

**Fairfield County Airport Authority Board Meeting  
3430 Old Columbus Road, NW, Carroll, Ohio 43112  
Minutes for October 12, 2020**

**Meeting to order**

Pat Ferguson called the meeting to order at 6:00 p.m. with the Pledge of Allegiance. The meeting was held with the following Board Members present: Jon Kochis, Rick Szabrak, Bill McNeer, Michael Kaper, and Pat Ferguson. Board Members absent were Glenn Burns & Bill Fagan. Also present were Staci Knisley, James Shadd, Al Moyer, Michael Baldwin, Greg Heaton, Christopher Coopride, Benjamin Riggs, David Kirkbride, and Angelia Kirkbride.

**Opportunity for the Public to Address the Board**

Mr. Kochis introduced David and Angelia Kirkbride, owners of Kirkbride Land and Snow Management.

Ms. Kirkbride stated that they acquired the former gun club property beside the Airport. Recently she has met with Mr. Kochis relating to future development and the 10-year plan related to a new access road.

Mr. McNeer asked what their plans were for the landscape of the property. He stated that the Airport does not like landscaping that attracts wildlife.

Mr. Kirkbride stated that they have plans to build a design and building center for swimming pools and outdoor living spaces. The building will be 10-15,000 square feet. They are working on cleaning up, brush-hogging, removing hunting blinds, and removing an old fence.

Mr. Kirkbride stated that they wanted to establish a relationship with the Airport.

Mr. Kochis stated that the 10-year plan to develop a road is not high on the priority list. The likelihood to receive funding would be small for the access road. If we wanted to make it a priority, we would have to save up for 10 years for our Federal apportionment.

Mr. Szabrak introduced himself as the Economic Development Director. He stated that there is an opportunity for property taxes to be diverted to create a road and can be used with matching funds from private investments.

Mr. Kochis recommended that the owners of Kirkbride Land and Snow Management be included in our master plan discussions. He thanked them both for attending the meeting.

**Approval of the Minutes for the September 14, 2020 Meeting**

On motion of Bill McNeer and second of Jon Kochis, the Fairfield County Airport Authority Board voted to approve the minutes from the September 14, 2020 meeting.

Voting aye thereon: McNeer, Kochis, Ferguson, Kaper, & Szabrak

Absent were: Burns & Fagan

Motion passed.

**Historical Aircraft Squadron (HAS) update**

Mr. Moyer reported that there was one PAPI light out. Howard Electric came out to repair and it was under warranty so there will be no charge. They also adjusted glide-slide to 3 and 3.5. The PAPIS are back in service and are adjusted right.

Mr. Moyer also reported that Henry Hill with the Engineer's Office picked up the snow-plow truck to repair to get us through the winter.

Mr. Heaton reported that 3 is the normal but can be up to 3.5.

Mr. Baldwin from the EAA asked for an update on the House (former Med-Flight property).

Mr. Kochis reported that there are multiple projects going on until the end of the year that the House is not a high priority right now. He recommends putting the storage equipment building (garage) back on the table for next year. The Board of Commissioners are funding that if approved for 2021.

**Sundowner Aviation/Airport Manager Update – Monthly Board Report**

a. Monthly Report

Mr. Shadd reviewed the monthly report, see attached to minutes. A few more people were added to the hangar waiting list. Jet fuel sales doubled from August to September. Net Jets has been coming through and buying jet fuel.

b. Report from Board Member Kochis related to Airport Management

Mr. Kochis reported to the Board that there was an incident between he and Pat Rooney. During the paving there were notification signs that paving would be starting during the week. When Mr. Kochis arrived on Friday, there was a pick-up truck parked on the apron. Mr. Huffman, an employee with Sundowner Aviation stated that Mr. Rooney told him that the guy that owned the truck was gone and there was nothing we could do about it. Mr. Kochis called Mr. Rooney. As soon as Mr. Kochis engaged with Mr. Rooney on the phone, he was abusive and angry. This is the second time he has lost his temper with Mr. Kochis. Mr. Huffman did take the extra effort to go to the pick-up truck owner's house to have him remove it. There should never be vehicles parked on the apron at any time. The Airport needs to be managed better.

**Standing Committee Updates:**

**Airport Improvement – Jon Kochis**

**a. Engineer’s Summary Report – Greg Heaton with Crawford Murphy Tilly, Inc. (CMT)**

Mr. Heaton reviewed the report. (see attached to minutes)

Mr. Kochis reported that we are holding the final payment to Strawser until we are satisfied with the completion of the rehabilitation of Apron B, C1. They have touch up work to do.

Mr. Heaton reported that Strawser is touching up their work and the striping will be done soon.

Mr. Ferguson stated that the apron is already looking better.

Mr. Heaton reported that he and Mr. Kochis had a teleconference with the FAA to discuss the Capital Airport Improvement Plan (ACIP). Mr. Kochis did well on the call and the FAA responds very well to sponsors who are involved and to airports who keep up with paving paid by local dollars.

Mr. Kochis reported that the phone call went well. The ACIP has no big changes. The biggest thing to go forward in FY2021 is the Taxiway B drainage repairs. The FAA also suggested that the engineering be done at the same time for the Airfield drainage improvements with a correction on the runway. The northern part could then be moved from the flood plain.

Mr. Heaton reported that when the engineering is completed, that project could be ready for the next Fiscal Year grant.

Mr. Heaton reported that the approved ACIP and Pre-Application for the FY2021 FAA grant should be sent in a few weeks after that call. The paperwork will be coming soon for the Board to sign and send in.

**1. South Access Road/Culvert Repair**

Mr. Kochis reported that he has one quote so far from American Pavements for the 2021 paving project. The amount is \$27,985. This is for 1,000 square yards from the hangars to the gate, the whole length of the access road. There will be a new 20-inch culvert with 1.5-inch total base asphalt, a total of 3 inch across the whole length, and final compaction on the asphalt.

Mr. Kochis will draft a scope of work for two (2) other quotes. The project will likely not happen until 2021.

Mr. Heaton recommends putting big stone in the areas needed. The #2 limestone would be good to temporarily fix the access road.

Mr. Kochis will talk to the Engineer's Office about stone for HAS to lay down next week.

## 2. Storm Water System Rehab

- Quarterly Stormwater Report

Mr. Kochis reviewed the quarterly storm water report, see attached to minutes

Mr. Kochis received a call about this report. There are 3 areas of concern. The diesel tank has a lot of spillage. He asked Mr. Moyer to remind HAS to be cautious while filling up the tractor. The downspout in Hangar J needs repaired. There is also material outside of Hangar R1. The materials are labeled "used oil" and there are other materials.

Mr. Kaper recommended that Airport Management talk to the tenant in R1.

Mr. Kochis stated that the tenant is liable if there are EPA violations, but the tenant still needs to be talked to.

Mr. Kaper recommended that the Board have the Prosecutor write a letter to the tenant.

Mr. Shadd reported that there is another hangar that has a propane tank behind it. He will talk to that tenant also.

Mr. Kochis will talk to the Prosecutor's Office about addendums for permanent items stored outside the hangars.

- Tile Repair/Kull Excavating

There is nothing new to report.

- SE field drainage problems

Mr. Kochis reported that he asked Kirkbride for a quote to dip our easement. The quote is for time and equipment to scoop out and to lay down rock. It will prevent the water draining from the airport into the creek. He will get 2 additional quotes.

### Strategic Planning Committee – Bill McNeer, Jon Kochis, Rick Szabrak

Mr. Kochis reported that they will meet soon and include Greg Heaton to discuss the master plan. The master plan will be on the FY21 ACIP.

Mr. Heaton reported that Katie Delaney with the FAA wants to review the scope before we apply for the grant. CMT will provide an estimate of costs for the plan.

Mr. Kochis will take CMT's scope of costs and ask for other estimates.

Mr. Kochis, Mr. McNeer, and Mr. Szabrak will meet in November to discuss the timeline for the master plan.

**Community Relations – Michael Kaper & Rick Szabrak**

Mr. Kaper reported that he had a few emails inquiring about the next Air Show. He also reported that one email received was a gentleman complaining about flying late at night.

**Facilities and Grounds – Michael Kaper & Bill Fagan (absent)**

a. Terminal mulching update

Mr. Kaper reported that the mulching is complete.

Mr. Kochis thanked Sundowner Aviation and EAA for completing.

b. Hangar J repairs

Mr. Kochis reported that he received 3 quotes. These quotes came with the Terminal Renovations bid. T-Built Construction has the lowest quote at \$6,200.

c. Terminal Renovations

Mr. Kochis reported that 3 bids were received. T-Built Construction was the lowest bidder at \$35,594, with alternates totaling \$43,430. He reviewed the scope with the Board and recommended accepting the alternates. (See the bid results attached to the minutes)

**Approval to accept the bid for the Terminal Renovations at \$43,430 with T-Built Construction**

On motion of Jon Kochis and second of Michael Kaper, the Fairfield County Airport Authority Board voted to approve to accept the bid for the Terminal Renovations at \$43,430 with T-Built Construction.

Voting aye thereon: Kochis, Kaper, Ferguson, McNeer, & Szabrak

Absent were: Burns & Fagan

Motion passed.

Mr. Kochis will let Airport Management know when the work will be started.

**Approval to proceed with contract for the Terminal Renovations with T-Built Construction and approving the contract after County Prosecutor approval**

On motion of Jon Kochis and second of Michael Kaper, the Fairfield County Airport Authority Board voted to approve to proceed with contract for the Terminal Renovations with T-Built Construction and approving the contracts after County Prosecutor approval.

Voting aye thereon: Kochis, Kaper, Ferguson, McNeer, & Szabrak  
Absent were: Burns & Fagan  
Motion passed.

**Approval to accept the bid for the Hangar J repairs at \$6,200 with T-Built Construction**

On motion of Jon Kochis and second of Michael Kaper, the Fairfield County Airport Authority Board voted to approve to accept the bid for the Hangar J repairs at \$6,200 with T-Built Construction.

Voting aye thereon: Kochis, Kaper, Ferguson, McNeer, & Szabrak  
Absent were: Burns & Fagan  
Motion passed.

**Approval to proceed with contract for the Hangar J repairs with T-Built Construction and approving the contract after County Prosecutor approval**

On motion of Jon Kochis and second of Michael Kaper, the Fairfield County Airport Authority Board voted to approve to proceed with contract for the Hangar J Repairs with T-Built Construction and approving the contract after County Prosecutor approval

Voting aye thereon: Kochis, McNeer, Ferguson, Kaper, & Szabrak  
Absent were: Burns & Fagan  
Motion passed.

Mr. Kochis also recommended that all new furniture be purchased. This would be an additional cost.

d. Vegetation Control Contract with Major Farms, LLC

Mr. Kochis reported that he was working with Prosecutor on this contract.

**FBO Liaison – Pat Ferguson**

There was nothing to report.

**Finance - Glenn Burns**

a. Budget Review

Mr. Kochis reported that he was meeting with the County Administrator to discuss paving and the storage equipment building project.

Ms. Knisley asked the Board to review the 2021 draft budget. The approval will be on the agenda in November.

b. Financial Reports

The Board reviewed the following financial reports:

- 2020 Airport Cash Projection
- Purchase Order list
- Smart Card Fuel accounts
- Utility cost report

c. Payment of Bills

- **Approval for payment of bills totaling \$ 20,638.98**

On motion of Jon Kochis and second of Bill McNeer, the Fairfield County Airport Authority Board voted to approve the payment of bills totaling \$20,638.98 (See invoice summary attached to minutes)

Voting aye thereon: Kochis, McNeer, Ferguson, Szabrak, & Kaper

Absent were: Burns & Fagan

Motion passed.

- **Motion to approve retroactively September payments totaling \$ 34,550.15**

On motion of Jon Kochis and second of Michael Kaper Fairfield County Airport Authority Board motioned to approve retroactively September invoices totaling \$ 34,550.15 (See attached to minutes)

Voting aye thereon: Kochis, Kaper, Ferguson, McNeer, & Szabrak

Absent were: Burns & Fagan

Motion passed.

**Security & Safety – Jon Kochis & Bill McNeer**

There was no update.

**Tenant Relations – Glenn Burns (absent) & Bill Fagan (absent)**

a. Rent Status Spreadsheet

The board reviewed the spreadsheet.

b. Rent for 2021

Mr. McNeer recommended that there not be an increase in rent for tenants in 2021. This is for annual leases only, Buildings F, G, O, P, & Q - T-hangar bays & Building R.

**Approval to waive the 3% increase to tenants for 2021 hangar rent for Buildings F, G, O, P, & Q - T-hangar bays & Building R.**

On motion of Bill McNeer and second of Michael Kaper, the Fairfield County Airport Authority Board voted to approve to waive the 3% increase to tenants for 2021 hangar rent for Buildings F, G, O, P, & Q - T-hangar bays & Building R.

Voting aye thereon: McNeer, Kaper, Ferguson, Kochis, & Szabrak

Absent were: Burns & Fagan

Motion passed.

Ms. Knisley will notify tenants in November.

**Web – Bill McNeer & Rick Szabrak**

**Old Business**

- Purchase of John Deere Gator (Utility Vehicle) partnership with HAS or Sundowner Aviation

Mr. Ferguson reported that HAS bought a utility vehicle. This can be removed from the agenda.

**New Business**

None.

**Informational**

- Letter from Charles E. Harris & Associate, Inc.

**Calendar of upcoming events and other important dates**

The Board reviewed the following calendar of upcoming events and other dates:



**Fairfield County Airport Authority Board Meeting**  
**3430 Old Columbus Road, NW, Carroll, Ohio 43112**  
**Minutes for October 12, 2020**

- a. Meeting with Board of Commissioners, Tuesday, November 3 @ 9:30 a.m. relating to Economic Development at the Airport (Rick to attend)
- b. Board Members Bill McNeer, Michael Kaper, & Jon Kochis – term expires 12/31/2020
- c. FBO agreement expires 12/31/2020 – RFP due Wednesday, November 4<sup>th</sup>
- d. Doug Majors Noxious Weed Control agreement expires 12/31/2020
  - RFP’s opened Monday, August 10
- e. CMT Master agreement expires 9/9/2021 (option to extend 3 one-year extensions)
- f. Legal Services agreement with County Prosecutor expires 12/31/2021
- g. FAA lease for space expires 9/30/2022
- h. HAS mowing and snow removal contract expires on 9/30/2022
- i. Lease with Board of Commissioners to operate facilities expires on 11/16/2022
- j. Hangar J Lease agreement expires 12/31/22
- k. Insurance Coverage lock in rates expire 12/31/22

**Adjournment**

On motion of Bill McNeer and second of Michael Kaper, the Fairfield County Airport Authority Board voted to adjourn at 7:28 p.m.

**Next meeting is Monday, November 9, 2020 at 6:00 pm at the Airport Terminal 3430 Old Columbus, Road NW, Carroll Ohio**

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*Meeting minutes for the October 12, 2020 meeting were approved on November 9, 2020*

Absent  
Glenn Burns

Aye  
Bill Fagan

Absent  
Rick Szabrak

Aye  
Jon Kochis

Aye  
Michael Kaper

Aye  
William McNeer

Absent  
Pat Ferguson

Staci A. Knisley  
Staci A. Knisley, Airport Clerk



**Fairfield County Airport Authority  
Board Meeting, October 12, 2020**

**Engineer's Summary Report**

**1. FY 19 FAA AIP – Taxiway D Construction**

Strawser Paving has completed their construction. Quantity reconciliations are complete and final deductive change order to be ready soon for close-out preparations.



Project photo – dated July 6

**2. ODOT FY20 – Apron B, C1 Rehab.**

Micro surfacing work completed and significant punch list items to be addressed – scheduled for late this week to touch up micro surface and striping on 10/23.

**3. FY 20 FAA AIP Grant Preapplication**

Master Plan to be included and Design of Taxiway B (incl drainage) FY 21.

**4. Action Items:**

**FAIRFIELD COUNTY AIRPORT AUTHORITY**  
**QUARTERLY STORMWATER VISUAL INSPECTION**

**LOCATION & SITE CONTACTS**

<b>Name: Fairfield County Airport Authority</b>		<b>Address: 3430 Old Columbus Road NW Carroll, Ohio 43112</b>	
<b>Telephone: 740-654-7001</b>		<b>Primary Facility Contact Information:</b> Staci Knisley 740-652-7093	
Latitude: N 39° 45' 14.9508" Longitude: W 82° 39' 40.9608"		<b>Security: Fairfield County Sherriff</b> 740-652-7900	
SIC Code 9999	EHS 0	County	Fairfield
Total Impervious Surface Acres: Appx 35		Municipality	Carroll
Total Facility Acres: 235.746			
Storm Water Discharge to Greenfield Creek with 100 year flood diversion toward Claypool Run (NW)			
Name(s) of water(s) that receive storm water from this facility: Hocking River			
Hocking River Watershed			

**Date:** 9-30-20 **Time Storm Event Began:** NA

**Estimated Total Rainfall for Storm Event:** NA

**OUTFALL MONITORING (the outfall from the Water Quality Basin):**

Monitoring Point #1	Time:		
Color			
Odor			
Clarity			
Floating Solids			
Settled Solids			
Suspended Solids			
Foam			
Oil Sheen			
<b>Characteristics to Monitor:</b>			
Color: yellow, brown, green, gray, etc. and degree of color: none, slightly, very, etc.			
Odor: petroleum, chemical, sulfur, algae, sewage, etc. and degree of odor none, slight, strong, etc.			
Clarity: clear, slightly cloudy, very cloudy			
Floating Solids: yes/ no			
Settled Solids (allow to sit for 5 minutes): yes/no			
Suspended Solids (hold a white piece of paper behind jar to see): yes/no			
Foam: yes/no			
Oil Sheen: yes/no			

Were all samples collected within the first 30 minutes of discharge? Yes/no

If no, when were the samples collected? \_\_\_\_\_

\_\_\_\_\_

**SITE INSPECTION:**

Issue Being Evaluated	Yes	No	N/A	Comments (stains, odors, leaks, trash, etc)
Are stored materials exposed to storm water contact?		x		1-Is there a plan to level and seed the soil piles at the south end of Hangar R?
Are oily parts and/or drums exposed to storm water contact?	x			1-Two containers were observed behind Hangar R-1. The smell of the thinner was in the air. They are directly below the roof drip line. 2-Used oil stored in containers on asphalt pad outside Building J prior to removal off-site. We would encourage the containers to be labeled "USED OIL".
Are the loading and unloading areas clean?	x			1-Repair the SE downspout at Building J. This could become a point where stormwater mixes with residues on the pavement if a spill occurs.
Are areas around containers clean?	x			
Is the area around the covered salt storage area free of significant salt?			x	
Is the area around the fuel island and nearest catch basin clean and free of grease, oil, fuel, etc.?	x (main fuel area)	x (the diesel area at west gate)		1-There appears to be an increase in diesel spills at the west gate dispenser. If this continues to be an issue, please provide a spill kit and absorbent material here.
Is there a buildup of oil and grease in the parking lots or equipment storage areas?		x		
Are there leaks or stains around drums or aboveground storage tanks?		x		
Is the drainage swale in the south central part of the facility and catch basins clean of debris?		x		-Storm system #2 -prioritize clearing of easement and sediment removal at end of pipe. Adjacent property line is currently staked and visible. -Tile blow hole on the north end of System #2 was repaired
Are trash cans and dumpsters kept covered?	x			
Is a stocked spill kit available at the fuel island?	x			
Are spill containment materials and stocked cleanup kits readily available?	x			-Yellow can at the fuel farm has cracks about a foot from the bottom.
Is there evidence of soil erosion?	x			-Adjacent grass fields were recently reseeded but no concerns were observed.
OTHER OBSERVATIONS:				
-FSWCD identified 4 blowholes in the south field and 1 blow hole in the east field at the fence.				

Inspected By: Jonathan Ferbrache, PLA, CPESC -Fairfield SWCD

Signature: \_\_\_\_\_



**FACILITY INSPECTION PHOTOS**

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**System #2 gravel build-up at offsite release**



**Material stored outside Hanger R-1**

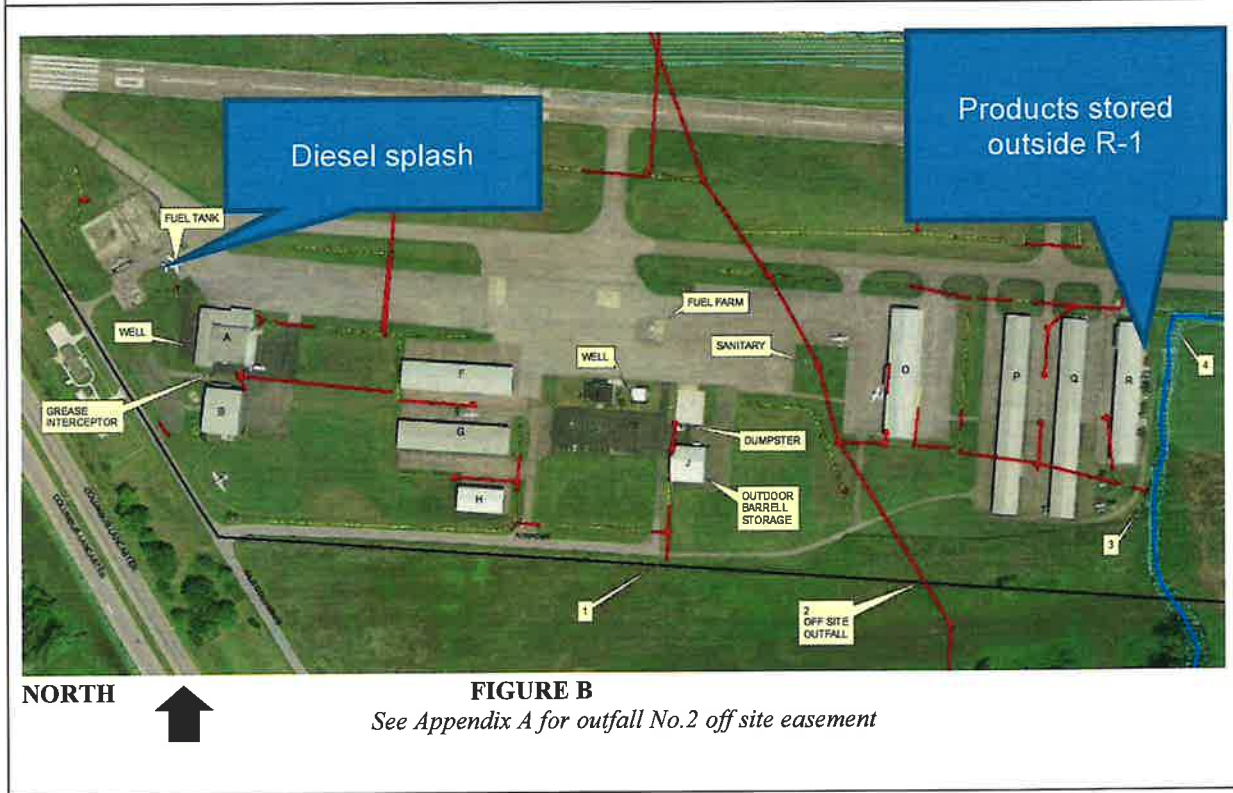
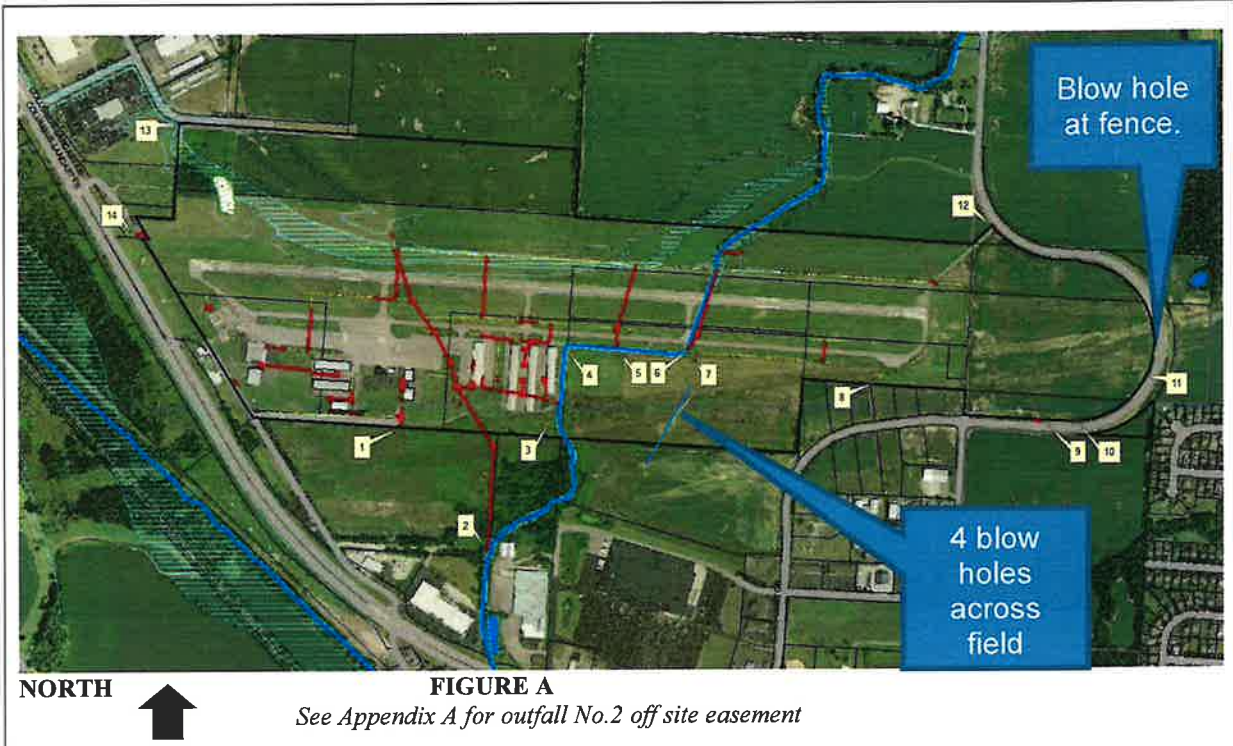


**Diesel spill west gate**



**SE Corner Building J-Downspout missing**

# FACILITY MAPS



Interior Renovation of Office Space @ Airport Terminal

Bids due October 12, 2020 at 4 p.m.

Walsh Construction Group	\$ 44,500
T-Built Construction Services, Inc	\$ 35,594
Setterlin Building Company	\$ 65,500



BID FORM

Interior Renovation of Office Space:

Fairfield County Airport Authority

3430 Old Columbus Road NW

Carroll, Ohio 43112

Fill in blanks. The Owner reserves the right to reject incomplete bid forms. This Bidding document is not part of the Contract Documents, unless specifically referenced in the Owner/Contractor Agreement.

1. Name and Address of Bidder:

**Walsh Construction Group, 5925 Wilcox Place, Ste B, Dublin, OH 43016**

2. BASE BID: The Bidder proposes to perform all of the Work required by the Contract Documents for the amount of: (Fill in amount in words and numbers.)

\$ **44,500.00 (Forty Four Thousand Five Hundred Dollars and Zero Cents)**

3. Breakdown of bid by Services requires (section III.)

Construction of Server Closet: \$ 3,800.00

New Painting: \$ 2,400.00

New Flooring: (Asbestos Abatement) \$ 19,000.00

Kitchen Millwork: \$ 3,800.00

Misc. Interior Renovation: \$ 15,500.00

4. Time: The Bidder proposes to the following dates (Fill in):

A. Proposed Starting Date after receipt of permits(if required): **As Requested**

B. Proposed calendar days required for substantial completion: **(80) Calendar Days**

By submitting this Bid Form, the Bidder certifies that they have visited the project site, is aware of existing conditions which affect the work, and has reviewed the Contract Documents.

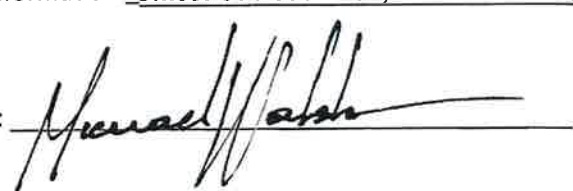
10. Signed and sealed (Enter date, Bidder's signature and legal business address.)

Date: 9/9/2020

Name: Michael T. Walsh, President (Walsh Construction Group)

Business Address: 5925 Wilcox Place, Ste B, Dublin, OH 43016

Contact information Office: 614-300-2581, Email: mwalsh@wcfgohio.com

Signature: 

**WCG Revised Proposal Dated 9/9/2020 Attached**



**WALSH  
CONSTRUCTION  
GROUP**

5925 Wilcox Place, Suite B

Phone: (614) 300.2581

Fax: (614) 573.7115

# PROPOSAL

DATE: AUGUST 10, 2020\*\*

REV. 9/9/2020

PROPOSAL#: FC-2062(1)

**TO** Jon Patrick Kochis  
Director  
Fairfield County  
210 E. Main Street  
Lancaster, Ohio 43130

PM	JOB #	PROJECT LOCATION	START DATE	PAYMENT TERMS
M. WALSH		FAIRFIELD COUNTY AIRPORT 2020 ALTERATIONS 3430 Old Columbus Rd NW, Carroll, OH 43112	TBD	Monthly Progress Payments

ITEM	DESCRIPTION	TOTAL
#1	<p><b>FAIRFIELD COUNTY AIRPORT 2020 ALTERATIONS</b></p> <p>The work and areas listed below are based on the job walk between Jon Kochis and Walsh Construction Group:</p> <ul style="list-style-type: none"> <li>• Interior Painting and Patching of Existing Walls</li> <li>• Plastic Laminate Casework and Countertops               <ul style="list-style-type: none"> <li>○ Proposal based on Kountry Wood Products with Standard Hardware and Wire Pulls. Same product recently installed at Fairfield Co. - Forest Rose Training Center.</li> <li>○ (4) 36" Base Cabinets and (4) 36" Wall Cabinets</li> <li>○ 12 ft. Formica Plastic Laminate Countertop</li> </ul> </li> <li>• Acoustical Ceilings (Change Ceiling Tile and Replace Insulation as Required)</li> <li>• New Finish Flooring (2,000 SF of LVT/LVP) Mid-grade Commercial Product, Cost subject to change if different material is requested by Owner.</li> <li>• Asbestos Abatement of Existing Flooring Mastic               <ul style="list-style-type: none"> <li>○ Not including Office with wood flooring and Utility Closet.</li> </ul> </li> <li>• Walsh Construction Group Supervision, Coordination, General Conditions &amp; OH &amp; P.</li> </ul> <p>After-hours/Overtime Work, Exterior Painting/Staining, Building/Mechanical Permits, Fire Alarm Drawings. Any Electric, Data, Security, Access Control, or HVAC related work. No Fire Rated Assemblies or Doors. Any Access Panels, or Patching or Repairing of Adjacent Walls/Buildings or Surfaces.</p>	\$ 44,500.00
	<b>TAXES</b>	EXEMPT
	<b>TOTAL</b>	\$ 44,500.00
	<b>SUBTOTAL</b>	\$ 44,500.00

## **Knisley, Staci A**

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**From:** mwalsh@wcgohio.com  
**Sent:** Tuesday, September 22, 2020 12:26 AM  
**To:** Knisley, Staci A  
**Cc:** Kochis, Jon Patrick; twalsh@wcgohio.com  
**Subject:** RE: [E] Fairfield County Airport Interior Alterations  
**Attachments:** RFP Letter of Transmittal - FFCA Terminal Renovation (WALSH).pdf; RFP Bid Form - FFCA Terminal Renovation (WALSH).pdf

Hi Staci,

Jon Kochis had asked us to forward over our company's RFP Letter of Transmittal (Contractor Statement), and completed Bid Form for the Fairfield County Airport Interior Alterations Request for Qualifications.

Please let us know if you have any issue viewing or opening the two attached pdf files. We look forward to hearing back from you and look forward to getting an opportunity to work with you.

Thank you,

**Michael Walsh**  
Vice President

### **Walsh Construction Group**

e: [mwalsh@wcgohio.com](mailto:mwalsh@wcgohio.com)  
t: 614-300-2581 — f: 614-573-7115  
c: 614-867-8749  
w: [www.wcgohio.com](http://www.wcgohio.com)

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5925 Wilcox Pl, Suite B., Dublin, OH 43016

Listen Better | Plan Better | Build Better

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Please consider the environment before printing this email.

**From:** Kochis, Jon Patrick <jon.kochis@fairfieldcountyohio.gov>  
**Sent:** Thursday, September 10, 2020 7:18 AM  
**To:** mwalsh@wcgohio.com  
**Cc:** twalsh@wcgohio.com  
**Subject:** RE: [E] Fairfield County Airport Interior Alterations

Something went wrong with your PDF, but I can make it out enough. Yes, could you send it to Staci with just the basics on the background info?

Thanks, Jon

BID FORM

Interior Renovation of Office Space:  
Fairfield County Airport Authority  
3430 Old Columbus Road NW  
Carroll, Ohio 43112

Fill in blanks. The Owner reserves the right to reject incomplete bid forms. This Bidding document is not part of the Contract Documents, unless specifically referenced in the Owner/Contractor Agreement.

1. Name and Address of Bidder:

T-Built Construction Services, Inc 1100 Rarig Ave, Ste A, Columbus, Ohio 43219

2. BASE BID: The Bidder proposes to perform all of the Work required by the Contract Documents for the amount of: (Fill in amount in words and numbers.)

\$35,594.00 Thirty five thousand five hundred ninety four

3. Breakdown of bid by Services requires (section III.)

Construction of Server Closet:	\$ 4,527.00
New Painting:	\$ 2,790.00
New Flooring:	\$ 21,376.00
Kitchen Millwork:	\$ 3,225.00
Misc. Interior Renovation:	\$ 3,676.00

4. Time: The Bidder proposes to the following dates (Fill in):

A. Proposed Starting Date after receipt of permits(if required): NOV 10, 2020

B. Proposed calendar days required for substantial completion: 60 days

By submitting this Bid Form, the Bidder certifies that they have visited the project site, is aware of existing conditions which affect the work, and has reviewed the Contract Documents.

10. Signed and sealed (Enter date, Bidder's signature and legal business address.)

Date: 10/12/20

Name: Ed Thurston

Business Address: 1100 Rarig Ave, Ste A, Columbus, OH 43219

Contact information: 614-554-7240 Ed @ T-Built.com

Signature: 



Attn: Staci Knisley-Airport Clerk

10/12/02

210 E. Main Street, Room 300

Lancaster, Ohio 43130

### Letter of Transmittal

#### **Interior Renovation Services:**

A. T-Built Construction Services, 1100 Rarig Ave, STE A, Columbus, Ohio Ed Thurston 43219 614-554-7240.

B. Ed Thurston, Owner, 5249 Captains Court, Columbus, Ohio 43220, 614-554-7240.

C. Federal ID number: 46-2432707.

D. See attached scope.

F. This proposal and cost schedule shall be valid and binding for ninety (90) days following proposal due date and will become part of the contract that is negotiated with the FCAA.

#### **General Vendor Information:**

A. T-Built Construction Services has been in business since 2013.

B. T-Built Construction Services has been providing commercial services since it started in 2013. Ed Thurston has over 50 years in construction experience both residential and commercial.

C. The Transportation office was an office renovation. The Airport project was an office and restroom renovation, and the Columbus City Schools project is a storefront and security upgrades.

#### **References:**

Franklin County Developmental Disabilities Michael Boyce Facilities Manager 614-342-5748

The project was the renovation of the Transportation Office. This project was 120 days to completion.

Columbus Airport Authority Maureen White Project Specialist 614-239-5049

The project was the renovation of the restrooms and locker rooms. This project was 90 days to completion.

Columbus City Schools Dennis Paben-Architect 614-228-7758 ext. 104

The project was security vestibule upgrades to three separate Columbus schools. This project will be completed 11/1/20.

**Staff Resources:**

A. Ed Thurston-owner of T-Built Construction Services

Joe Gerlak-Superintendent of T-Built Construction Services, Michael Hileman-Laborer of T-Built Construction Services.

Brian Hina-owner of Hina Environmental Solutions for asbestos abatement.

**Cost of Services:**

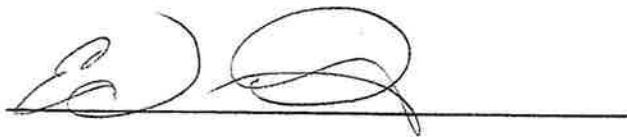
Total Cost:\$35,594.00

**Insurance:**

Will provide if selected to complete project. No issue.

**Bid Form:**

Attached

A handwritten signature in black ink, appearing to be 'Ed Thurston', is written over a horizontal line.

Ed Thurston-Owner



Fairfield County Airport

Terminal Renovation

Attn: Staci Knisley

**Project cost is based on Request for Quote dated 10/12/2020**

**Scope of work includes:**

Abatement of existing flooring mastic in all and accessible areas. No work in restrooms, north east office, equipment room under fixed equipment and under I T cabinets unless raised or moved by owner.

Construction of new metal stud and drywall I T closet with pair of three ft. by six ft. eight-inch doors to match existing common doors and frames. Closet doors will have a 24" x 24' wood louver in lower half of door. New wall height will stop at existing ceiling grid. Remove existing air vent where new cabinets are to be installed and infilled with drywall.

Installation of new Luxury vinyl tile or plank in same areas of abated floor. Owners material allowance is \$2.40 per square foot. Material is based on material by Next Floor, 28 mill wear layer, lifetime waterproof and 30-year wear warranty. Six- inch vinyl base to be installed where removed for new flooring.

Installation of new acoustic ceiling tile by USG similar to existing. Upgrade tile add \$.24 sf \$480.00.

Replace missing ceiling 6" batt insulation, 10% of tile area is included in bid.

Painting, all wall hangings are to be removed and stored by owner. Contractor to skim coat all nail holes and minor blemishes prior to painting two new coats of interior latex paint. Areas to be painted would follow flooring and ceiling tile. Material quoted is Sherwin Williams Promar 200, this product is discounted to contractor and there may be slight increase for substitution. Two metal frames are included, and wood frames will paint to match walls.

Replace six feet of existing wood cabinets and countertop. Owner may select wood or plastic laminate cabinets. New single bowl stainless steel sink and faucet is included.

Performance and payment bond cost is included.

Labor is estimated at standard wage rate.

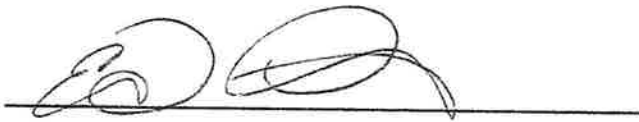
Building permit, design fees and sales tax are **Excluded**.

**Alternates:**

Add two solid core wood doors to match common door finish with latch set and hinges. Add \$2,513.00.

Remove existing walls and counter near front office and replace with new cabinet storage and countertop. Add \$1,867.00.

Replace 18 existing 2x4 ceiling light fixtures with new LED fixtures add \$3,456.00.

A handwritten signature in black ink, appearing to read 'Ed Thurston', is written over a solid horizontal line.

Ed Thurston | Owner





Fairfield County Airport

10/12/20

Hanger column repair

Attn: Staci Knisley

Cost based on splice method as defined by engineer. Removal of metal corner trim and or partial siding for access. Cutting of interior concrete slab and exterior asphalt, patch repair would be all concrete.

Removal and replacement of concrete at column as necessary for repair.

Total cost: \$6,200.00 Six Thousand Two Hundred Dollars. Quote is contingent on award of Terminal Renovation project.

Total cost as a standalone project: \$8,000.00 Eight Thousand dollars.

Thank you

A handwritten signature in black ink, appearing to read 'Ed Thurston', is written over a solid horizontal line.

Ed Thurston

## **Knisley, Staci A**

---

**From:** Shyla Thurston <shyla@t-built.com>  
**Sent:** Monday, October 12, 2020 2:49 PM  
**To:** Knisley, Staci A  
**Cc:** Ed Thurston  
**Subject:** [E] Renovation Bid  
**Attachments:** Bid Documents.pdf

---

**CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.**

Good afternoon Staci,  
Attached are the requested bid documents and bid form for the interior renovation. Please let me know if we can provide anything else. Thank you.



**Shyla Thurston-Office Manager**

1100 Rarig Ave, Suite A, Columbus, Ohio 43219

Cell: 614-554-3588 Fax: 614-573-7839

[www.t-built.com](http://www.t-built.com)

“You miss 100% of the shots you don’t take” -Wayne Gretzky

BID FORM

Interior Renovation of Office Space:  
Fairfield County Airport Authority  
3430 Old Columbus Road NW  
Carroll, Ohio 43112

Fill in blanks. The Owner reserves the right to reject incomplete bid forms. This Bidding document is not part of the Contract Documents, unless specifically referenced in the Owner/Contractor Agreement.

1. Name and Address of Bidder:

Setterlin Building Company 560 Harmon Ave. Columbus, Ohio 43223

2. BASE BID: The Bidder proposes to perform all of the Work required by the Contract Documents for the amount of: (Fill in amount in words and numbers.)

\$ 65,500.00, Sixty Five Thousand Five Hundred and Zero cents.

3. Breakdown of bid by Services requires (section III.)

Construction of Server Closet:	<u>\$ 6,530.00</u>
New Painting:	<u>\$ 5,490.00</u>
New Flooring:	<u>\$ 35,850.00</u>
Kitchen Millwork:	<u>\$ 6,740.00</u>
Misc. Interior Renovation:	<u>\$ 10,890.00</u>

4. Time: The Bidder proposes to the following dates (Fill in):

A. Proposed Starting Date after receipt of permits(if required): 11/30/2020

B. Proposed calendar days required for substantial completion: 45

By submitting this Bid Form, the Bidder certifies that they have visited the project site, is aware of existing conditions which affect the work, and has reviewed the Contract Documents.

10. Signed and sealed (Enter date, Bidder's signature and legal business address.)

Date: 10/12/2020

Name: Setterlin Building Company

Business Address: 560 Harmon Ave. Columbus, Ohio 43223

Contact information Tom Ray Jr. 614-407-7672 t.ray@setterlin.com

Signature: 

October 12, 2020

Staci Knisley

Fairfield County Airport Authority  
210 East Main Street, Room 300  
Lancaster, OH 43130

Re: Fairfield County Airport Office Renovation Project

Dear Staci,

Setterlin Building Company hereby proposes to furnish all necessary labor, materials, equipment and supervision to complete the proposed renovations at your facility located at 3430 Old Columbus Road NW Carroll, OH 43122 for the sum of **\$65,500.00**. Our proposal is based on the RFP dated September 3, 2020 and our meeting at the site with Jon Kochis and the airport board members. The proposal includes the following scope of work:

General Conditions -

- Full time supervision
- Project Manager
- Dust protection and barricades
- Periodic trash removal and dumpsters
- Final cleaning
- Insurance – Liability and Workman's Compensation

Construct the new server closet including walls, paint, new double door unit with hardware. Miscellaneous drywall patching and removal of wall louver unit and patch for new cabinet installation.

Paint existing walls in the main office area, 2 private offices, new server closet, and metal soffit in the glass enclosed room.

Removal and abatement of existing flooring, vinyl base and mastic. Furnish and install new LVT mid grade and 6 inch vinyl base throughout the main office areas and 2 private offices.

Remove the existing kitchenette casework and sink unit, replace with new cabinets, counter top, sink and touchless faucet unit.

Remove existing ceiling tile and dispose, repair or replace missing insulation, furnish and install new ACT tile.

## Clarifications:

All on site hourly labor is bid as Fairfield County current prevailing wage rates.  
All demolition & noise sensitive work figured to be performed during off or non-standard hours with the balance during regular business hours as required  
No fire alarm or suppression system work is shown or included at this time  
No work other than listed in this proposal or the RFP at this time.  
Invoicing at the end of the project, due within 30 days, no retainage  
No work is figured for the restrooms, vestibule, and managers office at this time.  
Proposal and cost schedule shall be valid and binding for ninety (90) days following proposal due date and will become part of the contract that is negotiated with the FCAA.

We anticipate that this work will take 6 weeks to complete after the receipt of a mutually agreeable contract or PO.

Thank you for the opportunity to work with you on this and please feel free to contact me if there are any questions regarding this proposal.

Respectfully submitted,

*Thomas Ray Jr.*

Thomas Ray Jr.  
Special Projects Manager  
614-407-7672, t.ray@setterlin.com  
Setterlin Building Company  
Fed ID #31-0836188

# COMPETENCE & SERVICES



## ABOUT US

<b>COMPANY:</b>	Setterlin Building Company
<b>HEADQUARTERS:</b>	560 Harmon Avenue Columbus, Ohio 43223 (614) 459-7077
<b>YEARS IN EXISTANCE:</b>	85
<b>OWNERSHIP:</b>	Family Owned
<b>CEO:</b>	Steve Setterlin
<b>PRESIDENT:</b>	Mark Setterlin
<b>VICE PRESIDENTS:</b>	Rick Martine Sean Morse
<b>LICENSES:</b>	Currently licensed in the City of Columbus, Dayton, and other cities localities throughout Ohio
<b>EMPLOYEES:</b>	80
<b>SERVICES:</b>	Preconstruction, Construction, and Post Construction services for commercial construction projects

Setterlin Building Company was founded to provide outstanding construction services throughout Central Ohio and beyond. We employ some of the best talent in the industry and have solid, long-time relationships with our subcontractors and vendors.

Setterlin is more than a contractor. It's a family tradition. For four generations we've been providing innovative, award-winning, industry-leading construction services that have had a lasting impact on our clients and our community.

OWNER	PROJECT	DESCRIPTION	ARCHITECT / ENGINEER	CONTRACT \$	COMPLETION	Completed
City of Upper Arlington	Devon Pool Phase III	Civic	Hardlines Design Company	\$1,296,600	February 2021	No
The Ohio State University	HVAC Replacements BP #2 - General Trades (TP Mechanical)	Higher Education	Fishbeck	\$692,117	February 2021	No
Ohio Department of Administrative Services	SOCC Roof, Window, & Facade Repair	Civic	Abbot Studios	\$5,224,579	December 2020	No
A.D. Farrow Harley Davidson	Broad Street Expansion	Retail / Restaurant	Blostein / Overly Architects	\$2,327,462	December 2020	No
Ohio Department of Rehabilitation & Corrections	Star Community Justice Center HVAC & Freezer Floor	Civic	Roger D Fields Associates	\$855,000	November 2020	No
City of Marysville	Security Counters Renovation	Civic	Triad Architects	\$204,432	November 2020	No
Franklin County Board of Developmental Disabilities	Exterior Door Replacements	Civic	Schorr Architects	\$426,500	October 2020	No
City of Columbus	Roberts Rd. Outpost Replacement	Civic	Abbot Studios	\$10,610,470	October 2020	No
Ohio Mental Health & Addiction Services	Twin Valley Behavioral Healthcare - Moritz	Healthcare	Champlin Architecture	\$4,953,332	October 2020	No
Central Ohio Transit Authority	Fields Avenue CNG Renovation - CNG Fueling Station & General Department of Neighborhoods Renovation	Civic	Richard L. Bowen + Associates Inc.	\$20,486,200	September 2020	No
City of Columbus		Civic	BBCO Design LLC	\$3,452,000	August 2020	No
The Ohio State University	Houck Elevator Modernization	Higher Education	SPGB Architects	\$565,651	August 2020	No
Ohio Department of Natural Resources	Wildlife Area Shooting Range	Civic	Burgess & Niple	\$6,799,297	August 2020	No
FIP Realty Company	FIP East Fire Pump	General Office	Heapy	\$656,506	August 2020	No
Columbus City Schools	Restroom Upgrades Summer 2020 - Group B	K-12 Education	Triad Architects	\$274,257	August 2020	No
Columbus Regional Airport Authority	Escalators 1-12 & F Replacement	Civic	MSA Architects	\$3,686,000	July 2020	No
City of Columbus	New Truck Wash Bay & Material Storage Area	Civic	Star Consultants	\$2,843,000	July 2020	No
City of New Albany	New Albany Service Garage Addition	Civic	Ronald J. Gajoch & Associates, Inc.	\$1,665,000	July 2020	No
Wright State University	Elevator Modernization Phase II	Higher Education	Schooley Caldwell	\$883,000	July 2020	No
Central Ohio Transit Authority & Wendy's	Easement Area Pavement	Civic	OHM Advisors	\$308,600	July 2020	No
Trueman Farms	Asphalt Resurfacing & Concrete	Agricultural	Ronald J. Gajoch & Associates, Inc.	\$72,919	July 2020	No
Ashland Chemical	Concrete Pad Install	Industrial		\$14,500	July 2020	Yes
Ohio History Connection	Poindexter Village Exterior Restoration	Civic	Sara Vandenberg	\$1,473,200	July 2020	No
Larwell Investments	Silver Lining Group Build-Out	General Office		\$90,000	July 2020	No
Ohio Department of Rehabilitation & Corrections	Ross Correctional Institution Lock Upgrades	Civic	Schorr Architects	\$10,156,517	June 2020	Yes
Truro Township	Truro Township Fire Station 161	Civic	Moody Nolan	\$3,060,278	June 2020	Yes
Armstrong World Ind.	Fan Base Concrete Infill	Industrial		\$7,044	June 2020	Yes



McCormick Equipment Co.	Door Replacement	Industrial			\$6,300	June 2020	Yes
Keurig Dr. Pepper	Warehouse Floor Abatement	Industrial			\$5,838	June 2020	Yes
McCormick Equipment Co.	Door Replacement	Industrial			\$4,320	June 2020	Yes
The Ohio State University	Harding TV Enclosure	Healthcare			\$2,567	June 2020	Yes
Robertson Construction Services	CCI - Shower Renovations General Trades Work	Civic	Schorr Architects		\$574,300	June 2020	Yes
Solid Waste Authority of Central Ohio	Entry Vestibule Renovation	Civic	DLZ		\$90,619	June 2020	Yes
City of Columbus	1111 E. Broad St. Elevator Upgrades	Civic	DLZ		\$1,732,000	May 2020	Yes
Rich Products	Freezer Dock Concrete Repair	Industrial			\$12,682	May 2020	Yes
Armstrong World Ind.	Main Column Support Repair	Industrial			\$4,500	May 2020	Yes
Ricart Automotive	A.D. Farrow Harley Davidson Centennial Park	Retail / Restaurant	Schooley Caldwell		\$1,056,000	May 2020	Yes
Calgon Carbon Corp.	New Warehouse Pad	Industrial			\$133,207	May 2020	Yes
White Castle	Amphitheater - General Trades Package	General Office			\$135,968	May 2020	Yes
Columbus State Community College	Emergency Signage Replacement	Higher Education	Moody Nolan		\$132,000	May 2020	Yes
Frank Brunckhorst Company LLC	Hand Wash Station	Industrial			\$1,275	May 2020	Yes
Wendy's	Bethel Parking Lot Repairs	Retail / Restaurant			\$2,986	April 2020	Yes
McCormick Equipment Co.	Sancus Blvd. Door Opening	Industrial			\$7,354	April 2020	Yes
Red Collar Pet Food	Concrete Containment Curb	Industrial			\$4,265	April 2020	Yes
Columbus Regional Airport Authority	AARF	Civic			\$5,369	March 2020	Yes
Sandvik Hyperion Diamond Innovations	Aluminum Wrap Around Exterior Steel Chute	Industrial			\$3,880	March 2020	Yes
The Ohio State University	Dreese HVAC Upgrades General Trades Package	Higher Education	RMF Engineering Inc.		\$29,990	March 2020	Yes
Central Ohio Transit Authority	Administrative Office Renovations	Civic	Moody Nolan		\$1,528,000	February 2020	Yes
Armstrong World Ind.	Office Modifications	Industrial	Segna Associates Inc.		\$32,274.62	February 2020	Yes
Columbus Regional Airport Authority	Hanger Window Replacement with Door	Civic			\$4,195	February 2020	Yes
Columbus Regional Airport Authority	Door 246 Replacement	Civic			\$19,125	February 2020	Yes
Columbus Regional Airport Authority	Airfield Walls	Civic			\$4,547	February 2020	Yes
Schottenstein Property Group	OSU Steelwood Athletic Training Facility Locker Room Renovation	Higher Education	Mark A. Ford & Associates		\$90,100	January 2020	Yes
Keurig Dr. Pepper	Front Office Modification	Industrial			\$44,564	January 2020	Yes



Columbus Regional Airport Authority	Admin Office & HR Hallway Renovation	Civic		\$43,585	January 2020	Yes
Sandvik Hyperion Diamond Innovations	Hyperion Insulation	Industrial		\$3,480	January 2020	Yes

## EXPERIENCE RECORD/REFERENCES

Complete the following information with respect to previous purchasers.

**1. Name of Person to**

Contact for Reference: SWACO Entry Vestibule Renovation - J.D. Compston

Address: 4239 London Groveport Road

Grove City, OH 43123

Phone: ( ) 614-801-6430 jerry.compston@swaco.org

**2. Name of Person to**

Contact for Reference: Marysville Customer Service Counters Renovation - Marc Dilsaver

Address: 209 South Main Street

Marysville, OH 43040

Phone: ( ) 937-645-7360 mdilsaver@marysvilleohio.org

**3. Name of Person to**

Contact for Reference: Columbus City Schools Restroom Renovations - Linda Ergeson

Address: 889 East 17th Ave.

Columbus, OH 43211

Phone: ( ) 614-365-6946 lergeson8447@columbus.k12.oh.us

## **Knisley, Staci A**

---

**From:** Thomas Ray Jr. <t.ray@setterlin.com>  
**Sent:** Monday, October 12, 2020 3:24 PM  
**To:** Knisley, Staci A  
**Cc:** Kochis, Jon Patrick  
**Subject:** [E] Fairfield County Airport Office Renovation Proposal  
**Attachments:** Bid Form - Setterlin.pdf; Setterlin - Fairfield County Airport Office Renovation Proposal.pdf; About Us.pdf; 2020 Setterlin Project List.pdf; References.pdf

**CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.**

Staci,

Attached is our proposal submission for your RFP. Please let me know if you have any questions. We look forward to the opportunity to work with you.

Thanks,  
Tom

**THOMAS RAY JR.**  
Special Projects Manager  
**SETTERLIN**

T: (614) 407-7672  
C: (614) 753-1250  
[setterlin.com](http://setterlin.com)



GENERAL SERVICES AGREEMENT

This AGREEMENT, made this 21 day of October, 2020, by and between T-Built Const. Serv (The Contractor), with offices at \_\_\_\_\_, and the Fairfield County Park Airport Board, 210 East Main Street Room 300, Lancaster, Ohio 43130 (The Board) for interior renovation services in Fairfield County.

WITNESSETH: That the parties hereto, for and in consideration of Covenants and Agreement to be performed by each as hereinafter set forth, do hereby agree as follows:

The Contractor agrees to provide all materials, supplies, equipment, labor, and supervision necessary, and perform, as an independent contractor, the following described work as set forth in the attached "Proposal," and further described in attached "Exhibit A."

1. Contract term (if applicable) from October 21, 2020 (Beginning Date) to December 31, 2020 (Ending Date).
2. The total amount of the contract cannot exceed \$ 43,430, unless otherwise limited or expanded by amendment.
3. The Contractor will work during hours mutually agreeable and acceptable to both the Board and the Contractor.
4. The Contractor shall submit invoice(s) to the Board for work performed. Invoices will be submitted each month within 5 days of the end of the Second Monday of the month for services rendered during the month. The Contractor shall make all reasonable efforts to include all services provided during the service month on the invoice. The Board will make payment for all invoices received in accordance with the terms of this contract. The Board will only pay for those services outlined in the attached "Proposal," and further described in attached "Exhibit A."
5. The Board shall pay the Contractor for the performance of the work as set forth in the attached "Proposal," and further described in attached "Exhibit A." Specifications pertaining to this agreement will be strictly enforced.
6. Additional charges MUST be approved by the Board liaison in writing and will be based on additional time spent to complete the Work.
7. There will be no charge for extra work of an occasional, incidental, or reasonable emergency nature arising in the normal course of business conducted on the premises.
8. The Contractor will supervise and direct the work; however, the Board will, at all times, have access to the work.

as a payment made under the Agreement by the Board to the Contractor and the Board shall not be liable to the Contractor for any such payments in good faith.

15. The Contractor is responsible for all property damage caused by its employees. Said repair or replacement shall be accomplished within ten calendar days of notification. The Sheriff's Office will investigate all accidents and shall make a report.
16. The Contractor certifies it is an equal opportunity employer and shall remain in compliance with state and federal civil rights and non-discrimination laws and regulations including but not limited to Title VI and Title VII of the Civil Rights Act of 1964 as amended, the Rehabilitation Act of 1973, the Americans with Disabilities Act, the Age Discrimination Act of 1975, the Age Discrimination in Employment Act as amended, and the Ohio Civil Rights Law. During the performance of this Agreement, the Contractor will not discriminate against any employee, contract worker, or applicant for employment because of race, color, religion, sex, sexual orientation, national origin, ancestry, disability, Vietnam-era veteran status, age, political belief, or place of birth. Such action shall include, but is not limited to, the following: employment, upgrading, demotion or transfer; recruitment advertising, layoff, or termination; rates of pay or other forms of compensation; selection for training, including apprenticeship; and the procurement of materials and equipment. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices stating that the Contractor complies with all applicable federal and state non-discrimination laws. The Contractor agrees not to establish or knowingly permit any such practice or practices of discrimination or segregation in reference to anything related to this Agreement, or in reference to any contractors or subcontractors of said Contractor.
17. The Contractor certifies and affirms that the Contractor will comply with all applicable state and federal laws regarding a drug-free workplace. The Contractor will make a good faith effort to ensure that all employees performing duties or responsibilities under this Agreement, while working on the state, county, or private property, will not purchase, transfer, use or possess illegal drugs or alcohol, or abuse prescription drugs in any way.
18. The Contractor warrants that its services and/or goods shall be performed and/or provided in a professional and work like manner in accordance with applicable professional standards. The Contractor shall guarantee all materials and equipment furnished and work performed for a period of one year from the date of completion. The Contractor warrants and guarantees for a period of one year from the date of completion of the improvement, that it is free from all defects due to faulty materials or workmanship, and The Contractor shall promptly make corrections as may be necessary by reason of such defects. The Board will give notice of observed defects with reasonable promptness. In the event that The Contractor should fail to make repairs, adjustments, or other work, which may be made necessary by such defects, The Board may do so and charge The Contractor the cost thereby incurred. If applicable, THE CONTRACT BOND SHALL REMAIN IN FULL FORCE AND EFFECT THROUGH THE GUARANTEE PERIOD.

26. Any modification of this Agreement or additional obligation assumed by either party in connection with this Agreement shall be binding only if evidenced in writing signed by each party or an authorized representative of each party. All amendments and changes shall be dated and become part of the original Agreement. The terms of this Agreement are hereby agreed to by both parties, as shown by the signatures of representatives of each.
27. The Agreement shall for all purposes be construed and enforced under and in accordance with the Laws of the State of Ohio and shall have been deemed to have been executed in Fairfield County, Ohio. Further, the parties agree to submit to the jurisdiction of, and agree that the venue is proper in the Fairfield County Common Pleas Court, Fairfield County, Ohio.

In Witness Whereof, the parties hereto have executed this Agreement, in duplicate, as of the 21<sup>st</sup> day of October 2020.

  
 \_\_\_\_\_  
 CONTRACTOR'S SIGNATURE


Ed Thurston  
 \_\_\_\_\_  
 PRINT CONTRACTOR'S NAME

10/20/20  
 \_\_\_\_\_  
 DATE SIGNED

  
 \_\_\_\_\_  
 FAIRFIELD COUNTY AIRPORT BOARD MEMBER

10/21/20  
 \_\_\_\_\_  
 DATE

Approved as to legal form:

  
 Amy Brown Thompson  
 Assistant Prosecuting Attorney  
 Fairfield County Prosecutor's Office





Fairfield County Airport  
Terminal Renovation  
Attn: Staci Knisley

Project cost is based on Request for Quote dated 10/12/2020

**Scope of work includes:**

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Replace six feet of existing wood cabinets and countertop. Owner may select wood or plastic laminate cabinets. New single bowl stainless steel sink and faucet is included.

Performance and payment bond cost is included.

Labor is estimated at standard wage rate.

**September 2020 - Fuel Sales Tax**

9/1-9/30/20

acct# 23-035135

**JET A Fuel Sales - per Sundowner Aviation**

	Gallons Sales	
Manual	3592	\$11,081.66 taxable
Pumps	504.6	\$1,428.02 taxable

4096.6      \$12,509.68

**100 LL Fuel Sales - per Sundowner Aviation**

**Fuel Master Report**

	Gallons Sales	
Pumps-0001 Fairfield Airport	1829.37	\$8,415.07 taxable
Sundowner	3861.09	\$15,282.02 non taxable
100 LL Manual - Sun. Avia.		non taxable
100 LL Manual		taxable

Havens Aviation      200      \$790.28 non taxable

5890.46      \$24,487.37

**Sales Tax Filings**

Payment due 23rd of every month

Sales 100 LL	\$8,415.07
Sales Jet A	\$12,509.68

total taxable sales      \$20,924.75

Tax Liability @ 6.75%      \$ 1,412.42

Non-Taxable	
Sales 100 LL	\$16,072.30
Sales Jet A	

Exempt Sales Total      \$16,072.30

Gross Sales (before sales tax)      \$36,997.05      \$36,997.05      \$36,997.05

25915.39 fuel master total  
\$25,915.39  
\$0.00

\$36,997.05 gross sales      5890.46 gallons LL  
\$36,997.05 added manually      5890.46 gallons LL      Fuel Master  
\$0.00 balanced for total sales      0 reconcile ok

504.6 Jet fuel pumps  
3592 Truck Manual + manual  
0 Manual LL  
9987.06 total Gallons      9987.06 reconcile - ok

Gallons sold for Sundowner payment=  
jet      4096.6 total  
Jet - Full Service      3592      2551      1044  
LL      5890.46



## Summary for Payment of Bills

Vendor	Amount	Inv#	Description	Service Dates
Sundowner Aviation	\$1,830.80	n/a	September rent fees	9/1-9/30/2020
Sundowner Aviation	\$1,764.01	n/a	September fuel fees	9/1-9/30/2020
Sundowner Aviation	\$1,763.38	n/a	reimb for supplies and services	9/16-10/5/2020
Crawford Murphy Tilly	\$4,449.00	0211272	prof services - rehabilitate Apron C1, B1	8/1-8/28/2020
Fairfield SWCD	\$4,099.45	2020-22	stormwater preventive maintenance	9/22/2020
Precision Overhead Door	\$230.00	22416	Hangar Q1 repair	9/14/2020
Precision Overhead Door	\$768.00		new switch on operator	10.5.20
Precision Overhead Door	\$280.00		R3-R6 hangar	10.5.20
Superior Petroleum Equipment	\$3,736.64	22375-PM	complete PM Service - changed filters	9/28/2020
Lancaster Fire Safety	\$1,717.70	118328	fire safety replacements	9/29/2020
Total Invoices for 10.12.20 Board Meeting	\$20,638.98			

# FAIRFIELD COUNTY

## YEAR-TO-DATE BUDGET REPORT

*Operating Expenses*



FOR 2020 09

JOURNAL DETAIL 2020 9 TO 2020 9

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
<b>80780000 AIRPORT OPERATIONS</b>							
<b>530000 CONTRACTUAL SERVICES</b>							
80780000 530000 CNTRCT SVC	150,000.00	157,500.00	105,561.94	12,566.40	49,494.06	2,444.00	98.4
2020/09/000181 09/08/2020 API	85.00 VND	001281 PO	20001124	PORTA KLEEN			5315952
2020/09/000406 09/14/2020 API	29.50 VND	012572 PO	20001109	LEWELLENS SERVICES I	port toilet 8/21-9/17/20		5316485
2020/09/000448 09/14/2020 API	1,199.71 VND	005790 PO	20001083	OHIO DEPT OF TAXATIO	drinking water svc 8/28/20		5316452
2020/09/000449 09/14/2020 API	1,297.91 VND	003668 PO	20001176	LOCAL WASTE SERVICE	fuel sales tax - 8/1-8/31		5316441
2020/09/000780 09/21/2020 API	1,172.12 VND	007099 PO	20001127	SUNDOWNER AVIATION L	airport trash 9/1-9/30/20		5317090
2020/09/000780 09/21/2020 API	670.00 VND	009826 PO	20001132	WEBCHICK LLC	reimb srvc 7/30 & 9/8/20		5317144
2020/09/000780 09/21/2020 API	1,329.71 VND	007099 PO	20001188	SUNDOWNER AVIATION L	web updates 10/1/20-10/1/21		5317090
2020/09/000780 09/21/2020 API	1,491.50 VND	007099 PO	20001128	SUNDOWNER AVIATION L	reimb fuel sales 8/1-8/31/20		5317090
2020/09/000833 09/21/2020 API	56.95 VND	012572 PO	20001109	LEWELLENS SERVICES I	hangar rent 8/1-8/31/20		5317149
2020/09/001178 09/28/2020 API	2,000.00 VND	005552 PO	20000032	HISTORICAL AIRCRAFT	water svc 9/11/20		5317630
2020/09/001178 09/28/2020 API	4,000.00 VND	007099 PO	20001126	SUNDOWNER AVIATION L	snow plow/mow 10/1-10/31/20		5317641
2020/09/001182 09/28/2020 API	234.00 VND	011074 PO	20006662	FETTERS RUN LLC	airport mgr 10/1-10/31/20		5317641
2020/09/001182 09/28/2020 API	234.00 VND	011074 PO	20006662	FETTERS RUN LLC	rental of CHIPPER for removal		5317671
TOTAL CONTRACTUAL SERVICES	150,000.00	157,500.00	105,561.94	12,566.40	49,494.06	2,444.00	98.4%
<b>531020 TAX APPRAISAL</b>							
80780000 531020 TX APPRSL	20,000.00	20,000.00	.00	.00	.00	20,000.00	.0
TOTAL TAX APPRAISAL	20,000.00	20,000.00	.00	.00	.00	20,000.00	.0%
<b>541001 ELECTRIC/UTILITIES</b>							
80780000 541001 ELE/UTILIT	25,000.00	25,000.00	4,386.98	.00	.00	20,613.02	17.5
TOTAL ELECTRIC/UTILITIES	25,000.00	25,000.00	4,386.98	.00	.00	20,613.02	17.5%
<b>543000 REPAIR AND MAINTENANCE</b>							

# FAIRFIELD COUNTY



## YEAR-TO-DATE BUDGET REPORT

FOR 2020 09

JOURNAL DETAIL 2020 9 TO 2020 9

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
80780000 543000 REPAIR	25,000.00	61,000.00	36,011.86	5,870.00	17,741.20	7,246.94	88.1
2020/09/000780 09/21/2020 API	5,690.00 VND 005663 PO 20006171 ONEPUMP GLOBAL ENTER lift station repair 8/20/20						5317077
2020/09/000780 09/21/2020 API	180.00 VND 004476 PO 20001181 PRECISION OVERHEAD D srvc doors 9/9/20						5317071
TOTAL REPAIR AND MAINTENANCE	25,000.00	61,000.00	36,011.86	5,870.00	17,741.20	7,246.94	88.1%
<b>553000 COMMUNICATIONS/TELEPHONE</b>							
80780000 553000 COMM	2,100.00	2,100.00	1,545.11	172.48	554.89	.00	100.0
2020/09/000120 09/08/2020 API	172.48 VND 074480 PO 20001162 A T & T INC				Airport 7/20-8/19/20		5316031
TOTAL COMMUNICATIONS/TELEPHONE	2,100.00	2,100.00	1,545.11	172.48	554.89	.00	100.0%
<b>554000 ADVERTISING</b>							
80780000 554000 ADVERTISE	2,000.00	2,000.00	345.63	.00	1,454.37	200.00	90.0
TOTAL ADVERTISING	2,000.00	2,000.00	345.63	.00	1,454.37	200.00	90.0%
<b>558000 TRAVEL REIMBURSEMENT</b>							
80780000 558000 TRAVEL	200.00	200.00	63.45	.00	36.55	100.00	50.0
TOTAL TRAVEL REIMBURSEMENT	200.00	200.00	63.45	.00	36.55	100.00	50.0%
<b>560000 MATERIALS &amp; SUPPLIES</b>							
80780000 560000 MATERIALS	15,000.00	15,000.00	6,397.34	310.16	7,072.77	1,529.89	89.8
2020/09/000780 09/21/2020 API	310.16 VND 007099 PO 20001245 SUNDOWNER AVIATION L reimb supplies 9/5/20						5317090

# FAIRFIELD COUNTY



## YEAR-TO-DATE BUDGET REPORT

FOR 2020 09

JOURNAL DETAIL 2020 9 TO 2020 9

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
TOTAL MATERIALS & SUPPLIES	15,000.00	15,000.00	6,397.34	310.16	7,072.77	1,529.89	89.8%
<b>561000 GENERAL OFFICE SUPPLIES</b>							
80780000 561000 GNRL OFFC	500.00	500.00	.00	.00	300.00	200.00	60.0
TOTAL GENERAL OFFICE SUPPLIES	500.00	500.00	.00	.00	300.00	200.00	60.0%
<b>562600 FUEL (GASOLINE/DIESEL)</b>							
80780000 562600 FUEL	250,000.00	250,000.00	171,308.30	15,631.11	78,691.70	.00	100.0
2020/09/000780 09/21/2020 API			15,631.11 VND 005545 PO 20002431 PURVIS BROTHERS INC fuel purchases 9/4/20				5317076
TOTAL FUEL (GASOLINE/DIESEL)	250,000.00	250,000.00	171,308.30	15,631.11	78,691.70	.00	100.0%
<b>570000 CAPITAL OUTLAY</b>							
80780000 570000 CAP OUT	55,000.00	55,000.00	.00	.00	.00	55,000.00	.0
TOTAL CAPITAL OUTLAY	55,000.00	55,000.00	.00	.00	.00	55,000.00	.0%
<b>574000 EQUIPMENT, SOFTWARE &amp; FIXTURES</b>							
80780000 574000 SOFT	10,000.00	28,575.00	18,696.92	.00	.00	9,878.08	65.4
TOTAL EQUIPMENT, SOFTWARE & FI	10,000.00	28,575.00	18,696.92	.00	.00	9,878.08	65.4%
<b>590310 REFUNDS OF HANGAR DEPOSITS</b>							
80780000 590310 REFUNDS	3,000.00	3,000.00	2,468.00	.00	.00	532.00	82.3

# FAIRFIELD COUNTY



## YEAR-TO-DATE BUDGET REPORT

FOR 2020 09

JOURNAL DETAIL 2020 9 TO 2020 9

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
TOTAL REFUNDS OF HANGAR DEPOSIT	3,000.00	3,000.00	2,468.00	.00	.00	532.00	82.3%
TOTAL AIRPORT OPERATIONS	557,800.00	619,875.00	346,785.53	34,550.15	155,345.54	117,743.93	81.0%
TOTAL EXPENSES	557,800.00	619,875.00	346,785.53	<del>34,550.15</del>	155,345.54	117,743.93	
GRAND TOTAL	557,800.00	619,875.00	346,785.53	34,550.15	155,345.54	117,743.93	81.0%

\*\* END OF REPORT - Generated by Sharlene Elizabeth Bails \*\*