

MOJAVE AIR AND SPACE PORT

NOTICE OF A REGULAR MEETING OF THE BOARD OF DIRECTORS

Date: December 4, 2018

Time: 2:00 p.m.

**Location: Board Room
1434 Flightline, Mojave, California**

AGENDA

1. Call to Order

- A. Pledge of Allegiance
- B. Oath of Office
- C. Roll Call
- D. Approval of Agenda

2. Community Announcements

Members of the audience may make announcements regarding community events.

3. Consent Agenda

All items on the consent agenda are considered routine and non-controversial, and will be approved by one motion unless a member of the Board, staff, or public requests to move an item to Action Items.

- A. Minutes of the Regular Board Meeting on November 6, 2018
- B. Check Register dated November 29, 2018

4. Action Items

- A. Mead & Hunt, Inc. Perimeter Road Proposal
- B. Bldg. 137 Award Roof Bid
- C. Bldg. 61 Award Roof Bid
- D. Engineering Service Contracts

5. Reports

- A. Financial Reports
 - 2017-2018 Audit
- B. CEO/GM Report
- C. Board Committees
- D. Board of Directors: This portion of the meeting is reserved for board members to comment on items not on the agenda

6. Public Comment on Items Not on the Agenda

Members of the public may make comments to the Board on items not on the agenda.

7. Closed Session

- A. Existing Litigation (Govt Code 54956.9) Iboa v. MASP
- B. Potential Litigation (Govt Code 54956.9): three unidentified cases
- C. Real Property Negotiations: (Govt Code 54956.8)
 - 1. Property: Hangar 77
Parties: MASP, Northrop Grumman Systems Corp
Negotiator: CEO, General Counsel
Terms: Lease Term
 - 2. Property: Unimproved Property on North Side of airport
Parties: MASP, Virgin Orbit
Negotiator: CEO, General Counsel
Term: Lease Term
- D. Personnel Review: CEO

8. Closed Session Report

Adjournment

This Agenda was posted on November 30, 2018 by Jason.

ADA Notice: Persons desiring disability-related accommodations should contact the District no later than forty-eight hours prior to the meeting. Persons needing an alternative format of the agenda because of a disability should notify the District no later than seventy-two hours prior to the meeting. All inquiries/requests can be made by phone at (661) 824-2433, in person at 1434 Flightline, Mojave, CA, or via email to carrie@mojaveairport.com.

Copy of Records: Copies of public records related to open session items are available at the administrative office of the District at 1434 Flightline, Mojave, CA.

Public Comments: Members of the public may comment on items on the agenda before the Board takes action on that item, or for closed session items, before the Board goes into closed session. Comments on items not on the agenda, and over which the Board has jurisdiction, may be made under "Public Comments on Items not on the Agenda," but the Board may not take action on any issues raised during this time. All comments by members of the public are limited to three minutes.

MISSION STATEMENT

**FOSTER AND MAINTAIN OUR RECOGNIZED AEROSPACE PRESENCE WITH A
PRINCIPLE FOCUS AS THE WORLD'S PREMIER CIVILIAN AEROSPACE TEST CENTER
WHILE SEEKING COMPATIBLY DIVERSE BUSINESS AND INDUSTRY**

BOARD OF DIRECTORS

MINUTES OF THE REGULAR MEETING ON NOVEMBER 6, 2018

1. CALL TO ORDER

The meeting was called to order on Tuesday, November 6, 2018, at 2:00 p.m. by President Evans in the Board Room at Mojave Air and Space Port, Mojave, California.

A. Pledge of Allegiance: Director Parker led those assembled in the Pledge of Allegiance.

B. Roll Call:

Directors present: Allred, Balentine, Deaver, Evans, and Parker

Directors absent: None

Others present: CEO Drees, DOO Himes, DOA Rawlings, and District Counsel Navé (by phone)

C. Approval of Agenda: Upon motion by Director Parker, seconded by Director Deaver, The Board unanimously approved the agenda.

2. COMMUNITY ANNOUNCEMENTS

Cathy Hansen announced the Veterans Day ceremony and Plane Crazy Saturday.

3. CONSENT AGENDA

Upon motion by Director Deaver, seconded by Director Allred, the following Consent Agenda was unanimously approved.

A. Minutes of the Regular Board Meeting on October 16, 2018

B. Check Register dated November 2, 2018

4. ACTION ITEMS

A. Resolution Adopting a Media Policy

Upon motion by Director Deaver, seconded by Director Balentine, the Board unanimously approved the media policy presented by CEO Drees.

B. Resolution Amending Board Policy 300 as it Relates to Authorized Positions and Compensation

Upon motion by Director Parker, seconded by Director Deaver, the Board unanimously approved Resolution #: 18-11-787 as presented by CEO Drees.

C. General Liability Insurance for Control Tower Operations

Upon motion by Director Deaver, seconded by Director Allred, the Board voted unanimously to accept the policy presented by ACE Property and Casualty Insurance Company in the amount of \$25 million at an annual cost of \$47,727.

D. General Liability Insurance Renewal

Upon motion by Director Parker, seconded by Director Balentine, the Board voted unanimously to accept the policy presented by ACE Property and Casualty Insurance Company in the amount of \$100 million at an annual cost of \$23,636.

E. Stinemetze hangar 950 Sublet

Upon motion by Director Parker, seconded by Director Deaver, the Board unanimously approved the hangar 950 Consent to Sublease agreement between Justin Stinemetze and Chad Reeder

5. REPORTS

A. Financial Report

Director of Administration Rawlings presented the September 2018 financial report.

A. CEO/GM Report

CEO Drees presented the CEO report, and discussed cancelling the November 20th Board meeting.

B. Board Committees

There were no committee reports.

C. Board of Directors

There were no Director comments.

6. PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

Cathy Hansen commented on the AOPA event.

7. CLOSED SESSION

A. Potential Litigation: Martin Iboa, One unidentified case

B. Real Property Negotiations: Hanger 972, Steven Ericson

8. CLOSED SESSION REPORT

In closed session, potential litigation was not discussed. The Board discussed real property negotiations for Hangar 972, and upon motion by Director Balentine, seconded by Director Parker, voted unanimously to exercise the District's right of first refusal at \$30/sf. No other items were discussed.

ADJOURNMENT

There being no further business to come before the Board, the chair adjourned the meeting at 2:44 p.m.

David Evans, President

ATTEST

Jimmy R. Balentine, Secretary

Date: Thursday, November 29, 2018
 Time: 11:21AM
 User: CPANKO

Mojave Air & Space Port
Check Register - Standard
 Period: 06-19 As of: 11/29/2018

Page: 1 of 1
 Report: 03630.rpt
 Company: EKAD

Check Nbr	Check Type	Check Date	Vendor ID Vendor Name	Period To Post Closed	Ref Nbr	Doc Type	Invoice Number	Invoice Date	Discount Taken	Amount Paid
Company: EKAD										
Acct / Sub:	101000		1200							
057607	CK	12/4/2018	0225 Avsurance Corporation	06-19	041990	VO	202	11/12/2018	0.00	338.76
057607	CK	12/4/2018	0225 Avsurance Corporation	06-19	042006	VO	216	11/20/2018	0.00	47,336.00
057607	CK	12/4/2018	0225 Avsurance Corporation	06-19	042007	VO	215	11/20/2018	0.00	23,636.00
057607	CK	12/4/2018	0225 Avsurance Corporation	06-19	042055	VO	227	11/27/2018	0.00	264.00
									Check Total	71,574.76
057608	CK	12/4/2018	0507 Steve Ericson	06-19	042067	VO	973/1118	11/28/2018	0.00	48,000.00
057609	CK	12/4/2018	0775 Granite Construction Company	06-19	041909	VO	1497452	10/25/2018	0.00	207,505.86
057610	CK	12/4/2018	0775 Granite Construction Company	06-19	042062	VO	1505971	11/25/2018	0.00	481,913.13
057611	CK	12/4/2018	2112 Douglas and Bonnie Triplat	06-19	041931	VO	1218/963	12/31/2018	0.00	48,000.00

Check Count: 5

Acct Sub Total: 856,993.75

Check Type	Count	Amount Paid
Regular	5	856,993.75
Hand	0	0.00
Electronic Payment	0	0.00
Void	0	0.00
Stub	0	0.00
Zero	0	0.00
Mask	0	0.00
Total:	5	856,993.75

Company Disc Total 0.00 Company Total 856,993.75

MOJAVE
AIR AND SPACE PORT
STAFF MEMORANDUM

TO: Board of Directors
FROM: Karina Drees
SUBJECT: South Perimeter Road Improvement
MEETING DATE: December 4, 2018

Background:

Increased use of the north side of the airport's property has required constant maintenance and upkeep of the dirt perimeter road for our tenants to safely and efficiently access their leased property. For the past two years, staff has attempted to engineer a low-cost solution to improve the south perimeter road, which is approximately 5.5 miles in length. All options staff has pursued in the past have failed.

During the summer, we developed a very detailed scope of work for an engineering services firm to plan and oversee the project. We advertised this project in both the Bakersfield Californian and AV Press, in addition to reaching out to firms directly. Only one firm responded to our RFP: Mead & Hunt.

Staff is eager to move forward with this road design and improvement with Mead & Hunt to complete this road improvement by the end of 2019.

Impacts:

Fiscal: Up to \$228,286 budgeted dollars

Environmental: None

Legal: None

Recommended Action:

Authorize CEO to finalize and execute contract with Mead & Hunt for the south perimeter road project management.



3110 E. Guasti Road, Suite 330
Ontario, CA 91761
909-467-8560
meadhunt.com

October 30, 2018
Karina Drees
CEO/General Manager
1434 Flightline, Building 58,
Mojave, CA 93501

Subject: Statement of Qualifications for Design, Engineering and Construction Management for Airport Perimeter Road for Mojave Air & Space Port

Dear Ms. Drees and Members of the Selection Committee:

You can be confident that no consultant is as invested in the success of Mojave Air & Space Port as Mead & Hunt. Your unique facility is a perfect fit for our innovative and efficient professional staff. Our qualifications statement demonstrates our experience helping airports in California and throughout the nation with comparable projects in similar situations.

The Mead & Hunt team provides many advantages including:

- Our Ontario office is focused exclusively on aviation consulting – and we have the resources to develop a design that meets your needs and exceeds your expectations. We are also positioned to be readily responsive through design, construction and beyond.
- Your project manager, Chuck McCormick, excels in situations where the outcome depends on close collaboration, open communication and thorough execution. Chuck promotes teamwork, efficiency and he gets results. He will be supported by a strong multidiscipline team with the qualifications and experience needed to keep your project moving efficiently, while adding value at each step. Rafael Gonzalez, PE will lend his support with design, construction management and inspection services. Kari Nichols is a water resources expert and will support design for drainage improvements. We will be ably assisted by Twining (geotechnical) and Psomas (survey), each with southern California offices. Both firms will assist our team with construction administration.
- We have more than 75 years of nationwide experience (40+ years in California) with airfield design/engineering and planning projects similar to the work envisioned for MHV. With Chuck McCormick and his 30 years of aviation consulting experience, our team brings the right communication skills, focus and knowledge of your Airport's needs and sensitivities. We have extensive experience nationwide with busy general aviation airports and the unique challenges they face. Your facility is unique and we will strive to make your life easier through staff support, responsiveness and minimizing impacts to operations.

Our objective is to develop, balance and manage the goals and opportunities to ensure a successful project, as well as the long-term health and development of MHV. We look forward to assisting you in the continued growth of your facility through this project and future endeavors. Mead & Hunt will bring commitment and an innovative spirit in support of this upcoming pursuit. Jon Faucher, PMP is authorized to negotiate on behalf of, and to bind Mead & Hunt into an agreement for the required services.

Sincerely,
MEAD & HUNT, Inc.

Jon J. Faucher, PMP
Principal-In-Charge
707.284.8697
jon.faucher@meadhunt.com

Charles McCormick
Project Manager
909.467.8576
chuck.mccormick@meadhunt.com

ABOUT MEAD & HUNT



WHAT TO EXPECT FROM MEAD & HUNT

Mead & Hunt has the ability to provide a total project design solution as one organization, from inception through completion. We develop long-term client relationships with exceptional project management and responsiveness from our skilled professional staff. Our ability to manage and execute complex multidiscipline projects directly results from efficient communication and streamlined processes, specifically tailored for our clients. We place the utmost importance on listening to and understanding your needs; together, determining the best possible solution.

We distinguish ourselves through up-front pavement inspections, innovative design, and rigorous quality control procedures. We strive for excellence in communication, coordination and cooperation. With more than **300 professionals who specialize in aviation**, including planning, engineering, architecture, environmental resources, construction management and financial planning, you can count on Mead & Hunt to provide a full service team that will work closely with you to get the job done right.

The staff you see is also the staff responsible for performing the majority of the efforts necessary to complete your projects. **You know some of our team members – Chuck McCormick and Rafael Gonzalez, PE, will lead this project.** We also augment our aviation-specific expertise with highly specialized local talent that can provide positive value to MHV. Our depth of staff allows us to complete many projects simultaneously, keeping them on schedule and within budget.

A distinguishing Mead & Hunt advantage is our understanding of your Airport's infrastructure, its airfield pavements, and collaborative insight into your future implementation strategies. We bring you the familiarity and senior staff experts for California's general aviation airports (and especially Mojave Air and Space Port, also known as the Civilian Aerospace Test Center) to complete your perimeter road improvements and any other upcoming projects successfully. Although MHV was the first facility to be licensed in the US for horizontal launches of reusable spacecraft, thus being certified as a spaceport, it is also a general aviation (GA) airport, with three main areas of activity: flight testing, space industry development, and aircraft heavy maintenance and storage.

Our multi-disciplined personnel are experienced professionals able to provide top-of-the-line engineering and scientific solutions for your most challenging projects. Mead & Hunt's principals are highly qualified, dedicated and fully involved in providing experienced leadership in undertaking your projects.



Mead & Hunt projects are often featured in industry publications – such as this month's article in "Airport Improvement Magazine" chronicling the development of the Cherry Capital Airport Runway Extension completed this year. We also prepared the accompanying Environmental Assessment.

SCOPE OF SERVICES

PERIMETER ROAD IMPROVEMENT PROJECT

PROJECT OVERVIEW

This Scope of Services details the preliminary design, final design, and bid and construction administration services to be provided by Mead & Hunt, Inc. (CONSULTANT) for the Perimeter Road Improvement Plan at the Mojave Air and Space Port (SPONSOR).

The Project consists of the improvement of the existing perimeter roads on the southeast and easterly perimeter of the Airport that serves several tenants in that area of the Airport. The approximate length of the roadways to be improved is 5.5 miles with the design also addressing some of the minor drainage issues along the route. It is anticipated that the Project bid package will be designed and completed by November 1, 2018.

SUMMARY OF SERVICES

The CONSULTANT's scope of work for this airport improvement project will be divided into five phases as follows:

- Phase 1 – Contract Administration and Coordination
- Phase 2 – Preliminary Design Services
- Phase 3 – Final Design Services
- Phase 4 – Bid Administration
- Phase 5 – Construction Administration

The scope of services proposed to be provided by CONSULTANT is described in the phases and tasks as follows:

Phase 1. Contract Administration and Coordination

This phase involves those activities required for defining the scope of Project, negotiating Contract and subcontracts, and general coordination and administration, including (but not limited to) the following activities:

1.0 PROJECT SCOPING

1.1 Preliminary Meetings with the SPONSOR

CONSULTANT will confer with the SPONSOR to ascertain Project requirements, finances, schedules, and other pertinent matters and shall meet with Federal Aviation Administration (FAA) if needed and other concerned agencies and parties on matters affecting the Project and shall arrive at a mutual understanding of such matters with the SPONSOR.

The CONSULTANT and SPONSOR will discuss the type of environmental documentation has been prepared for the Project and what is to be included in the work scope. The SPONSOR shall provide the CONSULTANT with any environmental documents available. It is anticipated that there will be a maximum of 2 meetings with the SPONSOR and/or the FAA, with some meetings occurring at the Project location.

1.2 Prepare Project Scope of Work and Proposal

This task includes preparing the scope of work and fee proposal and negotiating the Contract, scope, and fee with the SPONSOR. This also includes coordination with subconsultants for scopes and fees.

2.0 PREPARE CONTRACT AND SUBCONTRACTS

Under this task, CONSULTANT will prepare the CONSULTANT-SPONSOR Contract and any necessary subconsultant Contracts.

3.0 PROJECT COORDINATION

CONSULTANT will coordinate with the design team, SPONSOR, FAA, subconsultants, and other applicable agencies to complete the tasks associated with Phase 1 of this scope. Weekly progress meetings will be held with the design team along with monthly meetings with the SPONSOR.

4.0 GENERAL CONTRACT ADMINISTRATION

CONSULTANT will provide general administration during the design, document preparation, and bidding process, as applicable. CONSULTANT will assign a Project Manager (PM) to this Project to monitor continuity through all phases of work, as described in this scope. The PM will be responsible for work performed by the Project Team. The PM's responsibilities will include, but not be limited to, the following:

- a. Define tasks, schedules, and costs.
- b. Monitor work progress and resolve problems.
- c. Maintain up-to-date schedules.
- d. Coordinate with the SPONSOR to receive input, address concerns; provide information regarding status; obtain concurrence on the scope, cost, and schedule; and obtain input and approval of concepts and Final Design.
- e. Focus the efforts of the CONSULTANT and subconsultants to expedite the design of a quality, cost effective Project that meets the needs of the SPONSOR.
- f. Maintain quality control on all work of the CONSULTANT and subconsultants. Implement and monitor a program of Quality Control (QC) and Quality Assurance (QA).
- g. Prepare invoices to submit to the SPONSOR in accordance with the SPONSOR's standard invoice requirements.

5.0 GRANT APPLICATION AND ADMINISTRATION (1 NIC)

As this Project is not Federally funded, there will be no grant application support by CONSULTANT.

PHASE 1 DELIVERABLES

- 1) Draft Scope of Services – Two (2) copies.
- 2) Final Scope of Services – One (1) original.
- 3) Executed Contract – Three (3) originals.

Phase 2. Preliminary Design Services

6.0 TOPOGRAPHICAL SURVEYING

6.1. Coordination to Collect Existing Data and Locate Existing Facilities and Utilities

CONSULTANT will coordinate the collection of existing data and locate known utilities. This task includes collection and review of as-built plans and available existing survey information in order to gather information on existing topography, facilities, and utilities. This also includes coordination for field utility locates with SPONSOR and FAA.

6.2. Survey Control (NIC)

SPONSOR will provide existing topographic data to CONSULTANT. CONSULTANT will not set survey control and will use previously established benchmarks.

6.3. Field Work (NIC)

No field work will be conducted. Existing data provided by Sponsor will be used.

¹NIC – Not in Contract

6.4. Convert Survey Data for Design Software

This work includes analyzing the topographical surveying data and preparing the data for use with computer modeling. Included are the following separate tasks:

- a. Establish design coordinates and alignments to be used for CAD drawings.
- b. Input raw survey data into the computer program to sort data into company standard layers for efficient analyzing.
- c. Sort all data points by layers and description for computer modeling.
- d. Verify surveyor horizontal and vertical control.
- e. Prepare digital terrain model (DTM) of existing ground contours, pavement edges, roadways, electrical equipment, drainage features, buildings, fences, and other miscellaneous entities.
- f. Generate three-dimensional contour model from the DTM.
- g. Prepare and process data for pavement profiles, grading and/or paving cross sections, and drainage features.

7.0 GEOTECHNICAL INVESTIGATION

7.1 Coordination for Geotechnical Work (NIC)

CONSULTANT shall use existing Geotechnical Report provided by SPONSOR.

7.2 Establish Project Testing Requirements (NIC)

CONSULTANT shall use existing Geotechnical Report provided by SPONSOR.

7.3 Field Work and Laboratory Testing (NIC)

CONSULTANT shall use existing Geotechnical Report provided by SPONSOR.

7.4 Analyze Data

After receiving the testing report from the SPONSOR, the CONSULTANT will analyze the data and any existing previous geotechnical data, consisting of the following tasks:

- a. Review geotechnical recommendations.
- b. Determine appropriate data for pavement design.
- c. Input data for computer modeling with topographical survey data.
- d. Prepare pavement data and soil information for incorporation onto plan sheets.

7.5 Prepare Proposed Pavement Design and Alternative

The CONSULTANT will use the information obtained in the geotechnical investigation to determine the pavement sections required to support the design vehicle mix for the pavement design.

The following efforts will be completed under this task:

- a. Perform pavement design calculation with a total of up to two (2) pavement design sections.
- b. Prepare a cost-benefit analysis for each pavement section.
- c. Review proposed pavement analysis with SPONSOR during the review meeting included at the completion of this element.
- d. Prepare pavement design narrative to describe the design procedure, historic design, and justification.

8.0 PREPARE PLAN SHEETS FOR PRELIMINARY SUBMITTAL

8.1 Project Layout Sheet

CONSULTANT will complete a project layout sheet that will depict the proposed improvements.

8.2 Plan Sheets

CONSULTANT will complete project plan sheets with alternates that will depict the proposed improvements.

9.0 PREPARE FAA PAVEMENT DESIGN REPORT AND FAA FORM 5100 (NIC)

There will be no pavement design report or forms submitted to the FAA. All section analysis and cost alternatives shall be performed under Section 7.5.

10.0 PREPARE PRELIMINARY SURFACE DRAINAGE ANALYSIS

Existing stormwater conveyance systems and drainage patterns will be protected-in-place. There will be no revisions or review of the Industrial Storm Water Pollution Prevention Plan (SWPPP) nor a hydrology/hydraulic analysis as there are no anticipated modifications that will significantly impact existing conditions. Existing drainage courses will be identified on the plans to be protected in place.

11.0 PREPARE PRELIMINARY COST ESTIMATE

11.1 Calculate Estimated Preliminary Quantities

The CONSULTANT will calculate necessary quantities for the various work items. Quantities will be consistent with the specifications and acceptable quantity calculation practices.

11.2 Prepare Preliminary Cost Estimate

The CONSULTANT will provide a preliminary cost estimate based on record cost data and similar work. Cost estimate shall be included in the Preliminary Design Report.

12.0 PREPARE PRELIMINARY DESIGN REPORT (NIC)

13.0 PREPARE FAA FORM 7460

CONSULTANT will complete a Notice of Proposed Construction or Alteration and corresponding exhibit per FAA guidelines and will send the form to the SPONSOR for review. After review by the SPONSOR, CONSULTANT will upload the 7460 to the FAA.

14.0 PREPARE ENVIRONMENTAL DOCUMENTATION

14.1 Categorical Exclusion (CATEX) Preparation for NEPA (NIC)

A CATEX will not be prepared for this Project.

14.2 Categorical Exemption (CATEX) Preparation for CEQA

CATEX preparation for CEQA will not part of this contract. If there are any environmental impacts which require extensive research, the additional work shall be done under a separate Contract.

15.0 PHASE 2 PROJECT MEETINGS

The CONSULTANT will arrange and lead meetings during Phase 2, as described in the subtasks below. The CONSULTANT will produce drawings and handouts, as needed, to conduct each meeting and will prepare minutes to document the discussions.

15.1 Present Preliminary Design Alternatives and Recommendations to Airport

The CONSULTANT will prepare for and conduct one meeting at the Airport to present the findings of the Preliminary Design Phase and any alternatives and recommendations for the Project.

15.2 Coordination Meetings with SPONSOR and site investigation visit

The CONSULTANT will conduct one additional coordination meeting at the Airport and will conduct a site visit on the Airport, if needed.

15.3 SMS/SRA Meeting (NIC)

It is assumed that through Project coordination with SPONSOR and Tower, that a Safety Risk Management System/Safety Risk Assessment Meeting will not be required for this Project.

PHASE 2 DELIVERABLES

Prior to the completion of Phase 2, the CONSULTANT will deliver the following information to the SPONSOR:

- 1) Preliminary Design Report – electronic copy.
- 2) Plans in support of preliminary design – one (1) full-size set, electronic copy.

Phase 3. Final Design Services (60%, and Final)

16.0 PREPARE PLANS

Plan sheets will be prepared depicting the proposed improvements as indicated under Project Description. The following is a general list of drawings that will be used as a guideline. Actual number and title of drawings may be modified during the design phase, as required.

General:

- G-001 Cover Sheet, Sheet Index and Symbols
- G-002 Legend and Abbreviations
- G-003 General Notes
- G-021 Project Layout Plan
- G-041 Survey Control Plan
- G-061 Project Quantity Tables
- G-081 Construction Safety and Phasing Plan

Geotechnical:

- B-051 Plan and Log of Soil Borings

Civil:

General

- C-001 Civil Legend
- C-021 Erosion Control Plans
- C-031 Erosion Control Details
- C-041 Storm Water Management Plans
- C-051 Demolition Plans
- C-061 Demolition Details
- C-081 Geometrics
- C-091 Existing Contour

Site

- C-101 to C-127 Grading and Drainage Plan
- C-301 Typical Sections

Storm Drain

- C-441 Plan and Profiles
- C-451 Drainage Details
- C-461 Inlet Layout Plan

17.0 PREPARE SPECIFICATIONS

The CONSULTANT will assemble the specifications and bid documents, as stated below, for SPONSOR use in obtaining competitive bids for the work. Documents shall comply with current FAA and industry technical standards for airport constructions and utilize SPONSOR specifications/provisions as necessary.

17.1 Prepare Bidding and Contract Documents

The CONSULTANT will prepare bidding and contract documents including, but not limited to, Invitation for Bids (Notice to Bidders), Instruction to Bidders, Proposal (Bid Form), List of Subcontractors, DBE Requirements, Sample Construction Contract/Agreement, Bid Bond, Performance Bond, and Payment Bond.

All bid documents shall be based on the current SPONSOR provided templates, modified to include new requirements and specifications.

17.2 Required Federal Provisions (NIC)

There are no required Federal Provisions as the Project is not federally funded.

17.3 FAA General Provisions (NIC)

There are no required FAA General Provisions as the Project is not funded by the FAA AIP Program.

17.4 Review of SPONSOR Contract Documents

CONSULTANT will review SPONSOR's existing templates for Bid Advertisements, Instruction to Bidders, Proposal Forms, General Conditions, and Special Provisions. CONSULTANT will incorporate these documents into the Bid Package.

17.5 Prepare Special Provisions for Airport Construction

The CONSULTANT will prepare Special Provisions to address, or expand on, conditions specific to construction on airports that require additional clarification. They may include items such as:

- General Safety Requirements, Airfield Safety and Traffic Control
- Record Drawings
- Time Limitations
- Liquidated Damages
- Barricades and Runway Closure Markers
- Radio Communication
- Access and Security
- Work Hour Limitations
- SWPPP Requirements and guidance for Contractor

17.6 Prepare Technical Specifications

The CONSULTANT will prepare Technical Specifications using FAA Standard Specifications and FAA Specification format. For work not covered by FAA Standards, SPONSOR, Standard Specifications for Public Work Construction (Greenbook), or Caltrans Standard Specifications shall be used.

18.0 PREPARE FINAL SURFACE DRAINAGE ANALYSIS AND FINAL STORM DRAIN DESIGN (NIC)

19.0 PREPARE LIGHTING LAYOUT AND CIRCUIT CALCULATIONS (NIC)

20.0 UPDATE AIRPORT SIGNING AND MARKING PLAN (NIC)

21.0 EROSION CONTROL PLAN

The CONSULTANT will develop an Erosion Control Plan for the Project that is in general conformance with Best Management Practices (BMPs). The plan will detail types of erosion control measures recommended for the site in addition to other information needed for the Natural Pollutant Discharge Elimination System (NPDES) permitting application. The Contractor shall prepare the SWPPP. This information may include:

- a. Project Location.
- b. Size of Disturbance of Project.
- c. Amount of Impervious Surface.
- d. Hydrologic Classification of Site.
- e. Receiving Waters.
- f. Site Drainage Overview.

22.0 PREPARE SPONSOR CERTIFICATIONS, AND MODIFICATION OF AIRPORT CONSTRUCTION STANDARDS (NIC)

There are no federal certifications required for this Project.

23.0 PREPARE 60% SUBMITTAL

Based on SPONSOR's written review comments on the preliminary submittal, prepare 60% engineering and design of all improvements. This work shall include:

- a. Prepare and submit 60% plans.
- b. Prepare and submit 60% specifications and bid documents.
- c. Prepare and submit 60% cost estimate.
- d. Perform internal QA/QC for all documents included in the 60% submittal.
- e. Conduct 60% review meeting with the SPONSOR to go over submitted data and discuss schedule for upcoming submittals.

24.0 PREPARE 95% SUBMITTAL (NIC)

25.0 PREPARE AND SUBMIT FINAL PLANS AND SPECIFICATIONS

A final set of plans, specifications, and contract documents will be prepared that will incorporate revisions, modifications, and corrections determined during the SPONSOR's review of the sixty percent (60%) submittal.

- a. Prepare and submit 100% plans.
- b. Prepare and submit 100% specifications and bid documents.
- c. Prepare and submit 100% cost estimate.
- d. Perform internal QA/QC for all documents included in the 100% submittal.

26.0 PREPARE AND SUBMIT FINAL COST ESTIMATE

26.1 Calculate Estimated Final Quantities.

26.2 Prepare Final Cost Estimate.

Using the final quantities calculated following the completion of the plans and specifications, the CONSULTANT will prepare the final construction cost estimate. The estimate will be based on information obtained from previous projects, contractors, material suppliers, and other databases available.

27.0 PREPARE AND SUBMIT ENGINEER'S DESIGN REPORT

Prepare the Engineer's Design Report. The report will include a summary and explanation of the project design including geometrics, pavement design, drainage considerations, environmental issues, phasing plans, and a project schedule. The report will also contain any alternative pavement options that were investigated and evaluated. This report will also include details for bidding the project and recommended bid alternates if appropriate. The report may include (as applicable), but not be limited to, the following:

The report may include (as applicable), but not be limited to, the following:

- a. Project Scope.
- b. Design Standards.
- c. Topographic Survey Summary.
- d. Geotechnical Investigation Summary (report included as an Appendix).
- e. Design Geometrics.
- f. Pavement Design Analysis.
- g. Drainage Considerations.
- h. Airport Operational Safety (reference Federal Advisory Circular 150/5370-2FG).
- i. Construction Estimate.
- j. Project Schedule and Construction Phasing.
- k. Summary of Contract Documents.

28.0 PREPARE A CONSTRUCTION SAFETY AND PHASING PLAN

Prepare Construction Safety and Phasing Plan (CSPP) in conformance with FAA Standards and AC 150/5370-2G, *Operational Safety on Airports During Construction*. The CSPP will be uploaded to the FAA online portal for review and approval. The final CSPP will be included in the Bid Document package and will include the following information:

- a. Overview & Purpose.
- b. Construction Safety Responsibility of Each Party.
- c. Construction Phasing, including items such as:
 - Phasing and time limitations
 - Areas and operations affected by construction
 - Wildlife management
 - Hazardous materials management
 - Inspection requirements
 - Marking and signs for access routes
 - Protection of runway and taxiway critical areas
 - Safety plan compliance document
- d. Construction Safety and Phasing Plan Sheet(s)

29.0 PHASE 3 PROJECT MEETINGS

The CONSULTANT will arrange and lead the meetings as described below. The CONSULTANT will produce drawings and handouts, as needed, to conduct each meeting and shall issue minutes to document the discussion. The following meetings shall be included in Phase 3:

- a. 60% Submittal review meeting (1).
- b. Coordination meeting with SPONSOR (1).

PHASE 3 DELIVERABLES

During the Phase 3 design effort, the CONSULTANT will deliver the following information to the SPONSOR:

- 1) 60% Plans, Specifications, Construction Cost Estimate, Construction Safety and Phasing Plan, and a draft Engineer's Design Report (EDR) – one (1) hard copy and one (1) electronic copy of each.
- 2) Final Plans, Specifications, Construction Cost Estimate, Construction Safety and Phasing Plan, and EDR – one (1) bid-ready set of full and half size plans, one (1) bid-ready set of original Contract Documents, and electronic files of all documents.
- 3) Construction Safety and Phasing Plan – Electronic. (Copies of the final CSPP will be included as an Appendix to the Specifications Bid Book.)

Phase 4. Bid Administration Services (T & E)

30.0 PREPARE ADVERTISEMENT FOR BIDS

Required advertisement dates and bidding dates will be established. CONSULTANT will prepare the Advertisement in conformance with FAA and local standards and submit a copy of the advertisement to the SPONSOR. The SPONSOR shall arrange for the legal advertising in conformance with local standards and shall pay for the associated cost of advertising.

31.0 BID DOCUMENTS DISTRIBUTION

CONSULTANT will prepare and upload Contract documents to Quest Construction Data Network (QuestCDN.com). Contractors interested in bidding on the Project can register and pay a fee (approximately \$20) to download the Contract documents. Bidders will be responsible for submitting their bids to the District similar to previous projects.

32.0 RESPOND TO BIDDERS QUESTIONS

During the bidding process, the CONSULTANT will be available to clarify bidding issues with contractors and suppliers, and for consultation with the various entities associated with the Project. This item also includes contacting bidders to generate interest in the Project.

33.0 PREPARE AND DISTRIBUTE ADDENDA

CONSULTANT will issue up to two (2) bid addenda as appropriate to interpret, clarify, or change the bidding documents as required by the SPONSOR. Addenda will be made available to the plan holders electronically via QuestCDN. Any addenda that are generated as a sole result of the SPONSOR's desired change after final documents are complete, errors, or omissions, will be considered as extra services, and the CONSULTANT will be reimbursed for this effort as an amendment to this Contract.

34.0 PRE-BID CONFERENCE

CONSULTANT will arrange for and conduct the Pre-Bid Conference. The PM will attend and conduct the Pre-Bid Conference with potential contractors and the SPONSOR to review the Project and answer questions. The conference will be conducted at the Airport and will include a site walk. A pre-bid meeting agenda will be prepared and distributed at the meeting.

35.0 BID OPENING

CONSULTANT will attend the bid opening, open the bids, and publicly read the bids aloud at the Airport, as identified in the Bid Advertisement, and process the bid documents.

36.0 BID REVIEW AND BID TABULATION

The CONSULTANT will prepare a spreadsheet that includes all bid items for the purpose of evaluating the lowest bidder. The CONSULTANT will input the as-bid unit prices into the spreadsheet and verify mathematical computations of the bids.

CONSULTANT will review bid forms for completeness. CONSULTANT will advise SPONSOR as to the acceptability of any subcontractors, suppliers, Disadvantaged Business Enterprise (DBE) submittals and other persons and organizations proposed by the bidders.

CONSULTANT will review the DBE Good Faith Effort packages from the two highest bidders for completeness and compliance with the job requirements.

37.0 PREPARE RECOMMENDATION FOR AWARD AND PREPARE CONFORMED CONSTRUCTION PLANS, SPECIFICATIONS, AND CONTRACT DOCUMENTS

The CONSULTANT will prepare a Recommendation of Award for the SPONSOR to accept or reject the bids as submitted. If rejection is recommended, the CONSULTANT will supply an explanation for the recommendation and possible alternative actions that the SPONSOR can pursue to complete the Project. Once the Contract award is made, the CONSULTANT will distribute the bid tabulations at request of the SPONSOR.

Subsequent to the Bid Opening and Award, CONSULTANT will prepare one (1) set of Conformed Plans, Specifications, and Bid Documents, incorporating all bid addenda questions, answers, clarifications, and plan sheet modifications.

PHASE 4 DELIVERABLES

- 1) Bid Documents – Two (2) copies and electronic files.
- 2) Bid Tabulation – Three (3) copies and electronic files.
- 3) Recommendation for Award – Three (3) copies and electronic files.
- 4) Conformed Construction Plans, Specifications, and Contract Documents – One full-size set and electronic files.

Phase 5. Construction Administration Services (T & E)

38.0 PRE-CONSTRUCTION CONFERENCE

CONSULTANT will arrange for and conduct the pre-construction conference. The PM, Engineer of Record, and Construction Observer will prepare for and conduct this meeting to review Federal Aviation Administration (FAA) and Project-specific requirements prior to commencing construction. The meeting will be conducted at the Airport and will include the SPONSOR, and Air Traffic Control (if possible), Contractor, subcontractors, Airport tenants affected by construction, and utility companies. This task will include the following:

- a. Scheduling meeting, sending invitations, providing meeting materials, and preparing pre-meeting exhibits and materials.
- b. Obtaining and reviewing the Project construction schedules from the Contractor or contractors prior to presentation at the pre-construction conference. The SPONSOR should be provided with copies of all the construction schedules.
- c. Prior to the pre-construction conference, furnishing the SPONSOR with the name of the Resident Engineer or Construction Observer and qualifications for SPONSOR's approval.
- d. Providing the Contractor with a list of required submittals that they must provide and discuss at the pre-construction conference.
- e. Presiding at the pre-construction conference, preparing a detailed record of the conference, submitting record to the SPONSOR for review and comment, and distributing the final record.

39.0 PREPARE CONSTRUCTION MANAGEMENT PLAN (CMP)

The CONSULTANT will obtain the Contractor's Quality Control Plan and will then prepare the Construction Management Plan (CMP). The CMP combines data from the Quality Control Plan with information of Project responsibilities from the SPONSOR and CONSULTANT. The CMP will outline the submittal requirements and materials testing requirements, as set forth in the Project specifications. The CMP will summarize the types and frequency of testing required for quality acceptance, in addition to the credentials of those performing the testing. A preliminary copy of the CMP will be submitted to the SPONSOR for approval. After review, the CMP may be revised and issued to the Contractor for use.

40.0 CONSTRUCTION FILES AND DOCUMENTATION

The CONSULTANT will verify that the construction contracts are in order, the Contractor has met the Disadvantaged Business Enterprise (DBE) goals (if applicable) or made a good-faith effort towards meeting the goals, and that the Contractor has provided proof of insurance and the bonds have been completed.

The Project Plans and Specifications will be updated to include any addenda items issued during bidding. The quantity sheets, testing sheets, and construction report format will be prepared. Contractor will be provided with one (1) copy of the construction set of Plans and Specifications.

41.0 SCHEDULE AND COORDINATE SUBCONSULTANTS

The CONSULTANT will contact any subconsultants needed for this Project and establish a preliminary schedule for their activities, arrange for security badges, and discuss access issues. Subconsultants will be asked to attend the preconstruction conference.

42.0 CONSTRUCTION OBSERVATION

A dedicated Construction Observer will be assigned to this project. The Construction Observer will be on-site to coordinate and schedule staff, answer questions, observe quality control activities, process progress reports and pay requests, and record as-built changes. Additionally, the Construction Observer will acquire field measurements, and report non-compliance issues to Project Administrator.

The Construction Observer shall maintain a daily construction diary to record the construction history of the project. The diary shall be made available to the Project Manager and SPONSOR upon request for review during inspections or visits. The project diary should include, but not be limited to, the following information: weather conditions, job site conditions, work in progress, general location of work, equipment in use, Contractor's work force and hours worked, delivered materials, tests performed, failed tests (if any) and action taken, instructions to Contractors, record of visitors to project and verbal or written instructions given, record of telephone conversations and any verbal instructions received or authorizations granted, engineering field force activity and hours worked, and any delays to construction and the reason for delays.

Services to be performed by Construction Observer (and Subconsultants if one is assigned) under this task include:

- a. Be on site full-time during all construction activities as proposed by the Contractor and approved by the Project Administrator or Project Manager (Engineer).
- b. Review and check layout and surveys conducted by the Contractor in accordance with the plans and specifications.
- c. Check construction activities for compliance with plans and specifications.
- d. Monitor and observe SWPPP compliance and report non-compliance or concerns to the Engineer and Contractor.
- e. Assist the Engineer with the preparation of change orders, which shall include a cost estimate, cost/price analysis, and record of negotiations.
- f. Assist the Engineer in the evaluation and determination of the acceptability of substitute materials and equipment proposed by the Contractor. Evaluate the Contractor's suggestions on drawings / specifications modifications and report those suggestions to the Engineer.
- g. Furnish the Engineer with draft weekly construction progress and inspection reports.
- h. Assist the Engineer in the preparation and submittal of periodic estimates, including the final estimate, during the construction project. Determine the amount owed to the Contractor and recommend those payment amounts to the Engineer.

- i. Monitor the Contractor's compliance with the Construction Safety and Phasing Plan and immediately bring any non-compliance issues to the attention of the Contractor and Engineer.
- j. Monitor and review Contractor's Quality Control Program.
- k. Attend weekly construction progress meetings with the Contractor to discuss pertinent construction issues such as schedules, runway and taxiway closures, materials submittals, mix design approvals, secured area access, and the need for traffic control or gate guards.
- l. Conduct observations to determine if the work is completed and ready for final acceptance.
- m. Assist the Project Administrator with the preparation of the "punch list."
- n. After consultation with the CITY, the Project Administrator will furnish the Contractor with a list of items that were observed (punch list) and require completion or correction. The Construction Observer will observe construction activities necessary to complete the "punch list."
- o. The Construction Observer will attend the final inspection to be facilitated by the Project Administrator.

The construction observation team will provide the Project Administrator with their record drawings, assistance with completion of the final report, and all documentation reviewed and prepared throughout the project.

43.0 Material Testing and Quality Assurance (NIC)

Quality Assurance material testing is not required for the scope of this project. The Engineer will review submittals and the inspector shall ensure the approved materials are being utilized on-site. The construction observer will monitor application rates and limits.

PHASE 5 DELIVERABLES

- 1) Pre-Construction Meeting Minutes – Electronic files distributed to attendees and stakeholders.
- 2) CMP – Electronic copy and four (4) hard copies.

SCHEDULE OF COMPLETION

- 1) The CONSULTANT will complete all work called for under Phase 2 – Preliminary Design Services within 12 working days from the date the SPONSOR issues the Notice to Proceed with the work.
- 2) The CONSULTANT will complete 60% submittal described in Phase 3 – 60% Design Services within 25 working days of receipt of the SPONSOR's review comments on the preliminary submittal.
- 3) The CONSULTANT will complete the final submittal detailed in Phase 3 – Final Design Services within 15 working days of receipt of SPONSOR's review comments on the 60% submittal.
- 4) The CONSULTANT will complete the work called for under Phase 4 – Bid Administration within 10 working days of the receipt of SPONSOR and FAA review comments on the final submittal.
- 5) The CONSULTANT will complete all work called for under Phases 5 – Construction Administration Services within a 3 month construction schedule after Construction Notice-to-Proceed.

COMPENSATION FOR SERVICES

- 1) Payment for all work outlined in Scope of Services, Phase 1, 2, and 3, shall be a fixed fee of **One Hundred Thousand, Three Hundred and Sixty-Four Dollars with Twenty Cents (\$100,364.20)**. This fee shall include labor, materials, expenses, and incidentals necessary to complete the work as described herein. An Engineering Services Cost Estimate is included as Attachment 1 to this Scope of Services. Payments will be made monthly based on the percentage of work complete.
- 2) Payment for all work outlined in Scope of Services, Phases 4 and 5 shall be billed on a time-and-expense basis with a total not to exceed cost of **Ninety-Eight Thousand, Twenty-One Dollars with Seventy Cents (\$98,021.70)**. This fee shall include labor, materials, expenses, and incidentals necessary to complete the work as described herein. An Engineering Services Cost Estimate is included as *Attachment 1* to this Scope of Services. Payments will be made on a time-and-expense basis in conformance with the Mead & Hunt, Inc. California Billing Rate Schedule included as *Attachment 2* to this Scope of Services.
- 3) Payment for any additional services requested by the SPONSOR will be performed on a time-and-expense basis in conformance with the Mead & Hunt, Inc. California Billing Rate Schedule included as Attachment 2 to this Scope of Services. The CONSULTANT will establish the budget for additional services prior to the start of work and may not exceed the budget without written authorization from the SPONSOR. Any additional services must be authorized in writing by the SPONSOR.

Aviation Design Engineering Services Cost Estimate

AIRPORT: MOJAVE AIR AND SPACE PORT

LOCATION: MOJAVE, CALIFORNIA

AIP PROJECT NO. N/A

PROJECT DESCRIPTION: PERIMETER ROAD IMPROVEMENT PROJECT

PHASE 1 - CONTRACT ADMINISTRATION AND COORDINATION		ENGINEERING FEES
1.0	Project Scoping	\$ 5,828.00
2.0	Prepare Contract and Subcontracts	\$ 1,444.00
3.0	Project Coordination	\$ 1,774.00
4.0	General Contract Administration	\$ 1,888.00
5.0	Grant Application and Administration (NIC)	\$ -
	Expenses	\$ 735.40
TOTAL PHASE 1 - CONTRACT ADMINISTRATION AND COORDINATION		\$ 11,669.40
PHASE 2 - PRELIMINARY DESIGN		
6.0	Topographic Surveying	\$ 2,175.00
7.0	Geotechnical Investigation	\$ 2,724.00
8.0	Preliminary Conceptual Design	\$ 16,138.00
9.0	Prepare FAA Pavement Design Report and FAA Form 5100 (NIC)	\$ -
10.0	Prepare Preliminary Surface Drainage Analysis	\$ 1,032.00
11.0	Prepare Preliminary Cost Estimate	\$ 3,204.00
12.0	Prepare Preliminary Design Report (NIC)	\$ -
13.0	Prepare FAA Form 7460	\$ 940.00
14.0	Prepare Environmental Documentation (NIC)	\$ -
15.0	Phase 2 Project Meetings	\$ 6,192.00
	Expenses	\$ 835.40
TOTAL PHASE 2 - PRELIMINARY DESIGN		\$ 33,240.40
PHASE 3 - FINAL DESIGN (60%, 95%, & Final)		
16.0	Prepare Plans	\$ 20,198.00
17.0	Prepare Specifications	\$ 14,904.00
18.0	Prepare Final Surface Drainage Analysis and Final Storm Drain Design (NIC)	\$ -
19.0	Prepare Lighting Layout and Circuit Calculations (NIC)	\$ -
20.0	Update Airport Signing and Marking Plan (NIC)	\$ -
21.0	Erosion Control Plan	\$ 1,437.00
22.0	Prepare Certification of Engineering and Modification Standards (NIC)	\$ -
23.0	Prepare 60% Submittal	\$ 3,402.00
24.0	Prepare 95% Submittal (NIC)	\$ -
25.0	Prepare and Submit Final Plans and Specifications	\$ 1,472.00
26.0	Prepare and Submit Final Cost Estimate	\$ 1,860.00
27.0	Prepare and Submit Engineer's Design Report (EDR)	\$ 2,422.00
28.0	Prepare Construction Safety and Phasing Plan	\$ 2,634.00
29.0	Phase 3 Project Meetings	\$ 6,192.00
	Expenses	\$ 935.40
TOTAL PHASE 3 - FINAL DESIGN (60%, 95% & Final)		\$ 55,454.40
TOTAL FIXED FEE FOR PHASES 1, 2 AND 3		\$ 100,364.20

DIRECT ESTIMATED SUB CONSULTANTS FEES	
Additional Topographic Surveying (for Design)	\$ 16,000.00
Additional Geotechnical Investigation (for Design)	\$ 10,000.00
Quality Assurance Services (NIC)	\$ -
Expenses	\$ -
TOTAL DIRECT SUB CONSULTANTS	\$ 26,000.00

PHASE 4 - BID ADMINISTRATION (T & E)		
30.0	Prepare Advertisement for Bids	\$ 1,072.00
31.0	Bid Documents Distribution	\$ 730.00
32.0	Respond to Bidders' Questions	\$ 1,962.00
33.0	Prepare and Distribute Addenda	\$ 1,082.00
34.0	Pre-Bid Conference	\$ 1,976.00
35.0	Bid Opening	\$ 1,976.00
36.0	Bid Review and Bid Tabulation	\$ 770.00
37.0	Prepare Recommendation for Award and Conformed Construction Documents	\$ 2,600.00
	Expenses	\$ 667.70
TOTAL PHASE 4 - BID ADMINISTRATION (T & E)		\$ 17,835.70
PHASE 5 - CONSTRUCTION ADMINISTRATION (T & E)		
38.0	Pre-Construction Conference	\$ 3,296.00
39.0	Prepare Construction Management Plan (CMP) (NIC)	\$ -
40.0	Construction Files and Documentation	\$ 5,360.00
41.0	Schedule and Coordinate Subconsultants	\$ 1,320.00
42.0	Construction Observation	\$ 61,360.00
43.0	Material Testing and Quality Assurance (NIC)	\$ -
	Expenses	\$ 13,850.00
TOTAL PHASE 5 - CONSTRUCTION ADMINISTRATION (T & E)		\$ 85,186.00
TOTAL TIME AND EXPENSE FEES FOR PHASES 4 AND 5		\$ 98,021.70

TOTAL MEAD & HUNT PROJECT FEES	\$ 198,385.90
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AS NEEDED SERVICES (T & E)	
Survey Subconsultant Allowance (if Required)	\$ 18,400.00
Geotech Subconsultant Allowance (if Required)	\$ 11,500.00
TOTAL FOR AS NEEDED SERVICES	\$ 29,900.00

ID	Task Name	Start	Finish	Timeline (Dec, Qtr 1, 2019, Feb, Mar, Qtr 2, 2019, Apr, May, Jun, Qtr 3, 2019, Jul, Aug)											
1	PERIMETER ROAD IMPROVEMENT PROJECT	Wed 12/5/18	Wed 7/31/19	[Solid bar from Dec 5, 2018 to Jul 31, 2019]											
2	NOTICE TO PROCEED	Wed 12/5/18	Wed 12/5/18	[Diamond icon at Dec 5, 2018]											
3	PHASE 1 - CONTRACT ADMINISTRATION AND COORDINATION	Wed 12/5/18	Fri 12/7/18	[Solid bar from Dec 5, 2018 to Dec 7, 2018]											
8	PHASE 2 - PRELIMINARY DESIGN SERVICES	Mon 12/10/18	Tue 12/25/18	[Solid bar from Dec 10, 2018 to Dec 25, 2018]											
22	PHASE 3 - FINAL DESIGN SERVICES (60%, AND FINAL)	Wed 12/26/18	Thu 2/28/19	[Solid bar from Dec 26, 2018 to Feb 28, 2019]											
32	PHASE 4 - BID ADMINISTRATION SERVICES	Fri 3/1/19	Thu 3/14/19	[Solid bar from Mar 1, 2019 to Mar 14, 2019]											
41	PHASE 5 - CONSTRUCTION ADMINISTRATION SERVICES	Mon 4/15/19	Wed 7/31/19	[Solid bar from Apr 15, 2019 to Jul 31, 2019]											
47	PROJECT COMPLETION	Wed 7/31/19	Wed 7/31/19	[Diamond icon at Jul 31, 2019]											

Project: Perimeter Road Project Date: Fri 11/16/18	Task	[Solid bar]	Project Summary	[Dashed bar]	Manual Task	[Solid bar]	Start-only	[Square icon]	Deadline	[Down arrow icon]
	Split	[Dotted bar]	Inactive Task	[Dashed bar]	Duration-only	[Solid bar]	Finish-only	[Square icon]	Progress	[Horizontal line]
	Milestone	[Diamond icon]	Inactive Milestone	[Dashed bar]	Manual Summary Rollup	[Solid bar]	External Tasks	[Horizontal line]	Manual Progress	[Horizontal line]
	Summary	[Dashed bar]	Inactive Summary	[Dashed bar]	Manual Summary	[Solid bar]	External Milestone	[Diamond icon]		



AIR AND SPACE PORT

STAFF MEMORANDUM

TO: Board of Directors
FROM: Karina Drees
SUBJECT: **Building 137 Roof Repair**
MEETING DATE: December 4, 2018

Background:

Building 137 has been dealing with roof leaks for quite some time. The maintenance team had attempted to seal the roof in sections, but the roof continues to leak. We are seeking a permanent solution to the flat sections of the roof where the leaks continue. We have requested bids from several vendors and received two bids. Western Pacific quoted \$95,950 to foam seal the roof. Jake's Roofing and Coatings quoted \$96,000. Staff recommends hiring Western Pacific to complete the roof repair.

Impacts:

Fiscal: \$95,950 budgeted dollars

Environmental: None

Legal: None

Recommended Action:

Authorize CEO to finalize and execute a contract with Western Pacific for \$95,950.



60'x25'

210'

43'

24'

Foam up 2' on radius, typ remainder of radius N.I.C.

Foam complete section of East wall.

113'

70'

Riley St

Building 137 -- 1247 Poole Street
Mojave, CA 93501

Google Earth

© 2016 Google

N

100 ft



November 21, 2018

Mojave Air & Space Port
Attn: Mel Langford
1434 Flight Line
Mojave, CA 93501

Via Email
mlangford@mojaveairport.com

Subject: Revised Proposal for Partial New Roof System
Building 137 – Flat Roofs Only
1434 Flight Line
Mojave, CA 93501

Dear Mr. Langford:

Thank you for the opportunity to prepare our proposal for roofing at the above referenced property. The conditions and scope of work are as follows:

GENERAL

Unless expressly stated to the contrary, the contractor shall be responsible for performing the following acts.

DESCRIPTION

- A. The general conditions of this standard construction contract shall form a part of these specifications with the same force and effort as though repeated herein.
- B. The contractor shall furnish all labor, materials, equipment, contractor's licenses and insurance certifications to perform all operations as specified below. The contractor shall provide labor and material customarily included in work of the same nature to give a quality, complete job.
- C. If unexpected conditions are encountered during the work, and the conditions adversely affect the cost or progress of the work, the contractor will notify the owner immediately, and the owner will negotiate a change-order to resolve the unexpected condition. Unforeseen or unexpected conditions are those not visually noticeable.
- D. The Contractor shall occupy, use, and permit others to use the premises only for the purpose of completing the work to be performed under this contract with the Owner. The

Contractor shall not authorize or permit any other person to use said premises for any purpose whatsoever. Western Pacific Roofing is to be given all reasonable set-up and staging areas during the duration of the work.

- E. Contractor's scope of work shall not include the identification, detection, abatement, encapsulation or removal of asbestos or similar hazardous substances, including mold and/or mildew. If contractor encounters any such products or materials in the course of performing its work, or if such hazardous materials are encountered by any other firm performing work at the jobsite and contractor determines that such materials present a hazard to its employees, contractor shall have the right to discontinue its work and remove its employees from the jobsite until such products or materials, and anything hazardous connected therewith, are located and abated, encapsulated or removed, or it is determined that no hazard exists (as the case may require), and contractor shall receive an extension of time to complete its work hereunder and compensation for delays encountered as a result of such situation and correction. With the possible existence of mold from pre-existing conditions, before, during and after the re-roofing project, Western Pacific Roofing will not be held responsible for mold-related claims resulting from mold/mildew being detected at any time in the future.
- F. **INSURANCE:** Western Pacific Roofing Corp. shall secure, pay the premium for and keep in force until expiration of this Agreement, worker's compensation insurance, as well as general liability and property damage insurance, with limits not less than one million dollars (\$1,000,000.00) per person, two million dollars (\$2,000,000.00) per occurrence, and excess liability coverage totaling ten million dollars (\$10,000,000) aggregate.

SCOPE OF WORK

Flat Roof Areas ONLY:

1. Price based on a single layer, if more than one layer is found and a tear off is necessary a price will be determined prior to the start of work.
2. Prep existing roof system as necessary excluding barrel roof.
3. Prime existing roof surface with Acryprime at a rate of approximately 1/2 to 1/3 gallon per 100 square feet.
4. Apply 1-1/2 inches of three pound density foam over primed roof surface.
5. Apply 1 inch of three pound density foam over primed wall surface.
6. Apply base coat of elastomeric acrylic at a rate of 1-1/2 gallons per 100 sq. ft.
7. Apply middle coat of same rate of 1 gallon per 100 sq. ft.
8. Apply top coat of elastomeric acrylic at a rate of 1-1/2 gallons per 100 sq. ft. and broadcast granules into wet coating at a rate of 45 pounds per 100 sq. ft.
9. Remove all roof related debris upon completion.



EXCLUSIONS

Excludes permits and replacement of damaged plywood. Permits can be pulled at your request and billed at cost. Should damaged plywood be identified, a cost will be provided and agreed to prior to making any repairs. Price excludes barrel roof.

CONTRACT PRICE

The total cost for all labor, material, supervision, insurance, taxes, is:

Ninety Five Thousand Nine Hundred Fifty Dollars

\$95,950.00

**Price includes prevailing wage rates and excludes barrel roof (DIR# 1000001599).*

PAYMENT TERMS

A \$1,000.00 deposit is due with the signed contract. A 15% mobilization billing will be sent at project start. Progress billings will be sent monthly. The balance of the contract amount will be billed upon completion of work. Payments are to be made within 30 days of invoice date. No retention is to be held.

WARRANTY

Furnish Western Pacific ten (10) year warranty.

NOTICE TO OWNER

Contractors are required by law to be licensed and regulated by the Contractor State License Board. Any questions concerning a contract may be referred to the Registrar, Contractor State License Board, P.O. Box 26000, Sacramento, California 95826.

ACKNOWLEDGMENT: Owner acknowledges that he has read and received a legible copy of this agreement including all terms and standard provisions before any work is performed and that he has read and received a legible copy of every other document that owner has signed during this negotiation. I/we hereby acknowledge under the penalty of perjury that I/we am/are the legal owners and am/are authorized to sign this contract as an agent of the legal owner.



Jake's Roofing and Coatings

1279 W Henderson Ave, #297, Porterville, CA, 93257

559-310-3564: jakesroofingandcoatings@gmail.com

Serving Los Angeles-Orange County- Northern California- Central Valley- Nevada
CALIFORNIA STATE CONTRACTORS LICENSE #592620: NEVADA LICENSE #0081259

28 YEARS OF BUSINESS

November 10, 2018

Customer: Mel Langford

Address: 1432 Flighline Rd. Mojave, CA

Email: mlangford@mojaveairport.com

Telephone: 661-810-2710

Job: Building 137 – 19,200sq. ft.

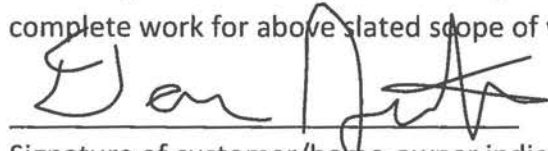
Proposal includes the following work:

1. Pressure wash existing roof using high pressure water and power broom clean.
2. Install a new foam stop metal edging as needed.
3. Spray apply a new uniseal primer over existing roof at the rate of 1/3gal. per every 100sq. ft.
4. Spray apply a new B.A.S.F. polyurethane foam roof system over existing roof deck 1.5 inches thick.
5. Spray apply a new acrylic base coat over new polyurethane foam roof system at the rate of 1.5 gal. per every 100sq. ft.
6. Spray apply a new mid coat over base coat at the rate of 1gal. per every 100sq. ft.
7. Spray apply a new white acrylic top coat over existing mod coat at the rate of 1.5gal. per every 100sq. ft.
8. Install a new C-93 granule system into top coat at the rate of 45lbs. per every 100sq. ft.
9. Seal all roof penetrations.
10. Clean all trash.
11. This roof system will give you a R10 value of insulation per sq. inch sprayed.
12. This roof system complies with title 24 laws.
13. 15yr. warranty on acrylic coating system.
14. Will supply all workman comp and liability insurance certificates.

Total Cost: \$96,000

Quote is contingent on pricing of material the day the estimate was prepared

Engineering is not included in this price if required by your city or county. The above described work shall be performed in accordance with all local and state building code standards. All materials are warranted as specified This proposal contract as described above includes all necessary materials labor and clean up. Signature of contractor indicates agreement to complete work for above stated scope of work and price.



11-10-18

Signature of customer/home-owner indicates agreement to above stated scope of work and price and gives Jakes Roofing permission to perform work at above stated address. Customer/home-owner agrees to pay balance owed at the completion of said work

Authorized Signature

Contractors are required by law to be licensed and regulated by the contractor state license board. The contractors board has jurisdiction to investigate complaints against contractors if a complaint regarding a partner or omission is filed within four years of the date of the alleged violation. A complaint regarding a latent act or omission pertaining to structural defects may be filed within 10 years of the alleged violation. Any question concerning a contractor may be referred to the registered Contractor State License Board: P.O. BOX 2600, Sacramento CA, 95826. A 10 percent nonrefundable amount of the proposal is due at the time of signing for restocking and other costs to Jakes Roofing and Coatings. The balance of this proposal is due upon completion of the working project. In the event the customer refuses to pay, a lien will be placed on the property and 22% annual interest rate will be adjusted. Customer will be responsible for attorney fees.

B.B.B. Accredited – A Rating

References:

Venice High School – Alvonzo (626) 261-9676

Rio Grande Packing Shed – Ugol (559) 788-6509

Harvey's Casino South Lake Tahoe – Harrah's Casino

MOJAVE
AIR AND SPACE PORT
STAFF MEMORANDUM

TO: Board of Directors
FROM: Karina Drees
SUBJECT: Hangar 61 Roof Repair
MEETING DATE: December 4, 2018

Background:

Staff is preparing hangar 61 for rent. The roof leaks in several areas, which will need to be repaired before we are able to rent the facility to a new customer. We have requested bids from several vendors and received two bids. Western Pacific quoted \$65,000 to foam seal the roof. Jake's Roofing and Coatings quoted \$66,000. Staff recommends hiring Western Pacific to complete the roof repair.

Impacts:

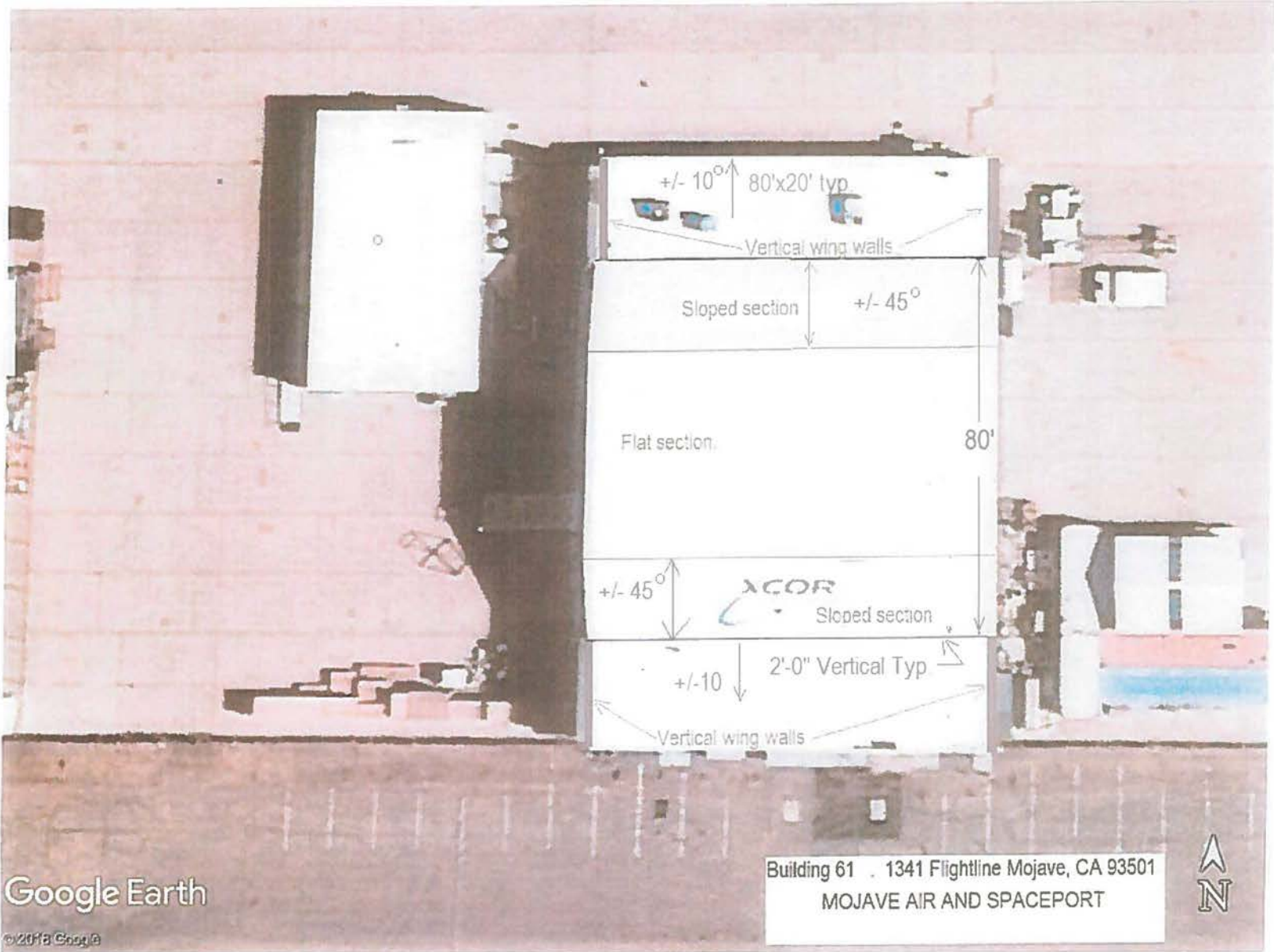
Fiscal: \$65,000 budgeted dollars

Environmental: None

Legal: None

Recommended Action:

Authorize CEO to finalize and execute a contract with Western Pacific for \$65,000.



Google Earth

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Building 61 . 1341 Flightline Mojave, CA 93501
MOJAVE AIR AND SPACEPORT





November 21, 2018

Mojave Air & Space Port
Attn: Mel Langford
1434 Flight Line
Mojave, CA 93501

Via Email
mlangford@mojaveairport.com

Subject: Revised Proposal for Partial New Roof System
Building 61 - Overhangs & Walls Only
1434 Flight Line
Mojave, CA 93501

Dear Mr. Langford:

Thank you for the opportunity to prepare our proposal for roofing at the above referenced property. The conditions and scope of work are as follows:

GENERAL

Unless expressly stated to the contrary, the contractor shall be responsible for performing the following acts.

DESCRIPTION

- A. The general conditions of this standard construction contract shall form a part of these specifications with the same force and effort as though repeated herein.
- B. The contractor shall furnish all labor, materials, equipment, contractor's licenses and insurance certifications to perform all operations as specified below. The contractor shall provide labor and material customarily included in work of the same nature to give a quality, complete job.
- C. If unexpected conditions are encountered during the work, and the conditions adversely affect the cost or progress of the work, the contractor will notify the owner immediately, and the owner will negotiate a change-order to resolve the unexpected condition. Unforeseen or unexpected conditions are those not visually noticeable.
- D. The Contractor shall occupy, use, and permit others to use the premises only for the purpose of completing the work to be performed under this contract with the Owner. The

Contractor shall not authorize or permit any other person to use said premises for any purpose whatsoever. Western Pacific Roofing is to be given all reasonable set-up and staging areas during the duration of the work.

- E. Contractor's scope of work shall not include the identification, detection, abatement, encapsulation or removal of asbestos or similar hazardous substances, including mold and/or mildew. If contractor encounters any such products or materials in the course of performing its work, or if such hazardous materials are encountered by any other firm performing work at the jobsite and contractor determines that such materials present a hazard to its employees, contractor shall have the right to discontinue its work and remove its employees from the jobsite until such products or materials, and anything hazardous connected therewith, are located and abated, encapsulated or removed, or it is determined that no hazard exists (as the case may require), and contractor shall receive an extension of time to complete its work hereunder and compensation for delays encountered as a result of such situation and correction. With the possible existence of mold from pre-existing conditions, before, during and after the re-roofing project, Western Pacific Roofing will not be held responsible for mold-related claims resulting from mold/mildew being detected at any time in the future.
- F. **INSURANCE:** Western Pacific Roofing Corp. shall secure, pay the premium for and keep in force until expiration of this Agreement, worker's compensation insurance, as well as general liability and property damage insurance, with limits not less than one million dollars (\$1,000,000.00) per person, two million dollars (\$2,000,000.00) per occurrence, and excess liability coverage totaling ten million dollars (\$10,000,000) aggregate.

SCOPE OF WORK

Partial Reroof: Overhangs & Walls ONLY:

1. Price based on a single layer, if more than one layer is found and a tear off is necessary a price will be determined prior to the start of work.
2. Prep existing roof system as necessary approximately 4,000 square feet at overhangs.
3. Prime existing roof surface with Acryprime at a rate of approximately 1/2 to 1/3 gallon per 100 square feet.
4. Apply 1-1/2 inches of three pound density foam over primed roof surface.
5. Apply 1 inch of three pound density foam over primed wall surface.
6. Apply base coat of elastomeric acrylic at a rate of 1-1/2 gallons per 100 sq. ft.
7. Apply middle coat of same rate of 1 gallon per 100 sq. ft.
8. Apply top coat of elastomeric acrylic at a rate of 1-1/2 gallons per 100 sq. ft. and broadcast granules into wet coating at a rate of 45 pounds per 100 sq. ft.
9. Remove all roof related debris upon completion.



November 21, 2018

Page 3

EXCLUSIONS

Excludes permits and replacement of damaged plywood. Permits can be pulled at your request and billed at cost. Should damaged plywood be identified, a cost will be provided and agreed to prior to making any repairs.

CONTRACT PRICE

The total cost for all labor, material, supervision, insurance, taxes, is:

Twenty Eight Thousand Seven Hundred Dollars
\$28,700.00*

**Price includes prevailing wage rates (DIR# 1000001599).*

OPTION

Install polyurethane foam on entire roof system. Add \$36,300.00 (total \$65,000.00).

_____ Initial for Acceptance

PAYMENT TERMS

A \$1,000.00 deposit is due with the signed contract. A 15% mobilization billing will be sent at project start. Progress billings will be sent monthly. The balance of the contract amount will be billed upon completion of work. Payments are to be made within 30 days of invoice date. No retention is to be held.

WARRANTY

Furnish Western Pacific ten (10) year warranty.

NOTICE TO OWNER

Contractors are required by law to be licensed and regulated by the Contractor State License Board. Any questions concerning a contract may be referred to the Registrar, Contractor State License Board, P.O. Box 26000, Sacramento, California 95826.

ACKNOWLEDGMENT: Owner acknowledges that he has read and received a legible copy of this agreement including all terms and standard provisions before any work is



Jake's Roofing and Coatings

1279 W Henderson Ave, #297, Porterville, CA, 93257

559-310-3564: jakesroofingandcoatings@gmail.com

Serving Los Angeles-Orange County- Northern California- Central Valley- Nevada
CALIFORNIA STATE CONTRACTORS LICENSE #592620: NEVADA LICENSE #0081259

28 YEARS OF BUSINESS

November 10, 2018

Customer: Mel Langford

Address: 1432 Flighline Rd. Mojave, CA

Email: mlangford@mojaveairport.com

Telephone: 661-810-2710

Job: Building 61 – slope section and flat section– 6,400sq. ft.

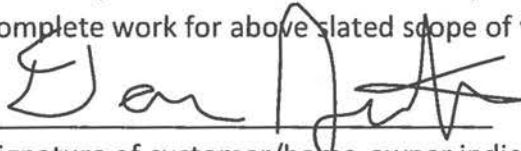
Proposal includes the following work:

1. Pressure wash existing roof using high pressure water and power broom clean.
2. Install a new foam stop metal edging as needed.
3. Spray apply a new uniseal primer over existing roof at the rate of 1/3gal. per every 100sq. ft.
4. Spray apply a new B.A.S.F. polyurethane foam roof system over existing roof deck 1.5 inches thick.
5. Spray apply a new acrylic base coat over new polyurethane foam roof system at the rate of 1.5 gal. per every 100sq. ft.
6. Spray apply a new mid coat over base coat at the rate of 1gal. per every 100sq. ft.
7. Spray apply a new white acrylic top coat over existing mod coat at the rate of 1.5gal. per every 100sq. ft.
8. Install a new C-93 granule system into top coat at the rate of 45lbs. per every 100sq. ft.
9. Seal all roof penetrations.
10. Clean all trash.
11. This roof system will give you a R10 value of insulation per sq. inch sprayed.
12. This roof system complies with title 24 laws.
13. 15yr. warranty on acrylic coating system.
14. Will supply all workman comp and liability insurance certificates.

Total Cost: \$38,400

Quote is contingent on pricing of material the day the estimate was prepared

Engineering is not included in this price if required by your city or county. The above described work shall be performed in accordance with all local and state building code standards. All materials are warranted as specified. This proposal contract as described above includes all necessary materials labor and clean up. Signature of contractor indicates agreement to complete work for above stated scope of work and price.



11-10-18

Signature of customer/home-owner indicates agreement to above stated scope of work and price and gives Jakes Roofing permission to perform work at above stated address. Customer/home-owner agrees to pay balance owed at the completion of said work

Authorized Signature

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B.B.B. Accredited – A Rating

References:

Venice High School – Alvonzo (626) 261-9676

Rio Grande Packing Shed – Ugol (559) 788-6509

Harvey's Casino South Lake Tahoe – Harrah's Casino

Jake's Roofing and Coatings

1279 W Henderson Ave, #297, Porterville, CA, 93257

559-310-3564: jakesroofingandcoatings@gmail.com

Serving Los Angeles-Orange County- Northern California- Central Valley- Nevada
CALIFORNIA STATE CONTRACTORS LICENSE #592620: NEVADA LICENSE #0081259

28 YEARS OF BUSINESS

November 10, 2018

Customer: Mel Langford

Address: 1432 Flighline Rd. Mojave, CA

Email: mlangford@mojaveairport.com

Telephone: 661-810-2710

Job: Building 61 – Vertical wing first sloped section – 4,600sq. ft.

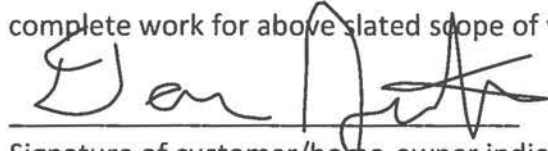
Proposal includes the following work:

1. Pressure wash existing roof using high pressure water and power broom clean.
2. Install a new foam stop metal edging as needed.
3. Spray apply a new uniseal primer over existing roof at the rate of 1/3gal. per every 100sq. ft.
4. Spray apply a new B.A.S.F. polyurethane foam roof system over existing roof deck 1.5 inches thick.
5. Spray apply a new acrylic base coat over new polyurethane foam roof system at the rate of 1.5 gal. per every 100sq. ft.
6. Spray apply a new mid coat over base coat at the rate of 1gal. per every 100sq. ft.
7. Spray apply a new white acrylic top coat over existing mod coat at the rate of 1.5gal. per every 100sq. ft.
8. Install a new C-93 granule system into top coat at the rate of 45lbs. per every 100sq. ft.
9. Seal all roof penetrations.
10. Clean all trash.
11. This roof system will give you a R10 value of insulation per sq. inch sprayed.
12. This roof system complies with title 24 laws.
13. 15yr. warranty on acrylic coating system.
14. Will supply all workman comp and liability insurance certificates.

Total Cost: \$27,600

Quote is contingent on pricing of material the day the estimate was prepared

Engineering is not included in this price if required by your city or county. The above described work shall be performed in accordance with all local and state building code standards. All materials are warranted as specified This proposal contract as described above includes all necessary materials labor and clean up. Signature of contractor indicates agreement to complete work for above stated scope of work and price.



11-10-18

Signature of customer/home-owner indicates agreement to above stated scope of work and price and gives Jakes Roofing permission to perform work at above stated address. Customer/home-owner agrees to pay balance owed at the completion of said work

Authorized Signature

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B.B.B. Accredited – A Rating

References:

Venice High School – Alvonzo (626) 261-9676

Rio Grande Packing Shed – Ugol (559) 788-6509

Harvey's Casino South Lake Tahoe – Harrah's Casino

MOJAVE
AIR AND SPACE PORT
STAFF MEMORANDUM

TO: Board of Directors
FROM: Karina Drees
SUBJECT: **Engineering Services Contracts**
MEETING DATE: December 4, 2018

Background:

Our civil engineer under contract, David Russell, will be retiring in December. We attempted to fill a permanent Director of Planning position over the past year but have not been successful. As a result, I have advertised for a Request For Qualifications (RFQ) for engineering services firms interested in providing planning and engineering services to the District. Five firms have responded, and I have attached their individual transmittal letters, which summarizes their relevant experience.

Of the five firms, only two are capable of handling the Districts breadth of engineering and planning services to include ACIP, AIP applications, CalTrans applications, environmental assessments, AOA and land side planning, obstruction evaluation, ALUCP management and lease exhibits.

Staff recommends extending five-year contracts to both Mead & Hunt and Kimley Horn. Staff will select the appropriate firm based on the individual task and the firm's workload at the time of assignment.

Staff appreciates receiving the qualifications from all five firms and will likely outsource some individual items to them from time to time. Because of the anticipated upcoming workload, we believe having multiple options is in the District's best interest.

Impacts:

Fiscal: None at this time

Environmental: None

Legal: None

Recommended Action:

Authorize CEO to finalize and execute contracts with both Mead & Hunt and Kimley Horn for five years.

EXHIBIT A – TRANSMITTAL LETTER

November 27th, 2018

Karina Drees
Mohave Air and Space Port
1434 Flight Line, Mojave, CA 93501

RE: **Statement of Qualifications for On-Call Environmental Services**

Dear Ms. Drees:

EFI Global is excited at the opportunity to work with the Mohave Air and Space Port (MHV), to provide a full suite of environmental services from EFI Global's Bakersfield office, supported by the Los Angeles office. EFI Global is a financially stable firm with **50 offices** and **700 employees** across the nation, with **seven offices in California** staffed by approximately 120 professional geologists, professional engineers, environmental scientists, and hazardous materials technicians. EFI Global was founded in 1971 and over the past 47 years, has grown to become a recognized leader in environmental engineering and compliance consulting services. EFI Global performs nearly **1,000 Phase I ESAs** and **hundreds of Phase II and other site assessments as well as hundreds of hazardous materials surveys, abatement plans, and air monitoring clearances** per year throughout California for municipalities, state agencies, lending institutions, and private developers. EFI Global holds a California State Contractor's Board license: A, B, HAZ, and ASB (#885902), is a California C Corporation (C2724384) in good standing, and holds a California DIR registration (#1000034166).

EFI Global has conducted services for over \$10 million in contracted environmental compliance/hazardous materials/remediation, and testing services for renovations at Terminals 2, 3, 4, 5, and 6 at **the Los Angeles World Airports, Van Nuys Airport, Hollywood-Burbank Airport, and (former) Roy Williams High Desert Airport**. Over the last nine years, we have provided environmental compliance services for multiple LAWA terminal renovation projects, including: site assessment, geophysical surveys, remediation, hazardous materials testing (asbestos, lead, mold, viruses/bacteria) and abatement plans, air clearance monitoring, soil testing, soil removal/disposal, construction specifications and monitoring, health and safety plans, underground storage tank removal, Stormwater Pollution Prevention Plan, regulatory permits/approvals/clearances, and stakeholder meetings with airport vendors, tenants, airlines, and employees. In addition, the EFI Global Team has recently been awarded a contract with the Airport Manager at the **San Francisco International Airport**, to provide on-call environmental remediation services, as well as an on-call environmental and sustainable planning contract with the **John Wayne Airport of Orange County**.

In addition to EFI Global's compliance services, **Sapphos Environmental (DBE)** will provide additional specialized CEQA-NEPA environmental planning, including: Biological Assessments, Historical Resources Documentation, and Cultural Resources Management Plans, and Wildlife Hazard Management Plans. Sapphos served as the lead consultant to the Federal Aviation Administration (FAA) on technical studies for the Los Angeles International Airport Master Plan Environmental Impact Statement (EIS) / EIR for biological resources, threatened and endangered species, and wetlands. Sapphos has also conducted hundreds of archaeological, paleontological, biological, and historical studies throughout California, and is a certified Disadvantaged Business (DBE).

EXHIBIT A – TRANSMITTAL LETTER

For the past decade, EFI Global's Team has provided comprehensive environmental services (environmental site assessment, remediation, NEPA-CEQA, Wildlife Hazard Management Plans, hazardous materials surveys and abatement plans, methane mitigation, underground fuel tank removal, Stormwater Pollution Prevention Plans (SWPPP), soil/groundwater/soil vapor sampling, and lab testing and analysis) for commercial and general aviation projects both large and small.

EFI Global's aviation consultants, environmental scientists, and environmental planners provide the following services in compliance with FAA, federal, state, and local environmental laws:

Asbestos, Lead, Mold Abatement Plans	NEPA and CEQA Environmental Documentation
Hazardous Materials Assessments	EIR, EIS, Categorical Exclusion
Phase I and II Environmental Site Assessment	Cultural/Archaeological/Paleontological Assessment
Underground Tank Removal	Threatened and Endangered Species Surveys
Remediation	Biological Assessments
Soil, Soil Vapor, Groundwater Testing	Alternative Analysis Reports
Geophysical Surveys	Sensitive / Native Plant Surveys
Site Selection and Feasibility Studies	Vegetation and Habitat Evaluations

Shayan Simantob, P.G., will serve as Principal-in-Charge, and Senior Project Manager. Mr. Simantob is a State of California licensed Professional Geologist with over 10 years of experience in the environmental due diligence field. Mr. Simantob's experience includes conducting phase II environmental site assessment, geophysical surveys, toxicological risk assessment, underground storage tank pulls, soil/groundwater/soil vapor/air sampling and laboratory testing, meetings with regulators and the public, and implementation of site remediation. Mr. Simantob is currently Principal-in-Charge for the San Francisco International Airport remediation, and the John Wayne Airport of Orange County contracts. Past experience includes soil testing at Hollywood-Burbank Airport, underground storage tank removal at Van Nuys Airport, and supervision of soil remediation at Los Angeles International Airport.

EFI Global has a reputation for completing projects on time and under budget, meeting all project milestones. EFI Global knows how to fast-track regulatory permits and approvals due to our decades of personal contacts and experience with regulatory agencies.

As EFI Global's Vice President, I the undersigned, Matthew Rodda, am authorized to sign contracts and will be the primary contact during the SOQ evaluation period.

Sincerely,



Matthew Rodda, Vice President
EFI Global, Inc.
5329 Office Center Court, Suite 229
Bakersfield, CA 93309
Office: 661-381-8318
Email: Matthew.Rodda@efiglobal.com

Exhibit A TRANSMITTAL LETTER

November 27, 2018

Ms. Karina Drees
Mojave Air & Space Port
1434 Flightline
Mojave, California 93501

RE: On-Call Airport Planning Services for Mojave Air & Space Port

Dear Ms. Drees:

In response to your recent Request for Qualifications for On-Call Airport Planning Services, Coffman Associates, Inc. is pleased to submit our experience and qualifications for your review and consideration.

Since our founding in 1979, Coffman Associates has been dedicated exclusively to aviation and airport development. During the past 39 years, we have completed more than 1,000 airport planning assignments, including 550 airport master plans, 150+ airport noise and land use compatibility studies, and more than 250 airport environmental studies for major airport development projects. In fact, Coffman Associates has provided planning services for more than 85 airports in California and 140 airports in FAA's Western-Pacific Region, each with unique issues and challenging requirements. Much of our firm's airport planning and environmental experience is for general aviation airports similar in size to Mojave Air & Space Port (MHV).

For this assignment, Jim Harris will serve as the Principal-In-Charge and Matt Quick will serve as Project Manager. Jim and Matt will be supported by 25 professional and technical staff members who deal exclusively with airports and aviation issues on a daily basis. As the Project Manager, Matt will be the primary contact and he can be reached at:

Coffman Associates, Inc., 4835 E. Cactus Road, Suite #235, Scottsdale, Arizona 85254
Office: 602-993-6999; Cell: 816-876-1004; Email: mquick@coffmanassociates.com

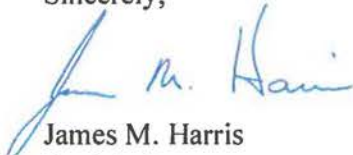
Our specialization in airport planning and environmental services provides a valuable extension to the Mojave Air & Space Port's staff. Since our firm is involved exclusively in airport planning, you can be assured that our efforts are focused solely on the best interest of the airport and the community. We will strive to help Mojave Air & Space Port make the best decisions for the long-term viability in both a fiscally and environmentally responsible manner. Coffman Associates also places a great deal of emphasis on public participation/presentations during the planning and environmental process. We have earned a reputation for high-quality graphics and visual aids which help explain technical concepts in layman's terms as well as expedite the approval process. Our emphasis on high-quality, cost-effective, and innovative service to our clients has brought us national recognition in the airport consulting field, and the airports we have served.

Ms. Karina Drees
November 27, 2018
Page 2

FAA Advisory Circular 150/5100-14E, Change 1, indicates **there can be a potential for a loss of objectivity and transparency when the same firm that does the planning will be doing the engineering design**. You likely will have the opportunity to consider several firms with airport engineering backgrounds; however, as the FAA recommends, do not choose your airport planning firm based upon their engineering capability. Instead, choose an experienced airport planning firm to provide an independent and objective planning services. Maintaining independence of your airport planning efforts, separate from the engineering design services, benefits you in the public process during the planning and environmental review and approval process.

“Planning for Your Success” is not just the motto of our firm, but it also represents our deep commitment to every airport client we serve. Coffman Associates is eager and available to provide planning services to Mojave Air & Space Port, as we are ideally suited to this assignment with our qualifications and competitive strengths. We are proud of our outstanding client service and appreciate the opportunity to serve as your airport planning consultant. Thank you for your consideration.

Sincerely,



James M. Harris
President

November 28, 2018

Karina Drees
CEO/General Manager
1434 Flightline, Building 58,
Mojave, CA 93501

Subject: On-Call Airport Planning and Engineering Services for Mojave Air & Space Port

Dear Ms. Drees and Selection Committee Members:

The Mojave Air & Space Port (MHV) is a unique aviation facility supporting flight testing, space industry development, and aircraft heavy maintenance and storage, as well as the general aviation needs of its community. Mead & Hunt, Inc. has assembled a focused and qualified team to help you address your day-to-day operational challenges as you continue to provide a safe, customer friendly facility now and into the future. Grant funding, precision approach procedures, environmental strategies, coordinating with the FAA to develop your Airport Capital Improvement Plan (ACIP). These are just a few of the diverse tasks we can assist you with.

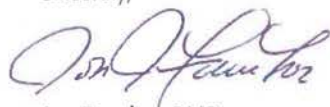
As airports are being asked to do more with less, choosing a consulting firm to help your airport with all of its improvement needs is an extremely important decision. You'll want a firm with extensive experience, a great reputation, and a commitment to your airport. Mead & Hunt will bring a level of service that has helped make our company one of the top aviation consulting firms in the country. Your facility is a perfect fit for our innovative and efficient professional staff. Our submittal demonstrates our experience helping airports with comparable projects to your upcoming pursuits and projects with similar needs to yours.

The Mead & Hunt team provides many advantages including:

- Our Ontario office is focused exclusively on aviation consulting – and we have the resources to develop designs that meet your needs and exceed your expectations. We are also positioned to be readily responsive through design, construction and beyond.
- Your project manager, Chuck McCormick, excels in situations where the outcome depends on close collaboration, open communication, and thorough execution. Chuck promotes teamwork, efficiency, and he gets results. He will be supported by a strong multi-discipline team with the qualifications and experience needed to keep your projects moving efficiently, while adding value at each step. Rafael Gonzalez, PE will lend his support with design, construction management and inspection services. Chris Hacker brings over 17 years of diverse planning expertise and he will oversee all aspects of your planning projects. We are ably assisted by **Twining** (geotechnical), **Psomas** (survey), **Unison Consulting** (financial), **Quantum Spatial** (AGIS), and **ATAC** (Airspace Analysis). Quantum Spatial prepared your 2016 aeronautical obstruction survey
- Mead & Hunt has more than 75 years of nationwide experience (40+ years in California) with airfield design/engineering and planning projects similar to the work envisioned for MHV. With Chuck McCormick and his 30+ years of aviation experience, our team brings the right communication skills, focus and knowledge of your Airport's needs and sensitivities. We have extensive experience nationwide with busy general aviation airports and the challenges they face. We will strive to make your life easier through staff support, responsiveness, and minimizing impacts to operations.

Our objective is to develop, balance, and manage the goals and opportunities to ensure a successful project, as well as the long-term health and development of MHV. We look forward to assisting you in the continued growth of your facility through your current projects and future endeavors. **Jon Faucher, PMP is authorized to sign an agreement for the required services.**

Sincerely,



Jon Faucher, PMP
Principal-in-Charge
707.284.8697
jon.faucher@meadhunt.com



Charles McCormick
Project Manager
909.467.8576
chuck.mccormick@meadhunt.com



Statement of Interest and Qualifications for
**On-Call Airport Planning and
Engineering Services**

Exhibit A – Transmittal Letter

November 28, 2018

Karina Drees
Mojave Air & Space Port
1434 Flight Line, Ste. 58
Mojave, CA 93501

■ 765 The City Drive
Suite 200
Orange, California
92868
TEL 714.939.1030

RE: Statement of Interest and Qualifications for On-Call Airport Planning and Engineering Services

Dear Ms. Drees and Members of the Selection Committee,

As a partner in aviation planning and design, **Kimley-Horn and Associates, Inc.** (Kimley-Horn) is excited to witness the continued growth of **Mojave Air and Space Port** (MASP) as a national asset providing a location for the design and testing of new, innovative aircraft and spacecraft. As a dual-use air and space port, MASP is unique in that it must be capable of supporting the growing commercial space industry while still operating as a general aviation airport and must comply with Federal Aviation Administration (FAA) regulations in both arenas. This can often provide unique challenges when coordinating with the different offices of the FAA and when approaching aviation planning in design.

Over the past 2 years, Kimley-Horn has had the pleasure of working with the staff at MASP on a variety of specific individual planning tasks in support of both aviation and spaceport needs. Kimley-Horn is pleased to submit this proposal to provide on-call planning and engineering services to MASP. The Kimley-Horn team brings together a wide range of capabilities in support of both the aviation and aerospace elements of the Airport. Our team consists of staff and industry partners with broad experience operating at airports in California and commercial spaceports that are co-located with airports.

Our Project Manager, **Brian Gulliver, P.E.**, and Deputy Project Manager, **Pearse Melvin, P.E.** will lead the effort on this on-call and bring together the necessary staff and resources to support MASP with your planning and engineering needs. Pearse Melvin's local California aviation experience, coupled with Brian Gulliver's aerospace and spaceport experience, provide the strong foundation necessary to support MASP in the services requested.

Kimley-Horn looks forward to the opportunity to continue working with MASP on aviation as well as spaceport planning and engineering projects. If you have any questions, please contact Brian Gulliver at 303.228.2306 or via email at Brian.Gulliver@kimley-horn.com.

Thank you again for the opportunity to serve the Mojave Air and Space Port.



Brian Gulliver, P.E.
Project Manager



Pearse Melvin, P.E.
Assistant Project Manager

Pearse Melvin, P.E. has the authority to legally execute agreements and amendments on behalf of Kimley-Horn.

42140 Tenth Street West
Lancaster, CA 93534

Certified SBE and WBE

661-940-0043
Fax: 661-949-9775

aesi@aesi-consulting.com

November 28, 2018

18-6771

Mojave Air & Space Port
1434 Flightline, Building 58,
Mojave, CA 93501

RE: Statement of Qualifications for On-Call Planning & Engineering Services

Arrow Engineering Services, Inc., (AESI) appreciates the opportunity to submit our Statement of Interest and Qualifications for Mojave Air & Space Port (MASP). Our overall organization consists of 3 companies AESI, AISI & GDMS. We have assisted MASP with roadway design, Geographic Information System development and CAD mapping of leases under two of these companies. We have had ongoing service agreements with local organizations such as the City of Lancaster, City of Palmdale and the Antelope Valley Transportation Agency (AVTA). We look forward to continuing to be part of Mojave Air & Space Port's team for as-needed services.

Firm Name: Arrow Engineering Services, Inc.

Lead Office: Lancaster, CA

Address: 42140 Tenth Street West
Lancaster, CA 93534

Project Manager: Brian Glidden, P.E., L.S.

Phone: 661-940-0043

Email: bglidden@aesi-consulting.com

AESI is a local, women-owned business and has been serving the Southern California area since 1992. Since we are local, our response time to meet MASP needs for meetings, plan delivery, field data, etc., is very efficient and cost effective.

AESI is proposing our professional services for on-call airport planning and engineering services. AESI will be providing the majority of the services with the exception of aerial photogrammetry. For this service, AESI will be partnering with Central Coast Aerial Mapping Inc. Central Coast was a sub consultant to AESI when developing the MASP perimeter road project.

AESI has read, understands and acknowledges the following:

1. If required prevailing wages will be paid to all employees performing field surveying services.
2. AESI is registered with the Department of Industrial Relations
3. AESI understands this contract is subject to Federal Provisions as listed in the RFQ
4. AESI is in receipt of RFQ question responses dated 11/20/18

We appreciate the opportunity to provide our services to Mojave Air & Space Port. If you have any questions or require additional information regarding our services or qualifications, please contact Brian Glidden at (661) 940-0043. We look forward to working with you on your upcoming projects.

Respectfully submitted,



Brian D. Glidden, P.E., L.S.
Vice President
Arrow Engineering Services, Inc.

**Mojave Air & Space Port
Treasurer's Report
For the month ended October 31, 2018**

	General	County Treasury	LAIF	Total
Beginning Balance	\$ 651,278.86	\$ 2,942,947.58	\$ 4,975,187.95	\$ 8,569,414.39
Receipts:				
Operating Revenues	1,179,163.43	-	-	1,179,163.43
Interest Income	33.17	5,600.54	27,916.71	33,550.42
Tax Proceeds	-	16,484.62	-	16,484.62
Total Receipts	1,179,196.60	22,085.16	27,916.71	1,229,198.47
Expenditures:				
Operating Expenses	(1,074,502.53)	-	-	(1,074,502.53)
Project Expenses	-	-	-	-
Total Expenditures	(1,074,502.53)	-	-	(1,074,502.53)
Transfers:				
Between General and County Treasury	-	-	-	-
Between General and LAIF	-	-	-	-
Total Transfers	-	-	-	-
Ending Balance	\$ 755,972.93	\$ 2,965,032.74	\$ 5,003,104.66	\$ 8,724,110.33

The Mojave Air & Space Port unencumbered cash is on deposit bearing interest at various rates, in accordance with the District's Investment Policy.

Mojave Air & Space Port

Customers Over 90 Days Past Due

	1-30 Days	31-60 Days	61-90 Days	90+ Days	TOTAL	Comments
Aged AR as of 11/29/2018	121,495.77	92,007.81	15,645.28	-	229,148.86	

Mojave Air & Space Port Fuel Inventory Report

October 2018

JET A		
Beginning Inventory		85,165
Gallons Delivered		
Gallons Purchased	34,814	
Defuels	-	
Total Gallons Delivered	34,814	
Gallons Pumped		
Gallons Sold	44,311	
Refuels	-	
Tank farm/Line truck sumps	60	
Delivery Samples	25	
Total Gallons Pumped	44,396	
Ending Inventory		75,583
Physical Check		74,855
Inventory Value at	2.90	\$217,022.29

AVGAS		
Beginning Inventory		7,336
Gallons Delivered		
Gallons Purchased	7,998	
Gallons Pumped		
Gallons Sold	4,756	
Tank farm/Line truck sumps	5	
Delivery Samples	5	
Total Gallons Pumped	4,766	
Ending Inventory		10,568
Physical Check		10,598
Inventory Value at	4.67	\$49,492.66

LUBRICANTS		
Beginning Inventory		281
Quarts Purchased	0	
Quarts Sold	8,041	
Ending Inventory		-7,760
Physical Check		269
Aeroshell 100; 100W; 15/50 Multi		
86 @ \$5.62; 81 @ \$6.02; 102 @ \$6.68		\$1,738.48

PRIST		
Beginning Inventory		117
Cans Purchased	0	
Cans Sold	0	
Ending Inventory		117
Physical Check - Cans		119
Physical Check - Bulk		9
119 CANS @ \$7.40; 5 (5) Gallons @ 120.15		\$1,961.95

UNLEADED FUEL		
Beginning Inventory		842.4
Gallons Purchased	676.0	
Gallons Used	592.2	
Ending Inventory		926.2
Physical Check		884.0
Inventory Value at	\$3.27	\$2,890.68

DIESEL FUEL		
Beginning Inventory		915.2
Gallons Purchased	305.0	
Gallons Used	328.6	
Ending Inventory		891.6
Physical Check		894.4
Inventory Value at	\$2.72	\$2,432.77

October 2018 Fuel Inventory \$275,538.83

October Gallons Sold 49,067
Year to Date 355,534

Mojave Fitness Center

	January	February	March	April	May	June	July	August	September	October	November	December
Total Income	\$ 9,744.57	\$ 9,963.57	\$ 10,690.03	\$ 11,703.90	\$ 21,525.10	\$ 11,316.39	\$ 11,823.38	\$ 11,929.23	\$ 11,915.40	\$ 12,869.10		
Total Expenses	\$ 19,308.87	\$ 19,262.09	\$ 19,177.60	\$ 19,680.36	\$ 19,156.52	\$ 18,107.32	\$ 17,572.94	\$ 17,834.15	\$ 18,238.79	\$ 18,052.63		
Net Income	\$ (9,564.30)	\$ (9,298.52)	\$ (8,487.57)	\$ (7,976.46)	\$ 2,368.58	\$ (6,790.93)	\$ (5,749.56)	\$ (5,904.92)	\$ (6,323.39)	\$ (5,183.53)	\$ -	\$ -

MEMBERSHIPS	569	579	477	503	511	518	529	539	542	547		
New Members	43	31	34	50	36	34	29	32	38	46		
Cancelled Members	-36	-21	-136	-24	-28	-27	-18	-22	-35	-41		
Net Change	7	10	-102	26	8	7	11	10	3	5		

Notes for board:

MARCH:

An audit was completed in March to cancel 110 Inactive Incotec members who were being reported in good standing

MAY:

Virgin was invoiced \$10,000 for their corporate membership

July:

6 of the cancels were people moving, and 4 were returned to collections

August:

Of all 22 cancelled members, 16 moved, 3 were "Returned to collections"

September:

New Key FOB's were ordered by MASP at a cost of \$501.39

October:

21 of the cancels were for moving, 3 were Job Transfers, 2 were trial memberships, & 3 were "returned to collections"



BROWN ARMSTRONG

Certified Public Accountants

To the Board of Directors
Mojave Air and Space Port
Mojave, California

We have audited the financial statements of Mojave Air and Space Port (the District) for the year ended June 30, 2018. Professional standards require that we provide you with information about our responsibilities under auditing standards generally accepted in the United States of America and *Government Auditing Standards*, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated March 13, 2018. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the District are described in Note 1 to the financial statements. As described in Note 1 to the financial statements, the District adopted Governmental Accounting Standards Board (GASB) Statement No. 75 – *Accounting and Financial Reporting for Postemployment Benefits Other than Pension Plans*; GASB Statement No. 81 – *Irrevocable Split-Interest Agreements*; GASB Statement No. 85 – *Omnibus 2017*; and GASB Statement No. 86 – *Certain Debt Extinguishment Issues*, during the fiscal year ended June 30, 2018. We noted no transactions entered into by the District during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the District's financial statements were:

Management's estimates of other post-employment benefits and net pension liability and related expenses, deferred inflows of resources, and deferred outflows of resources are based on actuary reports and an allocation percentage from the California Public Employees Retirement System (CalPERS). We evaluated the key factors and assumptions used to develop the estimates of these liabilities in determining that they are reasonable in relation to the financial statements taken as a whole.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosure affecting the financial statements was:

- Note 4 – Retirement Plans

The financial statement disclosures are neutral, consistent, and clear.

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WWW.BACPAS.COM

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. There were no such misstatements.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated November 19, 2018.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the District's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the District's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures to the Management's Discussion and Analysis, Schedule of the District's Proportionate Share of the Net Pension Liability (CalPERS), Schedule of Contributions (CalPERS), and Schedule of Changes in the Net OPEB Liability and Related Ratios, which are required supplementary information (RSI) that supplement the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

Restriction on Use

This information is intended solely for the information and use of Board of Directors and management of Mojave Air and Space Port and is not intended to be, and should not be, used by anyone other than these specified parties.

BROWN ARMSTRONG
ACCOUNTANCY CORPORATION

Brown Armstrong
Accountancy Corporation

Bakersfield, California
November 19, 2018

MOJAVE AIR AND SPACE PORT
FINANCIAL STATEMENTS
JUNE 30, 2018

**MOJAVE AIR AND SPACE PORT
FINANCIAL STATEMENTS
JUNE 30, 2018**

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BROWN ARMSTRONG

Certified Public Accountants

INDEPENDENT AUDITOR'S REPORT

Board of Directors
Mojave Air and Space Port
Mojave, California

We have audited the accompanying financial statements of Mojave Air and Space Port (the District), as of June 30, 2018, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents. The prior year comparative information has been derived from the District's 2017 financial statements and, in our report dated December 1, 2017, we expressed an unmodified opinion on the basic financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the District's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

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Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the District as of June 30, 2018, and the respective changes in financial position, and cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis, Schedule of the District's Proportionate Share of the Net Pension Liability (CalPERS), Schedule of Contributions (CalPERS), and Schedule of Changes in the Net OPEB Liability and Related Ratios, as listed in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated November 19, 2018, on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance.

BROWN ARMSTRONG
ACCOUNTANCY CORPORATION

Brown Armstrong
Accountancy Corporation

Bakersfield, California
November 19, 2018

**MOJAVE AIR AND SPACE PORT
MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2018, WITH COMPARATIVE TOTALS**

The following discussion and analysis of Mojave Air and Space Port's financial performance provides an overview of the financial activities for the year ended June 30, 2018. Please read it in conjunction with the basic audited financial statements and accompanying notes, which follow this section.

Financial Highlights

The District's total net position decreased \$0.81 million, or 2%, over the course of the year's operations.

The District's total revenues experienced a net decrease of \$0.59 million, or 6%, during the year ended June 30, 2018.

The District's total expenses increased \$6.84 million, or 74%, during the year ended June 30, 2018.

The District's net capital assets decreased \$.86 million, or 2%, during the year ended June 30, 2018.

Overview of the Financial Statements

This annual report includes this management's discussion and analysis report, the independent auditor's report, the basic financial statements of the District and required supplementary information. The financial statements also include notes that explain in more detail some of the information contained in the financial statements.

Required Financial Statements

The financial statements of the District report information of the District using accounting methods similar to those used by private sector companies. The financial statements conform to accounting principles which are generally accepted in the United States of America and utilize the accrual basis of accounting.

The statement of net position includes all of the District's assets and liabilities and provides information about the nature and amounts of investments in resources (assets) and the obligations to District creditors (liabilities), with the difference between the two reported as net position. This statement will indicate which assets are restricted due to contractual, Board of Directors (Board) action, or other commitments. This statement also provides the basis for assessing the liquidity, capital structure and financial flexibility of the District.

Revenues and expenses are accounted for in the statements of revenues and expenses and changes in net position. These statements measure the success of the District's operations and can be used to determine profitability, credit worthiness, and whether the District has successfully recovered all its costs through user fees and other charges.

The statement of cash flows reports cash receipts, cash payments, and net changes in cash resulting from operations, investing, and financing activities. From this statement, information related to sources and uses of cash and the change in cash balances are presented.

Financial Analysis of the District

One of the most important questions asked about the District's finances is "Is the District, as a whole, better off or worse off as a result of this year's activities?" The condensed statements of net position and the condensed statements of revenues, expenses, and changes in net position reports information about the District's activities in a way that will help answer this question. These two condensed statements report the net position of the District and the changes in net position. One can think of the District's net position – the difference between assets and deferred outflows of resources and liabilities and deferred inflows of resources – as one way to measure financial health or financial position. Over time, increases

or decreases in the District's net position are one indicator of whether its financial health is improving or deteriorating. However, one will need to consider other non-financial factors such as changes in economic conditions, population growth, and new or changed government legislation.

To begin our analysis, a summary of the District's statements of net position is presented in Table A.

Table A
Condensed Statements of Net Position
June 30, 2018 and 2017
(000's)

	<u>2018</u>	<u>2017</u>	<u>Dollar Change</u>	<u>Percentage Change</u>
Current assets	\$ 9,391	\$ 9,873	\$ (482)	-5%
Capital assets	<u>37,631</u>	<u>38,527</u>	<u>(896)</u>	-2%
Total assets	<u>47,022</u>	<u>48,400</u>	<u>(1,378)</u>	-3%
Deferred outflows of resources	<u>1,797</u>	<u>1,228</u>	<u>569</u>	46%
Total assets and deferred outflows of resources	<u>\$ 48,819</u>	<u>\$ 49,628</u>	<u>\$ (809)</u>	-2%
Current liabilities	\$ 572	\$ 848	\$ (276)	-33%
Long-term liabilities	<u>11,880</u>	<u>5,517</u>	<u>6,363</u>	115%
Total liabilities	<u>12,452</u>	<u>6,365</u>	<u>6,087</u>	96%
Deferred inflows of resources	<u>361</u>	<u>198</u>	<u>163</u>	82%
Invested in capital assets, net of related debt	37,631	38,526	(895)	-2%
Unrestricted	<u>(1,625)</u>	<u>4,539</u>	<u>(6,164)</u>	-136%
Total net position	<u>36,006</u>	<u>43,065</u>	<u>(7,059)</u>	-16%
Total liabilities, deferred inflows of resources, and net position	<u>\$ 48,819</u>	<u>\$ 49,628</u>	<u>\$ (809)</u>	-2%

As the Condensed Statements of Net Position above indicate, total assets decreased by \$1.38 million to \$47.02 million at June 30, 2018, from \$48.40 million at June 30, 2017. The decrease in the total assets of the District was primarily due to a decrease in current assets of \$0.48 million, chiefly due to an decrease in cash of \$0.68 million, which was partially offset by increases in receivables and fuel inventory totaling \$0.21 million, and a decrease in capital assets of \$0.90 million, due to depreciation of \$2.20 million and acquisition and retirements of capital assets and completion of construction projects of \$1.30 million.

Total liabilities increased by \$6.09 million or 96% during the year ended June 30, 2018, due to increases in long-term liabilities of \$6.36 million, offset by a decrease in current liabilities of \$0.28 million. The increase is mainly a result of increases of \$5.86 million in other post-employment benefits liabilities and \$0.50 in net pension liability.

Deferred outflows of resources increased by \$0.57 million or 46% from \$1.23 million at June 30, 2017, to \$1.80 million at June 30, 2018. The predominant changes were a result of a decrease of \$0.36 million in pension contributions subsequent to the measurement date, an increase of \$0.59 million in changes in assumptions, an increase of \$0.94 million in the change in employer's proportion, and a decrease of \$0.56 million in the difference between projected and actual earnings from pension plan investments.

Deferred outflows of resources increased by \$0.57 million or 46% from \$1.23 million at June 30, 2017, to \$1.80 million at June 30, 2018. The predominant changes were a result of a decrease of \$0.36 million in pension contributions subsequent to the measurement date, an increase of \$0.59 million in changes in assumptions, an increase of \$0.94 million in the change in employer's proportion, and a decrease of \$0.56 million in the difference between projected and actual earnings from pension plan investments.

Table B
Condensed Statements of Revenues, Expenses, and Changes in Net Position
June 30, 2018 and 2017
(000's)

	<u>2018</u>	<u>2017</u>	<u>Dollar Change</u>	<u>Percentage Change</u>
Operating revenue	\$ 8,378	\$ 8,782	\$ (404)	-5%
Nonoperating revenue	682	865	(183)	-21%
Total revenues	<u>9,060</u>	<u>9,647</u>	<u>(587)</u>	-6%
Operating expenses	13,919	7,000	6,919	99%
Depreciation expense	2,200	2,255	(55)	-2%
Total expenses	<u>16,119</u>	<u>9,255</u>	<u>6,864</u>	74%
Change in net position	(7,059)	392	(7,451)	-1901%
Net position, beginning of year	<u>43,065</u>	<u>42,673</u>	<u>392</u>	1%
Net position, end of year	<u>\$ 36,006</u>	<u>\$ 43,065</u>	<u>\$ (7,059)</u>	-16%

While the Condensed Statements of Net Position show the change in financial position of the District, the Condensed Statements of Revenues and Expenses and Changes in Net Position provides answers as to the nature and source of these changes.

The District's total revenues decreased by \$0.59 million to \$9.06 million during the year ended June 30, 2018, from \$9.65 million during the year ended June 30, 2017. Operating revenues decreased by \$0.40 million, primarily due to decreased sales of fuel and related services of \$0.50 million and a decrease in other operating revenue sources of \$0.05 million but were offset by higher rent proceeds of \$0.15 million. Nonoperating revenues decreased by \$0.18 million because of lower tax receipts, lower grant proceeds, losses on disposals of assets, but offset by an increase in interest income.

Total expenses increased \$6.86 million to \$16.12 million during the year ended June 30, 2018, from \$9.26 million during the year ended June 30, 2017. The primary reasons for the increase were the reporting of \$5.86 million of expense for other post-employment benefits now required by GASB 75 and an increase of \$0.81 million in salaries and related benefits.

Table C
Capital Assets
June 30, 2018 and 2017
(000's)

	<u>2018</u>	<u>2017</u>	<u>Dollar Change</u>	<u>Percentage Change</u>
Land	\$ 6,381	\$ 6,250	\$ 131	2%
Buildings and structures	12,284	12,419	(135)	-1%
Furniture and equipment	4,454	5,135	(681)	-13%
Infrastructure	46,542	46,049	493	1%
Construction in progress	<u>265</u>	<u>156</u>	<u>109</u>	<u>70%</u>
 Total capital assets	 69,926	 70,009	 (83)	 0%
Less accumulated depreciation	<u>32,295</u>	<u>31,483</u>	<u>812</u>	<u>3%</u>
 Total net capital assets	 <u>\$ 37,631</u>	 <u>\$ 38,526</u>	 <u>\$ (895)</u>	 <u>-2%</u>

As of June 30, 2018, the District had invested \$70 million in capital assets. As can be seen from the previous table, net capital assets decreased \$0.9 million to \$37.63 million at June 30, 2018, from \$38.53 million at June 30, 2017, due to depreciation of \$2.20 million, acquisitions of capital assets of \$1.56 million, minus the completion of infrastructure projects of \$0.17 million, and retirement of assets of a net \$0.07 million. The decrease resulting from depreciation was partially offset by increases in capital assets. Significant capital asset increases during the year ended June 30, 2018 were \$0.39 million expended to acquire hangers from departing tenants, purchase a vacated building, and replace a roof, \$0.48 million for new and enhanced infrastructure, \$0.19 million for fire department equipment, and \$0.13 million for additional land.

Budgetary Comparison

The following table is a comparison of the Board approved budget for 2018 against actual results.

Table D
Budget vs. Actual Comparison
For the Year Ended June 30, 2018
(000's)

	<u>Actual</u>	<u>Budget</u>	<u>Change</u>	<u>Percentage Change</u>
Operating revenue	\$ 8,378	\$ 7,839	\$ 539	7%
Nonoperating revenue	<u>682</u>	<u>2,772</u>	<u>(2,090)</u>	<u>-75%</u>
 Total revenues	 <u>9,060</u>	 <u>10,611</u>	 <u>(1,551)</u>	 <u>-15%</u>
Operating expenses	13,919	8,508	5,411	64%
Depreciation expense	<u>2,200</u>	<u>- *</u>	<u>2,200</u>	<u>0%</u>
 Total expenses	 <u>16,119</u>	 <u>8,508</u>	 <u>7,721</u>	 <u>91%</u>
 Change in net position	 <u>\$ (7,059)</u>	 <u>\$ 2,103</u>	 <u>\$ (9,162)</u>	 <u>-436%</u>

* The District does not include depreciation expense as part of the budget and as such, has not been included in the budget analysis below.

Actual total revenues were below budgeted revenues for 2018 by \$1.55 million mainly due to lower than anticipated federal grant revenues of \$1.87 million, property tax revenues of \$0.10 million. These under-budget amounts were offset by over-budget amounts including, higher than anticipated rent revenues of \$0.21 million, fuel sales and services of \$0.13 million, and interest income of \$0.05 million.

Actual total expenses, exclusive of depreciation, came out \$5.41 million above budgeted operating expenses primarily due recognition of \$5.86 million in other post-employment benefits in conformity with requirements of GASB Statement No. 75, \$0.09 million in other pension expenses, and \$0.11 million in supplies. These over-budget amounts were offset by under-budget amounts including lower than anticipated salaries and related benefits of \$0.19 million, repairs and maintenance of \$0.11 million, outside services of \$0.21 million, and grant expense of \$0.05 million.

The annual budget is presented and approved by the District's Board each June with revisions presented and approved when appropriate to accommodate changes in conditions.

Contacting the District Management

This financial report is designed to provide our customers and creditors with a general overview of the District's finances and to demonstrate the District's accountability for the money it receives. If you have questions about this report or need additional financial information, contact the District at 1434 Flightline, Mojave, California 93501.

1. The company has a long history of providing high-quality products and services to its customers. It has a strong reputation for reliability and customer service, which has helped it build a loyal customer base over the years.

2. The company has a strong financial position, with a solid track record of profitability and growth. It has a diverse product portfolio and a strong market presence, which has helped it maintain a competitive edge in its industry.

3. The company has a strong commitment to environmental, social, and governance (ESG) issues. It has implemented a number of initiatives to reduce its carbon footprint, improve its social performance, and enhance its governance practices.

4. The company has a strong talent pool and a culture of innovation. It has invested heavily in research and development, which has helped it develop new products and services that meet the needs of its customers.

BASIC FINANCIAL STATEMENTS

**MOJAVE AIR AND SPACE PORT
STATEMENT OF NET POSITION
JUNE 30, 2018, WITH COMPARATIVE TOTALS**

	2018	2017
ASSETS AND DEFERRED OUTFLOWS OF RESOURCES		
Current Assets		
Cash and Cash Equivalents	\$ 8,587,931	\$ 9,264,399
Receivables		
Accounts Receivable, Net of Allowance for Doubtful Accounts	392,107	294,778
Other Receivables	49,558	18,041
Fuel Inventory	292,705	208,767
Prepaid Expenses	69,013	87,245
Total Current Assets	9,391,314	9,873,230
Capital Assets, Net of Accumulated Depreciation	37,631,414	38,526,189
Total Assets	47,022,728	48,399,419
Deferred Outflows of Resources		
Deferred Outflows - CalPERS Pension Plan	1,796,483	1,228,306
TOTAL ASSETS AND DEFERRED OUTFLOWS OF RESOURCES	\$ 48,819,211	\$ 49,627,725
LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND NET POSITION		
Current Liabilities		
Accounts Payable	\$ 339,029	\$ 369,515
Accrued Liabilities	31,734	30,588
Customer Deposits	92,988	310,597
Compensated Absences	108,381	137,257
Total Current Liabilities	572,132	847,957
Long-Term Liabilities		
Net Other Post-Employment Benefits Liabilities	7,257,100	7,103,500
Net Pension Liability	4,622,788	4,123,519
Total Long-Term Liabilities	11,879,888	11,227,019
Total Liabilities	12,452,020	12,074,976
Deferred Inflows of Resources		
Deferred Inflows - CalPERS Pension Plan	360,773	197,507
Net Position		
Net Investment in Capital Assets	37,631,414	38,526,189
Unrestricted	(1,624,996)	(1,170,947)
Total Net Position	36,006,418	37,355,242
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND NET POSITION	\$ 48,819,211	\$ 49,627,725

The accompanying notes to the financial statements are an integral part of these statements.

**MOJAVE AIR AND SPACE PORT
STATEMENT OF REVENUES AND EXPENSES
FOR THE YEAR ENDED JUNE 30, 2018, WITH COMPARATIVE TOTALS**

	<u>2018</u>	<u>2017</u>
Operating Revenues		
Rents and Leases	\$ 5,225,203	\$ 5,077,319
Landing Area	2,859,763	3,357,624
Non-Aviation Activities	283,461	333,443
Other Buildings and Areas	<u>9,185</u>	<u>13,177</u>
Total Operating Revenues	<u>8,377,612</u>	<u>8,781,563</u>
Operating Expenses		
Direct Expenses	5,955,125	3,059,188
General Shop and Equipment	2,929,706	912,541
General and Administrative	5,034,342	3,028,619
Depreciation Expense	<u>2,199,527</u>	<u>2,254,400</u>
Total Operating Expenses	<u>16,118,700</u>	<u>9,254,748</u>
Operating Loss	<u>(7,741,088)</u>	<u>(473,185)</u>
Non-Operating Income		
Interest Income	94,575	59,627
Tax Revenues	606,871	636,533
Grant Revenues	21,170	160,686
Loss on Sale of Asset	(40,152)	-
Other Income	<u>-</u>	<u>8,315</u>
Total Non-Operating Income	<u>682,464</u>	<u>865,161</u>
Change in Net Position	<u>\$ (7,058,624)</u>	<u>\$ 391,976</u>

The accompanying notes to the financial statements are an integral part of these statements.

**MOJAVE AIR AND SPACE PORT
STATEMENT OF CHANGES IN NET POSITION
FOR THE YEAR ENDED JUNE 30, 2018, WITH COMPARATIVE TOTALS**

Balance, June 30, 2016	\$ 42,673,066
Change in Net Position	391,976
Prior period adjustment (Note 7)	<u>(5,709,800)</u>
Balance, June 30, 2017	37,355,242
Change in Net Position	<u>(1,348,824)</u>
Balance, June 30, 2018	<u><u>\$ 36,006,418</u></u>

The accompanying notes to the financial statements are an integral part of these statements.

**MOJAVE AIR AND SPACE PORT
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED JUNE 30, 2018, WITH COMPARATIVE TOTALS**

	Year Ended June 30,	
	2018	2017
CASH FLOWS FROM OPERATING ACTIVITIES		
Receipts from Customers	\$ 8,062,674	\$ 9,300,828
Payments to Employees	(7,989,145)	(7,324,683)
Payments to Suppliers for Goods and Services	(2,230,013)	(2,330,113)
Other Operating Cash Receipts and Disbursements	2,133,821	2,114,300
Net Cash (Used) Provided by Operating Activities	(22,663)	1,760,332
CASH FLOWS FROM CAPITAL AND RELATED FINANCIAL ACTIVITIES		
Proceeds from Grants	21,170	160,686
Payments for Acquisition and Construction of Capital Assets	(1,344,904)	(1,190,901)
Net Cash Used by Capital and Related Financing Activities	(1,323,734)	(1,030,215)
CASH FLOWS FROM INVESTING ACTIVITIES		
Interest Income	63,058	48,196
Net Cash Provided by Investing Activities	63,058	48,196
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES		
Tax Revenues	606,871	636,533
Other Income	-	8,315
Net Cash Provided by Noncapital Financing Activities	606,871	644,848
Net Increase (Decrease) in Cash and Cash Equivalents	(676,468)	1,423,161
Cash and Cash Equivalents at Beginning of Year	9,264,399	7,841,238
Cash and Cash Equivalents at End of Year	\$ 8,587,931	\$ 9,264,399
RECONCILIATION OF OPERATING LOSS TO NET CASH (USED) PROVIDED BY OPERATING ACTIVITIES		
Operating Loss	\$ (7,741,088)	\$ (473,185)
Adjustments to Reconcile Operating Loss to Net Cash (Used) Provided by Operating Activities		
Depreciation	2,199,527	2,254,400
Changes in Operating Assets, Liabilities, and Other Income:		
(Increase) Decrease in:		
Accounts Receivable	(97,329)	177,142
Prepays	18,232	(87,245)
Notes Receivable	-	138,696
Fuel Inventory	(83,938)	(52,855)
Increase (Decrease) in:		
Accounts Payable	(30,486)	(75,713)
Accrued Liabilities	1,146	(17,375)
Compensated Absences	(28,876)	36,946
Deferred Pensions	(404,911)	(934,467)
Customer Deposits	(217,609)	203,427
Other Post-Employment Benefits Liability	5,863,400	(23,770)
Net Pension Liability	499,269	614,331
Net Cash (Used) Provided by Operating Activities	\$ (22,663)	\$ 1,760,332

The accompanying notes to the financial statements are an integral part of these statements.

**MOJAVE AIR AND SPACE PORT
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2018,
WITH COMPARATIVE TOTALS**

NOTE 1 – NATURE OF ACTIVITIES AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Nature of District's Activities

Mojave Air and Space Port (the District) was incorporated on February 24, 1972, under the provisions of the Public Utilities Code, Division 9, Part 2, beginning with Section 22002. The first organization meeting was held on February 28, 1972. On November 15, 1972, Kern County Airport No. 7 was transferred from the County of Kern to the District and the Airport name was changed to the Mojave Airport. On November 1, 1974, the District's name was changed to East Kern Airport District. On November 20, 2012, the District's name was changed to Mojave Air and Space Port.

The District's mission is to foster and maintain a recognized aerospace presence with a principal focus as the world's premier civilian aerospace test center while seeking compatible diverse business and industry.

B. Basis of Accounting and Financial Reporting

The accompanying financial statements have been prepared on the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recognized when incurred regardless of the timing of cash payments or receipts.

When the District has both unrestricted and restricted resources available for District purposes, it is the District's practice to first expend restricted resources, subsequently utilizing unrestricted resources as needed.

The District utilizes a net position presentation in accordance with Governmental Accounting Standards Board (GASB) Statement No. 34, *Basic Financial Statements - and Management's Discussion and Analysis - for State and Local Governments*, as amended by GASB Statement No. 63, *Financial Reporting of Deferred Outflows or Resources, Deferred Inflows of Resources, and Net Position*. Net position is categorized as net investment in capital assets, restricted components of net position, and unrestricted components of net position. These categories are defined as follows.

Net investment in capital assets - This component of net position consists of capital assets, including restricted capital assets, net of accumulated depreciation and the deferred outflow of advanced refunding of bonds, reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets. If there are significant unspent related debt proceeds at year-end, the portion of the debt attributable to the unspent proceeds are not included in the calculation of invested in capital assets, net of related debt. Rather, that portion of the debt is included in the same net position component as the unspent proceeds.

Restricted components of net position - This component of net position consists of restricted assets reduced by liabilities and deferred inflows of resources related to those assets. Generally, a liability relates to restricted assets if the asset results from a resource flow that also results in the recognition of a liability or if the liability will be liquidated with the restricted assets reported.

Unrestricted components of net position - This component of net position is the net amount of assets, deferred outflows of resources, liabilities, and deferred inflows of resources that are not included in the determination of net investment in capital assets or the restricted component of net position.

NOTE 1 – NATURE OF ACTIVITIES AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES
(Continued)

C. Fund Accounting

The District utilizes an enterprise method to account for its operations (a) that are financed and operated in a manner similar to private business enterprises - where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis, be financed or recovered primarily through user charges or, (b) where the governing body has decided that periodic determination of revenue earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes.

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with an enterprise fund's principal ongoing operations. The principal operating revenues of the District are charges for the leasing of the District's facilities. Operating expenses for enterprise funds include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

D. Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

E. Revenue Recognition

Property tax revenue is recognized in the fiscal year for which the taxes have been levied, providing they become available. Available means then due, or past due and receivable within the current period and collected within the current period or expected to be collected soon thereafter (not to exceed 60 days) to be used to pay liabilities of the current period. The County of Kern collects the District's property taxes.

Grants are recognized as revenue in the accounting period when they become susceptible to accrual (i.e., both measurable and available).

F. Accounts Receivable

Accounts receivable are stated at the amount management expects to collect from balances outstanding at year-end. Management provides for uncollectable accounts through a charge to earnings and a credit to an allowance for doubtful accounts based on its assessment of the current status of individual accounts. Balances still outstanding after management has used reasonable collection efforts are written off through a charge to the allowance for doubtful accounts and a credit to accounts receivable. At June 30, 2018, the allowance for doubtful accounts was \$6,536.

G. Fuel Inventory

Fuel inventory is carried at cost on a first-in, first-out (FIFO) basis on a moving average basis. Physical inventories are taken on a monthly basis.

NOTE 1 – NATURE OF ACTIVITIES AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES
(Continued)

H. Capital Assets

Capital assets are defined by the District as assets with an individual cost of more than \$5,000 and an estimated life greater than two years. The District's capital assets are recorded at cost. Depreciation is computed using the straight-line method over the following estimated useful lives:

	<u>Years</u>
Buildings and Structures	5-40
Furniture and Equipment	5-30
Infrastructure	5-40

Maintenance and repairs of capital assets are charged to operations and major improvements are capitalized. Upon retirement, sale, or other disposition of capital assets, the cost and accumulated depreciation are eliminated from the accounts and the gain or loss is included in operations.

I. Compensated Absences

The District's established vacation policy states that each employee shall utilize his or her vacation in the year immediately succeeding the year during which the vacation is earned. The General Manager may authorize up to 20 days of vacation be deferred for one year. The employee may accrue no more than 40 days of vacation. The District's policy regarding sick leave provides employees with up to 200 hours of sick leave accruals. Upon retirement, employees who have been with the District for 5 to 10 years are entitled to 50% payment of unused sick leave accruals and employees who have been with the District over 10 years are entitled to 100% payment of unused sick leave accruals.

J. Pensions

For purposes of measuring the net pension liability and deferred outflows/inflows of resources related to pensions and pension expense, information about the fiduciary net position of the District's California Public Employees' Retirement System (CalPERS) plans and additions to/deductions from the plan's fiduciary net position have been determined on the same basis as they are reported by CalPERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

K. Deferred Outflows/Inflows of Resources

The District reports increases/decreases in net position that relate to future periods as deferred outflows/inflows of resources in a separate section of the statement of net position. Deferred outflows of resources reported in the statement of net position are the results of the employer contributions made to the pension plan after the measurement date and will be recognized as a reduction of the net pension liability in the following year. Deferred inflows of resources are the results of actuarially determined amounts corresponding to the net pension liability that are amortized over an estimated life as part of pension expense.

NOTE 1 – NATURE OF ACTIVITIES AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES
(Continued)

L. Cash and Cash Equivalents

For purposes of reporting cash flows, the District considers cash equivalents to be all highly liquid debt instruments purchased with a maturity of three months or less. Cash and cash equivalents included the following at June 30, 2018 and 2017:

	<u>2018</u>	<u>2017</u>
Cash Deposits with financial Institutions	\$ 247,211	\$ 2,116,683
Deposits with Kern County Treasurer	2,891,390	2,257,561
Deposits with Local Agency Investment Fund (LAIF)	<u>5,449,330</u>	<u>4,890,155</u>
	<u>\$ 8,587,931</u>	<u>\$ 9,264,399</u>

The District invests any excess funds not needed for immediate needs into the State of California managed LAIF. The LAIF is a permitted investment by both State law and the District's investment policy. Created by state statute, the LAIF is a component of a pooled money program that is administered by the State Treasurer's Office. The fund has regulatory oversight from the Local Investment Advisory Board, which is comprised of the State Treasurer as Chair, the State Controller, and the Director of Finance. As the LAIF does not make share-value adjustments due to immaterial differences between fair value and cost, the District's cost basis in the fund is reflected in cash and cash equivalents on the statement of net position.

Cash funds deposited with the State Treasurer's Office are in a pooled money fund. Cash funds are then pooled with other agencies throughout California. Investments are made in accordance with California Government Code Sections 16430 and 16480. Cash funds are also deposited with the County of Kern and are appropriately collateralized by cash, investments, and securities.

M. Custodial Credit Risk

Custodial credit risk of deposits is the risk that in the event of a bank failure, the District's deposits may not be returned. The California Government Code and the District's investment policy do not contain legal or policy requirements that would limit the exposure of custodial credit risk for deposits and investments, other than the following provision for deposits: the California Government Code requires that a financial institution secure deposits made by state or local governmental units by pledging securities in an undivided collateral pool held by a depository regulated under state law (unless so waived by the governmental unit). The market value of the pledged securities in the collateral pool must equal at least 110% of the total amount deposited by the public agencies. California law also allows financial institutions to secure District deposits by pledging first trust deed mortgage notes having a value of 150% of the secured public deposits. At June 30, 2018 and 2017, the District had no risk associated with custodial assets.

N. Fair Value Measurements

In accordance with GASB Statement No. 72, investments in the County Treasurer's Investment Pools are not subject to the three tiered fair value hierarchy: Level 1, Level 2, and Level 3. The three-tiers are defined as follows:

Level 1 – reflect unadjusted quoted prices in active markets for identical assets.

Level 2 – reflect inputs that are based on a similar observable asset either directly or indirectly.

Level 3 – reflect unobservable inputs.

NOTE 1 – NATURE OF ACTIVITIES AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES
(Continued)

N. Fair Value Measurements (Continued)

The District has no recurring fair value measurements as of June 30, 2018.

Treasury Pool Income and Participant Withdrawals

Treasury Pool investments are accounted for in accordance with the provisions of GASB Statement No. 31, *Accounting and Financial Reporting for Certain Investments and for External Investment Pools*, which requires governmental entities to report certain investments at fair value in the balance sheet and the statement of net position and recognize the corresponding change in value of investments in the year in which the change occurred. The value of the participant's shares in the Treasury Pool that may be withdrawn is determined on an amortized cost basis, which is different from the fair value of the participant's position in the Treasury Pool. The fair value fluctuates with interest rates, and increasing rates could cause the value to decline below original cost; however, Kern County management believes the liquidity in the portfolio is more than adequate to meet cash flow requirements and to preclude Kern County from having to sell investments below original cost for that purpose.

O. Disclosures Relating to Interest Rate Risk and Credit Risk

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. Both the deposits with Kern County and the LAIF have no maturity.

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. The County of Kern and LAIF do not have a rating provided by a nationally recognized statistical rating organization.

P. Cash Flows

GASB Statement No. 9, *Reporting Cash Flows of Proprietary and Nonexpendable Trust Funds and Governmental Entities That Use Proprietary Fund Accounting*, states for purposes of preparing the statement of cash flows, all transactions that are not classified as capital and related financing activities, noncapital financing activities or investing activities are classified as operating activities. The adjustments to reconcile operating income to net cash provided by operating activities include tax revenues and other income.

Q. Governmental Accounting Standards Update

During the fiscal year ending June 30, 2018, the Districted implemented the following standards:

GASB Statement No. 75 – *Accounting and Financial Reporting for Postemployment Benefits Other than Pension Plans*. The provisions of this statement are effective for fiscal years beginning after June 15, 2017. The District implemented the provision of this statement during the current fiscal year.

GASB Statement No. 81 – *Irrevocable Split-Interest Agreements*. The requirements of this statement are effective for reporting periods beginning after December 15, 2016. There was no impact on the financial statements due to the implementation of this statement.

GASB Statement No. 85 – *Omnibus 2017*. The requirements of this statement are effective for reporting periods beginning after June 15, 2017. There was no impact on the financial statements due to the implementation of this statement.

NOTE 1 – NATURE OF ACTIVITIES AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES
(Continued)

Q. Governmental Accounting Standards Update (Continued)

GASB Statement No. 86 – *Certain Debt Extinguishment Issues*. The requirements of this statement are effective for reporting periods beginning after June 15, 2017. There was no impact on the financial statements due to the implementation of this statement.

Governmental Accounting Standards Board Statements affecting future years are as follows:

GASB Statement No. 83 – *Certain Asset Retirement Obligations*. The requirements of this statement are effective for reporting periods beginning after June 15, 2018. The District has not fully judged the impact of implementation of GASB Statement No. 83 on the financial statements.

GASB Statement No. 84 – *Fiduciary Activities*. The requirements of this statement are effective for reporting periods beginning after December 15, 2018. The District has not fully judged the impact of implementation of GASB Statement No. 84 on the financial statements.

GASB Statement No. 87 – *Leases*. The requirements of this statement are effective for reporting periods beginning after December 15, 2019. The District has not fully judged the impact of implementation of GASB Statement No. 87 on the financial statements.

GASB Statement No. 88 – *Certain Disclosures Related to Debt, including Direct Borrowings and Direct Placements*. The requirements of this statement are effective for reporting periods beginning after June 15, 2018. The District has not fully judged the impact of implementation of GASB Statement No. 87 on the financial statements.

GASB Statement No. 89 – *Accounting for Interest Cost Incurred Before the End of a Construction Period*. The requirements of this statement are effective for reporting periods beginning after December 15, 2019. The District has not fully judged the impact of implementation of GASB Statement No. 87 on the financial statements.

NOTE 2 – CAPITAL ASSETS

The following is a summary of changes in the District's capital assets for the years ended June 30, 2018 and 2017 for comparison purposes:

	Capital Assets - At Cost				Balance June 30, 2018
	Balance June 30, 2017	Acquisitions	Retirements	Transfers	
	Capital Assets Not Being Depreciated				
Land	\$ 6,250,000	\$ 131,298	\$ -	\$ -	\$ 6,381,298
Construction in Progress	156,216	282,348	(173,291)	-	265,273
Capital Assets Being Depreciated					
Buildings and Structures	12,419,462	391,802	(525,169)	(2,393)	12,283,702
Furniture and Equipment	5,134,613	267,469	(775,095)	(172,888)	4,454,099
Infrastructure	46,048,837	478,729	(160,661)	175,281	46,542,186
	<u>\$ 70,009,128</u>	<u>\$ 1,551,646</u>	<u>\$ (1,634,216)</u>	<u>\$ -</u>	<u>\$ 69,926,558</u>

	Accumulated Depreciation				Balance June 30, 2018
	Balance June 30, 2017	Depreciation Expense	Retirements	Transfers	
	Capital Assets Being Depreciated				
Buildings and Structures	\$ 8,075,261	\$ 342,283	\$ (507,111)	\$ (2,393)	\$ 7,908,040
Furniture and Equipment	4,169,286	169,539	(729,430)	(172,888)	3,436,507
Infrastructure	19,238,392	1,687,703	(150,779)	175,281	20,950,597
	<u>\$ 31,482,939</u>	<u>\$ 2,199,525</u>	<u>\$ (1,387,320)</u>	<u>\$ -</u>	<u>\$ 32,295,144</u>

	Capital Assets - At Cost				Balance June 30, 2017
	Balance June 30, 2016	Acquisitions	Retirements	Transfers	
	Capital Assets Not Being Depreciated				
Land	\$ 6,250,000	\$ -	\$ -	\$ -	\$ 6,250,000
Construction in Progress	65,097	107,358	(16,239)	-	156,216
Capital Assets Being Depreciated					
Buildings and Structures	12,040,440	379,022	-	-	12,419,462
Furniture and Equipment	4,967,714	166,899	-	-	5,134,613
Infrastructure	45,494,976	553,861	-	-	46,048,837
	<u>\$ 68,818,227</u>	<u>\$ 1,207,140</u>	<u>\$ (16,239)</u>	<u>\$ -</u>	<u>\$ 70,009,128</u>

	Accumulated Depreciation				Balance June 30, 2017
	Balance June 30, 2016	Depreciation Expense	Retirements	Transfers	
	Capital Assets Being Depreciated				
Buildings and Structures	\$ 7,733,761	\$ 341,500	\$ -	\$ -	\$ 8,075,261
Furniture and Equipment	3,878,713	290,573	-	-	4,169,286
Infrastructure	17,616,065	1,622,327	-	-	19,238,392
	<u>\$ 29,228,539</u>	<u>\$ 2,254,400</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 31,482,939</u>

NOTE 3 – RENTS AND LEASES

The District receives income from the rental of land, buildings, and hangars. Leases for these arrangements can be month-to-month or be fixed terms from 1 to 40 years. Lease income for the years ended June 30, 2018 and 2017, was \$5,225,203 and \$5,077,319, respectively. Future minimum rental receipts due under non-cancellable leases are as follows:

<u>Year Ending</u> <u>June 30,</u>	
2019	\$ 1,892,589
2020	1,506,614
2021	1,490,876
2022	1,423,503
2023	1,405,879
After 2023	<u>18,386,850</u>
	<u>\$ 26,106,311</u>

NOTE 4 – RETIREMENT PLANS

CalPERS

A. Plan Description

The District participates in the Public Agency portion of CalPERS, which acts as a common investment and administrative agent for participating public employers within the State of California. The District's offers three defined benefit pension plans, the Miscellaneous Plan of the Mojave Air and Space Port ("Miscellaneous"), and the Safety Plan of the Mojave Air and Space Port ("Safety"). All nonsafety employees hired after January 1, 2013, are placed in the California Public Employees' Pension Reform Act (PEPRA) Miscellaneous Plan of the Mojave Air and Space Port ("PEPRA"). All plans are cost-sharing multiple-employer defined benefit plans. All qualified permanent and probationary employees are eligible to participate in the District's Miscellaneous and Safety Plans (Plans). Benefit provisions under the Plans are established by State statute and District resolution. CalPERS issues publicly available reports that include a full description of the pension plans regarding benefit provisions, assumptions and membership information that can be found on the CalPERS website.

B. Benefits Provided

CalPERS provides service retirement and disability benefits, annual cost of living adjustments (COLA) and death benefits to plan members, who must be public employees and beneficiaries. Benefits are based on years of credited service, equal to one year of full time employment. Members with five years of total service are eligible to retire at age 50 with statutorily reduced benefits. All members are eligible for non-duty disability benefits after 10 years of service. The death benefit is one of the following: the Basic Death Benefit, the 1957 Survivor Benefit, or the Optional Settlement 2W Death Benefit. The COLAs for each plan are applied as specified by the California Public Employees' Retirement Law (PERL).

NOTE 4 – RETIREMENT PLANS (Continued)

CalPERS (Continued)

B. Benefits Provided (Continued)

The Plan's provisions and benefits in effect at June 30, 2018, are summarized as follows:

	<u>Miscellaneous</u>	<u>Safety</u>	<u>PEPRA</u>
Benefit Formula	2.7%@55	3.0%@50	2.0%@62
Benefit Vesting Schedule	5 years service	5 years service	5 years service
Benefit Payments	Monthly for life	Monthly for life	Monthly for life
Retirement Age	50-55	50	52-67
Monthly Benefits, as a Percentage of Eligible Compensation	2.0% to 2.7%	3.0	1.0% to 2.5%
Required Employee Contribution Rates	8.00% *	9.00% *	6.75%
Required Employer Contribution Rates	13.83%	22.50%	6.95%

* The District pays the required employee contributions on behalf of the employees.

C. Contributions

Section 20814(c) of the PERL required that the employer contribution rates for all public employers be determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in the rate. Funding contributions for all Plans are determined annually on an actuarial basis as of June 30 by CalPERS. The actuarially determined rate is the estimated amount necessary to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The District is required to contribute the difference between the actuarially determined rate and the contribution rate of employees.

For the years ended June 30, 2018 and 2017, the contributions recognized as part of pension expense for each Plan were as follows:

2018	<u>Miscellaneous</u>	<u>Safety</u>	<u>PEPRA</u>
Contributions - Employer	\$ 104,711	\$ 30,149	\$ 35,455
Contributions - Employee	58,169	11,780	33,659
Contributions - Side Fund	244,158	28,896	59
	<u>\$ 407,038</u>	<u>\$ 70,825</u>	<u>\$ 69,173</u>
2017	<u>Miscellaneous</u>	<u>Safety</u>	<u>PEPRA</u>
Contributions - Employer	\$ 101,918	\$ 28,970	\$ 27,007
Contributions - Employee	56,808	11,412	-
Contributions - Side Fund	219,197	24,785	-
	<u>\$ 377,923</u>	<u>\$ 65,167</u>	<u>\$ 27,007</u>

NOTE 4 – RETIREMENT PLANS (Continued)

CalPERS (Continued)

D. Pension Liabilities, Pension Expense, and Pension Deferred Outflows/Inflows of Resources

As of June 30, 2018 and 2017, the District reported net pension liabilities for its proportionate share of the net pension liability of each Plan as follows:

	<u>2018</u>	<u>2017</u>
Miscellaneous	\$ 4,070,987	\$ 3,626,498
Safety	551,801	497,021
PEPRA*	<u>-</u>	<u>-</u>
	<u>\$ 4,622,788</u>	<u>\$ 4,123,519</u>

*During the year ended June 30, 2018 and 2017, amounts from the PEPRA Miscellaneous Plan are included in the Miscellaneous Plan.

The District's net pension liability for each Plan is measured as the proportionate share of the net pension liability. The net pension liability of each of the Plans is measured as of June 30, 2016 (for year ended June 30, 2017) and June 30, 2017 (for year ended June 30, 2018), and the total pension liability for each Plan used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2015, rolled forward to June 30, 2016, for June 30, 2017 year-end and as of June 30, 2016, rolled forward to June 30, 2017, for June 30, 2018 year-end using standard update procedures. The District's proportion of the net pension liability was based on a projection of the District's long-term share of contributions to the pension plans relative to the projected contributions of all participating employers, actuarially determined.

	<u>Miscellaneous</u>	<u>Safety</u>	<u>PEPRA</u>
Proportion - June 30, 2016	0.1032%	0.0092%	0.0000%
Proportion - June 30, 2017	<u>0.1044%</u>	<u>0.0096%</u>	<u>0.0000%</u>
Change - Increase (Decrease)	<u>0.0012%</u>	<u>0.0004%</u>	<u>0.0000%</u>
	<u>Miscellaneous</u>	<u>Safety</u>	<u>PEPRA</u>
Proportion - June 30, 2015	0.1129%	0.0100%	-0.0001%
Proportion - June 30, 2016	<u>0.1044%</u>	<u>0.0096%</u>	<u>0.0000%</u>
Change - Increase (Decrease)	<u>-0.0085%</u>	<u>-0.0004%</u>	<u>0.0001%</u>

NOTE 4 – RETIREMENT PLANS (Continued)

CalPERS (Continued)

D. Pension Liabilities, Pension Expense, and Pension Deferred Outflows/Inflows of Resources
(Continued)

For the years ended June 30, 2018 and 2017, the District recognized pension expense of \$94,358 and \$154,070, respectively. At June 30, 2018 and 2017, the District reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

2018	Deferred Outflows of Resources	Deferred Inflows of Resources
Pension contributions subsequent to measurement date	\$ 118,080	\$ -
Difference between employer's contributions and proportionate share of contributions	-	(229,717)
Differences between actual and expected experience	8,747	(62,076)
Changes in assumptions	592,647	(45,221)
Change in employer's proportion	943,505	(23,759)
Net difference between projected and actual earnings on plan investments	<u>133,504</u>	<u>-</u>
	<u>\$ 1,796,483</u>	<u>\$ (360,773)</u>
2017	Deferred Outflows of Resources	Deferred Inflows of Resources
Pension contributions subsequent to measurement date	\$ 474,206	\$ -
Difference between employer's contributions and proportionate share of contributions	56,939	-
Differences between actual and expected experience	5,548	-
Changes in assumptions	-	(133,849)
Change in employer's proportion	-	(63,658)
Net difference between projected and actual earnings on plan investments	<u>691,613</u>	<u>-</u>
	<u>\$ 1,228,306</u>	<u>\$ (197,507)</u>

The \$118,080 reported as deferred outflows of resources related to contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended June 30, 2018. Other amounts reported as deferred inflows and outflows of resources related to pensions will be recognized as pension expense as follows:

<u>Year Ended June 30,</u>	
2019	\$ 920,285
2020	286,009
2021	190,475
2022	<u>(79,139)</u>
	<u>\$ 1,317,630</u>

NOTE 4 – RETIREMENT PLANS (Continued)

CalPERS (Continued)

E. Actuarial Assumptions

The total pension liabilities in the June 30, 2016 actuarial valuations were determined using the following actuarial assumptions:

	<u>Miscellaneous</u>	<u>Safety</u>	<u>PEPRA</u>
Valuation Date	June 30, 2016	June 30, 2016	June 30, 2016
Measurement Date	June 30, 2017	June 30, 2017	June 30, 2017
Actuarial Cost Method	Entry-Age Normal Cost Method	Entry-Age Normal Cost Method	Entry-Age Normal Cost Method
Actuarial Assumptions:			
Discount Rate	7.15%	7.15%	7.15%
Inflation Rate	2.75%	2.75%	2.75%
Payroll Growth	2.75%	2.75%	2.75%
Projected Salary Increase	Varies by Entry Age and Service	Varies by Entry Age and Service	Varies by Entry Age and Service
Investment Rate of Return	7.15%	7.15%	7.15%
Mortality	*	*	*

* Derived using CalPERS membership data for all funds.

The underlying mortality assumptions and all other actuarial assumptions used in the June 30, 2016 valuation were based on the results of a January 2014 actuarial experience study for the period 1997-2011. Further details on the Experience Study can be found on the CalPERS website.

The discount rate used to measure the total pension liability was 7.15% for each Plan. To determine whether the municipal bond rate should be used in the calculation of a discount rate for each plan, CalPERS stress tested plans that would most likely result in a discount rate that would be different from the actuarially assumed discount rate. Based on the testing, none of the tested plans run out of assets. Therefore, the current 7.15% discount rate is adequate and the use of the municipal bond rate calculation is not necessary. The long-term expected discount rate of 7.15% will be applied to all plans in the California Public Employees' Retirement Fund. The stress test results are presented in a detailed report that can be obtained from the CalPERS website.

According to paragraph 30 of GASB Statement No. 68, the long-term discount rate should be determined net of pension plan investment expense without reduction for pension plan administrative expense. The discount rate was changed from 7.65% (net of administrative expenses in 2015) to 7.65% as of the June 30, 2016 measurement date to correct the adjustment which previously reduced the discount rate for administrative expenses.

CalPERS is scheduled to review all actuarial assumptions as part of its regular Asset Liability Management review cycle that is scheduled to be completed in February 2018. Any changes to this discount rate will require the Board action and proper stakeholder outreach. For these reasons, CalPERS expects to continue using a discount rate net of administrative expenses for GASB Statement No. 67 and Statement No. 68 calculations through at least the 2017-18 fiscal year. CalPERS will continue to check the materiality of the difference in calculation until such time the methodology is changed.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return are developed for each major class.

NOTE 4 – RETIREMENT PLANS (Continued)

CalPERS (Continued)

E. Actuarial Assumptions (Continued)

In determining the long-term expected rate of return, CalPERS took into account both short-term and long-term market return expectations as well as the expected pension fund cash flows. Using historical returns of all the funds' asset classes, expected compound returns were calculated over the short-term (first 10 years) and the long-term (11-60 years) using a building-block approach. Using the expected nominal returns for both short-term and long-term, the present value of benefits was calculated for each fund. The expected rate of return was set by calculating the single equivalent expected return that arrived at the same present value of benefits for cash flows as the one calculated using both short-term and long-term returns. The expected rate of return was then set equivalent to the single equivalent rate calculated above and rounded down to the nearest 0.25%.

The table below reflects the long-term expected real rate of return by asset class for all the Plans. The rate of the return was calculated using the capital market assumptions applied to determine the discount rate and asset allocation. These rates of return are net of administrative expenses.

Asset Class	New Strategic Allocation	Real Return Years 1-10 (a)	Real Return Years 11+ (b)
Global Equity	51.00%	5.25%	5.71%
Global Fixed Income	19.00%	0.99%	2.43%
Inflation Sensitive	6.00%	0.45%	3.36%
Private Equity	10.00%	6.83%	6.95%
Real Estate	10.00%	4.50%	5.13%
Infrastructure and Forestland	2.00%	4.50%	5.09%
Liquidity	2.00%	-0.55%	-1.05%
Total	100.00%		

(a) An expected inflation of 2.5% used for this period.

(b) An expected inflation of 3.0% used for this period.

F. Sensitivity of the District's Proportionate Share of the Net Pension Liability

The following presents the District's proportionate share of the net pension liability using the discount rate of 7.15%, as well as what the District's proportionate share of the net pension liability would be at June 30, 2018, if it were calculated using a discount rate that is 1-percentage-point lower (6.15%) or 1-percentage-point higher (8.15%) than the current rate:

	Miscellaneous (Including PEPRA)	Safety
1% Decrease Net Pension Liability	6.15% \$ 5,809,615	6.15% \$ 767,181
Current Discount Rate Net Pension Liability	7.15% \$ 4,070,987	7.15% \$ 551,801
1% Increase Net Pension Liability	8.15% \$ 2,631,023	8.15% \$ 375,738

NOTE 4 – RETIREMENT PLANS (Continued)

CalPERS (Continued)

G. Side Funds

When the District joined the Miscellaneous and Safety plans, CalPERS created an employer side fund to cover the cost of purchasing qualifying employees' prior years' experience to account for the difference between the funded status of the Plan and the funded status of the retirement pool. A positive side fund will cause employer contributions to be reduced by the amortization of the side fund, while a negative side fund will cause employer contributions to increase by the amortization of the side fund. As of June 30, 2017, the District's actuarial value of assets was less than the present value of the benefits which resulted in a negative side fund of \$856,965 for the Miscellaneous Plan and \$90,032 for the Safety Plan.

Other Post-Employment Benefits

A. Plan Description

The District provides certain post-employment health care benefits in accordance with District policy to retired employees age 50 or older who were active members of CalPERS for at least five years, their dependents, and retired directors who were first elected before January 1, 1995, who served the District for at least 12 years, and their dependents. The benefits are available until death for both the participants and their spouse.

B. Contributions

The contribution requirements of plan members and the District are established and may be amended by the District's Board. Currently, contributions are not required from plan members. The District pays for post-employment health insurance on a pay-as-you go basis.

NOTE 4 – RETIREMENT PLANS (Continued)**Other Post-Employment Benefits** (Continued)**C. Net OPEB Liability (NOL)**

NOL at the end of June 30, 2018 and 2017 is as follows:

Reporting Date	June 30, 2018	June 30, 2017
Measurement Date	June 30, 2017	June 30, 2016
Valuation Date	June 30, 2017	June 30, 2017
Discount Rate	3.50%	3.50%
Return on Assets	N/A	N/A
<u>Participant Count</u>		
Current Retirees	18	
Active Employees	19	
Total	37	
<u>Actuarial Present Value of Benefits (APVB)</u>		
Current Retirees	\$ 4,733,900	
Active Employees	4,749,800	
Total	\$ 9,483,700	
<u>Total OPEB Liability (TOL)</u>		
Current Retirees	\$ 4,733,900	\$ 4,859,100
Active Employees	2,523,200	2,244,400
Total	\$ 7,257,100	\$ 7,103,500
Fiduciary Net Position (FNP) = Market Value of Assets	\$ -	\$ -
Net OPEB Liability (NOL) = TOL - FNP	\$ 7,257,100	\$ 7,103,500

NOTE 4 – RETIREMENT PLANS (Continued)

Other Post-Employment Benefits (Continued)

D. Changes in Total/NOL for the Year End June 30, 2018

	<u>Total/NOL</u>
Balance at Reporting Date at June 30, 2017 ⁽¹⁾	\$ 7,103,500
Increase/Decrease within Fiscal Year 2017/18 attributable to:	
Service Cost	196,900
Interest Cost	247,000
Effect of Change in Actuarial Assumptions/Methods	-
Other Liability Experience Loss/(Gain)	-
Effect of Plan Amendments	-
Benefit Payments ⁽²⁾	<u>(290,300)</u>
Net Increase/(Decrease) within Fiscal Year 2017/18	<u>\$ 153,600</u>
Balance at Reporting Date June 30, 2018 ⁽¹⁾	<u>\$ 7,257,100</u>

⁽¹⁾ Measurement date June 30, 2016 liability and assets have been used for the GASB Statement No. 75 reporting date of June 30, 2017, while measurement date June 30, 2017 liability and assets have been used for the GASB Statement No. 75 reporting date of June 30, 2018.

⁽²⁾ Benefit payments consist of \$237,000 cash benefits payments plus a \$53,300 Implicit Subsidy. These payments were actually made in measurement period 2016/2017, but for GASB 75 accounting purposes they are being reported for fiscal year 2017/2018.

NOTE 4 – RETIREMENT PLANS (Continued)

Other Post-Employment Benefits (Continued)

E. Sensitivity of End-of-Year NOL to Changes in Assumptions

	Discount Rate		
	1% Decrease (2.50%)	Current Rate (3.50%)	1% Increase (4.50%)
NOL at Reporting Date June 30, 2018	\$ 8,377,900	\$ 7,257,100	\$ 6,357,400

	Trend Rates		
	1% Decrease ⁽¹⁾	Current Rates ⁽²⁾	1% Increase ⁽³⁾
NOL at Reporting Date June 30, 2018	\$ 6,336,500	\$ 7,257,100	\$ 8,360,800

⁽¹⁾ Various initial rates grading to ultimate 3.00% for medical, flat 1.00% for dental/vision, and flat 0.00% for PPO deductibles.

⁽²⁾ Various initial rates grading to ultimate 4.00% for medical, flat 2.00% for dental/vision, and flat 1.00% for PPO deductibles.

⁽³⁾ Various initial rates grading to ultimate 5.00% for medical, flat 3.00% for dental/vision, and flat 2.00% for PPO deductibles.

F. Deferred Outflows and Inflows of Resources

Type of Change in NOL ⁽¹⁾	Deferred Resources at Reporting Date June 30, 2018			Deferred Resources at Reporting Date June 30, 2017		
	Outflows	Inflows	Outflows less Inflows	Outflows	Inflows	Outflows less Inflows
	Revised assumptions/methods	\$ -	\$ -	\$ -	\$ -	\$ -
Other liability experience loss/(gain)	-	-	-	-	-	-
Investment experience loss/(gain)	-	-	-	-	-	-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

⁽¹⁾ Historical increases or decreases in NOL due to plan amendments are not reflected here, as those changes are immediately recognized in the Annual OPEB Expense as they occur. A NOL change of any other type is amortized as shown above so that it is gradually recognized, with the unamortized portion at a given point referred to as a Deferred Resource.

Type of Change in NOL ⁽¹⁾	Deferred Resources Increase/(Decrease) in Fiscal Year 2017/18		
	Current Year's Change in NOL	Amortizations	Total Increase/ Decrease
Revised assumptions/methods	\$ -	\$ -	\$ -
Other liability experience loss/(gain)	-	-	-
Investment experience loss/(gain)	-	-	-
Total	\$ -	\$ -	\$ -

⁽¹⁾ Historical increases or decreases in NOL due to plan amendments are not reflected here, as those changes are immediately recognized in the Annual OPEB Expense as they occur. A NOL change of any other type is amortized as shown above so that it is gradually recognized, with the unamortized portion at a given point referred to as a Deferred Resource.

NOTE 4 – RETIREMENT PLANS (Continued)

Other Post-Employment Benefits (Continued)

G. Annual OPEB Expense and Related Items

Fiscal Year Measurement Period	2017/18 2016/17
<u>Annual OPEB Expense</u>	
Service Cost	\$ 196,900
Interest Cost	247,000
(Expected Investment Return)	-
Non-Benefit-Related Administrative Expenses from Plan Trusts	-
NOL change due to amendments	-
Amortizations of other changes in NOL	-
	<hr/>
Total Annual OPEB Expense	<u>\$ 443,900</u>
<u>Reconciliation of NOL</u>	
NOL at beginning of year	\$ 7,103,500
Annual OPEB Expense	443,900
(Benefit Payments)	(290,300)
Increase/(Decrease) in Deferred Resources	-
	<hr/>
Total NOL at end of year	<u>\$ 7,257,100</u>
<u>Recognition of Deferred Resources in Future Annual OPEB Expense</u>	
Amortization of Deferred Resources in current year + 1 = 2018/19	\$ -
Amortization of Deferred Resources in current year + 2 = 2019/20	-
Amortization of Deferred Resources in current year + 3 = 2020/21	-
Amortization of Deferred Resources in current year + 4 = 2021/22	-
Amortization of Deferred Resources in current year + 5 = 2022/23	-
Amortization of Deferred Resources in later years	-
	<hr/>
Total Deferred Resources at end of current year	<u>\$ -</u>

Projections and benefits of financial reporting purposes are based on the substantive plan (the plan as understood by the employer and the plan members) and includes the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the employer and plan members to that point. The actuarial methods and assumptions used include techniques that are designed to reduce the effects of short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations.

The actuarial valuation, dated June 30, 2016, used the Entry Age Normal actuarial cost method, at a discount rate of 3%, the expected long-term rate of return on the District assets, and an annual compensation increase rate of 0%.

NOTE 5 – COMMITMENTS

On January 1, 1983, the District leased to The Gibson, Karpe, and Hitchcock Trust a certain parcel of land for the purpose of The Gibson, Karpe, and Hitchcock Trust constructing thereon, a hangar with appurtenant shops, offices, and related improvements. The land lease term is from January 1, 1983 through December 31, 2024, a period of 42 years. Rental payments are as follows:

For the construction period	\$1.00
For the period of 19 years starting at the completion of construction	\$700/Month

Upon completion, The Gibson, Karpe, and Hitchcock Trust subleased back to the District the site and completed facilities (Building No. 79) for a term of approximately 42 years (terminating December 31, 2024). Rental payments by the District were \$16,275 per month (payable in advance, on the first day of the month) terminating December 31, 2003, ("first sublease rent period").

During the period January 1, 2004 through December 31, 2024, the District shall pay The Gibson, Karpe, and Hitchcock Trust one-half the net rental income derived from leasing the facilities to third parties. Total payments for the years ended June 30, 2018 and 2017, were \$181,247 and \$142,197, respectively.

NOTE 6 – RISK MANAGEMENT

The District is exposed to various risks of loss for which the District purchases commercial insurance. The following summarizes the coverage which the District has purchased:

Type of Coverage	Carrier	Deductible	Limit per Occurrence
Directors and Officers	National Union Fire	\$ 5,000	\$ 2,000,000
Commercial Property:	New Hampshire Ins. Co.		
Business Property		\$ 5,000	\$ 556,500
Business Income		\$ 5,000	\$ 2,819,140
Building		\$ 5,000	\$ 26,068,240
Personal Property		\$ 1,000	\$ 857,838
Boiler and Machinery	Hartford Steam Boiler	\$ 1,500	\$ 26,717,000
Railroad Liability	Arch Specialty Insurance Agency	\$ 10,000	\$ 3,000,000
General Liability	National Union Fire	\$ 2,500	\$ 50,000,000
Business Auto	Star Indemnity & Liability Company	\$ 1,000	\$ 1,000,000

Premiums for the above policies are paid annually and are not subject to retroactive adjustments. At June 30, 2018, the District had no outstanding claims which exceed insurance coverage.

NOTE 7 – PRIOR PERIOD ADJUSTMENT

A prior period adjustment was made to the beginning net position to reflect the prior period costs related to the implementation of GASB Statement No. 75 *Accounting and Financial Reporting for Postemployment Benefits Other than Pensions*. The restatement of beginning net position is summarized as follows:

Net position at July 1, 2017, as previously stated	\$ 43,065,042
Net OPEB liability adjustment	<u>(5,709,800)</u>
Net position at July 1, 2017, as restated	<u>\$ 37,355,242</u>

NOTE 8 – SUBSEQUENT EVENTS

Subsequent events have been evaluated through November 19, 2018, which is the date the financial statements were available to be issued.

REQUIRED SUPPLEMENTARY INFORMATION

**MOJAVE AIR AND SPACE PORT
SCHEDULE OF THE DISTRICT'S PROPORTIONATE SHARE
OF THE NET PENSION LIABILITY (CalPERS)
LAST FOUR YEARS ENDED JUNE 30**

	Miscellaneous				Safety				PEPRA*	
	2018	2017	2016	2015	2018	2017	2016	2015	2016	2015
District's Proportion of the Net Pension Liability	0.10327%	0.10439%	0.11294%	0.10848%	0.00923%	0.00980%	0.01001%	0.01027%	-0.00006%	0.00001%
District's Proportionate Share of the Net Pension Liability	\$ 4,070,987	\$ 3,626,498	\$ 3,098,337	\$ 2,681,114	\$ 551,801	\$ 497,021	\$ 412,508	\$ 385,077	\$ (1,657)	\$ 587
District's Covered-Employee Payroll	\$ 1,149,742	\$ 1,149,742	\$ 968,602	\$ 1,269,842	\$ 122,463	\$ 122,463	\$ 122,168	\$ 121,970	\$ 189,803	\$ 93,400
District's Proportion of the Net Pension Liability as a Percentage of its Covered-Employee Payroll	354.08%	315.42%	319.88%	211.14%	450.59%	405.85%	337.66%	315.71%	-0.87%	0.63%
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	75.39%	75.87%	71.17%	74.52%	71.74%	72.69%	71.82%	76.20%	107.31%	83.04%

*Amounts from the California Public Employees' Pension Reform Act (PEPRA) Plan are included in the Miscellaneous Plan for 2017 and 2018.

Note 1 Governmental Accounting Standards Board (GASB) Statement No. 68 requires governments to include information from the most recent actuarial valuation and nine separate preceding valuations. As of June 30, 2018, the District had only performed four valuations.

See Independent Auditor's Report.

**MOJAVE AIR AND SPACE PORT
SCHEDULE OF CONTRIBUTIONS (CalPERS)
LAST FOUR YEARS ENDED JUNE 30**

	Miscellaneous				Safety				PEPRA*	
	2018	2017	2016	2015	2018	2017	2016	2015	2016	2015
Contractually Required Contribution	\$ 425,432	\$ 418,237	\$ 337,259	\$ 308,190	\$ 60,786	\$ 55,735	\$ 50,341	\$ 42,668	\$ 13,246	\$ 7,057
Contributions in Relation to the Contractually Required Contribution	(425,432)	(418,237)	(337,259)	(308,190)	(60,786)	(55,735)	(50,341)	(42,668)	(13,246)	(7,057)
Contribution Deficiency (Excess)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
District's Covered-Employee Payroll	\$ 1,149,742	\$ 1,149,742	\$ 968,602	\$ 1,269,842	\$ 122,463	\$ 122,463	\$ 122,168	\$ 121,970	\$ 189,803	\$ 93,400
Contributions as a Percentage of Covered-Employee Payroll	37.00%	36.38%	34.82%	24.27%	49.84%	45.51%	41.21%	34.98%	6.98%	7.56%

*Amounts from the PEPRA Plan are included in the Miscellaneous Plan for 2017 and 2018.

Note 1 GASB Statement No. 68 requires governments to include information from the most recent actuarial valuation and nine separate preceding valuations. As of June 30, 2018, the District had only performed four valuations.

See Independent Auditor's Report.

**MOJAVE AIR AND SPACE PORT
OTHER POST-EMPLOYMENT BENEFITS (OPEB) PLAN
SCHEDULE OF CHANGES IN THE NET OPEB LIABILITY AND RELATED RATIOS**

	2018
Balance at Reporting Date at June 30, 2017 ⁽¹⁾	\$ 7,103,500
Increase/Decrease within Fiscal Year 2017/18 attributable to:	
Service Cost	196,900
Interest Cost	247,000
Effect of Change in Actuarial Assumptions/Methods	-
Other Liability Experience Loss/(Gain)	-
Effect of Plan Amendments	-
Benefit Payments ⁽²⁾	(290,300)
Net Increase/(Decrease) within Fiscal Year 2017/18	\$ 153,600
Balance at Reporting Date June 30, 2018 ⁽¹⁾	\$ 7,257,100
<u>Percentages for Required Supplementary Information</u>	
Annual Covered Employee Payroll	\$ 1,267,700
Benefit Payments as a percentage of Covered Payroll	22.90%
End-of-year NOL as a percentage of Covered Payroll	572.46%
End-of-year FNP as a percentage of TOL	0.00%

⁽¹⁾ Measurement date June 30, 2016 liability and assets have been used for the GASB Statement No. 75 reporting date of June 30, 2017, while measurement date June 30, 2017 liability and assets have been used for the GASB Statement No. 75 reporting date of June 30, 2018.

⁽²⁾ Benefit payments consist of \$237,000 cash benefits payments plus a \$53,300 Implicit Subsidy. These payments were actually made in measurement period 2016/2017, but for GASB 75 accounting purposes they are being reported for fiscal year 2017/2018.

See Independent Auditor's Report.



BROWN ARMSTRONG

Certified Public Accountants

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

Board of Directors
Mojave Air and Space Port
Mojave, California

BAKERSFIELD OFFICE (MAIN OFFICE)

4200 TRUXTUN AVENUE
SUITE 300
BAKERSFIELD, CA 93309
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10 RIVER PARK PLACE EAST
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23272 MILL CREEK DRIVE
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We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Mojave Air and Space Port (the District), as of and for the year ended June 30, 2018, and the related notes to the financial statements, which collectively comprise the District's basic financial statements, and have issued our report thereon dated November 19, 2018.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the District's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the District's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the District's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

BROWN ARMSTRONG
ACCOUNTANCY CORPORATION

*Brown Armstrong
Accountancy Corporation*

Bakersfield, California
November 19, 2018

MOJAVE

AIR AND SPACE PORT

CEO REPORT

TO: MASP Board of Directors
FROM: Karina Drees
MEETING DATE: December 4, 2018

Updates

- NASA has selected nine US firms to compete for \$2.6B in lunar transportation contracts. Masten Space Systems was one of the firms selected for this effort. Congratulations, Masten!
- I attended the last in-person FAA Spaceport Categorization industry ARC meeting in Denver November 15-16. The industry recommendations will likely be submitted to the FAA no later than December 21, 2018. The Airspace ARC remains open and MASP is also participating on this committee.
- Paving for the taxiway B project is complete. Lighting and striping are expected to be completed mid-December, weather permitting.
- We will host FAA personnel from the runway safety group December 13. They are interested in touring the airport as well as our air traffic control tower to see if FAA funding may be an option in the future.
- The ACIP meeting with the LA ADO is scheduled for December 19.

Authorized Payments

	DATE	AMOUNT	EFT'S	TOTAL
CEO CHECK REGISTER	11/7/18	79,304.28		79,304.28
	11/14/18	65,813.63		65,813.63
	11/15/18	632.96		632.96
	11/28/18	97,234.39	312,932.85	410,167.24
	11/29/18	23,087.80		23,087.80
		266,073.06	312,932.85	579,005.91

MOJAVE

AIR AND SPACE PORT

CEO REPORT

VOIDED Check	57536		
	57602		
	57603		
	57604		
	57605		
	57606		
BOD CHECK	12/4/18	856,993.75	856,993.75
TOTAL ALL CHECKS & EFT'S			1,435,999.66

Date: Wednesday, November 07,
 Time: 03:28PM
 User: CPANKO

Mojave Air & Space Port
Check Register - Standard
 Period: 05-19 As of: 11/7/2018

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 Report: 03630.rpt
 Company: EKAD

Check Nbr	Check Type	Check Date	Vendor ID Vendor Name	Period To Post Closed	Ref Nbr	Doc Type	Invoice Number	Invoice Date	Discount Taken	Amount Paid
Company: EKAD										
Acct / Sub:	101000		1200							
057498	CK	11/7/2018	0158 Ameripride Uniform Services	05-19	041872	VO	2100720369/1018	11/2/2018	0.00	173.60
057498	CK	11/7/2018	0158 Ameripride Uniform Services	05-19	041873	VO	2100720371/1018	11/2/2018	0.00	57.69
Check Total										231.29
057499	CK	11/7/2018	0284 Michael L. Brouse	05-19	041868	VO	1018	10/31/2018	0.00	1,175.00
057500	CK	11/7/2018	0365 Consolidated Electrical Distr.	05-19	041878	VO	3978736422	10/9/2018	0.00	2,694.66
057500	CK	11/7/2018	0365 Consolidated Electrical Distr.	05-19	041879	VO	3978737688	10/17/2018	0.00	1,088.31
057500	CK	11/7/2018	0365 Consolidated Electrical Distr.	05-19	041908	VO	3978736872	10/16/2018	0.00	682.11
Check Total										4,465.08
057501	CK	11/7/2018	0711 Fence Master	05-19	041880	VO	1012	10/12/2018	0.00	3,200.00
057502	CK	11/7/2018	0719 Ferguson H&C	05-19	041881	VO	2640029	10/18/2018	0.00	99.38
057502	CK	11/7/2018	0719 Ferguson H&C	05-19	041882	VO	2646179	10/25/2018	0.00	11.10
Check Total										110.48
057503	CK	11/7/2018	0839 Highway Glass	05-19	041923	VO	109820	11/1/2018	0.00	35.00
057504	CK	11/7/2018	0897 Core & Main LP	05-19	041875	VO	J708986	10/25/2018	0.00	865.46
057504	CK	11/7/2018	0897 Core & Main LP	05-19	041876	VO	J709149	10/25/2018	0.00	755.88
Check Total										1,621.34
057505	CK	11/7/2018	1154 Kieffe & Sons Ford	05-19	041883	VO	37000/UNIT 7	10/31/2018	0.00	47.71
057505	CK	11/7/2018	1154 Kieffe & Sons Ford	05-19	041884	VO	36999/UNIT 27	10/31/2018	0.00	47.39
Check Total										95.10
057506	CK	11/7/2018	1156 Jeremy Klyde	05-19	041921	VO	AR REFUND	10/31/2018	0.00	522.00

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Check Nbr	Check Type	Check Date	Vendor ID	Period		Ref Nbr	Doc Type	Invoice Number	Invoice Date	Discount Taken	Amount Paid
			Vendor Name	To Post	Closed						
057507	CK	11/7/2018	1161 Kern Auto Parts Inc.	05-19		041885	VO	894009	10/23/2018	0.00	66.48
057507	CK	11/7/2018	1161 Kern Auto Parts Inc.	05-19		041886	VO	894286	10/29/2018	0.00	66.48
057507	CK	11/7/2018	1161 Kern Auto Parts Inc.	05-19		041887	AD	894169	10/26/2018	0.00	-27.86
057507	CK	11/7/2018	1161 Kern Auto Parts Inc.	05-19		041888	VO	894164	10/26/2018	0.00	91.59
057507	CK	11/7/2018	1161 Kern Auto Parts Inc.	05-19		041919	VO	7874509	11/6/2018	0.00	29.40
Check Total											226.09
057508	CK	11/7/2018	1200 L & L Construction	05-19		041889	VO	WE 10-29-18	10/29/2018	0.00	1,275.00
057509	CK	11/7/2018	1306 Martha's Cleaning Service	05-19		041915	VO	1700/1118	11/1/2018	0.00	5,965.00
057510	CK	11/7/2018	1315 McMaster-Carr	05-19		041891	VO	77575937	10/29/2018	0.00	305.20
057510	CK	11/7/2018	1315 McMaster-Carr	05-19		041892	VO	77655479	10/30/2018	0.00	382.82
057510	CK	11/7/2018	1315 McMaster-Carr	05-19		041893	VO	77778595	10/31/2018	0.00	74.08
Check Total											762.10
057511	CK	11/7/2018	1347 Miller Equipment Company	05-19		041890	VO	18-2528	10/24/2018	0.00	1,488.00
057512	CK	11/7/2018	1364 Karl's Hardware Mojave	05-19		041922	VO	1018	10/31/2018	0.00	3,314.27
057513	CK	11/7/2018	1372 Mojave Public Utility District	05-19		041895	VO	006072000/1018	10/31/2018	0.00	82.79
057513	CK	11/7/2018	1372 Mojave Public Utility District	05-19		041896	VO	006072002/1018	10/31/2018	0.00	62.96
057513	CK	11/7/2018	1372 Mojave Public Utility District	05-19		041897	VO	006072001/1018	10/31/2018	0.00	5,538.31
057513	CK	11/7/2018	1372 Mojave Public Utility District	05-19		041898	VO	006072003/1018	10/31/2018	0.00	229.10
Check Total											5,913.16
057514	CK	11/7/2018	1375 Mojave Sanitation	05-19		041864	VO	3205794/1018	10/31/2018	0.00	1,068.38

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Check Nbr	Check Type	Check Date	Vendor ID Vendor Name	Period		Ref Nbr	Doc Type	Invoice Number	Invoice Date	Discount Taken	Amount Paid
				To Post	Closed						
057514	CK	11/7/2018	1375 Mojave Sanitation	05-19		041874	VO	3201180/1018	10/31/2018	0.00	572.24
									Check Total		1,640.62
057515	CK	11/7/2018	1382 Museum of Flying	05-19		041927	VO	110718	11/7/2018	0.00	2,500.00
057516	CK	11/7/2018	1403 Nelms Surveying	05-19		041910	VO	182751-1	10/24/2018	0.00	6,785.60
057517	CK	11/7/2018	1407 Nave & Cortell, LLP	05-19		041869	VO	20682	11/1/2018	0.00	6,848.00
057518	CK	11/7/2018	1501 Office Depot Business Credit	05-19		041899	VO	10076136/1018	10/17/2018	0.00	560.37
057519	CK	11/7/2018	1800 RSI Petroleum	05-19		041900	VO	0324795	10/30/2018	0.00	1,897.51
057520	CK	11/7/2018	1803 Race Telecommunications, Inc.	05-19		041917	VO	RC203546/1118	11/1/2018	0.00	617.27
057521	CK	11/7/2018	1925 Sparkletts	05-19		041870	VO	137033381-10118	11/1/2018	0.00	842.15
057522	CK	11/7/2018	1952 So. Calif. Edison	05-19		041918	VO	2025279670/1018	11/3/2018	0.00	9,777.43
057523	CK	11/7/2018	2014 Sharper Landscaping Services,	05-19		041901	VO	4721	11/1/2018	0.00	1,275.00
057524	CK	11/7/2018	2044 Securitas Security Services USA,	05-19		041911	VO	W6235115/1018	10/18/2018	0.00	11,512.65
057524	CK	11/7/2018	2044 Securitas Security Services USA,	05-19		041912	VO	W6235128/1018	10/18/2018	0.00	870.86
057524	CK	11/7/2018	2044 Securitas Security Services USA,	05-19		041913	VO	W6242296/1018	10/18/2018	0.00	237.60
									Check Total		12,621.11
057525	CK	11/7/2018	2214 Antelope Valley Press	05-19		041926	VO	300030799	10/31/2018	0.00	1,368.68

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Check Nbr	Check Type	Check Date	Vendor ID	Period		Ref Nbr	Doc Type	Invoice Number	Invoice Date	Discount Taken	Amount Paid
			Vendor Name	To Post	Closed						
057526	CK	11/7/2018	2450 Xerox Corporation	05-19		041907	VO	710244484	11/1/2018	0.00	252.13
057527	CK	11/7/2018	4008 Jones, DDS~Michael B.	05-19		041894	VO	102518/J FLYNN	10/25/2018	0.00	167.00
057528	CK	11/7/2018	4225 Tehachapi Optometric	05-19		041902	VO	102418/M HIMES	10/24/2018	0.00	870.00
057528	CK	11/7/2018	4225 Tehachapi Optometric	05-19		041903	VO	100118/M HIMES	10/1/2018	0.00	125.00
057528	CK	11/7/2018	4225 Tehachapi Optometric	05-19		041904	VO	100118/C HIMES	10/1/2018	0.00	325.00
057528	CK	11/7/2018	4225 Tehachapi Optometric	05-19		041905	VO	100918/C HIMES	10/9/2018	0.00	150.00
057528	CK	11/7/2018	4225 Tehachapi Optometric	05-19		041906	VO	102418/ C HIMES	10/24/2018	0.00	282.50

Check Total 1,752.50

Check Count: 31

Acct Sub Total: 79,304.28

Check Type	Count	Amount Paid
Regular	31	79,304.28
Hand	0	0.00
Electronic Payment	0	0.00
Void	0	0.00
Stub	0	0.00
Zero	0	0.00
Mask	0	0.00
Total:	31	79,304.28

Company Disc Total	0.00	Company Total	79,304.28
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Date: Wednesday, November 14,
 Time: 01:42PM
 User: CPANKO

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Check Nbr	Check Type	Check Date	Vendor ID Vendor Name	Period To Post Closed	Ref Nbr	Doc Type	Invoice Number	Invoice Date	Discount Taken	Amount Paid
Company: EKAD										
Acct / Sub:	101000		1200							
057529	CK	11/14/2018	0158 Ameripride Uniform Services	05-19	041939	VO	2100721888	11/9/2018	0.00	57.69
057529	CK	11/14/2018	0158 Ameripride Uniform Services	05-19	041944	VO	2100721885	11/9/2018	0.00	213.46
Check Total										271.15
057530	CK	11/14/2018	0234 Banyan	05-19	041943	VO	1718520	11/5/2018	0.00	67.21
057531	CK	11/14/2018	0241 ARTS HYDRO-JETTING INC.	05-19	041940	VO	8954	11/8/2018	0.00	395.00
057531	CK	11/14/2018	0241 ARTS HYDRO-JETTING INC.	05-19	041941	VO	8955	11/8/2018	0.00	495.00
057531	CK	11/14/2018	0241 ARTS HYDRO-JETTING INC.	05-19	041942	VO	8957	11/7/2018	0.00	600.00
Check Total										1,490.00
057532	CK	11/14/2018	0396 CDW Government	05-19	041945	VO	PVX3409	11/2/2018	0.00	8,499.56
057532	CK	11/14/2018	0396 CDW Government	05-19	041960	VO	PTJ4436	10/29/2018	0.00	302.39
Check Total										8,801.95
057533	CK	11/14/2018	0430 Desert Truck Service, Inc.	05-19	041946	VO	1323859	11/7/2018	0.00	709.19
057534	CK	11/14/2018	0518 Elevation Corp. Health, LLC	05-19	041936	VO	6484/1018	10/31/2018	0.00	5,183.53
057535	CK	11/14/2018	0610 4imprint	05-19	041947	VO	16914589	11/8/2018	0.00	5,894.95
057536	CK	11/14/2018	0861 John Himes	05-19	041965	VO	0918-110218	11/2/2018	0.00	2,364.32
057537	CK	11/14/2018	0866 Home Depot	05-19	041964	VO	07610417/1018	10/30/2018	0.00	2,396.49
057538	CK	11/14/2018	1005 Pacific Telemanagement Svcs.	05-19	041966	VO	2005193/1118	11/2/2018	0.00	106.00

Date: Wednesday, November 14,
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Check Nbr	Check Type	Check Date	Vendor ID Vendor Name	Period		Ref Nbr	Doc Type	Invoice Number	Invoice Date	Discount Taken	Amount Paid
				To Post	Closed						
057539	CK	11/14/2018	1030 JetHawks Prof. Baseball Club	05-19		041956	VO	2019	10/15/2018	0.00	9,500.00
057540	CK	11/14/2018	1099 KGoossen Consulting	05-19		041949	VO	006	11/7/2018	0.00	2,346.30
057541	CK	11/14/2018	1122 Kelley~Randall	05-19		041929	VO	13448/UNIT 23	11/7/2018	0.00	22.44
057542	CK	11/14/2018	1161 Kern Auto Parts Inc.	05-19		041951	VO	894874	11/8/2018	0.00	21.53
057542	CK	11/14/2018	1161 Kern Auto Parts Inc.	05-19		041952	VO	894742	11/13/2018	0.00	32.69
057543	CK	11/14/2018	1258 Loomacres, Inc.	05-19		041950	VO	14074	11/1/2018	0.00	5,937.19
Check Total											54.22
057544	CK	11/14/2018	1267 Lowe's	05-19		041959	VO	8004557306/1018	11/2/2018	0.00	415.11
057545	CK	11/14/2018	1315 McMaster-Carr	05-19		041954	VO	78262509	11/2/2018	0.00	102.35
057546	CK	11/14/2018	1369 Mojave Desert News	05-19		041928	VO	51539	11/9/2018	0.00	40.00
057547	CK	11/14/2018	1802 RB DEVELOPMENT	05-19		041957	VO	11/1/2018	11/1/2018	0.00	2,100.00
057548	CK	11/14/2018	2018 Mar-Co Equipment Company	05-19		041938	VO	155556	9/11/2018	0.00	171.34
057549	CK	11/14/2018	2026 Tel-Tec, Inc.	05-19		041955	VO	641394	11/1/2018	0.00	864.03
057550	CK	11/14/2018	2044 Securitas Security Services USA,	05-19		041924	VO	W6249463/1018	11/1/2018	0.00	1,522.74
057550	CK	11/14/2018	2044 Securitas Security Services USA,	05-19		041925	VO	W6249450/1018	11/1/2018	0.00	11,722.92
Check Total											13,245.66

Date: Wednesday, November 14,
 Time: 01:42PM
 User: CPANKO

Mojave Air & Space Port
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Check Nbr	Check Type	Check Date	Vendor ID Vendor Name	Period To Post Closed	Ref Nbr	Doc Type	Invoice Number	Invoice Date	Discount Taken	Amount Paid
057551	CK	11/14/2018	2193 Velosio LLC	05-19	041967	VO	0012194/2020	11/12/2018	0.00	2,426.20
057552	CK	11/14/2018	3200 Timothy Mallon	05-19	041953	VO	11-6-18/T MALLO	11/6/2018	0.00	701.00
057553	CK	11/14/2018	4003 Jacobsen, DDS~Gary B.	05-19	041948	VO	11/1/18-BURCH	11/1/2018	0.00	310.00
057554	CK	11/14/2018	4008 Jones, DDS~Michael B.	05-19	041958	VO	10.30.18/J HIME	10/30/2018	0.00	293.00

Check Count: 26

Acct Sub Total: 65,813.63

Check Type	Count	Amount Paid
Regular	26	65,813.63
Hand	0	0.00
Electronic Payment	0	0.00
Void	0	0.00
Stub	0	0.00
Zero	0	0.00
Mask	0	0.00
Total:	26	65,813.63

Company Disc Total 0.00 Company Total 65,813.63

Date: Thursday, November 15, 2018
 Time: 03:15PM
 User: CPANKO

Mojave Air & Space Port
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Check Nbr	Check Type	Check Date	Vendor ID Vendor Name	Period To Post Closed	Ref Nbr	Doc Type	Invoice Number	Invoice Date	Discount Taken	Amount Paid
Company: EKAD										
Acct / Sub:	101000		1200							
057555	CK	11/14/2018	0463 Carter Anthony	05-19	041970	VO	111418	11/14/2018	0.00	400.00
057556	CK	11/14/2018	0604 Fisher Scientific	05-19	041969	VO	5934133	10/30/2018	0.00	232.96
Check Count:		2								
									Acct Sub Total:	632.96

Check Type	Count	Amount Paid
Regular	2	632.96
Hand	0	0.00
Electronic Payment	0	0.00
Void	0	0.00
Stub	0	0.00
Zero	0	0.00
Mask	0	0.00
Total:	2	632.96

Company Disc Total	0.00	Company Total	632.96
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Check Nbr	Check Type	Check Date	Vendor ID Vendor Name	Period To Post Closed	Ref Nbr	Doc Type	Invoice Number	Invoice Date	Discount Taken	Amount Paid
Company: EKAD										
Acct / Sub:	101000		1200							
057557	CK	11/28/2018	0109 AT&T	05-19	042004	VO	8123831139/1108	11/7/2018	0.00	127.05
057557	CK	11/28/2018	0109 AT&T	05-19	042005	VO	7134122793/1118	11/7/2018	0.00	127.05
Check Total										254.10
057558	CK	11/28/2018	0112 AAAE	05-19	042002	VO	1048924/VANWEY	11/1/2018	0.00	275.00
057559	CK	11/28/2018	0158 Ameripride Uniform Services	05-19	041975	VO	2100723380/1118	11/16/2018	0.00	57.69
057559	CK	11/28/2018	0158 Ameripride Uniform Services	05-19	041976	VO	2100723379/1119	11/16/2018	0.00	173.60
057559	CK	11/28/2018	0158 Ameripride Uniform Services	05-19	041977	VO	2110025825	11/6/2018	0.00	249.29
057559	CK	11/28/2018	0158 Ameripride Uniform Services	05-19	042033	VO	2100724888	11/23/2018	0.00	214.15
057559	CK	11/28/2018	0158 Ameripride Uniform Services	05-19	042034	VO	2100724891/1118	11/23/2018	0.00	57.69
Check Total										752.42
057560	CK	11/28/2018	0160 Antelope Valley Board of Trade	05-19	041972	VO	083744	11/14/2018	0.00	250.00
057560	CK	11/28/2018	0160 Antelope Valley Board of Trade	05-19	041973	VO	083742	11/14/2018	0.00	2,500.00
Check Total										2,750.00
057561	CK	11/28/2018	0170 ASB Avionics	05-19	042001	VO	INV18-00171	11/20/2018	0.00	190.80
057562	CK	11/28/2018	0187 AFLAC	05-19	042043	VO	252710/1118	11/27/2018	0.00	708.12
057563	CK	11/28/2018	0244 American Electrical Serices	05-19	042003	VO	S1043-1059	11/8/2018	0.00	750.00
057564	CK	11/28/2018	0248 AV Celebrations	05-19	041981	VO	958	11/15/2018	0.00	128.00
057565	CK	11/28/2018	0261 Aloft Media, LLC	05-19	041997	VO	1118	11/12/2018	0.00	657.00

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Check Nbr	Check Type	Check Date	Vendor ID Vendor Name	Period		Ref Nbr	Doc Type	Invoice Number	Invoice Date	Discount Taken	Amount Paid
				To Post	Closed						
057566	CK	11/28/2018	0296 Communication Enterprises, Inc	05-19		042010	VO	1096663	11/14/2018	0.00	1,855.42
057567	CK	11/28/2018	0350 Clark's Pest Control	05-19		042044	VO	201058810/1118	11/20/2018	0.00	61.00
057567	CK	11/28/2018	0350 Clark's Pest Control	05-19		042045	VO	200972309/1118	11/20/2018	0.00	45.00
057567	CK	11/28/2018	0350 Clark's Pest Control	05-19		042046	VO	200922714/1118	11/20/2018	0.00	44.00
057567	CK	11/28/2018	0350 Clark's Pest Control	05-19		042047	VO	200910258/1118	11/20/2018	0.00	44.00
Check Total											194.00
057568	CK	11/28/2018	0396 CDW Government	05-19		042011	VO	PZD7460	11/12/2018	0.00	3,700.13
057568	CK	11/28/2018	0396 CDW Government	05-19		042012	VO	PZM4494	11/13/2018	0.00	6,595.88
Check Total											10,296.01
057569	CK	11/28/2018	0433 Karina Quelet	05-19		042013	VO	110818	11/8/2018	0.00	109.65
057570	CK	11/28/2018	0604 Fisher Scientific	05-19		042017	VO	6371661	11/5/2018	0.00	13,979.87
057571	CK	11/28/2018	0615 Federal Express	05-19		042016	VO	637236448	11/16/2018	0.00	25.01
057572	CK	11/28/2018	0712 FP Mailing Solutions	05-19		042015	VO	RI103849323	11/9/2018	0.00	122.10
057573	CK	11/28/2018	0825 Ed Hargroder	05-19		042014	VO	1118	11/26/2018	0.00	1,200.00
057574	CK	11/28/2018	0861 John Himes	05-19		041985	VO	1118	11/2/2018	0.00	132.98
057575	CK	11/28/2018	1122 Kelley~Randall	05-19		041971	VO	13462	11/14/2018	0.00	47.91
057575	CK	11/28/2018	1122 Kelley~Randall	05-19		042037	VO	13470	11/21/2018	0.00	19.22
Check Total											67.13

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Check Nbr	Check Type	Check Date	Vendor ID Vendor Name	Period		Ref Nbr	Doc Type	Invoice Number	Invoice Date	Discount Taken	Amount Paid
				To Post	Closed						
057576	CK	11/28/2018	1154 Kieffe & Sons Ford	05-19		042038	VO	37302	11/20/2018	0.00	49.95
057576	CK	11/28/2018	1154 Kieffe & Sons Ford	05-19		042039	VO	37312	11/21/2018	0.00	435.94
057576	CK	11/28/2018	1154 Kieffe & Sons Ford	05-19		042048	VO	37300	11/20/2018	0.00	49.95
057576	CK	11/28/2018	1154 Kieffe & Sons Ford	05-19		042049	VO	37299	11/20/2018	0.00	49.95
057576	CK	11/28/2018	1154 Kieffe & Sons Ford	05-19		042050	VO	37297	11/20/2018	0.00	49.95
057576	CK	11/28/2018	1154 Kieffe & Sons Ford	05-19		042051	VO	37296	11/20/2018	0.00	49.95
Check Total											685.69
057577	CK	11/28/2018	1180 Krazan & Associates	05-19		042066	VO	1262370-22389	10/31/2018	0.00	4,435.30
057578	CK	11/28/2018	1200 L & L Construction	05-19		041993	VO	WE 11-4-18	11/18/2018	0.00	1,200.00
057578	CK	11/28/2018	1200 L & L Construction	05-19		041994	VO	WE 11-11-18	11/11/2018	0.00	1,350.00
057578	CK	11/28/2018	1200 L & L Construction	05-19		042020	VO	WE 11.18.18	11/18/2018	0.00	1,125.00
057578	CK	11/28/2018	1200 L & L Construction	05-19		042023	VO	WE 11.25.18	11/25/2018	0.00	825.00
Check Total											4,500.00
057579	CK	11/28/2018	1254 Lincoln Nat'l Life Ins. Co.	05-19		042041	VO	3774566263/1218	11/9/2018	0.00	503.26
057580	CK	11/28/2018	1372 Mojave Public Utility District	05-19		042053	VO	101811018	11/7/2018	0.00	3,693.77
057581	CK	11/28/2018	1373 Mojave Public Utility District /	05-19		042054	VO	10182/1118	11/26/2018	0.00	157.50
057582	CK	11/28/2018	1403 Nelms Surveying	05-19		042063	VO	182751-2	10/31/2018	0.00	6,444.50
057582	CK	11/28/2018	1403 Nelms Surveying	05-19		042064	VO	182751-3	11/7/2018	0.00	638.75
057582	CK	11/28/2018	1403 Nelms Surveying	05-19		042065	VO	182751-4	11/21/2018	0.00	5,137.50
Check Total											12,220.75

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Check Nbr	Check Type	Check Date	Vendor ID Vendor Name	Period		Ref Nbr	Doc Type	Invoice Number	Invoice Date	Discount Taken	Amount Paid
				To Post	Closed						
057583	CK	11/28/2018	1436 Porter Concrete Construction	05-19		042032	VO	4389	9/12/2018	0.00	8,237.00
057584	CK	11/28/2018	1501 Office Depot Business Credit	05-19		042061	VO	10076136/1118	11/16/2018	0.00	1,133.35
057585	CK	11/28/2018	1639 ProActive Work Health Services	05-19		042025	VO	1141-47069	11/11/2018	0.00	70.00
057586	CK	11/28/2018	1800 RSI Petroleum	05-19		042057	VO	0325569	11/19/2018	0.00	2,986.51
057587	CK	11/28/2018	1952 So. Calif. Edison	05-19		042036	VO	2395077167/1118	11/16/2018	0.00	224.60
057587	CK	11/28/2018	1952 So. Calif. Edison	05-19		042058	VO	2395597974/1118	11/20/2018	0.00	164.72
Check Total											389.32
057588	CK	11/28/2018	1954 The Gas Company	05-19		041982	VO	6561545001/1118	11/13/2018	0.00	80.67
057588	CK	11/28/2018	1954 The Gas Company	05-19		041983	VO	7111545997/118	11/13/2018	0.00	125.11
057588	CK	11/28/2018	1954 The Gas Company	05-19		041984	VO	0289363938/1118	11/13/2018	0.00	143.68
Check Total											349.46
057589	CK	11/28/2018	2041 South Street Digital, Inc.	05-19		041992	VO	11925	11/5/2018	0.00	61.31
057590	CK	11/28/2018	2044 Securitas Security Services USA,	05-19		042026	VO	W6269985	11/15/2018	0.00	1,775.25
057590	CK	11/28/2018	2044 Securitas Security Services USA,	05-19		042027	VO	W6275153	11/15/2018	0.00	170.12
057590	CK	11/28/2018	2044 Securitas Security Services USA,	05-19		042028	VO	W6269958	11/15/2018	0.00	11,779.69
057590	CK	11/28/2018	2044 Securitas Security Services USA,	05-19		042060	VO	W6217610	10/4/2018	0.00	822.92
Check Total											14,547.98
057591	CK	11/28/2018	2114 2Brothers Mobile Detailing	05-19		041991	VO	833	11/7/2018	0.00	80.00
057592	CK	11/28/2018	2136 UNUM LIFE INSURANCE	05-19		042042	VO	5580360012/1218	11/9/2018	0.00	1,902.73

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Check Nbr	Check Type	Check Date	Vendor ID Vendor Name	Period		Ref Nbr	Doc Type	Invoice Number	Invoice Date	Discount Taken	Amount Paid
				To Post	Closed						
057593	CK	11/28/2018	2207 Vermillion Environmental	05-19		042030	VO	181121	11/19/2018	0.00	3,217.50
057594	CK	11/28/2018	2230 Verizon Wireless	05-19		042059	VO	9818268244/1118	11/12/2018	0.00	635.35
057595	CK	11/28/2018	3020 Burch~Loren W.	05-19		042008	VO	11/17/18	11/28/2018	0.00	500.00
057595	CK	11/28/2018	3020 Burch~Loren W.	05-19		042009	VO	110818	11/8/2018	0.00	75.00
057596	CK	11/28/2018	3033 Brandon Welton	05-19		042031	VO	WE0055	11/19/2018	0.00	190.00
057597	CK	11/28/2018	3220 Hatfield~Ray	05-19		042018	VO	111318	11/13/2018	0.00	338.00
057598	CK	11/28/2018	4008 Jones, DDS~Michael B.	05-19		042021	VO	110718/M HIMES	11/7/2018	0.00	99.00
057598	CK	11/28/2018	4008 Jones, DDS~Michael B.	05-19		042022	VO	111318/A VALLE	11/13/2018	0.00	99.00
057599	CK	11/28/2018	4019 J. Douglas Gary, DDS	05-19		042019	VO	1118/C RICCOMIN	11/12/2018	0.00	69.00
057600	CK	11/28/2018	4033 Peter G. Cooper, D.D.S., inc.	05-19		042035	VO	112018/S BURCH	11/20/2018	0.00	130.00
057600	CK	11/28/2018	4033 Peter G. Cooper, D.D.S., inc.	05-19		042056	VO	111918/S BURCH	11/19/2018	0.00	1,208.00
057601	CK	11/28/2018	4225 Tehachapi Optometric	05-19		042029	VO	111418/ C HIMES	11/14/2018	0.00	272.00
Check Total										575.00	1,338.00

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Check Nbr	Check Type	Check Date	Vendor ID Vendor Name	Period To Post	Closed	Ref Nbr	Doc Type	Invoice Number	Invoice Date	Discount Taken	Amount Paid
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Check Count: 45

Acct Sub Total: 97,234.39

Check Type	Count	Amount Paid
Regular	45	97,234.39
Hand	0	0.00
Electronic Payment	0	0.00
Void	0	0.00
Stub	0	0.00
Zero	0	0.00
Mask	0	0.00
Total:	45	97,234.39

Company Disc Total	0.00	Company Total	97,234.39
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Electric Fund Transfers November 1, through November 27, 2018

Posted Date					Amount
11/1/2018	GARNISH	PAYCHEX CGS 1161124166	11/01/18 TRACE #-043000090784015	MOJAVE AIR & SP	242.30
11/1/2018	PAYROLL	PAYCHEX - RCX 1161124166	11/01/18 TRACE #-111000028075825	MOJAVE AIR & SP	47,497.59
11/2/2018	INVESTMENT	BFDS 943111333	11/02/18 TRACE #-011000024379343	MOJAVE AIR & SP	245.15
11/2/2018	INVESTMENT	BFDS 943111333	11/02/18 TRACE #-011000024379344	MOJAVE AIR & SP	245.15
11/2/2018	INVESTMENT	BFDS 943111333	11/02/18 TRACE #-011000024379345	EAST KERN AIRPO	692.30
11/2/2018	INVESTMENT	BFDS 943111333	11/02/18 TRACE #-011000024379346	EAST KERN AIRPO	692.30
11/2/2018	INVOICE	PAYCHEX EIB 1161124166	11/02/18 TRACE #-021000022167646	MOJAVE AIR & SP	205.95
11/2/2018	TAXES	PAYCHEX TPS 1161124166	11/02/18 TRACE #-021000022103539	MOJAVE AIR & SP	10,319.44
11/5/2018	1800	CALPERS 1946207465	11/05/18 TRACE #-122000490855493	Mojave Air and	43,128.93
11/5/2018	1800	CALPERS 1946207465	11/05/18 TRACE #-122000490855495	Mojave Air and	9,521.84
11/5/2018	EFTTransfe	AVFUEL3252 9382073252	11/05/18 TRACE #-072000093967664	Mojave Air and	16,265.41
11/5/2018	INVESTMENT	BFDS 943111333	11/05/18 TRACE #-011000024717840	MOJAVE AIR & SP	245.15
11/5/2018	INVESTMENT	BFDS 943111333	11/05/18 TRACE #-011000024717841	EAST KERN AIRPO	692.30
11/8/2018	PAYROLL	PAYCHEX 1161124166	11/08/18 TRACE #-043000090628425	MOJAVE AIR & SP	830.56
11/9/2018	3100	CALPERS 1946207465	11/09/18 TRACE #-122000496877144	Mojave Air and	3,300.36
11/9/2018	3100	CALPERS 1946207465	11/09/18 TRACE #-122000496877146	Mojave Air and	1,694.85
11/9/2018	3100	CALPERS 1946207465	11/09/18 TRACE #-122000496877480	Mojave Air and	5,742.04
11/9/2018	EFTTransfe	AVFUEL3252 9382073252	11/09/18 TRACE #-072000098514394	Mojave Air and	22,528.24
11/9/2018	INVOICE	PAYCHEX EIB 1161124166	11/09/18 TRACE #-021000021049377	MOJAVE AIR & SP	125.35
11/9/2018	TAXES	PAYCHEX TPS 1161124166	11/09/18 TRACE #-021000029544001	MOJAVE AIR & SP	164.13
11/13/2018	ACH PMT	AMEX EPAYMENT 0005000008	11/13/18 TRACE #-091000014150721	CARRIE RAWLINGS	5,594.77
11/13/2018	ACH PMT	AMEX EPAYMENT 0005000008	11/13/18 TRACE #-091000014159068	CARRIE RAWLINGS	11,702.44
11/15/2018	GARNISH	PAYCHEX CGS 1161124166	11/15/18 TRACE #-043000091609404	MOJAVE AIR & SP	242.30
11/15/2018	PAYROLL	PAYCHEX - RCX 1161124166	11/15/18 TRACE #-111000023850940	MOJAVE AIR & SP	47,313.35
11/16/2018	HRS PMT	PAYCHEX-HRS 2555124166	11/16/18 TRACE #-021000028207996	MOJAVE AIR & SP	220.00
11/16/2018	INVOICE	PAYCHEX EIB 1161124166	11/16/18 TRACE #-02100002221861	MOJAVE AIR & SP	194.55
11/16/2018	TAXES	PAYCHEX TPS 1161124166	11/16/18 TRACE #-091000010024717	MOJAVE AIR & SP	10,337.74
11/20/2018	CDTFA EPMT	CA DEPT TAX FEE 2822162215	11/20/18 TRACE #-122000495700172	MOJAVE AIR SPAC	4,505.00
11/20/2018	CDTFA EPMT	CA DEPT TAX FEE 2822162215	11/20/18 TRACE #-122000495700703	MOJAVE AIR SPAC	998.00
11/20/2018	EFTTransfe	AVFUEL3252 9382073252	11/20/18 TRACE #-072000096333847	Mojave Air and	22,148.49
11/21/2018	BOE E-PAY	BOESPECIALTAXFEE 1282435088	11/21/18E TRACE #-122000497188070	MOJAVE AIR & SP	520.00
11/21/2018	EFTTransfe	AVFUEL3252 9382073252	11/21/18 TRACE #-072000097346908	Mojave Air and	22,116.23
11/27/2018	EFTTransfe	AVFUEL3252 9382073252	11/27/18 TRACE #-072000094867497	Mojave Air and	22,645.64
11/27/2018				INCOMING WIRE FEE DOMESTIC	15.00

Total 312,932.85

Date: Thursday, November 29, 2018
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Check Nbr	Check Type	Check Date	Vendor ID Vendor Name	Period To Post Closed	Ref Nbr	Doc Type	Invoice Number	Invoice Date	Discount Taken	Amount Paid
Company: EKAD										
Acct / Sub:	101000		1200							
057612	CK	11/29/2018	0433 Karina Quelet	05-19	042070	VO	LIFE INS 2019	11/28/2018	0.00	597.50
057613	CK	11/29/2018	0494 Stephen M. Duncan	05-19	042069	VO	112918	11/29/2018	0.00	2,332.35
057614	CK	11/29/2018	1178 Kimley-Horn and Associates, Inc.	05-19	042072	VO	12424542	10/31/2018	0.00	1,600.00
057615	CK	11/29/2018	1691 Leoloy Olmedo	05-19	042071	VO	1181126EO1	11/26/2018	0.00	8,113.95
057616	CK	11/29/2018	1880 David Russell	05-19	042073	VO	100118-103118	10/31/2018	0.00	10,444.00

Check Count: 5

Acct Sub Total: 23,087.80

Check Type	Count	Amount Paid
Regular	5	23,087.80
Hand	0	0.00
Electronic Payment	0	0.00
Void	0	0.00
Stub	0	0.00
Zero	0	0.00
Mask	0	0.00
Total:	5	23,087.80

Company Disc Total 0.00 Company Total 23,087.80