensure that Ovation is fully aware of the airport's planned development and is supportive of the Board's vision from the Terminal Area Master Plan. A business plan also details how the FBO will comply with the airport's Minimum Standards and Rules and Regulations. Compliance with these documents is critical for both Central Wisconsin Airport and Ovation CWA, LLC from a legal, safety, and consistency standpoint. And finally, the business plan illustrates Ovation's vision for its business and ensures that there is sound financial planning.

Airport staff have reviewed the application and proposed business plan and are reasonably satisfied that Ovation understands the direction of the Airport Board and will comply with all applicable Minimum Standards, and Rules and Regulations. Furthermore, there appears to be good synergy between Ovation's business goals and airport plans.

Action requested of the Joint Airport Board today does not contemplate any planned or future development, but rather approves the transfer of all FBO lease agreements from the existing FBO operator (Central Wisconsin Aviation, Inc.) to the new FBO operator (Ovation CWA, LLC).

Timeline: The sale of the FBO from Central Wisconsin Aviation to Ovation is scheduled for April 16, 2024. Since this is a transfer of existing leases. Terms and conditions of the Lease Agreements do not change.

Financial Impact: Since this is a transfer of existing leases, there is no change in financial impact. The current direct fees paid are:

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FBO Lease -	\$6,246 per month
600 Aviation Way Hangar Lease -	\$ 814 per month
Hangar 4 Rent	\$1,375 per month
T-hangars 11 and 20	\$ 120 per month (ea.)

*** this does not include pass through fees, i.e. fuel flowage fees, landing fees.

Contributions to Airport Goals: This FBO transfer directly aligns with the 2024 Annual Goal #4 “Grow Aviation”. More specifically, there is a sub-goal of “Expand General Aviation. This transfer will allow continued growth and reinvestment into the FBO operation.

Recommended Action: Airport staff enthusiastically recommend that the Central Wisconsin Airport board approves the FBO transfers and consent to the attached Assignment and Assumption of Leases dated on or about May 6, 2024, by and between Central Wisconsin Aviation, Inc. and Ovation CWA, LLC, and acknowledges all rights, title and interests of Ovation CWA, LLC, as assignee of Central Wisconsin Aviation, Inc under the Leases described therein.

Attachment(s) Assignment of Leases

Assignment of Leases

This Assignment of Leases agreement (this "Agreement") is dated as of May 14, 2024 and entered into by and between Central Wisconsin Aviation, Inc., a Wisconsin corporation ("Assignor") and Ovation CWA, LLC, a Wisconsin limited liability company ("Assignee").

RECITALS

Assignor and Assignee acknowledge the following:

A. Assignor and the Counties of Marathon and Portage, municipal body corporates of the State of Wisconsin, by their Central Wisconsin Joint Airport Board (the "Airport Board") are parties to certain leases and or other agreements (the "Lease(s)") regarding certain premises (the "Premises") identified on Exhibit A attached hereto and incorporated herein by this reference.

B. In furtherance of that certain Asset Purchase Agreement dated on or about January 17, 2024 (as amended, the "APA") by and between Assignor and Assignee regarding the purchase and sale of certain of Assignor's assets held in connection with the operation of its FBO business located at the Leased Premises, Assignor and Assignee desire that the Leases be assigned and assumed pursuant to the terms and conditions of this Agreement.

AGREEMENT

In consideration of the APA, the Recitals, the mutual agreements that follow and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Assignor and Assignee hereby agree as follows:

1. Assignment. Assignor does hereby transfer, set over and assign unto Assignee all of Assignor's rights, title and interest in and to the Leases and the Premises, including, without limitation, any and all security deposits held under the Leases.

2. Assumption. Assignee accepts the foregoing assignment, and Assignee assumes all obligations and liabilities of Assignor arising under the Leases on or after the Effective Date set forth below.

3. Contingency and Termination. This Agreement is binding on all parties as of the date upon which this Agreement has been signed and delivered by all parties hereto. However, Sections 1 and 2 of this Agreement are contingent upon, and shall be deemed effective upon the following date (the "Effective Date"): the date of the closing of the transaction(s) contemplated under the APA (the "Closing"). Unless otherwise agreed by the parties, this Agreement is deemed terminated, null and void if the Closing fails to take place on or before May 31, 2024.

[Signatures on the following page(s)]

[Signature Page – Assignment of Leases]

ASSIGNOR:

ASSIGNEE:

Central Wisconsin Aviation, Inc.

Ovation CWA, LLC

By: _____

By: _____

Name: James Vruwink

Name: Jason R. Brickl

Title: President

Title: CEO

Exhibit A
To Assignment of Leases

Identification of Leases and Premises

1. Lease dated on or about January 1, 2023, as amended by Amendment to Lease Document dated October 1, 2023, by and between the Counties of Marathon and Portage, municipal body corporates of the State of Wisconsin, by their Central Wisconsin Joint Airport Board (the “Airport Board” or “Lessor”), as lessor, and Central Wisconsin Aviation, Inc., a Wisconsin corporation (“Lessee”) regarding certain premises described as land and improvements, including the FBO main office facility located at 400 CWA Drive, Mosinee, WI 54455, a two-hangar complex known as the West Hangar and East Hangar, and parking lot, with land area consisting of 69,419 square feet. The Lease also includes Lessee’s non-exclusive, shared use of the Airport-owned fuel farm occupying approximately 13,808 square feet of space as depicted in Exhibit “B” of the Lease. Pursuant to the Lease, Lessor expressly authorizes Lessee to engage in the business of selling aviation fuels and lubricants; maintaining and operating aircraft servicing facilities; selling aircraft, engines, accessories, and parts; providing storage space for aircraft; operating a repair shop for the repairing and servicing of aircraft, engines, and accessories in connection with said business; operating a radio repair and installations shop; providing flight instruction and aircraft rental; providing pilots for operating planes for others, or carrying passengers and freight for hire; and operating the Unicom.
2. Lease by and between the Airport Board, as lessor, and Lessee, as lessee, regarding certain premises described as T-Hangars #11 and #20. The T-Hangars do not have a mailing address, but the billing address for electric service for both hangars is 823 STH 153.
3. Building and Land Lease (Hangar) dated October 30, 2024 by and between the Airport Board, as lessor, and Lessee, as lessee, regarding certain premises described as Hangar 4 or North Hangar, with a property address of 945 State Highway 153, Mosinee, Wisconsin 54455. The hangar consists of 3,969 square feet, more or less.
4. Land Lease and Use Agreement dated September 1, 2022 by and between the Airport Board, as lessor, and Lessee, as lessee, regarding certain premises described as 600 Aviation Way, Mosinee, Wisconsin 54455. Lessee owns a hangar, known as Hangar 2, located on this land. The Lease includes additional land for parking, landscaping, access and utilities. The Lease includes a total of 31,097 square feet of land, of which 4,800 square feet is developed area containing Hangar 2, and 26,297 square feet is undeveloped area.

[Signature Page – Consent to Assignment of Leases]

The undersigned hereby consents to the attached Assignment and Assumption of Leases dated on or about May 14, 2024 by and between Central Wisconsin Aviation, Inc., a Wisconsin corporation ("Assignor") and Ovation CWA, LLC, a Wisconsin limited liability company ("Assignee") and acknowledges all rights, title and interests of Assignee, as assignee of Assignor, under the Leases described therein.

CENTRAL WISCONSIN AIRPORT BOARD

By: _____
Name: _____
Title: _____
Date: _____



Agenda Item Summary

CENTRAL WISCONSIN AIRPORT

Airport Board Meeting Date: May 14, 2024

Agenda Item Title: #9) Review and Possible Action on General Aviation Terminal Preliminary Design Contract

Staff Responsible: Mark Cihlar, Assistant Airport Director

Background: The 2023 Terminal Area Master Plan (TAMP) has identified several architectural projects needed at CWA, including improvements for General Aviation facilities through a new General Aviation (GA) Terminal Building. On the April 9, 2024 meeting of the Central Wisconsin Joint Airport Board, the board approved a project resolution to move forward with designing the GA Terminal Building.

In November 2023, the Joint Airport Board approved the selection of Jviation, a Woolpert Company, for architectural services, in accordance with *FAA Advisory Circular 150/5100-14E – Architectural, Engineering, and Planning Consultant Services for Airport Grant Projects*. The design of a GA Terminal was specifically included in the scope of that selection.

CWA staff had started working with Woolpert in February to develop a detailed scope of work for this preliminary design effort. Both agreed that a preliminary (~30%) design effort would help answer many of the outstanding questions needed to develop accurate cost estimates, evaluate federal and state funding eligibility, and submit necessary environmental review documentation to the FAA before the airport moved into the full design effort. CWA, Woolpert, the FAA, and the Wisconsin DOT Bureau of Aeronautics (BOA) all met in April to review the full project overview and the scope of the preliminary design effort and all agreed it was a good approach to move the project forward.

CWA has completed contract negotiations with Woolpert in accordance with *FAA Advisory Circular 150/5100-14E*. The full detailed record of negotiations and scope of work are included in the packet with this Agenda Item Summary. The proposed contract will be directly between CWA and Woolpert under the current *CWA On-Call Airport Architectural Consulting Master Agreement 2023* between CWA and Woolpert.

Timeline: With approval from the Joint Airport Board, CWA staff will begin working with Woolpert immediately to execute the contract and begin the preliminary design effort. A detailed schedule is included in the scope of work. The final preliminary design report is expected to be completed by mid-July. CWA and the design team have an in person meeting tentatively scheduled with the FAA on August 5th, 2024 to review the funding eligibility analysis and environmental documentation to assist in the FAA's timely review.

Financial Impact: The cost of this preliminary design contract is \$118,700.91. This amount will be paid out of the CWA's 2024 operating budget for professional services. This amount will be eligible for reimbursement with federal funds at a prorated amount, which will be determined through this preliminary design effort. Reimbursement could happen in December of 2024 at the earliest, but may not be requested until the end of 2025.



Agenda Item Summary

CENTRAL WISCONSIN AIRPORT

Contributions to Airport Goals: This project supports the 2024 Annual Goal to Grow and Expand General Aviation at CWA and Maintain Premier Airport Facilities.

Recommended Action: Airport Staff recommend approval of Task Order No. 1 under the CWA On-Call Airport Architectural Consulting Master Agreement 2023 between CWA and Woolpert for the Preliminary Design of a new GA Terminal.

Attachments: Record of Negotiations, Task Order No.1



CENTRAL WISCONSIN AIRPORT

Mailing Address:
100 CWA Drive, Suite 227
Mosinee, WI 54455
Phone: 715-693-2147
Visit us at www.fly-cwa.org

**Record of Negotiations:
Central Wisconsin Airport
Architectural Design Services**

Date: May 8, 2024

Contract Title: Architectural Design Services – CWA GA Terminal Preliminary Design

Location: Central Wisconsin Airport

Anticipated AIP Grant: TBD

1. In 2023, the Central Wisconsin Airport (CWA) conducted a competitive solicitation for Airport Architectural Services through a Request for Qualifications (RFQ) in accordance with FAA Advisory Circular 150/5100-14E. This solicitation resulted in a five-year on-call engineering agreement with Woolpert, Inc. for projects beginning prior to November 14, 2028.
2. On February 8, 2024, CWA, Woolpert, and the Wisconsin DOT Bureau of Aeronautics (BOA) met for a scoping kick-off meeting to discuss the need for a preliminary design for the GA Terminal.
3. On March 28, 2024, Woolpert provided CWA a draft detailed scope of work for architectural design services for the preliminary design effort for the project. This work was included in the solicitation scope of the original RFQ.
4. On April 4, 2024, Woolpert and CWA had a scope revision meeting to review the scope for the preliminary design and made a few revisions to the scope. CWA indicated to Woolpert that the airport wanted to review the preliminary design scoped with the FAA before finalizing it and moving forward with negotiations.
5. On April 17, 2024, CWA provided the scope of work to the BOA and requested an Independent Fee Estimate for the effort. CWA explained that the scope might have minor changes after the FAA meeting, but didn't expect any significant changes.
6. On April 22, 2024, CWA, Woolpert, the FAA, and the BOA all met to review the full project overview and the scope of the preliminary design effort. All agreed the scope was reasonable to gather enough information to determine funding eligibility and prepare environmental documentation for NEPA analysis. The FAA requested that the scope include the development of a project schedule for the entire project through the start of construction. Woolpert agreed and added that effort to the scope of work. This change was communicated to the BOA for the IFE.
7. On April 25, 2024, CWA received an Independent Fee Estimate (IFE) from the BOA based on the draft scope of work, which estimated the total effort to take 618 hours for consultant and subconsultants, with the cost of the preliminary design effort to be \$153,020 (using Woolpert's wage rates for the total effort). After reviewing the IFE, CWA believed the IFE to be reasonable. When reviewing the IFE with the BOA, the BOA acknowledged that they have limited comparable contracts to compare this to, since majority of contracts to date have been full-design contracts.
8. On May 3, 2024, CWA reviewed the fee proposal received from Woolpert for the Preliminary Design Effort. The total cost of the proposal was \$118,700.91. This amount was 23% less than the IFE. When considering total effort, the consultant and subconsultant effort included a total of 574 hrs, which is 11% less than the IFE estimate.

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9. On May 6, 2024, CWA informed Woolpert that the fee proposal was acceptable based on the IFE, and that no further negotiations would be required.
10. On May 14, 2024, CWA will recommend approval of the contract, negotiated in good faith, to the Central Wisconsin Joint Airport Board.

A handwritten signature in black ink, appearing to read "Mark Cihlar".

Mark Cihlar, A.A.E.
Assistant Airport Director

TASK ORDER NO. 1

In accordance with this Task Order No. 1, Made and entered into this 14th Day of May, 2024, Consultant agrees to perform and complete the following services for CWA, in accordance with the terms and conditions of the **Master Architectural Services Agreement between the Central Wisconsin Joint Airport Board (CWA) and Woolpert, Inc. (Consultant) signed November 27, 2023.**

1.0 Project Description

1.1 General Aviation Terminal - Preliminary Design

2.0 Scope of Services

2.1 See attached detailed scope of work for services provided under this task order.

3.0 Project Schedule

3.1 See attached detailed scope of work for project schedule.

4.0 Compensation Terms

- 4.1 FEE AND EXPENSES – The fee for this Task Order No. 1, negotiated in good faith in accordance with FAA AC 150/5100-14E, shall be for an amount up to and not to exceed \$118,700.91 as detailed in the attached detailed scope of work.
- 4.2 OTHER EXPENSES AND SUBCONTRACTORS - No other expenses or subcontractor expenses are authorized under this Task Order No. 1 unless specifically approved by CWA in writing. Other expenses or subcontractor expenses should be specifically defined in a separate task order(s).
- 4.3 INVOICING - Payments will be based on work performed by the Consultant and detailed in a report submitted to the airport with the request for payment. Consultant will invoice CWA monthly for all services rendered and reimbursable expenses incurred pursuant to this Agreement, and each invoice shall be due and payable upon receipt by CWA. CWA shall notify Consultant in writing of any disputed amount contained on an invoice within fifteen (15) calendar days from the date of invoice; otherwise, all charges shall be deemed acceptable and correct. Invoices can be emailed (preferred) or mailed to CWA at the address listed in section 19 of the Master Agreement. Compensation due Consultant under this Agreement is due and payable to its corporate offices, whose address is in section 19 of the master agreement.

5.0 Other Provisions

5.1 N/A

Consultant:	Central Wisconsin Joint Airport Board
By: _____	By: _____
Date	Date
Typed Name: _____	Typed Name: _____
Title: _____	Title: _____



Professional Service Agreement - Central Wisconsin Airport (CWA) Task Order 2024-XX: CWA GA Terminal Preliminary Design

Woolpert Project No. 10019480

This Task Order is made part of the Master Services Agreement dated November 27, 2023, as executed by and between Woolpert, Inc. and Central Wisconsin Airport (Sponsor). In accordance with the change provisions of the Master Services Agreement, the following Tasks are identified and made, and become effective as of the date on this Task Order:

1.0 Scope of Work

Description

Central Wisconsin Airport (CWA) (Sponsor) wishes to conduct a preliminary design to determine the optimal site location and design for a new GA Terminal. This new GA Terminal will replace the existing GA Terminal. The desire is to provide a uniquely visual but cost-efficient building to provide FBO services at the airport. Woolpert will prepare the terminal design to include a preliminary site layout, floor plan options, and elevation renderings for the Sponsor as further described below.

The preliminary design will also include an in-depth report a space utilization plan for determination of funding eligibility, and a high-level cost rough order of magnitude.

Additional design services that will be completed by subconsultants to Woolpert, including the proposed Civil Engineering, Design Survey, and Geotech will be included in the preliminary design. The Civil Engineering/Design Survey/Geotech services scope of services provided by Subconsultant can be found in **ATTACHMENT A**.

Preliminary Design

Woolpert will complete the GA Terminal Preliminary Design to determine the site location and initial floorplan, and elevation options congruently the preliminary schedule below. Focus will be to fully understand the needs of the airport today and into the future.

1.1 COORDINATION WITH CWA

- Meet the site constraints and review design standards of CWA.
- Coordinate with Sponsor in a timely manner to move the approval process through as quickly as possible.
- Assist with conversations with the FAA to determine project eligibility and gain FAA concurrence for the project.

1.2 SPONSOR KICKOFF MEETING

- Woolpert will have a kickoff meeting with the Sponsor and design team to fully understand the items the Sponsor wishes to have incorporated into the design and how best to fit the facility to the designated site area as specified by the Sponsor.
- Meeting will be in person at the Sponsor's site. The meeting will be attended by the lead Architect, Electrical engineer, and Project Manager (three Woolpert representatives at a minimum).

1.3 SPONSOR PROJECT INFORMATION

The Sponsor is looking to have the following elements included for the GA Terminal site.

- Woolpert will prepare preliminary floor plans based on input from the Sponsor obtained at the Kickoff meeting and initial information provided below.
- After an in-person Kickoff meeting, a preliminary floor plan will be developed for Sponsor review. Woolpert will provide up to two additional floor plan revisions after the preliminary layout is presented.



- Woolpert will schedule short review teleconference meetings to verify the design team is meeting the Sponsor needs. Three (3) additional client conference calls, (duration 1 hour), to review plan development and final plans will be included.
- Floorplans and footprint design will be developed congruently with site design.
- Three (3) preliminary elevations for sponsor review will be provided. One (1) elevation will be selected by the Sponsor. Design team will then provide three (3) more refined renderings from different perspective directions.
- CWA would like to follow sustainability/LEED practices for design and construction but they do not intend to obtain LEED certification.

1.4 SITE PLAN/CIVIL DESIGN

- Determine optimal building location on site location for GA Terminal.
- Existing facility at selected site will be demolished. (Subconsultant will conduct ACBM and Lead Paint Survey as described in Attachment D).
- Determine site layout to include vehicle parking, gate location, and airfield roadway access.
- Evaluate estimated utility runs to service the terminal.
- A site plan will be developed and layered over a Google map with parking area shown with basic information such as parking lot with handicapped parking designated; sidewalks; access location of drive off main road; fence and gate locations.
- Provide preliminary FAA airspace review. This will include a Part 77 review; building setback requirements from airfield; line of site reviews, etc. An FAA 7460 form will NOT be provided during the preliminary design as the building footprint of final height of the building may change slightly during actual design.
- Subconsultant will complete documented CATEX as indicated in Attachment A.

1.5 FLOOR PLANS and ELEVATIONS

INTERIOR FEATURES:

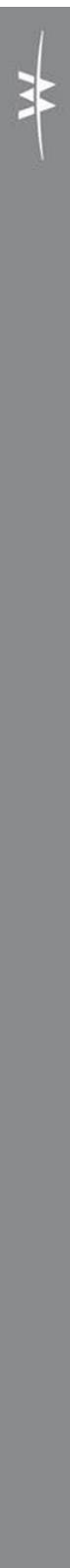
- Anticipate needing a single-story facility approximately 5000 SF.
- All purpose room for conference and training. (8-10 capacity).
- 3-5 offices. CWA needs to verify office count and cubicle count. May need a Charter Service Office.
- Lobby area with seating for 15 and standing capacity for approximately 30 in total.
- 1 Pilot/crew rooms.
- 2 Pilot quiet rooms.
- Break room.
- A Shower room will be investigated for needs of the GA Terminal as well as eligibility considerations to maximize eligibility.
- Look at staff restrooms to best function for gender neutral staff restrooms.
- Public restrooms designed to potentially be entry door free.
- Flight catering kitchen is a potential.
- Vending and coffee bar at lobby.
- Provide a sliding window or equivalent security measure with counter at lobby area to close off when not staffed.
- Exterior landside portico at entrance (single drive lane wide) for passenger drop off/pick up.
- Covered entrance at airside.
- Staff entrance to west side near staff parking.

EXTERIOR FEATURES:

- CWA would like a modern exterior style to the building. They noted the local Leadcar Toyota and Ames Iowa GA Terminal as a precedent design that will be investigated.
- CWA desires a facility that will be low maintenance.
- Window at reception to see gate on west side.

SITE FEATURES:

- Discussed placement of drive lane to the west side of new facility.
- No heated pavement.



- Location and Utilities for future signage will be identified as well as how utilities will be run to the location.
- Consider covered parking and covered walk with solar panels.
- EV parking: May provide a couple Level 1, GFI outlets at the GA Terminal.
- Need outlets at airside for tugs.
- Will need apron lighting (5000K to match existing). Okay with lighting on poles or on building façade.
- The soil conditions at the site were noted as not very good. Geotechnical reports from nearby facilities can be provided for reference. Since the project is anticipated to be a single story design, possibilities include spread footings versus piers.
- Preference would be to keep the disturbed site under one acre so a storm water permit is not needed.
- Landscaping will be minimal to not encourage wildlife. Often use more hardscape materials.
- CWA would like the placement of the building to be as far south as possible.
- New GA Terminal site design will be meet or exceed all ADA Accessibility requirements.

1.6 DELIVERABLES

Woolpert will provide three final renderings in a design package:

- A site plan with building footprint; parking with handicapped parking designated; sidewalks; access location of drive; and fence and gate locations overlaid on a Google Map aerial background.
- Floorplan colorized for ease to read and distinguish areas.
- Three renderings of the one selected elevation from varied perspectives.
- A brief narrative describing the exterior materials, level of interior finishes and other pertinent design information for the new terminal.
- Plans will be provided in a PDF format. If the Sponsor wishes to have design Boards printed this will be charged as a reimbursable cost to the Sponsor.
- A narrative report will be provided and will include the following items:
 - The current FAA approved Aviation Activity Forecast as referenced on the Airport website.
 - Develop a detailed financial plan.
 - Preliminary Total Cost Estimate and breakdown for the Architectural, Structural, MEP/Fire, and Civil (provided by Subconsultant).
 - Funding source options.
 - Federal funding percent eligibility.
 - Discuss competitive funding sources.
 - Discuss a funding plan if competitive funding sources are not available.
- A project schedule for the full design will be provided in a Gantt chart format. The schedule will include critical milestones and review periods from stakeholders including the FAA. The full design schedule will include the following items:
 - Preliminary Design: May – July 2024
 - Full Design: August – December 2024
 - Design ready for bidding: January 2025

1.7 FAA COORDINATION EFFORTS (1ST MEETING VIRTUAL – 2ND MEETING IN PERSON)

Woolpert will provide two coordination meetings with the FAA.

1. The first meeting will be held virtually to review the FAA's acceptance to move forward with the development of a new GA Terminal Design, educating them as to the Airport's intentions and scope of the GA Terminal Design.
2. The second meeting will be held in person at the Chicago ADO to review the eligibility analysis and preliminary design report. This meeting will provide a complete review of the GA terminal preliminary design and written report in detail. To permit time for review and analysis, the report and the plans will be provided to the FAA for full review prior to the meeting.



2.0 Schedule

Description

Upon the receipt of the executed Task Order, Woolpert will schedule a project Kickoff meeting within a two-week window. **These time frames are estimates and every effort will be made to tighten the schedule depending on timely CWA feedback.**

Task Order Design Schedule	
FAA Kickoff Meeting	Mid-April
Notice to Proceed	May 14, 2024
Delivery of Initial floor plan	2-3 weeks after Kickoff Mtg
Delivery of Initial site plan	2-3 weeks after Kickoff Mtg
Finalization of floor plan	2 weeks after Initial site/floor plan review
Refinement of site plan and Renderings	2-3 weeks after Initial site/floor plan review
Final Written Report	July 16, 2024
	6-9 Weeks - TOTAL

Fee Summary

PRELIMINARY DESIGN – LUMP SUM	\$114,726.91
REIMBURSABLES (Estimate)	\$3,974.00
TOTAL	\$118,700.91

Reimbursable expenses are direct expenses, billed separately from the above fees, and include but are limited to the following:

- Airfare
- Hotel for required overnight travel
- Car Rental
- Per Diem

Invoicing for the project will be done monthly or when deliverables (design submittals) have been met, whichever is first.

ATTACHMENT A

SCOPE OF WORK

Preliminary Civil Design Services For Central Wisconsin Airport (CWA) Mosinee, Wisconsin

General Aviation Terminal Building

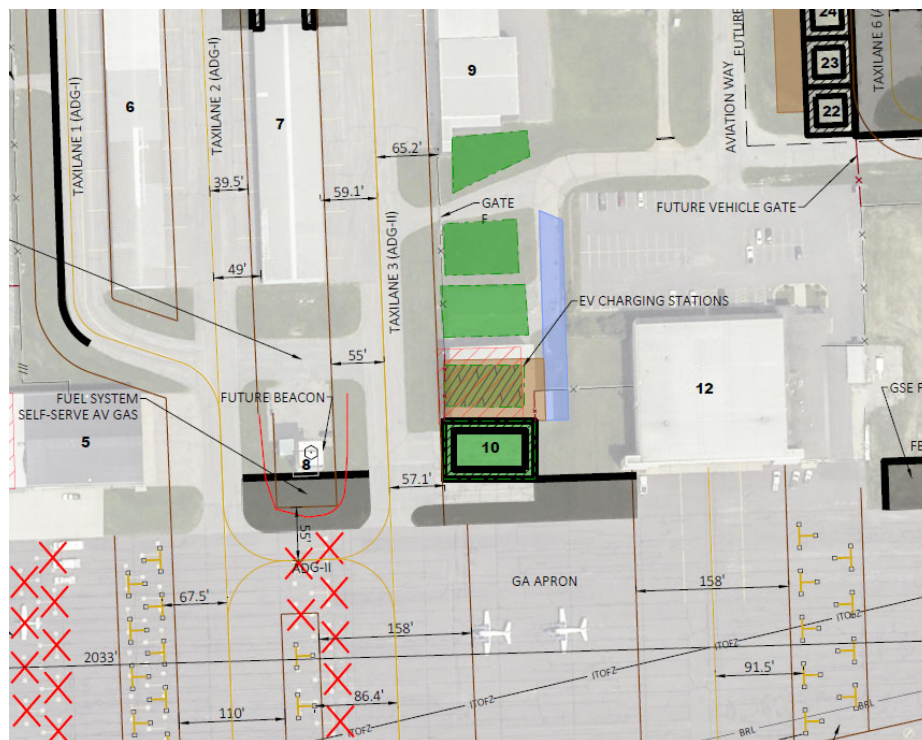
April 11, 2024

Project Understanding

The Central Wisconsin Joint Airport Board (Sponsor/Owner), Mosinee, Wisconsin proposes to conduct preliminary design for construction of a new general aviation (GA) terminal facility at CWA.

Jviation, Inc., a Woolpert Company (Consultant) is the prime consultant providing project management and architectural design services for the project. Becher-Hoppe Associates, Inc. (Subconsultant/BHA) has provided airport engineering services at CWA for over 55 years, has valuable legacy knowledge of the Airport, and is familiar with requirements for bidding airport projects in Wisconsin. Subconsultant proposes to provide civil engineering and other support services as described in the scope of services to Jviation.

An excerpt from the draft airport layout plan (ALP) showing the proposed GA terminal location (building #10) is below:



Preliminary design tasks are anticipated to be completed in 2024.

The tasks included in this scope of services are as follows:

Scope of Services

The term “civil engineering/work/services/design” is used throughout the scope. For the purposes of this scope, this pertains to design of pavement, grading, drainage, erosion control, fencing, and construction safety and phasing plan; all for exterior areas.

1. Phase I – Preliminary Design

a. Design Surveys

Subconsultant will conduct topographic surveys in the proposed project area, which will be used for preliminary and final design tasks. Surveys will collect topographic data including; elevations, pavement edges, utility layout, fencing, and miscellaneous objects that need to be accounted for during design and construction. Potholing for underground utilities to estimate utility depth is not included in this scope.

b. Geotechnical Layout, Investigation and Report

American Engineering Testing (AET) will be a subconsultant to BHA and will perform geotechnical engineering work as described in **Attachment C**.

c. Obstruction Surveys

NOT INCLUDED IN SCOPE.

d. Meetings, Scoping, and Contracting

Subconsultant will coordinate with the Consultant and Sponsor to formulate an initial scope and associated fee proposal for the project. Subconsultant will make modifications to the scope and fee as necessary for these proposal documents to be acceptable to all stakeholders. Subconsultant will perform the tasks necessary to enter into a contract with Consultant, and administration tasks associated with the that contract during the project.

Subconsultant will attend a virtual scoping meeting, a project kickoff meeting at CWA, project biweekly virtual design team collaboration meetings over a course of ~9 weeks (5 biweekly meetings), an in-person meeting at Chicago ADO, and a design review meeting at the Airport at the completion of preliminary design.

e. Coordination with Utilities

Subconsultant will coordinate with utility companies with facilities within the proposed construction area and invite them to participate in the review of the project concept and provide comments in an effort to avoid utility conflicts during construction.

f. Preliminary Opinion of Probable Construction Cost (OPC)

Subconsultant will prepare a preliminary OPC for the civil construction work with 30% design documents. The OPC may not be broken down by bid item, and will generally be an order of magnitude estimate.

g. Preliminary Engineer’s Report

Subconsultant will submit information relevant to civil engineering design for the preliminary engineer's report to the Consultant prior to the 30% design review meeting.

h. Exhibit “A” Map

NOT INCLUDED IN SCOPE.

i. Pavement Design and FAA Forms/Output

Consultant will perform a pavement design based on geotechnical report information and historical project experience.

j. Prepare CATEX Request and Section 163 Recommendation

Subconsultant will complete Documented CATEX form contained in ARP SOP No. 5.1, Appendix A in accordance with Order 1050.1F.

Subconsultant will complete FAA Section 163 Recommendation for the project in accordance with the FAA Memorandum dated 6/22/23, subject: Updated Instructions to Airports District Offices and Regional Office of Airports Employees Regarding Airport Layout Plan Reviews and Projects Potentially Affected by Section 163 of the FAA Reauthorization Act of 2018.

The BOA will complete DNR concurrence requests, streamlined Section 106 submittals, and tribal notifications.

Wetland delineation/determination services are not included in this scope because there are not any mapped wetlands or wetland indicators in the project vicinity on DNR's surface water data viewer system.

Section 106 investigations are not included in this scope because the project area was previously disturbed.

Stormwater treatment design for total suspended solids & post construction flow discharge control, DNR notice of intent (NOI), and associated stormwater permitting are not included in this scope because the ground disturbance area associated with this project is anticipated to be less than 1 acre.

k. Preliminary Site Layout Design

Subconsultant will complete preliminary layout design for the proposed site. This includes preliminary layout of building on the site, auto parking, sidewalks, fencing, and driveway.

l. ACBM and Lead Paint Survey

REI Engineering, Inc. (REI) will be a subconsultant to BHA and will perform asbestos containing building material (ACBM) and lead paint survey as described in **Attachment D**.

2. Phase II – Final Design

a. Final Engineer's Report

NOT INCLUDED IN SCOPE.

b. Technical Design and Development of Construction Plans

NOT INCLUDED IN SCOPE.

c. Bid Proposal Documents and Technical Specifications

NOT INCLUDED IN SCOPE.

d. Pre-Bid Meeting

NOT INCLUDED IN SCOPE.

e. Opinions of Probable Construction Cost

NOT INCLUDED IN SCOPE.

f. Construction Safety and Phasing Plan

NOT INCLUDED IN SCOPE.

g. Furnishing of Plans and Specifications

NOT INCLUDED IN SCOPE.

h. Assistance in Securing Bids

NOT INCLUDED IN SCOPE.

A fee for these providing this scope of services is included as **Attachment B**.

Additional Services: Examples of work items that are not included in this scope, but that can be added upon request, are as follows:

- Final design services
- Bidding assistance
- Construction engineering services
- Construction staking
- Architectural design
- Mechanical design
- Electrical design
- Lighting design
- Public utility design: The following are assumptions regarding public utilities:
 - Water and sewer main work will not be needed on this project.
 - Public electric and gas design will be performed by the public utility provider
 - Public communications design will be performed by communications provider
- Private water and sewer utility design: The following are assumptions regarding private utilities:
 - Plumbing designer will design water and sanitary sewer laterals
- Motorized gate and associated features design
- Boundary surveys
- Easement preparation
- Retaining wall design
- Landscaping design
- Irrigation design
- Security equipment design
- Commercial drone photography in accordance with FAA Part 107 regulations
- Additional meetings

END OF PROJECT SCOPE

P:\2024\2024.013 - Jviation - CWA GA Terminal\Admin\Contracts - Working\Design\CWA GA Terminal_Attachment A_Scope.docx

ATTACHMENT C



March 25, 2024

Mr. Karl Kemper, PE
Becher-Hoppe Associates, Inc.
330 N. 4th Street
Wausau, Wisconsin 54403

RE: Proposal for Geotechnical Services
Proposed General Aviation Terminal Building
Central Wisconsin Airport
100 CWA Drive
Mosinee, Wisconsin
AET Proposal No. P-0032260

Dear Mr. Kemper:

On behalf of American Engineering Testing, Inc., we are pleased to submit this proposal for your project. In this proposal, we present an outline of our scope of service, our schedule, and our lump sum fee.

PROJECT DESCRIPTION

The proposed project includes the design and construction of a new general aviation terminal building at Central Wisconsin Airport. The new building will have frost-depth footings, a slab-on-grade, and a footprint of about 5,000 square feet. An existing hangar will be razed to make room for the new building.

SCOPE OF SERVICE

Field Exploration

We will coordinate our schedule with you and the airport. At least one of our on-site employees will undergo a background check, training, and badging by CWA prior to beginning our on-site work.

We will contact Diggers Hotline to mark underground public utilities near each boring location. We will subcontract Van Ert Electric to mark private utilities; see our discussion regarding private utilities later in this proposal.

You requested we drill four borings for the new building; we propose boring depths of 15 feet. We will drill the borings using hollow-stem augers and/or mud rotary techniques; we will sample by the split-barrel method (ASTM D1586). If we encounter auger refusal prior to reaching the

4203 Schofield Avenue, Suite 1 | Schofield, WI 54476

Phone (715) 359-3534 | (800) 972-6364 | Fax (651) 659-1379 | teamAET.com | AA/EEO

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planned depth, we will terminate the boring at that depth. We will backfill the boreholes in accordance with Wisconsin Administrative Code NR 141. For the purpose of this proposal, we assume the borings will not be in existing pavement areas.

Our drill crew will keep field logs noting the methods of drilling along with the Standard Penetration values (N-values), preliminary soil classifications, and observed groundwater levels. Representative portions of the recovered soil samples will be sealed in jars to reduce moisture loss and submitted to our laboratory for examination, testing, and final classification.

Laboratory Testing

The laboratory testing will be initiated by a geotechnical engineer examining each of the recovered soil samples to assess the major and minor soil components, while also noting the color, degree of saturation, and lenses or seams found in the samples. We will visually/manually classify each sample on the basis of texture and plasticity in accordance with the Unified Soil Classification System (USCS). We anticipate performing limited laboratory testing on selected soil samples, to possibly include moisture content, gradation, Atterberg limits, and/or unconfined compressive strength.

Geotechnical Report

Following the field and laboratory testing, we will prepare a geotechnical engineering report based on the results of the soil borings. This report will include logs of the test borings, the laboratory test results, and our geotechnical engineering opinions and recommendations regarding the following:

- Site preparation, including excavation and fill placement/compaction
- Foundation recommendations, including an allowable bearing capacity and estimated settlements
- Modulus of subgrade reaction for slabs-on-grade
- Construction recommendations related to geotechnical issues

SCHEDULE

As of the date of this proposal, we anticipate we could complete the borings within about four to eight weeks of receiving authorization to proceed. The drilling will take about one day. We will then submit the geotechnical report within about two to three weeks after completing the drilling.

FEE

For the scope of service described above, we will charge the following lump sum fees:

- Borings, laboratory testing, geotechnical report
 - **\$5,200**
- Subcontracted private utility locator (Van Ert, see the attached quote)
 - **\$1,600**
- Total
 - **\$6,800**



ENVIRONMENTAL CONCERNS

This proposal is presented for engineering services to determine the structural properties of the soil at the specified site. This proposal does not cover an environmental assessment of the site or environmental testing of the soil or groundwater.

PRIVATE UTILITIES

We will subcontract a private utility locator to mark private utilities in the vicinities of our borings. Examples of private utilities include, but are not limited to, propane lines, sewer laterals, sprinkler systems, site lighting, and electric and data lines between buildings. Please provide us with any maps, plans and records showing the location of all private utilities and structures. Please note that private locators cannot guarantee that all private utilities will be located. For the private locator to be accurate and effective, the property owner must provide maps, plans and records showing the location of all private utilities and structures. The property owner must also provide a knowledgeable site representative to meet with the private locator and AET personnel.

AET shall be entitled to rely upon the accuracy of all location information supplied by any source. We will not be responsible for any damages to underground utilities or structures not located or incorrectly identified by the property owner, any maps, plans or records, or public or private utility locator providers.

CLOSING

We assume you will send us a task order for signatures if we will be authorized to proceed. Please contact us if you have questions or need additional information.

SIGNATURE

AMERICAN ENGINEERING TESTING, INC.

A handwritten signature in blue ink that reads 'Andrew Walters'.

Andrew Walters, P.E.
Regional Manager
Senior Geotechnical Engineer



Electric Company Inc.

7019 W. Stewart Ave., Wausau, WI 54401-9230
Tel. (715) 845-4308 FAX (715) 848-3671

February 22, 2024

Mr. Ben Mattson
American Engineering Testing, Inc.
4203 Schofield Avenue, Suite 1
Schofield, WI 54476

RE: Central Wisconsin Airport (CWA) Private Hanger Locate

Dear Ben,

We propose supplying the labor & material to perform the locate at the Central Wisconsin Airport per the information that we received.

Price \$1,600.00

If you have any questions or require additional information regarding this matter, please feel free to contact me at (715) 843-8055.

Sincerely,

Doug Mielke

Doug Mielke
Project Manager

DM:dl

Mattson1.doc

ATTACHMENT D



REI

**CIVIL & ENVIRONMENTAL
ENGINEERING, SURVEYING**

ASBESTOS CONTAINING BUILDING MATERIAL (ACBM) AND LEAD PAINT SURVEY

SUBJECT PROPERTY:

PRIVATE HANGER

CENTRAL WISCONSIN AIRPORT

MOSINEE, WI



Submitted To:

Becher-Hoppe Associates, Inc.

Attn: Mr. Karl Kemper, P.E.

330 N. 4th Street

Wausau, WI 54403

February 19, 2024

Prepared By:

REI Engineering, Inc.

4080 N 20th Avenue

Wausau, WI 54401

(715) 675-9784

**COMPREHENSIVE
SERVICES WITH
PRACTICAL
SOLUTIONS**



Why Choose REI?



CIVIL & ENVIRONMENTAL
ENGINEERING, SURVEYING

Thank you for requesting a proposal from REI Engineering, Inc. (REI). We have enclosed a copy of REI's Professional Services Agreement. If the Agreement is acceptable, please sign and return to our office. We will begin our services upon receipt of the executed agreement and your authorization.

We offer comprehensive services with practical solutions. Client satisfaction is achieved through a

clear understanding of the regulatory process and applying it to your project.

At REI, your opinion matters. We contact every client to evaluate and improve our services. We listen to you and offer solutions according to your expectations.

The following statistics demonstrate our commitment to exceeding your expectations and are based on a 5 year average.

What are our clients saying?

"From the initial contact and continued direction...I have found REI to be an absolute asset to see the pace of my projections and projects to be fully completed on time. Very knowledgeable and professional."

Northcentral Technical College

"I can always count on REI to provide me the services they promise by the deadlines we (sometimes even unreasonably) set for them."

Ruder Ware

"I had an outstanding experience working with REI from start to finish. REI is very knowledgeable and did an excellent job keeping me informed on the progress of the job." *Jon Thompson, Etco Electric Supply, Inc.*

"REI has been an excellent organization to work with. They make it a pleasure to do business with them. As we at Incredible Bank would say REI is incredible."

Incredible Bank

"REI Continues to be a very reliable and capable business partner. They instill confidence, meet deadlines, and are just good people to do business with. From the person that answers the phone, to the various individuals engaged in the final outcome; professionalism, courtesy and service is outstanding."

Greenheck Fan Corporation

REIengineering.com



Would you hire REI again?

100%



Did REI meet your expectation on the quality of service?

99.6%



99.4%

Did REI keep you informed on project progress?



Did REI meet your deadlines?

99%

How would you rate REI out of 5 stars?



What REI Can Do For You

REI Engineering specializes in exceeding client expectations in civil engineering, surveying, environmental and safety consulting. Client satisfaction is achieved through a clear understanding of the regulatory

process and applying it to individual projects. Simply put - the vast number of repeat clients at REI indicate that we align our priorities with those of the client's to accomplish success.



CIVIL ENGINEERING DESIGN AND CONSTRUCTION

Unmatched project delivery supported by integrity and quality



LAND SURVEYING

Premier, accurate provider of surveying and land planning services, with commitment to efficient technology utilization and regulatory developments



ENVIRONMENTAL CONSULTING AND EMERGENCY RESPONSE

Dedicated and experienced professionals apply critical thinking to deliver cost effective solutions



SAFETY CONSULTING

Identifying economic solutions to comply with safety and regulatory compliance, implementing plans and executing training

“From the first phone call to REI to the completion of the inspection, REI has kept us informed of every step that needed to be completed and when it was scheduled. REI understood the urgency of our situation and was instrumental in making sure communication with the WI DNR and the Town of Roosevelt was shared. We would highly recommend REI!!!

*Cheryl Ustianowski,
Town of Roosevelt*

“It was very easy to work with REI, they were very prompt with getting in touch with me on where our project was at all times. It exceeded my expectations as to how fast it all got done. I thought it was very nice how the owner took the time to come in and introduce herself to me and just chat when I came down for our first meeting, to me, that goes a long ways. I would definitely recommend your service to anyone I know. Thanks again”

REI provided survey and design services for our company. Our project included a site survey and topographic survey, zoning compliance services, design services which included consideration for relocation of tractor/trailer access to loading docks, location of new septic mound system, erosion control plan including a storm water retention pond and building expansion. A Storm Water Management Plan was developed for our company. We initially consulted with Tom Radenz and Mike Mohr was the Project Engineer that worked on our project. Mike was very professional and knowledgeable - he was responsive to our questions/changes and was considerate of timing requirements. He attended and presented at town meetings on our behalf and was a pleasure to work with. We were very happy with the services provided by REI for our project.”

Goetsch's Welding & Machine, Inc.”

INTRODUCTION

REI is pleased to submit a proposal for a survey for Asbestos Containing Building Materials (ACBM) and lead paint for a privately owned hanger located at the Central Wisconsin Airport (CWA). The purpose of the ACBM and lead paint survey is to provide an inventory of known and assumed ACBM and hazardous materials to be removed prior to remodeling/demolition.

WORK SCOPE – ACBM AND LEAD SAMPLING

1. Provide a State of Wisconsin Certified Asbestos inspector to conduct a pre-demolition survey of the building. REI personnel will inspect all accessible areas of the building to determine the presence and location of potential ACBM and lead paint.
2. The inspector will collect bulk samples of suspect material using destructive sampling procedures. Inspector will also describe approximate locations where samples were collected and note approximate quantities of materials. Client will supply an escort or keys to enter the building.
3. Samples collected will be submitted to a National Voluntary Accreditation Program (NVLAP) member lab for Polarized Light Microscopy (PLM) analysis of asbestos fiber content according to EPA/600/R-93/116 methodology for the determination of asbestos fiber content in bulk building material samples and provide a report of results.
4. Samples with a result of 3% will be further analyzed by point count with gravimetric reduction.
5. REI will prepare a report of the results and recommendations, along with estimated quantities of ACBM and locations identified with lead paint.

EXEMPTIONS

Removal or remediation is not included in this proposal.



Professional Services Agreement

Proposed Services: Asbestos Containing Building Materials (ACBM) and Lead Paint Survey

Site Name: Central Wisconsin Airport, Private Hanger, Mosinee, WI

Client: Becher-Hoppe Associates, Inc., Attn: Mr. Karl Kemper, 330 N. 4th Street, Wausau, WI 54403

Date: February 19, 2024

REI Project No.:

REI's Scope of Services on the project is limited to the Work Scope previously stated in the proposal document.

REI has relied on the following understanding in preparing the Work Scope and basis of payment: Location of project

REI will provide the following deliverables: ACBM and Lead report

Services provided by REI will be reimbursed by the Client at the estimated specified fee listed below invoiced upon completion of services.

Subcontracted Services

Laboratory Analysis – Asbestos sample analysis \$716.00

REI Engineering, Inc.

Field Time, coordination and sample collection
Project Management, ACBM summary report \$1,460.00

Total Cost Estimate \$2,176.00*

**Costs assume a maximum of 50 samples collected and submitted for analysis for ACBM.*

General Conditions: See "General Conditions"

Advanced Payment: None

By executing this Agreement, the Client and REI acknowledge that this Agreement is limited to the expressly enumerated Work Scope and Deliverables; that it is premised upon the Client representations set forth herein; and that it is subject to the general and supplemental conditions (if any) incorporated herein.

CLIENT:

REI ENGINEERING, INC.:

Signature: _____

Signature: _____

Printed Name: _____

Printed Name: Ken Lassa, P.S.

Title: _____

Title: Senior Consultant/Vice President

Phone number: _____

Date: _____

Date: _____

PART I: SERVICES AND DELIVERABLES

REI Engineering, Inc. ("REI") agrees to provide to Client the services and deliverables (the "Services and Deliverables") enumerated in the attached Work Scope and Professional Services Agreement (collectively with these General Conditions, the "Agreement") subject to these General Conditions. Amendments to the Agreement shall be in writing and approved by both REI and Client or may be as verbally requested by Client if subsequently confirmed by REI in writing and actually provided or performed by REI. The Agreement shall not be effective until it is signed by both REI and Client. REI may withdraw this Agreement at any time prior to execution by REI and Client. In the event these General Conditions conflict with any terms contained in the Work Scope, Professional Services Agreement, or any other agreement between Client and REI, these General Conditions shall control.

PART 2: FEES FOR SERVICES

2.1 Client agrees to compensate REI for the Services and Deliverables by REI, its subcontractors, or subconsultants in accordance with the Agreement. REI will submit invoices to Client approximately monthly and a final invoice upon completion of the Services and Deliverables. Invoices will show charges based on the Agreement. A detailed itemization of charges will be provided at Client's request for a reasonable charge.

2.2 Client will pay the balance stated on the invoice unless Client notifies REI in writing of the particular item that is alleged to be incorrect within fifteen (15) days from the invoice date. Client will be deemed to have accepted all invoice amounts not disputed within such 15-day period. Payment of undisputed amounts is due within thirty (30) days after each invoice date. On past due accounts, Client will pay a finance charge of 1.5% per month.

2.3 REI will notify Client in advance of schedule costs that are expected to exceed the estimates in the Agreement. In such events, Client may: (a) authorize additional funds to complete the Services and Deliverables as originally defined; (b) redefine the Work Scope in order to fit the remaining funds; or (c) request the work related to the Services and Deliverables is stopped at the specific expenditure level. If option (c) is chosen, REI will turn over such data, results, and material completed at the authorized level, and neither REI nor Client shall have further obligation or liability except for payment of work performed and other obligations arising prior to the date of termination of this Agreement.

2.4 Unless explicitly set forth in the Work Scope, providing testimony, expert witness services, or other services related to legal proceedings are not included in the Services and Deliverables. In the event REI voluntarily agrees or is required to provide such services, such services shall be deemed additional services and Client shall pay REI for such services at rates equal to double REI's then-current hourly rates and shall reimburse REI for any costs and expenses REI incurs in the course of such services.

PART 3: SITE INFORMATION/SITE ACCESS/DELIVERABLES

3.1 Client shall inform REI of all known information regarding existing and proposed conditions of the property that may affect REI's completion of the Services and Deliverables. Client will immediately provide to REI any new information of which Client becomes aware during the course of the project.

3.2 Client agrees to provide REI, prior to REI starting the Services and Deliverables, all information known or available to Client regarding the presence and location of any buried or concealed pipes, tanks, cables, utilities, or other manmade objects on or beneath the property that may affect or may be affected by REI in completing the Services and Deliverables. Client agrees to waive any claim against REI and to indemnify, defend, and hold harmless REI, its subcontractors, consultants, agents, and employees from all claims, damages, or other losses, including but not limited to reasonable attorneys' fees, arising from damaged utilities, concealed pipes, tanks, cables, or other manmade objects not made known to REI by Client. Client agrees to hold harmless and indemnify REI from all claims, damages, or other losses, including but not limited to reasonable attorneys' fees, arising from damage to buried pipes, cables, or utilities improperly marked or designated by "Diggers Hotline" or similar other utility location service.

3.3 Client shall provide to REI accurate and reliable information regarding property lines and property ownership, unless ascertainment of the same is expressly included within the Work Scope. Client agrees to indemnify and hold harmless REI from any and all claims, damages, or other losses, including but not limited to reasonable attorneys' fees, arising from inaccurate or incomplete information provided hereunder or otherwise failing to comply with the requirements of this Part 3.3.

3.4 Client shall furnish right of entry to REI, its subcontractors, employees, and agents as deemed necessary by REI to complete the Services and Deliverables. Client agrees to cooperate with REI such that the Services and Deliverables can be completed. Client agrees to hold REI harmless from any losses or penalties due to delays in the completion of the Services and Deliverables arising from Client's failure to comply with this Part 3.4.

3.5 REI provides the Services and Deliverables to Client for Client's sole and exclusive use only in connection with the project contemplated in this Agreement and only for the Services' and Deliverables' intended purpose.

3.6 While REI will take reasonable precautions to minimize any damage to property, it is understood by Client that in the normal course of REI's services, some damage may occur. The restoration of any damage is the responsibility of Client. If Client directs REI to restore property to its former condition, the costs associated with restoration will be added to REI's fee.

3.7 In accepting and utilizing any drawings, documents, specifications, reports, calculations, estimates, data, and other work product created or developed by REI pursuant to this Agreement (collectively, the "Documents and Data"), Client covenants and agrees that all such Documents and Data shall remain the property of REI, and REI shall retain all common law, statutory, and other rights, including copyrights, whether the project is completed or not; provided, however, that, so long as Client pays REI the fees due under the Agreement, REI hereby grants to Client a royalty-free, fully paid-up, perpetual, irrevocable, transferable, and non-exclusive right and license to use the Documents and Data. Client agrees that Documents and Data furnished to Client that are not paid for as provided in this Agreement will be returned to REI upon demand and will not be used by Client for any purpose whatsoever. Client further agrees not to use the Documents and Data, in whole or in part, for any purpose or project other than the project that is the subject of the Agreement. Client shall make no claim against REI resulting in any way from unauthorized changes or reuse of the Documents and Data for any other project by anyone. In addition, Client agrees, to the fullest extent permitted by law, to indemnify and hold REI harmless from all claims, damages, or other losses, including but not limited to reasonable attorneys' fees, arising from any changes made by anyone other than REI or from any reuse of the Documents and Data without the prior written consent of REI. In the event of conflict between electronic media and sealed drawings, sealed drawings govern.

PART 4: HAZARDOUS MATERIALS

4.1 Client shall inform REI of any and all hazardous waste or toxic substances located or present on the property, the disposal or discharge of which requires notification to the Wisconsin Department of Natural Resources or any other governmental agency pursuant to Section 292.11 of the Wisconsin Statutes or any other applicable environmental law or regulation. Client agrees to indemnify and hold harmless REI from any and all claims, damages, or other losses, including but not limited to reasonable attorneys' fees, arising from the discharge, disposal, or spill of any hazardous or toxic substance on the property not identified by Client and made known to REI.

4.2 Client and REI acknowledge that, prior to the starting its services, REI has not generated, handled, stored, treated, transported, disposed of, or in any way whatsoever taken responsibility for any toxic or hazardous substance or other material found, identified, or as yet unknown on the property.

4.3 If, in the course of performance of this Agreement, hazardous or toxic substances are discovered that pose unanticipated or extraordinary risks, it is hereby agreed that the Work Scope, Services and Deliverables, time schedule, and payment schedule will become subject to renegotiation or termination at the discretion of REI. Client agrees to hold harmless REI from all claims, penalties, losses, or liabilities arising from a delay in the completion of the services or work due to the unanticipated discovery of hazardous or toxic substances.

4.4 Client releases REI from any claim for damages, penalties, or remedial orders resulting from or arising out of any pre-existing environmental conditions at the site where the services or work is being performed that was not directly or indirectly caused by and did not result from, in whole or in part, any error or omission of REI, its subcontractors, agents, employees, and representatives.

4.5 Nothing contained within this Agreement shall be construed or interpreted as requiring REI or its subcontractors to assume the status of a generator, storer, treater, or disposal facility as defined in any federal, state or local statute, regulation, or rule governing treatment storage, transport, and/or disposal of hazardous or toxic materials.

PART 5: SUBCONTRACTORS

Client hereby acknowledges that REI may use the services and goods of subcontractors to perform the Services and Deliverables set forth in this Agreement. To the extent the subcontractors are chosen and utilized at the full discretion of REI, REI shall remain responsible to Client for the work and services of its subcontractors. If Client exercises any control over the selection of subcontractors utilized to complete the Services or Deliverables or utilizes or arranges for other contractors to perform work and services relating to, associated with, or otherwise affecting the Services and Deliverables provided by REI, REI shall not be liable or responsible for the means, methods, or quality of the work performed by such subcontractors or contractors, and Client agrees to hold harmless and indemnify REI from all claims, damages, or other losses, including but not limited to reasonable attorneys' fees, arising from or due to, in whole or in part, such subcontractor's or contractor's work.

PART 6: LIMITATIONS OF LIABILITY

6.1 Client hereby agrees that in no event shall REI's aggregate liability arising out of the Services and Deliverables or this Agreement for any and all claims asserted against REI, whether arising out of contract, tort, statute, or otherwise, exceed the greater of: (a) the fees paid to REI pursuant to this Agreement; or (b) the proceeds of REI's professional liability insurance policy.

6.2 Notwithstanding any other provision contained in the Agreement, in no event shall REI be liable for any special, indirect, incidental, punitive, or consequential damages of any kind, including, without limitation, lost profits or loss of use, regardless of the form of the claim and regardless of whether any such damages were foreseeable.

6.3 Client or Client's construction contractor shall have sole and complete responsibility for job site conditions (at all times and not limited to normal working hours) during the course of construction, including construction means and methods, and safety of all persons and property.

6.4 Client agrees to hold harmless, indemnify and defend REI from and against any and all claims, damages, or other losses, including but not limited to reasonable attorneys' fees, arising out of, or in any way connected with: (a) the presence, discharge, release, or escape of contaminants of any kind; or (b) the acts, omissions, or work of Client or third parties, except for such liability as may arise out of REI's own negligence or willful misconduct in the performance of this Agreement.

PART 7: INSURANCE

REI will carry workers compensation insurance and public liability and property damage insurance policies that REI considers adequate. Certificates of insurance will be provided to Client upon request. REI will not be responsible for any loss or liability arising from negligence, actions, or omissions by Client or by others.

PART 8: FORCE MAJEURE

Neither party shall be deemed in default of the Agreement to the extent that any delay or failure in the performance of its obligations (other than the payment) results, without its fault or negligence, from any cause beyond its reasonable control including, without limitation, acts of God, acts of civil or military authority, embargoes, epidemics, war, riots insurrections, fires explosions, earthquakes, floods, adverse weather conditions, strikes, or lock-outs. Should unanticipated conditions develop necessitating changes in the Work Scope, REI will notify Client as soon as reasonably practicable. REI will take any and all measures to preserve and protect the safety of REI's personnel, the public, and/or environment, and Client agrees to waive any claim against REI related to such measures.

PART 9: PERMITS

9.1 Client agrees to obtain all necessary permits, licenses, and approvals required for completion of the Services and Deliverables unless acquisition of the same is expressly included in the Work Scope. REI makes no guarantees or promises regarding approval of any petition, application, or request for permits, licenses, or approvals necessary for the completion of the Services and Deliverables. Client agrees to hold REI harmless from all losses or damages arising from the denial of any petition, application, or request for necessary permits, licenses, or approvals unless said denial is due solely to the negligence of REI.

9.2 REI will assist Client in applying for permits from regulatory agencies to the extent stated in the Work Scope.

9.3 Services required by regulatory agencies as a condition of permit approval, but which are not included in the Work Scope, will be considered additional services for which Client will pay REI additional compensation at REI's then current rates. REI will not perform additional services without Client's consent.

9.4 It is understood that REI's Services and Deliverables are limited to the items in the Work Scope. REI has and will have no additional responsibility for compliance with federal, state, or local permitting requirements. Without limited the foregoing, REI has and will have no responsibility for compliance with the Wisconsin Statutes and the Wisconsin Administrative Code, including but not limited to Wisconsin Statutes Chapters 30 and 31 and Wisconsin Administrative Code Sections NR151, NR216, and TRANS 233, or the site erosion control plan, to whatever extent each applies to the project. Client agrees to indemnify, defend, and hold REI harmless from all claims, damages, or other losses, including but not limited to reasonable attorneys' fees, resulting from noncompliance with the requirements of Wisconsin Statutes and of the Wisconsin Administrative Code other than for tasks specifically identified in the Work Scope to be performed by REI.

PART 10: STANDARD OF CARE

Services and Deliverables performed and provided by REI under this Agreement will be performed and provided with the level of care and skill ordinarily exercised by members of the profession currently practicing in similar conditions, time, and location. Except as provided in the previous sentence, REI MAKES NO WARRANTY WHATSOEVER WITH RESPECT TO THE SERVICES AND DELIVERABLES, INCLUDING ANY (a) WARRANTY OF MERCHANTABILITY; OR (b) WARRANTY OF FITNESS FOR A PARTICULAR PURPOSE, WHETHER EXPRESS OR IMPLIED BY LAW, COURSE OF DEALING, COURSE OF PERFORMANCE, USAGE OF TRADE, OR OTHERWISE.

PART 11: TERMINATION

This Agreement may be terminated by Client upon not less than seven (7) days' written notice to REI in the event the project contemplated by this Agreement is permanently abandoned. If the project is abandoned by Client for more than ninety (90) consecutive days, REI may terminate this Agreement by giving written notice. In the event of termination, Client will compensate REI in full for services performed prior to termination, together with additional services that are made necessary by the termination. Such compensation will be on the basis of REI's standard hourly rates in effect at the time of termination.

PART 12: REI EMPLOYEES

Client agrees that, during the term of this Agreement and for a period of six (6) months after the termination of this Agreement for any reason, neither Client nor any of its representatives or affiliates shall directly or indirectly solicit for employment or contract for services any REI Employee. Client agrees that during this period it will not otherwise induce, influence, or encourage any REI Employee to terminate employment with REI. "REI Employee" for purposes of this section means any employee of REI with whom the Client had contact as a result of the services provided under this Agreement. This Part 12 does not apply to general solicitation through the media or by a search firm that is not directed specifically to any employees of REI unless such solicitation is undertaken as a means to circumvent this Part 12. The Client agrees that the restrictions contained in this Part 12 are reasonable. Upon a determination that any term or provision of this Part 12 is invalid, illegal, or unenforceable, the court may modify this Part 12 to substitute the maximum duration, scope, or geographical area legally permissible under such circumstances to the greatest extent possible to effect the restrictions originally contemplated by the parties. Client agrees that if it breaches this Part 12, it shall remit a recruitment fee to REI in an amount equal to the REI Employee's salary for the immediately prior six (6) months. Client agrees that this fee will be delivered to REI within thirty (30) days of the date of a breach of this Part 12.

PART 13: MISCELLANEOUS

This represents the entire Agreement between the parties and supersedes all prior representations or agreements. No alterations to, or modification of, the terms and conditions of this Agreement shall be effective except as specifically provided in this Agreement or as agreed by both REI and Client in writing. Client shall not assign its interest in this Agreement without the consent of REI, which consent may be withheld in REI's sole discretion. Client shall reimburse REI for all costs incurred by REI in collecting late payments or enforcing REI's rights under this Agreement, including reasonable attorneys' fees and court costs. This Agreement shall be construed in accordance with the laws of the State of Wisconsin without giving effect to its conflict of laws principles.



FEE BREAKDOWN

Labor Category	Total Hours	Billing Rate	Total Cost
1.0 Preliminary Design			
Practice Operations Leader	8 hrs. x \$ 330.00 /hr = \$		2,640.00
Arch Project Mgr IV	24 hrs. x \$ 295.00 /hr = \$		7,080.00
Arch Project Mgr III	54 hrs. x \$ 250.00 /hr = \$		13,500.00
Arch Project Mgr III	44 hrs. x \$ 250.00 /hr = \$		11,000.00
Engineer III	42 hrs. x \$ 275.00 /hr = \$		11,550.00
Architectural Designer II	88 hrs. x \$ 190.00 /hr = \$		16,720.00
Project Coordinator II	8 hrs. x \$ 145.00 /hr = \$		1,160.00
PA Team Leader	4 hrs. x \$ 135.00 /hr = \$		540.00
SUBTOTAL	272 hrs.	SUBTOTAL \$	64,190.00
PHASE TOTAL \$			64,190.00

TASK	LABOR CATEGORY									
	Practice Operations Leader	Arch Project Mgr IV	Arch Project Mgr III	Arch Project Mgr III	Engineer III	Architectural Designer II	Project Coordinator II	PA Team Leader	Phase Item Costs	
1.0 Preliminary Design										
1.1 Coordination with CWA	4		4	4	2		4	4	4,990.00	
1.2 Sponsor Kickoff Meeting			12	12	12	32			9,300.00	
1.3 Sponsor Project Information		8	16	12	12				18,740.00	
1.4 Site Plan/Civil Design	2	4	4	8	8	8			6,560.00	
1.5 Floor Plans and Elevations		8	12	4	4	32			13,540.00	
1.6 Deliverables		4	4	8	4	16			8,900.00	
1.7 FAA Coordination Efforts	2		2	4					2,160.00	
TOTALS	8	24	54	44	42	88	8	4	64,190.00	

	Contract Hours	Total Cost
SUMMARY FEE PROPOSAL (LUMP SUM)		
1.0 Preliminary Design	272	\$ 64,190.00
SUBTOTAL \$	272	\$ 64,190.00
REIMBURSABLE EXPENSES		
Auto Rental	2 x Day	\$ 260.00
Travel & Airline Costs	6 x Trip	\$ 3,000.00
Lodging + Tax's & Fees	3 x Day	\$ 360.00
Per Diem	6 x Day	\$ 354.00
SUBTOTAL \$		\$ 3,974.00
SUBCONSULTANTS - Civil Engineer, Design Survey, and Geotech Report		
Becher-Hoppe Associates, Inc.		\$ 50,536.91
SUBTOTAL \$		\$ 50,536.91
Contract Total \$		\$ 118,700.91

*For the purposes of estimating the amount of reimbursable expenses which will be incurred by the Engineer, the cost of per diem and lodging are calculated in accordance with current GSA rates. The actual amount to be invoiced for per diem will be in accordance with the published GSA rate at the time of service and may vary from the rate used in the fee estimate. Lodging will be invoiced as an actual expense incurred except in cases where specific client requirements exist that limit lodging to GSA standards.

**CENTRAL WISCONSIN AIRPORT STATISTICAL REPORT
SUMMARY - MARCH 2023 - 2024**

09-Apr-24

	2023 MONTH	2024 MONTH	% CHGE. 23-24	2023 Y-T-D	2024 Y-T-D	% CHGE. 23-24
ACTUAL LANDINGS						
AMERICAN	60	91	51.7%	169	223	32.0%
AVELO	0	9	100.0%	0	28	100.0%
DELTA	62	62	0.0%	175	181	3.4%
CHARTERS	1	2	100.0%	4	4	0.0%
TOTAL OPERATIONS	246	328	33.3%	696	872	25.3%
ATCT OPERATIONS	758	1,013	33.6%	2,211	3,001	35.7%
AIRLINE CANCELLATIONS						
AMERICAN	2	0	-100.0%	7	3	-57.1%
AVELO	0	0	0.0%	0	0	0.0%
DELTA	0	1	100.0%	7	3	-57.1%
TOTAL CANCELLATIONS	2	1	-50.0%	14	6	-57.1%
ENPLANED PASSENGERS						
AMERICAN	2,552	3,364	31.8%	7,497	8,517	13.6%
AVELO	0	1,395	100.0%	0	4,066	100.0%
DELTA	3,418	3,544	3.7%	9,389	10,286	9.6%
CHARTERS	150	236	57.3%	458	494	7.9%
TOTAL ENPLANED PASSENGERS	6,120	8,539	39.5%	17,344	23,363	34.7%
DEPLANED PASSENGERS						
AMERICAN	2,595	3,652	40.7%	6,831	8,684	27.1%
AVELO	0	1,473	100.0%	0	3,964	100.0%
DELTA	3,480	3,405	-2.2%	9,061	9,342	3.1%
CHARTERS	150	236	57.3%	458	494	7.9%
TOTAL DEPLANED PASSENGERS	6,225	8,766	40.8%	16,350	22,484	37.5%
AIR FREIGHT - AMERICAN	79	0	-100.0%	104	0	-100.0%
AIR FREIGHT - DELTA	0	0	0.0%	0	0	0.0%
TOTAL AIRFREIGHT - AIRLINES	79	0	-100.0%	104	0	-100.0%
TOTAL AIRFREIGHT - GENERAL AVIATION	146,503	133,631	-8.8%	374,639	365,895	-2.3%
AIRLINES & GEN AVIATION - AIR FREIGHT	146,582	133,631	-8.8%	374,743	365,895	-2.4%

LOAD FACTOR-CURRENT MONTH	SEATS	PAX	FACTOR
AMERICAN	4,550	3,364	73.9%
AVELO	1,701	1,395	82.0%
DELTA	4,712	3,544	75.2%

CENTRAL WISCONSIN AIRPORT STATISTICAL REPORT
SUMMARY - APRIL 2023 - 2024

09-May-24

	2023 MONTH	2024 MONTH	% CHGE. 23-24	2023 Y-T-D	2024 Y-T-D	% CHGE. 23-24
ACTUAL LANDINGS						
AMERICAN	58	90	55.2%	227	313	37.9%
AVELO	0	8	100.0%	0	36	100.0%
DELTA	60	60	0.0%	235	241	2.6%
CHARTERS	3	2	-33.3%	7	6	-14.3%
TOTAL OPERATIONS	242	320	32.2%	938	1,192	27.1%
ATCT OPERATIONS	1,056	1,251	18.5%	3,267	4,252	30.1%
AIRLINE CANCELLATIONS						
AMERICAN	1	0	-100.0%	8	3	-62.5%
AVELO	0	0	0.0%	0	0	0.0%
DELTA	0	0	0.0%	7	3	-57.1%
TOTAL CANCELLATIONS	1	0	-100.0%	15	6	-60.0%
ENPLANED PASSENGERS						
AMERICAN	2,432	3,391	39.4%	9,929	11,908	19.9%
AVELO	0	1,055	100.0%	0	5,121	100.0%
DELTA	3,258	3,581	9.9%	12,647	13,867	9.6%
CHARTERS	378	269	-28.8%	836	763	-8.7%
TOTAL ENPLANED PASSENGERS	6,068	8,296	36.7%	23,412	31,659	35.2%
DEPLANED PASSENGERS						
AMERICAN	2,323	3,434	47.8%	9,154	12,118	32.4%
AVELO	0	1,257	100.0%	0	5,221	100.0%
DELTA	3,422	3,610	5.5%	12,483	12,952	3.8%
CHARTERS	378	269	-28.8%	836	763	-8.7%
TOTAL DEPLANED PASSENGERS	6,123	8,570	40.0%	22,473	31,054	38.2%
AIR FREIGHT - AMERICAN	108	0	-100.0%	212	0	-100.0%
AIR FREIGHT - DELTA	0	0	0.0%	0	0	0.0%
TOTAL AIRFREIGHT - AIRLINES	108	0	-100.0%	212	0	-100.0%
TOTAL AIRFREIGHT - GENERAL AVIATION	132,308	134,545	1.7%	506,947	500,440	-1.3%
AIRLINES & GEN AVIATION - AIR FREIGHT	132,416	134,545	1.6%	507,159	500,440	-1.3%

LOAD FACTOR-CURRENT MONTH	SEATS	PAX	FACTOR
AMERICAN	4,500	3,391	75.4%
AVELO	1,512	1,055	69.8%
DELTA	4,560	3,581	78.5%

Central Wisconsin Airport – Flight Schedule May 14, 2024



<u>Arrivals – Delta</u>				<u>Departures – Delta</u>			
4909	15:47	from MSP	CRJ	5384	07:00	to MSP	CRJ
4934	20:45	from MSP	CRJ	4909	16:28	to MSP	CRJ



<u>Arrivals – American</u>				<u>Departures – American</u>			
6048	11:00	from ORD	CRJ	6177	06:00	to ORD	CRJ
6077	17:58	from ORD	CRJ	6048	11:25	to ORD	CRJ
6160	21:43	from ORD	CRJ	6077	18:23	to ORD	CRJ



<u>Arrivals – Avelo</u>	<u>Departures – Avelo</u>
<p>Returning June 5, 2024</p>	

Upcoming Charter Schedule

May 20 – Never Forgotten Honor Flight #48
 June 16 – Sun Country to Laughlin
 August 1 – Sun Country to Omaha

MSP = Minneapolis
 ORD = Chicago O’Hare
 MCO = Orlando

Total CWA Flights Daily = 5

CWA Legislative Update – May 2024

FAA Reauthorization Update: House Oks Another Short-Term Extension

(Source: U.S. Contract Tower Association, AAAE)

April 8, 2024

While the Senate continues to make progress on a multi-year FAA reauthorization bill, the House of Representatives today cleared a bill to extend aviation programs and excise taxes through May 17. The week-long extension provides a backstop since it appears that Congress will not be able to finish the FAA bill before the current stop-gap measure expires on Friday at midnight.

Lawmakers on April 29 unveiled a bipartisan and bicameral FAA reauthorization bill that will increase AIP funding to \$4 billion annually, authorize another \$200 million annually for resilience and runway safety projects, and help airports transition to fluorine-free firefighting foam. Senate leaders are working to finish the FAA bill, but it is unclear when a vote on final passage will occur.

Senate Making Progress, But Process is Slow

Senate Majority Leader Chuck Schumer (D-NY) has been trying to convince his colleagues to pass the FAA bill quickly to meet the Friday deadline, and he has taken procedural steps to bring the debate to a close. But the process has slowed, in part, because lawmakers have filed a long list of amendments for leaders to review. Absent an agreement on timing and amendments, the Senate may not be able to clear the bill by Friday.

So far, Senate leaders have added a handful of mostly non-controversial amendments to the FAA bill. One is a proposal from Sen. Maggie Hassan (D-NH) that would require large and medium hub airports to have universal changing stations for individuals with disabilities in each of their terminals. The revised bill also includes a proposal from Sen. Catherine Cortez Masto (D-NV) that would provide grants to help airports combat human trafficking.

Meanwhile, the fate of a bipartisan amendment filed by Sens. Jeff Merkley (D-OR) and John Kennedy (R-LA) that would prohibit or severely restrict the TSA from using biometric facial matching technologies at security checkpoints is still up in the air. AAAE and other aviation stakeholders are continuing to urge lawmakers to reject the proposal because it would reduce aviation security and create longer lines at security checkpoints.

Door Closing for the House to Consider the FAA Bill This Week

Even if the Senate manages to pass the bill this week, the House is unlikely to do its part in time. Speaker Mike Johnson (R-LA) announced this afternoon that no further votes beyond the extension and a few other matters are expected in that chamber after today's session. This House will not be in session tomorrow, all but closing the door on the possibility that Congress will finish the FAA bill this week.

The latest stop-gap measure will extend FAA programs and aviation excise taxes through May 17. We expect the Senate will pass the measure later this week, giving lawmakers more time to finish the FAA bill.

FIN - Budget vs Actual for Organization

Company: County of Marathon
 Organization: Cost Center: CWA Operations
 Period: FY2024 - April

Ledger Account	Budget	Actuals (Current Period)	Actuals (YTD)	Budget Remaining	Budget Used (%)
Revenues					
Parking Fees	\$1,200,000	\$118,077	\$405,586	\$794,414	33.80%
Airport Fees	\$2,084,000	\$151,081	\$672,377	\$1,411,623	32.26%
Misc Airport Fees	\$160,000	\$32,089	\$32,089	\$127,911	20.06%
Other Charges for Services	\$32,000	\$10,609	\$22,045	\$9,955	68.89%
Transfer from Fund Balance	\$1,570,139	\$0	\$0	\$1,570,139	0.00%
Total Revenues	\$5,046,139	\$311,856	\$1,132,098	\$3,914,041	22.43%
Expenditures					
Personnel	\$2,038,410	\$155,744	\$665,685	\$1,372,725	32.66%
Salaries and Wages	\$111,178	\$736	\$485,673	\$8,732	
Employee Benefits	\$736	\$43,829	\$171,279		
Employer Contributions					
Contractual Services	\$975,000	\$24,223	\$180,560	\$794,440	18.52%
Professional Services	\$5,275		\$35,471		
Utility Services	\$5,139		\$74,291		
Repair and Maintenance Services	\$7,348		\$34,274		
Special Services - IT	\$5,599		\$32,850		
Other Contractual Services	\$862		\$3,673		
Materials and Supplies	\$535,600	\$5,652	\$130,561	\$405,039	24.38%
Office Supplies	\$0	\$0	\$33,782		
Publications, Subscriptions and Dues	\$514		\$12,201		
Travel	\$56		\$519		
Operating Supplies	\$726		\$6,025		
Repairs and Maintenance Supplies	\$818		\$22,354		
Other Supplies and Expense	\$0		\$31,861		
Building Materials	\$53,000	\$4,306	\$4,755	\$48,245	8.97%
Concrete Products	\$0		\$365		
Metal Products	\$111		\$195		
Wood Products	\$4,195		\$4,195		
Fixed Charges	\$119,000	\$0	\$0	\$119,000	0.00%
Capital Outlay	\$866,000	\$0	\$79,065	\$786,935	9.13%
Capital Outlay	\$0		\$79,065		
Debt Service - Non-PFC	\$459,129	\$0	\$0	\$459,129	0.00%
Total Expenditures	\$5,046,139	\$189,924	\$1,060,625	\$3,985,514	21.02%
Net Change		\$121,932	\$71,472		

2023-2024 CWA Budget Summary YTD - April

	<u>April YTD - 2024</u>	<u>April YTD - 2023</u>	<u>% CHANGE</u>
Parking Fees	\$405,586	\$275,968	
Airport Fees	\$672,377	\$688,745	
Miscellaneous Airport Fees	\$32,089	\$46,990	
Other Charges for Services	\$22,045	\$0	
Total Revenues	\$1,132,097	\$1,011,703	11.90%
Personnel Services	\$665,685	\$580,904	
Contractual Services	\$180,560	\$243,294	
Supplies and Expense	\$130,561	\$119,167	
Building Materials	\$4,755	\$351	
Fixed Charges-Insurance	\$0	-\$14,948	
Capital Outlay	\$79,065	\$38,922	
Total Expenses	\$1,060,626	\$967,690	9.60%
Revenue over Expense	\$71,471	\$44,013	