



MTAA

METROPOLITAN TOPEKA AIRPORT AUTHORITY

TOPEKA REGIONAL AIRPORT & BUSINESS CENTER | BILLARD AIRPORT

Board of Directors

Budget Workshop 2:30 PM
MTAA Board Meeting 3:30 PM

Tuesday, August 15, 2023

MTAA Administrative Office – Board Room
6510 SE Forbes Ave., Building #620

Addressing the MTAA Board: No person shall address the Board during a Board Meeting, unless they have notified the MTAA Administration Office by 2:00 P.M. on the day of any Board Meeting of their desire to speak on a specific matter on the published meeting agenda or during the public comment portion of the Board Meeting. This limitation shall not apply to items added during the course of a meeting. The Board does not take action with respect to any subject not on the agenda unless added to the agenda by a vote of the Board. Persons addressing the Board will be limited to four (4) minutes of public address on a particular agenda item. Debate, question/answer dialogue or discussion between Board members will not be counted towards the four (4) minute time limitation. The Chair may extend time with the unanimous consent of the Board or the Board by affirmative vote may extend the four (4) minute limitation. Persons will be limited to addressing the Board one (1) time on a particular matter unless otherwise allowed by an affirmative vote of the Board. Citizens wishing to offer Public Comment may sign up by phoning the MTAA Administration office at 862-2362. The Board may waive prior notice by majority vote. To make arrangements for special accommodations please call (785) 862-2362. A 48-hour advance notice is preferred. Agendas are available on Thursday afternoon prior to the regularly scheduled Board meetings at the MTAA Administration Office, Topeka Regional Airport and Business Center, 6510 SE Forbes Ave., Ste. 1, Topeka, KS 66619.

1. Inquire if Notification was given to all Requesting Notification of MTAA Board Meetings.
2. Approve Minutes of the Special Board Meeting of July 5, 2023 and the Regularly Scheduled Board Meeting of July 18, 2023.
3. Public Comment.
4. Adopt Agenda.

ACTION ITEMS:

5. Final Review of 2024 Budget and Authorization to Publish the Notice of Hearing to Exceed Revenue Neutral Rate and Budget Hearing.
6. Consider Proposals for Exterior Paint on T-Hangars; MTAA Administrative Office; and MTAA Police/Fire Building Utilizing "The Interlocal Purchasing System" (TIPS).
7. Consider Greater Topeka Partnership Sponsorship Proposal for 2023-2024 Events & Programs.
8. Consider Proposal for Hangar Roof Restoration Utilizing "The Interlocal Purchasing System" (TIPS).

INFORMATIONAL ITEMS:

9. Monthly Reports:
 - a. Aviation-Related Issues & Air Service – Eric Johnson
 - b. Economic Development & Leasing Activity – Curtis Sneden

DISCUSSION ITEMS:

10. Security/Wildlife Fence at Philip Billard Airport.
11. T-Hangar Improvements (i.e. Replacing Motors; Electrical Upgrades and Installation of Separate Meters).
12. Executive Session.

**Metropolitan Topeka Airport Authority
July 5, 2023**

Special Meeting conducted via ZOOM..... 1:30 PM

Chairwoman Stubbs brought the special meeting of the MTAA Board of Directors to order at 1:30 PM with Board members participating in the ZOOM meeting as follows: Brian Armstrong, Sam Sutton, Joseph Ledbetter and Mike Munson. Also identified as attending via ZOOM were:

- Sam Stallbaumer, WSP USA, Inc.
- Timothy Resner of Frieden & Forbes, LP – Legal Counsel to the Board

Staff members in attendance:

- Eric Johnson

Item 1. Notice.

Chairwoman Stubbs inquired if everyone who requested notification had been notified of this meeting. **Mr. Johnson replied that notifications were sent.**

Item 2. Adopt the Agenda.

Chairwoman Stubbs asked for a motion to adopt the Agenda as presented. Mr. Ledbetter inquired if public comment was required during special board meetings. Mr. Resner replied that it is not required to allow or receive public comment during a KOMA meeting.

Mr. Armstrong made a motion to adopt the Agenda as presented. Mr. Munson seconded the motion. Motion carried.

Item 3. Review Bids Received from the Re-Bid for the Construction of Snow Removal Equipment (SRE) Storage Facility at Topeka Regional Airport and Consider Award of Bid.

Mr. Johnson reported that two bids were received for the re-bid of the SRE Building construction project and opened on June 27, 2023. WSP completed the bid analysis, checking the bids for mathematical errors and responsiveness. Senne Company was determined to be the low bidder with a bid of \$4,275,000.00. This bid is 8.71% below the Engineer's Opinion of Probable Cost. A bid alternate for three (3) – 12' Dia. Ceiling Fans was also provided for at a cost of \$36,000.00 which is approximately 54% less than the Engineer's Opinion of Probable Cost.

The anticipated award through the Cares Act grant is expected to be approximately \$3,000,000.00. To cover the difference, Mr. Johnson proposed the Board authorize the use of funds the MTAA received for the reimbursement of emergency services payroll for 2020 and 2021. These funds total \$2,060,988.00 (CRRSA Grant - \$1,003,949.00 and ARPA Grant - \$1,057,039.00). Mr. Johnson recommended the Board accept the bid offered by Senne Company in the amount of Four Million Three Hundred Eleven Thousand Dollars and No Cents (\$4,311,000.00), pending a concurrence of award from the FAA.

Mr. Ledbetter requested examples and dates of other projects completed by Senne Company. Mr. Stallbaumer stated Senne Company provided examples of projects in their statement of qualifications. Mr. Ledbetter also expressed his concern that the MTAA has not yet received

written confirmation from the FAA that a grant will be offered for this project. Mr. Johnson stated he would contact the FAA Central Region and request this confirmation.

Ms. Stubbs requested clarification regarding the award of the project to Senne Company. Mr. Johnson explained the process for the action requested. The Board can accept the bid offered by Senne Company pending concurrence of award by the FAA and the availability of funds to complete the project.

Mr. Ledbetter asked if the CRRSA and ARPA funds were included in the audit information provided to him. Mr. Johnson stated they were not, that the MTAA did not draw down on the grants until early 2023. These funds are held at Fidelity State Bank and, as required for all public funds, there are securities pledged to insure the deposits in excess of the FDIC \$250,000 coverage. Mr. Ledbetter requested written confirmation of the insured value.

Mr. Ledbetter inquired if the contract, if awarded, would be subject to the Kansas Cash Basis Law. Mr. Resner responded the Federal Funds received for the project are not however, any MTAA funds used for this project would be subject to the Kansas Cash Basis Law.

Mr. Munson inquired if there were any concerns with the significant differences in the two bids received for the project. Mr. Stallbaumer stated there were no concerns and explained the reasoning for the use of the line-item contract for this project. Ms. Stubbs asked Mr. Sutton if he had any concerns with this project. Mr. Sutton responded that he is not on board with the SRE building due to the high cost. He also stated the MTAA should focus on constructing new hangars to address the shortage and keeping existing hangars functional.

Mr. Munson asked if the MTAA would be able to redirect the funds to address the concerns expressed by Mr. Sutton. Mr. Johnson stated that the Federal funds were previously identified for this project and that with the time remaining, redirecting the funds is not possible. The CRRSA and ARPA funds are reimbursements and can be used any way the Board sees fit. Regarding the construction of the SRE Building, this project will help ensure MTAA personnel can respond appropriately to winter conditions in a timely manner.

Mr. Armstrong inquired if it is the intent to include the bid alternate in the award of the bid. Mr. Johnson explained what is included in the bid alternate and it is intended to be included as part of the project. Mr. Armstrong requested clarification that in addition to FAA concurrence, the Board would also require a commitment of grant funding as a condition of award.

Mr. Ledbetter expressed some concern regarding the Notice to Proceed and whether that would make the MTAA liable for any work completed by the contractor. It was explained that the notice to proceed would only be issued after the MTAA receives the commitment of a grant offer. Mr. Ledbetter suggested the Board place a two-week timeframe on the receipt of the commitment from the FAA. Ms. Stubbs stated that there is already a 90-day timeframe identified in the contract and there is no need to identify another date. Mr. Resner reminded the Board that the MTAA already received a CARES Act Operation and Maintenance grant and explained the process to draw down on that grant if necessary.

Ms. Stubbs expressed a cashflow concern and asked what length of time is required to draw down on the original CARES Act grant versus receiving a development grant. Mr. Johnson explained the different process for each. Staff would need to look at expenses for each eligible year and calculate expenses. Once completed, this information would be submitted to the FAA and begin the drawdown process. Upon award of a development grant, reimbursement would take place as eligible project costs were submitted to the FAA. Mr. Ledbetter reiterated his desire to have a written commitment from the FAA.

Mr. Ledbetter asked if the Contractor would have enough time to complete the contract. Mr. Stallbaumer stated the contract allowed 240 calendar day. The contractor would need a Notice to Proceed issued no later than October 1, 2023. Ms. Stubbs directed staff to find out from the FAA if we are able to drawdown on the FAA grant first in case the project extended beyond the CARES Act period of performance and complete the SRE building using MTAA funds.

Ms. Stubbs asked if Board members had any questions. Hearing none, said she would entertain a motion.

Mr. Munson made a motion to accept the bid from Senne in the amount of Four Million Three Hundred Eleven Thousand Dollars (\$4,311,000.00) pending concurrence from the FAA. Mr. Armstrong seconded the motion.

Ms. Stubbs asked for any further discussion. Mr. Ledbetter commented that if the Board approves the award, the contractor may not have time to complete the contract. This project was delayed too long. Mr. Ledbetter is concerned the MTAA does not have concrete answers and suggested tabling the project until answers can be provided. Ms. Stubbs acknowledged those concerns and that the MTAA has a fallback method of covering the cost if the development grant is not approved in a timely manner but stated this project needs to move forward as soon as possible. Mr. Armstrong said he appreciates staff's effort to identify the additional funds for this project rather than bonding the local share. Mr. Ledbetter voiced his opposition to bonding because he felt the project was not well thought out for several reasons.

Chairwoman Stubbs called for the vote with Mr. Armstrong, Mr. Munson and Ms. Stubbs voting in favor and Mr. Ledbetter and Mr. Sutton voting against. Motion carried.

Adjournment

Mr. Ledbetter made the motion to adjourn. Mr. Armstrong seconded the motion and the meeting was adjourned at 2:25 PM.

These official minutes were approved by the Board of Directors on August 15, 2023.

Samuel W. Sutton, Secretary



METROPOLITAN TOPEKA AIRPORT AUTHORITY
TOPEKA REGIONAL | BILLARD AIRPORT
AIRPORT & BUSINESS CENTER

Board of Directors

Metropolitan Topeka Airport Authority July 18, 2023

Work Session – 2024 Budget Workshop.....2:30 PM

Draft #3 of the 2024 Budget was presented to the Board. Staff provided updates to the drafts previously presented. There was discussion on various line items. No changes were made.

Regular Monthly Meeting 3:30 PM

Chairwoman Lisa Stubbs brought the regular monthly meeting of the MTAA Board of Directors to order at 3:30 PM with the following Board members present: Brian Armstrong, Mike Munson and Joe Ledbetter. Sam Sutton participated via ZOOM. Also in attendance were:

- Sam Stallbaumer, WSP USA, Inc.
- Jennifer Kuchinski, WSP USA, Inc.
- Mayor Mike Padilla, City of Topeka (via ZOOM)
- Richard Nienstedt, City of Topeka (via ZOOM)
- Amy Oesterrich, Heinen Bros Ag (via ZOOM)
- Don Loyd – MTAA (TOP Fuel Service)
- John Ross – MTAA (Police & Fire Department)
- Terry Poley – MTAA (Maintenance Department)
- Timothy Resner of Frieden & Forbes, LP – Legal Counsel to the Board

MTAA Administrative Office staff members present were Eric Johnson, Cheryl Trobough and Matt Narsh.

Item 1. Notice.

Chairwoman Stubbs inquired if everyone who requested notification had been notified of this meeting. **Ms. Trobough replied that notifications were sent.**

Item 2. Approve Minutes of the Regularly Scheduled Board Meeting of June 20, 2023.

Chairwoman Stubbs asked the Board to review the Minutes of the Regularly Scheduled Board Meeting of June 20, 2023. She inquired if there were any additions, corrections or comments to the Minutes.

Mr. Armstrong made the motion to approve the Minutes of the Regularly Scheduled Board Meeting of June 20, 2023 as presented. Mr. Munson seconded the motion. Motion carried.

Item 3. Public Comment.

Chairwoman Stubbs inquired if there was anyone registered to speak during Public Comment. Mr. Johnson replied that there was not.

Item 4. Adopt the Agenda.

Chairwoman Stubbs inquired if there were any changes to the Agenda as presented. **Mr. Munson made a motion to adopt the Agenda as amended. Mr. Armstrong seconded the motion. Motion carried.**

Item 5. 2024 Budget – Notice of Revenue Neutral Rate Intent to Shawnee County Clerk.

Along with Draft #3 of the 2024 Budget, the Notice of Revenue Neutral Rate Intent form to be submitted to Shawnee County by 5:00 PM on July 20, 2023 and the Hearing Notice to Exceed Revenue Neutral Rate and Budget Hearing to be published were provided to the Board.

Metropolitan Topeka Airport Authority
Topeka Regional Airport & Business Center | Bldg. 620
6510 SE Forbes Ave., Ste. 1 | Topeka, KS 66619-1446
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mtaa-topeka.org

Based upon the budget as presented, the mill levy for the 2024 budget is expected to be 2.391 with the MTAA's Ad Valorem tax levy to be \$5,291,400.

With the RNR being exceeded, there was discussion on the timeline to meet the deadlines as established by the Shawnee County Clerk's office:

- The Notice of Revenue Neutral Rate Intent to be exceeded will be sent to Shawnee County Clerk's office declaring the date of the RNR/Budget Hearings to be held September 19, 2023.
- The RNR/2024 Budget Hearing Notice for publication will be approved at the August 15, 2023 Board meeting allowing the publication of the notice ten (10) days prior to the RNR/Budget Hearings as required by the State. Once the notice is published, the only changes allowed to be made to the budget is to decrease the Proposed Expenditures for 2024.
- At the September 19th hearings, the process to follow will be:
 - 1) The RNR Hearing must be held first, allowing time for any taxpayers present to speak. The hearing is to be closed and a meeting called to order in open session for the Board to take a "Roll-Call" vote on the resolution to exceed the RNR.
 - 2) Open Session is closed and the Budget Hearing for the 2024 Budget is held, allowing time for any taxpayers present to speak. Budget Hearing is then closed and the Regular Board Meeting convenes at the published time.
 - 3) The Board will vote to approve the 2024 Budget for submission to the Shawnee County Clerk's office by October 1.

Mr. Armstrong made a motion to notify the Shawnee County Clerk's office of the MTAA's intent to exceed the Revenue Neutral Rate and hold the RNR/2024 Budget Hearings on September 19, 2023. Mr. Ledbetter seconded the motion. Motion carried.

Item 6. Consider Quotes for Perimeter Gate Access Control System at Topeka Regional Airport.

Mr. Johnson reported that as a certificated, non-primary commercial airport, 14 CFR Part 139.329 and 139.335 requires restrict of access to unauthorized personnel to the movement areas of the airport. An acceptable means for accomplishing this is to maintain access control systems at frequently used vehicle gates. For years, the three access gates used by MTAA staff and tenants have been controlled by a access cards unique to the individual gate.

The access systems are failing with one in particular not operating at all. Authorized personnel are required to call the MTAA dispatch center to gain access through the primary gate. Staff requested quotes for a replacement system from multiple vendors but received only one response from Alltech. This system will be placed on all three gates and a single card can be programed to allow access to select gates.

Mr. Johnson requested the Board to authorize the installation of the Access Control System and required hardware on Gates A, E, & J at Topeka Regional Airport, to include the cost of an additional 100 cards, as quoted by Alltech Communications Inc. at a cost of \$19,833.00.

Mr. Ledbetter made a motion to accept the quote provided by Alltech Communications. at a cost of Nineteen Thousand Eight Hundred Thirty-three Dollars and No Cents (\$19,833.00). Mr. Armstrong seconded the motion. Motion carried.

Item 7. Consider Quotes for Media Blasting Hangar Doors at 6930 SE Ross St. at Topeka Regional Airport.

Mr. Johnson reported that as part of our efforts to improve the appearance of the hangar, located at 6930 SE Ross St., staff requested and obtained one quote to have the exterior surface

of the hangar doors media blasted. Once completed, staff will then paint the doors and install new seals along the door edges.

Masters Media Blasting, LLC provided a quote ranging from \$8,620.00 - \$11,650.00, depending on the length of time it takes to complete the project.

Mr. Johnson recommended the Board authorize staff to contract with Masters Media Blasting, LLC at a cost not to exceed the range maximum of \$11,650.00.

Mr. Munson made a motion to accept the quote provided by Masters Media Blasting, LLC a cost not to exceed Eleven Thousand Six Hundred Fifty Dollars and No Cents (\$11,650.00). Mr. Ledbetter seconded the motion. Motion carried.

Item 8. Consider Approval of Amendment No. 1 to Grant Offer 3-20-0113-044-2023 (BIL).

Mr. Johnson reported that the MTAA has received Amendment No. 1 for Grant Agreement No. 3-20-0113-044-2023 for the Passenger Boarding Bridge at Topeka Regional Airport from The Federal Aviation Administration (FAA). This will amend the period of performance date of this BIL grant to align with the CARES O&M grant.

All other terms and conditions of the Grant Agreement, including the funded amount, remain unchanged and in full force and effect. Mr. Johnson requested authorization to sign the amendment.

Mr. Munson made a motion to authorize the MTAA President to sign Grant Amendment No. 1 to Grant No. 3-20--0113-044-2023. Mr. Armstrong seconded the motion. Motion carried.

Item 9. Consider Approval of MTAA Resolution No. 23-290 Authorizing the Acceptance of Grant Offer No. 3-20-0113-046-2023 (AIP) Through Federal Aviation Administration to Reconstruct Taxiway A & D (75' x 700') – Design Only.

Mr. Johnson explained Grant Offer No. 3-20-0113-046-2023 for Topeka Regional Airport was received from the Federal Aviation Administration (FAA) for the Design of the Reconstruction of Taxiways A & D at Topeka Regional Airport. The project is 90% funded by the FAA under the Airport Improvement Program with the 10% matching obligation of MTAA funds

The Board of Directors was requested to consider adoption of MTAA Resolution No. 23-290, authorizing the MTAA President to sign in acceptance of the grant offer from the FAA.

Mr. Ledbetter made a motion to adopt Resolution No. 23-290, authorizing the MTAA President to sign in acceptance of the grant offer from the FAA in the amount of Two Hundred Seventy-eight Thousand One Hundred Dollars and No Cents (\$278,100.00) for the Reconstruction of Taxiway A and D (75' x 700') – Design Only, at Topeka Regional Airport, Topeka, Kansas. Mr. Munson seconded the motion. Motion carried.

Item 10. Consider Approval of WSP USA, Inc., Agreement No. 30900280 - Task Order No. 15 Construction Administration Services – SRE Building.

Mr. Johnson reported that with the approval of the bid to construct the Snow Removal Equipment (SRE) building, the next phase of the process is the construction observation agreement with WSP USA, Inc, which will be included in the grant to allow reimbursement of the funds as negotiated.

Contract documents which include the scope of work and the construction administration services fee have been received from WSP. With the receipt of this material, staff will make arrangements for an Independent Fee Estimate (IFE).

The initial document provided by WSP identified a construction administration service cost of \$258,610.00. Upon receipt of the IFE, staff will conduct our comparison of the WSP service fee and the IFE, and proceed with negotiations, if deemed necessary.

I request the Board approve WSP USA, Inc., Task Order No. 15 – Construction Administration Services, in the total amount of \$258,610.00, subject to the completion of an Independent Fee Estimate and FAA approval.

Mr. Armstrong made the motion to approve the WSP USA, Inc., Task Order No. 15 – Construction Administration Services – SRE Building, in the total amount of Two Hundred Fifty-Eight Thousand Six Hundred Ten Dollars and Zero Cents (\$258,610.00), subject to the completion of an Independent Fee Estimate and FAA approval. Mr. Munson seconded the motion. Chairwoman Stubbs called for the vote with Mr. Armstrong, Mr. Munson and Ms. Stubbs voting in favor and Mr. Ledbetter and Mr. Sutton voting against. Motion carried.

Information Only Items:

Item 11. Information on Fence Installation at Hangar 17 at Philip Billard Airport.

Mr. Johnson reported that staff obtained quotes for the installation of fence along the West side of Hangar 17 at Philip Billard Airport, beginning at the perimeter fence at the Kansas Highway Patrol Fleet Center on the South and extending North, beyond the National Weather Service. This fence line will be approximately 1,900 feet in length of 8' chain-link and 3 strands of barbed wire on top.

Quotes were received from Davis Fence Co. Inc. and Kansas Fencing, Inc. Both quoted similar material, both meeting the requested standard. The estimated cost to install the fence as depicted on the property layout will be approximately \$65,690.00. The most direct line traverses through the crop field in two locations. Mr. Johnson recommended the MTAA wait until later in the year to advertise for bids and construct the fence line after harvest.

Mr. Ledbetter distributed a proposed fence layout he received from Tracy Blocker of Technical Applications and Consulting in Hangar #17. He provided information on a quote he received from Kansas Fencing, Inc. for 3,300 feet of 6' chain-link fence at a cost of \$65,000.

Item 12. MTAA Organizational Chart Update to Reflect Director of Development Position.

An updated MTAA Organizational Chart was distributed to the Board of Directors showing the new positions of Director of Development and Administrative Assistant added to the Administrative Office.

Item 13. Explanation Regarding the Grant Funds and Security for the Funds on Deposit with Fidelity Bank.

There was discussion on information provided to the Board of Directors by Mr. Resner on the pledged securities to protect the MTAA's funds held on deposit with Fidelity Bank. The information distributed verifies adequate securities are in place to ensure all deposited funds held by Fidelity Bank, Central National Bank, Community National Bank and Equity Bank.

Item 14. Monthly Reports

14.a. Aviation-Related Issues & Air Service – Mr. Johnson

Mr. Johnson provided the following report:

- Hangar 603 at 6930 SE Ross St. is nearly completed. The tenant should be able to take possession on August 1st. There is still some work to be completed by MTAA, but it should not impede their ability to store aircraft. Any interior work will be coordinated in advance to minimize disruption. Quotes are being to address some minor roof leaks recently discovered.
- MTAA staff has been tasked with identifying pre-site locations for the new ATC tower at Philip Billard Airport. This process involves an in-depth look at buildings, terrain, line-of-sight and airport layout. Although they want 3 locations identified, the only logical place for the new tower is right where the existing tower is located.

14.b. Economic Development & Leasing Activity – Mr. Johnson

Mr. Johnson provided the following report:

- 501 SE Axton St. Section D is leased and occupied. This is a 20,000sf, 2-year lease with two 1-year mutual options at \$2.80/sf. USD 437 will be using the building for storing equipment, furniture and related materials.

- The building at 6334 Cardenas Street is vacant and cleaned up. It was decided to wait for the Director of Development to be on staff for his input on how to proceed.
- It was mentioned that the MTAA Admin office requires some modernization. The Board directed staff to contact an architect to get this process moving.
- Utility Services is in the process of cleaning and making repairs to the 750,000 gallon water tower in accordance with the existing agreement. This agreement was put in place in 2008 when it was discovered the tower had been neglected since it was installed in 1987-1988. Expectations are for it to be operational in 4-6 weeks. In the meantime, pressure is being maintained by the pump system which is monitored 24-7.
- AIP Project Updates:
 - Fuel Farm – The contractor is moving dirt and has offered the top soil to the MTAA. This will be beneficial as there is a need to improve the safety areas along RWY 13-31. Maintenance has estimated the hauling of approximately 100 cubic yards of soil so far.
 - Billard Terminal Building – Exterior is water sealed and the roof is in process.
 - Passenger Boarding Bridge – Construction is slated to begin in the late Fall 2023.

Discussion Items:

Item 15. Frequency of Board Meetings.

Discussion on possibly holding a second monthly meeting to discuss finances, fuel sales and economic development items. It was the consensus of the Board that additional meetings are not necessary. Meetings may possibly be extended to accommodate additional topics to be discussed.

Item 16. Content of Board Meetings

Discussion regarding a maintenance report from the Director of Maintenance. The Board was not opposed to hearing a monthly report on maintenance activities.

Item 9. Executive Session

Chairwoman Stubbs stated there was a need for an Executive Session.

Mr. Armstrong made a motion that the meeting be recessed for the purpose of an Executive Session, pursuant to the Kansas Open Meeting Laws. The justification for this Executive Session is the need to preserve attorney-client confidentiality in the discussion of pending legal matters. Mr. Armstrong stated that the Executive Session will be for a period not to exceed twenty (20) minutes beginning at 4:40 p.m. and this meeting shall reconvene at 5:00 p.m. Mr. Munson seconded the motion. Motion carried.

Chairwoman Stubbs reconvened the Open Session meeting at 5:00 PM stating that there was no action as a result of the Executive Session.

Adjournment

Chairwoman Stubbs inquired if there was any further business to discuss, hearing none, she asked for a motion to adjourn. **Mr. Armstrong made a motion to adjourn. Mr. Munson seconded the motion and the meeting was adjourned at 5:01 PM.**

These official minutes were approved by the Board of Directors on August 15, 2023.

Office of: President

To: Board of Directors

From: Eric M. Johnson



Subject: **Final Review of 2024 Budget and
Authorization to Publish the Notice
of Hearing to Exceed Revenue Neutral
Rate and Budget Hearing. (Board Action Required)**



Date: August 10, 2023

Enclosed for the Board's review are "Draft #4-For Publication" of the 2024 Budget and the Notice of Hearing to Exceed Revenue Neutral Rate and Budget Hearing as provided by the State of Kansas for the completion and submission of the 2024 Budget.

The 2024 Mill levy limit is determined by calculations performed by the County Clerk's office. The MTAA has been informed that 1.596 has been determined to be our "Revenue Neutral Rate" (RNR) as set forth in the legislation of Senate Bill 13.

Based upon the budget as presented, the mill levy for the 2024 budget is 2.391 and the MTAA's Ad Valorem tax levy will be \$5,291,400.

After the Budget Work Session, any changes to the itemized budget form made during the meeting will be reflected on the State's form and provided to the Board for their review and approval for publication.

Plans are to publish the notice immediately on the MTAA website and in the Topeka Metro News on September 4 to satisfy the requirement of publication ten (10) days prior to the Public Hearing on September 19, 2023.

If there are any questions, please do not hesitate to contact me.

2024

The governing body of
Metropolitan Topeka Airport Authority
Shawnee County

will meet on September 19, 2023 at 2:30 PM at MTAA Administrative Office, 6510 SE Forbes Ave., Topeka, KS 66619 for the purpose of hearing and answering objections of taxpayers relating to the proposed use of all funds, the amount of tax to be levied and the revenue neutral rate.
Detailed budget information is available at Office of the MTAA President and will be available at this hearing.

BUDGET SUMMARY

Proposed Budget 2024 Expenditures and Amount of 2023 Ad Valorem Tax establish the maximum limits of the 2024 budget. Estimated Tax Rate is subject to change depending on the final assessed valuation.

FUND	Prior Year Actual 2022		Current Year Estimate for 2023		Proposed Budget Year for 2024		
	Expenditures	Actual Tax Rate*	Expenditures	Actual Tax Rate*	Budget Authority for Expenditures	Amount of 2023 Ad Valorem Tax	Proposed Estimated Tax Rate*
General	7,239,280	1.930	6,564,950	1.750	11,125,315	5,291,400	2.391
Debt Service							
Non-Budgeted Funds	6,501						
Totals	7,245,781	1.930	6,564,950	1.750	11,125,315	5,291,400	2.391
Revenue Neutral Rate**							1.596
Less: Transfers	0		0		0		
Net Expenditures	7,245,781		6,564,950		11,125,315		
Total Tax Levied	3,540,792		3,533,027		xxxxxxxxxxxxxxxxxx		
Assessed Valuation	1,834,752,195		2,026,719,659		2,212,606,711		

Outstanding Indebtedness,

Jan 1,	2021	2022	2023
G.O. Bonds	0	0	0
Revenue Bonds	0	0	0
Other	231,994	0	0
Lease Pur. Princ.	0	0	0
Total	231,994	0	0

*Tax rates are expressed in mills.

**Revenue Neutral Rate as defined by KSA 79-2988

//Lisa D. Stubbs//
Chair of the Board

Office of: President

To: Board of Directors

From: Eric M. Johnson



MTAA

METROPOLITAN TOPEKA AIRPORT AUTHORITY

TOPEKA REGIONAL AIRPORT & BUSINESS CENTER | BILLARD AIRPORT

Subject: **Consider Proposals for Exterior Paint on T-Hangars;
MTAA Administrative Office; and MTAA Police/Fire
Building Utilizing "The Interlocal Purchasing System" (TIPS).
(Board Action Required)**

Date: August 10, 2023

The MTAA is responsible for all maintenance and repairs of our T-Hangars at Philip Billard Airport. With the on-going roof improvements taking place, staff obtained quotes for painting the exterior siding. Additionally, the MTAA Administrative Office and the Police and Fire Station are in need of exterior paint.

Utilizing "The Interlocal Purchasing System" (TIPS), staff solicited quotes from participating members for direct to metal (DTM) spray applied paint coating for these locations.

We received quotes for the work from CertaPro Painters and Diversified, Inc. While both appear to be capable of completing the work, CertaPro Painters provided the lowest cost and provides a 2-year limited warranty.

I recommend the Board authorize staff to contract with CertaPro Painters at a cost of One Hundred Thirty Thousand Two Hundred Forty-One Dollars and Fifty-six Cents (\$130,241.56) for painting all three locations as identified on the attached proposals.

Please contact me if you have any questions.

JOB SITE

Metropolitan Topeka Airport Authority - Billard Airport

3600 NE Sardou Ave.
Topeka, Kansas 66616
785-633-9957
tpoley@mtaa-topeka.org

PREPARED BY

Steve Bierman
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CLIENT

Metropolitan Topeka Airport Authority

6510 SE Forbes Ave.
Topeka, Kansas 66619
785-862-0711

CLIENT CONTACTS

Terry Poley
Director of Maintenance
M: 785-633-9957
E: tpoley@mtaa-topeka.org

PRICING:

Philip Billard Muni Airport - 500 gallon water tank - cleaning	\$1,368.60
Philip Billard Muni Airport - Hangar 1-8	\$10,412.17
Philip Billard Muni Airport - Hangar 17-24	\$10,412.17
Philip Billard Muni Airport - Hangar 25-31	\$10,221.11
Philip Billard Muni Airport - Hangar 33-38	\$10,412.17
Philip Billard Muni Airport - Hangar 39-48	\$11,524.40
Philip Billard Muni Airport - Hangar 49-56	\$10,221.11
Philip Billard Muni Airport - Hangar 57-66	\$13,688.74
Philip Billard Muni Airport - Hangar 67-76	\$10,197.07
Philip Billard Muni Airport - Hangar 9-16	\$10,412.17
Subtotal:	\$98,869.69
Total:	\$98,869.69
Balance	\$98,869.69

SURFACE PREPARATION

STANDARD LEVEL OF PREP

Unless stated otherwise in pictures and/or text in this proposal, this project is priced to include our standard level of prep. This includes the following:

- Pressure wash or hand wipe down surfaces being painted in order to remove dirt, algae, and chalking to ensure proper adhesion. This step is for cleaning not paint removal.
- Scrape loose and peeling paint. Please Note** Scraping will not result in a smooth finish. There will be ups and downs where paint was removed.
- Spot priming bare wood, rusted surfaces, and bare metal in areas being painted. We do not spot prime areas being stained.
- Only areas where the caulk has previously failed will be re-caulked.

This level of prep DOES NOT include (Unless specified otherwise in this proposal) the following:

- Wood replacement
- Fixing imperfections that require feather sanding and bondo application.
- Full recaulking if caulk is not failing or missing.
- Painting caulk that is not paintable or not the same color as your painted surface.
- Painting caulking that is between brick and another unpainted surface.
- Stripping existing surface coating.

SET-UP

Client To:

Customer to trim back any landscaping, trees, or bushes at least three feet away front the surfaces to be worked on.
Customer to ensure CertaPro has full access to all areas to be worked in.

CertaPro Will:

Any areas or surfaces not to be worked on will be masked off or covered.

CertaPro will provide all labor and materials to complete the work, unless specifically noted otherwise in this proposal

CLEAN UP

Daily: Ladders are taken down and stored in a designated area along with all other tools and supplies.

Upon Completion: All tools, supplies & equipment will be removed from the property.

PROPOSAL AND COLOR SPECIFICATIONS

Surface/Item	Product	Paint / Primer Coats	Color
Philip Billard Muni Airport - 500 gallon water tank - cleaning			
500 gallon water tank	500 gallon water tank--	1 / 0	
Philip Billard Muni Airport - Hangar 1-8			
Scrape rusted areas, spot prime any bare or rusted areas, wash, prep, and paint the metal exterior walls, and previously painted man doors on all four elevations of nine (9) hangar buildings (hangars are marked in the attached picture). Colors to be selected by customer. CertaPro will not make any repairs to the surfaces to be painted.			
Mask or cover any surfaces or areas not to be painted. Customer to provide access to water and electric in order to perform the work. If water can not be provided then CertaPro will provide it at an additional cost to the customer. CertaPro will require Customer to provide access into all areas to be serviced. All trees, bushes, or other landscaping to be cut back at least three feet from surfaces to be painted by Customer. Portions of the parking lot, sidewalks, and walkways may need to be blocked off while work is being performed for safety reasons. Work to be completed during normal business hours of 8:00 am - 6:00 pm on Monday-Saturday. The use of a lift will be required to perform this project, and CertaPro will require a space onsite to store it overnight.			
Excluded surfaces or areas: and any areas or surfaces not listed.			
Siding - Exterior walls - Airless	Pro-Industrial DTM--	2 / 1	TBD - exterior walls
Spray	Pro Industrial Pro-Cryl Universal Acrylic Primer		
Door(s)	Pro-Industrial DTM-Acrylic-Eggshell	2 / 0	TBD - man doors
Clean and rinse	Krud Kutter--	1 / 0	
Philip Billard Muni Airport - Hangar 17-24			
Siding - Exterior walls - Airless	Pro-Industrial DTM-Acrylic-Eggshell	2 / 1	TBD - exterior walls
Spray	Pro Industrial Pro-Cryl Universal Acrylic Primer		
Door(s)	Pro-Industrial DTM-Acrylic-Eggshell	2 / 0	TBD - man doors
Clean and rinse	Krud Kutter--	1 / 0	
Philip Billard Muni Airport - Hangar 25-31			
Siding - Exterior walls - Airless	Pro-Industrial DTM-Acrylic-Eggshell	2 / 1	TBD - exterior walls
Spray	Pro Industrial Pro-Cryl Universal Acrylic Primer		
Door(s)	Pro-Industrial DTM-Acrylic-Eggshell	2 / 0	TBD - man doors
Clean and rinse	Krud Kutter--	1 / 0	
Philip Billard Muni Airport - Hangar 33-38			
Siding - Exterior walls - Airless	Pro-Industrial DTM-Acrylic-Eggshell	2 / 1	TBD - exterior walls
Spray	Pro Industrial Pro-Cryl Universal Acrylic Primer		
Door(s)	Pro-Industrial DTM-Acrylic-Eggshell	2 / 0	TBD - man doors
Clean and rinse	Krud Kutter--	1 / 0	
Philip Billard Muni Airport - Hangar 39-48			
Siding - Exterior walls - Airless	Pro-Industrial DTM-Acrylic-Eggshell	2 / 1	TBD - exterior walls
Spray	Pro Industrial Pro-Cryl Universal Acrylic Primer		
Clean and rinse	Krud Kutter--	1 / 0	
Philip Billard Muni Airport - Hangar 49-56			
Siding - Exterior walls - Airless	Pro-Industrial DTM-Acrylic-Eggshell	2 / 1	TBD - exterior walls
Spray	Pro Industrial Pro-Cryl Universal Acrylic Primer		
Door(s)	Pro-Industrial DTM-Acrylic-Eggshell	2 / 0	TBD - man doors
Clean and rinse	Krud Kutter--	1 / 0	
Philip Billard Muni Airport - Hangar 57-66			
Siding - Exterior walls - Airless	Pro-Industrial DTM-Acrylic-Eggshell	2 / 1	TBD - exterior walls
Spray	Pro Industrial Pro-Cryl Universal Acrylic Primer		
Door(s)	Pro-Industrial DTM-Acrylic-Eggshell	2 / 0	TBD - man doors
Clean and rinse	Krud Kutter--	1 / 0	
Philip Billard Muni Airport - Hangar 67-76			
Siding - Exterior walls - Airless	Pro-Industrial DTM-Acrylic-Eggshell	2 / 1	TBD - exterior walls
Spray	Pro Industrial Pro-Cryl Universal Acrylic Primer		
Clean and rinse	Krud Kutter--	1 / 0	
Philip Billard Muni Airport - Hangar 9-16			
Siding - Exterior walls - Airless	Pro-Industrial DTM-Acrylic-Eggshell	2 / 1	TBD Siding
Spray	Pro Industrial Pro-Cryl Universal Acrylic Primer		

Door(s)	Pro-Industrial DTM-Acrylic-Eggshell	2 / 0	TBD - man doors
Clean and rinse	Krud Kutter--	1 / 0	

ADDENDUM - ALL PICTURES



Philip Billard Muni Airport - Hang...



Philip Billard Muni Airport - Hang...



Philip Billard Muni Airport - Hang...



Philip Billard Muni Airport - Hang...



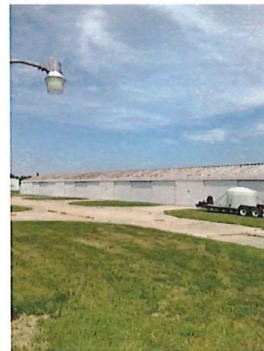
Philip Billard Muni Airport - Hang...



Philip Billard Muni Airport - Hang...



Philip Billard Muni Airport - Hang...



Philip Billard Muni Airport - Hang...



Philip Billard Muni Airport - Hang...



Philip Billard Muni Airport - Hang...

NOTES

- *CertaPro will not make any substrate repairs to surfaces to be painted, unless specifically noted in this proposal.
- *Work to be completed during normal business hours of Monday-Saturday from 8:00 am to 6:00 pm.
- * If an extreme color change is made on any surface an additional coat may be required for an additional fee.
- *Customer to provide access to water and electricity on site. If Customer cannot provide these items then CertaPro will provide them at an additional cost to this proposal.
- *Portions of the sidewalks, and parking lot will need to be blocked off to perform the work.
- *Cars will need to be relocated from the areas to be worked in to avoid overspray.
- *A lift/water tank will be needed to perform the work, and the pricing for that is included in this proposal.
- *Doors to be painted in the closed position.
- *Utility boxes will be painted the color of the surface they are on.

CertaPro will attempt to match the existing color(s), as requested by Customer, but can not guarantee an exact match.

ADDITIONAL NOTES

OUR CERTAINTY SERVICES SYSTEM: To ensure that the project meets your expectations, we will:

- Meet with you at the beginning of the project to ensure all information is up to date and accurate.
- Communicate with you daily to inform you of what has been completed, what will be done tomorrow and any possible issues.
- And finally, have you do a final inspection with us to make sure that you are completely satisfied with the completed project.

ROTTING WOOD

If rotted wood is identified during the painting project, you will be notified. It is not always possible to identify rotting wood during the estimating process.

SIGNATURES

A handwritten signature in black ink, appearing to be 'STB' or similar, written over a light blue grid background.

07/11/2023

CertaPro Painters Authorized Signature

Date

Authorized Client Signature

Date

Authorized Client Representative Name & Title

Client

PAYMENT DETAILS

Payment is due: In full upon job completion

COMMERCIAL DEFINITIONS AND CONDITIONS OF THIS CONTRACT

RELATIONSHIP — The individual giving you this proposal is an independent contractor licensed by CertaPro Painters® to use its systems and trademarks to operate a painting franchise. The work will be completed by the independent franchised contractor. Please make any check payable to the franchise shown on the front of this proposal.

COLORS — Colors may be chosen by the client prior to commencement of work. If, after the job starts, a color change is required, the Independent Contractor will have to charge for time and material expenses incurred on the original color.

UNFORESEEN CONDITIONS — Should conditions arise which could not be determined by visual inspection prior to starting work, the client must pay an agreed upon extra for the completion of such work.

PROPOSAL — This proposal is valid for 60 days after it was written. In addition, the Independent Franchised Contractor should be informed of your desire to have the work done and receive a signed copy of the proposal before work is to be started.

ATTENTION CLIENT:

YOU, THE BUYER, MAY CANCEL THIS TRANSACTION AT ANY TIME PRIOR TO MIDNIGHT OF THE THIRD BUSINESS DAY AFTER THE DATE OF THIS TRANSACTION. SEE THE BELOW NOTICE OF CANCELLATION FOR AN EXPLANATION OF THIS RIGHT. (SATURDAY IS A LEGAL BUSINESS DAY IN CONNECTICUT.) THIS SALE IS SUBJECT TO THE PROVISIONS OF THE HOME SOLICITATION SALES ACT AND THE HOME IMPROVEMENT ACT. THIS INSTRUMENT IS NOT NEGOTIABLE.

NOTICE OF CANCELLATION

YOU MAY CANCEL THIS TRANSACTION, WITHOUT ANY PENALTY OR OBLIGATION, WITHIN THREE BUSINESS DAYS FROM THE ABOVE DATE, IF YOU CANCEL, ANY PROPERTY TRADED IN, ANY PAYMENTS MADE BY YOU UNDER THE CONTRACT OR SALE, AND ANY NEGOTIABLE INSTRUMENT EXECUTED BY YOU WILL BE RETURNED WITHIN TEN BUSINESS DAYS FOLLOWING RECEIPT BY THE SELLER OF YOUR CANCELLATION NOTICE, AND ANY SECURITY INTEREST ARISING OUT OF THE TRANSACTION WILL BE CANCELLED. IF YOU CANCEL, YOU MUST MAKE AVAILABLE TO THE SELLER AT YOUR RESIDENCE IN SUBSTANTIALLY AS GOOD CONDITION AS WHEN RECEIVED, ANY GOODS DELIVERED TO YOU UNDER THIS CONTRACT OR SALE; OR YOU MAY, IF YOU WISH, COMPLY WITH THE INSTRUCTIONS OF THE SELLER REGARDING THE RETURN SHIPMENT OF THE GOODS AT THE SELLER'S EXPENSE AND RISK, IF YOU DO MAKE THE GOODS AVAILABLE TO THE SELLER AND THE SELLER DOES NOT PICK THEM UP WITHIN TWENTY DAYS OF THE DATE OF CANCELLATION, YOU MAY RETAIN OR DISPOSE OF THE GOODS WITHOUT ANY FURTHER OBLIGATION, IF YOU FAIL TO MAKE THE GOODS AVAILABLE TO THE SELLER, OR IF YOU AGREED TO RETURN THE GOODS AND FAIL TO DO SO, THEN YOU REMAIN LIABLE FOR PERFORMANCE OF ALL OBLIGATIONS UNDER THE CONTRACT, TO CANCEL THIS TRANSACTION, MAIL OR DELIVER A SIGNED AND DATED COPY OF THIS CANCELLATION NOTICE OR ANY OTHER WRITTEN NOTICE, OR SEND A TELEGRAM TO:

Name of Seller **Greg Nezerka**

DATE OF TRANSACTION _____

NOT LATER THAN MIDNIGHT OF _____

I HEREBY CANCEL THIS TRANSACTION

(Buyer's Signature)

(Date)

LIMITED TWO YEAR WARRANTY

Subject to the limitation set forth below, for a period of 24 months from the date of completion of the work described on the front of this contract, the Independent Franchise Owner named on the front of this contract (the "Contractor") will repair peeling, blistering or chipping paint resulting from defective workmanship.

THIS LIMITED WARRANTY DOES NOT COVER:

- Any work where the Contractor did not supply the paint or other materials.
- Any work which was not performed by the Contractor.
- Varnished surfaces.
- Surfaces made of, or containing, galvanized metal.
- The cost of paint required to perform the repairs.
- Repairs to horizontal surfaces or any surface that, by virtue of its design permits moisture to collect. Surfaces include, but are not limited to, decks, railings, stairs, porches, roofs and wood gutters.
- Exact paint match as environmental conditions will affect the color and finish of all paints over time.
- Any repairs which are necessitated as a result of a defect in the paint regardless of whether the paint was supplied by the Contractor or the customer.
- Bleeding caused by knots, rust or cedar.
- Cracks in drywall, plaster or wood.
- Peeling, blistering or chipping where they are caused by:
 - mill-glazing from smooth cedar
 - ordinary wear and tear.
 - abnormal use or misuse.
 - peeling of layers of paint existing prior to the work performed by the Contractor.
 - structural defects.
 - settling or movement.
 - moisture content of the substrate.
 - abrasion, mechanical damage, abrasive cleaning, abuse or damage resulting from use of chemicals or cleaning agents or exposure to harmful solids, liquids or gases.
 - damage or defects caused in whole or in part by reason of fire, explosion, flood, acts of God, extreme weather conditions, misuse, alteration, abuse, vandalism, negligence, or any other similar causes beyond the control of the Contractor.

Repairs under this limited warranty will be performed only on the specific areas where peeling, blistering or chipping has occurred and only to the level of surface preparation described in the preparation section of the Contract.

FOR THIS WARRANTY TO BE VALID, YOU MUST:

- Pay the full contract price.
- Retain a copy of the original contract.
- Retain a copy of your cancelled check or other evidence of payment in full.
- Pay for all materials used to perform the repairs.

- Make the property accessible to the Contractor, or his employees, to perform the repairs.

THIS LIMITED WARRANTY IS THE ONLY EXPRESS WARRANTY MADE BY THE CONTRACTOR AND IS IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED. THIS WARRANTY COVERS ONLY THOSE SERVICES PROVIDED BY THE CONTRACTOR TO THE ORIGINAL PURCHASER NAMED ON THE FRONT OF THIS CONTRACT. IN NO EVENT SHALL THE CONTRACTOR BE LIABLE FOR INCIDENTAL OR CONSEQUENTIAL DAMAGES IN EXCESS OF THE ORIGINAL CONTRACT PRICE. THIS WARRANTY MAY NOT BE ALTERED OR EXTENDED FOR ANY PURPOSE UNLESS DONE SO IN WRITING IN A DOCUMENT EXECUTED BY ALL PARTIES TO THIS CONTRACT.

This warranty gives you specific legal rights. Some jurisdictions do not allow limitations on how long an implied warranty lasts, so the above limitation may not apply to you. Some jurisdictions do not allow the exclusion or limitation of incidental or consequential damages, so the above limitations or exclusions may not apply to you.

For warranty service, you should contact your Contractor to schedule an inspection of your property by calling CertaPro Painters® at 800.462.3782.

JOB SITE

Metropolitan Topeka Airport Authority - Admin - Ext.

6510 SE Forbes Ave.
 Topeka, Kansas 66619
 785-862-0711
 tpoley@mtaa-topeka.org

PREPARED BY

Steve Bierman
 Commercial Sales Associate
 (913) 202-2318
 sbierman@certapro.com



CLIENT

Metropolitan Topeka Airport Authority

6510 SE Forbes Ave. 785-862-0711
 Topeka, Kansas 66619

CLIENT CONTACTS

Terry Poley
 Director of Maintenance
 M: 785-633-9957
 E: tpoley@mtaa-topeka.org

PRICING:

6510 SE Forbes Ave. - Exterior repaint	\$9,942.00
Subtotal:	\$9,942.00
Total:	\$9,942.00
Balance	\$9,942.00

SURFACE PREPARATION

STANDARD LEVEL OF PREP

Unless stated otherwise in pictures and/or text in this proposal, this project is priced to include our standard level of prep. This includes the following:

- Pressure wash or hand wipe down surfaces being painted in order to remove dirt, algae, and chalking to ensure proper adhesion. This step is for cleaning not paint removal.
- Scrape loose and peeling paint. Please Note** Scraping will not result in a smooth finish. There will be ups and downs where paint was removed.
- Spot priming bare wood, rusted surfaces, and bare metal in areas being painted. We do not spot prime areas being stained.
- Only areas where the caulk has previously failed will be re-caulked.

This level of prep DOES NOT include (Unless specified otherwise in this proposal) the following:

- Wood replacement
- Fixing imperfections that require feather sanding and bondo application.
- Full recaulking if caulk is not failing or missing.
- Painting caulk that is not paintable or not the same color as your painted surface.
- Painting caulking that is between brick and another unpainted surface.
- Stripping existing surface coating.

SET-UP

Client To:

Customer to trim back any landscaping, trees, or bushes at least three feet away front the surfaces to be worked on.
 Customer to ensure CertaPro has full access to all areas to be worked in.

CertaPro Will:

Any areas or surfaces not to be worked on will masked off or covered.
 CertaPro will provide all labor and materials to complete the work, unless specifically noted otherwise in this proposal

CLEAN UP

Daily: Ladders are taken down and stored in a designated area along with all other tools and supplies.
 Upon Completion: All tools, supplies & equipment will be removed from the property.

PROPOSAL AND COLOR SPECIFICATIONS

Surface/Item	Product	Paint / Primer Coats	Color
Agenda Item 6			
Page 8 of 16			

6510 SE Forbes Ave. - Exterior repaint

Wash, prep, and paint the metal sign band, walls, and previously painted doors on all four elevations of the building. Colors to be selected by customer.

Mask or cover any surfaces or areas not to be painted. Customer to provide access to water and electric in order to perform the work. If water can not be provided then CertaPro will provide it at and additional cost to the customer. CertaPro will require Customer to provide access into all areas to be serviced. All trees, bushes, or other landscaping to be cut back at least three feet from surfaces to be painted by Customer. Portions of the parking lot, sidewalks, and walkways may need to be blocked off while work is being performed for safety reasons. Work to be completed during normal business hours of 8:00 am - 6:00 pm on Monday-Saturday. The use of a lift will be required to perform this project, and CertaPro will require a space onsite to store it overnight.

Excluded surfaces or areas: metal wrapped window frames, vinyl soffits and ceilings, brick, vinyl handrails, previously unpainted surfaces, and any other areas or surfaces not listed.

Siding - Exterior walls - sign band - metal - Airless Spray	Bond-Plex Waterbased Acrylic Coating- Waterborne-Flat Pro Industrial Pro-Cryl Universal Acrylic Primer	2 / 1	TBD - exterior walls - sign band - metal
Door(s)	Pro Industrial Waterbased Alkyd Urethane-Alkyd (waterborne)-Semi-Gloss Pro Industrial Pro-Cryl Universal Acrylic Primer	2 / 1	TBD - man doors - over head door
Wash			
Door Frame(s)	Pro Industrial Waterbased Alkyd Urethane-Alkyd (waterborne)-Semi-Gloss	2 / 0	TBD - frames

ADDENDUM - ALL PICTURES



6510 SE Forbes Ave. - Exterior r...



6510 SE Forbes Ave. - Exterior r...



6510 SE Forbes Ave. - Exterior r...



6510 SE Forbes Ave. - Exterior r...



6510 SE Forbes Ave. - Exterior r...



6510 SE Forbes Ave. - Exterior r...

NOTES

*CertaPro will not make any substrate repairs to surfaces to be painted, unless specifically noted in this proposal.

*Work to be completed during normal business hours of Monday-Saturday from 8:00 am to 6:00 pm.

* If an extreme color change is made on any surface an additional coat may be required for an additional fee.

*Customer to provide access to water and electricity on site. If Customer cannot provide these items then CertaPro will provide them at an additional cost to this proposal.

*Portions of the sidewalks, and parking lot will need to be blocked off to perform the work.

*Cars will need to be relocated from the areas to be worked in to avoid overspray.

*Doors to be painted in the closed position.

*Utility boxes will be painted the color of the surface they are on.

CertaPro will attempt to match the existing color(s), as requested by Customer, but can not guarantee an exact match.

ADDITIONAL NOTES

OUR CERTAINTY SERVICES SYSTEM: To ensure that the project meets your expectations, we will:

- Meet with you at the beginning of the project to ensure all information is up to date and accurate.
- Communicate with you daily to inform you of what has been completed, what will be done tomorrow and any possible issues.
- And finally, have you do a final inspection with us to make sure that you are completely satisfied with the completed project.

ROTTING WOOD

If rotted wood is identified during the painting project, you will be notified. It is not always possible to identify rotting wood during the estimating process.

SIGNATURES



07/11/2023

CertaPro Painters Authorized Signature

Date

Authorized Client Signature

Date

Authorized Client Representative Name & Title

Client

PAYMENT DETAILS

Payment is due: In full upon job completion

COMMERCIAL DEFINITIONS AND CONDITIONS OF THIS CONTRACT

RELATIONSHIP — The individual giving you this proposal is an independent contractor licensed by CertaPro Painters® to use its systems and trademarks to operate a painting franchise. The work will be completed by the independent franchised contractor. Please make any check payable to the franchise shown on the front of this proposal.

COLORS — Colors may be chosen by the client prior to commencement of work. If, after the job starts, a color change is required, the independent Contractor will have to charge for time and material expenses incurred on the original color.

UNFORESEEN CONDITIONS — Should conditions arise which could not be determined by visual inspection prior to starting work, the client must pay an agreed upon extra for the completion of such work.

PROPOSAL — This proposal is valid for 60 days after it was written. In addition, the Independent Franchised Contractor should be informed of your desire to have the work done and receive a signed copy of the proposal before work is to be started.

ATTENTION CLIENT:

YOU, THE BUYER, MAY CANCEL THIS TRANSACTION AT ANY TIME PRIOR TO MIDNIGHT OF THE THIRD BUSINESS DAY AFTER THE DATE OF THIS TRANSACTION. SEE THE BELOW NOTICE OF CANCELLATION FOR AN EXPLANATION OF THIS RIGHT. (SATURDAY IS A LEGAL BUSINESS DAY IN CONNECTICUT.) THIS SALE IS SUBJECT TO THE PROVISIONS OF THE HOME SOLICITATION SALES ACT AND THE HOME IMPROVEMENT ACT. THIS INSTRUMENT IS NOT NEGOTIABLE.

NOTICE OF CANCELLATION

YOU MAY CANCEL THIS TRANSACTION, WITHOUT ANY PENALTY OR OBLIGATION, WITHIN THREE BUSINESS DAYS FROM THE ABOVE DATE. IF YOU CANCEL, ANY PROPERTY TRADED IN, ANY PAYMENTS MADE BY YOU UNDER THE CONTRACT OR SALE, AND ANY NEGOTIABLE INSTRUMENT EXECUTED BY YOU WILL BE RETURNED WITHIN TEN BUSINESS DAYS FOLLOWING RECEIPT BY THE SELLER OF YOUR CANCELLATION NOTICE, AND ANY SECURITY INTEREST ARISING OUT OF THE TRANSACTION WILL BE CANCELLED. IF YOU CANCEL, YOU MUST MAKE AVAILABLE TO THE SELLER AT YOUR RESIDENCE IN SUBSTANTIALLY AS GOOD CONDITION AS WHEN RECEIVED, ANY GOODS DELIVERED TO YOU UNDER THIS CONTRACT OR SALE; OR YOU MAY, IF YOU WISH, COMPLY WITH THE INSTRUCTIONS OF THE SELLER REGARDING THE RETURN SHIPMENT OF THE GOODS AT THE SELLER'S EXPENSE AND RISK. IF YOU DO MAKE THE GOODS AVAILABLE TO THE SELLER AND THE SELLER DOES NOT PICK THEM UP WITHIN TWENTY DAYS OF THE DATE OF CANCELLATION, YOU MAY RETAIN OR DISPOSE OF THE GOODS WITHOUT ANY FURTHER OBLIGATION. IF YOU FAIL TO MAKE THE GOODS AVAILABLE TO THE SELLER, OR IF YOU AGREED TO RETURN THE GOODS AND FAIL TO DO SO, THEN YOU REMAIN LIABLE FOR PERFORMANCE OF ALL OBLIGATIONS UNDER THE CONTRACT. TO CANCEL THIS TRANSACTION, MAIL OR DELIVER A SIGNED AND DATED COPY OF THIS CANCELLATION NOTICE OR ANY OTHER WRITTEN NOTICE, OR SEND A TELEGRAM TO:

Name of Seller **Greg Nezerka**

DATE OF TRANSACTION _____

NOT LATER THAN MIDNIGHT OF _____

I HEREBY CANCEL THIS TRANSACTION

(Buyer's Signature)

(Date)

LIMITED TWO YEAR WARRANTY

Subject to the limitation set forth below, for a period of 24 months from the date of completion of the work described on the front of this contract, the Independent Franchise Owner named on the front of this contract (the "Contractor") will repair peeling, blistering or chipping paint resulting from defective workmanship.

THIS LIMITED WARRANTY DOES NOT COVER:

- Any work where the Contractor did not supply the paint or other materials.
- Any work which was not performed by the Contractor.
- Varnished surfaces.
- Surfaces made of, or containing, galvanized metal.
- The cost of paint required to perform the repairs.
- Repairs to horizontal surfaces or any surface that, by virtue of its design permits moisture to collect. Surfaces include, but are not limited to, decks, railings, stairs, porches, roofs and wood gutters.
- Exact paint match as environmental conditions will affect the color and finish of all paints over time.
- Any repairs which are necessitated as a result of a defect in the paint regardless of whether the paint was supplied by the Contractor or the customer.
- Bleeding caused by knots, rust or cedar.
- Cracks in drywall, plaster or wood.
- Peeling, blistering or chipping where they are caused by:
 - mill-glazing from smooth cedar
 - ordinary wear and tear.
 - abnormal use or misuse.
 - peeling of layers of paint existing prior to the work performed by the Contractor.
 - structural defects.
 - settling or movement.
 - moisture content of the substrate.
 - abrasion, mechanical damage, abrasive cleaning, abuse or damage resulting from use of chemicals or cleaning agents or exposure to harmful solids, liquids or gases.
 - damage or defects caused in whole or in part by reason of fire, explosion, flood, acts of God, extreme weather conditions, misuse, alteration, abuse, vandalism, negligence, or any other similar causes beyond the control of the Contractor.

Repairs under this limited warranty will be performed only on the specific areas where peeling, blistering or chipping has occurred and only to the level of surface preparation described in the preparation section of the Contract.

FOR THIS WARRANTY TO BE VALID, YOU MUST:

- Pay the full contract price.
- Retain a copy of the original contract.
- Retain a copy of your cancelled check or other evidence of payment in full.
- Pay for all materials used to perform the repairs.
- Make the property accessible to the Contractor, or his employees, to perform the repairs.

THIS LIMITED WARRANTY IS THE ONLY EXPRESS WARRANTY MADE BY THE CONTRACTOR AND IS IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED. THIS WARRANTY COVERS ONLY THOSE SERVICES PROVIDED BY THE CONTRACTOR TO THE ORIGINAL PURCHASER NAMED ON THE FRONT OF THIS CONTRACT. IN NO EVENT SHALL THE CONTRACTOR BE LIABLE FOR INCIDENTAL OR CONSEQUENTIAL DAMAGES IN EXCESS OF THE ORIGINAL CONTRACT PRICE. THIS WARRANTY MAY NOT BE ALTERED OR EXTENDED FOR ANY PURPOSE UNLESS DONE SO IN WRITING IN A DOCUMENT EXECUTED BY ALL PARTIES TO THIS CONTRACT.

This warranty gives you specific legal rights. Some jurisdictions do not allow limitations on how long an implied warranty lasts, so the above limitation may not apply to you. Some jurisdictions do not allow the exclusion or limitation of incidental or consequential damages, so the above limitations or exclusions may not apply to you.

For warranty service, you should contact your Contractor to schedule an inspection of your property by calling CertaPro Painters® at 800.462.3782.

JOB SITE

Metropolitan Topeka Airport Authority - Fire station - Ext.

6500 SE Forbes Ave.
Topeka, Kansas 66619
785-633-9957
tpoley@mtaa-topeka.org

PREPARED BY

Steve Bierman
Commercial Sales Associate
(913) 202-2318
sbierman@certapro.com



CLIENT

Metropolitan Topeka Airport Authority

6510 SE Forbes Ave. 785-862-0711
Topeka, Kansas 66619

CLIENT CONTACTS

Terry Poley
Director of Maintenance
M: 785-633-9957
E: tpoley@mtaa-topeka.org

PRICING:

6500 SE Forbes Ave. - Exterior repaint	\$17,255.90
6500 SE Forbes Ave. - Over head doors - red	\$4,173.97
Subtotal:	\$21,429.87
Total:	\$21,429.87
Balance	\$21,429.87

SURFACE PREPARATION

STANDARD LEVEL OF PREP

Unless stated otherwise in pictures and/or text in this proposal, this project is priced to include our standard level of prep. This includes the following:

- Pressure wash or hand wipe down surfaces being painted in order to remove dirt, algae, and chalking to ensure proper adhesion. This step is for cleaning not paint removal.
- Scrape loose and peeling paint. Please Note** Scraping will not result in a smooth finish. There will be ups and downs where paint was removed.
- Spot priming bare wood, rusted surfaces, and bare metal in areas being painted. We do not spot prime areas being stained.
- Only areas where the caulk has previously failed will be re-caulked.

This level of prep DOES NOT include (Unless specified otherwise in this proposal) the following:

- Wood replacement
- Fixing imperfections that require feather sanding and bondo application.
- Full recaulking if caulk is not failing or missing.
- Painting caulk that is not paintable or not the same color as your painted surface.
- Painting caulking that is between brick and another unpainted surface.
- Stripping existing surface coating.

SET-UP

Client To:

Customer to trim back any landscaping, trees, or bushes at least three feet away front the surfaces to be worked on.
Customer to ensure CertaPro has full access to all areas to be worked in.

CertaPro Will:

Any areas or surfaces not to be worked on will be masked off or covered.
CertaPro will provide all labor and materials to complete the work, unless specifically noted otherwise in this proposal

CLEAN UP

Daily: Ladders are taken down and stored in a designated area along with all other tools and supplies.
Upon Completion: All tools, supplies & equipment will be removed from the property.

PROPOSAL AND COLOR SPECIFICATIONS

Surface/Item	Product	Paint / Primer Coats	Color
6500 SE Forbes Ave. - Exterior repaint			
Wash, prep, and paint the metal exterior walls, bollards, and man doors on all four elevations of the building. Color to be selected by customer. This proposal includes pricing to change the over head doors and frames to red.			
Mask or cover any surfaces or areas not to be painted. Customer to provide access to water and electric in order to perform the work. If water can not be provided then CertaPro will provided it at and additional cost to the customer. CertaPro will require Customer to provide access into all areas to be serviced. All trees, bushes, or other landscaping to be cut back at least three feet from surfaces to be painted by Customer. Portions of the parking lot, sidewalks, and walkways may need to be blocked off while work is being performed for safety reasons. Work to be completed during normal business hours of 8:00 am - 6:00 pm on Monday-Saturday. The use of a lift will be required to perform this project, and CertaPro will require a space onsite to store it overnight.			
Excluded surfaces or areas: metal wrapped window frames, over head doors, vinyl soffits and ceilings, brick, vinyl handrails, previously unpainted surfaces, and any other areas or surfaces not listed.			
Siding - Exterior walls - Airless Spray	Bond-Plex Waterbased Acrylic Coating- Waterborne-Flat Pro Industrial Pro-Cryl Universal Acrylic Primer	2 / 1	TBD - exterior walls
Door(s)	Pro Industrial Waterbased Alkyd Urethane-Alkyd (waterborne)-Semi-Gloss	2 / 0	TBD - man doors
Wash			
Red bollards	Pro Industrial Urethane Alkyd Safety Red- Waterborne Alkyd-Semi-Gloss	2 / 0	Safety red
Yellow bollards	Pro Industrial Urethane Alkyd Safety Yellow- Acrylic-Semi-Gloss Pro Industrial Pro-Cryl Universal Acrylic Primer	2 / 1	Safety yellow
6500 SE Forbes Ave. - Over head doors - red			
Siding - Over head doors and frames - red - Airless Spray	Bond-Plex Waterbased Acrylic Coating- Waterborne-Flat Pro Industrial Pro-Cryl Universal Acrylic Primer	2 / 1	TBD - over head doors and frames

ADDENDUM - ALL PICTURES



6500 SE Forbes Ave. - Exterior r...



6500 SE Forbes Ave. - Exterior r...



6500 SE Forbes Ave. - Exterior r...

NOTES

- *CertaPro will not make any substrate repairs to surfaces to be painted, unless specifically noted in this proposal.
- *Work to be completed during normal business hours of Monday-Saturday from 8:00 am to 6:00 pm.
- * If an extreme color change is made on any surface an additional coat may be required for an additional fee.
- *Customer to provide access to water and electricity on site. If Customer cannot provide these items then CertaPro will provide them at an additional cost to this proposal.
- *Portions of the sidewalks, and parking lot will need to be blocked off to perform the work.
- *Cars will need to be relocated form the areas to worked in to avoid overspray.
- *Doors to be painted in the closed position.
- *Utility boxes will be painted the color of the surface they are on.

CertaPro will attempt to match the existing color(s), as requested by Customer, but can not guarantee an exact match.

ADDITIONAL NOTES

OUR CERTAINTY SERVICES SYSTEM: To ensure that the project meets your expectations, we will:

- Meet with you at the beginning of the project to ensure all information is up to date and accurate.

- Communicate with you daily to inform you of what has been completed, what will be done tomorrow and any possible
- issues.
- And finally, have you do a final inspection with us to make sure that you are completely satisfied with the completed
- project.

ROTTING WOOD

If rotted wood is identified during the painting project, you will be notified. It is not always possible to identify rotting wood during the estimating process.

SIGNATURES



07/11/2023

CertaPro Painters Authorized Signature

Date

Authorized Client Signature

Date

Authorized Client Representative Name & Title

Client

PAYMENT DETAILS

Payment is due: In full upon job completion

COMMERCIAL DEFINITIONS AND CONDITIONS OF THIS CONTRACT

RELATIONSHIP — The individual giving you this proposal is an independent contractor licensed by CertaPro Painters® to use its systems and trademarks to operate a painting franchise. The work will be completed by the independent franchised contractor. Please make any check payable to the franchise shown on the front of this proposal.

COLORS — Colors may be chosen by the client prior to commencement of work. If, after the job starts, a color change is required, the independent Contractor will have to charge for time and material expenses incurred on the original color.

UNFORESEEN CONDITIONS — Should conditions arise which could not be determined by visual inspection prior to starting work, the client must pay an agreed upon extra for the completion of such work.

PROPOSAL — This proposal is valid for 60 days after it was written. In addition, the Independent Franchised Contractor should be informed of your desire to have the work done and receive a signed copy of the proposal before work is to be started.

ATTENTION CLIENT:

YOU, THE BUYER, MAY CANCEL THIS TRANSACTION AT ANY TIME PRIOR TO MIDNIGHT OF THE THIRD BUSINESS DAY AFTER THE DATE OF THIS TRANSACTION. SEE THE BELOW NOTICE OF CANCELLATION FOR AN EXPLANATION OF THIS RIGHT. (SATURDAY IS A LEGAL BUSINESS DAY IN CONNECTICUT.) THIS SALE IS SUBJECT TO THE PROVISIONS OF THE HOME SOLICITATION SALES ACT AND THE HOME IMPROVEMENT ACT. THIS INSTRUMENT IS NOT NEGOTIABLE.

NOTICE OF CANCELLATION

YOU MAY CANCEL THIS TRANSACTION, WITHOUT ANY PENALTY OR OBLIGATION, WITHIN THREE BUSINESS DAYS FROM THE ABOVE DATE, IF YOU CANCEL, ANY PROPERTY TRADED IN, ANY PAYMENTS MADE BY YOU UNDER THE CONTRACT OR SALE, AND ANY NEGOTIABLE INSTRUMENT EXECUTED BY YOU WILL BE RETURNED WITHIN TEN BUSINESS DAYS FOLLOWING RECEIPT BY THE SELLER OF YOUR CANCELLATION NOTICE, AND ANY SECURITY INTEREST ARISING OUT OF THE TRANSACTION WILL BE CANCELLED. IF YOU CANCEL, YOU MUST MAKE AVAILABLE TO THE SELLER AT YOUR RESIDENCE IN SUBSTANTIALLY AS GOOD CONDITION AS WHEN RECEIVED, ANY GOODS DELIVERED TO YOU UNDER THIS CONTRACT OR SALE; OR YOU MAY, IF YOU WISH, COMPLY WITH THE INSTRUCTIONS OF THE SELLER REGARDING THE RETURN SHIPMENT OF THE GOODS AT THE SELLER'S EXPENSE AND RISK, IF YOU DO MAKE THE GOODS AVAILABLE TO THE SELLER AND THE SELLER DOES NOT PICK THEM UP WITHIN TWENTY DAYS OF THE DATE OF CANCELLATION, YOU MAY RETAIN OR DISPOSE OF THE GOODS WITHOUT ANY FURTHER OBLIGATION, IF YOU FAIL TO MAKE THE GOODS AVAILABLE TO THE SELLER, OR IF YOU AGREED TO RETURN THE GOODS AND FAIL TO DO SO, THEN YOU REMAIN LIABLE FOR PERFORMANCE OF ALL OBLIGATIONS UNDER THE CONTRACT. TO CANCEL THIS TRANSACTION, MAIL OR DELIVER A SIGNED AND DATED COPY OF THIS CANCELLATION NOTICE OR ANY OTHER WRITTEN NOTICE, OR SEND A TELEGRAM TO:

Name of Seller **Greg Nezerka**

DATE OF TRANSACTION _____

NOT LATER THAN MIDNIGHT OF _____

I HEREBY CANCEL THIS TRANSACTION

(Buyer's Signature)

(Date)

LIMITED TWO YEAR WARRANTY

Subject to the limitation set forth below, for a period of 24 months from the date of completion of the work described on the front of this contract, the Independent Franchise Owner named on the front of this contract (the "Contractor") will repair peeling, blistering or chipping paint resulting from defective workmanship.

THIS LIMITED WARRANTY DOES NOT COVER:

- Any work where the Contractor did not supply the paint or other materials.
- Any work which was not performed by the Contractor.
- Varnished surfaces.
- Surfaces made of, or containing, galvanized metal.
- The cost of paint required to perform the repairs.
- Repairs to horizontal surfaces or any surface that, by virtue of its design permits moisture to collect. Surfaces include, but are not limited to, decks, railings, stairs, porches, roofs and wood gutters.
- Exact paint match as environmental conditions will affect the color and finish of all paints over time.
- Any repairs which are necessitated as a result of a defect in the paint regardless of whether the paint was supplied by the Contractor or the customer.
- Bleeding caused by knots, rust or cedar.
- Cracks in drywall, plaster or wood.
- Peeling, blistering or chipping where they are caused by:
 - mill-glazing from smooth cedar
 - ordinary wear and tear.
 - abnormal use or misuse.
 - peeling of layers of paint existing prior to the work performed by the Contractor.
 - structural defects.
 - settling or movement.
 - moisture content of the substrate.
 - abrasion, mechanical damage, abrasive cleaning, abuse or damage resulting from use of chemicals or cleaning agents or exposure to harmful solids, liquids or gases.
 - damage or defects caused in whole or in part by reason of fire, explosion, flood, acts of God, extreme weather conditions, misuse, alteration, abuse, vandalism, negligence, or any other similar causes beyond the control of the Contractor.

Repairs under this limited warranty will be performed only on the specific areas where peeling, blistering or chipping has occurred and only to the level of surface preparation described in the preparation section of the Contract.

FOR THIS WARRANTY TO BE VALID, YOU MUST:

- Pay the full contract price.
- Retain a copy of the original contract.
- Retain a copy of your cancelled check or other evidence of payment in full.
- Pay for all materials used to perform the repairs.
- Make the property accessible to the Contractor, or his employees, to perform the repairs.

THIS LIMITED WARRANTY IS THE ONLY EXPRESS WARRANTY MADE BY THE CONTRACTOR AND IS IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED. THIS WARRANTY COVERS ONLY THOSE SERVICES PROVIDED BY THE CONTRACTOR TO THE ORIGINAL PURCHASER NAMED ON THE FRONT OF THIS CONTRACT. IN NO EVENT SHALL THE CONTRACTOR BE LIABLE FOR INCIDENTAL OR CONSEQUENTIAL DAMAGES IN EXCESS OF THE ORIGINAL CONTRACT PRICE. THIS WARRANTY MAY NOT BE ALTERED OR EXTENDED FOR ANY PURPOSE UNLESS DONE SO IN WRITING IN A DOCUMENT EXECUTED BY ALL PARTIES TO THIS CONTRACT.

This warranty gives you specific legal rights. Some jurisdictions do not allow limitations on how long an implied warranty lasts, so the above limitation may not apply to you. Some jurisdictions do not allow the exclusion or limitation of incidental or consequential damages, so the above limitations or exclusions may not apply to you.

For warranty service, you should contact your Contractor to schedule an inspection of your property by calling CertaPro Painters® at 800.462.3782.

Diversified Inc.

22052 W 66th st Suite 205
Shawnee, KS 66226
(816) 681-4695
diversifiedserviceskc@gmail.com

Estimate

ESTIMATE#

1258

DATE

08/03/2023

PO#**CUSTOMER**

MTAA
6510 Southeast Forbes Avenue
Topeka KS 66619

SERVICE LOCATION

MTAA
6510 Southeast Forbes Avenue
Topeka KS 66619

DESCRIPTION

9 Buildings- \$265,475
-Pressure wash to remove loose flakey paint
-Apply DTM Paint to exterior walls & a second color to hanger doors

Admin Building -\$15,375
--Pressure wash to remove loose flakey paint
-Apply DTM Paint to exterior walls

Fire Station \$28,768
-Pressure wash to remove loose flakey paint
-Apply DTM Paint to exterior walls & apply safety red to doors as requested

Estimate

Description**Qty****Rate****Total**

MTAA

9 Buildings- \$265,475

-Pressure wash to remove loose flakey paint
-Apply DTM Paint to exterior walls & a second color to hanger doors

Admin Building -\$15,375

--Pressure wash to remove loose flakey paint
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1.00

309,615.00

309,615.00

Fire Station \$28,768

-Pressure wash to remove loose flakey paint
-Apply DTM Paint to exterior walls & apply safety red to doors as requested

CUSTOMER MESSAGE**Estimate Total:****\$309,615.00**

Office of: President

To: Board of Directors

From: Eric M. Johnson



Subject: **Consider Greater Topeka Partnership Sponsorship
Proposal for 2023-2024 Events & Programs.
(Board Action Required)**



Date: August 10, 2023

Matt Pivarnik, CEO of the Greater Topeka Partnership, and Ashlee Spring, Director of Investor Relations, have approached the MTAA with the attached sponsorship proposal. They outlined the following opportunities which they believe will present the greatest value to the MTAA:

2023 Economic Outlook Conference: Table Sponsor	\$1,500
2023 State of the Community: Table Sponsor	\$2,000
2024 Annual Meeting: Platinum Table	\$3,500
2024 Partners in Legislative Success	\$5,000
Total Proposed Sponsorships	\$12,000

This is the package of events the GTP team believes best aligns with MTAA's objectives, but the Board is free to choose from among the items proposed or to elect not to purchase any GTP sponsorships for the 2023-24 year. It will be recalled that MTAA has already pledged to invest \$15,000 per year for five years to the GTP's Momentum 2027 campaign.

Thank you for your consideration.



July 17, 2023

Dear Eric,

We are delighted to present Metropolitan Topeka Airport Authority with an official sponsorship proposal for the Greater Topeka Partnership's 2023-2024 events and programs. As a valued community partner, your participation is vital in helping us create meaningful opportunities for our members and the community as a whole. Take a moment to review the information below and see how your investment can make a lasting impact on both your company and our community.

By sponsoring and investing in our programs and initiatives, you contribute to the Greater Topeka Partnership's mission of being the catalyst for economic prosperity within our community. Your support enables us to offer a range of essential services, including but not limited to small business support, talent recruitment, business development and attraction, tourism and travel marketing, downtown revitalization, and young talent engagement. Additionally, your partnership helps create new opportunities, generates employment, and promotes Topeka as the ideal place to live, work, play, and build a business.

The Partnership has carefully selected strategic sponsorships that we believe will provide the greatest value for Metropolitan Topeka Airport Authority. These sponsorships encompass various aspects of community engagement, corporate events, philanthropy, and leadership opportunities. We have specifically identified sponsorship opportunities that we believe you will find the most value in.

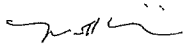
2023 Economic Outlook Conference: Table Sponsor	\$1,500
2023 State of the Community: Table Sponsor	\$2,000
2024 Annual Meeting: Platinum Table	\$3,500
2024 Partners in Legislative Success	\$5,000
Total 2023/2024 Proposed Sponsorship Investment	\$12,000

By accepting this proposal, not only will Metropolitan Topeka Airport Authority receive valuable benefits, but it will also contribute to positioning the Greater Topeka Region as a vibrant, innovative, fun, diverse, and healthy community. We firmly believe that your partnership will play a significant role in achieving this vision.

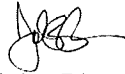
If you would like to explore additional opportunities, I have also provided you with the full 2023-2024 sponsorship guide. We will follow up with you to address any questions you may have and discuss the next steps. In the meantime, please do not hesitate to reach out to us directly should you have any inquiries or suggestions.

Once again, we extend our heartfelt gratitude for your ongoing leadership and support within our community. We look forward to the possibility of working together to create a brighter future for the Greater Topeka Region.

Thank you,



Matt Pivarnik
CEO & President of the
Greater Topeka
Partnership



John Dicus
Chair of the Greater
Topeka Partnership



Rosa Cavazos
VP of Resource
Development of the
Greater Topeka
Partnership



Ashlee Spring
Director of Investor
Relations of the
Greater Topeka
Partnership

Office of: President

To: Board of Directors

From: Eric M. Johnson

Subject: **Consider Proposal for Hangar Roof Restoration
Utilizing "The Interlocal Purchasing System" (TIPS).
(Board Action Required)**



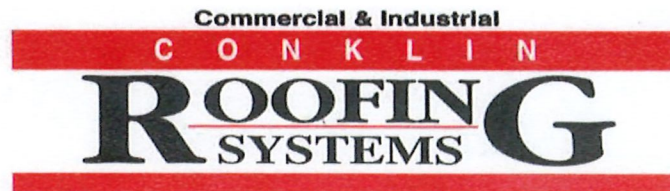
Date: August 9, 2023

The MTAA is responsible for the roof of Hangar 603 at 6930 SE Ross St. We inspected the hangar and found that we had multiple small leaks that need to be addressed. To complete the improvements of the hangar, the last large item to address is the repair of the roof.

Utilizing "The Interlocal Purchasing System" (TIPS), we solicited quotes from participating members for a spray applied roof system, similar to the type used on Hangar 10, Hangar 17 and the T-Hangars at Billard Airport. We received one quote for this project from Midwest Diversified, Inc. at a cost of \$65,787.00 for the installation of the Puma-XL roof system. This system provides for a 20-year non-prorated warranty.

I recommend the Board authorize staff to contract with Midwest Diversified, Inc. at a cost of Sixty-five thousand seven hundred eighty-Seven dollars and No Cents (\$65,787.00).

Please contact me if you have any questions.



Midwest Diversified, Inc.
Keith & Francine Steiner
807 E 23rd Ste. K
Lawrence, Kansas 66046

1-888-471-7663
Phone (785) 856-7663
Fax (785) 856-7665
Cell (785) 423-3786

Metropolitan Topeka Airport Authority	Phone 785-862-2362	Date: Aug.7, 2023
6510 SE Forbes Ave.	Job Name : Puma-XL MR System	
Topeka, Kansas 66619	Job Location: 6930 SE Ross St.	
Eric Johnson	Fax:	

We hereby submit specifications and estimates for:

Tighten all loose fasteners
Install (3) ridge caps
Add fasteners as needed
Remove (1) 6" pipe on west lean to
Remove (1) 36" vent on west lean to
Install corrugated steel panels over holes
Powerwash roofs including overhang over hanger door with Rust Off
Add Encase Primer
Apply Fastenergrade Kwik Kaulk on all fasteners
Install closure strips under new ridge caps
Apply Brushable Kwik Kaulk over all closure strips and gaps over 1/8"
Embed Spunflex Fabric in Benchmark Base Coat over all seams and flashings
Apply Puma-XL Top Coat

\$ 65,787.00

NOTES: 20 year non pro-rated warranty will apply
We will communicate with MTAA to move airplanes and sensitive
equipment during washing process

Sixty-five thousand seven hundred eighty-seven dollars and 00/100----- dollars \$ 65,787.00

Payments to be made as follows: | \$ 32,893.50 Down Payment

\$ 32,893.50 Upon Completion

All Material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control.

Owner to carry fire, tornado and other necessary insurance. Our workers are full covered by Workman's compensation insurance.

Acceptance of Propose - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of acceptance: _____

Authorized
Signature _____

Note: This proposal may be 30
withdrawn by us if not accepted within _____ days.

Signature _____

Signature _____