

INTRA OFFICE MEMO

Battle Creek Executive Airport

Date: April 13, 2020

To: Chris Huff, Purchasing Agent

From: Larry Bowron, Aviation Director

Subject: Professional Services Agreement – Taxiway M



The purpose of this memo is to express my support for the selection of Mead & Hunt to provide engineering services for the design and construction of a partial parallel taxiway M. I have reviewed their proposal and believe they will deliver the services necessary to complete this project.

Partial parallel taxiway M is necessary to develop the West Side of the airport and provide airfield access to prospective tenants. We have applied for supplemental funds from the Federal Aviation Administration in the amount of \$4 million dollars and are hopeful that we will receive the funds to perform this work.

