

City of Elkhart
Board of Aviation Commissioners Meeting
December 9, 2021
Special Call Meeting

The Board of Aviation Commissioners special meeting was called to order by Bruce Shreiner at 4:00pm on Thursday, December 9, 2021 at the Elkhart Municipal Airport First Floor Administration Building, 1211 CR 6 West. The following commissioners were also present: Shari Mellin, and Doug Thorne via WebEx. Also present were Andy Jones, Karen Shaw, Ryan Sherwood, & Councilman Dwight Fish.

Agenda item 1: Specification for the purchase of an Automated Weather Observation System III PT (AWOS).

Andy advised that a single purchase of not less than \$50,000 or more than \$150,000, must follow certain requirements as set forth by the Indiana State Board of Accounts. Based on the cost of the current AWOS III PT system that was purchased in 2005, a new system will require an investment within the before mentioned range. The current system has begun to malfunction over the past few years and repair technicians tell me that some replacement parts are very difficult to find. It is now necessary to move forward with the purchase of a new system, as this is a vital component of airport and pilot safety. Andy further advised that the funds for such a purpose were approved by the Common Council as part of the FY 2021 Aviation budget. Andy advised the board that the proposed AWOS III PT Specifications to be quoted were emailed to them previously (see attached). After a brief discussion, Shari Mellin made a MOTION to approve the AWOS III PT Specifications as presented. The motion was SECONDED by Doug Thorne. There being no further discussion, the motion PASSED unanimously.

Agenda item 2: Solicitation of quotes for the AWOS III PT with a deadline date of December 15, 2021.

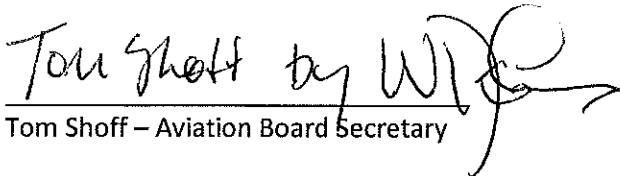
Andy advised that the before mentioned policy also requires that the BOAC approve the solicitation of written quotes based on the BOAC approved specifications. A minimum of three quotes is desired. Only four vendors in the United States are FAA-approved to sell the AWOS III PT. Shari Mellin asked if all 4 companies will be approached for a quote and Andy advised in the affirmative. Shari Mellin made a MOTION to approve solicitation of quotes for the purchase and installation of a new AWOS III PT. The motion was SECONDED by Doug Thorne. There being no further questions, the motion PASSED unanimously.

Adjournment:

Doug Thorne made a MOTION to adjourn. The motion was SECONDED by Shari Mellin. There being no further business, the motion PASSED and the meeting was adjourned.

Next regular BOAC meeting is scheduled for Wednesday, December 29, 2021 at 4pm. Location will be Elkhart Municipal Airport, 1211 CR 6 W, Elkhart, IN 46514 & via WebEx.

Respectfully Submitted,


Tom Shoff – Aviation Board Secretary

12/29/21
Date

AUTOMATED WEATHER OBSERVATION SYSTEM IIIPT (AWOS IIIPT)

FAA Type-Certified IIIPT System which includes:

- Data Collection Platform Pro
- Central Processing Station
- Airport Weather Advisor Software
- Technical Manual Set
- Altimeter Barometer Kit
- Mechanical Wind Sensor Kit
- Temp/RH Sensor Kit
- Rain Gauge Kit
- Ceilometer Kit
- Visibility and Precipitation Identification Sensor Kit
- Thunderstorm Sensor Kit
- Ground to Air Transmitter, Voice Report radio broadcast
- Communications Kit, UHF Data Radios
- Telephony Kit, Voice Reports via Telephone

Installation of AWOS IIIPT at existing AWOS location, included:

- Removal of existing equipment, salvage to airport
- Installation of new AWOS IIIPT system, commissioning
- Re-use of existing concrete pads, conduit, and tower
- Commissioning
- 1 day on-site operator and/or maintainer training
- Connection of AWOS system to existing electrical service

Scope excludes electrical work; installation/replacement of electrical service to be completed by customer if required.