



City of Elkhart
Elkhart Municipal Airport

BOARD OF AVIATION COMMISSIONERS
Wednesday, October 29, 2025
Elkhart Municipal Airport, First Floor
Administration Building
1211 CR 6 West
Elkhart, IN 46514

Meeting AGENDA

1. ROLL CALL

2. APPROVAL OF AGENDA

3. Approval of Minutes: September 24, 2025

4. Approval of Claims:

5. Airport Manager's Report:

6. New Business:

a. 2026 Meeting Dates.

b. T-Hangar 5 new lease ratification.

c. Griffen Plumbing & Heating HVAC maintenance agreement ratification.

d. Griffen Plumbing & Heating HVAC replacement at maintenance building agreement.

e. Widening of public ramp between Lots 29 & 30.

f. Ratification of quotes from Michiana Contracting, Inc for replacements of damaged Air Traffic Control Tower equipment due to lightning strikes.

g. Approval of quotes from ER Wireless for replacements of damaged Air Traffic Control Tower equipment due to lightning strikes, pending legal approval.

h. Ratification of Runway 9/27 notice to proceed form for Interstate Sealant & Concrete, Inc.

i. Ratification of Runway 9/27 Reith-Riley agreement.

Rod Roberson
Mayor

Andy Jones
Airport Director

Elkhart Municipal Airport
1211 CR 6 W
Elkhart, Indiana 46514

Maintenance:
574.361.2123

Administration Office:
574.264.5217

BOAC Members

Appointed by Mayor Rod

Roberson:

Doug Thorne, President, Term

01.01.23 to 12.31.25

Bruce Shreiner, V.P,Term

07.24.25 to 12.31.27

Tom Shoff, Treasurer, Term

07.14.25 to 12.31.28

Maggie Marnocha, Secretary,
Term 01.01.25 to 12.31.26



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Meeting AGENDA Page 2

New Business Continued:

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Andy Jones
Airport Director

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Tom Shoff, Treasurer, Term
07.14.25 to 12.31.28

Maggie Marnocha, Secretary,
Term 01.01.25 to 12.31.26

7. Privilege of the Floor
8. Adjournment
- 9. NEXT REGULAR BOAC MEETING 11/26/25 4:00 p.m.**

**Public Meeting of the Board of Aviation Commissioners:
WEDNESDAY, October 29, 2025 at 4:00pm**

**As always, the public is welcome to attend in-person. Location is:
Elkhart Municipal Airport
1211 CR 6W, Elkhart, IN 46514
1st floor Administration building**

**For virtual attendance, to view AND participate* in the meeting
Please visit:**

**<https://signin.webex.com/join>
Join by meeting number: 2317 685 1352
Meeting password: OctBOAC2025**

***In order to participate virtually, you must have your camera on and name displayed.**

City of Elkhart
Board of Aviation Commissioners Meeting
September 24, 2025

The Board of Aviation Commissioners meeting was called to order by Commissioner Doug Thorne at 4:00 pm on Wednesday, September 24, 2025 at the Elkhart Municipal Airport Administration Building, 1211 CR 6 W, Elkhart, Indiana 46514. Present were: Andy Jones, Karen Shaw, Kevin Davis, Tinisha Weigelt.

Roll Call: Roll was called. Commissioners Doug Thorne, Bruce Shreiner & Maggie Marnocha were all present. Commissioner Tom Shoff was present via Webex.

Approval of Agenda:

Mr. Shoff made a MOTION to approve today's agenda. Mr. Shreiner SECONDED. There being no further discussion, the motion to approve today's agenda PASSED unanimously.

Amended Agenda:

N/A

Approval of Minutes:

Mr. Shreiner made a MOTION to approve the minutes of the August 27, 2025 meeting. Mr. Shoff SECONDED the motion. There being no further discussion, the motion PASSED unanimously.

Approval of Claims:

Mr. Shreiner made a MOTION to approve claims as submitted for \$354,433.28. Mr. Shoff SECONDED the motion. Mr. Shreiner asked about building material purchases. Andy advised these purchases were for the temporary base radio/antenna system & for the replacement casters for the administration building hangar door. There being no further discussion, the motion to approve August 2025 claims PASSED unanimously.

Airport Manager's Report:

Andy advised the T-Hangar building materials will arrive soon and New Tech will start the assembly. Andy further advised the foundation is being laid, so the project is moving along. Andy advised that we now have quotes for what we believe is the bulk of the replacement equipment that was destroyed when lighting struck the Air Traffic Control Tower. We will forward all the quotes to the insurance adjustor. Hopefully we can get those items ordered and installed within the next several weeks. Andy advised that we did purchase a very basic back-up radio & antenna system so the tower could reopen, but there have been issues with static feedback on that frequency. We have enlisted tech support from the FAA in an attempt to track down the cause of the feedback. So far, those efforts have been unsuccessful resulting in the continuation of the ATCT remaining closed. Our goal is to get up and running with this temporary system until the new installations are in place. Andy further advised he appreciates our tenants' patience and understanding during this time. Andy advised we hired the new full-time air traffic controller, Dillon Lewis. During the tower shut down, Mr. Lewis has been touring our airport and studying curriculum as directed by our Air Traffic Control Tower Supervisor, Michael Judd. Andy advised INDOT will be here at the end of October for the annual inspection. Andy advised he will be attending an INDOT-sponsored meeting later in October to go over the Capital Improvement Plan (CIP). Andy asked Ms. Marnocha if she would also like to attend, as it is customary for both the Airport Director and a board member to attend. Mrs. Marnocha advised she is interested and will check her schedule. Andy advised there was a pre-construction meeting today for the Runway 9/27 Joint Replacement project. There is a concern that fall temperatures may not be conducive for surface paint to dry. Andy advised that if the BOAC has no objections, Andy would like to take the contractor up on

City of Elkhart
Board of Aviation Commissioners Meeting
September 24, 2025

their offer to return in the spring to paint. The funds for that portion of the project would be encumbered, and available to pay the contractor for the work in 2026. Andy further advised that the current markings will still be visible to pilots.

New Business:

Mr. Thorne advised the first item under New Business is ratification of Airport Director's signature on the new T-Hangar 8 lease. Andy advised that current tenant Mike Wilson purchased another aircraft and would like to rent T-Hangar 8. Andy requests the board to ratify his signature on the lease and ask the board president to sign the lease. Mrs. Marnocha made a MOTION to ratify Andy's signature and have the board president sign the lease. Mr. Shreiner SECONDED. There being no further discussion, the motion PASSED unanimously.

Mr. Thorne advised the next item under New Business is ratification of Airport Director's signature on the new T-Hangar 26 lease. Andy advised that new tenant Brad Lee has an airworthy aircraft and would like to rent T-Hangar 26. Andy requests the board to ratify his signature on the lease and ask the board president to sign the lease. Mrs. Marnocha made a MOTION to ratify Andy's signature and have the board president sign the lease. Mr. Shreiner SECONDED. There being no further discussion, the motion PASSED unanimously.

Mr. Thorne advised the next item under New Business is ratification of Airport Director's signature on the new T-Hangar 35 lease. Andy advised that new tenant Chris Lee has an airworthy aircraft and would like to rent T-Hangar 35. Andy requests the board to ratify his signature on the lease and ask the board president to sign the lease. Mrs. Marnocha made a MOTION to ratify Andy's signature and have the board president sign the lease. Mr. Shreiner SECONDED. There being no further discussion, the motion PASSED unanimously.

Mr. Thorne advised the next item under New Business is the 10-unit T-Hangars numbering system. Andy advised he would like to avoid the potential for complications by designating the new 10-unit T-Hangars 70-79. Some of the existing T-Hangars share the same number with privately owned corporate hangars. From time to time this has caused confusion. The last set of new T-Hangars constructed here are numbered 60-69. Mrs. Marnocha made a MOTION to approve the new 10-unit T-Hangar numbering system from 70-79. Mr. Shreiner SECONDED. There being no further discussion, the motion PASSED unanimously.

Mr. Thorne advised the next item under New Business is notice of award for Runway 18/36 Rehabilitation project to Milestone Contractors in the amount of \$1,857,934.64 and approve the construction agreement between EKM & Milestone Contractors. Tinisha Weigelt with Butler, Fairman & Seufert (BF&S) advised this grant has been awarded by the FAA and in previous meetings the bid was awarded to Milestone Contractors. Ms. Weigelt requests the BOAC to approve & sign the notice of award form and to also approve & have the board president sign the construction agreement between EKM & Milestone Contractors. Mrs. Marnocha made a motion to approve the notice of award & agreement with Milestone Contractors & to have the board president sign the agreement. Mr. Shreiner SECONDED. There being no further discussion, the motion PASSED unanimously.

Mr. Thorne advised the next item under New Business is AIP-40 progress estimate #5, payment to New Tech Construction for the 10-unit T-Hangar & Taxilane project in the amount of \$296,010.50. Ms. Weigelt advised the foundation is now complete and the State has approved the design. Ms. Weigelt

City of Elkhart
Board of Aviation Commissioners Meeting
September 24, 2025

further advised New Tech has incurred expenses toward the foundation construction and other construction expenses and requests the board approve the invoice and for the board president to sign the letter of transmittal. Mr. Shreiner made a MOTION to approve the New Tech invoice for \$296,010.50 and to have the board president sign the letter of transmittal. Mr. Shoff SECONDED. There being no further discussion, the motion PASSED unanimously.

Mr. Thorne advised the next item under New Business is AIP-40 payment for BF&S invoice in the amount of \$4,040.00 for the 10-unit T-Hangar & Taxilane project. Ms. Weigelt advised this invoice is for expenses incurred from BF&S for AIP-40, 10-unit T-Hangar & Taxilane project, and asks the BOAC to approve payment and requests the board president to sign the letter of transmittal. Mr. Shreiner made a MOTION to approve BF&S payment of \$4,040.00 & have the board president sign the letter of transmittal. Mrs. Marnocha SECONDED. There being no further discussion, the motion PASSED unanimously.

Mr. Thorne advised the next item under New Business is the AIP-40 partial pay request #6 for FAA reimbursement to EKM in the amount of \$300,050.00. Ms. Weigelt advised this pay request is to get reimbursed by the FAA for expenses to AIP-40, 10-unit T-Hangar & Taxilane project. Ms. Weigelt requests the board approve the reimbursement and requests the board president to sign the letter of transmittal. Mr. Shreiner made a MOTION to approve the FAA reimbursement to EKM in the amount of \$300,050.00 and approve the board president's signature on the letter of transmittal. Mrs. Marnocha SECONDED. There being no further discussion, the motion PASSED unanimously.

Mr. Thorne advised the next item under New Business is the Runway 9/27 Joint Replacement project BF&S invoice in the amount of \$5,206.09. Ms. Weigelt advised this invoice is for expenses incurred for the Runway 9/27 joint replacement project and asks the board to approve this invoice and requests the board president sign the letter of transmittal. Andy also advised the board that this will be paid with Aeroplex TIF funds, which was approved by the Redevelopment Commission. Mr. Shreiner made a MOTION to approve the BF&S invoice of \$5,206.09 coming out of TIF funds and approve the board president's signature on the letter of transmittal. Mrs. Marnocha SECONDED. There being no further discussion, the motion PASSED unanimously.

Mr. Thorne advised the next item under New Business is the Disadvantaged Business Enterprise (DBE) program plan & policy page signature. Ms. Weigelt advised the FAA mandates a policy that states that contracts using federal financial assistance must include a Disadvantaged Business Enterprise (DBE). Ms. Weigelt asks the board to approve the DBE program plan and to approve the board president's signature on the policy page. Mrs. Marnocha made a MOTION to approve the program plan and to have the board president sign the policy page. Mr. Shoff SECONDED. There being no further discussion, the motion PASSED unanimously.

Mr. Thorne advised the last item under New Business is the DBE open floor to perform consultation & approve the draft goal. Ms. Weigelt asks the board to approve a consultation meeting for the DBE program and to adopt the draft goal of 3.4%. Mr. Thorne suspended the agenda and opened the floor for consultation comments. There were none. Mr. Thorne closed the floor and resumed the BOAC meeting. Mrs. Marnocha made a MOTION to approve the consultation meeting & also to approve the draft goal of 3.4% for the DBE. Mr. Shoff SECONDED. There being no further discussion, the motion PASSED unanimously.

City of Elkhart
Board of Aviation Commissioners Meeting
September 24, 2025

Privilege of the Floor:

Mr. Thorne opened comments. There were none.

Adjournment:

Mr. Shreiner made a MOTION to adjourn. Mrs. Marnocha SECONDED. There being no further discussion the meeting was ADJOURNED.

Next regular BOAC meeting is scheduled for Wednesday, October 29, 2025 at 4pm. Location will be the Elkhart Municipal Airport Administration Building, 1211 County Road 6 W., Elkhart, IN 46514 & via Webex.

Respectfully Submitted,



Maggie Marnocha, BOAC Secretary

10.29.25

Date

BOARD OF AVIATION COMMISSION

CLAIM AND ALLOWANCE DOCKET

I HEREBY CERTIFY THAT EACH OF THE ABOVE LISTED VOUCHERS AND INVOICES OR BILLS ATTACHED THERETO ARE TRUE AND CORRECT AND I HAVE AUDITED SAME IN ACCORDANCE WITH IC 5-11-10-1.6. I ALSO HEREBY CERTIFY THAT THESE VOUCHERS AND INVOICES REPRESENT GOODS AND/OR SERVICES THAT ARE FOR THE BENEFIT OF THE CITY OF ELKHART AND THAT APPROPRIATIONS FOR THESE EXPENDITURES HAVE BEEN DULY MADE OR OTHERWISE AUTHORIZED BY THE CITY COUNCIL AND OTHER APPROPRIATE AUTHORITY.

October 23rd

,2025

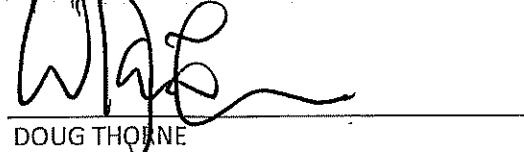


ERIN KOONS- INTERIM CONTROLLER

IN RELIANCE ON THE ABOVE CERTIFICATION, CLAIMS IN THE TOTAL AMOUNT OF \$263,863.72 AS LISTED ON THE REGISTER ATTACHED HERETO CONSISTING OF 5 PAGES, ARE HEREBY APPROVED EXCLUDING ANY CLAIMS WITHHELD AS SHOWN ON THE SEPARATE SUMMARY OF PENDING CLAIMS.

EXECUTED THIS 29TH DAY OF OCTOBER 2025 BY:

PRESIDENT


DOUG THORNE

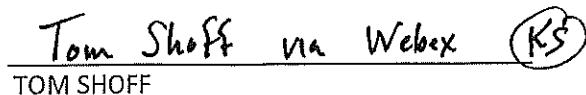
VICE PRESIDENT


BRUCE SHREINER

SECRETARY


MAGGIE MARNOCHE

TREASURER


TOM SHOFF 

ORIGINAL COPY MUST BE RETAINED IN THE CONTROLLER'S OFFICE

BOARD OF AVIATION COMMISSION

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October 23rd

, 2025

E. Koons

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SECRETARY

MAGGIE MARNOCHA

TREASURER

TOM SHOFF

*ENTERED
Against 55*

ORIGINAL COPY MUST BE RETAINED IN THE CONTROLLER'S OFFICE

City of Elkhart
Controller's Office

1980



City of Elkhart

City of Elkhart

Expense Approval Report

By Fund

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 2206 - AVIATION					
ExpObject: 4210500 - Office Supplies					
AMAZON CAPITAL SERVICES I	1TN7-DTF1-1XCD	10/29/2025	Office supplies	2206-5-201-4210500	14.97 ✓
AMAZON CAPITAL SERVICES I	1MFR-RN37-3WNF	10/29/2025	Office supplies	2206-5-201-4210500	8.99 ✓
AMAZON CAPITAL SERVICES I	1R9F-QMMP-31LG	10/29/2025	Office supplies	2206-5-201-4210500	22.79 ✓
ExpObject 4210500 - Office Supplies Total:					46.75
ExpObject: 4220150 - Operating Supplies					
Menard, INC	86111	10/29/2025	Small tools & Operating suppli	2206-5-201-4220150	41.76 ✓
Vericom LLC	25155	10/29/2025	Runway Friction Meter Device	2206-5-201-4220150	4,650.00 ✓
HAWKINS WATER TECH, INC	1068304	10/29/2025	Cooler Rent	2206-5-201-4220150	12.50 ✓
IN STITCHES INC	17899	10/29/2025	Hats with EKM logo	2206-5-201-4220150	712.00 ✓
AMAZON CAPITAL SERVICES I	1PKQ-CL3J-HCY	10/29/2025	Op supplies for pilot's lounge	2206-5-201-4220150	179.91 ✓
Menard, INC	86941	10/29/2025	Op supplies for airfield	2206-5-201-4220150	153.99 ✓
ExpObject 4220150 - Operating Supplies Total:					5,750.16
ExpObject: 4220210 - Gasoline					
Franger Gas Company Inc	497698	10/29/2025	Propane fuel for maint deptl	2206-5-201-4220210	24.30 ✓
ExpObject 4220210 - Gasoline Total:					24.30
ExpObject: 4220310 - Household, Laundry, & Cleaning					
Menard, INC	86230	10/29/2025	Household supplies	2206-5-201-4220310	17.99 ✓
Menard, INC	86821	10/29/2025	Janitorial supplies	2206-5-201-4220310	137.52 ✓
ExpObject 4220310 - Household, Laundry, & Cleaning Total:					155.51
ExpObject: 4220320 - Medical Supplies					
CINTAS CORP #2 - FIRST AID &	5294640405	10/29/2025	1st aid kit refills	2206-5-201-4220320	9.89 ✓
CINTAS CORP #2 - FIRST AID &	9340314386	10/29/2025	Eyewash station	2206-5-201-4220320	99.18 ✓
ExpObject 4220320 - Medical Supplies Total:					109.07
ExpObject: 4230110 - Building Materials					
Menard, INC	86037	10/29/2025	Bldg materials	2206-5-201-4230110	47.15 ✓
Menard, INC	86230	10/29/2025	Bldg materials	2206-5-201-4230110	54.47 ✓
Menard, INC	86254	10/29/2025	Bldg materials	2206-5-201-4230110	95.88 ✓
Menard, INC	86314	10/29/2025	Bldg materials	2206-5-201-4230110	37.94 ✓
Menard, INC	86468	10/29/2025	Bldg materials	2206-5-201-4230110	80.08 ✓
Menard, INC	86498	10/29/2025	Bldg materials	2206-5-201-4230110	239.40 ✓
Menard, INC	86542	10/29/2025	Bldg materials	2206-5-201-4230110	23.77 ✓
Menard, INC	86608	10/29/2025	Bldg materials	2206-5-201-4230110	37.07 ✓
Menard, INC	86652	10/29/2025	Bldg materials	2206-5-201-4230110	69.46 ✓
Menard, INC	86696	10/29/2025	Bldg materials	2206-5-201-4230110	11.49 ✓
Menard, INC	86721	10/29/2025	Bldg materials	2206-5-201-4230110	27.33 ✓
Menard, INC	86724	10/29/2025	Bldg materials	2206-5-201-4230110	97.10 ✓
Menard, INC	86732	10/29/2025	Bldg materials	2206-5-201-4230110	13.27 ✓
Menard, INC	86781	10/29/2025	Bldg materials	2206-5-201-4230110	13.86 ✓
Menard, INC	86790	10/29/2025	Bldg materials	2206-5-201-4230110	17.76 ✓
Menard, INC	87083	10/29/2025	Bldg materials	2206-5-201-4230110	33.92 ✓
Menard, INC	87781	10/29/2025	Bldg materials	2206-5-201-4230110	125.99 ✓
Menard, INC	87790	10/29/2025	Bldg materials	2206-5-201-4230110	66.46
ExpObject 4230110 - Building Materials Total:					1,092.40
ExpObject: 4230124 - Asphalt, Tar					
Menard, INC	85796	10/29/2025	Asphalt for repaving of parkin	2206-5-201-4230124	628.80 ✓
Menard, INC	85818	10/29/2025	Asphalt for parking lot	2206-5-201-4230124	1,414.80 ✓
Menard, INC	85859	10/29/2025	SEALBEST 800 ASPHALT SLR	2206-5-201-4230124	630.67 ✓
Menard, INC	85870	10/29/2025	Credit on Inv 85859	2206-5-201-4230124	-74.97 ✓
Menard, INC	86250	10/29/2025	Asphalt for parking lot repavl	2206-5-201-4230124	3.92 ✓
ExpObject 4230124 - Asphalt, Tar Total:					2,603.22

Expense Approval Report

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
ExpObject: 4230300 - Small Tools & Minor Equipment					
Menard, INC	86111	10/29/2025	Small tools & Operating suppli	2206-5-201-4230300	14.97 ✓
			ExpObject 4230300 - Small Tools & Minor Equipment Total:		14.97
ExpObject: 4310400 - Professional Services					
Steve's Aircraft Maintenance	2501	10/29/2025	Prof svc consultation ATC light	2206-5-201-4310400	1,000.00 ✓
			ExpObject 4310400 - Professional Services Total:		1,000.00
ExpObject: 4360100 - Repairs & Maintenance					
Leaf Home LLC	SBE06229	10/29/2025	Airport gutter cleaning	2206-5-201-4360100	6,582.00 ✓
			ExpObject 4360100 - Repairs & Maintenance Total:		6,582.00
ExpObject: 4360400 - Maintenance Contracts					
CINTAS CORP.	4244208951	10/29/2025	Uniform cleaning	2206-5-201-4360400	17.33 ✓
CINTAS CORP.	4244932211	10/29/2025	Uniform cleaning	2206-5-201-4360400	17.33 ✓
CINTAS CORP.	4245671122	10/29/2025	Uniform cleaning contract	2206-5-201-4360400	330.62 ✓
CINTAS CORP.	4246429446	10/29/2025	Uniform cleaning contract	2206-5-201-4360400	33.18 ✓
CINTAS CORP.	4247163232	10/29/2025	Uniform cleaning contract	2206-5-201-4360400	43.45 ✓
			ExpObject 4360400 - Maintenance Contracts Total:		441.91
ExpObject: 4370200 - Equipment Rental					
Ricoh USA, Inc	S072096428	10/29/2025	Sept 2025 copies	2206-5-201-4370200	9.57 ✓
			ExpObject 4370200 - Equipment Rental Total:		9.57
ExpObject: 4390900 - Other Services & Charges					
CS INNOVATIONS, LLC	I2995	10/29/2025	Port toilet service at kayak lau	2206-5-201-4390900	150.00 ✓
			ExpObject 4390900 - Other Services & Charges Total:		150.00
			Fund 2206 - AVIATION Total:		17,979.86
Fund: 4500 - AVIATION FEDERAL					
ExpObject: 4390900 - Other Services & Charges					
BUTLER, FAIRMAN AND SEUF	109529	10/29/2025	Fees assoc with AIP-40 (10uni	4500-5-210-4390900	3,725.00 ✓
NEW TECH CORP	INV0010884	10/29/2025	Fees assoc with AIP-40 (10uni	4500-5-210-4390900	236,417.00 ✓
			ExpObject 4390900 - Other Services & Charges Total:		240,142.00
			Fund 4500 - AVIATION FEDERAL Total:		240,142.00
			Grand Total:		258,121.86

Fund Summary

Fund	Expense Amount
2206 - AVIATION	17,979.86
4500 - AVIATION FEDERAL	240,142.00
Grand Total:	258,121.86

Account Summary

Account Number	Account Name	Expense Amount
2206-5-201-4210500	Office Supplies	46.75
2206-5-201-4220150	Operating Supplies	5,750.16
2206-5-201-4220210	Gasoline	24.30
2206-5-201-4220310	Household, Laundry, & C	155.51
2206-5-201-4220320	Medical, Surgical	109.07
2206-5-201-4230110	Building Materials	1,092.40
2206-5-201-4230124	Asphalt, Tar	2,603.22
2206-5-201-4230300	Small Tools & Minor Equ	14.97
2206-5-201-4310400	Professional Services	1,000.00
2206-5-201-4360100	Repairs & Maint - Bldg	6,582.00
2206-5-201-4360400	Maintenance Contract	441.91
2206-5-201-4370200	Equipment Leases	9.57
2206-5-201-4390900	Other Services & Charge	150.00
4500-5-210-4390900	Other Services & Charge	240,142.00
Grand Total:	258,121.86	

Project Account Summary

Project Account Key	Expense Amount
None	258,121.86
Grand Total:	258,121.86



City of Elkhart

City of Elkhart

Expense Approval Report By Fund

Payment Dates 9/18/2025 - 10/22/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 2206 - AVIATION					
ExpObject: 4320300 - Travel					
Kevin Davis	INV0010902	10/17/2025	Meal/fuel reimb-DC law confe	2206-5-201-4320300	199.16 ✓
ExpObject 4320300 - Travel Total:					
199.16 ✓					
ExpObject: 4320400 - Telephone & Communication					
COMCAST CABLE	INV0010862	10/17/2025	8771402050907961 1211 C	2206-5-201-4320400	321.65 ✓
ExpObject 4320400 - Telephone & Communication Total:					
321.65 ✓					
ExpObject: 4350100 - Electricity					
Indiana Michigan Power Com	INV0010374	09/26/2025	04240948119 1211 CR 6W	2206-5-201-4350100	4,768.09 ✓
ExpObject 4350100 - Electricity Total:					
4,768.09 ✓					
ExpObject: 4350200 - Natural Gas					
Northern Indiana Public Servi	INV0010825	10/17/2025	6440000093 1211 CR 6W	2206-5-201-4350200	214.33 ✓
Northern Indiana Public Servi	INV0010826	10/17/2025	7375580016 1321 CR 6W	2206-5-201-4350200	67.00 ✓
ExpObject 4350200 - Natural Gas Total:					
281.33 ✓					
ExpObject: 4350400 - Water & Sewer					
ELKHART PUBLIC UTILITIES	INV0010822	10/17/2025	1203336003 1211 CR 6W	2206-5-201-4350400	87.76 ✓
ELKHART PUBLIC UTILITIES	INV0010823	10/17/2025	1203335800 1205 CR 6W, Bl	2206-5-201-4350400	14.35 ✓
ELKHART PUBLIC UTILITIES	INV0010824	10/17/2025	1203335600 1139 CR 6W	2206-5-201-4350400	69.52 ✓
ExpObject 4350400 - Water & Sewer Total:					
171.63					
Fund 2206 - AVIATION Total:					
5,741.86					
Grand Total:					
5,741.86					

Sept

Cable - ~~321.65~~ 223.59

Pots - Ø

Phone - Ø

Efax - 4.22

Dept Cell - 82.22

Oct

Cable - 321.65 ✓

Pots -

Phone - ~~82.22~~ ✓ 58.41 (Sept)
✓ 58.62 (Oct)

Efax - ✓ 4.06

Dept Cell - ✓ 82.26



Report Summary

Fund Summary

Fund	Payment Amount
2206 - AVIATION	5,741.86
Grand Total:	<hr/> 5,741.86

Account Summary

Account Number	Account Name	Payment Amount
2206-5-201-4320300	Travel	199.16
2206-5-201-4320400	Telephone & Communic	321.65
2206-5-201-4350100	Electricity	4,768.09
2206-5-201-4350200	Natural Gas	281.33
2206-5-201-4350400	Water & Sewer	171.63
Grand Total:		<hr/> 5,741.86

Project Account Summary

Project Account Key	Payment Amount
None	5,741.86
Grand Total:	<hr/> 5,741.86



ELKHART MUNICIPAL AIRPORT ENGINEER REPORT/AGENDA

October 29, 2025

4:00 p.m.

ACTION ITEMS FOR BOAC MEETING

1. Motion to approve Contractor Progress Estimate Number 6 for New Tech Corporation in the amount of \$236,217.00 for the T-Hangar and Taxilane project.
2. Motion to approve Change Order 1 in the amount of \$74,030.00 for the T-Hangar and Taxilane project New Tech Additional
3. Motion to approve AIP 40 Partial Pay Request Number 7 to the FAA in the amount of \$32,889.00 (FAA \$29,600.00, INDOT \$1,644.45, Local \$1,644.55, include BF&S Invoices 109529 & New Tech PE#6)
4. Motion to approve AIP 41 Partial Pay Request Number 1 to the FAA in the amount of \$207,253.00 (FAA \$196,890.00, INDOT No PO, Local \$10,363.00, includes New Tech PE#6)
5. Motion to approve the submittal of the draft FY 2026-2031 CIP with modifications discussed in the 10/21/25 CIP.
6. Motion to approve the FAA financial year end report SF 425 for FY 2025.

ACTIVE GRANT SUMMARY

- AIP 3-18-0018-042 "Rehabilitate Runway 18/36, Construction" – Total \$2,031,304.21. FAA \$1,929,739.00, State \$50,782.00, Local \$50,783.00
- AIP 3-18-0018-041 "T-Hangar and Taxilanes" Phase 3 – Total \$296,842.11, FAA \$282,000, State \$7,421.05, Local \$7,421.05. Grant is now 70% Complete with a balance of \$89,589.11
- AIP 3-18-0018-040 "T-Hangar and Taxilanes Construction" Part 1 - Total \$848,666.67, FAA \$763,800, State \$42,433.00, Local \$42,434.00. This grant is 78.37% complete with a remaining balance of \$183,563.47. The grant is now 82% complete with a balance of \$150,674.47.
- AIP 3-18-0018-039 "T-hangar/taxilane design" – Total \$130,223.00, FAA \$117,200, State \$6,511.00, Local \$6,512.00. This grant is 95.14% complete with a remaining balance of \$6,333.00
- AIP 3-18-0018-038 "TW D4 Standards; Runway 18-36 Pavement Rehab design" – Total \$166,667.00, FAA \$150,000, State \$8,333.00, Local \$8334.00. This grant is 77.10% complete with a remaining balance of \$38,170.09

BF&S PROJECT UPDATES

1. Runway 18-36 Pavement Rehabilitation
 - Milestone plans to start in the spring.
2. T-hangar/Taxilane design project
 - The Motion to approve Contractor Progress Estimate Number 6 for New Tech Corporation in the amount of \$236,217.00 for the T-Hangar and Taxilane project.
 - Motion to approve Change Order 1 in the amount of \$74,030.00 for the T-Hangar and Taxilane project New Tech Additional
 - Motion to approve AIP 40 Partial Pay Request Number 7 to the FAA in the amount of \$32,889.00 (FAA \$29,600.00, INDOT \$1,644.45, Local \$1,644.55, include BF&S Invoices 109529 & New Tech PE#6)
 - Motion to approve AIP 41 Partial Pay Request Number 1 to the FAA in the amount of \$207,253.00 (FAA \$196,890.00, INDOT No PO, Local \$10,363.00, includes New Tech PE#6)
 - The building is erected. They have all non-door exterior wall sheeting up and are hoping to have the interior walls sheeted this week.
 - They are planning to place the north and south aprons on Monday.

- Reith Riley plans to start the asphalt project the following Monday on 11/3 which includes removal and replacing of topcoat on existing taxiway and the large apron in front of one building and installation of all new asphalt aprons and taxiways around T-hangar.
- The excavator has been hampered by wet weather. They are moving along with prepping the base for asphalt and shaping the soils outside the aprons.

3. T-hangar/Taxilane Runway 9-27 Joint Rehabilitation project

- The contractor is hopeful of being wrapped up with the sealing project by next Friday, weather permitting. They are working the weekend to ensure they finish next week.

4. DBE

- The program goal will be zero percent until all DBE's are recertified. There has been no official word from INDOT when that will occur. FAA said they are still reviewing the DOT language and determining their path forward.

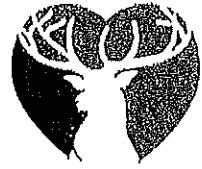
5. IFC Hangar Project

- The ALP authority, CatEx, and Airspce have been submitted for the IFC proposed hangar to the FAA.

6. EKM CIP Meeting w/ FAA/INDOT – 10/21/2025

- INDOT updated:
 - Airport Affiliate Training Program – signups are open, INDOT will cover expense, offered through NASAO
 - Black Cat development still under way
 - Introduced State/Local Pavement Maintenance Program – more details to come soon on website, but pre-app period will open in June 2026 and full apps July – Dec. Pre-App is intended for scoping approval.
 - ALP date is 2011
 - Pavements with lowest PCIs in 2026 projected year – RW 18-36 @29; TW A @32; TW D @30
- FAA updated:
 - BasedAircraft.com needs updated by 12.1 – *EKM updated 9/2025*
 - ALP last completed in 2011, Kim would like to see a Master Plan Update on next year's CIP
 - NEPA reviews at EA+ level will require legal review, plan for additional 2-3 months in project schedules. Also includes "novel CATEX", ie. Approach impacts and complex or controversial projects.
- Airport Updated:
 - Projects locally funded 2022-current (FAA was impressed)
 - Plan to perform crack sealing in the near future for ~\$80-100k. *Good candidate for State/Local Pavement Maintenance program*
 - Tower Lightning Insurance Claim was approved
- CIP Discussion:
 - Runway 27 Approach Protection – Land/Mitigation
 - o State asked if was within RPZ, confirmed yes within mtg
 - o Marcus said this would help the justification
 - o *We will update project description to include RPZ*
 - o Victor recommends reducing Priority 1 – RW 27 Land Acquisition Professional Services – to meet NPE \$150k or considering a Multi-Year grant. Current amount shown is above available NPE and "FAA doesn't recommend phasing land professional services".
 - RW 18-36 Lighting Rehabilitation
 - o State questioned if Direct Burial, confirmed yes afterwards
 - o Airport noted they are regularly repairing the lighting, before he knows anything about it
 - o Need to document circuit downtime and/or maintenance needs in justification, should determine what the repairs are
 - Taxiway D

- o State(?) reiterated need to be addressed – age is >28 yrs (1997)



City of Elkhart, Indiana
the city with a heart

MEMORANDUM

DATE: 10/29/25
TO: The Board of Aviation Commissioners
FROM: Andy Jones, Airport Director
RE: Approval of 2026 BOAC meeting dates

Please approve 2026 Board of Aviation Commissioner meeting dates for the last Wednesday of every month.

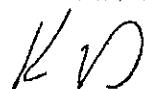
Please approve 2026 Board of Aviation Commissioner meeting dates for the last Wednesday of every month.

Thank you,



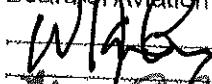
Andy Jones
Airport Director

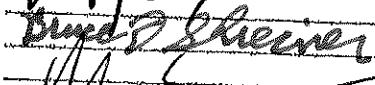
Approved as to form and legality

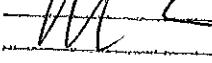


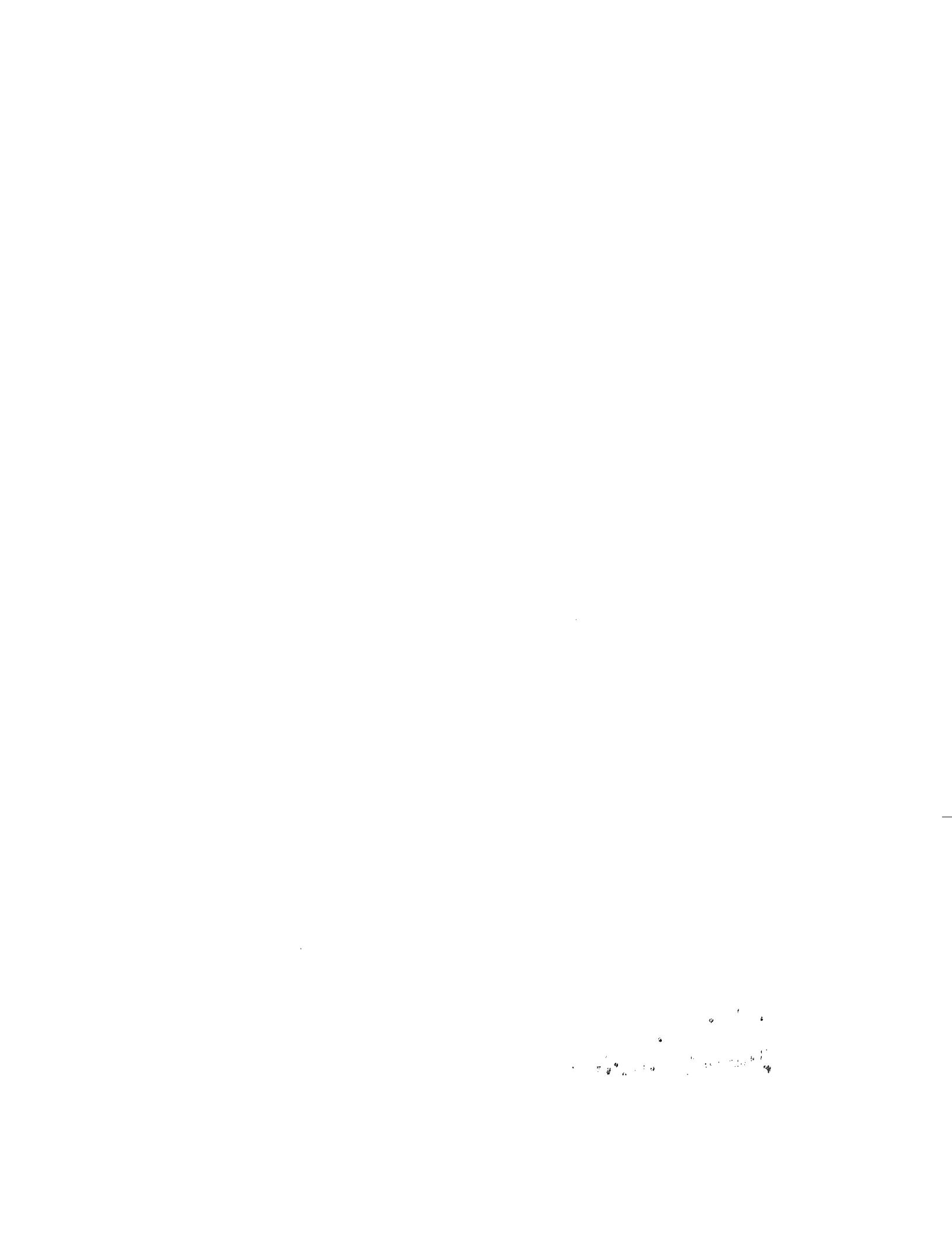
Date 10.29.25

Approved by City of Elkhart
Board of Aviation Commissioners









2026 BOAC MEETING SCHEDULE

4PM – LAST WEDNESDAY OF EVERY MONTH
ALL MEETINGS WILL BE HELD ON THE FIRST FLOOR
OF THE AIRPORT ADMINISTRATION BDLG
1211 CR 6 W, ELKHART, IN 46514

MEETING DATE:

JANUARY 28

FEBRUARY 25

MARCH 25

APRIL 29

MAY 27

JUNE 24

JULY 29

AUGUST 26

SEPTEMBER 30

OCTOBER 28

NOVEMBER 25

DECEMBER 30

CLAIMS DUE:

JANUARY 23

FEBRUARY 20

MARCH 20

APRIL 24

MAY 21 (THURSDAY)

JUNE 18 (THURSDAY)

JULY 24

AUGUST 21

SEPTEMBER 25

OCTOBER 23

NOVEMBER 20

DECEMBER 24 (THURSDAY)



City of Elkhart, Indiana
the city with a heart.

MEMORANDUM

DATE: 10/29/25

TO: The Board of Aviation Commissioners

FROM: Andy Jones, Airport Director

RE: **Ratification of T-Hangar 5 lease**

The Elkhart Municipal Airport has rented T-Hangar 5 to new tenant Scott Baker. I ask the Board of Aviation Commissioners to ratify the Airport Director's signature on this Agreement on behalf of the City.

Thank you,


Andy Jones
Airport Director

Please ratify the Airport Director's signature on the T-Hangar 5 lease effective November 1, 2025.

10.29.25
Approved by City of Elkhart
Board of Aviation Commissioners







Scott
Baker

20-0466

T-HANGAR LEASE AGREEMENT

This T-Hangar Lease Agreement into this 1st day of November 2025, by and between Elkhart Board of Aviation Commissioners ("Lessor"), and Scott Baker ("Lessee"):

WITNESSETH THAT:

1. **LEASE OF T-HANGAR.** The Lessor hereby leases to Lessee and covenants to keep the Lessee in quiet possession of, T-Hangar 5 (The "Premises"). The Premises herein demised shall be used solely as storage space for aircraft owned by or leased to the Lessee and for no other purpose, subject to the conditions, limitations, and restrictions contained elsewhere in the Agreement. The following described aircraft is registered with Lessor, and authorized for storage in the Premises:

Make: Vans Model: RV 8A Registration Number: N722KW

If Lessee disposes of the above registered aircraft and does not replace it within One Hundred Twenty (120) days, this Agreement shall automatically terminate. If Lessee purchases or Leases an aircraft different than the one registered above, Lessee shall notify the Lessor within Seven (7) days of such occurrence.

2. **TERMS.** Agreement shall continue in effect from month-to-month, unless terminated under the terms of this Agreement. **Lessee must provide Lessor 30 days advanced written notice to terminate lease agreement.**

3. **PAYMENT.** In consideration whereof, the Lessee agrees to pay the Lessor as monthly rent for the Premises, the sum of \$100.00 in advance on or before the first day of each month. The amount of rent may be changed from time to time by the Lessor upon Thirty (30) days prior written notice to Lessee.

In addition to the advance payment of rental for the first month, Lessee shall pay the Lessor the sum of \$100.00 which shall be applied as rental for the last month of Lessee's occupancy of the Premises. In the event Lessee shall fail to comply with any provision of this Agreement, said sum may be retained by the Lessor as a security deposit and shall be in addition to any liability for damage to the Premises. Payment shall be made to Controllers Office 229 S. Second Street, Elkhart, Indiana 46516.

4. **USE OF HANGAR.** Lessee agrees to take good care of the Premises and to return the same at the expiration of the term in as good order as received, ordinary wear and tear and natural decay expected. If destruction of the Premises, or any part thereof, proved to be without fault of the Lessee shall occur during the term of this Agreement so as to make the Premises unfit for the purpose hereinabove mentioned, the Lessee may surrender and cancel this Agreement. Lessee agrees that its use of the Premises shall be in conformity with the provisions of this paragraph and further agrees that, any other provision of this Agreement notwithstanding, in the event of any violation of the provisions of this paragraph on the part of the Lessee, the Lessor shall have the right to cancel this Agreement forthwith and without notice.

- a. The Premises are for the private use of the Lessee and shall not be used for any commercial purpose, including, but not by way of limitation, the sale of products or services of any kind, whether or not such sales are transacted for a profit.
- b. Only the Lessee named in this Lease and no other person shall be allowed to perform preventive maintenance on its aircraft, registered for that hangar, of the kind and to the extent permitted by Federal Aviation Administration Regulation, FAR 43.3 Appendix A, paragraph (c) titled Preventive Maintenance (see reverse Side-Exhibit "A"), and any subsequent amendments.
- c. Lessee agrees that use of the Premises shall be in accordance with federal, state and local laws and regulations, including, but not limited to, those pertaining to fire and safety, as well as the Regulations of the Lessor.
- d. Lessee's exclusive use is restricted to the Premises designated herein and does not apply to any ramp, apron or taxiway within the T-Hangar area. All such ramp, aprons, or taxiways within the T-Hangar area are common use areas, available to all other users and tenants on the Airport. Lessee agrees that Lessee's aircraft shall not be parked or positioned in such common use areas so as to block, limit or restrict the use of the ramps, aprons or taxiways by other Airport tenants or users.
- e. Lessee may place within the Premises a small desk, a workbench, a tool cabinet and necessary small hand tools required for work permitted under subparagraph 4b.
- f. Lessee may store parts and accessories for the aircraft registered for the Premises within the Premises; provided, however, storage of any parts, accessories, hulls, or incomplete aircraft, which are not manufactured for use on, or cannot be readily adapted for use on, an aircraft registered for the Premises shall be prohibited.
- g. Lessee may park an operable automobile within the T-Hangar, but only an automobile registered to the lessee and subject to any parking rules and regulations issued by the Lessor. The Lessor shall have the right to remove any automobile, at the Lessee's expense, that is parked in an unauthorized area.
- h. Lessee may store not more than Five (5) gallons of flammable fluids, or reasonable amounts of aircraft lubricants, within the premises, provided that any such storage shall be limited to MFPA approved containers, or unopened original cans.
- i. Lessee has the right to store non-aviation related items owned by the lessee within the premises as long as the lessee also stores an airworthy aircraft registered to the lessee.
- j. Lessee will not be permitted to perform repair service on automobile or automotive equipment of any kind, other than an authorized motorized towing vehicle from or at the Premises.
- k. Lessee shall not perform painting, or "doping", operations of any kind within the Premises, the use of non-electric, non-combustible, air pressure tanks used to inflate aircraft landing gear tires will be permitted.
- l. Lessee shall be responsible to remove all trash from the Premises and deposit it in the containers as designated by Lessor.
- m. The doors on the Premises shall be kept closed at all times except for ingress and egress of the aircraft and when the Lessee is present on the Premises.
- n. Subject to Lessor approval prior to installation and initial use, Lessee shall be permitted to install and use approved space heaters and engine heater which have a combined maximum load of 9.8 amps or less. Space heaters shall not be used on a continual basis while the aircraft is not in the Premises or while the Lessee is not actually working on the Premises. It shall be the responsibility of the Lessee to request and obtain approval of the installation and use of permitted devices and failure to do so may result in the termination of this Agreement or other action deemed appropriate by the Lessor. In addition to any other remedy or action available to the Lessor, the Lessor shall have, and the Lessee hereby agrees that Lessor shall have, the right to enter onto the Premises and remove there from any and all devices which the Lessor has not specifically approved for installation and use in the Premises. Lessor shall not be held liable for any such loss or damage suffered by the Lessee as a result of such action by the Lessor unless such loss of damage results from negligence by the Lessor, its officers, agents or employees.
- o. Washing aircraft, however performed, will not be permitted in the Premises.

- p. Installation of furniture or appliances, other than those specifically permitted under other provisions of this Agreement shall be prohibited. This prohibition shall include, but not be limited to, sleeping couches, cots, beds, hot plates, stoves and other cooking devices.
- q. Lessee shall dispose of all waste oil in Lessor's approved containers designated for such purposes. Disposal of oil in drains, on the ground, or in any unapproved containers shall result in immediate termination of this Agreement by the Lessor.
- r. Lessee shall obey & comply with Lessor Minimum Standards and any modifications made to them.

5. **SUBLEASE/ASSIGNMENT.** The Premises shall not be sublet, assigned, transferred or set over by the act of the Lessee, by process or operation of law or in any other manner whatsoever without the prior written consent of the Lessor. The parking of aircraft not owned or leased by the Lessee in the Premises shall constitute a sublease.

6. **SIGNS.** No signs, emblems, or advertising shall be placed or erected on or in the Premises herein demised, nor shall the Lessee make any alterations, changes or additions to the Premises without Lessor's approval.

7. **DISCLAIMER OF LIABILITY.** Lessor hereby disclaims, and Lessee hereby releases Lessor from any and all liability, whether in contract or tort (including strict liability and negligence), for any loss, damage or injury of any nature whatsoever sustained by Lessor, its employees, agents or invitees during the term of this Agreement, including but not limited to loss, damage or injury to the aircraft or other property of Lessee that may be located or stored in the Hangar, unless such loss, damage or injury is caused by Lessor's gross negligence. The parties hereby agree that under no circumstances shall Lessor be liable for indirect, consequential, special or exemplary damages, whether in contract or tort (including strict liability and negligence), such as, but not limited to, loss or revenue or anticipated profits or other damage related to the leasing the Hangar under this Agreement.

8. **NOTICES.** Notices to the Lessor provided for herein shall be in writing and shall be sufficient if sent by registered mail, postage prepaid, or hand delivered, addressed to Elkhart Municipal Airport, 1211 CR 6 W, Elkhart, Indiana 46514, and notices to the Lessee shall be in writing and shall be sufficient if sent registered mail, postage prepaid, or hand delivered, to the address listed below or to such other respective addresses as the parties may designate to each other in writing from time to time.

9. **INDEMNIFICATION.** The Lessee agrees to indemnify and save the Lessor, its officers, agents and employees harmless from any liability, including, but not limited to, claims, judgments, fines, costs and attorney's fees, to persons or property resulting from or arising out of or in any way connected with the Lessee's use or occupancy of the Premises and/or breach of this Agreement. The Lessor shall not be liable for its failure to perform this Agreement or for any loss, injury, damage or delay of any nature whatsoever resulting therefrom caused by any act of God, fire, flood, accident, strike, labor dispute, riot, insurrection, war or any other cause beyond the Lessor's control.

10. **DEFAULT.** Upon Lessee's failure to pay any installment of rent when due, or in the event of Lessee's neglect or failure to comply with the provisions of this Agreement, the Lessor shall, at its option, have the right to terminate this Agreement and to remove the aircraft and any other property of Lessee from the premises, without being guilty of trespass, breach of peace or forcible entry and detainer, and Lessee expressly waives the service of any notice. Exercise by the Lessor or either or both of the rights specified above shall not prejudice the Lessor's right to pursue any other remedy available to the Lessor in law or equity.

11. **INSPECTIONS.** The Lessee agrees that Lessor shall have the right to enter the Premises at any time for the purpose of making inspections thereof and to take such action and to make such repairs or alterations as are, in the sole opinion of the Lessor, desirable or necessary, and to take such materials into or out of the premises for the safe and economical accomplishment of said purposes without in any way being deemed guilty of an actual or constructive eviction of the Lessee. Lessor, or designated representative, shall annually in May conduct inspections to determine compliance with paragraph 4. Lessee shall provide a means of access whether key or code within 10 days of tenancy.

12. **GOVERNING LAW.** This Agreement shall be construed in accordance with the laws of the State of Indiana.

13. **RELATIONSHIP OF PARTIES.** The relationship between the Lessor and Lessee shall always and only be that of Lessor and Lessee. Lessee shall never at any time during the term of this Agreement become the agent of the Lessor, and the Lessor shall not be responsible for the acts or omissions of Lessee or its agents.

14. **REMEDIES CUMULATIVE.** The rights and remedies with respect to any of the terms and conditions of this Agreement shall be cumulative and not exclusive, and shall be in addition to all other rights and remedies.

EXHIBIT A

FEDERAL AVIATION ADMINISTRATION REGULATIONS FAR Part 43.3 Appendix A, Paragraph (c)

(c) **Preventive maintenance.** Preventive maintenance is limited to the following work, provided it does not involve complex assembly operations.

- 1) Removal, installation, and repair of landing gear tires.
- 2) Replacing elastic shock absorber cords on landing gear.
- 3) Servicing landing gear shock struts by adding oil, air, or both.
- 4) Servicing landing gear wheel bearings, such as cleaning and greasing.
- 5) Replacing defective safety wiring or cotter keys.
- 6) Lubrication not requiring disassembly other than removal of nonstructural items such as covers plates, cowlings, and fairings.
- 7) Making simple fabric patches not requiring rib stitching or the removal of structural parts or control surfaces. In the case of balloons, the making of small fabric repairs to envelopes (as defined in, and in accordance with, the balloon manufacturers' instructions) not requiring load tape repair or replacement.
- 8) Replenishing hydraulic fluid in the hydraulic reservoir.
- 9) Refinishing decorative coating of fuselage, balloon baskets, wings, tail group surfaces (excluding balanced control surfaces), fairings, cowlings, landing gear, cabin, or cockpit interior when removal or disassembly of any primary structure or operating system is not required.
- 10) Applying preservative or protective material to components where no disassembly of any primary structure or operating system is involved and where such coating is not prohibited or is not contrary to good practices.

- 11) Repairing upholstery and decorative furnishings of the cabin, cockpit, or balloon interior when the repairing does not require disassembly of any primary structure or operating system or affect primary structure or operating system or affect primary structure of the aircraft.
- 12) Making small simple repairs to fairings, nonstructural cover plates, cowlings, and small patches and reinforcements not changing the contour so as to interfere with proper airflow.
- 13) Replacing side windows where that work does not interfere with the structure or any operating system such as controls, electrical equipment, etc.
- 14) Replacing safety belts.
- 15) Replacing seats or seat parts with replacement parts approved for the aircraft, not involving disassembly of any primary structure or operating system.
- 16) Trouble shooting and repairing broken circuits in landing light wiring circuits.
- 17) Replacing bulbs, reflectors, and lenses of position and landing lights.
- 18) Replacing wheels and skis where no weight and balance computation is involved.
- 19) Replacing any cowling not requiring removal of the propeller or disconnection of flight controls.
- 20) Replacing or cleaning spark plugs and setting of spark plug gap clearance.
- 21) Replacing any hose connection except hydraulic connections.
- 22) Replacing prefabricated fuel lines.
- 23) Cleaning or replacing fuel and oil strainers or filter elements.
- 24) Replacing and servicing batteries.
- 25) Removing and installing glider wings and tail surfaces that are specifically designed for quick removal and installation and when such removal and installation can be accomplished by the pilot.
- 26) Cleaning of balloon burner pilot and main nozzles in accordance with the balloon manufacturer's instructions.
- 27) Replacement or adjustment of nonstructural standard fasteners incidental to operations.
- 28) Removing and installing balloon baskets and burners that are specifically designed for quick removal and installation and when such removal and installation can be accomplished by the pilot, provided that baskets are not interchanged except as provided in the type certificate data sheet for that balloon.
- 29) The installation of anti-misfueling devices to reduce the diameter of fuel tank filler openings provided the specific device has been made a part of the aircraft type certificate data by the aircraft manufacturer, the aircraft manufacturer has provided FAA-approved instructions for installation of the specific device, and installation does not involve the disassembly of the existing tank filler opening.
- 30) Removing, checking, and replacing magnetic chip detectors.

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be executed as of the date first above written.

Billing Address: *Scott Baker*
3950 E. Jackson Blvd
Elkhart, IN 46516

LESSEE SIGNATURE: 

Phone #: 219-290-4977

Email: sbaker5108@gmail.com

LESSOR
Airport Manager

By: *Andy Jones*

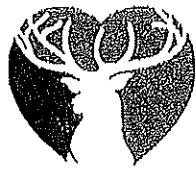
Printed Name: Andy Jones *Andy Jones*

Board of Aviation Commissioners (BOAC)

Doug Thorne, BOAC President

Doug Thorne

COMBO CODE: 5456



City of Elkhart, Indiana
the city with a heart

MEMORANDUM

DATE: 10/29/25
TO: The Board of Aviation Commissioners
FROM: Andy Jones, Airport Director
RE: Griffen Plumbing & Heating HVAC agreement & ratification of Board President Signature

Please approve the attached agreement, which outlines the agreement between EKM and Griffen Plumbing & Heating for annual maintenance service for: Coachman maintenance building, the Administration Building, the Control Tower & the Southside Maintenance Building. This will be for all maintenance service for the fall of 2025 and spring of 2026 for total cost of \$4,397.00. I ask the BOAC to approve this agreement & ratify the board president's signature on this agreement on behalf of the City.

Thank you,

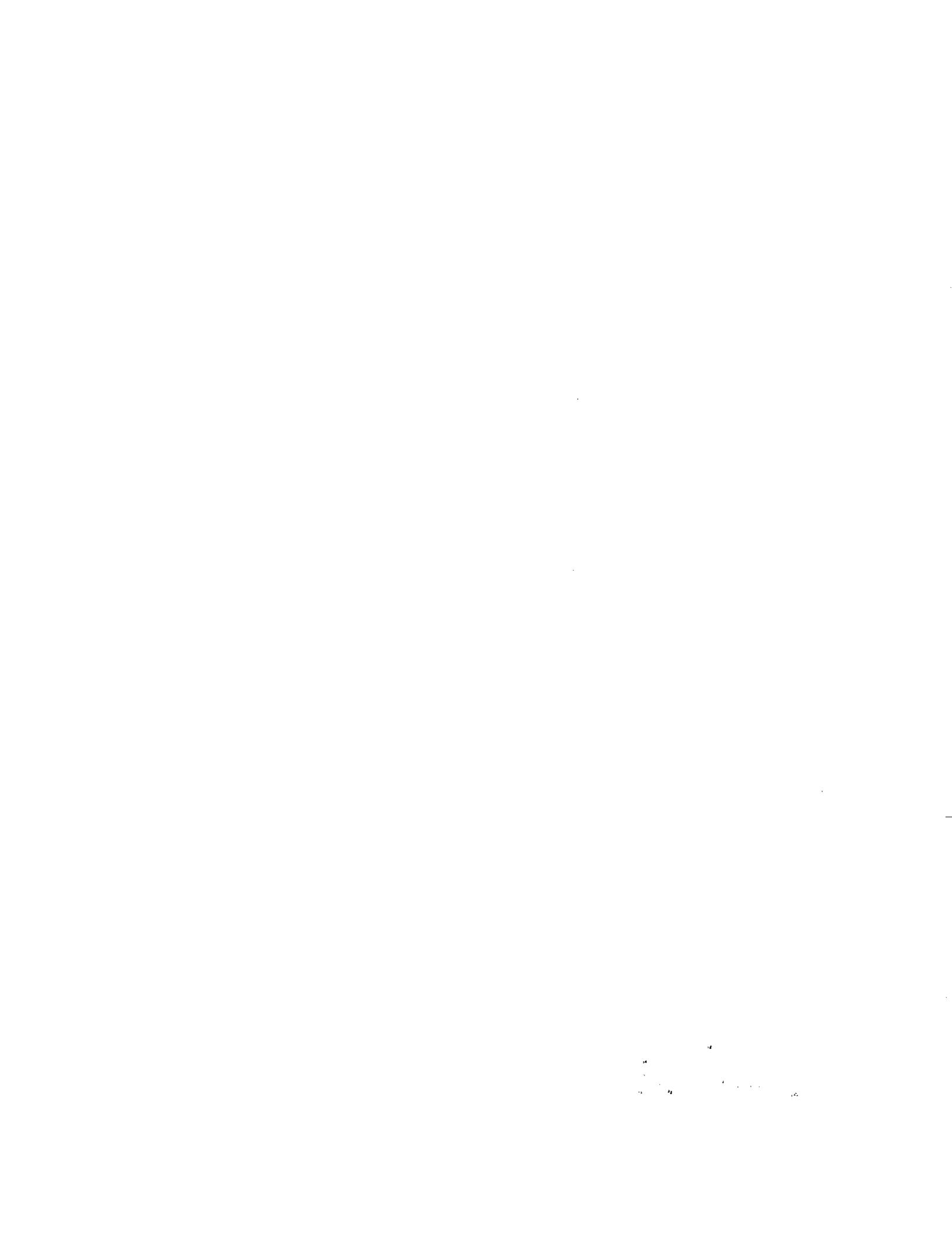
Andy Jones
Airport Director

Approved as to form and legality

Please approve the attached agreement with Griffen Plumbing & Heating for the annual HVAC maintenance plan and ratify the board president's signature on this agreement on behalf of the City.

Date 10.29.25

Approved by City of Elkhart
Board of Aviation Commissioners





Griffen Plumbing & Heating, LLC

Elkhart Municipal Airport
1211 Co Rd 6
Elkhart, IN 46514

Q25582

Preventive Maintenance Plan

Elkhart Airport

I. Equipment Covered

Coachmen Maintenance Building

- 1 Thermocycler
- 1 Split System

Administration Building

- 2 Split Systems
- 2 Humidifiers (HCWB3-17, S1BP5000MT)

Control Tower

- 1 RTU

Southside Maintenance Building

- 1 Boiler with 16 Register/Unit Heaters

II. Service Frequency

- Thermocycler – Annually **(plus diagnostic/repair)**
- Split Systems – Bi-Annually
- Humidifiers – Annually **(with correct pads provided by us at service)**
- RTU – Bi-Annually
- Boiler & 16 Register/Unit Heaters – Annually



III. Scope of Work

(Coachmen Maintenance Building)

1 Thermocycler

- Perform full diagnostic and repair as needed
- Inspect and test all operating components
- Clean and calibrate unit
- Verify efficiency and safe operation
- Document findings and recommendations
- Quote the repair asap

1 Split System

- Inspect condenser and evaporator coils; clean as needed
- Check refrigerant levels and pressures
- Replace 20x25x1 filters (Administration Building)
- Inspect blower motors, belts, and electrical connections
- Test thermostat calibration
- Check condensate drain and pump
- Verify heating/cooling modes and overall performance



(Administration Building)

2 Split System

- Inspect condenser and evaporator coils; clean as needed
- Check refrigerant levels and pressures
- Replace 20x25x1 filters (Administration Building)
- Inspect blower motors, belts, and electrical connections
- Test thermostat calibration
- Check condensate drain and pump
- Verify heating/cooling modes and overall performance

2 Humidifiers

- Replace humidifier pads (HCWB3-17, S1BP5000MT models)
- Inspect water distribution system
- Clean housing and verify electrical connections
- Test control settings and operation

(Control Tower)

1 RTU

- Inspect filters; replace as needed
- Clean condenser and evaporator coils
- Test blower motors, belts, and bearings
- Inspect refrigerant levels and pressures
- Verify heating/cooling operation
- Inspect electrical connections and safety controls



(Southside Maintenance Building)

1 Boiler with 16 Register/Unit Heaters

- Inspect boiler heat exchanger and combustion system
- Check gas piping and venting
- Test safety controls and operating controls
- Flush and inspect water side as required
- Inspect and test all 16 register/unit heaters for proper operation
- Lubricate motors and moving parts where applicable

IV. Notes & Recommendations

- Provide replacement humidifier pads during PM for both humidifiers
- Keep all mechanical areas free of debris and obstructions for safe access.
- Document any repair needs discovered during preventive maintenance and provide estimates for corrective action.
- Recommend maintaining a spare inventory of standard filters as they aren't a part of this quote
- Thermocycler will start with a diagnostic and repair to get heating going while the maintenance is done
- **Compatible Replacement Pad:** Luxaire S1-HUPAD10. Dimensions: 9.5 inches (W) x 9.75 inches (H) x 1.5 inches (D).
- **Compatible Replacement Pad:** Lennox X2661, also known as the Healthy Climate #35 Water Panel. Dimensions: 10 inches (W) x 13 inches (H) x 1.75 inches (D).
- **Airport to provide lift;** reasonable notice needed before heating PM for lift to be in place by airport at the southside maintenance building for high reach units

Total Price for fall of 2025 through spring of 2026 is 4,397.00



STANDARD EXCLUSIONS & CLARIFICATIONS

1. All work to be completed during normal working hours 7:00 a.m. – 3:30 p.m. Monday through Friday, excluding holidays, unless otherwise indicated.
2. Adequate access and entry into site and work area(s) is required.
3. Any work found necessary other than what is outlined and approved within this proposal will be completed on a time and material or quoted basis and invoiced accordingly.
4. Permits, permit drawings, PSM or engineered drawings and engineering fees are not included unless otherwise indicated.
5. Structural engineering is not included.
6. Refrigerant is not included.
7. Asbestos abatement or testing of any kind is not included.
8. Painting, patching or drywall repair is not included.
9. Any valves which do not hold will be at an additional cost to the repair or project quote.
10. Insulation or fire stopping repair or replacement is not included unless otherwise indicated.
11. Customer will be responsible for removal of oil from site unless agreed upon otherwise.
12. Griffen Plumbing & Heating LLC reserves the right to invoice for materials ordered but not installed due to installation or repair delays which are a result of customer scheduling, access to equipment, and delays created by other trades not under contract with Griffen Plumbing & Heating LLC or overall project delays which fall outside of our immediate control.
13. Warranty Terms:
 - a. The standard warranty for service repairs is one (1) year from date of completion if the repaired systems/equipment is maintained on a regular PM schedule by Griffen Plumbing & Heating, LLC certified technicians.
 - b. Equipment which is not maintained by Griffen Plumbing & Heating, LLC by others is subject to a 90-day warranty, material and workmanship.
 - c. Warranty exclusions other than those noted above or extended warranties where applicable will be noted within proposal if repair or replacement of proposed equipment warranty would deviate from standard options.
 - d. Seal repair or replacement carry a standard manufacturer 90-day warranty.
 - e. Equipment or materials supplied by customers and installed by Griffen Plumbing & Heating LLC maintain a workmanship warranty.
14. All applicable sales taxes have been included unless otherwise indicated.
15. This proposal shall remain valid for 30 days.
16. Payment terms are net 30 days.
17. Transactions/Invoices paid by Credit Card will incur a 3% processing fee per transaction unless otherwise agreed prior to purchase.

Thank you for the opportunity to present our proposal. If you have any questions, please feel free to reach out for clarification.

Sincerely

Griffen Plumbing & Heating, LLC

A handwritten signature in black ink, appearing to read "Damien French".

Damien French
(Project Sales Engineer)

AUTHORIZATION TO PROCEED

Authorized Signature

A handwritten signature in black ink, appearing to read "W Douglas Thorne".

Date

10/2/2025

Printed Name & Title

Purchase Order No.



City of Elkhart, Indiana
the city with a heart

MEMORANDUM

DATE: 10/29/25

TO: The Board of Aviation Commissioners

FROM: Andy Jones, Airport Director

RE: Griffen Plumbing & Heating HVAC agreement for replacement of heater at
Coachman Building

Please approve the attached agreement, which outlines the agreement between EKM and Griffen Plumbing & Heating for replacement of the 20-year old heater at the Coachman Building with 4 new heaters and heating equipment, total cost \$29,217.00 I ask the BOAC to approve this agreement & authorize the board president to sign on behalf of the City.

Thank you,

Andy Jones
Andy Jones
Airport Director

Please approve the attached agreement with Griffen Plumbing & Heating for replacement of heater at the Coachman Building for a total cost of \$29,217.00 and authorize the board president to sign this agreement on behalf of the City.

Date 10.29.25

Approved by City of Elkhart
Board of Aviation Commissioners

John C. Schreier
Bruce D. Schreier
M. J.

Approved as to form and legality

KD





Griffen Plumbing & Heating, LLC

Elkhart Municipal Airport
1211 Co Rd 6
Elkhart, IN 46514

Q25608

Elkhart Municipal Airport Maintenance Buildings Heating Quote

I. Equipment Installed

- 7 Unit Heaters

II. Scope of Work

Coachmen Maintenance Building

- Install 4 - 200,000 btu unit heaters- try to reuse existing electric boxes, gas drops, vents
- Ensure proper gas piping, venting, and electrical connections
- Test heating performance and verify thermostat operation
- All equipment will have its own independent thermostat

Total price \$29,217.00

~~Southside Maintenance Building~~

- Install 3 - (2) 200,000 btu (1) 125,000 btu unit heaters-add electric, vent, gas
- Ensure proper gas piping, venting, and electrical connections
- Test heating performance and verify thermostat operation
- All equipment will have its own independent thermostat

~~Total Price \$29,652.00~~



III. Notes & Recommendations

- All heaters will be installed to meet code requirements.
- Future preventive maintenance should be done.
- This quote is only good for 10 days due to equipment pricing and tariffs changing rapidly.
- Electric is included in pricing
- If after 10 days just ask for a revised quote



STANDARD EXCLUSIONS & CLARIFICATIONS

1. All work to be completed during normal working hours 7:00 a.m. – 3:30 p.m. Monday through Friday, excluding holidays, unless otherwise indicated.
2. Adequate access and entry into site and work area(s) is required.
3. Any work found necessary other than what is outlined and approved within this proposal will be completed on a time and material or quoted basis and invoiced accordingly.
4. Permits, permit drawings, PSM or engineered drawings and engineering fees are not included unless otherwise indicated.
5. Structural engineering is not included.
6. Refrigerant is not included.
7. Asbestos abatement or testing of any kind is not included.
8. Painting, patching or drywall repair is not included.
9. Any valves which do not hold will be at an additional cost to the repair or project quote.
10. Insulation or fire stopping repair or replacement is not included unless otherwise indicated.
11. Customer will be responsible for removal of oil from site unless agreed upon otherwise.
12. Griffen Plumbing & Heating LLC reserves the right to invoice for materials ordered but not installed due to installation or repair delays which are a result of customer scheduling, access to equipment, and delays created by other trades not under contract with Griffen Plumbing & Heating LLC or overall project delays which fall outside of our immediate control.
13. Warranty Terms:
 - a. The standard warranty for service repairs is one (1) year from date of completion if the repaired systems/equipment is maintained on a regular PM schedule by Griffen Plumbing & Heating, LLC certified technicians.
 - b. Equipment which is not maintained by Griffen Plumbing & Heating, LLC by others is subject to a 90-day warranty, material and workmanship.
 - c. Warranty exclusions other than those noted above or extended warranties where applicable will be noted within proposal if repair or replacement of proposed equipment warranty would deviate from standard options.
 - d. Seal repair or replacement carry a standard manufacturer 90-day warranty.
 - e. Equipment or materials supplied by customers and installed by Griffen Plumbing & Heating LLC maintain a workmanship warranty.
14. All applicable sales taxes have been included unless otherwise indicated.
15. This proposal shall remain valid for 10 days.
16. Payment terms are net 30 days.
17. Transactions/Invoices paid by Credit Card will incur a 3% processing fee per transaction unless otherwise agreed prior to purchase.

Thank you for the opportunity to present our proposal. If you have any questions, please feel free to reach out for clarification.

Sincerely
Griffen Plumbing & Heating, LLC

Damien French
(Project Sales Engineer)

AUTHORIZATION TO PROCEED

Authorized Signature

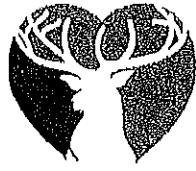
10.24.25

Date

Doug Thorne, Board of Aviation Commissioners President

Printed Name & Title

Purchase Order No.



City of Elkhart, Indiana
the city with a heart

MEMORANDUM

DATE: 10/29/25
TO: The Board of Aviation Commissioners
FROM: Andy Jones, Airport Director
RE: Widening of Public Ramp

The Airport Director requests approval to widen the public ramp between Lot 29 and Lot 30.

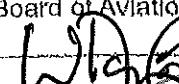
Thank you,

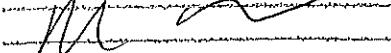

Andy Jones
Airport Director

The Airport Director requests approval to widen the public ramp between Lot 29 and Lot 30.

Date 10.29.25

Approved by City of Elkhart
Board of Aviation Commissioners





Approved as to form and legality





City of Elkhart, Indiana
the city with a heart

MEMORANDUM

DATE: 10/29/25

TO: The Board of Aviation Commissioners

FROM: Andy Jones, Airport Director

RE: Request approval & ratification of Board President signature on Michiana Contracting, Inc Quotes for repairs to the Air Traffic Control Tower due to lightning strikes on July 26, 2025

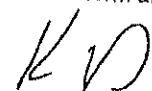
Please approve & ratify the board president's signature on the 3 quotes from Michiana Contracting, Inc. These quotes are for replacement of the airfield lighting vault, taxiway fixtures & fire alarm panel that were destroyed during the lightning strikes at the Air Traffic Control Tower on July 26, 2025.

Please approve quotes & ratify the board president's signature on these quotes from Michiana Contracting, Inc for repairs at the ATCT at the Elkhart Municipal Airport due to extensive damages from lightning strikes that occurred on July 26, 2025.

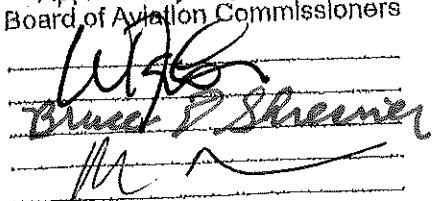
Thank you,


Andy Jones
Airport Director

Approved as to form and legality



Date 10-29-25
Approved by City of Elkhart
Board of Aviation Commissioners


Bruce D. Shreiner



Taxi Way Fixtures

Page 1 of 1

QUOTATION		DATE:
MICHIANA CONTRACTING, INC.		August 28, 2025
7843 Lilac Road		QUOTATION NO.:
PO Box 929		8-28-25-001
Plymouth, IN 46563		
Phone : (574) 936-8613		

TO :	Elkhart Municipal Airport 1211 County Rd. 6 W Elkhart, IN 46514 574-264-5217	RE :	Project Description Supply LED TW Lts Project Location Airport
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Attn: Andy Jones
Andy.Jones@coel.org

ITEM NO.	QTY	UNIT	ITEM DESCRIPTION	UNIT COST	TOTAL COST
1	1.000	LSUM	Supply 3 - Taxiway ETES L861T BL Fixtures	\$ 1,470.00	\$ 1,470.00
			Notes: 1. No Tax Included.		\$ 1,470.00

Sign:	<i>WJL</i>	<i>Randy Longanecker</i>
Date:	10.22.25	Randy J. Longanecker AUTHORIZED SIGNATURE Randy J. Longanecker, Vice-President

Vault Avfield
For lighting

Page 1 of 1

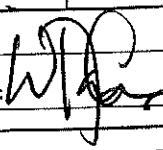
QUOTATION		DATE:
MICHIANA CONTRACTING, INC.		August 26, 2026
7843 Lilac Road PO Box 929 Plymouth, IN 46563 Phone: (574) 936-8613		QUOTATION NO.:
		8-26-26-001

TO : Elkhart Municipal Airport
1211 County Rd. 6 W
Elkhart, IN 46514
674-264-5217

RE : Project Description
Replace L-821
Project Location
Vault

Attn: Andy Jones
Andy.Jones@coel.org

ITEM NO.	QTY	UNIT	ITEM DESCRIPTION	UNIT COST	TOTAL COST
1	1,000	LSUM	Troubleshoot and Replace L-821 lighting control panels from lightning strike to tower	\$ 25,177.86	\$ 25,177.86
			Notes: 1. New Controller Approx 30 days 2. No Tax Included.		\$ 25,177.86

Sign:  Date: 10.22.25	Randy J. Longanecker AUTHORIZED SIGNATURE: Randy J. Longanecker, Vice-President
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Fire alarm

Page 1 of 1

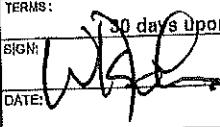
QUOTATION		DATE:
MICHIANA CONTRACTING, INC.		August 27, 2025
7843 Lilac Road		QUOTATION NO.:
PO Box 929		8272025-001
Plymouth, IN 46563		
Phone : (574) 936-8613		

TO : Elkhart Airport Tower
ATT: Andy

RE : Elkhart Airport Tower
Fire Alarm

ITEM NO.	QTY	UNIT	ITEM DESCRIPTION	UNIT COST	TOTAL COST
1	1,000	LS	<p>Fire Alarm</p> <p>Michiana Contracting will supply and install a replacement fire alarm system. Devices counts are taken from site visit on 8/27/25. No plans or drawings available at this time. All existing wiring, conduit, and backboxes will be reused.</p> <p>1.000 EA FL-ES50X Fire-Lite Addressable Control Panel</p> <p>2,000 EA IM-1272F1 12v Batteries</p> <p>20.000 EA SD-365 Photo Detectors</p> <p>4,000 EA BG-12LX Pull Stations</p> <p>2,000 EA DNRW Duct Detectors</p> <p>3,000 EA MMF-300 Monitor Modules</p> <p>3,000 EA CRF-300 Relay Modules</p> <p>3,000 EA P2RLED Horn Strobes - Wall</p> <p>1,000 EA PC2RL Horn Strobe - Ceiling</p> <p>1,000 EA SRLED Strobo Only - Wall</p> <p>** ** Quote valid for 30 days from date listed above.</p> <p>** ** All existing wiring will be reused.</p> <p>** ** Excludes patch/paint.</p> <p>** ** Excludes elevator equipment tie in, if available or needed.</p> <p>** ** Excludes any troubleshooting of existing system and its cabling.</p>	11,260.00	11,250.00
				TAX:	NOT Included
				TOTAL:	11,250.00

TERMS: 30 days upon completion.

SIGN: 	Jeff Welker
DATE: 10. 22. 25	AUTHORIZED SIGNATURE: Jeff Welker - Datacom PM



City of Elkhart, Indiana
the city with a heart

MEMORANDUM

DATE: 10/29/25

TO: The Board of Aviation Commissioners

FROM: Andy Jones, Airport Director

RE: **Request approval of Quotes from ERS Wireless for repairs to the Air Traffic Control Tower due to lightning strikes on July 26, 2025, Pending legal oversight & approval**

Please approve quotes from ERS Wireless for replacement of consoles, recorder, radios and antennas that were destroyed during the lightning strikes at the Air Traffic Control Tower on July 26, 2025, pending legal oversight & approval.

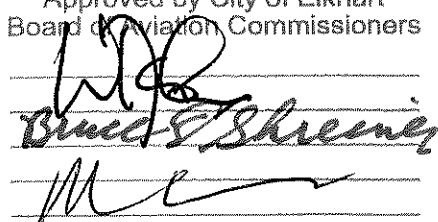
Please approve quotes from ERS Wireless for repairs at the ATCT at the Elkhart Municipal Airport due to extensive damages from lightning strikes that occurred on July 26, 2025, pending legal oversight and approval.

Thank you,


Andy Jones
Airport Director

Date 10.29.25

Approved by City of Elkhart
Board of Aviation Commissioners


Bruce E. Shreener



57678 CR 3
Elkhart, IN 46517

PROPOSAL

www.erswireless.com

Prepared For:

ELKHART MUNICIPAL AIRPORT
ANDY JONES
Purchasing
5742645217
karen.shaw@coel.org

Quotation #:	08282025KLK1
Date:	8/28/2025
Valid Through:	9/27/2025
Prepared By:	Kent Kosek
Phone:	574-377-1120
Email:	kkosek@erswireless.com

Description of Work

Adjusted Quote for 4 VHF antennas to replace Taco dual stack antennas, note pricing increase on coax, connectors and hardware to accomdate the 2 additonal antennas. Technician is reasonably sure we have the 4 spots on the roof to place the antennas so no roof penetration should be needed. If penetration is needed additonal contractor labor will be needed.

EQUIPMENT AND PARTS

Qty	Unit	Description	Price Each	Total
4	Each	VHF/VHF LOW BAND ANTENNA UNITY GAIN	\$1,750.00	\$7,000.00
600	Each	Braided Foam Antenna Cable	\$3.86	\$2,316.00
8	Each	TWS-600 NM Connector	\$32.00	\$256.00
4	Each	Grounding	\$45.00	\$180.00
4	Each	LIGHTNING SURGE SUPPRESSOR	\$110.00	\$440.00
80	Each	1/4" Superflex Coax	\$2.87	\$229.60
4	Each	1/4" TYPE N MALE CONNECTOR FOR FSJ150A CABLE	\$28.17	\$112.68

Subtotal of Equipment \$10,534.28

SERVICES

Qty	Unit	Description	Price Each	Total
2	Each	Zone One Travel	\$87.00	\$174.00
48	Each	System Install	\$160.00	\$7,680.00

Subtotal of ERS Services \$7,854.00

Sub Total of Equipment	\$10,534.28
Tax	Any Applicable Taxes Not Included in Proposal Amnt.
Shipping and Handling	
ERS Services	
Total	\$7,854.00
	\$18,388.28

Please indicate Shipping Preference Below:

Ship Complete	
Ship/Invoice Partial	

By signing below you are accepting the attached ERS Wireless Terms and Conditions.

Authorized to Purchase Customer Signature (Required)

10.29.25

Date

Doug Thorne, Board President

Printed Name and Title

Elkhart Municipal Airport

Company Name



MOTOROLA SOLUTIONS

Quotation #:	08282025KLK1
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ERS Wireless TERMS & CONDITIONS

Terms. Terms of payment are subject at all times to the approval of Emergency Radio Service, LLC dba ERS Wireless hereinafter called ERS Wireless, credit department. Payment options: Cash with Order, Cash on Delivery or Net 30. Forms of payment include: Cash, Check, ACH, MasterCard, Visa or American Express.

Damage or Claim Loss. ERS Wireless responsibility for damage or loss in transit of goods purchased ceases upon delivery of the goods in good condition to the carrier and the buyer assumes all risk of damage and loss in transit. Claims for errors, deficiencies or imperfections shall not be considered unless made within ten (10) days after receipt of the goods against which the claim is made. All claims must be made in writing and must expressly refer to the appropriate bill of lading and factory order numbers. Any goods claimed defective shall be subject to inspection by ERS Wireless. Goods will not be taken back and repaired or replaced except by permission of ERS Wireless. Any claim made by the buyer will not be unreasonably withheld by ERS Wireless.

Cancellations. Orders placed with ERS Wireless may not be cancelled without the express written consent of ERS Wireless after ERS Wireless has purchased good on the buyers behalf. Approved cancellations will be subject to; reimbursement of all ERS Wireless costs and associated with the order, including shipping, and restocking charges.

Product Changes. In the interest of continuous product improvement ERS Wireless or any Manufactures represented by ERS Wireless may fill orders with goods having improvements or changes that are not shown in ERS Wireless' price catalogs or printed matter.

Warranty. New equipment sold by ERS Wireless carries the Warranty of the manufacturer unless otherwise stated in the contract. These products must be properly installed, cared for, and operated under normal conditions, with competent supervision, and in accordance with the manufacturer's installation, operating and maintenance instructions.

ERS Wireless will not be responsible for performance deficiencies of the System caused by ancillary equipment, not furnished by ERS Wireless, attached to or used with the System provided hereunder. Additionally, ERS Wireless will not be responsible for System performance where the functionality is reduced for reasons beyond ERS Wireless' control including but not limited to i) the construction of a building that adversely affects the microwave path reliability or RF coverage; ii) the addition of additional frequencies at System sites that cause RF interference or intermodulation; iii) Customer changes to load usage and/or configuration outside the parameters originally specified; iv) any other act of parties who are beyond ERS Wireless' control, including Customer or its employees, contractors, consultants or agents.

Replacement parts purchased from ERS Wireless are warranted for a period of 90 days from the date of invoice against defects in material and workmanship. Parts furnished by ERS Wireless on a warranty basis are warranted only to the expiration date of the warranty of the product they are a part of.

This warranty supersedes and is in lieu of all other warranties express or implied, and no person, agent, or Representative is authorized to give any additional warranty on behalf of ERS Wireless or assume for ERS Wireless any other liability in connection with any supplied product.

No warranty is given in connection with used products and equipment, or products or equipment altered or rebuilt, without ERS Wireless' or the manufacturer's written approval, unless otherwise specified.

General Indemnity. ERS Wireless agrees to indemnify and hold Customer harmless from all liabilities which may accrue against Customer on account of direct physical damage to tangible property or personal injury to the extent the damage or injury is caused by ERS Wireless' negligence, the actions or negligent inactions of ERS Wireless, or that of its employees, subcontractors, or agents while on the Customer's premises during the delivery, installation, or testing of the Communications System pursuant to this Agreement.

ERS Liability. ERS Wireless will use its best efforts to fill all orders given and accepted but it shall not be responsible or liable for delays or defaults occasioned by strikes, fires, floods, differences with workmen, accidents, the exercise of governmental authority, inability to obtain, or shortage of, materials, fuel, labor, or transportation, for any reason, and all causes unavoidable or beyond ERS Wireless' control.

Assignment. This Agreement may not be assigned by either party without the prior consent of the other party except that ERS Wireless may assign the Agreement to any of its affiliates or its right to receive payment without the prior consent of Customer. No assignment will release the assigning party from its obligations hereunder.

Title. Title of goods shipped by ERS Wireless will remain its property until full payment is received. ERS Wireless reserves the right to repossess all goods and remove provided goods with notice to the buyer of such actions, and that any payments which may have been made on account of same shall be retained by ERS Wireless up to the costs for reimbursement associated with the order, including shipping and restocking fees if applicable.

Waiver. ERS Wireless' failure to object to the provisions contained in the customer's order or any other communications shall not be deemed a waiver of the terms or conditions hereof nor acceptance of such provisions. No representations or guarantees other than those contained herein shall be binding upon ERS Wireless unless in writing and signed by an authorized officer of ERS Wireless.

Taxes. Any taxes that may be imposed upon the sale of the goods covered by this agreement, whether by Federal, State or Local Government, shall be paid by the buyer in addition to the specified purchase price.

Proprietary Rights. All plans, specifications, drawings, and engineering data devised or designed by ERS Wireless shall remain the exclusive property of ERS Wireless and shall not be reproduced or altered excepting upon the written consent of authorized representatives of ERS Wireless.

Governing Law. This agreement shall be construed in accordance with the laws of and shall be deemed to have been executed in Ligonier, Indiana, Noble County.



PROPOSAL

57078 CR 3
Elkhart IN 46517

www.erswireless.com

Prepared For:

ELKHART MUNICIPAL AIRPORT
ANDY JONES
Purchasing
5742645217
karen.shaw@coel.org

Quotation #:	0922025KLK1
Date:	9/12/2025
Valid Through:	10/12/2025
Prepared By:	Kent Koseiske
Phone:	574-377-1120
Email:	kkoseiske@erswireless.com

Description of Work

Install four Jotron TR-7750 VHF/AM Transmitters

EQUIPMENT AND PARTS

Qty	Unit	Description	Price Each	Total
4	Each	TR-7750 VHF/AM TRANSCEIVER	\$17,462.00	\$69,848.00
1	Each	Installation Hardware	\$200.00	\$200.00

Subtotal of Equipment **\$70,048.00**

SERVICES

Qty	Unit	Description	Price Each	Total
4		Programming to Current Frequencies	\$417.00	\$1,668.00
1		Installation of New Equipment and Haul Away of old equipment	\$3,480.00	\$3,480.00

Subtotal of ERS Services **\$5,148.00**

Sub Total of Equipment	\$70,048.00
Tax	Any Applicable Taxes Not Included In Proposal Amt.
Shipping and Handling	\$1,400.93
ERS Services	\$5,148.00
Total	\$76,596.93

Please indicate Shipping Preference Below:

Ship Complete	
Ship/Invoice Partial	

By signing below you are accepting the attached ERS Wireless Terms and Conditions.

W. J. Thorpe
Authorized to Purchase Customer Signature (Required)

10.29.25
Date

Doug Thorpe, BOAC President
Printed Name and Title

Elkhart Municipal Airport
Company Name



ERS Wireless TERMS & CONDITIONS

Terms. Terms of payment are subject at all times to the approval of Emergency Radio Service, LLC dba ERS Wireless hereinafter called ERS Wireless, credit department. Payment options: Cash with Order, Cash on Delivery or Net 30. Forms of payment include: Cash, Check, ACH, MasterCard, Visa or American Express.

Damage or Claim Loss. ERS Wireless responsibility for damage or loss in transit of goods purchased ceases upon delivery of the goods in good condition to the carrier and the buyer assumes all risk of damage and loss in transit. Claims for errors, deficiencies or imperfections shall not be considered unless made within ten (10) days after receipt of the goods against which the claim is made. All claims must be made in writing and must expressly refer to the appropriate bill of lading and factory order numbers. Any goods claimed defective shall be subject to inspection by ERS Wireless. Goods will not be taken back and repaired or replaced except by permission of ERS Wireless. Any claim made by the buyer will not be unreasonably withheld by ERS Wireless.

Cancellations. Orders placed with ERS Wireless may not be cancelled without the express written consent of ERS Wireless after ERS Wireless has purchased good on the buyers behalf. Approved cancellations will be subject to; reimbursement of all ERS Wireless costs and associated with the order, including shipping, and restocking charges.

Product Changes. In the interest of continuous product improvement ERS Wireless or any Manufactures represented by ERS Wireless may fill orders with goods having improvements or changes that are not shown in ERS Wireless' price catalogs or printed matter.

Warranty. New equipment sold by ERS Wireless carries the Warranty of the manufacturer unless otherwise stated in the contract. These products must be properly installed, cared for, and operated under normal conditions, with competent supervision, and in accordance with the manufacturer's installation, operating and maintenance instructions.

ERS Wireless will not be responsible for performance deficiencies of the System caused by ancillary equipment, not furnished by ERS Wireless, attached to or used with the System provided hereunder. Additionally, ERS Wireless will not be responsible for System performance where the functionality is reduced for reasons beyond ERS Wireless' control including but not limited to i) the construction of a building that adversely affects the microwave path reliability or RF coverage; ii) the addition of additional frequencies at System sites that cause RF interference or intermodulation; iii) Customer changes to load usage and/or configuration outside the parameters originally specified; iv) any other act of parties who are beyond ERS Wireless' control, including Customer or its employees, contractors, consultants or agents.

Replacement parts purchased from ERS Wireless are warranted for a period of 90 days from the date of invoice against defects in material and workmanship. Parts furnished by ERS Wireless on a warranty basis are warranted only to the expiration date of the warranty of the product they are a part of.

This warranty supersedes and is in lieu of all other warranties express or implied, and no person, agent, or Representative is authorized to give any additional warranty on behalf of ERS Wireless or assume for ERS Wireless any other liability in connection with any supplied product.

No warranty is given in connection with used products and equipment, or products or equipment altered or rebuilt, without ERS Wireless' or the manufacturer's written approval, unless otherwise specified.

General Indemnity. ERS Wireless agrees to indemnify and hold Customer harmless from all liabilities which may accrue against Customer on account of direct physical damage to tangible property or personal injury to the extent the damage or injury is caused by ERS Wireless' negligence, the actions or negligent inactions of ERS Wireless, or that of its employees, subcontractors, or agents while on the Customer's premises during the delivery, installation, or testing of the Communications System pursuant to this Agreement.

ERS Liability. ERS Wireless will use its best efforts to fill all orders given and accepted but it shall not be responsible or liable for delays or defaults occasioned by strikes, fires, floods, differences with workmen, accidents, the exercise of governmental authority, inability to obtain, or shortage of, materials, fuel, labor, or transportation, for any reason, and all causes unavoidable or beyond ERS Wireless' control.

Assgnability. This Agreement may not be assigned by either party without the prior consent of the other party except that ERS Wireless may assign the Agreement to any of its affiliates or its right to receive payment without the prior consent of Customer. No assignment will release the assigning party from its obligations hereunder.

Title. Title of goods shipped by ERS Wireless will remain its property until full payment is received. ERS Wireless reserves the right to repossess all goods and remove provided goods with notice to the buyer of such actions, and that any payments which may have been made on account of same shall be retained by ERS Wireless up to the costs for reimbursement associated with the order, including shipping and restocking fees if applicable.

Waiver. ERS Wireless' failure to object to the provisions contained in the customer's order or any other communications shall not be deemed a waiver of the terms or conditions hereof nor acceptance of such provisions. No representations or guarantees other than those contained herein shall be binding upon ERS Wireless unless in writing and signed by an authorized officer of ERS Wireless.

Taxes. Any taxes that may be imposed upon the sale of the goods covered by this agreement, whether by Federal, State or Local Government, shall be paid by the buyer in addition to the specified purchase price.

Proprietary Rights. All plans, specifications, drawings, and engineering data devised or designed by ERS Wireless shall remain the exclusive property of ERS Wireless and shall not be reproduced or altered excepting upon the written consent of authorized representatives of ERS Wireless.

Governing Law. This agreement shall be construed in accordance with the laws of and shall be deemed to have been executed in Ligonier, Indiana, Noble County.



57678 CR 3
Elkhart IN 46517

PROPOSAL

www.erswireless.com

Prepared For:

ELKHART MUNICIPAL AIRPORT
ANDY JONES
Purchasing
5742645217
karen.shaw@coel.org

Quotation #:	0922025KLK1
Date:	9/12/2025
Valid Through:	10/12/2025
Prepared By:	Kent Kosalke
Phone:	574-377-1120
Email:	kkosalke@erswireless.com

Description of Work

New Eventide Nextlog Recorder

EQUIPMENT AND PARTS

Qty	Unit	Description	Price Each	Total
1	Each	Nextlog Base System Recorder - Includes: 7" LCD, 2 x 2TB Hard Drives Standard Archive	\$12,485.00	\$12,485.00
1	Each	8 Channel IP Recording, Metadata Integration, 8 Pack Media Works Export Live, Secure Incident PB	\$12,530.00	\$12,530.00
1		Rack Mount Slide	\$360.00	\$360.00

Subtotal of Equipment

\$25,375.00



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Purchasing
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Prepared By:	Kent Kosalke
Phone:	574-377-1120
Email:	kkosalke@erswireless.com

SERVICES

Qty	Unit	Description	Price Each	Total
1	Each	5-Year Standard Service Support - Eventide and ERS Wireless Software Updates (4 Year - Year 1 Included) Extended Warranty (4 Year - Year 1 Included) ERS-Wireless Onsite Labor	\$24,125.44	\$24,125.44
1	Each	Installation of Hardware, Technical Installation, Engineering and Data Svc	\$1,990.00	\$1,990.00

Subtotal of ERS Services

\$26,115.44

Sub Total of Equipment	\$25,375.00
Tax	Any Applicable Taxes Not Included in Proposal Amt.
Shipping and Handling	\$1,400.93
ERS Services	\$26,115.44
ERS Essential On-Site Services	
Total	\$52,891.37

Please indicate Shipping Preference Below:

Ship Complete	
Ship/Invoice Partial	

By signing below you are accepting the attached ERS Wireless Terms and Conditions.

10.29.25

Authorized to Purchase Customer Signature (Required)

Date

Doug Thorne, BOAC President

Printed Name and Title

Elkhart Municipal Airport

Company Name



MOTOROLA SOLUTIONS
PLATINUM CHANNEL PARTNER



MOTOROLA SOLUTIONS

ERS Essential Support Services

Accept ERS Wireless's Essential On-Site Support Service Plan by Initialing to the right as well as the package as quoted - Dollar Amount must be indicated for Acceptance to Apply

Please Initial for Acceptance

Quotation #:

0922025KLK1

ERS Essential On-Site Support Services for Proposed Project:

Total of all Services being Proposed

Video, Security and Analytics Support Service Packages

Tier 1: Remote Work Ticket, Configuration Assistance, On-Site Support and Preventative Maintenance

Proposed Package Price

Number of Years Included:

Tier 1 - Support Includes:

- 1 Remotely troubleshoot and repair system, including cameras, card readers, door controllers, subpanels, servers, door hardware and other components installed by ERS Wireless as a part of the Avigilon Systems.
- 2 Remotely troubleshooting and repair any basic system configurations, including integrations (Active Directory Synchronization to ACC and ACM, Avigilon Cloud Services), system notifications, rules, alerts, macros, analytics.
- 3 Assist with features/functionality set-up questions. This will include assistance with alerts and schedule questions.
- 4 Should any repair require escalation to Avigilon Technical Support, ERS Wireless will coordinate on behalf of the customer; customer not required to contact Avigilon directly.
- 5 Maintain and support a customer portal in which the status of all service tickets can be monitored by the end user.
- 6 ERS Wireless will remotely support the Avigilon ACC and ACM. ERS will provide under this agreement IP controlled power conditioners and connect the associated cameras and panels to the Avigilon Network to allow for power cycling remotely as needed to reset equipment.
- 7 On-site labor should a repair require a technician be physically dispatched. ERS will communicate with the customer the need to dispatch a technician. On-site labor for troubleshooting and repair of system including cameras, card readers, door controllers, subpanels, servers, door hardware and other components installed by ERS Wireless as a part of the Avigilon Systems.
- 8 Hot-swappable basic devices to minimize customer downtime. Basic devices include a standard Avigilon camera, door card reader, subpanel. Basic devices are not guaranteed to match the equipment being replaced and is only a loaner device.
- 9 Generate and track all equipment that needs to be sent to Avigilon for repair. Under warranty and out of warranty RMA's submissions and tracking will be handled through ERS.
- 10 One Preventative Maintenance check per year includes cleaning of camera lenses, camera realignment, Avigilon camera firmware updates, verifying functionality of all cameras and door readers and back-up of server configuration.
- 11 Notify customer of any outages not covered under the Remote Work Ticket or On-Site Service Support Package.
- 12 Provide services Monday through Friday 8a.m. to 5p.m., excluding holidays.

Tier 1 - Support does not Include:

- 1 Any required parts, pieces, and/or materials to effectuate a repair, whether repair is via remote or on-site.
- 2 Any troubleshooting of third-party system(s) connected to Avigilon, unless it is specifically identified and accepted by ERS Wireless as a part of this agreement. ERS Wireless will troubleshoot Avigilon Integration configuration and coordinate with Avigilon Technical Support when required.
- 3 Back-up of customer historical data from the Avigilon Server or a Virtual Server. ERS Wireless cannot be held responsible for loss of video, data, etc. Back-up of video data is the customers responsibility.
- 4 Virtual Server: Service calls or troubleshooting of a Virtual Server other than in assisting with the Avigilon Software. ERS Wireless is not responsible for any customer provided virtual server hardware or Microsoft Updates.
- 5 Active Directory: Customer will be responsible for all aspects of their Active Directory other than the synchronization to the Avigilon Software.
- 6 Network Connectivity: Customer must provide connectivity to their server to allow ERS Wireless credentialed access to their system.
- 7 Non-Avigilon Camera Firmware: For cameras not sold by ERS Wireless or non-Avigilon cameras, firmware updates will not be performed under this agreement. If server software updates occur and requires non-Avigilon cameras to have firmware updates, ERS Wireless can assist with such updates on a T&M basis.
- 8 Door hardware and locksmithing services: This agreement does not include door hardware parts or locksmithing services if they are required to facilitate a repair.
- 9 Electrical work: ERS Wireless does not provide electrical work under this agreement. The customer will be notified of electrical work if required to facilitate a repair. The customer can provide the necessary services or ERS Wireless can subcontract these services.

Tier 2: Remote System Administration

Proposed Package Price

Number of Years Included:

Tier 2 - Support Includes:

- 1 Manage the short term and long-term operational performance of Avigilon Server Software and its supporting devices (cameras, storage, card readers, etc.). System Monitoring: Monday through Friday 8a.m. to 5 p.m., excluding holidays.
- 2 Proactive troubleshooting of all system failures as they are identified.
- 3 Maintain and update the system configuration as necessary and as directed by the Customer, including users, security groups, access levels, roles, analytic events, rules, triggers, macros, etc. that are not a part of the Active Directory. Assistance in adjusting door schedules, setting alarms and alerts.
- 4 Server Software Updates: ACC and ACM Software updates will be performed quarterly on each server. In the case of an Avigilon Server, ERS Wireless will perform Microsoft updates prior to the ACC and ACM updates.
- 5 Maintain necessary certifications, across the systems capabilities to optimize overall system performance and functionality.
- 6 Back-up of the Server Configuration will be done prior to each quarterly software update and deposited into a Central Database.
- 7 Camera Firmware Updates: Firmware updates will be performed on all Avigilon cameras associated to the Avigilon Server.
- 8 Development of workflows within Orchestrate to accomplish customer notifications, alerts, alarms, etc., within the integrated systems
- 9 Back-up of the Orchestrate system configuration quarterly and save to a central database
- 10 Update the Orchestrate Software quarterly, if applicable.
- 11 Work with Motorola technical support on your behalf, if required for set up or technical issues.

Tier 2 - Support does not Include:

- 1 Third-party integrations: ERS will review any new integration requests and provide a quote for those integration projects, including potential licensing costs.
- 2 Any database script updates or SQL queries to pull/update data
- 3 Administering any customer provided equipment (network switches, routers, gateways, PCs, tablets).

4 Back-up of customer historical data from the Avigilon Server or a Virtual Server. ERS Wireless cannot be held responsible for loss of video, data, etc. Back-up of video data is the customers responsibility.

5 Virtual Server: Service calls or troubleshooting of a Virtual Server other than to assist with the Avigilon Software, ERS Wireless is not responsible for any customer provided virtual server hardware or Microsoft Updates. Microsoft Updates on any Virtual Server for ACC or ACM will be completed by the customer. These updates must occur prior to each of the quarterly ACC and ACM Software updates being performed by ERS. ERS will provide the minimum requirements for Microsoft update version to allow the Avigilon Software updates to be completed.

6 Active Directory: Customer will be responsible for all aspects of their Active Directory other than the synchronization to the Avigilon Software.

7 Network connectivity: Customer must provide connectivity to their server to allow ERS Wireless credentialed access to their system server.

8 Microsoft Releases for bug fixes will not be installed by ERS unless it is a part of the quarterly software update.

9 Avigilon Software updates outside of the quarterly update provided within this agreement, regardless of reason, (i.e., feature set release, bug fix, etc.) will be a billable service to the customer at a rate of \$600 per server.

10 Non-Avigilon Camera Firmware: For cameras not sold by ERS or non-Avigilon cameras, firmware updates will not be performed under this agreement. If server software updates occur and requires non-Avigilon cameras to have firmware updates, ERS Wireless can assist with such updates on a T&M basis.

11 Integration of new system hardware into Orchestrate – This is considered a project and will be quoted upon request.

12 Reprogramming of radio system to accommodate alerts generated from Orchestrate

Communications Support Service Packages

Tier 1: Essential On-Site Services

Proposed Package Price

Number of Years Included:

Tier 1 - Support Includes:

- 1 Labor to service equipment under the manufacture warranty period.
- 2 Travel to the customer site for service calls
- 3 Service Monday through Friday 8 a.m. to 5 p.m., excluding holidays
- 4 Handling of all warranty repairs with Motorola and/or other vendors on your behalf
- 5 *Required software updates on Motorola Infrastructure and Subscribers.

6 Return Shipping

*MotoTRBO Technical Support Policy: Technical support will be limited to MotoTRBO Infrastructure and devices with MotoTRBO Infrastructure and Devices.

*MotoTRBO Technical Support Policy: Technical support will be limited to MotoTRBO Infrastructure and devices with software levels within the supported window, which is currently defined as to 2 years after the general availability of a MotoTRBO Software release.

*MotoTRBO Hardware Repair Policy: If the equipment sent to Motorola Solutions for repair has firmware that is within the two-year support window, it will be repaired and delivered back with the same firmware, otherwise it will be updated with the latest firmware and subject to applicable license fees.

Tier 1 - Support does not include:

- 1 After hours service calls.
- 2 Parts for repairs that are outside of manufacture warranty.
- 3 Acts of God such as lighting damage, water damage, wind damage, or other similar occurrences.
- 4 ERS labor for anything outside of Manufacture Warranty.

Declining of Service Support Packages

Declining of Services

I understand that if I choose to decline the ERS Essential On-Site Support as quoted, I will be charged for all service work, including that which equipment is under manufacture warranty. All services will be charged at the below ERS Wireless Standard rates:

ERS Wireless Standard Service Rates/Details:

- Tier 1: Engineering, Design and Networking Services: \$260.00 per hour
- Tier 2: Technician Services and Project Management Work: \$195.00 per hour
- Tier 3: System Installation Services: \$160.00 per hour
- Tier 4: Vehicle Installation Services: \$160.00 per hour
- Out of Warranty repairs will be charged based on current flat rate repair cost per device type
- Motorola Essential Services: Additional flat rate charges will be incurred for Motorola Depot to update the radio firmware prior to repair if the unit is out of compliance. Unit must be within two software versions of the current to not incur this additional fee. Flat Rate charge provides this software for a three-year period.
- Warranty Handling Fee for Equipment of \$45.00 per unit plus \$19.50 return shipping. Impres Accessory item Warranty Handling Fee of \$25.00 per unit plus \$19.50 return shipping.
 - Travel charges for On-Site Service Calls are assessed from the closest ERS Wireless service location as follows:

• Zone 1 (0-15 Miles)	\$87.00
• Zone 2 (16-30 Miles)	\$174.00
• Zone 3 (31-45 Miles)	\$261.00
• Zone 4 (46-60 Miles)	\$348.00
• Zone 5 (61-75 Miles)	\$435.00
• Zone 6 (76-90 Miles)	\$522.00
• Over 90 Miles – Actual door-to-door (round trip times hourly rate of \$160.00 per hour)	

Manufacture warranty will cover parts, as specified by each manufacturer, during the warranty period. ERS Wireless services are NOT covered under the product manufacturers warranty, therefore we will charge for technical labor and travel for service calls regardless of warranty status of equipment.

If parts are not covered under the manufacture warranty due to outside of the scope of warranty, or liquid damage or Acts of God, ERS will notify the customer of repair and/or replacement parts cost.

By declining the ERS Wireless Essential On-Site Support Services, you are acknowledging that you will be charged for all services at the above listed rates or at the ERS Wireless current service rates.

ERS Wireless TERMS & CONDITIONS

Terms. Terms of payment are subject at all times to the approval of Emergency Radio Service, LLC dba ERS Wireless hereinafter called ERS Wireless, credit department. Payment options: Cash with Order, Cash on Delivery or Net 30. Forms of payment include: Cash, Check, ACH, MasterCard, Visa or American Express.

Damage or Claim Loss. ERS Wireless responsibility for damage or loss in transit of goods purchased ceases upon delivery of the goods in good condition to the carrier and the buyer assumes all risk of damage and loss in transit. Claims for errors, deficiencies or imperfections shall not be considered unless made within ten (10) days after receipt of the goods against which the claim is made. All claims must be made in writing and must expressly refer to the appropriate bill of lading and factory order numbers. Any goods claimed defective shall be subject to inspection by ERS Wireless. Goods will not be taken back and repaired or replaced except by permission of ERS Wireless. Any claim made by the buyer will not be unreasonably withheld by ERS Wireless.

Cancellations. Orders placed with ERS Wireless may not be cancelled without the express written consent of ERS Wireless after ERS Wireless has purchased good on the buyers behalf. Approved cancellations will be subject to; reimbursement of all ERS Wireless costs and associated with the order, including shipping, and restocking charges.

Product Changes. In the interest of continuous product improvement ERS Wireless or any Manufactures represented by ERS Wireless may fill orders with goods having improvements or changes that are not shown in ERS Wireless' price catalogs or printed matter.

Warranty. New equipment sold by ERS Wireless carries the Warranty of the manufacturer unless otherwise stated in the contract. These products must be properly installed, cared for, and operated under normal conditions, with competent supervision, and in accordance with the manufacturer's installation, operating and maintenance instructions.

ERS Wireless will not be responsible for performance deficiencies of the System caused by ancillary equipment, not furnished by ERS Wireless, attached to or used with the System provided hereunder. Additionally, ERS Wireless will not be responsible for System performance where the functionality is reduced for reasons beyond ERS Wireless' control including but not limited to i) the construction of a building that adversely affects the microwave path reliability or RF coverage; ii) the addition of additional frequencies at System sites that cause RF interference or intermodulation; iii) Customer changes to load usage and/or configuration outside the parameters originally specified; iv) any other act of parties who are beyond ERS Wireless' control, including Customer or its employees, contractors, consultants or agents.

Replacement parts purchased from ERS Wireless are warranted for a period of 90 days from the date of invoice against defects in material and workmanship. Parts furnished by ERS Wireless on a warranty basis are warranted only to the expiration date of the warranty of the product they are a part of.

This warranty supersedes and is in lieu of all other warranties express or implied, and no person, agent, or Representative is authorized to give any additional warranty on behalf of ERS Wireless or assume for ERS Wireless any other liability in connection with any supplied product.

No warranty is given in connection with used products and equipment, or products or equipment altered or rebuilt, without ERS Wireless' or the manufacturer's written approval, unless otherwise specified.

General Indemnity. ERS Wireless agrees to indemnify and hold Customer harmless from all liabilities which may accrue against Customer on account of direct physical damage to tangible property or personal injury to the extent the damage or injury is caused by ERS Wireless' negligence, the actions or negligent inactions of ERS Wireless, or that of its employees, subcontractors, or agents while on the Customer's premises during the delivery, installation, or testing of the Communications System pursuant to this Agreement.

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Assignability. This Agreement may not be assigned by either party without the prior consent of the other party except that ERS Wireless may assign the Agreement to any of its affiliates or its right to receive payment without the prior consent of Customer. No assignment will release the assigning party from its obligations hereunder.

Title. Title of goods shipped by ERS Wireless will remain its property until full payment is received. ERS Wireless reserves the right to repossess all goods and remove provided goods with notice to the buyer of such actions, and that any payments which may have been made on account of same shall be retained by ERS Wireless up to the costs for reimbursement associated with the order, including shipping and restocking fees if applicable.

Waiver. ERS Wireless' failure to object to the provisions contained in the customer's order or any other communications shall not be deemed a waiver of the terms or conditions hereof nor acceptance of such provisions. No representations or guarantees other than those contained herein shall be binding upon ERS Wireless unless in writing and signed by an authorized officer of ERS Wireless.

Taxes. Any taxes that may be imposed upon the sale of the goods covered by this agreement, whether by Federal, State or Local Government, shall be paid by the buyer in addition to the specified purchase price.

Proprietary Rights. All plans, specifications, drawings, and engineering data devised or designed by ERS Wireless shall remain the exclusive property of ERS Wireless and shall not be reproduced or altered excepting upon the written consent of authorized representatives of ERS Wireless.

Governing Law. This agreement shall be construed in accordance with the laws of and shall be deemed to have been executed in Ligonier, Indiana, Noble County.



57678 County Road 3
Elkhart, IN 46517
(800) 735-2989
www.erswireless.com



ERS Wireless

Elkhart Regional Airport

Avtec Console Proposal

Prepared by:

Kent Kosalke ERS Wireless

Kkoselke@erswireless.com

574-377-1120 Cellular

9-22-25/10-24-25 Rev for TC

Approved as to form and legality

KD



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Elkhart, IN 46517

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WHY ERS WIRELESS

ERS Wireless (ERS) is an award-winning wireless voice, video, and data solutions company, and celebrated 75 years of excellence in the industry in 2023. We design, implement, and support proactive safety, security, and incident management solutions that our customers refer to as their lifeline.

As a Motorola Solutions Safe Ecosystem badged partner that is fully trained and certified to engineer, deploy, and maintain integrated Motorola voice, video, and data (AI) security solutions, ERS Wireless works directly with Education, Healthcare, Manufacturing, and Government customers to design, implement, and support:

Critical Communications: Integrated Land Mobile Radio (LMR) & Broadband Infrastructure, devices, and networks that perform exceptionally in the harshest conditions, so you can stay connected and communicate clearly.

Video Security, Access Control, Weapons Detection, and integrated AI Analytics: Integrated video security, access control, and incident management solutions are powered by focused and purpose-built AI analytics so you are aware, can proactively mitigate risks, and act with certainty.

Dispatch & Command Center: Unification of voice, video, and data feeds into the command center, providing perspective to help make decisions with focus, accuracy, and speed.

EXPERIENCE COUNTS.

ERS Wireless supports Enterprise-critical Land Mobile Radio (LMR) and Broadband communication solutions with these customers:



Our end-to-end solution platforms with Communications, Video Security & Access Control, Incident Management, and supporting Services enable our customers to work more safely & efficiently. We connect users with customized solutions that meet their unique demands to ensure our customers are safe, efficient, and connected even when the unpredictable happens.



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ERS Wireless Solution Design & Support.

From initial consultation to solution deployment and ongoing support, ERS supports Enterprise customers across nationwide geographies.

Through remote monitoring & diagnostics, ERS proactively monitors system health to ensure ongoing performance and reliability. Our ERS Max Connect system has integrated data centers & support in Indianapolis and Ft. Wayne Indiana to ensure site redundancy, reliability, and uptime supporting ongoing 24x7 operations.

ERS Max Connect Avtec Console Integrated Dispatch Solution Overview

- ERS Max Connect integrated Avtec radio dispatch systems can grow in both capacity and capabilities as your communications footprint and needs dictate.
- Solution Includes supporting monitors, stand, Dual Speaker Kit, Wireless Plantronics PTT headset, & Desk Mic, for each position.



ERS Wireless Online & Helpdesk Support

ERS Online Portal Support: For any non-urgent inquiries, troubleshooting assistance, or service requests, we encourage Slate Auto to use our ERS portal. This platform is easily accessible via any web browser and provides a convenient way to track your requests and communicate with our support team.

The screenshot shows a web-based helpdesk support form. At the top, there is a navigation bar with links for Home, Helpdesk, Submit Support, and Log In. Below the navigation, there are several input fields:

- Requester***: A dropdown menu showing "Select your department/section".
- Subject***: A text input field.
- Description***: A large text area with placeholder text: "Search your ticket number or subject here...".
- Resolution***: A dropdown menu showing "Select a resolution".

There are also buttons for "Submit" and "Cancel".

Emergency Helpdesk Support: In the event of an urgent issue that requires immediate attention, please call our emergency service line at 317-821-0422.



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Elkhart Municipal Airport

Dispatch Solution: ERS Wireless will provide, install and maintain a 2 Position ERS Connect RaaS Avtec Dispatch solution at the targeted Warsaw, Indiana Security Operations Center (SOC).

Statement of Work Changes:

Changes to the Statement of Work may be formally requested by either the Customer Project Manager or ERS Wireless by identifying the actual change requested, the reason for the request, and the associated date of the request. Both parties will review the change order and any revisions to the change request will be negotiated. Any monetary or scheduling changes will also be recorded in the change order. The official change order will provide a new Statement of Work insert pages that includes the revisions. Any changes to the equipment list will require an additional quote.

ERS Responsibilities

1. Supply, program, and configure specified equipment.
2. Provide Connectivity from the Core to the Customers Demarcation Point supporting the proposed ERS Connect Avtec Dispatch solution.
3. Provide integrated solution user training as needed.
4. Comply with all safety and facility requirements.

Elkhart Municipal Airport Responsibilities

1. Assign a dedicated resource to coordinate project requirements & schedule with our ERS Project Manager.
2. Allocate & reserve appropriate space for all required infrastructure equipment and coordinate & complete any required roof penetrations.

Equipment Pricing Includes:

- Removal of old console equipment
- Installation and configuration of 2 New AVTEC Consoles with Integration for 4 Jotron Control Stations.
- Installation of the console to phones lines.
- Optimization of audio and accessories at the console

Exclusions:

- No tower work or antenna installation services are included in this quote. (on separate quote)
- No site grounding improvements are included in this quote. (On separate quote)

Total Equipment and Installation Price **\$138,421.55**

Elkhart Municipal Airport

Signature:

Printed Name: Doug Thorne, BOAC President

Date: 10.29.25

ERS Wireless

Signature: _____

Printed Name: _____

Date: _____



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ERS Wireless TERMS & CONDITIONS

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Damage or Claim Loss. ERS Wireless responsibility for damage or loss in transit of goods purchased ceases upon delivery of the goods in good condition to the carrier and the buyer assumes all risk of damage and loss in transit. Claims for errors, deficiencies or imperfections shall not be considered unless made within ten (10) days after receipt of the goods against which the claim is made. All claims must be made in writing and must expressly refer to the appropriate bill of lading and factory order numbers. Any goods claimed defective shall be subject to inspection by ERS Wireless. Goods will not be taken back and repaired or replaced except by permission of ERS Wireless. Any claim made by the buyer will not be unreasonably withheld by ERS Wireless.

Cancellations. Orders placed with ERS Wireless may not be cancelled without the express written consent of ERS Wireless after ERS Wireless has purchased good on the buyers behalf. Approved cancellations will be subject to; reimbursement of all ERS Wireless costs and associated with the order, including shipping, and restocking charges.

Product Changes. In the interest of continuous product improvement ERS Wireless or any Manufactures represented by ERS Wireless may fill orders with goods having improvements or changes that are not shown in ERS Wireless' price catalogs or printed matter.

Warranty. New equipment sold by ERS Wireless carries the Warranty of the manufacturer unless otherwise stated in the contract. These products must be properly installed, cared for, and operated under normal conditions, with competent supervision, and in accordance with the manufacturer's installation, operating and maintenance instructions.

ERS Wireless will not be responsible for performance deficiencies of the System caused by ancillary equipment, not furnished by ERS Wireless, attached to or used with the System provided hereunder. Additionally, ERS Wireless will not be responsible for System performance where the functionality is reduced for reasons beyond ERS Wireless' control including but not limited to i) the construction of a building that adversely affects the microwave path reliability or RF coverage; ii) the addition of additional frequencies at System sites that cause RF interference or intermodulation; iii) Customer changes to load usage and/or configuration outside the parameters originally specified; iv) any other act of parties who are beyond ERS Wireless' control, including Customer or its employees, contractors, consultants or agents.

Replacement parts purchased from ERS Wireless are warranted for a period of 90 days from the date of invoice against defects in material and workmanship. Parts furnished by ERS Wireless on a warranty basis are warranted only to the expiration date of the warranty of the product they are a part of.

This warranty supersedes and is in lieu of all other warranties express or implied, and no person, agent, or Representative is authorized to give any additional warranty on behalf of ERS Wireless or assume for ERS Wireless any other liability in connection with any supplied product.

No warranty is given in connection with used products and equipment, or products or equipment altered or rebuilt, without ERS Wireless' or the manufacturer's written approval, unless otherwise specified.

General Indemnity. ERS Wireless agrees to indemnify and hold Customer harmless from all liabilities which may accrue against Customer on account of direct physical damage to tangible property or personal injury to the extent the damage or injury is caused by ERS Wireless' negligence, the actions or negligent inactions of ERS Wireless, or that of its employees, subcontractors, or agents while on the Customer's premises during the delivery, installation, or testing of the Communications System pursuant to this Agreement.

ERS Wireless indemnification of Customer under this section will be the full extent of ERS Wireless' Indemnification of Customer from liabilities that are in any way related to ERS Wireless' performance under this Agreement.

ERS Liability. ERS Wireless will use its best efforts to fill all orders given and accepted but it shall not be responsible or liable for delays or defaults occasioned by strikes, fires, floods, differences with workmen, accidents, the exercise of governmental authority, inability to obtain, or shortage of, materials, fuel, labor, or transportation, for any reason, and all causes unavoidable or beyond ERS Wireless' control.

Assignability. This Agreement may not be assigned by either party without the prior consent of the other party except that ERS Wireless may assign the Agreement to any of its affiliates or its right to receive payment without the prior consent of Customer. No assignment will release the assigning party from its obligations hereunder.

Title. Title of goods shipped by ERS Wireless will remain its property until full payment is received. ERS Wireless reserves the right to repossess all goods and remove provided goods with notice to the buyer of such actions, and that any payments which may have been made on account of same shall be retained by ERS Wireless up to the costs for reimbursement associated with the order, including shipping and restocking fees if applicable.

Waiver. ERS Wireless' failure to object to the provisions contained in the customer's order or any other communications shall not be deemed a waiver of the terms or conditions hereof nor acceptance of such provisions. No representations or guarantees other than those contained herein shall be binding upon ERS Wireless unless in writing and signed by an authorized officer of ERS Wireless.

Taxes. Any taxes that may be imposed upon the sale of the goods covered by this agreement, whether by Federal, State or Local Government, shall be paid by the buyer in addition to the specified purchase price.





57678 County Road 3

Elkhart, IN 46517

(800) 735-2989

www.erswireless.com



Proprietary Rights. All plans, specifications, drawings, and engineering data devised or designed by ERS Wireless shall remain the exclusive property of ERS Wireless and shall not be reproduced or altered excepting upon the written consent of authorized representatives of ERS Wireless.

Governing Law. This agreement shall be construed in accordance with the laws of and shall be deemed to have been executed in Ligonier, Indiana, Noble County.



City of Elkhart, Indiana
the city with a heart

MEMORANDUM

DATE: 10/29/25

TO: Board of Aviation Commissioners

FROM: Andy Jones

RE: EKM Runway 9/27 Joint Replacement Project Notice to Proceed ratification

Please ratify the Airport Director's signature for the Runway 9/27 Joint Replacement Project's Notice to Proceed with Interstate Sealant & Concrete, Inc, who was the lowest, most responsive, responsible bidder for this project. Please also give approval for the Board President to sign this agreement.

Thank you,

Andy Jones

Andy Jones

Approved as to form and legality

KD

Please ratify the Airport Director's signature on the Notice to Proceed form for Interstate Sealant & Concrete, Inc for the Runway 9/27 Joint Replacement Project. Please also give approval for the Board President to sign this agreement.

Date 10.29.25

Approved by City of Elkhart
Board of Aviation Commissioners

WDJ

Bruce D Shremer



NOTICE TO PROCEED

To: Interstate Sealant and Concrete S40 W24211 Rockwood Way
Waukesha, WI 53189

Date: October 9, 2025

You are hereby to commence with the Work in accordance with the Agreement dated September 11, 2025. Your contract time shall start on October 12, 2025. Your allowable work hours are 6:00 pm to 6:00 am starting on Sunday until Friday morning weekly. All Work must be completed on or before October 31, 2025 except for the pavement markings.

The Work includes the following:

Elkhart Municipal Airport
Runway 9-27 Joint Rehabilitation

Elkhart Municipal Airport

Signature: Andy Jones
Printed Name: Andy Jones

Title: Elkhart Municipal Airport Director

ACCEPTANCE OF NOTICE RECEIVED

Receipt of the above is hereby acknowledged by Elkhart Municipal Airport

on this 29 day of Oct, 2025.

By: WTB

Title: Doug Thorne, BOAC President



City of Elkhart, Indiana
the city with a heart

MEMORANDUM

DATE: 10/29/25

TO: Board of Aviation Commissioners

FROM: Andy Jones

RE: EKM Runway 9/27 Joint Replacement Project Ratification of Airport Director's Signature

Please ratify the Airport Director's signature for the Runway 9/27 Joint Replacement Project's equipment rental agreement with Reith-Riley for the rental of lighted X's. Lighted X's are a universal sign of a runway closure and allows the construction crew to light up the runway for night time construction for safety. Please also give approval for the Board President to sign this agreement.

Thank you,

Andy Jones

Andy Jones

Approved as to form and legality

KD

Please ratify the Airport Director's signature for the rental of Lighted X's from Reith-Riley for the Runway 9/27 Joint Replacement project. Please also give approval for the Board President to sign this agreement.

Date 10.29.25

Approved by City of Elkhart
Board of Aviation Commissioners

WJS

Bruce D. Shewer
WJS

RIETH-RILEY CONSTRUCTION Co., Inc.

100% Quality • 100% Employee Owned • Over 100 Years

25200 SR 23, South Bend, IN 46614

(574)288-8321

EQUIPMENT RENTAL AGREEMENT

Reference: ELKHART MUNICIPAL AIRPORT

Date: 10/3/2025

Job Name: LIGHTED X RENTAL AGREEMENT	Job Location: ELKHART MUNICIPAL AIRPORT
Proposal Submitted To Customer	Owner Information
Company: Elkhart Municipal Airport	Company: "
Address: 1211 CR 6W, Elkhart, IN 46514	Address: "

Rieth-Riley Construction Co., Inc. ("Contractor") submits to General Contractor ("Customer") this Proposal per the customer's request.

RENTAL OF TWO TRAILER MOUNTED LIGHTED X'S:

1. Provide two trailer-mounted lighted X's with generators
2. All fuel to be provided by Elkhart Municipal Airport (not included in this pricing)
3. Rental rate quoted below is a monthly rental rate for both lighted X's per the Airport's request
4. Transportation back and forth from the equipment's current location at the South Bend International Airport is not included in this pricing but can be added for the fee stated below (fee includes transportation back and forth only and does not include setup/teardown or fuel).

Monthly Rental Price for two lighted X's \$3,500.00

Accepted

Andy Jones

LSM Delivery and Pickup Fee (Optional) \$400.00

Accepted

Andy Jones

Our proposal Qualifications:

1. Elkhart Municipal Airport is responsible for repairing any damage that occurs to the trailer mounted lighted X's with Generators during the rental period or during transportation of this equipment to and from the Elkhart Municipal Airport should the Airport choose to arrange for their own transportation.

THIS PROPOSAL SHALL REMAIN VALID ONLY FOR 15 DAYS FROM THE ABOVE PROPOSAL DATE.	SALES TAX INCLUDED: YES
THIS PROPOSAL INCLUDES ALL OF THE STANDARD TERMS & CONDITIONS ENCLOSED WITH THIS PROPOSAL.	RIETH-RILEY CONSTRUCTION CO., INC. By: _____ Drew D. Snodderly, Engineer/Estimator

ACCEPTANCE OF PROPOSAL

I (we) have read the above Proposal, INCLUDING THE STANDARD TERMS & CONDITIONS, and hereby accept this Proposal. You are hereby authorized to begin the work as proposed.

Elkhart Municipal Airport By: <i>Andy Jones</i> (Authorized Signature)	10 - 8 - 2025 (Date Signed) Andy Jones EKM Director (Printed Name and Title)
--	---



City of Elkhart, Indiana
the city with a heart

MEMORANDUM

DATE:

10/29/25

TO:

The Board of Aviation Commissioners

FROM:

Andy Jones, Airport Director

RE:

Approval of AIP-40 Partial Pay Request For BF&S Invoice

Please approve partial pay request for AIP-40 for 10-unit T-Hangar construction project, T-Hangar south taxilane construction & T-Hangar north taxilane construction for Butler, Fairman & Seufert (BF&S) invoice for \$3,725.00. Please also authorize the President of the BOAC to sign this document.

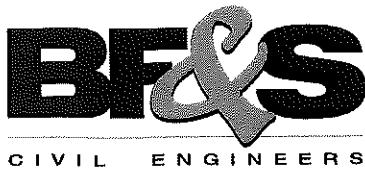
Please approve partial pay request for the AIP-40 10-unit T-Hangar project for BF&S invoices in the amount of \$3,725.00 and give authorization for the BOAC President to sign this document.

Thank you,

Andy Jones
Airport Director

Approved as to form and legality

Date 10.29.25
Approved by City of Elkhart
Board of Aviation Commissioners



INVOICE

500 East 96th St., Suite 500
Indianapolis, IN 46240
t 317.713.4615
f 317.713.4617

www.bfsengr.com

Mr. Andrew Jones
Elkhart Municipal Airport
1211 CR 6 West
Elkhart, IN 46514

September 9, 2025
Invoice No: 109529

Project 729800.0000 10 UNIT T-HANGAR & TAXILANE CONSTRUCTION SERVICES

For inspection during construction of 10-Unit T-Hangar and Taxilane. In accordance with the Agreement dated August 28, 2024.

Professional Services from August 1, 2025 to August 31, 2025

Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
0101 Bidding Assistance	7,000.00	100.00	7,000.00	7,000.00	0.00
0102 Project Administration	14,000.00	60.00	8,400.00	7,000.00	1,400.00
0103 Record Drawing Construction Docs	4,400.00	0.00	0.00	0.00	0.00
0501 Construction Observation	18,000.00	60.00	10,800.00	9,000.00	1,800.00
0502 Final Construction Record	7,000.00	0.00	0.00	0.00	0.00
0503 Warranty Inspection	1,600.00	0.00	0.00	0.00	0.00
Total Fee	52,000.00		26,200.00	23,000.00	3,200.00
	Total Fee				3,200.00
			Total this Phase		\$3,200.00

0504 - RESIDENT PROJECT REPRESENTATIVE

Professional Personnel

	Hours	Rate	Amount
FIELD PERSONNEL I			
Clawson, Adam	5.00	105.00	525.00
Totals	5.00		525.00
Total Labor			525.00

Billing Limits

	Current	Prior	To-Date
Total Billings	525.00	5,017.50	5,542.50
Limit			40,000.00
Remaining			34,457.50

Total this Phase **\$525.00**

0505 - TRAVEL

Billing Limits

	Current	Prior	To-Date
Total Billings	0.00	450.80	450.80
Limit			2,000.00
Remaining			1,549.20

Total this Phase **0.00**

0506 - MATERIALS TESTING

Project	729800.0000	10 UNIT T-HANGAR & TAXILANE CONSTRUCTION		Invoice	109529
Billing Limits		Current	Prior	To-Date	
Total Billings		0.00	0.00	0.00	
Limit				4,000.00	
Remaining				4,000.00	
			Total this Phase	0.00	
			Total this Invoice		\$3,725.00

Billings to Date

	Current	Prior	Total
Fee	3,200.00	23,000.00	26,200.00
Labor	525.00	5,017.50	5,542.50
Expense	0.00	126.91	126.91
Unit	0.00	323.89	323.89
Totals	3,725.00	28,468.30	32,193.30

Thank You,

Michael D. Eichenauer

Michael Eichenauer

Labor Detail

Butler, Fairman & Seufert, Inc.

Transactions for 8/1/2025 through 8/31/2025

		Date	Regular Hours	Total Ovt Hrs	Total Hours
Project Number: 729800.0000 10 UNIT T-HANGAR & TAXILANE CONSTRUCTION					
Phase Number: 0504 RESIDENT PROJECT REPRESENTATIVE					
15000	Clawson, Adam	8/27/2025	4.00		4.00
15000	Clawson, Adam	8/29/2025	1.00		1.00
Total for 0504				5.00	5.00
Total for 729800.0000				5.00	5.00



City of Elkhart, Indiana
the city with a heart

MEMORANDUM

DATE:

10/29/25

TO:

The Board of Aviation Commissioners

FROM:

Andy Jones, Airport Director

RE:

Approval of Progress Estimate for payment to New Tech Construction

Please approve the contractor's progress estimate for the 10-unit T-Hangar project payment to New Tech Construction in the amount of \$29,164.00. This is the final payment coming out of AIP-40. From here on this project merges into AIP-41. Please also authorize the BOAC President to sign this document.

Please approve Progress Estimate in the amount of \$29,164.00 for the 10-unit T-Hangar project for the final AIP-40 payment to New Tech Construction, and give authorization for the BOAC to sign this document.

Thank you,



Andy Jones
Airport Director

Date 10.29.25

Approved by City of Elkhart
Board of Aviation Commissioners




W. J. Jones

Approved as to form and legality



BUTLER, FAIRMAN and SEUFERT, INC.
Consulting Engineers
8450 WESTFIELD BLVD., SUITE 300
INDIANAPOLIS, IN 46240-8302

317 713-4615
FAX 317 713-4616

TO

Indiana Department of Transportation
Office of Aviation
100 North Senate Avenue
Indiana Government Center, Room N808
Indianapolis, Indiana 46204-2219

LETTER OF TRANSMITTAL

DATE 10/29/25	JOB NO. 7298
ATTENTION: Travis Warren e-copy	
RE: Elkhart Municipal Airport	
AIP No. 3-18-0018-040-2024	
Construct 10-Unit T-Hangar Building - Construction, Phase 2/4; T-Hangar South Taxilane - Construction, Phase 2/4; T-Hangar North Taxilane – Construction, Phase 2/2	

WE ARE SENDING YOU Attached Under separate cover via _____ the following items:

Shop drawings Prints Plans Sample Specifications
 Copy of letter Change order

COPIES	DATE	NO.	DESCRIPTION
1			CIV - Partial Pay Request No. 7

THESE ARE TRANSMITTED as checked below:

For approval Approved as submitted Resubmit _____ copies for approval
 For your use Approved as noted Submit _____ copies for distribution
 As requested Returned for corrections Return _____ corrected prints
 For review and comment FOR BIDS DUE _____ 20 _____ PRINTS RETURNED AFTER LOAN TO US

REMARKS

Federal: \$29,600

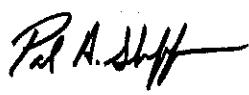
State: \$1,644.45

Local: \$1,644.55

Total: \$32,889

COPY TO Andy Jones, Karen Shaw

SIGNED:


Paul Shaffer, P.E.

INDIANA DEPARTMENT OF TRANSPORTATION
CONTRACT INVOICE - VOUCHER

State Form 3211(R6/6-02) Approved by State Board of Accounts - July 1, 2002

CONTRACTOR'S NAME & ADDRESS

City of Elkhart
229 S. Second St.
Elkhart, IN 46516

SERVICE DATE: 9/25/25-10/29/25 1099 IND: NO

AUDITOR: DOC NBR		0020137269
Date of P.O. (MM,DD,YY)		10/17/24
PURCHASE ORDER NUMBER		
PO #		0020137269
FUND	OBJECT	CENTER
STATE AGENCY: DEPARTMENT OF TRANSPORTATION 800		
Appro. Name		R1 A4
STATE SHARE,		\$1,644.45
FEDERAL SHARE,		
TOTAL DISBURSEMENT.....		\$1,644.45
CONTRACTOR LEAVE BLANK		
GROSS AMT.		
AMT. LIQ.	DISCOUNT	
AMT. PAID		
Debit (B)	Dr. Amount (Black)	
Credit (R)	Cr. Amount (Red)	
Approved Payment		

TO: INDIANA DEPARTMENT OF TRANSPORTATION

CARE OF: Cora Nieman, Aviation Specialist
INDOT, Office of Aviation
ADDRESS: 100 North Senate Avenue, Room N955
Indianapolis, IN 46204

DOC I.D: PV 800 0020137269 DATE

VENDOR CODE 0 000054624 PV TYPE RQ

ACCOUNTING LINE DISTRIBUTION													
LN	PO NUMBER	LN	INVOICE NUMBER	FUND	AGCY	ORG	APPR UNIT	ACTV	OBJ	JOB/PROJ NUMBER	PRTY	AMOUNT	P/F
01	0020137269			800								\$1,644.45	P
02				800									
03				800									
04				800									
05				800									
06				800									

DESCRIPTION

BIL-40

RECOMMENDED FOR APPROVAL	DATE	Pursuant to the provision and penalties of Indiana Code 5-11-10-1 I hereby certify that the foregoing account is just and correct, that the amount claimed is legally due, after allowing all just credits, and that no part of the same has been paid.
1. PROJECT ENGINEER	DATE (MM,DD,YY)	10/29/25
2. OFFICE ADMIN. ENGINEER, CENTRAL OFFICE	(FILL OUT ORIGINAL COPY COMPLETELY)	
3. DIVISION CHIEF	Elkhart Board of Aviation Commissioners	
4. COMMISSIONER	(Firm Name)	President
Payment Approved as to Funds Available and Account No.	(Personal Signature)	(Title)
5. INDOT DIVISION OF ACCOUNTING AND CONTROL	229 S. Second St.	
I certify that this claim is correct and valid, and is a proper charge against the Indiana Department of Transportation.	(Street or R.F.D.)	IN 46516
INDIANA DEPARTMENT OF TRANSPORTATION (PERSONAL SIGNATURE)	(City)	(State)

Vendor: Elkhart Municipal Airport
 1211 County Road 6 W
 Elkhart, IN 46514

REQUEST OF STATE FUNDS
State Project

Payment No. 7

Eligible costs to date	\$697,992.20
% of State participation	x 0.05
State share 5%	= \$ 34,899.61
Previous Payment	- \$ 33,255.16
Total Due	= \$ 1,644.45

Payment Request History			
Request Number	Request Amount	Date Requested	Notes
1	\$539.35	11/27/2024	
2	\$6,113.25	3/26/2025	
3	\$3,743.93	5/28/2025	
4	\$682.06	6/25/2025	
5	\$7,174.05	7/30/2025	
6	\$15,002.52	9/24/2025	
7	\$1,644.45	10/29/2025	
Total	\$34,899.61		

Unused Balance	PO Limit	\$42,433.33	82.25%
		\$7,533.72	

OUTLAY REPORT AND REQUEST FOR REIMBURSEMENT FOR CONSTRUCTION PROGRAMS		1. TYPE OF REQUEST <input type="checkbox"/> FINAL <input checked="" type="checkbox"/> PARTIAL	2. BASIS OF REQUEST <input type="checkbox"/> CASH <input checked="" type="checkbox"/> ACCRUAL
3. FEDERAL SPONSORING AGENCY AND ORGANIZATIONAL ELEMENT TO WHICH THIS REPORT IS SUBMITTED Federal Aviation Administration		4. FEDERAL GRANT OR OTHER IDENTIFYING NUMBER ASSIGNED BY FEDERAL AGENCY 3-18-0018-040-2024	
5. PARTIAL PAYMENT REQUEST NUMBER FOR THIS REQUEST 7	6. EMPLOYER IDENTIFICATION NUMBER 35-6001016	7. FINANCIAL ASSISTANCE IDENTIFICATION NUMBER WKESQNN9VGL7	
8. PERIOD COVERED BY THIS REQUEST From: 09/25/2025 To: 10/29/2025			
9. RECIPIENT ORGANIZATION Name: Elkhart Municipal Airport Street1: 1211 County Road 6 W Street2: City: Elkhart County: State: IN: Indiana Province: Country: USA: UNITED STATES ZIP / Postal Code: 46514-000			
10. PAYEE (Where check is to be sent if different than item 9) Name: Street1: Street2: City: County: State: Province: Country: ZIP / Postal Code:			

11.

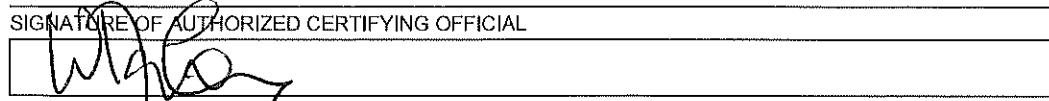
STATUS OF FUNDS

CLASSIFICATION	PROGRAMS	FUNCTIONS	ACTIVITIES	TOTAL
	(a) 90	(b)	(c)	
a. Administrative expense	\$	\$	\$	\$
b. Preliminary expense				
c. Land, structures, right-of-way				
d. Architectural engineering basic fees				
e. Other architectural engineering fees				
f. Project inspection fees	32,193.30			32,193.30
g. Land development				
h. Relocation expense				
i. Relocation payments to individuals and businesses				
j. Demolition and removal				
k. Construction and project improvement cost	665,798.90			665,798.90
l. Equipment				
m. Miscellaneous cost				
n. Total cumulative to date (sum of lines a thru m)	697,992.20			697,992.20
o. Deductions for program income				
p. Net cumulative to date (line n minus line o)	697,992.20			697,992.20
q. Federal share to date	628,192.00			628,192.00
r. Rehabilitation grants (100% reimbursement)				
s. Total Federal share (sum of lines q and r)	628,192.00			628,192.00
t. Federal payments previously requested	598,592.00			598,592.00
u. Amount requested for reimbursement	\$ 29,600.00	\$	\$	\$ 29,600.00
v. Percentage of physical completion of project	82.00 %		%	82.00 %

12. CERTIFICATION

I certify that to the best of my knowledge and belief the billed costs or disbursements are in accordance with the terms of the project and that the reimbursement represents the Federal share due which has not been previously requested and that an inspection has been performed and all work is in accordance with the terms of the award.

a. RECIPIENT

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL		DATE REPORT SUBMITTED
		10/29/2025

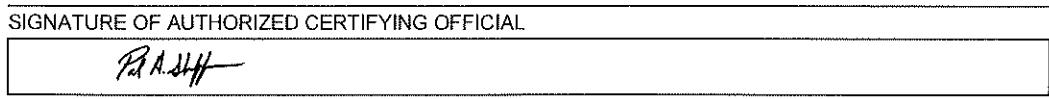
TYPED OR PRINTED NAME AND TITLE

Prefix: Mr.	First Name: Doug	Middle Name:
Last Name: Thorne	Suffix:	
Title: President		

TELEPHONE (Area code, number, and extension)

574-264-5217

b. REPRESENTATIVE CERTIFYING TO LINE 11V

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	DATE SIGNED
	10/29/2025

TYPED OR PRINTED NAME AND TITLE

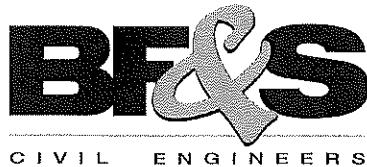
Prefix: Mr.	First Name: Paul	Middle Name:
Last Name: Shaffer	Suffix:	
Title: Executive VP		

TELEPHONE (Area code, number, and extension)

317-713-4615

Left room home
to accommodate
all PS up to
80% then com-
fit in with future

\\bfsmt241\jobs\51729800.QD001ProjDevelopment\formats\A1P_Spreadsheet
10/22/2025



CIVIL ENGINEERS

17

INVOICE

500 East 96th St., Suite 500
Indianapolis, IN 46240
t 317.713.4615
f 317.713.4617

www.bfsenr.com

Mr. Andrew Jones
Elkhart Municipal Airport
1211 CR 6 West
Elkhart, IN 46514

September 9, 2025
Invoice No: 109529

Project 729800.0000 10 UNIT T-HANGAR & TAXILANE CONSTRUCTION SERVICES

For inspection during construction of 10-Unit T-Hangar and Taxilane. In accordance with the Agreement dated August 28, 2024.

Professional Services from August 1, 2025 to August 31, 2025

Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
0101 Bidding Assistance	7,000.00	100.00	7,000.00	7,000.00	0.00
0102 Project Administration	14,000.00	60.00	8,400.00	7,000.00	1,400.00
0103 Record Drawing Construction Docs	4,400.00	0.00	0.00	0.00	0.00
0501 Construction Observation	18,000.00	60.00	10,800.00	9,000.00	1,800.00
0502 Final Construction Record	7,000.00	0.00	0.00	0.00	0.00
0503 Warranty Inspection	1,600.00	0.00	0.00	0.00	0.00
Total Fee	52,000.00		26,200.00	23,000.00	3,200.00
	Total Fee				3,200.00
			Total this Phase		\$3,200.00

0504 - RESIDENT PROJECT REPRESENTATIVE

Professional Personnel

	Hours	Rate	Amount
FIELD PERSONNEL I			
Clawson, Adam	5.00	105.00	525.00
Totals	5.00		525.00
Total Labor			525.00

Billing Limits

	Current	Prior	To-Date
Total Billings	525.00	5,017.50	5,542.50
Limit			40,000.00
Remaining			34,457.50
Total this Phase			\$525.00

0505 - TRAVEL

Billing Limits

	Current	Prior	To-Date
Total Billings	0.00	450.80	450.80
Limit			2,000.00
Remaining			1,549.20
Total this Phase			0.00

0506 - MATERIALS TESTING

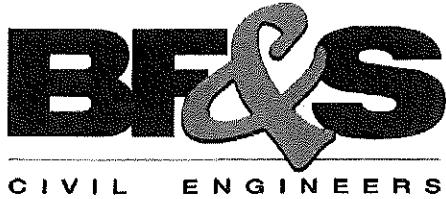
Project	729800.0000	10 UNIT T-HANGAR & TAXILANE CONSTRUCTION		Invoice	109529
Billing Limits		Current	Prior	To-Date	
Total Billings		0.00	0.00	0.00	
Limit				4,000.00	
Remaining				4,000.00	
			Total this Phase	0.00	
			Total this Invoice		\$3,725.00

Billings to Date

	Current	Prior	Total
Fee	3,200.00	23,000.00	26,200.00
Labor	525.00	5,017.50	5,542.50
Expense	0.00	126.91	126.91
Unit	0.00	323.89	323.89
Totals	3,725.00	28,468.30	32,193.30

Thank You,

Michael Eichenauer



18

BUTLER, FAIRMAN & SEUFERT, INC.
8450 Westfield Blvd., Suite 300
Indianapolis, IN 46240-8302
o.317 713-4615
f.317 713-4616

LETTER OF TRANSMITTAL

To: _____ Date: _____ BF&S Job Number: _____

Elkhart Municipal Airport
1211 County Road 6
Elkhart, IN 46514

10/20/2025 729800.05

Regarding:

10 Unit T-Hangar

Transmitting Via

Purpose

Mail ERMS
 Carrier _____

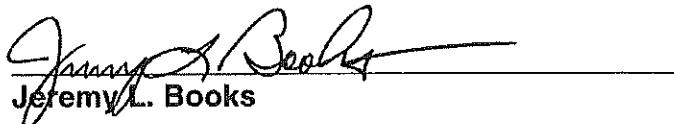
As Requested For Your Review and Comment
 For Your Information _____

Quantity: Doc. Type: Description / File Name:

1 Estimate No. 6 Package

Remarks:

Copy: FILE



Jeremy L. Books

Invoice

New Tech Corporation
9896 W 300 N, Bldg C
Michigan City, IN 46360

Date
10/20/2025

Bill To:
City of Elkhart Board of Aviation Commissioners
Elkhart Municipal Airport
1211 County Road 6, Elkhart, IN 46514

Project: T-Hangar and Taxilane

DESCRIPTION	AMOUNT
Invoice No. 6 - Total	\$ 248,860.00
Invoice No. 6 - Retainage	\$ (12,443.00)
Total Due	\$ 236,417.00

AIP40 PR7 \$29,164
AIP41 PR1 \$207,253

CITY OF ELKHART BOARD OF AVIATION COMMISSIONERS **CONTRACTOR'S
PROGRESS
ESTIMATE**

NEW TECH CORPORATION

NUMBER: 6		PERIOD	FROM	09/01/2025
PROJECT:		TO		09/30/2025
ELKHART MUNICIPAL AIRPORT		BID PACKAGE 'A' TAXILANE; BID PACKAGE 'B' 10 UNIT T-HANGAR		
ITEM SPEC.	DESCRIPTION	QUANTITIES	UNIT	AMOUNT
BID PACKAGE A - TAXILANE CONSTRUCTION		THIS ESTIMATE	TO DATE	UNIT PRICE
General Site Work: Work Outside of Building Footprint				
S1 CE-96-2.1	Production Staking by Contractor	1.00	1.00	L.S. \$7,500.00
S2 M-102-2.1	Maintenance of Traffic	1.00	1.00	L.S. \$3,500.00
S3 C-100	Contractor Quality Control Program	0.50	0.50	L.S. \$7,500.00
S4 C-105	Mobilization	0.05	0.05	L.S. \$2,400.00
S5 C-102-5.1	Installation and Removal of Temporary Silt Fence	730.00	5.00	L.F. \$3,650.00
S6 L-108 - 5.1	Trench, Duct Bank or Conduit	200.00	200.00	L.F. \$6,000.00
S7 L-108 - 5.2	Installed in Trench or Plowed-In, Above the Duct Bank	185.00	185.00	L.F. \$4,625.00
S8 L-110-5.1	Electrical Duct Bank, PVC, 2 BK 2"	130.00	130.00	L.F. \$3,250.00
S9 L-110-5.2	Electrical Duct , PVC, 1 BK 3"	45.00	45.00	L.F. \$1,485.00
S10 P-152-4.1	Unclassified Excavation (Waste disposed of on site)	3,996.00	C.Y. 14.50	\$57,942.00
S11 INDOT 303	Compacted Aggregate, No. 53	1,075.00	C.Y. 110.00	\$118,250.00
S12 P-403-8.2	Asphalt Base Course		TON 140.00	\$0.00
S13 P-403-8.1	Asphalt Surface Course		TON 170.00	\$0.00
S14 P-603-5.1	Emulsified Asphalt Tack Coat		Gal. 3.50	\$0.00
S15 P-605-5.1	Asphalt Joint Sealing		L.F. 6.00	\$0.00
S16 P-620-5.1	Pavement Marking, 6 in, Yellow, with Reflective Media		S.F. 15.00	\$0.00
S17 D-701-5.1	Pipe, Corrugated Aluminum, 12 inch		L.F. 96.00	\$0.00
S18 D-752-1.1	12 inch, Pipe End Section		Ea. 2,500.00	\$0.00
S19 F-162-5.2	20' Rolling Cantilever Gate (Black Vinyl Coated)		Ea. 30,000.00	\$0.00
S20 T-901-5.1	Seeding		KSF 180.00	\$0.00
Alternate 1 - Mill & Resurface Taxilane				
P1 C-105	Mobilization		L.S. 500.00	\$0.00
P2 P-101-5.1	Cold Milling, 1.5"		SYL 4.75	\$0.00
P3 P-403-8.1	Asphalt Surface Course, 1.5"		TON 165.00	\$0.00
P4 P-603	Emulsified Asphalt Tack Coat		Gal. 3.50	\$0.00
P5 P-620-5.1	Pavement Marking, 6 in, Yellow, with Reflective Media		S.F. 15.00	\$0.00
Alternate 2 - remove and Replace Hangar 39 Apron				
P6 C-105	Mobilization	1.00	L.S. 3,900.00	\$3,900.00
P7 P-101-5.2	Pavement Removal		SYL 3.14	\$0.00
P8 INDOT 303	Compacted Aggregate, No. 53		TON 86.66	\$0.00
P9 P-403-8.2	Asphalt Base Course		TON 140.00	\$0.00
P10 P-403-8.1	Asphalt Surface Course		TON 170.00	\$0.00
P11 P-603	Emulsified Asphalt Tack Coat		Gal. 3.50	\$0.00
BID PACKAGE B - T-HANGAR CONSTRUCTION				
Allow Utility	Electrical Service from Road to Building		DOL \$1.00	\$0.00
B1 10-Unit	Pre-Engineered Building with Bi Fold Doors	1.00	L.S. 390,000.00	\$390,000.00
B2 10-Unit	foundations, building erection, and excavation for the	0.4000	L.S. 470,000.00	\$282,000.00
B3 10-Unit	sub panels, overhead lighting, outlets, door operators,	0.30	L.S. 90,000.00	\$27,000.00

CITY OF ELKHART BOARD OF AVIATION COMMISSIONERS **CONTRACTOR'S
PROGRESS
ESTIMATE**

NEW TECH CORPORATION

NUMBER: 6 PERIOD FROM 09/01/2025
PROJECT: TO 09/30/2025
**ELKHART MUNICIPAL AIRPORT
BID PACKAGE 'A' TAXILANE; BID PACKAGE 'B' 10 UNIT T-HANGAR**

The certified payrolls for the period covered by this est. have been submitted & reviewed.
The Contractor certifies that the wage rates contained therein are not less than the
applicable wage rates in the Federal Davis-Bacon wage determination in the contract.

The undersigned Contractor certifies that to the best of the Contractor's knowledge the
Work covered by this Payment is Complete in accordance with Contract Documents
and all liens on Work from previous Payments have been cleared.

APPROVED Shane Osborne Date: 10/20/25
CONTRACTOR NEW TECH CORPORATION

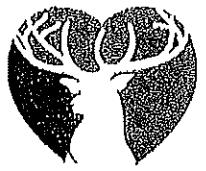
TOTAL	\$919,002.00
RETAINAGE	(\$45,950.10)
BALANCE	\$873,051.90
PREVIOUS PAY	\$636,634.90
AMOUNT DUE	\$236,417.00
RETAIN THIS EST	(\$12,443.00)

The Engineer certifies that based on site observations and to the Engineer's best
knowledge the Work has satisfactorily progressed in accordance with the contract,
and the Contractor is entitled to payment of the amount certified by the Contractor.

APPROVED James A. Bocky Date: 10/20/2025
ENGINEER BUTLER, FAIRMAN, & SEUFERT, INC.

APPROVED W. D. Thorpe Date: 10.29.25
CITY OF ELKHART BOARD OF AVIATION COMMISSIONERS

Doug Thorpe, BoAC President



City of Elkhart, Indiana
the city with a heart

MEMORANDUM

DATE: 10/29/25

TO: The Board of Aviation Commissioners

FROM: Andy Jones, Airport Director

RE: Approval of Progress Estimate #1 for AIP-41 for payment to New Tech Construction

Please approve the contractor's progress estimate #1 for the 10-unit T-Hangar project payment to New Tech Construction in the amount of \$207,253.00. AIP-40 funds are now depleted, and this project has now become AIP-41. Total payment to New Tech for this period is \$236,417.00 (\$29,164.00 out of AIP-40 and \$207,253.00 out of AIP-41). Please also authorize the BOAC President to sign this document.

Please approve Progress Estimate #1 in the amount of \$207,253.00 starting with the new fund from AIP-41 for the 10-unit T-Hangar project to New Tech Construction, and give authorization for the BOAC to sign this document.

Thank you,

Andy Jones
Andy Jones
Airport Director

Approved as to form and legality

KV

Date 10-29-25
Approved by City of Elkhart
Board of Aviation Commissioners

WJF
Bruce E. Shreiner
ML

BUTLER, FAIRMAN and SEUFERT, INC.
 Civil Engineers
 8450 WESTFIELD BLVD., SUITE 300
 INDIANAPOLIS, IN 46240-8302
 317 713-4615
 FAX 317 713-4616

LETTER OF TRANSMITTAL

TO

Federal Aviation Administration
 Chicago Airports District Office
 2300 East Devon Avenue
 Des Plaines, IL 60018

DATE	10/29/25	JOB NO.			
ATTENTION	Mr. Victor Iniguez				
RE:	Elkhart Municipal Airport				
AIP 3-18-0018-041-2025					
Construct 10-Unit T-Hangar Building - Construction, Phase 3/4; T-Hangar South Taxilane - Construction, Phase 3/4					

WE ARE SENDING YOU: Attached Under separate cover via _____ the following items:

<input type="checkbox"/> Shop drawings	<input type="checkbox"/> Prints	<input type="checkbox"/> Plans	<input type="checkbox"/> Sample	<input type="checkbox"/> Specifications
<input type="checkbox"/> Copy of letter	<input type="checkbox"/> Change order	<input type="checkbox"/>		

COPIES	DATE	NO.	DESCRIPTION
1			Pay Request No. 1

THESE ARE TRANSMITTED as checked below:

<input type="checkbox"/> For approval	<input type="checkbox"/> Approved as submitted	<input type="checkbox"/> Resubmit _____ copies for approval
<input type="checkbox"/> For your use	<input type="checkbox"/> Approved as noted	<input type="checkbox"/> Submit _____ copies for distribution
<input type="checkbox"/> As requested	<input type="checkbox"/> Returned for corrections	<input type="checkbox"/> Return _____ corrected prints
<input type="checkbox"/> For review and comment	<input type="checkbox"/>	
<input type="checkbox"/> FOR BIDS DUE _____	20 _____	<input type="checkbox"/> PRINTS RETURNED AFTER LOAN TO US

REMARKS

F \$196,890
S No PO yet
L \$10,363
T \$207,253

COPY TO Andy Jones, Marcus Dial

SIGNED:


 Paul Shaffer, P.E.

OUTLAY REPORT AND REQUEST FOR REIMBURSEMENT FOR CONSTRUCTION PROGRAMS		1. TYPE OF REQUEST <input type="checkbox"/> FINAL <input checked="" type="checkbox"/> PARTIAL	2. BASIS OF REQUEST <input type="checkbox"/> CASH <input checked="" type="checkbox"/> ACCRUAL
3. FEDERAL SPONSORING AGENCY AND ORGANIZATIONAL ELEMENT TO WHICH THIS REPORT IS SUBMITTED FAA		4. FEDERAL GRANT OR OTHER IDENTIFYING NUMBER ASSIGNED BY FEDERAL AGENCY 3-18-0018-041-2025	
5. PARTIAL PAYMENT REQUEST NUMBER FOR THIS REQUEST 1	6. EMPLOYER IDENTIFICATION NUMBER 35-6001016	7. FINANCIAL ASSISTANCE IDENTIFICATION NUMBER WKESQNN9VGL7	
8. PERIOD COVERED BY THIS REQUEST From: 10/20/2025 To: 10/29/2025			
9. RECIPIENT ORGANIZATION Name: Elkhart Municipal Airport Street1: 1211 County Road 6 W Street2: City: Elkhart County: State: IN: Indiana Province: Country: USA: UNITED STATES ZIP / Postal Code: 46514-0000			
10. PAYEE (Where check is to be sent if different than item 9) Name: Street1: Street2: City: County: State: Province: Country: ZIP / Postal Code:			

CLASSIFICATION	STATUS OF FUNDS			TOTAL
	PROGRAMS	FUNCTIONS	ACTIVITIES	
	(a)	(b)	(c)	
a. Administrative expense	\$	\$	\$	\$
b. Preliminary expense				
c. Land, structures, right-of-way				
d. Architectural engineering basic fees				
e. Other architectural engineering fees				
f. Project inspection fees				
g. Land development				
h. Relocation expense				
i. Relocation payments to individuals and businesses				
j. Demolition and removal				
k. Construction and project improvement cost	207,253.00			207,253.00
l. Equipment				
m. Miscellaneous cost				
n. Total cumulative to date (sum of lines a thru m)	207,253.00			207,253.00
o. Deductions for program income				
p. Net cumulative to date (line n minus line o)	207,253.00			207,253.00
q. Federal share to date	196,890.00			196,890.00
r. Rehabilitation grants (100% reimbursement)				
s. Total Federal share (sum of lines q and r)	196,890.00			196,890.00
t. Federal payments previously requested	0.00			0.00
u. Amount requested for reimbursement	\$ 196,890.00	\$	\$	\$ 196,890.00
v. Percentage of physical completion of project	70.00 %	%	%	70.00 %

12. CERTIFICATION

I certify that to the best of my knowledge and belief the billed costs or disbursements are in accordance with the terms of the project and that the reimbursement represents the Federal share due which has not been previously requested and that an inspection has been performed and all work is in accordance with the terms of the award.

a. RECIPIENT

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL		DATE REPORT SUBMITTED
		10/29/2025

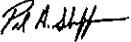
TYPED OR PRINTED NAME AND TITLE

Prefix: Mr.	First Name: Doug	Middle Name: <input type="text"/>
Last Name: Thorne	Suffix: <input type="text"/>	
Title: President		

TELEPHONE (Area code, number, and extension)

574-264-5217

b. REPRESENTATIVE CERTIFYING TO LINE 11V

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	DATE SIGNED
	10/29/2025

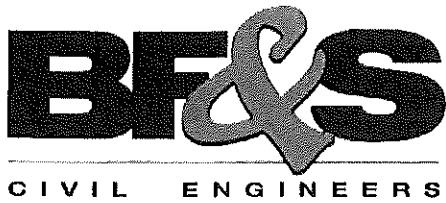
TYPED OR PRINTED NAME AND TITLE

Prefix: Mr.	First Name: Paul	Middle Name: <input type="text"/>
Last Name: Shaffer	Suffix: <input type="text"/>	
Title: Executive VP		

TELEPHONE (Area code, number, and extension)

317-713-4615

Never Touch only



1

BUTLER, FAIRMAN & SEUFERT, INC.
8450 Westfield Blvd., Suite 300
Indianapolis, IN 46240-8302
o.317 713-4615
f.317 713-4616

LETTER OF TRANSMITTAL

To:	Date:	BF&S Job Number:
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10/20/2025	729800.05
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Elkhart Municipal Airport
1211 County Road 6
Elkhart, IN 46514

Regarding:

10 Unit T-Hangar

Transmitting Via

Purpose

Mail ERMS
 Carrier _____

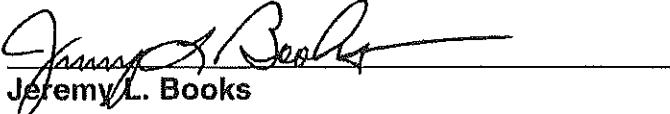
As Requested For Your Review and Comment
 For Your Information _____

Quantity:	Doc. Type:	Description / File Name:
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1		Estimate No. 6 Package
---	--	------------------------

Remarks:

Copy: FILE



Jeremy L. Books

Invoice

New Tech Corporation
9896 W 300 N, Bldg C
Michigan City, IN 46360

Date
10/20/2025

Bill To:
City of Elkhart Board of Aviation Commissioners
Elkhart Municipal Airport
1211 County Road 6, Elkhart, IN 46514

Project: T-Hangar and Taxilane

DESCRIPTION	AMOUNT
Invoice No. 6 - Total	\$ 248,860.00
Invoice No. 6 - Retainage	\$ (12,443.00)
Total Due	\$ 236,417.00

AIP40 PR7 \$29,164
AIP41 PR1 \$207,253

CITY OF ELKHART BOARD OF AVIATION COMMISSIONERS CONTRACTOR'S
PROGRESS
ESTIMATE

NEW TECH CORPORATION

NUMBER: 6		PERIOD	FROM	09/01/2025				
PROJECT:	TO 09/30/2025							
ELKHART MUNICIPAL AIRPORT								
BID PACKAGE 'A' TAXILANE; BID PACKAGE 'B' 10 UNIT T-HANGAR								
ITEM SPEC.	DESCRIPTION	QUANTITIES	UNIT	AMOUNT				
BID PACKAGE A - TAXILANE CONSTRUCTION		THIS ESTIMATE	TO DATE	UNIT PRICE				
General Site Work: Work Outside of Building Footprint								
S1 CE-95-2.1	Production Staking by Contractor	1.00	1.00	L.S. 7,500.00 \$7,500.00				
S2 M-102-2.1-1	Maintenance of Traffic	1.00	1.00	L.S. 3,500.00 \$3,500.00				
S3 C-100	Contractor Quality Control Program	0.50	0.50	L.S. 15,000.00 \$7,500.00				
S4 C-105	Mobilization		0.05	L.S. 48,000.00 \$2,400.00				
S5 C-102-5.1	Installation and Removal of Temporary Silt Fence		730.00	L.F. 5.00 \$3,650.00				
S6 L-108 - 5.1	Trench, Duct Bank or Conduit	200.00	200.00	L.F. 30.00 \$6,000.00				
S7 L-108 - 5.2	Installed in Trench or Plowed-In, Above the Duct Bank	185.00	185.00	L.F. 25.00 \$4,625.00				
S8 L-110-5.1	Electrical Duct Bank, PVC, 2 BK 2"	130.00	130.00	L.F. 25.00 \$3,250.00				
S9 L-110-5.2	Electrical Duct , PVC, 1 BK 3"	45.00	45.00	L.F. 33.00 \$1,485.00				
S10 P-152-4.1	Unclassified Excavation (Waste disposed of on site)	3,996.00	C.Y	14.50 \$57,942.00				
S11 INDOT 303	Compacted Aggregate, No. 53	1,075.00	C.Y	110.00 \$118,250.00				
S12 P-403-8.2	Asphalt Base Course		TOP	140.00 \$0.00				
S13 P-403-8.1	Asphalt Surface Course		TOP	170.00 \$0.00				
S14 P-603-5.1	Emulsified Asphalt Tack Coat		Gal.	3.50 \$0.00				
S15 P-605-5.1	Asphalt Joint Sealing		L.F.	6.00 \$0.00				
S16 P-620-5.1	Pavement Marking, 6 in, Yellow, with Reflective Media		S.F.	15.00 \$0.00				
S17 D-701-5.1	Pipe, Corrugated Aluminum, 12 inch		L.F.	95.00 \$0.00				
S18 D-752-1.1	12 inch, Pipe End Section		Ea.	2,500.00 \$0.00				
S19 F-162-5.2	20' Rolling Cantilever Gate (Black Vinyl Coated)		Ea.	30,000.00 \$0.00				
S20 T-901-5.1	Seeding		KSF	180.00 \$0.00				
Alternate 1 - Mill & Resurface Taxilane								
P1 C-105	Mobilization		L.S.	500.00 \$0.00				
P2 P-101-5.1	Cold Milling, 1.5"		SYL	4.75 \$0.00				
P3 P-403-8.1	Asphalt Surface Course, 1.5"		TOP	165.00 \$0.00				
P4 P-603	Emulsified Asphalt Tack Coat		Gal.	3.50 \$0.00				
P5 P-620-5.1	Pavement Marking, 6 in, Yellow, with Reflective Media		S.F.	15.00 \$0.00				
Alternate 2 - remove and Replace Hangar 39 Apron								
P6 C-105	Mobilization	1.00	L.S.	3,900.00 \$3,900.00				
P7 P-101-5.2	Pavement Removal		SYL	3.14 \$0.00				
P8 INDOT 303	Compacted Aggregate, No. 53		TOP	86.66 \$0.00				
P9 P-403-8.2	Asphalt Base Course		TOP	140.00 \$0.00				
P10 P-403-8.1	Asphalt Surface Course		TOP	170.00 \$0.00				
P11 P-603	Emulsified Asphalt Tack Coat		Gal.	3.50 \$0.00				
BID PACKAGE B - T-HANGAR CONSTRUCTION								
Allow Utility	Electrical Service from Road to Building		DOL	\$1.00 \$0.00				
B1 10-Unit	Pre-Engineered Building with Bi Fold Doors	1.00	L.S.	390,000.00 \$390,000.00				
B2 10-Unit	foundations, building erection, and excavation for the	0.4000	0.6000	L.S. 470,000.00 \$282,000.00				
B3 10-Unit	sub panels, overhead lighting, outlets, door operators,	0.30	0.30	L.S. 90,000.00 \$27,000.00				

CITY OF ELKHART BOARD OF AVIATION COMMISSIONERS CONTRACTOR'S
PROGRESS
ESTIMATE

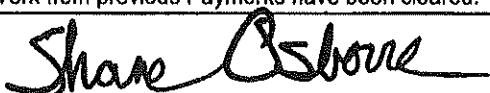
NEW TECH CORPORATION

NUMBER: 6 PERIOD FROM 09/01/2025
PROJECT: TO 09/30/2025
ELKHART MUNICIPAL AIRPORT
BID PACKAGE 'A' TAXILANE; BID PACKAGE 'B' 10 UNIT T-HANGAR

The certified payrolls for the period covered by this est. have been submitted & reviewed.
The Contractor certifies that the wage rates contained therein are not less than the
applicable wage rates in the Federal Davis-Bacon wage determination in the contract.

The undersigned Contractor certifies that to the best of the Contractor's knowledge the
Work covered by this Payment is Complete in accordance with Contract Documents
and all liens on Work from previous Payments have been cleared.

APPROVED
CONTRACTOR



Date: 10/20/25

NEW TECH CORPORATION

TOTAL	\$919,002.00
RETAINAGE	(\$45,950.10)
BALANCE	\$873,051.90
PREVIOUS PAY	\$636,634.90
AMOUNT DUE	\$236,417.00
RETAIN THIS EST	(\$12,443.00)

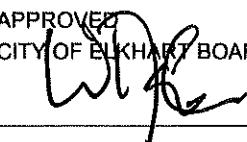
The Engineer certifies that based on site observations and to the Engineer's best
knowledge the Work has satisfactorily progressed in accordance with the contract,
and the Contractor is entitled to payment of the amount certified by the Contractor.

APPROVED
ENGINEER


BUTLER, FAIRMAN, & SEUFERT, INC.

Date: 10/20/2025

APPROVED
CITY OF ELKHART BOARD OF AVIATION COMMISSIONERS



Date: 10.29.25

Doug Thorne, BOAC President



City of Elkhart, Indiana
the city with a heart

MEMORANDUM

DATE: 10/29/25

TO: The Board of Aviation Commissioners

FROM: Andy Jones, Airport Director

RE: Approval and signature of SF425 Federal Financial Report for AIP-40, AIP-41 and AIP-42

Please approve the required FAA SF425 federal financial report form. This form covers reporting for AIP-40 (10-unit T-Hangar project), AIP-41 (continuation of 10-unit T-Hangar project), and AIP-42 (Runway 18/36 Rehabilitation project). Please also authorize the BOAC President to sign this document.

Please approve form SF425 which is required by the FAA for federal financial reporting for AIP-40, AIP-41 and AIP-42 and give authorization for the BOAC to sign this document.

Thank you,

Andy Jones
Airport Director

Approved as to form and legality

Date 10.29.25

Approved by City of Elkhart
Board of Aviation Commissioners

Federal Financial Report

(Follow form Instructions)

OMB Number: 4040-0014

Expiration Date: 06/30/2028

1. Federal Agency and Organizational Element to Which Report is Submitted		2. Federal Grant or Other Identifying Number Assigned by Federal Agency (To report multiple grants, use FFR Attachment)	
FAA			
3. Recipient Organization (Name and complete address including Zip code)			
Recipient Organization Name: City of Elkhart			
Street1: 1211 County Road 6 W			
Street2:			
City: Elkhart		County:	
State: IN; Indiana		Province:	
Country: USA: UNITED STATES		ZIP / Postal Code: 46514-0000	
4a. UEI WKE5QNN9VGL7	4b. EIN 35-6001016	5. Recipient Account Number or Identifying Number (To report multiple grants, use FFR Attachment)	
6. Report Type <input type="checkbox"/> Quarterly <input type="checkbox"/> Semi-Annual <input checked="" type="checkbox"/> Annual <input type="checkbox"/> Final	7. Basis of Accounting <input type="checkbox"/> Cash <input checked="" type="checkbox"/> Accrual	8. Project/Grant Period From: To: 	9. Reporting Period End Date 09/30/2025
10. Transactions (Use lines a-c for single or multiple grant reporting)			Cumulative
Federal Cash (To report multiple grants, also use FFR attachment):			
a. Cash Receipts			598,592.00
b. Cash Disbursements			598,592.00
c. Cash on Hand (line a minus b)			0.00
(Use lines d-o for single grant reporting)			
Federal Expenditures and Unobligated Balance:			
d. Total Federal funds authorized			0.00
e. Federal share of expenditures			0.00
f. Federal share of unliquidated obligations			0.00
g. Total Federal share (sum of lines e and f)			0.00
h. Unobligated balance of Federal Funds (line d minus g)			0.00
Recipient Share:			
i. Total recipient share required			0.00
j. Recipient share of expenditures			0.00
k. Remaining recipient share to be provided (line i minus j)			0.00
Program Income:			
l. Total Federal program income earned			0.00
m. Program Income expended in accordance with the deduction alternative			0.00
n. Program Income expended in accordance with the addition alternative			0.00
o. Unexpended program income (line l minus line m and line n)			0.00

11. Indirect Expense

a. Type	b. Rate	c. Period From	Period To	d. Base	e. Amount Charged	f. Federal Share
<input type="text"/>						
<input type="text"/>						

g. Totals:

12. Remarks: Attach any explanations deemed necessary or information required by Federal sponsoring agency in compliance with governing legislation:

<input type="text"/>	Add Attachment	Delete Attachment	View Attachment
----------------------	--------------------------------	-----------------------------------	---------------------------------

13. Certification: By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812).

a. Name and Title of Authorized Certifying Official

Prefix: <input type="text"/> Mr.	First Name: <input type="text"/> Doug	Middle Name: <input type="text"/>
Last Name: <input type="text"/> Thorne	Suffix: <input type="text"/>	
Title: <input type="text"/> President		

b. Signature of Authorized Certifying Official



c. Telephone (Area code, number and extension)

 574-264-5217

d. Email Address

 dthorne@elkhart.k12.in.us

e. Date Report Submitted

 10/29/2025

14. Agency use only:

Federal Financial Report Attachment

(For reporting multiple grants)

1. Federal Agency and Organizational Element to Which Report is Submitted (Box 1 on Page 1)	2. Recipient Organization (Box 3 on Page 1)	
Federal Aviation Administration	City of Elkhart	
3a. UEI (Box 4a on Page 1)	3b. EIN (Box 4b on Page 1)	4. Reporting Period End Date (Box 9 on Page 1)
WKESQNN9VGL7	35-6001016	09/30/2025
5. List Information below for each grant covered by this report.		
Federal Grant Number	Recipient Account Number	Cumulative Federal Cash Disbursement
AIP 3-18-0018-040-2024	.	\$ 598,592.00
AIP 3-18-0018-041-2025	.	\$ 0.00
AIP 3-18-0018-042-2025	.	\$ 0.00
TOTAL (Should correspond to the amount on Line 10b on Page 1)		\$ 598,592.00

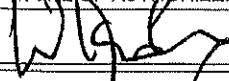
Standard Form 425A

OUTLAY REPORT AND REQUEST FOR REIMBURSEMENT FOR CONSTRUCTION PROGRAMS		1. TYPE OF REQUEST <input type="checkbox"/> FINAL <input checked="" type="checkbox"/> PARTIAL	2. BASIS OF REQUEST <input type="checkbox"/> CASH <input checked="" type="checkbox"/> ACCRUAL
3. FEDERAL SPONSORING AGENCY AND ORGANIZATIONAL ELEMENT TO WHICH THIS REPORT IS SUBMITTED Federal Aviation Administration		4. FEDERAL GRANT OR OTHER IDENTIFYING NUMBER ASSIGNED BY FEDERAL AGENCY 3-18-0018-040-2024	
5. PARTIAL PAYMENT REQUEST NUMBER FOR THIS REQUEST 6	6. EMPLOYER IDENTIFICATION NUMBER 35-6001016	7. FINANCIAL ASSISTANCE IDENTIFICATION NUMBER WKESQNN9VGL7	
8. PERIOD COVERED BY THIS REQUEST From: 07/31/2025 To: 09/24/2025			
9. RECIPIENT ORGANIZATION Name: Elkhart Municipal Airport Street1: 1211 County Road 6 W Street2: City: Elkhart County: State: IN: Indiana Province: Country: USA: UNITED STATES ZIP / Postal Code: 46514-000			
10. PAYEE (Where check is to be sent if different than item 9) Name: Street1: Street2: City: County: State: Province: Country: ZIP / Postal Code:			

STATUS OF FUNDS				
CLASSIFICATION	PROGRAMS	FUNCTIONS	ACTIVITIES	TOTAL
	(a) 90	(b)	(c)	
a. Administrative expense	\$	\$	\$	\$
b. Preliminary expense				
c. Land, structures, right-of-way				
d. Architectural engineering basic fees				
e. Other architectural engineering fees				
f. Project inspection fees	28,468.30			28,468.30
g. Land development				
h. Relocation expense				
i. Relocation payments to individuals and businesses				
j. Demolition and removal				
k. Construction and project improvement cost	636,634.90			636,634.90
l. Equipment				
m. Miscellaneous cost				
n. Total cumulative to date (sum of lines a thru m)	665,103.20			665,103.20
o. Deductions for program income				
p. Net cumulative to date (line n minus line o)	665,103.20			665,103.20
q. Federal share to date	598,592.00			598,592.00
r. Rehabilitation grants (100% reimbursement)				
s. Total Federal share (sum of lines q and r)	598,592.00			598,592.00
t. Federal payments previously requested	328,547.00			328,547.00
u. Amount requested for reimbursement	\$ 270,045.00	\$	\$	\$ 270,045.00
v. Percentage of physical completion of project	78.00 %		%	78.00 %

12. CERTIFICATION

I certify that to the best of my knowledge and belief the billed costs or disbursements are in accordance with the terms of the project and that the reimbursement represents the Federal share due which has not been previously requested and that an inspection has been performed and all work is in accordance with the terms of the award.

a. RECIPIENT**SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL****DATE REPORT SUBMITTED**

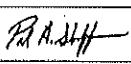
09/24/2025

TYPED OR PRINTED NAME AND TITLE

Prefix: Mr. First Name: Doug Middle Name:

Last Name: Thorne Suffix:

Title: President

TELEPHONE (Area code, number, and extension) 574-264-5217**b. REPRESENTATIVE CERTIFYING TO LINE 11V****SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL****DATE SIGNED**

09/24/2025

TYPED OR PRINTED NAME AND TITLE

Prefix: Mr. First Name: Paul Middle Name:

Last Name: Shaffer Suffix:

Title: Executive VP

TELEPHONE (Area code, number, and extension) 317-713-4615

OUTLAY REPORT AND REQUEST FOR REIMBURSEMENT FOR CONSTRUCTION PROGRAMS		1. TYPE OF REQUEST <input type="checkbox"/> FINAL <input checked="" type="checkbox"/> PARTIAL	2. BASIS OF REQUEST <input type="checkbox"/> CASH <input checked="" type="checkbox"/> ACCRUAL
3. FEDERAL SPONSORING AGENCY AND ORGANIZATIONAL ELEMENT TO WHICH THIS REPORT IS SUBMITTED FAA		4. FEDERAL GRANT OR OTHER IDENTIFYING NUMBER ASSIGNED BY FEDERAL AGENCY 3-18-0018-041-2025	
5. PARTIAL PAYMENT REQUEST NUMBER FOR THIS REQUEST 0	6. EMPLOYER IDENTIFICATION NUMBER 35-6001016	7. FINANCIAL ASSISTANCE IDENTIFICATION NUMBER WKESQNN9VGL7	
8. PERIOD COVERED BY THIS REQUEST From: 06/20/2025 To: 09/30/2025			
9. RECIPIENT ORGANIZATION Name: Elkhart Municipal Airport Street1: 1211 County Road 6 W Street2: City: Elkhart County: State: IN: Indiana Province: Country: USA: UNITED STATES ZIP / Postal Code: 46514-0000			
10. PAYEE (Where check is to be sent if different than item 9) Name: Street1: Street2: City: County: State: Province: Country: ZIP / Postal Code:			

STATUS OF FUNDS				
CLASSIFICATION	PROGRAMS	FUNCTIONS	ACTIVITIES	TOTAL
	(a)	(b)	(c)	
a. Administrative expense	\$ []	\$ []	\$ []	\$ []
b. Preliminary expense	[]	[]	[]	[]
c. Land, structures, right-of-way	[]	[]	[]	[]
d. Architectural engineering basic fees	[]	[]	[]	[]
e. Other architectural engineering fees	[]	[]	[]	[]
f. Project inspection fees	[]	[]	[]	[]
g. Land development	[]	[]	[]	[]
h. Relocation expense	[]	[]	[]	[]
i. Relocation payments to individuals and businesses	[]	[]	[]	[]
j. Demolition and removal	[]	[]	[]	[]
k. Construction and project improvement cost	[]	[]	[]	[]
l. Equipment	[]	[]	[]	[]
m. Miscellaneous cost	[]	[]	[]	[]
n. Total cumulative to date (<i>sum of lines a thru m</i>)	[]	[]	[]	[]
o. Deductions for program income	[]	[]	[]	[]
p. Net cumulative to date (<i>line n minus line o</i>)	[]	[]	[]	[]
q. Federal share to date	0.00	[]	[]	0.00
r. Rehabilitation grants (100% reimbursement)	[]	[]	[]	[]
s. Total Federal share (<i>sum of lines q and r</i>)	0.00	[]	[]	0.00
t. Federal payments previously requested	0.00	[]	[]	0.00
u. Amount requested for reimbursement	\$ [] 0.00	\$ []	\$ []	\$ [] 0.00
v. Percentage of physical completion of project	0.00 %	[] %	[] %	0.00 %

12. CERTIFICATION

I certify that to the best of my knowledge and belief the billed costs or disbursements are in accordance with the terms of the project and that the reimbursement represents the Federal share due which has not been previously requested and that an inspection has been performed and all work is in accordance with the terms of the award.

a. RECIPIENT

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL		DATE REPORT SUBMITTED
		10/29/2025

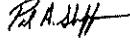
TYPED OR PRINTED NAME AND TITLE

Prefix: <input type="text" value="Mr."/>	First Name: <input type="text" value="Doug"/>	Middle Name: <input type="text"/>
Last Name: <input type="text" value="Thorne"/>		Suffix: <input type="text"/>
Title: <input type="text" value="President"/>		

TELEPHONE (Area code, number, and extension)

574-264-5217

b. REPRESENTATIVE CERTIFYING TO LINE 11V

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	DATE SIGNED
	10/29/2025

TYPED OR PRINTED NAME AND TITLE

Prefix: <input type="text" value="Mr."/>	First Name: <input type="text" value="Paul"/>	Middle Name: <input type="text"/>
Last Name: <input type="text" value="Shaffer"/>		Suffix: <input type="text"/>
Title: <input type="text" value="Executive VP"/>		

TELEPHONE (Area code, number, and extension)

317-713-4615

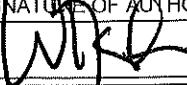
OUTLAY REPORT AND REQUEST FOR REIMBURSEMENT FOR CONSTRUCTION PROGRAMS		1. TYPE OF REQUEST <input type="checkbox"/> FINAL <input checked="" type="checkbox"/> PARTIAL	2. BASIS OF REQUEST <input type="checkbox"/> CASH <input checked="" type="checkbox"/> ACCRUAL
3. FEDERAL SPONSORING AGENCY AND ORGANIZATIONAL ELEMENT TO WHICH THIS REPORT IS SUBMITTED FAA		4. FEDERAL GRANT OR OTHER IDENTIFYING NUMBER ASSIGNED BY FEDERAL AGENCY 3-18-0018-042-2025	
5. PARTIAL PAYMENT REQUEST NUMBER FOR THIS REQUEST 0	6. EMPLOYER IDENTIFICATION NUMBER 35-6001016	7. FINANCIAL ASSISTANCE IDENTIFICATION NUMBER WKEESQNN9VGL7	
8. PERIOD COVERED BY THIS REQUEST From: 09/05/2025 To: 09/30/2025			
9. RECIPIENT ORGANIZATION Name: Elkhart Municipal Airport Street1: 1211 County Road 6 W Street2: City: Elkhart County: State: IN: Indiana Province: Country: USA: UNITED STATES ZIP / Postal Code: 46514-0000			
10. PAYEE (Where check is to be sent if different than item 9) Name: Street1: Street2: City: County: State: Province: Country: ZIP / Postal Code:			

STATUS OF FUNDS				
CLASSIFICATION	PROGRAMS	FUNCTIONS	ACTIVITIES	TOTAL
	(a)	(b)	(c)	
a. Administrative expense	\$ []	\$ []	\$ []	\$ []
b. Preliminary expense	[]	[]	[]	[]
c. Land, structures, right-of-way	[]	[]	[]	[]
d. Architectural engineering basic fees	[]	[]	[]	[]
e. Other architectural engineering fees	[]	[]	[]	[]
f. Project inspection fees	[]	[]	[]	[]
g. Land development	[]	[]	[]	[]
h. Relocation expense	[]	[]	[]	[]
i. Relocation payments to individuals and businesses	[]	[]	[]	[]
j. Demolition and removal	[]	[]	[]	[]
k. Construction and project improvement cost	[]	[]	[]	[]
l. Equipment	[]	[]	[]	[]
m. Miscellaneous cost	[]	[]	[]	[]
n. Total cumulative to date (sum of lines a thru m)	[]	[]	[]	[]
o. Deductions for program income	[]	[]	[]	[]
p. Net cumulative to date (line n minus line o)	[]	[]	[]	[]
q. Federal share to date	0.00	[]	[]	0.00
r. Rehabilitation grants (100% reimbursement)	[]	[]	[]	[]
s. Total Federal share (sum of lines q and r)	0.00	[]	[]	0.00
t. Federal payments previously requested	0.00	[]	[]	0.00
u. Amount requested for reimbursement	\$ [] 0.00	\$ []	\$ []	\$ [] 0.00
v. Percentage of physical completion of project	0.00 %	[] %	[] %	0.00 %

12. CERTIFICATION

I certify that to the best of my knowledge and belief the billed costs or disbursements are in accordance with the terms of the project and that the reimbursement represents the Federal share due which has not been previously requested and that an inspection has been performed and all work is in accordance with the terms of the award.

a. RECIPIENT

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL		DATE REPORT SUBMITTED
		10/29/2025

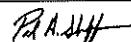
TYPED OR PRINTED NAME AND TITLE

Prefix: Mr.	First Name: Doug	Middle Name: <input type="text"/>
Last Name: Thorne	Suffix: <input type="text"/>	
Title: President		

TELEPHONE (Area code, number, and extension)

574-264-5217

b. REPRESENTATIVE CERTIFYING TO LINE 11V

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL		DATE SIGNED
		10/29/2025

TYPED OR PRINTED NAME AND TITLE

Prefix: Mr.	First Name: Paul	Middle Name: <input type="text"/>
Last Name: Shaffer	Suffix: <input type="text"/>	
Title: Executive VP		

TELEPHONE (Area code, number, and extension)

317-713-4615



City of Elkhart, Indiana
the city with a heart

MEMORANDUM

DATE: 10/29/25
TO: The Board of Aviation Commissioners
FROM: Andy Jones, Airport Director
RE: Approval of Pay Request for FAA Reimbursement

Please approve partial pay request for the AIP-40, 10-unit T-Hangar for FAA Reimbursement to EKM in the amount of \$32,889.00. Please also authorize the BOAC President to sign this document.

Please approve partial pay request in the amount of \$32,889.00 for the AIP-40, 10-unit T-Hangar project for reimbursement from the FAA to EKM, and give authorization for the BOAC President to sign this document.

Thank you,

Andy Jones

Andy Jones
Airport Director

Date 10.29.25

Approved by City of Elkhart
Board of Aviation Commissioners

WJR

Bruce O'Shreiner
WLR

Approved as to form and legality

KD

BUTLER, FAIRMAN and SEUFERT, INC.
Consulting Engineers
8450 WESTFIELD BLVD., SUITE 300
INDIANAPOLIS, IN 46240-8302

317 713-4615
FAX 317 713-4616

TO

Indiana Department of Transportation
Office of Aviation
100 North Senate Avenue
Indiana Government Center, Room N808
Indianapolis, Indiana 46204-2219

LETTER OF TRANSMITTAL

DATE	10/29/25	JOB NO.	7298
ATTENTION:	Travis Warren e-copy		
RE:	Elkhart Municipal Airport		
AIP No.	3-18-0018-040-2024		
Construct 10-Unit T-Hangar Building - Construction, Phase 2/4; T-Hangar South Taxilane - Construction, Phase 2/4; T-Hangar North Taxilane – Construction, Phase 2/2			

WE ARE SENDING YOU Attached Under separate cover via _____ the following items:

<input type="checkbox"/> Shop drawings	<input type="checkbox"/> Prints	<input type="checkbox"/> Plans	<input type="checkbox"/> Sample	<input type="checkbox"/> Specifications
<input type="checkbox"/> Copy of letter	<input type="checkbox"/> Change order	<input type="checkbox"/>		

COPIES	DATE	NO.	DESCRIPTION
1			CIV - Partial Pay Request No. 7

THESE ARE TRANSMITTED as checked below:

<input type="checkbox"/> For approval	<input type="checkbox"/> Approved as submitted	<input type="checkbox"/> Resubmit _____ copies for approval
<input type="checkbox"/> For your use	<input type="checkbox"/> Approved as noted	<input type="checkbox"/> Submit _____ copies for distribution
<input type="checkbox"/> As requested	<input type="checkbox"/> Returned for corrections	<input type="checkbox"/> Return _____ corrected prints
<input type="checkbox"/> For review and comment	<input type="checkbox"/>	
<input type="checkbox"/> FOR BIDS DUE _____ 20 _____	<input type="checkbox"/> PRINTS RETURNED AFTER LOAN TO US	

REMARKS

Federal: \$29,600

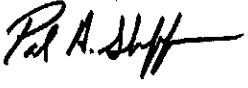
State: \$1,644.45

Local: \$1,644.55

Total: \$32,889

COPY TO Andy Jones, Karen Shaw

SIGNED:


Paul Shaffer, P.E.

Vendor: Elkhart Municipal Airport
 1211 County Road 6 W
 Elkhart, IN 46514

REQUEST OF STATE FUNDS
 State Project

Payment No. 7

Eligible costs to date	\$697,992.20
% of State participation	x 0.05
State share 5%	= \$ 34,899.61
Previous Payment	- \$ 33,255.16
Total Due	= \$ 1,644.45

Payment Request History			
Request Number	Request Amount	Date Requested	Notes
1	\$539.35	11/27/2024	
2	\$6,113.25	3/26/2025	
3	\$3,743.93	5/28/2025	
4	\$682.06	6/25/2025	
5	\$7,174.05	7/30/2025	
6	\$15,002.52	9/24/2025	
7	\$1,644.45	10/29/2025	
Total	\$34,899.61		

Unused Balance	PO Limit	\$42,433.33	82.25%
		\$7,533.72	

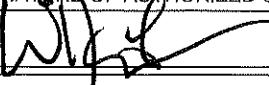
OUTLAY REPORT AND REQUEST FOR REIMBURSEMENT FOR CONSTRUCTION PROGRAMS		1. TYPE OF REQUEST <input type="checkbox"/> FINAL <input checked="" type="checkbox"/> PARTIAL	2. BASIS OF REQUEST <input type="checkbox"/> CASH <input checked="" type="checkbox"/> ACCRUAL
3. FEDERAL SPONSORING AGENCY AND ORGANIZATIONAL ELEMENT TO WHICH THIS REPORT IS SUBMITTED Federal Aviation Administration		4. FEDERAL GRANT OR OTHER IDENTIFYING NUMBER ASSIGNED BY FEDERAL AGENCY 3-18-0018-040-2024	
5. PARTIAL PAYMENT REQUEST NUMBER FOR THIS REQUEST 7	6. EMPLOYER IDENTIFICATION NUMBER 35-6001016	7. FINANCIAL ASSISTANCE IDENTIFICATION NUMBER WKESQNN9VGL7	
8. PERIOD COVERED BY THIS REQUEST From: 09/25/2025 To: 10/29/2025			
9. RECIPIENT ORGANIZATION Name: Elkhart Municipal Airport Street1: 1211 County Road 6 W Street2: City: Elkhart County: State: IN: Indiana Province: Country: USA: UNITED STATES ZIP / Postal Code: 46514-000			
10. PAYEE (Where check is to be sent if different than item 9) Name: Street1: Street2: City: County: State: Province: Country: ZIP / Postal Code:			

STATUS OF FUNDS				
CLASSIFICATION	PROGRAMS	FUNCTIONS	ACTIVITIES	TOTAL
	(a) 90	(b)	(c)	
a. Administrative expense	\$	\$	\$	\$
b. Preliminary expense				
c. Land, structures, right-of-way				
d. Architectural engineering basic fees				
e. Other architectural engineering fees				
f. Project inspection fees	32,193.30			32,193.30
g. Land development				
h. Relocation expense				
i. Relocation payments to individuals and businesses				
j. Demolition and removal				
k. Construction and project improvement cost	665,798.90			665,798.90
l. Equipment				
m. Miscellaneous cost				
n. Total cumulative to date (sum of lines a thru m)	697,992.20			697,992.20
o. Deductions for program income				
p. Net cumulative to date (line n minus line o)	697,992.20			697,992.20
q. Federal share to date	628,192.00			628,192.00
r. Rehabilitation grants (100% reimbursement)				
s. Total Federal share (sum of lines q and r)	628,192.00			628,192.00
t. Federal payments previously requested	598,592.00			598,592.00
u. Amount requested for reimbursement	\$ 29,600.00	\$	\$	\$ 29,600.00
v. Percentage of physical completion of project	82.00 %	%	%	82.00 %

12. CERTIFICATION

I certify that to the best of my knowledge and belief the billed costs or disbursements are in accordance with the terms of the project and that the reimbursement represents the Federal share due which has not been previously requested and that an inspection has been performed and all work is in accordance with the terms of the award.

a. RECIPIENT

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL		DATE REPORT SUBMITTED
		10/29/2025

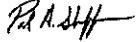
TYPED OR PRINTED NAME AND TITLE

Prefix: Mr.	First Name: Doug	Middle Name: _____
Last Name: Thorne	Suffix: _____	
Title: President		

TELEPHONE (Area code, number, and extension)

574-264-5217

b. REPRESENTATIVE CERTIFYING TO LINE 11V

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	DATE SIGNED
	10/29/2025

TYPED OR PRINTED NAME AND TITLE

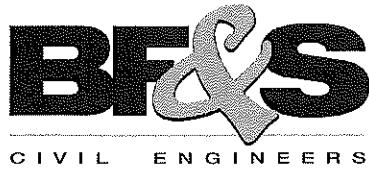
Prefix: Mr.	First Name: Paul	Middle Name: _____
Last Name: Shaffer	Suffix: _____	
Title: Executive VP		

TELEPHONE (Area code, number, and extension)

317-713-4615

3388 33

room here
to
accommodate
all PS up to
95% than can
be with future



CIVIL ENGINEERS

17

INVOICE

500 East 96th St., Suite 500
Indianapolis, IN 46240
t 317.713.4615
f 317.713.4617

www.bfsengr.com

Mr. Andrew Jones
Elkhart Municipal Airport
1211 CR 6 West
Elkhart, IN 46514

September 9, 2025
Invoice No: 109529

Project 729800.0000 10 UNIT T-HANGAR & TAXILANE CONSTRUCTION SERVICES

For inspection during construction of 10-Unit T-Hangar and Taxilane. In accordance with the Agreement dated August 28, 2024.

Professional Services from August 1, 2025 to August 31, 2025

Fee

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
0101 Bidding Assistance	7,000.00	100.00	7,000.00	7,000.00	0.00
0102 Project Administration	14,000.00	60.00	8,400.00	7,000.00	1,400.00
0103 Record Drawing Construction Docs	4,400.00	0.00	0.00	0.00	0.00
0501 Construction Observation	18,000.00	60.00	10,800.00	9,000.00	1,800.00
0502 Final Construction Record	7,000.00	0.00	0.00	0.00	0.00
0503 Warranty Inspection	1,600.00	0.00	0.00	0.00	0.00
Total Fee	52,000.00		26,200.00	23,000.00	3,200.00
	Total Fee				3,200.00
			Total this Phase		\$3,200.00

0504 - RESIDENT PROJECT REPRESENTATIVE

Professional Personnel

	Hours	Rate	Amount
FIELD PERSONNEL I			
Clawson, Adam	5.00	105.00	525.00
Totals	5.00		525.00
Total Labor			525.00

Billing Limits

	Current	Prior	To-Date
Total Billings	525.00	5,017.50	5,542.50
Limit			40,000.00
Remaining			34,457.50
Total this Phase			\$525.00

0505 - TRAVEL

Billing Limits

	Current	Prior	To-Date
Total Billings	0.00	450.80	450.80
Limit			2,000.00
Remaining			1,549.20
Total this Phase			0.00

0506 - MATERIALS TESTING

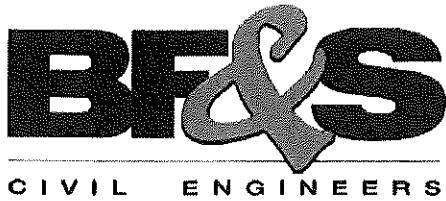
Project	729800.0000	10 UNIT T-HANGAR & TAXILANE CONSTRUCTION		Invoice	109529
Billing Limits		Current	Prior	To-Date	
Total Billings		0.00	0.00	0.00	
Limit				4,000.00	
Remaining				4,000.00	
			Total this Phase		0.00
			Total this Invoice		\$3,725.00

Billings to Date

	Current	Prior	Total
Fee	3,200.00	23,000.00	26,200.00
Labor	525.00	5,017.50	5,542.50
Expense	0.00	126.91	126.91
Unit	0.00	323.89	323.89
Totals	3,725.00	28,468.30	32,193.30

Thank You,

Michael Eichenauer



18

BUTLER, FAIRMAN & SEUFERT, INC.
8450 Westfield Blvd., Suite 300
Indianapolis, IN 46240-8302
o.317 713-4615
f.317 713-4616

LETTER OF TRANSMITTAL

To:	Date:	BF&S Job Number:
-----	-------	------------------

Elkhart Municipal Airport
1211 County Road 6
Elkhart, IN 46514

10/20/2025 729800.05

Regarding:

10 Unit T-Hangar

Transmitting Via

Purpose

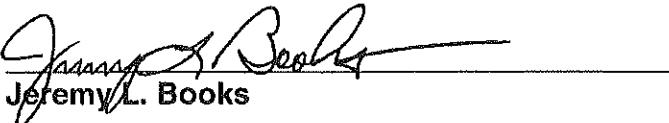
<input type="checkbox"/> Mail	<input type="checkbox"/> ERMS	<input type="checkbox"/> As Requested	<input type="checkbox"/> For Your Review and Comment
<input type="checkbox"/> Carrier	<input type="checkbox"/> _____	<input type="checkbox"/> For Your Information	<input type="checkbox"/> _____

Quantity:	Doc. Type:	Description / File Name:
-----------	------------	--------------------------

1		Estimate No. 6 Package
---	--	------------------------

Remarks:

Copy: FILE


Jeremy L. Books

Invoice

New Tech Corporation
9896 W 300 N, Bldg C
Michigan City, IN 46360

Date
10/20/2025

Bill To:
City of Elkhart Board of Aviation Commissioners
Elkhart Municipal Airport
1211 County Road 6, Elkhart, IN 46514

Project: T-Hangar and Taxilane

DESCRIPTION	AMOUNT
Invoice No. 6 - Total	\$ 248,860.00
Invoice No. 6 - Retainage	\$ (12,443.00)
Total Due	\$ 236,417.00

AIP40 PR7 \$29,164
AIP41 PR1 \$207,253

CITY OF ELKHART BOARD OF AVIATION COMMISSIONERS **CONTRACTOR'S
PROGRESS
ESTIMATE**

NEW TECH CORPORATION

NUMBER: 6		PERIOD	FROM	09/01/2025
PROJECT:	TO 09/30/2025			
ELKHART MUNICIPAL AIRPORT BID PACKAGE 'A' TAXILANE; BID PACKAGE 'B' 10 UNIT T-HANGAR				
ITEM SPEC.	DESCRIPTION	QUANTITIES	UNIT	AMOUNT
BID PACKAGE A - TAXILANE CONSTRUCTION		THIS ESTIMATE	TO DATE	UNIT PRICE
General Site Work: Work Outside of Building Footprint				
S1	CE-95-2.1 Production Staking by Contractor	1.00	1.00	L.S. 7,500.00 \$7,500.00
S2	M-102-2.1-1 Maintenance of Traffic	1.00	1.00	L.S. 3,500.00 \$3,500.00
S3	C-100 Contractor Quality Control Program	0.50	0.50	L.S. 15,000.00 \$7,500.00
S4	C-105 Mobilization		0.05	L.S. 48,000.00 \$2,400.00
S5	C-102-5.1 Installation and Removal of Temporary Silt Fence		730.00	L.F. 5.00 \$3,650.00
S6	L-108 - 5.1 Trench, Duct Bank or Conduit	200.00	200.00	L.F. 30.00 \$6,000.00
S7	L-108 - 5.2 Installed in Trench or Plowed-In, Above the Duct Bank	185.00	185.00	L.F. 25.00 \$4,625.00
S8	L-110-5.1 Electrical Duct Bank, PVC, 2 BK 2"	130.00	130.00	L.F. 25.00 \$3,250.00
S9	L-110-5.2 Electrical Duct , PVC, 1 BK 3"	45.00	45.00	L.F. 33.00 \$1,485.00
S10	P-152-4.1 Unclassified Excavation (Waste disposed of on site)		3,996.00	C.Y. 14.50 \$57,942.00
S11	INDOT 303 Compacted Aggregate, No. 53		1,075.00	C.Y. 110.00 \$118,250.00
S12	P-403-8.2 Asphalt Base Course			TON 140.00 \$0.00
S13	P-403-8.1 Asphalt Surface Course			TON 170.00 \$0.00
S14	P-603-5.1 Emulsified Asphalt Tack Coat			Gal. 3.50 \$0.00
S15	P-605-5.1 Asphalt Joint Sealing			L.F. 6.00 \$0.00
S16	P-620-5.1 Pavement Marking, 6 in, Yellow, with Reflective Media			S.F. 15.00 \$0.00
S17	D-701-5.1 Pipe, Corrugated Aluminum, 12 inch			L.F. 95.00 \$0.00
S18	D-752-1.1 12 Inch, Pipe End Section			Ea. 2,500.00 \$0.00
S19	F-162-5.2 20' Rolling Cantilever Gate (Black Vinyl Coated)			Ea. 30,000.00 \$0.00
S20	T-901-5.1 Seeding			KSF 180.00 \$0.00
Alternate 1 - Mill & Resurface Taxilane				
P1	C-105 Mobilization			L.S. 500.00 \$0.00
P2	P-101-5.1 Cold Milling, 1.5"			SYE 4.75 \$0.00
P3	P-403-8.1 Asphalt Surface Course, 1.5"			TON 165.00 \$0.00
P4	P-603 Emulsified Asphalt Tack Coat			Gal. 3.50 \$0.00
P5	P-620-5.1 Pavement Marking, 6 in, Yellow, with Reflective Media			S.F. 15.00 \$0.00
Alternate 2 - remove and Replace Hangar 39 Apron				
P6	C-105 Mobilization	1.00		L.S. 3,900.00 \$3,900.00
P7	P-101-5.2 Pavement Removal			SYE 3.14 \$0.00
P8	INDOT 303 Compacted Aggregate, No. 53			TON 86.66 \$0.00
P9	P-403-8.2 Asphalt Base Course			TON 140.00 \$0.00
P10	P-403-8.1 Asphalt Surface Course			TON 170.00 \$0.00
P11	P-603 Emulsified Asphalt Tack Coat			Gal. 3.50 \$0.00
BID PACKAGE B - T-HANGAR CONSTRUCTION				
Allow	Utility Electrical Service from Road to Building			DOL \$1.00 \$0.00
B1	10-Unit Pre-Engineered Building with Bi Fold Doors	1.00		L.S. 390,000.00 \$390,000.00
B2	10-Unit foundations, building erection, and excavation for the	0.4000	0.6000	L.S. 470,000.00 \$282,000.00
B3	10-Unit sub panels, overhead lighting, outlets, door operators,	0.30	0.30	L.S. 90,000.00 \$27,000.00

CITY OF ELKHART BOARD OF AVIATION COMMISSIONERS **CONTRACTOR'S
PROGRESS
ESTIMATE**

NEW TECH CORPORATION

NUMBER: 6 PERIOD FROM 09/01/2025
PROJECT: TO 09/30/2025
**ELKHART MUNICIPAL AIRPORT
BID PACKAGE 'A' TAXILANE; BID PACKAGE 'B' 10 UNIT T-HANGAR**

The certified payrolls for the period covered by this est. have been submitted & reviewed.
The Contractor certifies that the wage rates contained therein are not less than the
applicable wage rates in the Federal Davis-Bacon wage determination in the contract.

The undersigned Contractor certifies that to the best of the Contractor's knowledge the
Work covered by this Payment is Complete in accordance with Contract Documents
and all liens on Work from previous Payments have been cleared.

APPROVED
CONTRACTOR Shane C. Stone
NEW TECH CORPORATION

Date: 10/20/25

TOTAL	\$919,002.00
RETAINAGE	(\$45,950.10)
BALANCE	\$873,051.90
PREVIOUS PAY	\$636,634.90
AMOUNT DUE	\$236,417.00
RETAIN THIS EST	(\$12,443.00)

AIP40 PR7 \$29,164
AIP41 PR1 \$207,253

The Engineer certifies that based on site observations and to the Engineer's best
knowledge the Work has satisfactorily progressed in accordance with the contract,
and the Contractor is entitled to payment of the amount certified by the Contractor.

APPROVED
ENGINEER James A. Baily
BUTLER, FAIRMAN, & SEUFERT, INC.

Date: 10/20/2025

APPROVED
CITY OF ELKHART BOARD OF AVIATION COMMISSIONERS

Date: 10.29.25

W. J. Schaefer
Doug Thorpe, BOAC President



City of Elkhart, Indiana
the city with a heart

MEMORANDUM

DATE:

10/29/25

TO:

The Board of Aviation Commissioners

FROM:

Andy Jones, Airport Director

RE:

Approval of AIP-40 Change Order #1 for Addition of Firewall

Please approve change order #1 for the AIP-40, 10-unit T-Hangar project for addition of firewall required by the State design release process. Please also authorize the BOAC President to sign this document.

Please approve change order #1 in the amount of \$74,030.00 for the AIP-40, 10-unit T-Hangar project for addition of firewall required by the State design release process, and give authorization for the BOAC President to sign this document.

Thank you,

Andy Jones

Andy Jones
Airport Director

Date 10.29.25

Approved by City of Elkhart
Board of Aviation Commissioners

W. Jones
Bruce D. Shremer
W. P.

Approved as to form and legality

KD

CHANGE ORDER - SECTION 1

Change Order Number One (1) Date October 20, 2025

Owner City of Elkhart Board of Aviation Commissioners

Federal/State Grant Number AIP No. 3-18-0018-040-2024 Engineer Project Number 729800

Contractor NewTech Corporation

Original Contract Amount \$ 1,667,603.06 Original Contract Date August 28, 2024

Maximum Allowable All Change Orders Combined (20% of original contract amount): \$ 333,520.61

Original Contract Description Bid Package A Taxilane, Bid Package B 10 Unit T-Hanger + Alternate 1 and 2

Describe how this change order work is related to the Original Contract Work and/or is an unforeseen. Quantify and explain details in the following Sections.

This Change Order add a 3 hour fire wall barrier required by the state design release process for this project.

This change results in the following adjustment to the contract.

Total contract amount prior to this change order:	<u>TOTAL</u>	<u>\$ 1,667,603.06</u>
	<u>State/Local</u>	
	<u>Federal/State</u>	

Increase(Decrease) resulting from this change order:	<u>TOTAL</u>	<u>\$ 74,030.00</u>
	<u>State/Local</u>	
	<u>Federal/State</u>	

Total contract amount including this change order:	<u>TOTAL</u>	<u>\$ 1,741,633.06</u>
	<u>State/Local</u>	
	<u>Federal/State</u>	

Total all Change Orders: \$ 74,030.00

Percent Increase of Total all Change Orders over Original Contract Amount: 4.4 %

Contract time prior to this change order: November 1, 2025 to achieve Substantial Completion

Change resulting from this change order: 0 Days

Total contract including this change order: November 1, 2025 to achieve Substantial Completion

The undersigned CONTRACTOR certifies that (1) all previous progress payments received from OWNER on account of Work done under the Contract referred to above have been applied to discharge in full all obligations of CONTRACTOR incurred in connection with Work covered by all prior Applications for Payments Inclusive; (2) title to all materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to OWNER at time of payment free and clear of all liens, claims, security interests and encumbrances (except such as covered by Bond acceptable to OWNER); (3) any delay or postponement of payment among the parties, except for normal retainage amounts withheld by the OWNER, may take place only for good cause, with OWNER prior written approval; (4) appropriate alternative dispute resolution mechanisms, such as non-binding mediation, Indiana Rules of Alternative Dispute Resolution and Arbitration Rules of the American Arbitration Association, is implemented to resolve payment disputes; and (5) appropriate provisions are inserted in all subcontracts binding Subcontractors to the terms and conditions of the Contract Documents."

This Change Order has been prepared in accordance with FAA Order 5100.38D (AIP Handbook) paragraph 5-35 and Table 3-68. An independent cost analysis per 49 CFR § 18.36(f) 2 CFR § 200.323 was prepared by the Engineer. It is the Owners recommendation that the FAA accept this statement and attached analysis as evidence of determination of cost reasonableness.

Prepared by: James B. Seufert
Engineer - Butler, Fairman & Seufert, Inc.

10/21/2025
(Date)

Approved by: Stone Estepine
Contractor - NewTech Corporation

10/21/2025
(Date)

Approved by: W.L.
Owner - City of Elkhart Board of Aviation Commissioners

10.29.25
(Date)

Item	Explanation
B-4 3-Hour Fire Wall	A fire wall was not part of the original bid scope of this project. During the state design release process, the permit has required a fire wall be added.

CHANGE ORDER - SECTION 2

Change Order Number

No. 1

Line Item	Change Order Number	Description	Unit	Quantity	Unit Price	Line Total	Change Order Total
		Bid Package B - T-Hanger Construction					
B-4	10-Unit	3-Hour Fire Wall Barrier	LS	\$74,030.00		1.00	\$74,030.00
							\$74,030.00

End of Section 2



PCCO #001

New Tech Corp
9896 W 300 N BLDG C
Michigan City, Indiana 46360
Phone: (219) 263-6683

Project: 218 - Elkhart Airport T Hangar
1211 COUNTY ROAD 6
Elkhart, Indiana 46514

DRAFT

Prime Contract Change Order #001: CE #001 - Fire Barrier

TO:	City of Elkhart Board of Aviation Commissioners 1211 County Road 6 Elkhart, Indiana 46514	FROM:	New Tech Corp 9782 W 300 N Michigan City, Indiana 46360
DATE CREATED:	9/30/2025	CREATED BY:	Shane Osborne (New Tech Corp)
CONTRACT STATUS:	Draft	REVISION:	0
REQUEST RECEIVED FROM:		LOCATION:	
DESIGNATED REVIEWER:	Adam Clawson (Butler, Fairman & Seufert, Inc)	REVIEWED BY:	
DU^E DATE:	10/10/2025	REVIEW DATE:	
INVOICED DATE:		PAID DATE:	
REFERENCE:		CHANGE REASON:	Design Development
PAID IN FULL:	No	EXECUTED:	No
ACCOUNTING METHOD:	Unit/Quantity Based	SCHEDULE IMPACT:	
SIGNED CHANGE ORDER RECEIVED DATE:		REVISED SUBSTANTIAL COMPLETION DATE:	
FIELD CHANGE:	No	CONTRACT FOR:	1:Elkhart Airport T Hangar
DESCRIPTION:		TOTAL AMOUNT:	\$74,030.00

CE #001 - Fire Barrier
Provide all labor, materials, equipment, and supervision necessary to construct a 3-hour fire barrier wall assembly as required by the State of Indiana to obtain CDR approval. Work includes installation of 6" 18-gauge studs and runners, Type "X" gypsum board layers, glass-mat liner panels, mineral wool fire saifing, fire caulking, Hilti firestop sealants, and Intumescent fireproofing of steel penetrations per UL U415 and project specifications. All exposed gypsum surfaces shall be painted per spec. Work will be completed in coordination with other trades to ensure all penetrations maintain the required 3-hour fire rating.

ATTACHMENTS:
[Fire Barrier Drawings.pdf](#)

The original (Contract Sum)	\$1,687,603.06
Net change by previously authorized Change Orders	\$0.00
The contract sum prior to this Change Order was	\$1,687,603.06
The contract sum would be changed by this Change Order in the amount of	\$74,030.00
The new contract sum including this Change Order will be	\$1,761,633.06
The contract time will not be changed by this Change Order.	

New Tech • 9806 W 300 N, Building C, Michigan City IN 46360 • (219) 963-6683



Change Order Proposal – Elkhart Airport

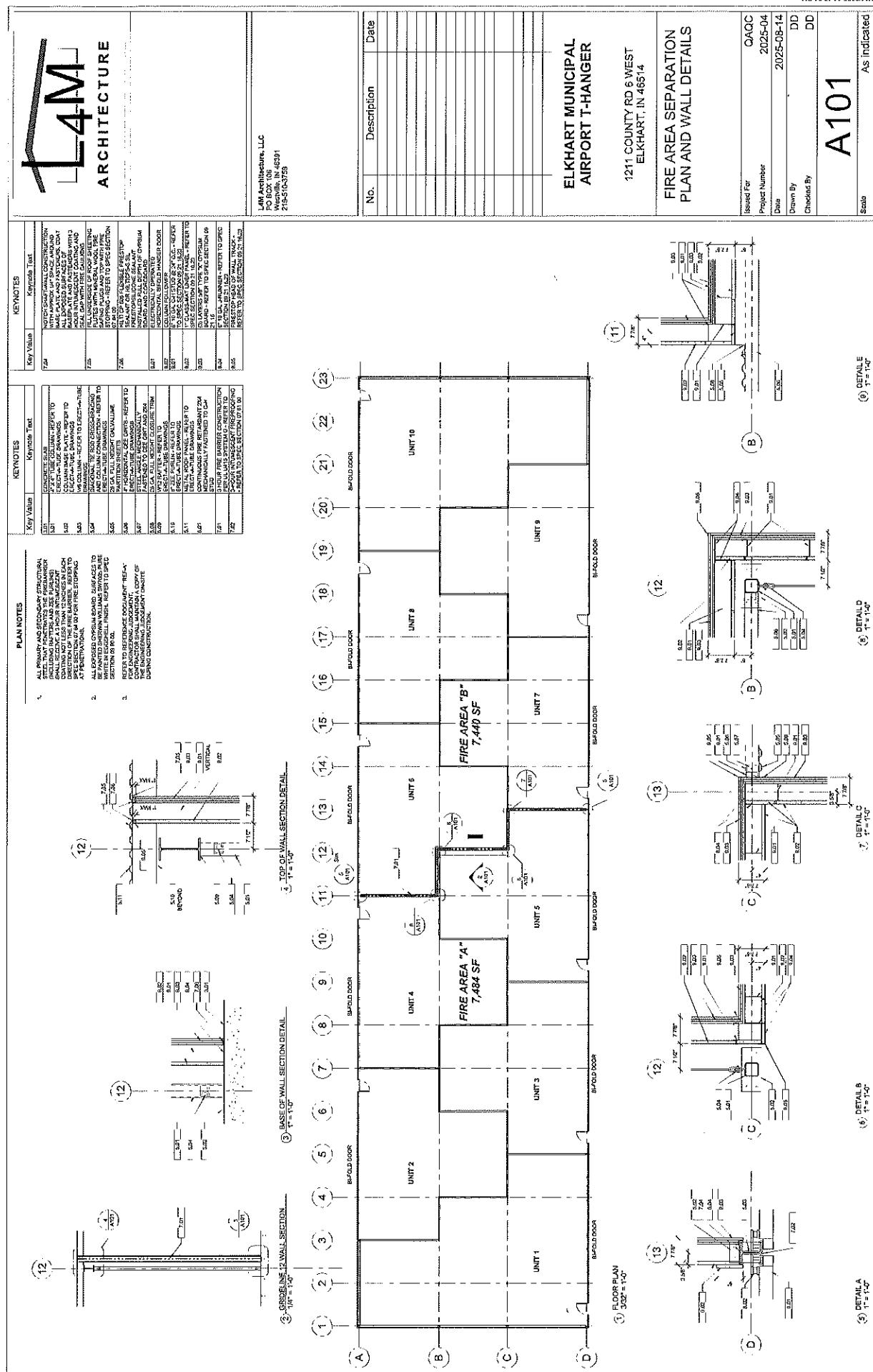
Scope: Firewall Construction

Firewall Scope Breakdown

Description	Qty	Unit Rate	Amount
Metal stud wall labor	80 hrs	\$115/hr	\$9,200.00
Metal stud wall material	Lump Sum	\$4,500.00	\$4,500.00
Shaft liner & drywall hanging labor	160 hrs	\$115/hr	\$18,400.00
Shaft liner & drywall material	Lump Sum	\$8,200.00	\$8,200.00
Drywall finishing labor	80 hrs	\$115/hr	\$9,200.00
Drywall finishing material	Lump Sum	\$2,500.00	\$2,500.00
Painting, caulking & fire caulking labor	80 hrs	\$115/hr	\$9,200.00
Painting, caulking & fire caulking material	Lump Sum	\$2,000.00	\$2,000.00
Estimated fireproofing (column & panel spray)	Lump Sum	\$8,830.00	\$8,830.00
Lift cost (rental & mobilization)	Lump Sum	\$2,000.00	\$2,000.00

Total Change Order Value:

\$74,030.00

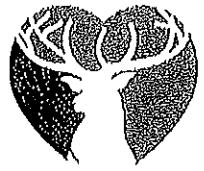




ARCHITECTURE



ARCHITECTURE



City of Elkhart, Indiana
the city with a heart

MEMORANDUM

DATE: 10/29/25

TO: The Board of Aviation Commissioners

FROM: Andy Jones, Airport Director

RE: Approval of FY 2026-2031 Capital Improvement Plan (CIP) Draft with Modifications

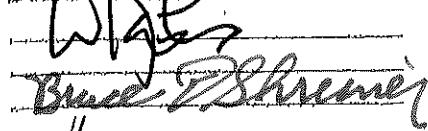
Please approve FY 2026-2031 CIP draft with modifications. These items were discussed at the meeting on October 21, 2025 with the FAA & INDOT.

Please approve FY 2026-2031 CIP with modifications that were discussed at the 10.21.25 meeting with the FAA & INDOT.

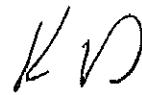
Thank you,


Andy Jones
Airport Director

Date 10.29.25
Approved by City of Elkhart
Board of Aviation Commissioners

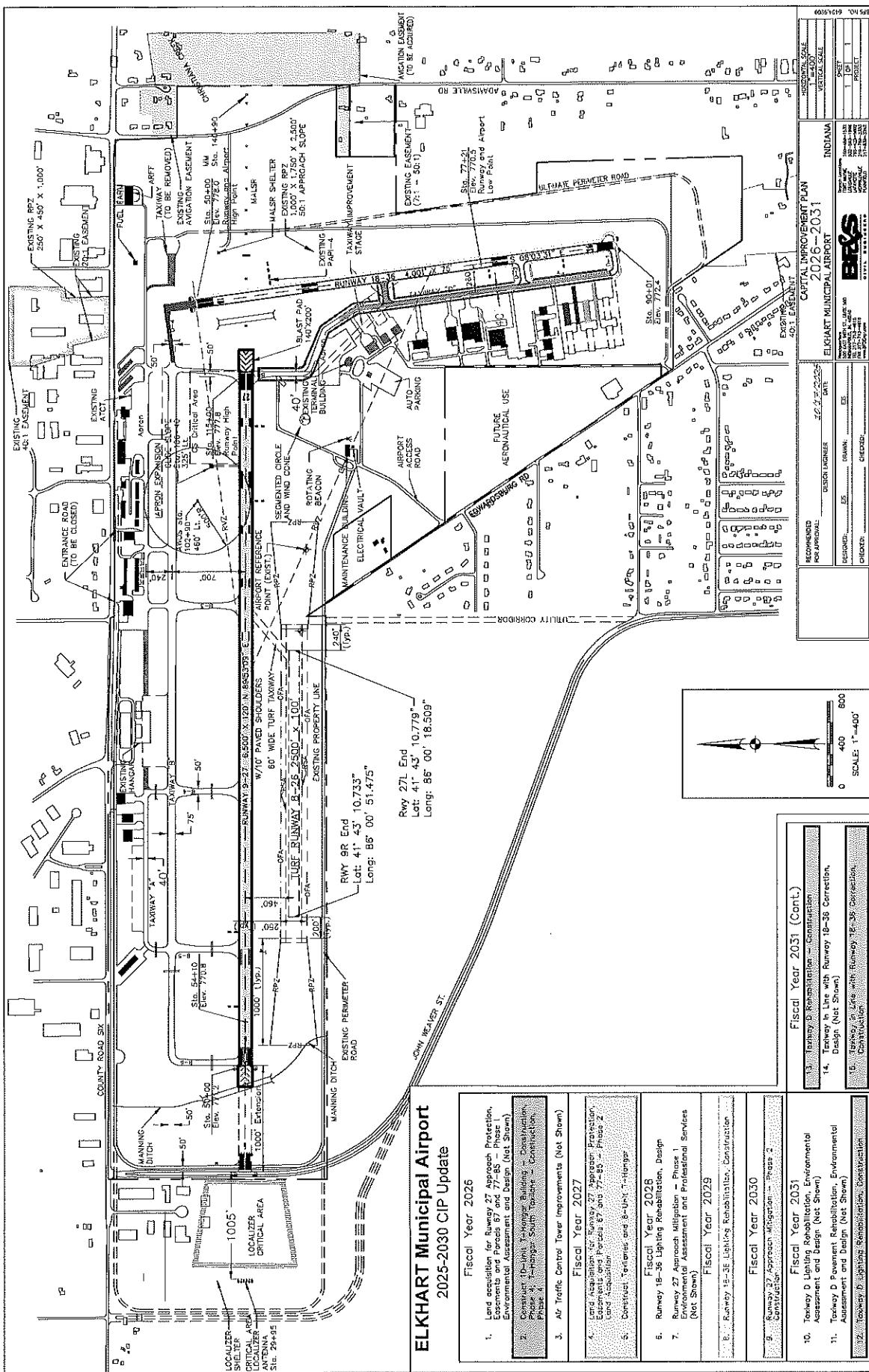

Bruce D. Schremer


Approved as to form and legality



Elkhart Municipal Airport
2027-2031 Capital Improvement Plan (Include funding for 2026 Projects)
"Priority & Funding Summary"

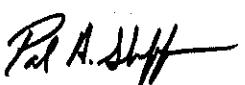
Fiscal Year 2026								
Priority	Project Description (1) Denotes NPE Funds Committed to Project	Funding Type	Federal Funds	State Matching Funds	Local Matching Funds	Total Cost	Approx. NPIAS Rating	General Comments & Notes
1	Land Acquisition for Runway 27 Approach Protection, Easements and Parcels 67 and 77-85 - Phase 1 Environmental Assessment and Design	1	\$ 171,000	\$ 4,500	\$ 4,500	\$ 180,000	79	
2	Construct 10-Unit T-Hangar Building - Construction, Phase 4; T-Hanger South Taxilane - Construction, Phase 4	IIJA	\$ 282,000	\$ 7,421	\$ 7,421	\$ 296,842	67	
3	Air Traffic Control Tower Improvements	IIJA	\$ 25,175	\$ -	\$ 1,325	\$ 26,500	69	pursuing ATP funds
		Subtotal for Fiscal Year 2026=		\$ 478,175	\$ 11,921	\$ 13,246	\$ 503,342	
Fiscal Year 2027								
Priority	Project Description (1) Denotes NPE Funds Committed to Project	Funding Type	Federal Funds	State Matching Funds	Local Matching Funds	Total Cost	Approx. NPIAS Rating	General Comments & Notes
4	Land Acquisition for Runway 27 Approach Protection, Easements and Parcels 67 and 77-85 - Phase 2 Land Acquisition	1	\$ 374,504	\$ 9,855	\$ 9,855	\$ 394,215	79	
5	Construct Taxilanes and 8-Unit T-Hangar	2	\$ -	\$ 1,367,886	\$ 1,367,886	\$ 2,735,772	67	Type 2 funding, if available
		Subtotal for Fiscal Year 2027=		\$ 374,504	\$ 1,377,741	\$ 1,377,741	\$ 3,129,987	
Fiscal Year 2028								
Priority	Project Description (1) Denotes NPE Funds Committed to Project	Funding Type	Federal Funds	State Matching Funds	Local Matching Funds	Total Cost	Approx. NPIAS Rating	General Comments & Notes
6	Runway 18-36 Lighting Rehabilitation, Design	1	\$ 122,283	\$ 6,794	\$ 6,794	\$ 135,870	81	
7	Runway 27 Approach Mitigation - Phase 1 Environmental Assessment and Professional Services	1	\$ 54,000	\$ 3,000	\$ 3,000	\$ 60,000		new project
		Subtotal for Fiscal Year 2028=		\$ 176,283	\$ 9,794	\$ 9,794	\$ 195,870	
Fiscal Year 2029								
Priority	Project Description (1) Denotes NPE Funds Committed to Project	Funding Type	Federal Funds	State Matching Funds	Local Matching Funds	Total Cost	Approx. NPIAS Rating	General Comments & Notes
8	Runway 18-36 Lighting Rehabilitation, Construction	1	\$ 924,488	\$ 51,360	\$ 51,360	\$ 1,027,209	82	
		Subtotal for Fiscal Year 2029=		\$ 924,488	\$ 51,360	\$ 51,360	\$ 1,027,209	
Fiscal Year 2030								
Priority	Project Description (1) Denotes NPE Funds Committed to Project	Funding Type	Federal Funds	State Matching Funds	Local Matching Funds	Total Cost	Approx. NPIAS Rating	General Comments & Notes
9	Runway 27 Approach Mitigation - Phase 2 Construction	1	\$ 450,000	\$ 25,000	\$ 25,000	\$ 500,000		new project
		Subtotal for Fiscal Year 2030=		\$ 450,000	\$ 25,000	\$ 25,000	\$ 500,000	
Fiscal Year 2031								
Priority	Project Description (1) Denotes NPE Funds Committed to Project	Funding Type	Federal Funds	State Matching Funds	Local Matching Funds	Total Cost	Approx. NPIAS Rating	General Comments & Notes
10	Taxiway D Lighting Rehabilitation, Environmental Assessment & Design	1	\$ 140,850	\$ 7,825	\$ 7,825	\$ 156,500	76	
11	Taxiway D Pavement Rehabilitation, Environmental Assessment & Design	1	\$ 120,600	\$ 6,700	\$ 6,700	\$ 134,000	77	
12	Taxiway D Lighting Rehabilitation, Construction	1	\$ 730,935	\$ 40,608	\$ 40,608	\$ 812,150	76	
13	Taxiway D Rehabilitation - Construction	1	\$ 901,359	\$ 50,076	\$ 50,076	\$ 1,001,510	78	
14	Taxiway in Line with Runway 18-36 Correction, Design	1	\$ 112,500	\$ 6,250	\$ 6,250	\$ 125,000	70	
15	Taxiway in Line with Runway 18-36 Correction, Construction	1	\$ 615,272	\$ 34,182	\$ 34,182	\$ 683,635	71	
		Subtotal for Fiscal Year 2031=		\$ 2,621,516	\$ 145,640	\$ 145,640	\$ 2,912,795	
		Total Type #1 only for Years 2026-2031=		\$ 4,717,791	\$ 246,149	\$ 246,149	\$ 5,210,089	
		Total Type #2 only for Years 2026-2031=		\$ -	\$ 1,367,886	\$ 1,367,886	\$ 2,735,772	
		Total IIJA only for Years 2026-2031=		\$ 282,000	\$ 7,421	\$ 7,421	\$ 296,842	
		Total Requests for Years 2026-2031=		\$ 4,999,791	\$ 1,621,456	\$ 1,621,456	\$ 8,242,703	Does not include Tower funds request



AIP-40 Quarterly Report
10-Unit T-Hgr.

Info only
No action

OMB CONTROL NUMBER: 2120-0569
EXPIRATION DATE: 12/31/2026

 U.S. Department of Transportation Federal Aviation Administration			Construction Progress and Inspection Report Airport Grant Program	Period Ending
				09/30/2025
			Project Number	3-18-0018-040-2024
Airport Name Elkhart Municipal Airport				
Project Description 10-Unit T-Hangar and Taxilanes			Contractor's Name New Tech	
1. Contract Time	No. Days Charged to Date	120	Last Working Day Charged (Date)	09/30/2025
2. Brief Weather Summary this Period, including Approximate Rainfall and Periods of Below Freezing Temperature <i>(On earthwork jobs, include soil conditions.)</i> Some periods of rain				
3. Rough Estimate of Percent Completion to Date of Construction Phases <i>(Include items such as clearing, grading, drainage, base, surface, lighting, etc.)</i> Earthwork and foundations complete. Underground and electrical complete.				
4. Work Completed or In Progress this Period Steel erection.				
5a. Summary of Laboratory and Field Testing this Period <i>(Note failing tests and any retests. Summarize out-of-tolerance.)</i> NA				
5b. Material <i>(Identify material subject to pay reduction.)</i> None				
6. Description of Anticipated Work by Contractor for Next Period Hangar skin and doors.				
7. Problem Areas/Other Comments <i>(Include revisions to plans and specifications approved or denied, delays, difficulties, etc. and actions taken.)</i> This report identical to AIP41 (Phased).				
SPONSOR'S INSPECTOR OR REPRESENTATIVE				
Date	Typed or Printed Name and Title		Signature	
10/22/2025	Paul Shaffer, P.E.			

Construction Progress and Inspection Report			Period Ending
U.S. Department of Transportation Federal Aviation Administration			09/30/2025
Airport Grant Program			Project Number 3-18-0018-041-2025
Airport Name Elkhart Municipal Airport			
Project Description 10-Unit T-Hangar and Taxilanes			Contractor's Name New Tech
1. Contract Time	No. Days Charged to Date 120	Last Working Day Charged (Date)	09/30/2025
2. Brief Weather Summary this Period, including Approximate Rainfall and Periods of Below Freezing Temperature <i>(On earthwork jobs, include soil conditions.)</i> Some periods of rain			
3. Rough Estimate of Percent Completion to Date of Construction Phases <i>(Include items such as clearing, grading, drainage, base, surface, lighting, etc.)</i> Earthwork and foundations complete. Underground and electrical complete.			
4. Work Completed or In Progress this Period Steel erection.			
5a. Summary of Laboratory and Field Testing this Period <i>(Note failing tests and any retests. Summarize out-of-tolerance.)</i> NA			
5b. Material <i>(Identify material subject to pay reduction.)</i> None			
6. Description of Anticipated Work by Contractor for Next Period Hangar skin and doors.			
7. Problem Areas/Other Comments <i>(Include revisions to plans and specifications approved or denied, delays, difficulties, etc. and actions taken.)</i> This report identical to AIP41 (Phased).			
SPONSOR'S INSPECTOR OR REPRESENTATIVE			
Date 10/22/2025	Typed or Printed Name and Title Paul Shaffer, P.E.	Signature 	

 U.S. Department of Transportation Federal Aviation Administration	Construction Progress and Inspection Report Airport Grant Program		Period Ending 09/30/2025
			Project Number 3-18-0018-042-2025
Airport Name Elkhart Municipal Airport			
Project Description RW 18-36 Rehabilitation		Contractor's Name Milestone	
1. Contract Time	No. Days Charged to Date 0	Last Working Day Charged (Date)	
2. Brief Weather Summary this Period, including Approximate Rainfall and Periods of Below Freezing Temperature <i>(On earthwork jobs, include soil conditions.)</i> No impacts.			
3. Rough Estimate of Percent Completion to Date of Construction Phases <i>(Include items such as clearing, grading, drainage, base, surface, lighting, etc.)</i> 0%. NOA issued 9/9/25 - to be a spring 2026 start.			
4. Work Completed or In Progress this Period None			
5a. Summary of Laboratory and Field Testing this Period <i>(Note failing tests and any retests. Summarize out-of-tolerance.)</i> None			
5b. Material <i>(Identify material subject to pay reduction.)</i> None			
6. Description of Anticipated Work by Contractor for Next Period Pre-construction meeting.			
7. Problem Areas/Other Comments <i>(Include revisions to plans and specifications approved or denied, delays, difficulties, etc. and actions taken.)</i> None			
SPONSOR'S INSPECTOR OR REPRESENTATIVE			
Date 10/22/2025	Typed or Printed Name and Title Paul Shaffer, P.E.	Signature 