

**Work Session 2:30 PM**  
**MTAA Board Meeting 3:00 PM**

**Tuesday, March 21, 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 MTAA's Regularly Scheduled Board Meeting of February 21, 2023.
3. Public Comment.
4. Adopt Agenda.

**ACTION ITEMS:**

5. Consider Amendment No. 1 to Cares Airport Grant Agreement No. 3-20-0082-023-2023.
6. Consider Amendment No. 1 to Cares Airport Grant Agreement No. 3-20-0082-024-2023.
7. Consider Quotes for MTAA Maintenance Department Equipment Trailer.
8. Consider Quotes for Vehicle Lift for MTAA Maintenance Department.
9. Consider Quotes for MTAA Police & Fire Department Purchase of Hose and Equipment.
10. Consider Quotes for MTAA Police & Fire Purchase of Rescue Fire Struts.
11. Consider Quotes for MTAA Police & Fire Purchase of SCBAs.
12. Consider Grant Opportunity from Northeast Kansas Homeland Security for Replacement Vehicle for MTAA EOD Unit.

**INFORMATIONAL REPORTS:**

13. Monthly Reports:
  - a. Aviation-Related Issues & Air Service – Eric Johnson
  - b. Economic Development & Leasing Activity – Eric Johnson
  - c. Monthly Financial Reports – Cheryl Trobough
14. Executive Session.

**Metropolitan Topeka Airport Authority  
February 21, 2023**

**Regular Monthly Meeting ..... 3:00 PM**

Chairwoman Lisa Stubbs brought the regular monthly meeting of the MTAA Board of Directors to order at 3:00 PM with the following Board members present: Brian Armstrong, Sam Sutton, Erica-Garcia Babb and Mike Munson. Also in attendance were:

- Sam Stallbaumer, WSP USA, Inc.
- Molly Howey, GO Topeka
- George Laliberte, AOPA/Billard
- Jordan Freborg, HNTB
- Mayor Mike Padilla, City of Topeka (via Zoom)
- Bradley DeMers, City of Topeka (via Zoom)
- John Lueger, Heinen Brothers (via Zoom)
- Don Loyd – MTAA (TOP Fuel Service)
- Terry Poley – MTAA (Maintenance Department)
- Timothy Resner of Frieden & Forbes, LP – Legal Counsel to the Board

Other 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 MTAA's Special Board Meeting December 12, 2022 and the Regularly Scheduled Board Meeting December 20, 2022.**

Chairwoman Stubbs asked the Board to review the Minutes of the Special Board Meeting December 12, 2022 and the Regularly Scheduled Board Meeting of December 20, 2022. She inquired if there were any additions, corrections or comments to the Minutes.

Mr. Munson stated that The December 20, 2022 minutes should be amended to include the wording "Motion carried." after the motion and second to approve the SCADA monitoring system presented in Item 7.

**Mr. Munson then moved to approve the Minutes of the Special Board Meeting December 12, 2022 as presented and the Regularly Scheduled Board Meeting December 20, 2022 as amended. Mr. Armstrong 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. Sutton made a motion to adopt the Agenda as presented. Ms. Garcia-Babb seconded the motion. Motion carried.**

**Item 5. Consider Approval of Quote to Repair Overhead Doors at the MTAA P&F Department (Bldg. #623).**

Mr. Johnson reported that Building 623 was constructed in 1985 and with only a couple exceptions, all overhead door openers and hardware are original. Several mechanical failures have occurred recently which makes the opening of the doors impossible during the malfunction. This presents a serious issue when crews are responding to an emergency call.

A request for quotes was advertised on the MTAA website for the replacement of ten (10) door openers and the necessary hardware. Three quotes were received with Mark's Overhead Door Service providing the lowest price. This quote provides for the replacement of all remaining original door openers and related hardware at a cost of \$27,967.50. This includes removal and disposal of the old equipment and installation of all new openers and hardware.

Mr. Johnson requested the Board to authorize the purchase of the new overhead door openers, cables, springs and hardware at a cost of \$27,967.50.

**Mr. Munson made a motion to approve the quote received from Mark's Overhead Doors for the replacement of the door openers as quoted for an amount not to exceed Twenty-Seven Thousand Nine Hundred Sixty-Seven Dollars and Fifty Cents (\$27,967.50). Ms. Garcia-Babb seconded the motion. Motion carried.**

**Item 6. Consider Quote for Airfield Paint for Topeka Regional Airport and Philip Billard Airport.**

Mr. Johnson reported that in preparation for the upcoming airfield painting season, staff started early to obtain quotes for paint due to the supply chain issues experienced in 2021 and 2022.

The MTAA is required to ensure paint marking on runways, taxiways and aprons meet FAA requirements. Given the size of the airfields, this requires a significant amount of paint even with a rotational schedule.

Three quotes were received for the required paint. Crafcro, Inc. indicated they can supply the white, yellow and black paint in 55-gallon drums. This discounts the price, and considering the number of markings needed to be addressed, 55-gallon drums simplify the process. Lead time for production is at least three to four weeks.

Mr. Johnson made a recommendation that the Board accept the quote provided by Crafcro, Inc. and authorize staff to purchase the required paint at a cost of \$14,344.00.

**Mr. Armstrong made a motion to accept the quote received from Crafcro, Inc. for the necessary airfield paint as quoted for an amount not to exceed Fourteen Thousand Three Hundred Forty-Four Dollars and No Cents (\$14,344.00). Mr. Sutton seconded the motion. Motion carried.**

**Item 7. Consider Approval of Quote for a New Ground Power Unit for TOP Fuel Service.**

Mr. Johnson reported that with the MTAA assuming responsibility for the Fixed Base Operation at Philip Billard Airport on January 1, 2023, there were several equipment purchases needed. During the December meeting of the Board of Directors, a significant amount of equipment and supplies were authorized for purchase. However, information on a ground power unit (GPU) was not available at that time. The GPU is used to provide power to an aircraft during starting.

Staff identified some used pieces of equipment and two new units. A new GPU offers reliability and warranty that a used model cannot. Making a purchase of an older, used model could present challenges in times of equipment failure.

Mr. Johnson requested the Board to approve the purchase of the BatesField Diesel 3000 Series GPU with optional brakes at a total cost of \$45,345.00.

**Mr. Munson made a motion to approve the purchase of the BatesFeild Diesel 3000 Series GPU to include the brake option at a cost not to exceed Forty-Five Thousand Three Hundred Forty-five Dollars and No Cents (\$45,345.00). Ms. Garcia-Babb seconded the motion. Motion carried.**

**Item 8. Consider Creation of MTAA Director of Development Position.**

Mr. Munson presented a Memorandum on the subject of Director of "Planning" and Development (copy of memorandum attached). He led discussion on several items highlighted in the memorandum, i.e. qualifications; salary; recruiting; search and hire committee; and reporting structure.

All board members expressed their support of Mr. Munson's memorandum. There was discussion on the job title with "Director of Development" being the consensus of the Board. The Board reviewed a position description as drafted by counsel and discussed working with a local recruiting agency to assist in the hiring.

**Ms. Garcia-Babb made a motion to authorize the creation of the Director of Development position and direct Mr. Johnson to move forward with the recruiter selection. Mr. Sutton seconded the motion. Motion carried.**

**Item 9. Consider Submitting an Application for a Small Community Air Service Development Grant.**

Mr. Johnson reported that it is anticipated that the US Department of Transportation will release the RFP for Small Community Air Service Development (SCASD) Grant applications towards the end of February. The MTAA's agreement with Volaire Aviation Consultants requires the Board of Directors to authorize work performed on a case-by-case basis.

Mr. Johnson requested the Board for authorization for Volaire Aviation Consultants to prepare the grant application for submission to the USDOT at the stated cost in the agreement of \$12,500.00.

**Mr. Armstrong made a motion to authorize the expenditure of Twelve Thousand Five Hundred Dollars and No Cents (\$12,500.00) for Volaire Aviation Consultants to prepare submission of the Small Community Air Service Development grant application. Mr. Munson seconded the motion. Motion carried.**

**Item 10. Consider WSP Task Order No. 12 – FOE Fuel Farm Construction Administration.**

Mr. Johnson reported that WSP USA Inc.'s (WSP) contract for design of this project was previously approved by the Board and the FAA. The construction administration for this phase of the project will be included in the grant to allow reimbursement of the funds as negotiated.

WSP recently submitted the contract documents which includes the scope of work and the construction engineering services fee. Staff will make arrangements with Crawford, Murphy & Tilly Engineers & Consultants to provide an Independent Fee Estimate (IFE). The IFE is an eligible administrative cost for reimbursement under the grant and is used to assist staff with determining a fair value for the services provided.

The initial document provided by WSP identifies a construction engineering service cost of \$647,030.00. Upon receipt of the IFE, staff will conduct a comparison of the WSP service fee and the IFE, and proceed with negotiations, if deemed necessary, prior to submission to the FAA for their approval.

**Mr. Armstrong made a motion to approve Task Order No. 12 – FOE Fuel Farm Construction Administration Services, in the total amount of Six Hundred Forty-seven Thousand Thirty Dollars and No Cents (\$647,030.00), subject to Staff's completion of the Independent Fee Estimate (IFE) and FAA approval. Mr. Munson seconded the motion. Motion carried.**

**Item 11. Consider Resolution Nos. 23-287 and 23-288 to amend Resolution Nos. 22-285 and 22-286.**

Mr. Johnson reported that the Board of Directors adopted two resolutions at the December meeting authorizing acceptance of an FAA grant for Topeka Regional Airport and 2 FAA grants for Philip Billard which had the project numbers listed as ending in -2022. Because the grant agreements were not provided by the FAA until 2023, the project numbers end in -2023. Given the amount of money involved, adopting resolutions to amend the previous resolutions will signify the Board's intent was to accept what was ultimately provided.

**Ms. Garcia-Babb made a motion to adopt Resolution No. 23-287 and Resolution No. 23-288. Mr. Munson seconded the motion. Motion carried.**

**Discussion Items:**

**Item 12. MRO Site Timeline, NIAR LOI and Funding.**

Mr. Johnson reported that the MRO Site Timeline is still being worked by Coffman Associates. They are working through the documented CATEX; have updated the ALP; and estimate WSP commencing design work in July 2023. There was discussion on drafting an LOI in an attempt to secure a non-binding commitment. Mr. Munson suggested a meeting be held with a NIAR representative to discuss a commitment on NIAR's part.

**Item 13. MTAA Priorities List.**

Mr. Resner led discussion on stakeholder wishes and budget constraints, and suggested the Board establish a Priority List of Projects and determine how best to proceed. Items to be prioritized include:

- Billard Fuel Farm
- Aesthetics – fencing / screening; hoop house for R&R Pallets; tree-trimming;
- T-Hangar Development
- Box Hangar adjacent to Billard Terminal
- High-speed internet throughout Topeka Regional Airport
- Billard business park security fence
- Way-finding Signage along Topeka Blvd.

**Item 14. MTAA Development Plan.**

There was discussion on obtaining feedback from developers, a consultant, GTP and/or local stakeholders regarding what a development plan could look like for Topeka Regional Airport. Mr. Resner made a presentation showing the master plan land use and sites which could be used for aviation and non-aviation development. Mr. Resner discussed potential development plan(s) including how the MTAA could finance development either through a land lease development approach or through a revenue bond approach, or the mix of the two. A key consideration for the MTAA is how can sufficient revenue streams be created for sustainable development and operation of the airport.

**Item 15. HB 2336**

Mr. Resner reported that HB 2336 passed the House Commerce Committee on February 20<sup>th</sup> with an increase of General Obligation bonding authority without a public vote from \$1 Million to \$10 Million. There had been discussion of increasing the authority to 1.85% of County assessed valuation, however that was not included in the legislation.

**Item 16. Topic List for Community Engagement Action Session**

Mr. Johnson stated that the MTAA needs to develop a list of topics to be discussed. Chairwoman Stubbs suggested that she sees the MTAA's Priorities List and the Topic List for Community Engagement Action Session to be one and the same. At some point, additional conversations will need to be initiated with Leo Presley for direction and to work from his expertise.

**Item 17. Topeka Regional Business Center Standards**

It was proposed that the MTAA modify the Rules & Regulations to include Business Center Standards for the buildings.



**Information Only Items:**

**Item 18. Monthly Reports**

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

Mr. Johnson provided the following report:

- TOP Fuel Service is staying busy and receiving a lot of positive comments. The Maintenance Department continues to make repairs to the T-Hangars. Fuel trucks are expected to be delivered in March.
- Senator Moran visited Billard Airport on Friday. It was a great opportunity for staff to update him on what's happening there. A tour of TAC & KHP was arranged.

**18.b. Economic Development & Leasing Activity – Mr. Johnson**

Mr. Johnson provided the following report:

- Cox completed the internet install at Billard on Friday. Technical Applications Consulting is up and running.
- The tenants in Building 114 are removing the cars and debris from the parking lot and yard. They have until March 31<sup>st</sup> to vacate the property. Staff will inspect the building at that time to be sure nothing was left for the MTAA to address.
- Contact was made with Rodney Wadel, owner of R&R Pallet last week. While this conversation has been held before, he indicated he would address the pile of pallet mulch this week. He had a shredder brought in over the weekend and they continue to shred the material. They also committed 4 trucks to haul the mulch off site. The pile of mulch will always be there but they will work to keep it at a more manageable size. He is also looking into a hoop structure to install on the property to mask the appearance.
- Icon structures will begin installing fence at the site of the new terminal building on February 27<sup>th</sup>. During a safety meeting yesterday, the discussion turned to parking and storage availability. Tammy has also expressed her concerns about parking for restaurant customers. Areas have been identified that can be turned into temporary parking and another area for storage of materials. More than likely, this will be a change order but eligibility for federal funding is in question.

**18.c. Monthly Financial Reports – Ms. Trobough**

Ms. Trobough explained that the reports for the month and year ending 12/31/2022 are still in preparation. The reports for the month ending 11/30/2022 are ready to be presented. Chairwoman Stubbs made a suggestion that the Board forego the presentation of the November financial report and receive the December year-end report at the next meeting. The rest of the Board agreed by consensus.

**Item 19. Executive Session**

Chairwoman Stubbs inquired if there was a need for an Executive Session. Mr. Resner and Mr. Johnson responded that there was not.

**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. Sutton seconded the motion and the meeting was adjourned at 5:25 p.m.**

These official minutes were approved by the Board of Directors on March 21, 2023.

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Samuel W. Sutton, Secretary

MTAA Board of Directors Meeting  
February 21, 2023

**MEMORANDUM**

From: Mike Munson, MTAA Board Member  
To: MTAA Board of Directors and Staff

RE: Director of "Planning" and Development

Dear Fellow Board Members:

These are only my thoughts and I wanted to share them with each of you in hopes of creating some additional thoughts and discussion on this new MTAA position.

I want to be very clear: **I am a big supporter of our current MTAA President and Director of Airports, Eric Johnson, and believe he has done a great job as the leader of our two airports and related facilities**, including maintaining facilities on a limited budget, being fiscally responsible with the tax dollars we are entrusted to utilize, enhancing our leasing operations, ensuring our employees have the necessary resources to fulfill their job functions, maintaining open lines of communication with the FAA and other governmental agencies, among many other duties and responsibilities.

Additionally, Eric has been wearing many hats recently and fulfilling many other duties that are technically outside of his direct responsibilities, such as leasing manager, development director, state and government liaison - just to name a few - and I believe those additional duties are significantly weighing him down at the present time. It is my hope that this new position will eliminate some of those time constraints that are currently being placed on Eric.

We are in a new era at the MTAA ... *The Development Era* ... and it is an exciting time to be involved with the MTAA. It is great that we are having this discussion and focusing on hiring someone to take the lead on the business and economic development side of our airport facilities. We also cannot forget that we are running two AIRPORTS and must remain compliant with a voluminous amount of FAA and related regulations.

The easy task is making the decision to create the position - I think it is a great one, and fully support it. The more difficult decision I believe we as a board face, is figuring out how this position is structured, where this person fits in at the MTAA, who this person reports to, and, of course, finding the right person to take on this role (is this person currently living and working in Topeka right now?).

I have spent quite a bit of time over the last several days thinking about this position, what it means for the MTAA, and I have also discussed this issue with several key stakeholders that have provided great input on the topic.

Things to consider:

- **Qualifications**. This person needs to be a self-starter, with good business acumen and judgment, have a thorough understanding of real estate and development issues (or the ability/willingness to learn), possibly with an engineering background, an understanding of local, city, county and state governmental affairs issues and potential funding sources, someone who is willing to solve problems, talk to people, meet with people, and promote our airports and real estate to local leaders and potential developers. We want someone with a proven track record to recruit and attract business. This person needs to look at a potential opportunity and figure out ways to make it happen while eliminating roadblocks along the way.
- **Salary & Incentives**. What is our budget? We need to ensure we advertise this in a way that will attract top talent. We also need to find ways to tie a base salary with the potential for incentives based on stellar performance,

additional educational opportunities, and potentially tuition reimbursement for additional certifications (i.e., Certified Economic Developer, Economic Development Conferences, etc.).

- **Recruiter.** I believe we should consider using a recruiter to help us in this endeavor. I believe there are several great options here locally. It is hard to find someone based solely off a job posting. We have learned that lesson over the past year as we have looked for a leasing/property manager. I believe it would be beneficial to the board to engage with a local firm and learn more about that process.
- **Search and Hiring Committee.** This is a key role at the MTAA and I firmly believe we need to include several interested stakeholders in our quest to find the right person. For that reason, I propose we establish a sub-committee to participate and play an active role in the hiring process. You know what they say: Hire Slowly; Fire Quickly. I realize we want to get moving on this ASAP however we need to ensure we have a solid in plan in place before charging forward. Finding the right person to fill this role is key – if we find the right person – they will be successful.
  - **Thoughts on a hiring committee:** 1) Eric Johnson; 2) Two MTAA Board Members; 3) A county representative; 4) A city representative; 5) An interested stakeholder from KFOE; 6) An interested stakeholder from KTOP; 7) Molly Howey or Matt Pivarnik.
  - **Local Talent Pool:** Is this person living and working in Topeka now? If we hire an outside professional it will take them several years to get up to speed and learn about Topeka. We have a large talent pool here in Topeka (or potentially Wichita or Salina, considering their significant airport presence) and we need to find ways to leverage our contacts.
  - **Airport Experience:** I am not 100% sure that this person needs to have a detailed background in aviation.
- **Reporting Structure.** My thought would be that the position is a direct report to Eric Johnson, the President of the MTAA, with this being a quasi-lateral role with strict oversight from a sub-committee of the MTAA Board titled the “Aviation Development Task Force” or “Aviation Development Committee” that is comprised of certain MTAA Board Members, Third Parties, and local leaders. Our new Development Director needs to be able to operate in a somewhat autonomous fashion and not be held back in this role.
  - Eric Johnson, President and Director of Airports;
  - (NAME ???), Director of “Planning” and Development

I envision this person receiving their semi-annual/annual performance evaluation from the MTAA Board. We do not want this person to feel stifled or constrained in their ability to fulfill their job duties/functions.

- **Communication and Reporting to the Board.** My preference is that this person will provide direct and monthly reports to the board of directors – on all leasing and economic development ideas and progress. This person is tasked with carrying out the vision of the Board. I believe a seat at the table in the monthly board meetings is necessary.

I hope you will take my comments in the spirit in which they were intended. I request that my comments be made a part of the record on this discussion item.

Thanks,



Mike Munson, MTAA Board Member



Office of: President

To: Board of Directors

From: Eric M. Johnson



Subject: **Consider Amendment No. 1 to Cares Airport  
Grant Agreement No. 3-20-0082-023-2023  
(Board Action Required)**



Date: March 17, 2023

The Federal Aviation Administration (FAA) provided us with a grant amendment for Grant Agreement No. 3-20-0082-023-2023 (BIL-ATP). This will amend the period of performance date to align with the CARES O&M grant.

This amendment also modifies the project description as follows: Construct Terminal Building (7,356 SF) – Phase 1 (Project Inspection Fees, Site Work and Construction of Building Structure and public areas). Construct parking lot for new terminal building (2,300 SY).

All other terms and conditions of the Grant Agreement remain in full force and effect. This description just clarifies the grant is to cover construction costs and project inspection fees. The grant amount will stay the same.

I am requesting the Board of Directors to authorize the MTAA President to sign Grant Amendment No. 1 to Grant No. 3-20-0082-023-2023.

If you have any questions, please do not hesitate to contact me.



U.S. Department  
of Transportation  
**Federal Aviation  
Administration**

Federal Aviation Administration  
Central Region  
Iowa, Kansas, Missouri, Nebraska

X5GLL49BNJ4

(UEI No)

Phillip Billard Municipal Airport

(Airport/Planning Area)

#### AMENDMENT NO. 1 TO CARES AIRPORT GRANT AGREEMENT NO. 3-20-0082-023-2023

**WHEREAS**, the Federal Aviation Administration (hereinafter referred to as the “FAA”) has determined it to be in the interest of the United States that the Grant Agreement between the FAA, acting for and on behalf of the United States, and the Metropolitan Topeka Airport Authority (hereinafter referred to as the “Sponsor”), accepted by said Sponsor on January 25, 2023 be amended in conformance with the Sponsor’s letter dated February 16, 2023 and as hereinafter provided.

#### **NOW THEREFORE, WITNESSETH:**

That in consideration of the benefits to accrue to the parties hereto, the FAA on behalf of the United States, on the one part, and the Sponsor, on the other part, do hereby mutually agree that the said Grant Agreement be and hereby is amended as follows:

Paragraph 2 of the Grant Agreement is removed and replaced with the following:

**Grant Performance.** This Grant Agreement is subject to the following Federal award requirements:

- a. Period of Performance:
  1. Remains the same as initial CARES Agreement 3-20-0113-038-2020, which is 4 years (1,460 calendar days) from the date of acceptance of that Grant Agreement. The Period of Performance end date shall not affect, relieve, or reduce Sponsor obligations and assurances that extend beyond the closeout of CARES Agreement 3-20-0113-038-2020 or this Grant Agreement.
  2. Means the total estimated time interval between the start of an initial Federal award and the planned end date, which may include one or more funded portions or budget periods. (2 Code of Federal Regulations (CFR) § 200.1).
- b. Budget Period:
  1. For this Grant Agreement follows the same start and end date as the Period of Performance provided in Paragraph a.1. Pursuant to 2 CFR § 200.403(h), the Sponsor may charge to the Grant only allowable costs incurred during the Budget Period.
  2. Means the time interval from the start date of a funded portion of an award to the end date of that funded portion during which the Sponsor is authorized to expend the funds awarded, including any funds carried forward or other revisions pursuant to § 200.308.
- c. Close Out and Termination:
  1. Unless the FAA authorizes a written extension, the Sponsor must submit all Grant closeout documentation and liquidate (pay-off) all obligations incurred under this award no later than 120 calendar days after the end date of the Period of Performance. If the Sponsor does not submit all required closeout documentation within this time period, the FAA will proceed to close out the grant within one year of the Period of Performance end date with the information available at the end of 120 days. (2 CFR § 200.344).
  2. The FAA may terminate this Grant Agreement, in whole or in part, in accordance with the conditions set forth in 2 CFR § 200.340, or other Federal regulatory or statutory authorities as applicable.

This amendment also modifies the project description as follows:

Construct Terminal Building (7,356 SF) – Phase 1 (Project Inspection Fees, Site Work and Construction of Building Structure and public areas). Construct parking lot for new terminal building (2,300 SY).

All other terms and conditions of the Grant Agreement remain in full force and effect.

**IN WITNESS WHEREOF**, the parties hereto have caused this amendment to said Grant Agreement to be duly executed as of

March 9, 2023

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UNITED STATES OF AMERICA  
FEDERAL AVIATION ADMINISTRATION

*Jim A. Johnson*

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*(Signature)*

Jim A. Johnson

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*(Typed Name)*

Director, Central Region Airports Division

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*(Title of FAA Official)*

X5GLL49BNJ4

(UEI No)

Phillip Billard Municipal Airport

(Airport/Planning Area)

**METROPOLITAN TOPEKA AIRPORT AUTHORITY**

(Name of Sponsor)

(Signature of Sponsor's Designated Official Representative)

(Typed Name of Sponsor's Designated Official Representative)

(Typed Title of Sponsor's Designated Official Representative)

(Date)

**CERTIFICATE OF SPONSOR'S ATTORNEY**

I, \_\_\_\_\_, acting as Attorney for the Sponsor do hereby certify:

That I have examined the foregoing Amendment to the Grant Agreement and the proceedings taken by said Sponsor relating thereto, and find that the execution thereof by said Sponsor has been duly authorized and is in all respects due and proper and in accordance with the laws of the State of Kansas and further that, in my opinion, said Amendment to the Grant Agreement constitutes a legal and binding obligation of the Sponsor in accordance with the terms thereof.

Dated \_\_\_\_\_

By: \_\_\_\_\_  
(Signature of Sponsor's Attorney)

Office of: President

To: Board of Directors

From: Eric M. Johnson

Subject: **Consider Amendment No. 1 to Cares Airport  
Grant Agreement No. 3-20-0082-024-2023  
(Board Action Required)**



METROPOLITAN TOPEKA AIRPORT AUTHORITY

TOPEKA REGIONAL | BILLARD AIRPORT  
AIRPORT & BUSINESS CENTER

Date: March 17, 2023

The Federal Aviation Administration (FAA) provided us with a grant amendment for Grant Agreement No. 3-20-0082-024-2023 (CARES Dev). This amendment will reduce the grant amount from \$1,576,219 to \$949,269. This grant will cover the construction costs including the kitchen and conference room area. The design costs will no longer be covered under this grant.

A new grant (026) will be issued in the amount of \$626,950, to cover the design cost that was originally in grant 024.

I am requesting the Board of Directors to authorize the MTAA President to sign Grant Amendment No. 1 to Grant No. 3-20-0082-023-2023.

If you have any questions, please do not hesitate to contact me.



U.S. Department  
of Transportation  
**Federal Aviation  
Administration**

Federal Aviation Administration  
Central Region  
Iowa, Kansas, Missouri, Nebraska

X5GLL49BNJ4

(UEI No)

Phillip Billard Municipal Airport

(Airport/Planning Area)

**AMENDMENT NO. 1 TO CARES AIRPORT GRANT AGREEMENT NO. 3-20-0082-024-2023**

**WHEREAS**, the Federal Aviation Administration (hereinafter referred to as the "FAA") has determined it to be in the interest of the United States that the Grant Agreement between the FAA, acting for and on behalf of the United States, and the Metropolitan Topeka Airport Authority (hereinafter referred to as the "Sponsor"), accepted by said Sponsor on February 3, 2023 be amended in conformance with the Sponsor's letter dated February 16, 2023 and as hereinafter provided.

**NOW THEREFORE, WITNESSETH:**

That in consideration of the benefits to accrue to the parties hereto, the FAA on behalf of the United States, on the one part, and the Sponsor, on the other part, do hereby mutually agree that the said Grant Agreement be and hereby is amended as follows:

THE FEDERAL AVIATION ADMINISTRATION, FOR AND ON BEHALF OF THE UNITED STATES, HEREBY OFFERS AND AGREES to pay 100 percent of the allowable costs, up to the Maximum Obligation amount of \$949,269, incurred accomplishing the Project as the United States share of the Project.

This amendment commits the FAA, acting for and on behalf of the United States of America, to decrease the maximum obligation of the United States by \$626,950 (from \$1,576,219 to \$949,269) to cover the Federal share of the total actual eligible and allowable project costs.

This amendment also modifies the project description as follows:

Construct Terminal Building (7,356 SF)-Phase 2 (Construction for Kitchen and Conference Rooms for Terminal Building)

All other terms and conditions of the Grant Agreement remain in full force and effect.

**IN WITNESS WHEREOF**, the parties hereto have caused this amendment to said Grant Agreement to be duly executed as of  
March 9, 2023

UNITED STATES OF AMERICA  
FEDERAL AVIATION ADMINISTRATION

*Jim A. Johnson*

(Signature)

Jim A. Johnson

(Typed Name)

Director, Central Region Airports Division

(Title of FAA Official)



X5GLL49BNJ4

(UEI No)

Phillip Billard Municipal Airport

(Airport/Planning Area)

**METROPOLITAN TOPEKA AIRPORT AUTHORITY**

(Name of Sponsor)

(Signature of Sponsor's Designated Official Representative)

(Typed Name of Sponsor's Designated Official Representative)

(Typed Title of Sponsor's Designated Official Representative)

(Date)

**CERTIFICATE OF SPONSOR'S ATTORNEY**

I, \_\_\_\_\_, acting as Attorney for the Sponsor do hereby certify:

That I have examined the foregoing Amendment to the Grant Agreement and the proceedings taken by said Sponsor relating thereto, and find that the execution thereof by said Sponsor has been duly authorized and is in all respects due and proper and in accordance with the laws of the State of Kansas and further that, in my opinion, said Amendment to the Grant Agreement constitutes a legal and binding obligation of the Sponsor in accordance with the terms thereof.

Dated \_\_\_\_\_

By: \_\_\_\_\_  
(Signature of Sponsor's Attorney)

Office of: President

To: Board of Directors

From: Eric M. Johnson

Subject: **Consider Quote for MTAA Maintenance  
Department Equipment Trailer  
(Board Action Required)**



METROPOLITAN TOPEKA AIRPORT AUTHORITY

TOPEKA REGIONAL | BILLARD AIRPORT  
AIRPORT & BUSINESS CENTER

Date: March 17, 2023

The MTAA Maintenance Department is increasingly moving more equipment between Topeka Regional and Billard Airports. To simplify this process, it has been requested that we acquire a mid-size trailer that will accommodate most of our equipment that cannot simply travel between the two airports.

Staff searched for trailers meeting their needs and provided several quotes. Jim's Trailer Sales located in Topeka provided the lowest quote of \$17,100.00 for a 32' heavy duty, tandem axle, gooseneck trailer.

I recommend the Board accept the quote provided by Jim's Trailer Sales at a cost of Seventeen Thousand One Hundred Dollars and No Cents. (\$17,100.00). This is a 2023 budgeted equipment expense with funding available in line item 92330.

If you have any questions, please do not hesitate to contact me.

**Prepared By:****Jim's Trailer Sales**

5245 S. Topeka

Topeka, KS 66609

jay@jimstrailers.com (mailto:jay@jimstrailers.com)

http://jimstrailers.com/ (http://http://jimstrailers.com/)

785-862-4850

**WEB138989****Date Created:** 02/23/2023**QUOTE VALID FOR 30 DAYS****Prepared For:****Matt Anstaitt**

66619

785-862-2362

**Comments and Special Instructions:**

N/A

**Purchase Order Number :** N/A**Promo Code :** N/A**Quantity :** 1**Final Trailer Part Number :** GH0232102ES2Y15D08ZP2CB2**Base Trailer**

Code	Description	Price for Quote
GH0232102	102" x 32' Tandem Heavy Duty Gooseneck	\$19,392.86
ES2Y15	2 - 10000 Lb Dexter Sprg Axles (2 Elec Brakes)(HDSS)	\$0.00
ZP2CB2	Black (w/Primer)	\$0.00
<b>Base Trailer Total :</b>		<b>\$19,392.86</b>

**Options**

Code	Description	Price for Quote
D08	5' Self Clean Dove w/Max Ramps	\$1,761.43
<b>Options Total :</b>		<b>\$1,761.43</b>

**Surcharge (0%) :** \$0.00**Freight :** \$0.00**Total :** **\$21,154.29****Discount :** **\$4,054.29****Discounted Total Price :** **\$17,100.00**

Installed  
\$16,300.00

If ordered

**Trailer Standard Features**

Jack:	2-10K Drop Leg Spring Return	Axles:	2-10,000 Lb Dexter Spring Elec Brakes
Wheels:	16" 8-Hole Duals	Tires:	235/80 R16 LRE (w/spare)
Suspension:	Multi-Leaf Slipper Spring (HDSS)	Frame:	12" I-Beam (19 lbs/ft)
Crossmembers:	3" Channel 16" OC (3.5 lbs/ft)	Tool Box:	Front Tool box
Flooring:	Treated Wood	Ramps:	8' Slide-In Ramps
Lights:	D.O.T. Stop, Tail, Turn and Clearance LED	Wire:	16 Ga. 5-Way Double Insulated Harness w/7-way
		Harness:	plug

Agenda Item 7  
Page 2 of 4

# QUOTE

DATE:  
3/2/23

QUOTE#  
AMM22823

CUSTOMER ID:  
(785) 862-2362

TO: Metropolitan Topeka Airport  
Authority Topeka Regional  
Airport & Business Center|Bldg.  
620 6510 SE Forbes Ave Ste. 1  
|Topeka, KS 66619-1446  
Phone :: 785.862.2362 |  
Fax :: 785.862.1830  
mtaa-topeka.org

SALESPERSON	JOB	PAYMENT TERMS	DUE DATE
Aaron McCormack 847-557-0620	Gov. Accounts Manger		

QTY	DESCRIPTION	UNIT PRICE	LINE TOTAL
01	MSG209635 32ft X 102 in Gooseneck trailer - 22K GVWR	15613.63	15613.63
Description	Dual 14K Jack, Toolbox w/ Lid, 4 ft Dovetail, LED lighting, 12" channel main, 12" upright, 12" neck, 2 - 10K Elec break axles, 8' Long Slide In Ramp, Treated wood deck, Primed and Painted Gloss Black and a spare Tire	0	0
Shipping		3000.00	3000.00
		SUBTOTAL	18613.63
		SALES TAX	0
		TOTAL	18613.63

Thank you for your business!

**©2023 MID-STATE TRAILERS INC. ADDRESS: 6542 NC HWY 47, DENTON, NC 27239**  
**PHONE: 336-857-2888**

## SALES QUOTE

## QUOTED BY

HOYTS TRUCK CENTER  
4425 NW HWY 24, TOPEKA  
KS USA 66618

## QUOTED FOR

Unit No.	Item #	Item Description	Item Price
1	LDX10232:035268	32' X 102" - Low-Pro Tandem Dual FI	\$16,646.25
	R06	6" CHANNEL OUTER FRAME	\$0.00
	X06	3" CHANNEL ON 16" CENTERS	\$0.00
	D36	5' DOVETAIL/MAXXD-OUT RAMPS	\$1,581.25
	T26	ST235/80R16 E RADIAL TIRES ON DUALS	\$0.00
	S05	ADJUSTABLE SUSPENSION 2 AXLES	\$0.00
	G16	22,500 LB GVWR	\$0.00
	E04	2X8 TREATED WOOD FLOOR	\$0.00
	P14	NOT APPLICABLE	\$0.00
	N21	STANDARD HEIGHT I-BEAM NECK	\$0.00
	F45	12" X 19LB I-BEAM FRAME WITH TORQUE TUBE	\$0.00
	L03	FLUSHMOUNT LED'S/STANDARD WIRING	\$0.00
	A33	2-10K ELECTRIC BRAKE AXLES	\$0.00
	C17	2 5/16" 30K ROUND GN COUPLER	\$0.00
	O01	WET BLACK	\$0.00
	J18	2-10K DROP-LEG JACKS	\$0.00
	Requests:	None	
Trailer and Options Total			\$18,227.50
Sales Tax			\$1,667.82
Sub Total			\$19,895.32

Discount	\$0.00
Order Total	\$19,895.32

\*All Prices Shown in US Dollar

Thank-you for placing your order with Maxxd Trailers. Please thoroughly review this Sales Quote for any errors or omissions regarding items ordered, pricing, terms of payment, bill to and ship to locations and promotions. If this Sales Quote is incorrect in any way, notify your sales representative immediately so we may make any corrections prior to confirmation and processing.

We will not be held responsible for trailers that have not been built because of an unconfirmed quote. Please confirm your completed quotes via phone, email or fax. Reviewing the quote prior to confirming will help ensure that we are building your trailers correctly. Thank you!

x

By signing above you agree that all information is correct on this Sales Quote.

powered by

**HOYT'S**  
**Trailer Center**

**Matt Robert**  
Trailer Sales Manager

Phone: (785) 235-1086

Text: (785) 264-4745

Email: rmatt@hoytstc.com

2613 NW Stina Ct  
Topeka, Kansas 66618

**www.hoytstrailercenter.com**

Office of: President

To: Board of Directors

From: Eric M. Johnson



Subject: **Consider Quote for Vehicle Lift for  
MTAA Maintenance Department  
(Board Action Required)**



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

**Date: March 17, 2023**

The Maintenance Department routinely provides multi-level maintenance and repairs on all MTAA vehicles and equipment. For many years, employees have used hydraulic jacks and jackstands to accomplish this. A small-vehicle lift would improve safety and efficiency, enabling staff to make repairs in a safer environment.

Staff obtained two quotes meeting the specifications required for our operation.

I recommend the Board accept the quote provided by Napa and authorize staff to purchase a small-vehicle lift at a cost of Fifteen Thousand Three Hundred Forty-nine Dollars and Ninety-nine Cents. (\$15,349.99). This is a 2023 budgeted equipment expense with funding available in line item 92330.

If you have any questions, please do not hesitate to contact me.



Microsoft  
Outlook Web App

Type here to search

Entire Mailbox



Options



Sign out

Mail

Calendar

Contacts

Deleted Items (7)

Drafts [69]

Inbox (852)

Junk E-Mail [20]

Sent Items

Click to view all folders

Manage Folders...

Reply Reply All Forward Junk Close

**Lift Quote**

Brian Horr [bhorr441@gmail.com]

**Sent:** Monday, February 20, 2023 10:49 AM**To:** Matt Anstaett

Matt, here are the quotes for the 15,000lb 2 post lifts you requested.

Part number.....SPO16UOAOBL

MRG.....Rotary

Cost.....\$28832.51

Part number.....DP15N002BL

MGR.....Forward

Cost.....\$15349.99

Prices good thru March 31st.

If you have any questions please feel free to call, text or email me.

Thanks, Brian Horr  
785-969-5798



DEDICATED TO THE PROFESSIONAL

Store 195, 4710 SW TOPEKA BOULEVARD,  
TOPEKA, KS 66609 (785) 862-4749

Bill To:

METROPOLITAN TOPEKA  
AIRPORT AUTH-ID REQUIRED  
6510 SE FORBES AVE STE 1  
TOPEKA, KS 66619  
(913) 862-2362

**\* QUOTE \***

Invoice	** QUOTE **
Sale Type	QUOTE
Date	02/15/2023 12:56 PM
Ship Via	
PO Number	

Counter #	Customer Account	Ordered By	Special Instructions
576599	45401		Quote

Qty	Line	Item Number	Description	Warr	Unit	Tax	List	Net	Extended
1	CGL	E15	15K HD 2-PST	SE	EA	N	29,744.07	16,699.00	16,699.00

\*\* Quote Only - Prices Subject to Change \*\*

1 Item

Select Super Start Batteries come with Roadside Assistance. Ask for details.

Sub-Total	16,699.00
Sales Tax	0.00
Quote Total	16,699.00



WWW.FIRSTCALLONLINE.COM

Warranty/Garantía: [www.firstcallonline.com/warranty](http://www.firstcallonline.com/warranty)

1/1

Agenda Item 8  
WE APPRECIATE YOUR BUSINESS!

195WS153 Remit To: PO BOX 9464, SPRINGFIELD, MO 65801-9464

Office of: President

To: Board of Directors

From: Eric M. Johnson

Subject: **Consider Quote for MTAA Police & Fire  
Hose and Equipment Purchase  
(Board Action Required)**



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

**Date: March 17, 2023**

The Police and Fire Department staff obtained quotes for the replacement of fire hose and miscellaneous equipment. This includes various valves, nozzles, fittings and tools along with hose of different diameter and lengths.

As expected, these items, often used in extreme conditions, simply wear out or fail annual testing and must be replaced.

I recommend the Board accept the quote provided by Weis Fire & Safety Equipment, LLC and authorize staff to purchase the replacement hose at a cost of \$26,236.25 and equipment at a cost of \$17,996.99. The total cost of this purchase from Weis Fire & Safety Equipment, LLC is Forty-Four Thousand Two Hundred Thirty-three Dollars and Sixteen Cents (\$44,233.16). This is a 2023 budgeted equipment expense with funding available in line items 61920 and 92330.

If you have any questions, please do not hesitate to contact me.

# Weis Fire & Safety Equipment, LLC.

111 E. Pacific Ave  
Salina, KS 67401

(785) 825-9527 Fax (785) 825-9538  
www.weisfiresafety.com



## WFE QUOTATION

DATE	QUOTE #
12/16/2022	5415

Name / Address
METRO TOPEKA AIRPORT AUTHORITY 6510 SE FORBES AVE SUITE 1 TOPEKA, KS 66619

ATTN:
METRO TOPEKA AIRPORT AUTHORITY 6510 SE FORBES AVE SUITE 1 TOPEKA, KS 66619

QTY	ITEM	DESCRIPTION	UNIT PRICE	TOTAL
54	KEY-1	DP17-100S COMBAT SNIPER 50' (COLOR DOES NOT CHANGE PRICE)	239.78	12,948.12
10	KEY-RC50-450-100-Y-STORZ	5.000" PRO-FLOW NITRILE/PVC THROUGH-THE-WEAVE RUBBER COVERED LDH, NFPA COMPLIANT, U.L. LISTED, 10 YEAR WARRANTY, 450 PSI, 100 FT LENGTH, STORZ COUPLINGS, YELLOW	780.69	7,806.90
10	KEY-DP25-1000-50-Y-ARN	2.500" DOUBLE JACKET- COMBAT READY, 1000 PSI, 50 FT, ALUMINUM ROCKER NST, YELLOW (COLOR DOES NOT CHANGE PRICE)	360.80	3,608.00
1	KEY-RB10-800-100-R-ARN	1.000 REEL-LITE, 800 PSI, 100 FT, EXPANSION RING COUPLING, RED	311.17	311.17
2	KOC-2P501-10-A52	5.0" NH LONG HANDLE FEMALE & ROCKER LUG MALE X 10 FT PVC SUCTION HOSE	589.60	1,179.20
2	KOC-1	S36S55 5" STORZ W/LOCK X 5NH RIG MALE	191.43	382.86
PLUS FREIGHT ON THE KOC ITEMS				
<b>Total</b>				\$26,236.25

Page 1 of 1

Due to shortages of raw materials, volatility of the market and conditions out of our control, delivery times are estimated and could be extended. Price quotes are only good for two weeks. Freight costs provided are estimates only and are subject to change. Please call if you have any questions or want to confirm price quotes past two weeks.

Notwithstanding anything to the contrary in any terms governing the sale of Products or otherwise, Buyer agrees that (1) Seller's ability to supply Products may be impacted by the 2019 novel coronavirus (COVID-19) and resulting events and circumstances, and as a material condition of Seller's acceptance of the order, Buyer assumes such risk, (2) Seller is only obligated to make reasonable efforts to meet any requested delivery date, and shall not be liable for any failure to do so and (3) during any period when demand for Products exceeds Seller's supply or Seller is otherwise unable to supply ordered quantities (whether due to circumstances referenced above or otherwise), Seller may allocate any available Products or production resources on such basis as Seller deems fair and reasonable, including to contract customers and/or for internal uses.

**Weis Fire & Safety Equipment, LLC.**  
 111 E. Pacific Ave  
 Salina, KS 67401  
 (785) 825-9527 Fax (785) 825-9538  
 www.weisfiresafety.com



# WFE QUOTATION

DATE	QUOTE #
1/16/2023	5530

Name / Address
METRO TOPEKA AIRPORT AUTHORITY 6510 SE FORBES AVE SUITE 1 TOPEKA, KS 66619

ATTN:
METRO TOPEKA AIRPORT AUTHORITY 6510 SE FORBES AVE SUITE 1 TOPEKA, KS 66619

QTY	ITEM	DESCRIPTION	UNIT PRICE	TOTAL
3	TFT-ABD3ST-NX	NEW FORCE LOW PROFILE INTAKE VALVE W/ PRV & BLEEDER - 6.0" FEMALE SWIVEL ROCKER (PUMP SIDE) X 5.0" RIGID STORZ (HOSE SIDE)	1,556.00	4,668.00
3	TFT-F140F	BALL VALVE 1.5" NH X 1.5" NH	378.78	1,136.34
3	TFT-FSS8	STRAIGHT TIP W/ SMOOTH INSIDE TAPER-1.5" NH X 7/8" ORIFICE	120.55	361.65
4	TFT-1	WF1VF-173 WORKING FIRE VALVE 150GPM @ 75PSI 1.5" NH FIXED RUBBER TEETH	921.45	3,685.80
1	TFT-1	A03HNT-JET-F LOW-LEVEL STRAINER 5.0" FEMALE WITH JET SIPHON 1.5" FEMALE WITH FLOAT	967.00	967.00
6	TFT-1	AV5NJ-NJ-SC GATE VALVE W/ SLOW CLOSE	468.00	2,808.00
1	TFT-1	J140F BALL VALVE 2.5" FEMALE X 1.5" MALE	403.45	403.45
1	TFT-FSS8	STRAIGHT TIP W/ SMOOTH INSIDE TAPER-1.5" NH X 7/8" ORIFICE	165.00	165.00
4	FHU-1	RH-5 5 FOOT NEW YORK ROOF HOOK W/ CHISEL (PRY END) STEEL SHAFT	118.59	474.36
3	FHU-1	DT-3 DYNAMIC TRIO INCLUDES 8 LB. FORCE AXE, PRO BAR 30, MARRYING STRAP	338.83	1,016.49
4	R&B-442RD	HYDRANT TOOL BAG W/ TUFF BOTTOM - COLOR: RED	132.41	529.64
2	FHU-1	BRF-5 FIRE RAKE	50.00	100.00
2	FHU-1	MCLF MCLOUD TOOL	70.59	141.18
4	KOC-1	S54R545HNC-H51 5 STZ W/LCK X 4.5 (5.594 X 4) SW RL F	385.00	1,540.00
		PLUS FREIGHT		

Total			\$17,996.91
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# CONRAD FIRE EQUIPMENT, INC.

19922 W 162nd Street Olathe, KS 66062  
www.CONRADFIRE.com  
(913) 780-5521  
(913) 780-5251 Fax

**QUOTATION**  
**146509**

CUSTOMER NO.  
1493

**BILL TO:**

METRO TOPEKA AIRPORT  
6510 SE FORBES AVE, STE 1  
TOPEKA, KS 66619-1446

**SHIP TO:**

METRO TOPEKA AIRPORT  
6510 SE FORBES AVE, STE 1  
TOPEKA, KS 66619-1446

PHONE: 785/221-2992  
FAX: 785/862-7421

PAGE 1

DATE		SHIP VIA	F.O.B.	TERMS	
12/15/22		GROUND		NET 30 DAYS	
PURCHASE ORDER NUMBER		ORDER DATE	SALESPERSON		OUR QUOTE NUMBER
HOSE AND KOCHEK		12/15/22	170 212		146509
QUANTITY		ITEM NUMBER	DESCRIPTION	UNIT PRICE	AMOUNT
ORDERED	SHIPPED				
30		KEY.DP17-100S-50	1.78" X 50' COMBAT SNIPER HOSE	248.97	7,469.10
10		KEY.RC50-450-100	5" X 100' PRO-FLOW W/ STORZ	810.62	8,106.20
2		KOC.2P507-10	5"X10 HARD SUCTION STZ COUP FL	556.61	1,113.22
1		KOC.S36S55	5" STORZ X 5" MALE NH	127.54	127.54
1		CON.FREIGHT	FREIGHT CHARGES	200.00	200.00
CUSTOMER IS RESPONSIBLE FOR SHIPPING					
This quote expires thirty (30) days after the date appearing on this quotation unless CFE receives and accepts Buyer's order within that period. Prior to the referenced expiration date, this quote may be changed by CFE at any time upon CFE providing such written notice to Buyer prior to CFE receiving and accepting Buyer's order within the aforementioned thirty (30) day period.					
Please note: A 3% credit card service fee will be assessed on all credit card payments in excess of \$3,000. Orders may not be broken into smaller dollar amounts to avoid this service charge. Cash, check, ACH, and wire transfer payments will not be subject to a service charge.					
Product Total		Discount	Freight	Taxable Amount	Tax
17,016.06		0.00		17,016.06	0.00
				Misc. Amt.	QUOTATION TOTAL
					17,016.06
<b>"WE APPRECIATE YOUR BUSINESS"</b>					
RETURNED GOODS WILL NOT BE ACCEPTED WITHOUT PRIOR RETURN AUTHORIZATION NUMBER FROM CONRAD FIRE EQUIPMENT. ALL RETURNS ARE SUBJECT TO A RESTOCKING FEE.					



# CONRAD FIRE EQUIPMENT, INC.

19922 W 162nd Street Olathe, KS 66062  
www.CONRADFIRE.com  
(913) 780-5521  
(913) 780-5251 Fax

## QUOTATION 146667

CUSTOMER NO.  
1493

### BILL TO:

METRO TOPEKA AIRPORT  
6510 SE FORBES AVE, STE 1  
TOPEKA, KS 66619-1446

### SHIP TO:

METRO TOPEKA AIRPORT  
6510 SE FORBES AVE, STE 1  
TOPEKA, KS 66619-1446

PHONE: 785/221-2992  
FAX: 785/862-7421

PAGE 1

DATE		SHIP VIA		F.O.B.	TERMS	
01/06/23		GROUND			NET 30 DAYS	
PURCHASE ORDER NUMBER		ORDER DATE		SALESPERSON		OUR QUOTE NUMBER
HOSE		01/06/23		170 212		146667
QUANTITY		ITEM NUMBER		DESCRIPTION	UNIT PRICE	AMOUNT
ORDERED	SHIPPED					
10		KEY.DP25-1000-50		2.50" X 50' COMBAT READY HOSE	365.11	3,651.10
1		KEY.RB10-800-100		1"X100' REELITE W/ REPLC CPLNG	347.86	347.86
1		KEY.RB10-800-100ERC		1" 100' SEC REEL LITE E RING CO	304.16	304.16
				CUSTOMER IS RESPONSIBLE FOR SHIPPING COST		
This quote expires thirty (30) days after the date appearing on this quotation unless CFE receives and accepts Buyer's order within that period. Prior to the referenced expiration date, this quote may be changed by CFE at any time upon CFE providing such written notice to Buyer prior to CFE receiving and accepting Buyer's order within the aforementioned thirty (30) day period.						
Please note: A 3% credit card service fee will be assessed on all credit card payments in excess of \$3,000. Orders may not be broken into smaller dollar amounts to avoid this service charge. Cash, check, ACH, and wire transfer payments will not be subject to a service charge.						
Product Total		Discount		Freight		Taxable Amount
4,303.12		0.00				4,303.12
				Tax		Misc. Amt.
				0.00		
				QUOTATION TOTAL		
				4,303.12		
<b>"WE APPRECIATE YOUR BUSINESS"</b>						
RETURNED GOODS WILL NOT BE ACCEPTED WITHOUT PRIOR RETURN AUTHORIZATION NUMBER FROM CONRAD FIRE EQUIPMENT. ALL RETURNS ARE SUBJECT TO A RESTOCKING FEE.						

Agenda Item 9

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# CONRAD FIRE EQUIPMENT, INC.

19922 W 162nd Street Olathe, KS 66062  
www.CONRADFIRE.com  
(913) 780-5521  
(913) 780-5251 Fax

## QUOTATION 146733

CUSTOMER NO.  
1493

### BILL TO:

METRO TOPEKA AIRPORT  
6510 SE FORBES AVE, STE 1  
TOPEKA, KS 66619-1446

### SHIP TO:

METRO TOPEKA AIRPORT  
6510 SE FORBES AVE, STE 1  
TOPEKA, KS 66619-1446

PHONE: 785/221-2992  
FAX: 785/862-7421

PAGE 1

DATE		SHIP VIA	F.O.B.	TERMS	
01/12/23		GROUND		NET 30 DAYS	
PURCHASE ORDER NUMBER		ORDER DATE	SALESPERSON		OUR QUOTE NUMBER
EQUIPMENT		01/12/23	170 212		146733
QUANTITY		ITEM NUMBER	DESCRIPTION	UNIT PRICE	AMOUNT
ORDERED	SHIPPED				
3		TTT.F140F	BALL VALVE 1.5"NH X 1.5"NH	381.55	1,144.65
3		TTT.FSS8	STRAIGHT TIP 7/8 X 1.5"NH	121.44	364.32
1		TTT.A03HNT-JET-F	LOW-LEVEL STRAINER 5.0"FEMALE	1,066.01	1,066.01
4		FIH.RH-5	5' NEW YORK ROOK HOOK	115.92	463.68
3		TTT.ABD3ST-NX	6"FEMALE ROCKER BY 5" STORZ BA	1,648.42	4,945.26
4		TTT.WF1GF-173	WORKING FIRE VALVE W/GRIP 150G	948.02	3,792.08
6		HAI.HHGU-HD-25NHM-25	2.5" GATE VALVE	365.86	2,195.16
1		TTT.J140FP	VALVE W/GRIP 2.5"NH X 1.5"NH	406.39	406.39
3		FIH.PB-30	PRO-BAR 30"	262.19	786.57
4		R&B.442RD	HYDRANT BAG	129.43	517.72
2		CTC.70-043	HARD TOOTH RAKES	22.95	45.90
2		FIH.MCLF	MCCLOUD TOOL W/FIBERGLASS HNDL	69.00	138.00
3		KOC.K07	HYDRANT WRENCH ONLY	38.33	114.99
2		KOC.S54L54	5" STORZ X 4"NHLHSWF	203.97	407.94
CUSTOMER IS RESPONSIBLE FOR SHIPPING COST					
This quote expires thirty (30) days after the date appearing on this quotation unless CFE receives and accepts Buyer's order within that period. Prior to the referenced expiration date, this quote may be changed by CFE at any time upon CFE providing such written notice to Buyer prior to CFE receiving and accepting Buyer's order within the aforementioned thirty (30) day period.					
Please note: A 3% credit card service fee will be assessed on all credit card payments in excess of \$3,000. Orders may not be broken into smaller dollar amounts to avoid this					

Product Total	Discount	Freight	Taxable Amount	Tax	Misc. Amt.	QUOTATION TOTAL
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### "WE APPRECIATE YOUR BUSINESS"

RETURNED GOODS WILL NOT BE ACCEPTED WITHOUT PRIOR RETURN AUTHORIZATION NUMBER FROM CONRAD FIRE EQUIPMENT. ALL RETURNS ARE SUBJECT TO A RESTOCKING FEE.

Agenda Item 8  
Page 6 of 7

# CONRAD FIRE EQUIPMENT, INC.

19922 W 182nd Street Olathe, KS 66062  
www.CONRADFIRE.com  
(913) 780-5521  
(913) 780-5251 Fax

QUOTATION  
146733

CUSTOMER NO.  
1493

## BILL TO:

METRO TOPEKA AIRPORT  
6510 SE FORBES AVE, STE 1  
TOPEKA, KS 66619-1446

## SHIP TO:

METRO TOPEKA AIRPORT  
6510 SE FORBES AVE, STE 1  
TOPEKA, KS 66619-1446

PHONE: 785/221-2992  
FAX: 785/862-7421

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DATE	SHIP VIA	F.O.B.	TERMS			
01/12/23	GROUND		NET 30 DAYS			
PURCHASE ORDER NUMBER	ORDER DATE	SALESPERSON	OUR QUOTE NUMBER			
EQUIPMENT	01/12/23	170 212	146733			
QUANTITY	ITEM NUMBER	DESCRIPTION	UNIT PRICE	AMOUNT		
ORDERED	SHIPPED	service charge. Cash, check, ACH, and wire transfer payments will not be subject to a service charge.				
Product Total	Discount	Freight	Taxable Amount	Tax	Misc. Amt.	QUOTATION TOTAL
16,388.67	0.00		16,388.67	0.00		16,388.67


**"WE APPRECIATE YOUR BUSINESS"**

RETURNED GOODS WILL NOT BE ACCEPTED WITHOUT PRIOR RETURN AUTHORIZATION NUMBERS FROM CONRAD FIRE EQUIPMENT. ALL RETURNS ARE SUBJECT TO A RESTOCKING FEE.

Agenda Item 8  
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Office of: President

To: Board of Directors

From: Eric M. Johnson 

Subject: **Consider Quote for Apex Rescue Jacks/Strut Kit  
(Board Action Required)**



**Date: March 17, 2023**

During rescue and recovery operations, fire departments often rely on equipment that can be carried to a site to lift and stabilize an object. Rescue Jacks create an A-Frame with what you want to lift, support, or stabilize at the head of the A-Frame. The Rescue Jacks being requested have a lift capacity of 12,500 lbs. and a stabilization capacity of 25,000 lbs.

Rescue Jacks allows our firefighters to lift and stabilize the object until additional stabilizing rescue struts can be placed under or around the section so rescue efforts can be performed. Without this equipment, rescue operations are delayed while waiting for heavy equipment to arrive. With the rescue jacks, MTAA firefighters would be able to perform a majority of these functions independently and not have to rely on a third party to do so. Waiting on a third party to arrive and perform such a function takes time and time costs lives or the loss of property.

I recommend the Board accept the quote provided by Rescue Specialists and authorize staff to purchase Apex 3 Point Kit at a cost of Twelve Thousand Five Hundred Forty-eight Dollars and No Cents (\$12,548.00). This is a 2023 budgeted equipment expense with funding available in line item 92330.

If you have any questions, please do not hesitate to contact me.

## Rescue Specialists

104 S Main St  
Salina, KS 67401  
620-255-9654  
jrogers@rescue-specialists.com  
www.rescue-specialists.com



## Estimate

ADDRESS	SHIP TO	SHIP VIA	XPO	ESTIMATE	245
Jake Moomau	Jake Moomau			DATE	01/23/2023
Metropolitan Topeka Airport Authority	Metropolitan Topeka Airport Authority			EXPIRATION	06/23/2023
6510 SE Forbes Ave	6510 SE Forbes Ave			DATE	
Topeka, Kansas 66619 USA	Topeka, Kansas 66619 USA				

SKU	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
APX-TX3P	Apex 3 Point Kit	APEX Texas 3 Point Kit Including 3x struts, 2x jacks, 16ft 3/8 G80 chain, 2x j-hook slings, 2x frame hook clusters, 2x snap hook ratchet straps, 2x chain ended ratchet straps, and 2x wire hook ratchet straps.	1	11,628.00	11,628.00
ACC-SLG8	J-Hook Sling 8in	8" J hook with sling attached to grab hook and 4' of 5/16" grade 70 chain connected to another grab hook, mini J hook, and a T hook.	1	0.00	0.00
VM-SB	Aluminum Strut Bracket	Ziamatic 3in Strut Bracket	6	70.00	420.00
5106	Chain Bag	Chain bag with No. 9 canvas 14in x 9in diameter with black molded polypropylene bottom and web handle extends down the sides of the bucket for added strength. Made in the USA	1	0.00	0.00

SUBTOTAL	12,048.00
TAX	0.00
SHIPPING	500.00
TOTAL	<b>\$12,548.00</b>

Accepted By

Accepted Date

This quoted equipment and all quoted prices are intended for the department indicated and are valid for the time period stated on the quote with that department only. This is considered a confidential document and as such using or displaying this document by anyone other than the intended recipient is prohibited.

Office of: President

To: Board of Directors

From: Eric M. Johnson 

Subject: **Consider Quote for Four MSA G1  
Self-Contained Breathing Apparatus (SCBA)  
(Board Action Required)**



**Date: March 17, 2023**

The Police and Fire Department recently acquired a multi-purpose rescue truck. Self-Contained Breathing Apparatus (SCBA) is normally included as part of the inventory on a truck of this type but they were not included in the bid specifications.

Conrad Fire Equipment, Inc. is the sole vendor in this region and provided a quote for the purchase of four MSA G1 SCBA's, facepieces and air cylinders.

I recommend the Board accept the quote provided by Conrad Fire Equipment Inc. and authorize staff to purchase the items identified at a cost of Thirty-four Thousand Two Hundred Thirteen Dollars and Fifty-six Cents. (\$34,213.56). This is a 2023 budgeted equipment expense with funding available in line item 92330.

If you have any questions, please do not hesitate to contact me.



# CONRAD FIRE EQUIPMENT, INC.

19922 W 162nd Street Olathe, KS 66062  
www.CONRADFIRE.com  
(913) 780-5521  
(913) 780-5251 Fax

## QUOTATION 146665

CUSTOMER NO.  
1493

### BILL TO:

METRO TOPEKA AIRPORT  
6510 SE FORBES AVE, STE 1  
TOPEKA, KS 66619-1446

### SHIP TO:

METRO TOPEKA AIRPORT  
MTAA BLDG.623  
TOPEKA, KS 66619

PHONE: 785/221-2992  
FAX: 785/862-7421

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DATE	SHIP VIA	F.O.B.	TERMS			
01/06/23	GROUND		NET 30 DAYS			
PURCHASE ORDER NUMBER	ORDER DATE	SALESPERSON	OUR QUOTE NUMBER			
MSA G1'S	01/06/23	170 170	146665			
QUANTITY	ITEM NUMBER	DESCRIPTION	UNIT PRICE	AMOUNT		
ORDERED	SHIPPED					
4		MSA-G1FS442MA2C2LAR	4500 G1 SCBA	7,012.09	28,048.36	
4		MSA-10156459	G1 FACEPIECE MEDIUM	373.16	1,492.64	
4		MSA-10175708	CYL VLV QC G1 RC 4500 PSIG 66C	1,168.14	4,672.56	
<p>This quote expires thirty (30) days after the date appearing on this quotation unless CFE receives and accepts Buyer's order within that period. Prior to the referenced expiration date, this quote may be changed by CFE at any time upon CFE providing such written notice to Buyer prior to CFE receiving and accepting Buyer's order within the aforementioned thirty (30) day period.</p> <p>Please note: A 3% credit card service fee will be assessed on all credit card payments in excess of \$3,000. Orders may not be broken into smaller dollar amounts to avoid this service charge. Cash, check, ACH, and wire transfer payments will not be subject to a service charge.</p> <p><i>P/O sent - 01/23/23</i></p>						
Product Total	Discount	Freight	Taxable Amount	Tax	Misc. Amt.	QUOTATION TOTAL
34,213.56	0.00		34,213.56	0.00		34,213.56
<b>"WE APPRECIATE YOUR BUSINESS"</b>						
RETURNED GOODS WILL NOT BE ACCEPTED WITHOUT PRIOR RETURN AUTHORIZATION NUMBER FROM CONRAD FIRE EQUIPMENT. ALL RETURNS ARE SUBJECT TO A RESTOCKING FEE. Agenda Item 11						

Office of: President  
To: Board of Directors

From: Eric M. Johnson 

Subject: **Consider Grant Opportunity from Northeast  
Kansas Homeland Security for Replacement  
Vehicle for MTAA EOD Unit (Board Action Required)**



**Date: March 17, 2023**

The MTAA's Explosive Ordinance Disposal (EOD) Unit has an opportunity to apply for a grant through Northeast Kansas Homeland Security. We are currently in line to receive two items including a new robot and a new X-ray machine. These items have been voted on and approved by the NEKHS. We are very fortunate to have these approved and 100% funded as the robot was originally priced at \$318,777.00 and the X-Ray machine was originally priced at \$72,826.00.

The third project that MTAA EOD has applied for through the NEKHS grant process is the replacement of the EOD vehicle. The EOD Unit's current vehicle is a 1985 GMC "box truck" that was obtained several years ago from another fire department. The truck was utilized as an equipment truck and also served as a "light and air" truck. This truck transports all the equipment for EOD including the suits worn by our bomb technicians, the robot, explosives used for detonating dangerous explosive devices at the scene of incidents and a host of other equipment utilized throughout an EOD call.

The MTAA EOD Unit requested funding from the NEKHS to replace the unreliable vehicle. The vehicle that would be purchased would be constructed by a company that builds specialized vehicles used by EOD Units. In speaking with our NEKHS Project Coordinator, Nelson Casteel, with Shawnee County Emergency Management, we learned that this particular project would have the greatest probability of being approved by the Council if the MTAA would be able to provide a local match towards the purchase of the vehicle. An amount of \$130,000.00 would be sufficient for this purpose and shows the Council that our department is committed to the project and the overall sustainment and success of the MTAA EOD Unit.

With the purchase of this vehicle, it would supply the MTAA's EOD Unit with a reliable vehicle for many years to come. No funds are required now, just a commitment to make the funds available for the purchase sometime after January 2024.

I recommend the Board commit to a local match of One Hundred Thirty Thousand Dollars and No Cents (\$130,000.00) for the purchase of a specialized vehicle for MTAA's EOD Unit.

If you have any questions, please do not hesitate to contact me.