

CENTRAL WISCONSIN JOINT AIRPORT BOARD MEETING
Conference Room B – East Terminal Upper Level, Mosinee, Wisconsin
May 21, 2021, 8:00 a.m.

2020-2022 Board Members: Sara Guild, Chair- Marathon County, Dave Ladick, Vice-Chair - Portage County, Brent Jacobson - Marathon County, Ray Reser - Portage County, Chris Dickinson - Marathon County, Lon Krogwold - Portage County, Kurt Kluck - Marathon County.

Mission Statement: *The mission of the Central Wisconsin Airport is to be the airport of choice by providing a safe, efficient, and competitive operating environment.*

Due to the COVID-19 pandemic, 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 715-693-2147 and dialing extension 3000 when the voice menu system begins. The conference line will be open to calls five (5) minutes prior to the meeting start time listed above. If board members or members of the public attend the meeting in person, appropriate safety measures, including adequate social distancing, must be utilized by all in-person attendees.

- 1) Call to Order by Chair Guild at 8:00 a.m.
 - a) Pledge of Allegiance
- 2) Approval of Minutes of the April 16, 2021 Board Meeting
- 3) Public Comment Period: 15-minute time limit
- 4) Review and Possible Action on Land Acquisition Consulting Services Contract with Becher-Hoppe Associates
- 5) Review and Possible Action on Minimum Standards and Rules & Regulations Update with Leibowitz & Horton Airport Management Consultants
- 6) Review and Possible Action on Construction Engineering Services Contract with Becher Hoppe for Taxilane E and Flightline Drive Construction Project
- 7) Staff Reports
 - a) Director Report
 - i) Odyssey Aviation Hangar Update
 - ii) Marketing Update
 - iii) Legislative Update
 - iv) Statistics – April 2021
 - v) Flight Schedule
 - vi) TSA Pre Check Mobile Enrollment Event
 - vii) Ascension Spirit Medical Transport Blood Drive
 - b) Financial Reports
 - i) Revenues and Expenses – April 2021
 - ii) Budget Comparison
 - iii) Avis/Budget Lease Update

- c) Operations and Project Reports
 - i) Update on Runway 17/35 Reconstruction Project
 - ii) Taxiway E and Flightline Drive Reconstruction Project
 - iii) Update on Runway Length Justification
 - iv) Landscaping update

8) Adjournment

9) Next Scheduled Meeting Date: June 18, 2021 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 infomarathon@co.marathon.wi.us one business day before the meeting.

CENTRAL WISCONSIN JOINT AIRPORT BOARD MEETING
Conference Room B – East Terminal Upper Level, Mosinee, Wisconsin
April 16, 2021, 8:00 a.m.

Airport Board:	Sara Guild, Chair Lonnie Krogwold Brent Jacobson Chris Dickinson	Dave Ladick, Vice Chair (via phone) Kurt Kluck (via phone) Ray Reser (via phone)
Staff:	Brian Grefe, Airport Director David Drozd, Finance	Mark Cihlar, Assistant Airport Director Julie Ulrick, Badging Coordinator
Visitors:	Randy Van Natta, Becher Hoppe	Karl Kemper, Becher Hoppe

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

Approval of Minutes: *Motion by Krogwold, second by Jacobson to approve the minutes of the February 19, 2021 board meeting. Motion carried unanimously.*

Public Comment Period: None.

Staff Reports:

Director Report – Brian Grefe:

Statistics – The February statistical report ends with total operations down 40% and enplanements down 64.5% on the year. Load factors ranged from 38.2% to 75.4%. March statistics saw little recovery with total operations down 42.9% and enplanements down 52.6% on the year. Load factors saw an improvement ranging from 59.0% to 88.5%.

Flight Schedule – The April flight schedule remains at five daily flights, with one outgoing charter flight. Meetings with airlines were held with focus on forward looking schedules. American plans on going to a full pre-COVID schedule of three flights in May. Delta indicated they will return to five daily flights in June, with the possibility of additional flights for our market. United is also expected to return to a full schedule of up to three daily flights in May or June.

GA Development Update – Odyssey Aviation is anticipating ground breaking on their new hangar facility in May. Having a second new-build corporate hangar onsite is very positive for the airport.

Marketing Update – With the return of a full flight schedule and the possibility of additional seats, now may be the time to move to unrestricted marketing for the most progress moving forward.

Legislative Update – The Biden Administration has released details on how the \$25 billion for airports and the nation’s aviation infrastructure included in the president’s American Jobs Plan would be allocated. According to a two-page summary, \$10 billion would go toward AIP, \$10 billion would be designated for “airport terminal renovation grants,” and another \$5 billion is proposed for “FAA National Airspace System Facilities.” Those funds are anticipated over a five-year period.

Rental Car Update – The Avis/Budget receivables account remains delinquent, with the remaining car rental agencies maintaining current accounts.

Quarterly Performance Report – Data in the report is through September of last year and members may review at their leisure.

Financial Reports – Dave Drozd:

Revenues and Expenses – The January financial reports have been updated to reflect the delayed ETF payments. February revenues end the month at 11.2% of budget with not much activity; disbursements were also slow ending at 9.4%. March revenues end the month at 20.8%, skewed slightly from a full annual corporate hangar payment; disbursements are on track at 14.8% with no large expenditures.

Budget Comparison – March budget comparison year over year ends with a \$77,006 deficit, mainly due to usage of deicing product during multiple freezing rain events.

Operations and Project Reports – Mark Cihlar:

Operations Update – The two open operations and maintenance positions have been filled and staffing will be in a good position moving into the summer months.

Last week Saturday, an aircraft had to abort takeoff due to experiencing a bird strike. A wildlife planning meeting was held last week to help mitigate wildlife risks.

Taxilane E and Flightline Drive Reconstruction Project – Bid opening for the reconstruction project will take place next week. The project is on track and anticipated to start this summer.

Adjournment: 8:47 a.m. Motion by Dickinson, second by Krogwold to adjourn. Motion carried unanimously.

Tour of RWY 17-35 Construction Project:

A quorum of the Central Wisconsin Joint Airport Board will be taking a tour of the runway 17/35 construction project. No public business will be conducted during this general discussion and tour.

Next Scheduled Meeting Date: May 21, 2021 at 8:00 a.m.

Julie Ulrick, Recording Secretary

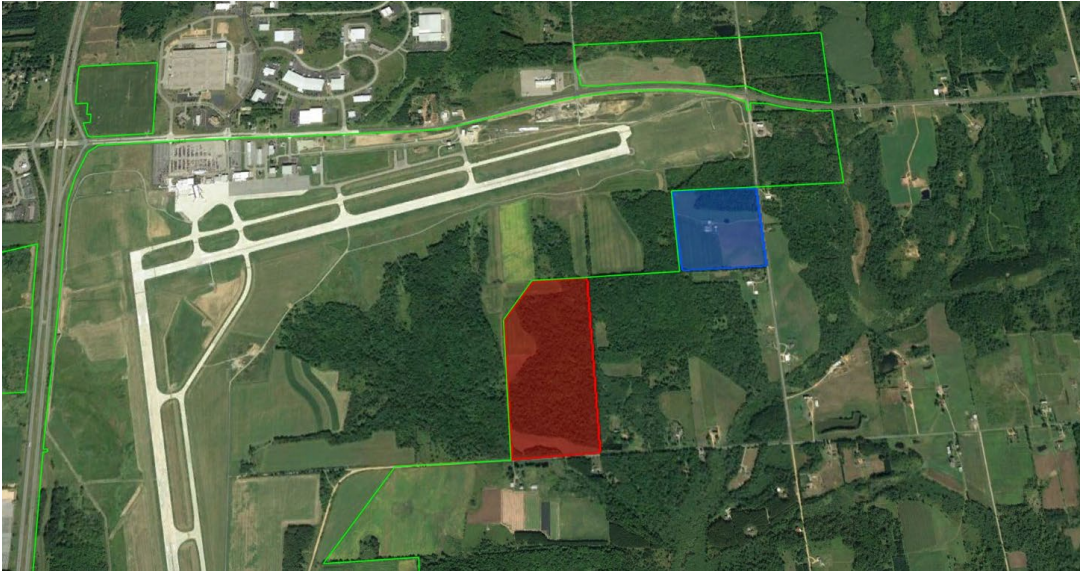
Agenda Item Summary

Airport Board Meeting Date: May 21, 2021

Agenda Item Title: 4) Review and Possible Action on Land Acquisition Consulting Services Contract with Becher-Hoppe Associates

Staff Responsible: Brian Grefe, Airport Director

Background: Airport staff have been in discussions regarding purchasing Stanley Grochmal's property since late January 2021. The property is separated into two parcels, the northeastern and the southern parcels. They are approximately 40 acres and 76 acres respectively for a total of 116 acres.



Airport staff have requested the Wisconsin Department of Transportation Bureau of Aeronautics (BOA) assistance in purchasing the property for airspace protection, and compatible land use. The BOA has tentatively agreed to financially assist in the purchase of the northeastern parcel. Funding for that parcel would be 80% BOA and 20% CWA funds. The northeastern parcel is under the protected "Transitional Surface" regulated under 14 CFR Part 77 and the future Inner Transitional Obstacle Free Zone for Runway 8/26. The southern parcel is adjacent to airport property and would be beneficial for the airport to own, but would need to be purchased with airport funds. The justification for ownership of the southern parcel is primarily the assurance of compatible land use. The biggest concerns for non-compatible land use is the introduction of noise sensitive neighbors, and the risks associated with rifle hunting this close to aircraft during the Wisconsin gun deer season.

Earlier this spring, Stanley Grochmal and his family agreed to sell all the 116 acres to the Central Wisconsin Joint Airport Board using the Wisconsin DOT Bureau of Aeronautics (BOA) process. This process was used when the airport purchased land in 2019 next to I39/US51. Utilizing this BOA process ensure compliance with State and Federal land purchasing requirements and ensures a fair price for the landowner and the airport.

Timeline: The BOA is willing to allow the airport to use the state process to purchase the entire property to streamline the impacts to the seller and the airport. The state process involves a survey, appraisals, and an environmental process including a historic property investigation. The entire process will take at least six months. Even though it is lengthy, it will afford the airport and the BOA the highest level of protection from potential future litigation. The Grochmal family has asked if one parcel can sell in 2021 and one in 2022. Airport staff and Becher-Hoppe will make every effort to ensure this sale happens in a manner acceptable to the Grochmal family.

Financial Impact: The final value of the real estate acquisition services to be provided by Becher-Hoppe Associates is currently being negotiated. The initial proposal sent to the airport and the BOA was a total price of \$79,578.65 (\$39,729.09 for parcel 44 and \$39,849.56 for parcel 45). The price per parcel is in alignment with 2019 negotiated fees for a similar scope. The purchase of the property will require a fund balance transfer for the 2021 purchase amount. We will be able to budget for the 2022 property purchase amount. Both formal board actions will happen later when amounts are better understood.

Contributions to Airport Goals: This property would be managed to the standards of the 2018/2019 goal of Manage Business Opportunities. Airport staff would intend to lease the fields to areas farmers as a modest income opportunity. The forested areas would be part of the airports managed forest program to ensure the health of the ecosystem and potentially see timber revenues if and when appropriate.

Recommended Action: Airport staff requests that the board move to finish negotiations with Becher-Hoppe Associates and the Bureau of Aeronautics for land acquisition consulting services and direct the Airport Director to sign a negotiated contract in an amount not-to-exceed \$79,578.65.

Attachment(s) Fee Allocation by Parcel

Fee Allocation by Parcel

**Central Wisconsin Airport CWA1xxx, SAP-xxx
Real Estate Acquisition**

May 3, 2021

Work Element	Fee Amount	Parcel 44	Parcel 45
LUMP SUM ITEMS			
Preacquisition Services	\$5,507.01	\$2,753.51	\$2,753.50
Project Management	\$4,287.75	\$2,143.88	\$2,143.87
Title Services			
60 Year Title Reports	\$875.67	\$583.78	\$291.89
Coordinate Closings	\$502.71	\$251.36	\$251.35
Exhibit A" Project Map - Proposed Land Acquisition	\$248.40	\$124.20	\$124.20
Relocation Order and Filing	\$428.77	\$214.39	\$214.38
Environmental Investigations			
Haz Materials Site Assessment - Phase 1	\$3,958.93	\$1,979.47	\$1,979.46
Parcel 44 - Buildings Pre-Demo Investigation (Sub Northstar Enviro) Parcel 44	\$2,423.10	\$2,423.10	
Archaeological and Architectural/Historical Investigation (Sub UWM-CRM) Parcel 44	\$12,229.42	\$12,229.42	
Archaeological and Architectural/Historical Investigation (Sub UWM-CRM) Parcel 45	\$15,925.00		\$15,925.00
Section 106 Coordination	\$251.35	\$125.68	\$125.67
Agricultural Impact Notification	\$1,327.17	\$663.59	\$663.58
Categorical Exclusion Checklist	\$3,947.72	\$1,973.86	\$1,973.86
Prepare Tribal Notice Letters for BOA Distribution	\$251.35	\$125.68	\$125.67
WisDNR Coordination	\$251.35	\$125.68	\$125.67
Land Acquisition Meetings	\$251.35	\$125.68	\$125.67
Property Surveys and Certified Survey Maps			
Certified Survey Map - Parcel 44	\$1,677.42	\$1,677.42	
Certified Survey Map - Parcel 45	\$1,677.42		\$1,677.42
Revise Exhibit "A" Project Map - Proposed Land Acquisition - Appraisal Services Subconsultant - Streetland, LLC	\$343.02	\$171.51	\$171.51
Parcel 44 - Fee Simple Acquisition	\$2,955.67	\$2,955.67	
Parcel 45 - Fee Simple Acquisition	\$2,095.67		\$2,095.67
Appraisal Review Services Subconsultant - Norby & Assoc.			
Parcel 44 - Fee Simple Acquisition	\$1,925.67	\$1,925.67	
Parcel 45 - Fee Simple Acquisition	\$1,925.67		\$1,925.67
Conveyance Documents	\$680.12	\$340.06	\$340.06
Exhibit "A" Project Map - Final Land Acquisition	\$520.44	\$260.22	\$260.22
Update Exhibit "A" Property Map - 2 Pages	\$780.66	\$390.33	\$390.33
TOTAL LUMP SUM ITEMS	\$67,248.81	\$33,564.16	\$33,684.65
ACTUAL COST ITEMS			
Meetings	\$1,212.40	\$606.20	\$606.20
Additional Relocation Orders	\$428.77	\$214.39	\$214.38
Negotiation / Acquisition Services	\$7,437.33	\$3,718.67	\$3,718.66
Owner Appraisal Reviews Subconsultant - Norby & Assoc.	\$3,251.34	\$1,625.67	\$1,625.67
TOTAL ACTUAL COST ITEMS	\$12,329.84	\$6,164.93	\$6,164.91
TOTAL AMOUNT	\$79,578.65	\$39,729.09	\$39,849.56



Agenda Item Summary

Airport Board Meeting Date: May 21, 2021

Agenda Item Title: #5) Review and Possible Action on Minimum Standards and Rules & Regulations Update with Leibowitz & Horton Airport Management Consultants

Staff Responsible: Brian Grefe, Airport Director

Background: As a condition of accepting federal funds the Central Wisconsin Joint Airport Board has agreed to 39 Grant Assurances. Grant Assurance 19 requires the airport to be operated at all times in a safe and serviceable condition and in accordance with the Minimum Standards. As such, an important element of keeping the airport safe is to regulate the activities found to be permissible at the airport and developing and enforcing business operating standards. Therefore, the Grant Assurances allow for the airport owner to impose conditions on business that operate at the airport.

Airport Minimum Standards set the minimum requirements a business or individual wishing to provide aeronautical services to the public on an airport must meet to provide those services, such as minimum lease size, required equipment, hours of operation, and fees. Minimum Standards should be imposed to ensure that an adequate level of safe and efficient service is available to the public.

Another component of ensuring compliance with Grant Assurance 19 is the establishment of Rules and Regulations. Rules and Regulations are designed to protect the public safety, health, and welfare. They must be reasonable and not conflict with state or federal regulations nor regulate aspects of aircraft operations that fall within the purview of the FAA or unduly burden interstate commerce.

In addition to Grant Assurance 19 – Operations and Maintenance, the use of Minimum Standards and Rules and Regulations will help the airport to comply with Grant Assurance 22 – Economic Nondiscrimination and may address Grant Assurance 23 Exclusive Rights.

Central Wisconsin Joint Airport Board created and implemented Rules and Regulations in 1984 which included Minimum Standards as part of the document. These important documents have not been updated since that time and are no longer sufficient for the airports needs or current regulations.

Recognizing this deficiency, the Joint Airport Board identified “Develop/Update Minimum Standards and Rules and Regulations” as a goal during the 2018 annual planning session. On October 19, 2018, the Joint Airport Board selected Leibowitz and Horton Airport Management Consultants as an on-call financial services consultant for the Central Wisconsin Airport and are capable and willing to undertake this effort.

Timeline: The update of these documents would start in early June and are estimated to be complete in March of 2022. The process would consist of multiple touch points with airport stakeholders and updating Ordinances for both Marathon and Portage Counties. The reason for starting this project now is to have current Minimum Standards and Rules and Regulations in place prior to beginning Fixed Base Operator (FBO) contract negotiations. There is an optional contract extension under the current FBO agreement in September of 2022. Negotiations will need to happen prior to that date.

Serving Wausau, Stevens Point and the Central Wisconsin Region

Financial Impact: The estimated fee for the Review/Update to Minimum Standards and Rules & Regulations is \$58,560. In addition to the fee for services, actual out of pocket costs for trips to Central Wisconsin will be billed with no markup. 4 in-person trips are estimated at @ \$1,500 each. Fees for these services will be invoiced monthly based on percentage complete. The amount would be paid from airport revenues. This project is CARES Act eligible.

Contributions to Airport Goals: This project was identified as a specific sub-goal under Goal #3 Manage Business Opportunities during the 2018 annual planning session.

Recommended Action: Airport staff recommends approving the Task Order with Leibowitz & Horton Airport Management Consultants, Inc. for Review/Update to Minimum Standards and Rules & Regulations.

Attachment(s) Task Order No. 2021-01 with Leibowitz & Horton Airport Management Consultants, Inc.

Exhibit A to CWA Financial Consulting Master Agreement

TASK ORDER NO. 2021-01

In accordance with this Task Order No. 2021-01, Made and entered into this ____ Day of May, 2021, Consultant agrees to perform and complete the following services for CWA, in accordance with the terms and conditions of the **Master Financial Consulting Services Agreement between the Central Wisconsin Joint Airport Board (CWA) and Leibowitz & Horton Airport Management Consultants Inc. (Consultant) dated 7 December 2018.**

1.0 Project Description

1.1 Airport business consulting services related to reviewing and updating minimum standards and rules & regulations for the Central Wisconsin Airport.

2.0 Scope of Services

2.1 See attached Leibowitz & Horton proposal dated April 14, 2021 Proposal.

3.0 Project Schedule

3.1 The Airport business consulting services under this task order are expected to begin in June 2021 and are expected to be complete by March 2022.

4.0 Compensation Terms

4.1 The fee for services will be a lump sum fee of \$58,560 and an actual cost amount shall not exceed \$6,000 and in no event will the total compensation and reimbursement paid hereunder exceed the maximum sum of \$64,560 for all services under this task order.


4.2 Consultant will invoice CWA monthly for all Services rendered pursuant to this Agreement, and each invoice shall be due and payable upon receipt by CWA. Invoices shall be sent via email to ddrozdz@fly-cwa.org. 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.

4.3 Compensation due Consultant under this Task Order is due and payable to its corporate offices, whose address is Leibowitz & Horton Airport Management Consultants Inc., 31 Blue Heron Drive, Greenwood Village, Co 80121.

5.0 Other Provisions

5.1 None

Consultant: _____ Central Wisconsin Joint Airport Board

By:  5/17/2021 By: _____
Date Date

Typed Name: Lynn Leibowitz Typed Name: _____

Title: President Title: _____

April 14, 2021

Mr. Brian Grefe
Airport Director
Central Wisconsin Airport
100 CWA Drive
Mosinee, WI 54455

Re: Airport Financial Consulting Services - Scope & Fee Estimate

Dear Mr. Grefe:

Based on our discussions regarding your airport minimum standards and rules and regulations, the following presents our proposed work plan for the task identified.

Review/Update to Minimum Standards and Rules & Regulations

- Review existing minimum standards and rules & regulations.
- Discuss objectives and timeline with Airport management. Identify areas of high priority for Airport management.
- Prepare initial draft update/outline of minimum standards and rules & regulations documents.
- Coordinate with various airport divisions (operations, security, fire, administration, etc.) to develop updates based on current best practices and the airport's specific circumstances.
- Review updated documents with Airport leadership. Conduct tenant information workshop on the updated documents.
- Finalize updates based on airport and tenant comments.
- Assist the Airport in implementation with required governmental agencies.

Our estimated fee for the Review/Update to Minimum Standards and Rules & Regulations is \$58,560. In addition to our fee for services, actual out of pocket costs for trips to Central Wisconsin will be billed with no markup. We estimate up to 4 person trips @ \$1,500 each. Fees for these services will be invoiced monthly based on percentage complete.

If you need additional information or have any questions, please contact us at (303) 773-6761 x1. Thank you for your consideration. We look forward to working with you on this important task.

Sincerely,

Lynn Leibowitz
President



Agenda Item Summary

Airport Board Meeting Date: May 21, 2021

Agenda Item Title: #6) Review and Possible Action on Construction Engineering Services Contract with Becher Hoppe for Taxilane E and Flightline Drive Construction Project.

Staff Responsible: Mark Cihlar, Assistant Airport Director

Background: In January of 2021, the Central Wisconsin Joint Airport Board approved by resolution the project to reconstruct Taxilane E and portions of Flightline Drive, contingent on Federal, State, and Local funding (Ref. R-1-21). This project has been designed, bid, and a grant application has been submitted to the FAA. The grant application includes the cost of this construction engineering contract.

In accordance with FAA Advisory Circular 150/5100-14E, Becher Hoppe was selected by CWA through a competitive solicitation to provide Construction Engineering Services for this project. CWA staff has negotiated in good faith the proposed Construction Engineering Services Contract with Becher Hoppe for the project. The record of negotiations for this contract is included with this AIS.

Services in this contract will provide the necessary management engineering, resident engineering, testing, and inspection services required for the execution of the project's construction in accordance with FAA regulations and grant assurances.

Timeline: With Airport Board approval, the BOA will award this Construction Engineering Services Contract after the grant is received by the FAA.

Financial Impact: This contract with Becher Hoppe for an amount of \$137,802.14 is anticipated to be funded 100% with FAA Airport Improvement Program funds under a future AIP grant. The BOA conducted an Independent Fee Estimate in accordance with FAA Advisory Circular 150/5100-14E, and the BOA agrees the contract amount is fair and reasonable.

Contributions to Airport Goals: This project is in alignment with the 2020 Goal to Improve Aviation Services at CWA.

Recommended Action: Airport staff recommends approval of the Construction Engineering Services Contract with Becher Hoppe.

Attachments: Record of Negotiations



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 Resident Engineering Services

Date: April 28, 2020

Contract Title: Resident Engineering Services – Taxilane E and Flightline Drive

Location: Central Wisconsin Airport

Anticipated AIP Grant: AIP-56 (CWA1014)

1. In 2020, the Central Wisconsin Airport (CWA) conducted a competitive solicitation for Airport Engineering 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 Becher Hoppe Associates, inc., for projects beginning prior to August 31, 2025.
2. On April 22, 2021, CWA requested Becher Hoppe to develop a scope of work for resident engineering services for the Taxilane E and Flightline Drive project. This work was included in the solicitation scope of the original RFQ.
3. On April 23, 2021, Becher Hoppe provided CWA the detailed scope of work required for the project.
4. On April 25, 2021, CWA agreed that the scope of work was reasonable.
5. On April 26, 2021, CWA received an independent fee estimate (IFE) for the scope of work from the Wisconsin BOA. The IFE estimated the total cost for the proposed work would be \$133,016.92 based on estimated hours for the scope of work. CWA reviewed the IFE with the BOA and agreed the estimate was reasonable for the scope of work.
6. On April 26, 2021, CWA reviewed the fee proposal from Becher Hoppe for the scope of work, which had a total cost of the proposal of \$140,343.41. This amount was 5% more than the IFE.
7. On April 27, 2021 CWA and Becher Hoppe discussed the fee proposal. Although the overall cost was in line with the IFE, the proposal had slightly more effort in the surveying effort than was accounted for in the IFE. Becher Hoppe agreed that the survey work may be estimated high on the subgrade work and agreed to lower the fee in this area. After these changes, both CWA and Becher Hoppe agreed that a revised Fee of \$137,802.14 was reasonable.
8. On May 21, 2021, CWA will recommend approval of the contract, negotiated in good faith, to the Central Wisconsin Joint Airport Board for approval.

A handwritten signature in black ink, appearing to read "Mark Cihlar", written over a horizontal line.

Mark Cihlar
Assistant Airport Director

Serving Wausau, Stevens Point and the Central Wisconsin Region



330 N. 4th Street, Wausau, WI 54403-5417
715-845-8000 | becherhoppe.com

ATTACHMENT A

Scope of Services

Central Wisconsin Airport
Mosinee, WI

Taxilane E Rehabilitation

CWA1014

Construction Engineering Services

April 23, 2021

PROJECT DESCRIPTION

This project includes improvements to the Central Wisconsin Airport in Mosinee, Wisconsin. The project consists of the following improvements:

- Base Bid – Taxilane E Rehabilitation
- Alternate Bid #1 – Taxilane E Lighting Replacement
- Alternate Bid #2 – Flightline Drive Rehabilitation (Outer Segments)

This scope is for engineering services associated with the construction phase of the project. The specified time for construction substantial completion is 65 calendar days. Therefore, construction is anticipated to last for 10 weeks. Twelve hour working days are anticipated. Construction is anticipated to start in June 2020. Work will not take place on nights, weekends, or holidays.

The following scope of services has been developed to accomplish the goals for this project:

SCOPE OF SERVICES

Specific tasks to be performed by Becher-Hoppe Associates, Inc. include the following:

- I. **LUMP SUM ITEMS**
 1. **Pre-Construction Tasks**

- a. **Scoping/Preliminary Coordination:** Consultant will coordinate with the BOA, contractor, sub-consultants, and internally to estimate timeline, required tasks, and appropriate staffing for the project.
 - b. **Obtain/Review Construction Schedule:** Consultant will review the contractor's schedule for compliance with project specifications, airport operations, and airport security.
 - c. **ECIP Coordination:** Consultant will review the ECIP and coordinate with the contractor to develop the ECIP to the point where it's ready for DNR and BOA review and comment. Consultant will follow up with contractor to ensure that DNR and BOA comments are addressed.
 - d. **Review Safety Plan Compliance Document (SPCD):** Consultant will review the contractor's SPCD and coordinate with the contractor to develop the SPCD to the point where it's ready for BOA review and approval/comment. Consultant will follow up with contractor and BOA to ensure that the SPCD approval is formalized.
 - e. **Coordinate, Prepare, Conduct, Document Pre-Construction Meeting:** Consultant will coordinate, prepare for, conduct, and document a pre-construction meeting at the airport.
 - f. **Prepare Digital Terrain Model (DTM):** Consultant will prepare and provide DTM to the contractor to be used for GPS machine grading.
2. **Construction Management Program (CMP):** Consultant will prepare a CMP in accordance with FAA AC 150/5370-12B, Appendix A.
3. **Initial Construction Layout:** Consultant will provide the following staking work pertaining to initial construction layout:
- i. Control
 - ii. Slope stakes
 - iii. Erosion control layout
 - iv. Traffic control layout
 - v. Sawcuts
4. **Record Drawings:** Consultant will prepare record drawings in Adobe (.pdf) format to represent as-built conditions of the project.

II. COST PLUS FIXED FEE ITEMS

1. Management Engineering:

- a. **Project Preparation:** Consultant will prepare templates for the documents and tools utilized during construction, including:

- Pay estimates
 - Daily progress reports
 - Weekly progress reports
 - Submittal log
 - Material submittal checklist
 - Weekly meeting agendas
 - Item record account worksheets
 - Erosion control inspection worksheets
 - Contract time status reports
 - GPS setup
- b. Project Coordination:** Consultant will provide professional engineering services as required to monitor project progress and resolve issues.
- c. Interpret Plans and Specifications:** Consultant will assist contractor with interpreting plans and specifications. Internally, the project manager will coordinate with the resident project representative before and during the project to ensure they understand the plans and specs.
- d. Supervise Sub-Consultants:** Consultant will supervise and coordinate with sub-consultants to fulfill testing requirements.
- e. Review Shop Drawings/Submittals:** Consultant will review submittals for all materials incorporated into the project to ensure they meet project specifications.
- f. Pay Estimates/Variation in Quantities:** Consultant will prepare pay estimates throughout the duration of the project. Consultant will also prepare a variation in quantities report after the project is completed.
- g. Weekly Progress Reports:** Consultant will complete weekly progress reports to include:
- Weekly dollar amount of work completed
 - Progress of major items
 - Engineering daily labor amounts
 - Daily summary of work, personnel, and equipment.
- h. Weekly Meeting Agendas & Minutes:** Consultant will prepare and transmit the previous week's meeting minutes and the following week's meeting agenda each week.
- i. Prepare Change Order:** Consultant will prepare change orders as necessary. One change order is accounted for in the estimated effort.
- j. Consultation with Owner:** Consultant will keep the Airport informed throughout the project and answer questions from the Airport as requested.

- k. **Final Inspection/Acceptance:** Consultant will organize and provide record of a final project inspection, and coordinate acceptance. After the inspection, Consultant will transmit minutes of the final inspection meeting and verify completion of any remaining punchlist items.
- l. **Monitor/Review Testing Work:** Consultant will review all testing work performed and verify that test results meet project specifications.
- m. **Project Acceptance and Closeout:** Consultant will work with the Airport, BOA, and contractor to resolve outstanding issues and close out the project.

2. Construction Engineering

- a. **Construction Staking:** Consultant will perform all layout and staking per project specifications.
- b. **Construction Oversight – RPR:** Consultant will provide full-time construction observation by a resident project representative (RPR). The main tasks performed by the RPR will include:
 - Observe and photograph construction operations
 - Verify compliance with project specifications
 - Coordinate miscellaneous field adjustments
 - Measure quantities
 - Conduct traffic control inspections
 - Conduct erosion control inspections
 - Test materials
 - Prepare daily progress reports
 - Prepare contract time status reports
- c. **Project Manager Weekly Visits/Meetings:** The project manager will visit the site weekly to conduct weekly progress meetings and observe construction progress.
- d. **Testing:**
 - i. **Quest Civil Engineers:** Subconsultant (Quest Civil Engineers, LLC) will provide material testing services as described in **Attachment C**.
 - ii. **American Engineering Testing:** Subconsultant (American Engineering Testing, Inc.) will provide material testing services as described in **Attachment D**.

Project Manager: Karl Kemper, PE will be the project manager.

Resident Project Representative(s): Bret Pugliese and/or other qualified staff will perform RPR tasks.

DBE Goal: The DBE goal is #% for this project.

Wage Rates: We have used our 2021 wage rates for the appropriate personnel and 2021 IRS mileage and per diem rates to prepare the fee proposal.

Overhead & Profit: We have used our audited 2019 overhead rate of 169.00% and an 11% profit factor to prepare this proposal.

If additional effort is required for construction services, any amendment for additional services will include additional fixed fee.

P:\2020\2020.030 - BOA - CWA - Taxilane E Rehab\Admin\Contracts - Working\Construction\CWA1014_Attach A_Const Services Scope.docx

WisBOA/FAA Funded Projects
2021 Wage Rates

AIRPORT: Central Wisconsin Airport
PROJECT NUMBER : CWA1014
PROJECT DESCRIPTION: Taxilane E Rehabilitation, Taxilane E Lighting Replacement, Flightline Drive Rehabilitation
DATE: 4/27/21

PREPARED BY: KRK
CHECKED BY:
APPROVED BY:

No.	STAFF CLASSIFICATION & WAGE RATES =====>	ESTIMATED HOURS							LABOR, OVERHEAD & PROFIT			ACTUAL COSTS - TRAVEL, MEALS, FIELD SUPPLIES, ETC.							PROFIT ON ITEMS 1 & 2	SUM OF ALL COST ITEMS	PROPOSED CONTRACT AMOUNT
		Project Engr III (Randy)	Project Engr III (Karl)	Project Engr I (Jed)	Staff Engr (Bret)	Survey Chief (Ken)	Survey Tech (Mark)	Tech. Assist (Stef)	TOTAL HOURS	Direct Labor Costs	Direct + G&A Overhead	Mat'l's Supplies	Vehicle miles	Robotic Total	GPS (hr)	Meals	Total Actual Costs	CONSULTANT COSTS			
	WORK ELEMENT							1	2	3	4a	4b	4c	4d	4	5	6		NO.		
I. LUMP SUM ITEMS																					
1 PRE-CONSTRUCTION TASKS:																					
a	Scoping/ Prelim Coord	1	16			1	4	22 hr.	\$ 1,067.15	\$ 1,803.48					\$ -		\$ 315.77	\$ 3,186.40			
b	ECIP Coord		1			4		5 hr.	\$ 163.45	\$ 276.23					\$ -		\$ 48.36	\$ 488.04			
c	Obtain/Review Constr Schedule		1			4		5 hr.	\$ 163.45	\$ 276.23					\$ -		\$ 48.36	\$ 488.04			
d	Coord, Prepare, Conduct, Doc't Pre-Con Mtg		10			6		16 hr.	\$ 702.90	\$ 1,187.90		35		\$ 28.00	\$ 48.30		\$ 207.99	\$ 2,147.09			
e	SPCD Review and Coordination		1			2		3 hr.	\$ 108.65	\$ 183.62					\$ -		\$ 32.15	\$ 324.42			
f	Prepare DTM		1	8				9 hr.	\$ 340.41	\$ 575.29					\$ -		\$ 100.73	\$ 1,016.43			
	Pre-Construction Subtotal	1.0	30.0	8.0	16.0	1.0	-	60 hr.	\$ 2,546.01	\$ 4,302.75	\$ -	35 mi.	-	0 hr.	\$ 28.00	\$ 48.30	\$ 753.36	\$ 7,650.42			
2 CONST INSPCT MGMT & REPT PRGRM:																					
	Const Insp Mgmt Subtotal	-	4.0	-	24.0	-	-	28 hr.	\$ 873.00	\$ 1,475.37	\$ -	0 mi.	-	0 hr.	\$ -	\$ -	\$ 258.32	\$ 2,606.69			
3 AIRPORT LAYOUT PLAN PACKAGE:																					
	ALP Subtotal	-	-	-	-	-	-	0 hr.	\$ -	\$ -	\$ -	0 mi.	-	0 hr.	\$ -	\$ -	\$ -	\$ -			
4 OTHER TASKS:																					
a	Initial Construction Layout/Slope Staking					1	32	57 hr.	\$ 1,580.28	\$ 2,670.67	\$ 25.00	84	8	9	\$ 56.00	\$ 784.72	\$ 467.60	\$ 5,528.27			
b	Record Drawings		2			12		14 hr.	\$ 436.50	\$ 737.69					\$ -		\$ 129.16	\$ 1,303.35			
	Other Tasks Subtotal	-	2.0	-	13.0	32.0	24.0	71 hr.	\$ 2,016.78	\$ 3,408.36	\$ 25.00	84 mi.	8	9 hr.	\$ 56.00	\$ 784.72	\$ -	\$ 596.76	\$ 6,831.62		
	TOTAL LUMP SUM AMOUNT	1.00	36.00	8.00	53.00	33.00	24.00	159.00 hr.	\$ 5,435.79	\$ 9,186.48	\$ 25.00	119 mi.	8	9 hr.	\$ 84.00	\$ 833.02	\$ -	\$ 1,608.44	\$ 17,088.73		
	% OF TOTAL HOURS	0.6%	22.6%	5.0%	33.3%	20.8%	15.1%	100.0%								cross check		\$ 17,088.73			
II. ACTUAL COST ITEMS																					
1 MANAGEMENT ENGINEERING:																					
a	Project Preparation		2			12		14 hr.	\$ 436.50	\$ 737.69					\$ -		\$ 129.16	\$ 1,303.35			
b	Project Coordination		8					8 hr.	\$ 430.80	\$ 728.05					\$ -		\$ 127.47	\$ 1,286.32			
c	Interpret plans and specifications		4			8		12 hr.	\$ 434.60	\$ 734.47					\$ -		\$ 128.60	\$ 1,297.67			
d	Supervise Sub-Consultants		2					2 hr.	\$ 107.70	\$ 182.01					\$ -		\$ 31.87	\$ 321.58			
e	Review shop dwgs/submittals		2			16		18 hr.	\$ 546.10	\$ 922.91					\$ -		\$ 161.59	\$ 1,630.60			
f	Pay estimates/ variation in quantities		4			8		12 hr.	\$ 434.60	\$ 734.47					\$ -		\$ 128.60	\$ 1,297.67			
g	Weekly Progress Reports		5					5 hr.	\$ 269.25	\$ 455.03					\$ -		\$ 79.67	\$ 803.95			
h	Weekly Meeting Agendas and Minutes (10 weeks)		20					20 hr.	\$ 1,077.00	\$ 1,820.13					\$ -		\$ 318.68	\$ 3,215.81			
i	Prepare (1) change order		8					8 hr.	\$ 430.80	\$ 728.05					\$ -		\$ 127.47	\$ 1,286.32			
j	Consultation w/ Owner		8					8 hr.	\$ 430.80	\$ 728.05					\$ -		\$ 127.47	\$ 1,286.32			
k	Final inspection/acceptance		10			6		16 hr.	\$ 702.90	\$ 1,187.90		35		\$ 28.00	\$ 48.30		\$ 207.99	\$ 2,147.09			
l	Monitor/review testing work		2					2 hr.	\$ 107.70	\$ 182.01					\$ -		\$ 31.87	\$ 321.58			
m	Project Acceptance and Closeout		4			12		16 hr.	\$ 544.20	\$ 919.70					\$ -		\$ 161.03	\$ 1,624.93			
	Construction Management Subtotal	-	79.0	-	62.0	-	-	141 hr.	\$ 5,952.95	\$ 10,060.47	\$ -	35 mi.	-	0 hr.	\$ 28.00	\$ 48.30	\$ 1,761.47	\$ 17,823.19			
2 CONST. ENGINEERING:																					
a CONSTRUCTION STAKING:																					
	Underdrain		1			14	10	25 hr.	\$ 719.37	\$ 1,215.74	\$ 25.00	35	8	\$ 28.00	\$ 368.30	\$ 212.86	\$ 2,541.27				
	Subgrade		0			0	0								\$ -		\$ -	\$ -			
	Subbase		1			14	10	25 hr.	\$ 719.37	\$ 1,215.74	\$ 25.00	35	8	\$ 28.00	\$ 368.30	\$ 212.86	\$ 2,541.27				
	Base Course		1			36	28	65 hr.	\$ 1,828.57	\$ 3,090.28	\$ 75.00	35	24	\$ 84.00	\$ 1,064.30	\$ 541.07	\$ 6,599.22				
	Lighting		1			26	18	45 hr.	\$ 1,273.97	\$ 2,153.01	\$ 50.00	35	16	\$ 56.00	\$ 716.30	\$ 376.97	\$ 4,570.25				
	Pavement Markings					12	8	20 hr.	\$ 554.60	\$ 937.27	\$ 25.00	35		6	\$ 28.00	\$ 288.30	\$ 164.11	\$ 1,969.28			
	Construction Staking sub-total	-	4.0	-	-	102.0	74.0	180 hr.	\$ 5,095.88	\$ 8,612.04	\$ 200.00	175 mi.	56.0	6 hr.	\$ 224.00	\$ 2,805.50	\$ -	\$ 1,507.87	\$ 18,221.29		
b CONSTRUCTION OVERSIGHT:																					
i	RPR (50 days @ 12 hrs/day)					600		600 hr.	\$ 16,440.00	\$ 27,783.60		2250		\$ 2,500.00	\$ 3,805.00	\$ 4,864.60	\$ 52,893.20				
ii	Project Manager (10 Weekly Visits/Meetings)		40					40 hr.	\$ 2,154.00	\$ 3,640.26		350		\$ 140.00	\$ 343.00	\$ 637.37	\$ 6,774.63				
	Construction Engineering Subtotal	-	40.0	-	600.0	-	-	640 hr.	\$ 18,594.00	\$ 31,423.86	\$ -	2600 mi.	-	0 hr.	\$ 2,640.00	\$ 4,148.00	\$ -	\$ 5,501.97	\$ 59,667.83		
c TESTING:																					
i	Quest Civil Engineers Testing Work		1				2	3 hr.	\$ 113.05	\$ 191.05					\$ -	\$ 14,921.00	\$ 33.45	\$ 15,258.55			
ii	American Engineering Testing Work		1				2	3 hr.	\$ 113.05	\$ 191.05					\$ -	\$ 9,405.00	\$ 33.45	\$ 9,742.55			
	Testing Subtotal	-	2.0	-	-	-	4.0	6 hr.	\$ 226.10	\$ 382.10	\$ -	0 mi.	-	0 hr.	\$ -	\$ 24,326.00	\$ 66.90	\$ 25,001.10			
	TOTAL ACTUAL COST AMOUNT	0.00	125.00	0.00	662.00	102.00	74.00	967.00 hr.	\$ 29,868.93	\$ 50,478.47	\$ 200.00	2810 mi.	56	6 hr.	\$ 2,892.00	\$ 7,001.80	\$ 24,326.00	\$ 8,838.21	\$ 120,713.41		
	% OF TOTAL HOURS	0.0%	12.9%	0.0%	68.5%	10.5%	7.7%	100.0%								cross check	Fixed Fee	\$ 120,713.41			
																			\$ 17,088.73		
																			\$ 111,875.20		
																			\$ 8,838.21		
																			\$ 137,802.14		

To: Karl Kemper, PE
Becher Hoppe
330 N. 4th Street
Wausau, WI 54403

Date: April 23, 2021

Project: Central Wisconsin Airport – Taxilane E Rehabilitation

Description of Work: QV materials testing services to include subgrade and base modified proctors, base course gradation testing and nuclear density testing for subgrade, base and HMA pavement. Work is anticipated to occur between June 1, 2021 and August 30, 2021.

	Description	Qty	Rate / unit	Total
	Modified Proctor – Subgrade & Base	4 tests	\$175.00/test	\$700.00
	Gradation Testing – Base Course	4 tests	\$265.00/test	\$1,060.00
	Nuclear Density (11 days @ 11 hrs per day)	121 hrs	\$96.50/hr	\$11,676.50
	Travel Time (assume 11 round trips)	11 hrs	\$96.50/hr	1,061.50
	Mileage (assume 11 round trips)	770 mi	\$0.55/mi	\$423.50
			Total Cost	\$14,921.50

Hourly Rate for Staff is \$96.50/hr. Equipment is included in this rate

Thank you for this opportunity.



Sincerely,
Kimberly Kronstedt, P.E.
Owner / CEO



ATTACHMENT D

CONSULTANTS
· ENVIRONMENTAL
· GEOTECHNICAL
· MATERIALS
· FORENSICS

April 23, 2021

Becher Hoppe Associates Inc.
Attn: Mr. Karl Kemper
330 N. 4th Street
P.O. Box 8000
Wausau, Wisconsin 54402-8000
kkemper@becherhoppe.com

SUBJECT: Materials Testing Proposal
Central Wisconsin Airport
Taxilane E Rehabilitation
Mosinee, Wisconsin
AET Proposal No. QUO-00300548

Dear Mr. Kemper:

As per your April 21, 2021 request for proposal for asphalt testing services, we have prepared a proposal for the above referenced project.

PROJECT INFORMATION

- We understand work will consist of improvements to Taxilane E at Central Wisconsin Airport in Mosinee, Wisconsin.
- HMA paving will be completed from June through August 2021.
 - Base Bid: Taxilane E Rehabilitation
 - FAA P-401 Asphalt Mixture QA Testing
 - Base/Binder Course: 1,800 ton (4 bulk tests)
 - Surface Course: 1,400 ton (3 bulk tests)
 - Alternate Bid #2: Flightline Drive Rehabilitation
 - WisDOT Asphalt Mixture Testing:
 - HMA Pavement 3 MT 58-34 S, 1,025 ton (1 bulk tests)
- The base bid will be executed under the FAA P-401 specifications. Our laboratory needs to be accredited in accordance with ASTM:D3666 for the P-401 testing requesting.
- Alternate bid #2 will be executed under the 2021 WisDOT Standard Specifications.
- We understand the bond test for the cores for the base bid will just be a visual observation of the core after it is taken to verify the upper and lower courses are bonded.
- We will not need to obtain airport badging to enter the construction site.

SCOPE OF SERVICES

Base Bid

- Obtain four HMA quality assurance samples of binder mix and three samples of surface mix and perform BSG, MSG, and calculate air voids on each sample;
- Perform joint and mat density tests on HMA cores for each subplot; cores obtained by contractor and picked up by AET personnel.
- Report results of tests.



Alternate Bid #2

- Obtain one HMA verification sample of 3MT mix and perform BSG, MSG, AC Content, calculate air voids and VMA.
- Perform HMA density testing for 3MT (assumed 1 day of density testing).
- Report results of tests.

TERMS AND CONDITIONS

All AET Services are provided subject to the Terms and Conditions in accordance with the Amendment to Becher Hoppe Master Services Agreement between AET and Becher Hoppe dated January 19, 2015.

If you have any questions or need additional information, please contact me at (715) 359-3534.

Sincerely,
AMERICAN ENGINEERING TESTING, INC.

Paul Michlig

Paul Michlig
Construction Services Manager

PAMprz
N:\CM\PROPOSALS\2021\Becher Hoppe Assoc 21\QUO-00300548 CWA Taxilane E Rehab 04.22.21.doc

Attachment: Fee Schedule and Estimated Fees

ACCEPTANCE:	
Client:	_____
Authorized Signature:	_____
Typed Name:	_____
Date:	_____



**Fee Schedule & Estimated Fees
Central Wisconsin Airport
Taxilane E Rehabilitation
Mosinee, Wisconsin**

Pre-paving (if requested)

Project manager – Attend Pre-paving Meeting	3 hour @ \$120.00/hour	\$360.00
Vehicle	1 trip @ \$40.00/trip	\$40.00
HMA-MD for review of JMF Charges	1 hours @ \$120.00/hour	\$120.00
Subtotal Pre-paving Meeting & JMF Review, if requested:		\$520.00

Base Bid

Obtain Quality Assurance Sample of HMA Mix and Pick Up HMA Core Samples	28 Hours @ \$80.00	\$2,240.00
Vehicle	14 trip @ \$40.00/trip	\$560.00
Bulk Samples – Bulk Specific Gravity (AASHTO:T166, T312), Maximum Specific Gravity (AASHTO T209), Air Voids Calculation (AASHTO T269)	7 each @ \$350.00/each	\$2,450.00
Pavement Core Density (AASHTO T166) & Thickness	16 each @ \$50.00/core	\$800.00
Administrative Assistant	3 hour @ \$65.00/hour	\$195.00
Report Preparation / Review	6 hour @ \$120.00/hour	\$720.00
BASE BID ESTIMATED TOTAL:		\$6,965.00

Alternate Bid #2

Witness QC Sampling & Testing of HMA Mix, obtain Verification Sample of HMA Mix and perform HMA Density Tests	12 Hours @ \$80.00	\$960.00
Vehicle	2 trip @ \$40.00/trip	\$80.00
Nuclear Gauge Rental	1 day @ \$60.00/day	\$60.00
Bulk Samples – Bulk Specific Gravity (AASHTO:T166, T312), Maximum Specific Gravity (AASHTO T209), AC Content (AASHTO T164) Air Voids Calculation (AASHTO T269), and Voids in Mineral Aggregate Calculation (AASHTO PP28)	1 each @ \$450.00/each	\$450.00
Administrative Assistant	2 hour @ \$65.00/hour	\$130.00
Report Preparation / Review	2 hour @ \$120.00/hour	\$240.00
ALTERNATE BID #2 ESTIMATED TOTAL:		\$1,920.00

CWA Legislative Update – May 2021

Bipartisan Bill to Gradually Raise PFC Cap Introduced in House (Source AAAE Airport Alert)

April 21, 2021

Reps. Earl Blumenauer (D-OR) and Rep. Mark Amodei (R-NV) today introduced legislation that proposes to gradually raise the federal cap on local Passenger Facility Charges beginning in 2023. The bipartisan plan — which is backed by AAAE and ACI-NA — would help airports build critical infrastructure projects and prepare for the recovery ahead.

The Rebuilding America's Airport Infrastructure Act proposes to raise the PFC cap to \$5.50 on January 1, 2023 and by an additional dollar every year through 2026 when the cap would reach \$8.50. It then calls for the PFC cap to be adjusted annually for inflation.

As the infrastructure debate continues to heat up, AAAE and ACI-NA are urging Congress to raise the outdated federal cap on PFCs. AAAE's list of priorities for the infrastructure bill include raising the PFC cap, increasing federal funding for airport infrastructure projects, and investing in contract tower construction.

Last week, another key lawmaker — House Transportation Appropriations Subcommittee Chair David Price (D-NC) — highlighted the advantages of PFCs during an exchange with Department of Transportation Secretary Pete Buttigieg. After the hearing, AAAE President and CEO Todd Hauptli thanked Chairman Price for raising the topic of PFCs with Secretary Buttigieg.

“As Congress gears up to consider the next infrastructure bill, we urge you and your colleagues to take this opportunity to significantly increase airport investment through an immediate infusion of federal funding and by providing airports with additional local authority to meet their well-documented needs into the future,” Hauptli wrote. “Taken together, these will help airports build critical infrastructure projects, support good-paying jobs, and prepare for the recovery ahead.”

CENTRAL WISCONSIN AIRPORT STATISTICAL REPORT
SUMMARY - APRIL 2020 - 2021

18-May-21

	2020 MONTH	2021 MONTH	% CHGE. 20-21	2020 Y-T-D	2021 Y-T-D	% CHGE. 20-21
ACTUAL LANDINGS						
AMERICAN	32	51	59.4%	273	138	-49.5%
UNITED	27	39	44.4%	241	158	-34.4%
DELTA	57	88	54.4%	402	339	-15.7%
CHARTERS	0	1	100.0%	4	3	-25.0%
TOTAL OPERATIONS	232	358	54.3%	1,840	1,276	-30.7%
ATCT OPERATIONS	689	992	44.0%	3,655	3,547	-3.0%
AIRLINE CANCELLATIONS						
AMERICAN	16	0	-100.0%	32	4	-87.5%
UNITED	0	0	0.0%	2	0	-100.0%
DELTA	9	0	-100.0%	32	0	-100.0%
TOTAL CANCELLATIONS	25	0	-100.0%	66	4	-93.9%
ENPLANED PASSENGERS						
AMERICAN	158	2,044	1193.7%	8,789	5,473	-37.7%
UNITED	53	1,392	2526.4%	7,552	5,317	-29.6%
DELTA	158	2,239	1317.1%	11,502	8,062	-29.9%
CHARTERS	0	89	100.0%	573	199	-65.3%
TOTAL ENPLANED PASSENGERS	369	5,764	1462.1%	28,416	19,051	-33.0%
DEPLANED PASSENGERS						
AMERICAN	175	1,848	956.0%	7,593	5,071	-33.2%
UNITED	98	1,584	1516.3%	7,311	5,035	-31.1%
DELTA	172	2,541	1377.3%	11,731	7,895	-32.7%
CHARTERS	0	89	100.0%	573	199	-65.3%
TOTAL DEPLANED PASSENGERS	445	6,062	1262.2%	27,208	18,200	-33.1%
AIR FREIGHT - AMERICAN	102	0	-100.0%	277	0	-100.0%
AIR FREIGHT - UNITED	0	0	0.0%	0	0	0.0%
AIR FREIGHT - DELTA	1,438	1,890	31.4%	8,692	11,592	33.4%
TOTAL AIRFREIGHT - AIRLINES	1,540	1,890	22.7%	8,969	11,592	29.2%
TOTAL AIRFREIGHT - GEN AVIATION	120,095	159,718	33.0%	540,442	568,082	5.1%
AIRLINES & GEN AVIATION-AIR FREIGHT	121,635	161,608	32.9%	549,411	579,674	5.5%

LOAD FACTOR-CURRENT MONTH	SEATS	PAX	FACTOR
AMERICAN	2,550	2,044	80.2%
UNITED	1,950	1,392	71.4%
DELTA	4,452	2,239	50.3%

**CENTRAL WISCONSIN AIRPORT STATISTICAL REPORT
SUMMARY - APRIL MONTHLY
2019 - 2021**

	APRIL 2019	APRIL 2020	APRIL 2021	% CHANGE 2019/2021	% CHANGE 2020/2021
ACTUAL LANDINGS					
AMERICAN	74	32	51	-31.1%	59.4%
UNITED	86	27	39	-54.7%	44.4%
DELTA	139	57	88	-36.7%	54.4%
CHARTERS	3	0	1	-66.7%	100.0%
TOTAL OPERATIONS	604	232	358	-40.7%	54.3%
ATCT OPERATIONS	1,070	689	992	-7.3%	44.0%
AIRLINE CANCELLATIONS					
AMERICAN	5	16	0	-100.0%	-100.0%
UNITED	3	0	0	-100.0%	0.0%
DELTA	3	9	0	-100.0%	-100.0%
TOTAL CANCELLATIONS	11	25	0	-100.0%	-100.0%
ENPLANED PASSENGERS					
AMERICAN	2,756	158	2,044	-25.8%	1193.7%
UNITED	2,740	53	1,392	-49.2%	2526.4%
DELTA	5,400	158	2,239	-58.5%	1317.1%
CHARTERS	511	0	89	-82.6%	100.0%
TOTAL ENPLANED PASSENGERS	11,407	369	5,764	-49.5%	1462.1%
DEPLANED PASSENGERS					
AMERICAN	2,765	175	1,848	-33.2%	956.0%
UNITED	2,852	98	1,584	-44.5%	1516.3%
DELTA	5,254	172	2,541	-51.6%	1377.3%
CHARTERS	511	0	89	-82.6%	100.0%
TOTAL DEPLANED PASSENGERS	11,382	445	6,062	-46.7%	1262.2%
AIR FREIGHT - AMERICAN	601	102	0	-100.0%	-100.0%
AIR FREIGHT - UNITED	0	0	0	0.0%	0.0%
AIR FREIGHT - DELTA	3,210	1,438	1,890	-41.1%	31.4%
TOTAL AIRFREIGHT - AIRLINES	3,811	1,540	1,890	-50.4%	22.7%
TOTAL AIRFREIGHT - GENERAL AVIATION	128,812	120,095	159,718	24.0%	33.0%
AIRLINES & GENERAL AVIATION - AIR FREIGHT	132,623	121,635	161,608	21.9%	32.9%

Central Wisconsin Airport – Flight Schedule May 21, 2021



<u>Arrivals – Delta</u>				<u>Departures – Delta</u>			
5002	15:55	from DTW	CRJ	5139	07:05	to DTW	CRJ
5167	16:39	from MSP	CRJ	4965	08:15	to MSP	CRJ
5263	21:10	from DTW	CRJ	4974	16:40	to DTW	CRJ
5413	22:20	from MSP	CRJ	5084	17:28	to MSP	CRJ



<u>Arrivals – United Airlines</u>				<u>Departures – United Airlines</u>			
3760	21:09	from ORD	CRJ	3829	06:45	to ORD	CRJ



<u>Arrivals – American Eagle</u>				<u>Departures – American Eagle</u>			
4477	10:43	from ORD	ERJ	3788	06:00	to ORD	ERJ
4478	16:14	from ORD	ERJ	4477	11:22	to ORD	ERJ
3541	21:43	from ORD	ERJ	4478	16:40	to ORD	ERJ

Upcoming Charter Schedule

MSP = Minneapolis
 ORD = Chicago O’Hare
 DTW = Detroit

Total CWA Flights Daily = 8

**CENTRAL WISCONSIN AIRPORT
REVENUE 2021**

18-May-21

	BUDGET 2021	MONTH OF APRIL	YEAR TO DATE	% OF BUDGET
5409-53 FUEL SALES	30,000	0	11,574	38.6%
5410-53 FUEL FLOWAGE	35,000	0	9,646	27.6%
5411-53 LANDING FEES	300,000	4,716	59,390	19.8%
5418-53 RAMP CHARGES	50,000	5,263	20,541	41.1%
AIRFIELD	415,000	9,978	101,151	24.4%
5422-56 UTILITIES	450	0	0	0.0%
CONTROL TOWER	450	0	0	0.0%
5412-55 RENT	100,000	8,677	35,048	35.0%
5422-55 UTILITIES	3,000	0	0	0.0%
HANGAR	103,000	8,677	35,048	34.0%
5497-57 LABOR-CWA	1,000	0	0	0.0%
5498-57 MATERIALS-CWA	0	0	0	0.0%
5499-57 MISC-CWA	2,000	0	0	0.0%
MAINTENANCE SHOP	3,000	0	0	0.0%
5412-54 RENT	30,000	2,655	10,620	35.4%
5414-54 FARM LAND RENT	84,000	0	24,006	28.6%
5417-54 HWY BILLBOARDS	9,500	0	0	0.0%
5422-54 UTILITIES	0	0	0	0.0%
5432-54 CORPORATE HANGAR	100,000	7,949	51,610	51.6%
NET LEASE	223,500	10,604	86,236	38.6%
5440-51 PARKING	900,000	60,372	195,059	21.7%
5412-52 RENT	970,000	72,141	312,619	32.2%
5416-52 ADVERTISING	20,000	575	3,675	18.4%
5422-52 UTILITIES	36,550	3,126	13,612	37.2%
5431-52 SECURITY	5,500	0	0	0.0%
5499-52 MISCELLANEOUS	23,000	7,320	11,132	48.4%
TERMINAL BUILDING	1,055,050	83,161	341,037	32.3%
TOTAL	2,700,000	172,792	758,532	28.1%
1210 SALES TAX DISCOUNT	0	0	13	
8110 INTEREST ON INVEST	30,000	0	0	
8310 SALE FIXED ASSETS	20,000	0	0	
8350 INS RECOV	0	0	0	
8400 OTHER MISC REV	0	0	0	
8413 WORKERS COMP REIMB	0	0	0	
GRAND TOTAL	2,750,000	172,792	758,545	27.6%

5419-53 PASSENGER FAC. CHGS.	200,000	20,039	71,606	35.8%
8110 PFC INTEREST	5,000	0	0	0.0%
TOTAL PASSENGER FACILITY CHGS.	205,000	20,039	71,606	34.9%
5420-52 CFC CAR RENTAL FEES	212,200	8,316	41,008	19.3%

**CENTRAL WISCONSIN AIRPORT
DISBURSEMENTS - APRIL 2021**

	2021 BUDGET	THIS MONTH	2021 YTD	YTD % of BUDGET
PERSONAL SERVICES				
SALARIES	\$400,797.00	\$34,630.40	\$131,323.84	32.8%
WAGES	\$729,799.00	\$44,287.92	\$193,080.92	26.5%
EMPLOYEE BENEFITS	\$18,500.00	\$122.30	\$1,788.30	9.7%
EMPLOYER CONTRIBUTIONS	\$464,932.00	\$12,472.82	\$127,983.26	27.5%
SUB TOTAL	\$1,614,028.00	\$91,513.44	\$454,176.32	28.1%
CONTRACTUAL SERVICES				
PROFESSIONAL SERVICES	\$156,500.00	\$7,204.85	\$22,442.28	14.3%
UTILITY SERVICES	\$270,000.00	\$16,727.49	\$78,628.09	29.1%
REPAIR-MAINT/STREETS	\$10,000.00	\$0.00	\$992.15	9.9%
REPAIR-MAINT EQUIP/BUILDINGS	\$90,000.00	\$4,823.73	\$22,273.93	24.7%
CONTRACTUAL SERVICES	\$190,000.00	\$10,732.03	\$45,071.28	23.7%
SUB TOTAL	\$716,500.00	\$39,488.10	\$169,407.73	23.6%
SUPPLIES & EXPENSES				
OFFICE SUPPLIES	\$6,000.00	\$167.06	\$1,786.48	29.8%
ADVERTISING/MEMBERSHIP/DUES	\$83,100.00	\$2,987.00	\$12,054.13	14.5%
TRAVEL	\$18,600.00	\$986.65	\$4,096.76	22.0%
OPERATING SUPPLIES	\$182,500.00	\$5,677.50	\$66,885.69	36.6%
REPAIR/MAINT SUPPLIES/GASOLINE	\$158,000.00	\$5,263.01	\$51,958.36	32.9%
CONSUMABLE TOOLS/SUPPLIES	\$6,000.00	\$1,099.97	\$1,477.37	24.6%
SUB TOTAL	\$454,200.00	\$16,181.19	\$138,258.79	30.4%
BUILDING MATERIALS				
METAL PRODUCTS	\$2,500.00	\$124.80	\$313.22	12.5%
WOOD PRODUCTS	\$500.00	\$0.00	\$0.00	0.0%
RAW MATERIALS/RWY PAINT	\$20,000.00	\$322.70	\$322.70	1.6%
ELECT FIXTURES/RWY SIGNS	\$5,000.00	\$0.00	\$0.00	0.0%
ASPHALT/ASPHALT FILLER	\$25,000.00	\$0.00	\$0.00	0.0%
SUB TOTAL	\$53,000.00	\$447.50	\$635.92	1.2%
FIXED CHARGES				
INSURANCE/OTHER LOSSES	\$92,792.00	\$0.00	\$21,800.00	23.5%
CAPITAL OUTLAY				
CAPITAL EQUIPMENT	\$85,000.00	\$0.00	\$20,633.40	24.3%
CAPITAL IMPROVEMENTS	\$1,370,000.00	\$0.00	\$23,067.25	1.7%
SUB TOTAL	\$1,455,000.00	\$0.00	\$43,700.65	3.0%
TOTALS	\$4,385,520.00	\$147,630.23	\$827,979.41	18.9%

2020-2021 CWA Budget Summary YTD - April

	<u>April YTD - 2021</u>	<u>April YTD - 2020</u>	<u>% CHANGE</u>
Airfield	\$101,151	\$184,294	
Control Tower	\$0	\$0	
Hangar	\$35,048	\$34,015	
Maintenance Shop	\$0	\$184	
Net Lease	\$86,236	\$84,569	
Parking	\$195,059	\$322,157	
Terminal Area	\$341,037	\$385,995	
Misc.	\$13	\$737	
Total Revenues	\$758,544	\$1,011,951	-25.04%
Personal Services	\$454,176	\$521,641	
Contractual Services	\$169,408	\$187,663	
Supplies and Expense	\$138,259	\$158,389	
Building Materials	\$636	\$469	
Fixed Charges-Insurance	\$21,800	\$20,912	
Capital Outlay	\$43,701	\$32,293	
Total Expenses	\$827,979	\$921,367	-10.14%
Revenue over Expense	-\$69,435	\$90,584	