

PORT OF HOOD RIVER

Resolution No. 2025-26-25

A RESOLUTION ADOPTING FINDINGS TO SUPPORT A SPECIAL PROCUREMENT EXEMPTION FOR AIRPORT MANAGEMENT SERVICES, DECLARING SUCH EXEMPTION, AND AUTHORIZING DIRECT AWARD OF A MASTER SERVICES AGREEMENT TO AVIATION MANAGEMENT SERVICES (AMS)

WHEREAS, the Port of Hood River (“Port”) Board of Commissioners (“Board”) is the Local Contract Review Board of the Port; and

WHEREAS, ORS 279B.085 and the Port’s Public Contracting Rules authorize the Local Contract Review Board to approve a special procurement upon approval of findings supporting the procurement method; and

WHEREAS, since June 2024, Aviation Management Services (“AMS”) has provided airport management services for the Ken Jernstedt Airfield (4S2), including airport operational management, FAA coordination, Airport Advisory Committee support, airport planning coordination, lease coordination, airport operational assessments, Airport Master Plan implementation, terminal planning support, and airport capital project coordination; and

WHEREAS, AMS has developed substantial institutional knowledge and operational familiarity regarding the Ken Jernstedt Airfield, including familiarity with airport tenants, neighboring property owners, FAA personnel, Oregon Department of Aviation personnel, airport infrastructure, airport leases, through-the-fence agreements, airport operational issues, and long-term airport planning initiatives; and

WHEREAS, AMS has coordinated and managed active FAA and Oregon Department of Aviation grant-funded projects associated with the South Apron T-Hangar and Turf Taxilane Project, including FAA grant administration, procurement coordination, construction administration support, grant reporting, FAA compliance coordination, and consultant coordination associated with more than \$2 million in ongoing airport capital projects; and

WHEREAS, AMS has established ongoing working relationships with the Federal Aviation Administration Airports District Office, Oregon Department of Aviation staff, airport tenants, consultants, contractors, local businesses, neighboring landowners, and aviation stakeholders involved in airport operations and airport development initiatives; and

WHEREAS, the Port is currently advancing significant airport operational, planning, and development initiatives, including implementation of airport operational efficiency measures, airport lease updates, terminal planning efforts, Airport Master Plan implementation activities, future Airport Master Plan updates, airport development planning, and FAA-funded airport capital improvement projects; and

WHEREAS, the Board finds that maintaining continuity of airport management services during this active period of airport development and FAA grant implementation will provide substantial operational and public benefits to the Port and airport users; and

WHEREAS, the Board further finds that transitioning airport management responsibilities to another consultant during ongoing airport operational and capital improvement efforts would likely result in significant inefficiencies, increased administrative costs, delays associated with onboarding and relearning airport-specific operational and regulatory issues, and disruption to ongoing airport planning and FAA grant coordination efforts; and

WHEREAS, the Board finds that AMS possesses specialized expertise and institutional familiarity regarding the Ken Jernstedt Airfield that would require substantial time and expense for another consultant to replicate, and that Port staff estimate a new contractor could require up to twelve months to develop the operational familiarity and stakeholder relationships AMS has already established; and

WHEREAS, the proposed procurement structure includes a five-year Master Services Agreement framework effective July 1, 2026, with specific airport management services to be authorized through annual work orders subject to annual budget appropriations and Commission approval; and

WHEREAS, the Board finds that utilizing a Master Services Agreement framework with annual work orders will provide administrative efficiency while preserving annual Commission oversight of airport management priorities, scope of work, and budget authority; and

WHEREAS, the Board finds that direct award of a Master Services Agreement framework to AMS is unlikely to encourage favoritism or substantially diminish competition because the exemption is based upon continuity of operations, airport-specific institutional knowledge, active FAA grant coordination, and the substantial operational and public benefits associated with maintaining continuity of airport management services during ongoing airport development and federally funded construction activities; and

WHEREAS, the Board further finds that direct award of a Master Services Agreement framework to AMS will likely result in substantial cost savings and other substantial benefits to the Port by reducing operational disruption, avoiding duplication of onboarding and transition costs, preserving continuity of FAA grant administration and airport planning activities, and maintaining ongoing relationships with airport stakeholders and regulatory agencies; and

WHEREAS, pursuant to ORS 279B.085 and applicable public contracting rules, the Port published notice of the proposed special procurement exemption and provided an opportunity for protest prior to consideration of this Resolution by the Board; and

WHEREAS, after due deliberation, the Port Board, acting as the Local Contract Review Board, hereby adopts these findings in support of a special procurement exemption and direct award of a Master Services Agreement framework for airport management services to Aviation Management Services.

NOW, THEREFORE, THE PORT OF HOOD RIVER BOARD OF COMMISSIONERS RESOLVES AS FOLLOWS:

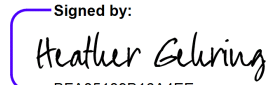
Section 1. Exemption Approval. The Board of Commissioners hereby adopts findings supporting a special procurement exemption for a five-year Master Services Agreement framework to provide airport management and related aviation support services, declares such exemption, and authorizes direct award of the agreement to Aviation Management Services (AMS), with services to be authorized through annual work orders subject to annual budget appropriations and Commission approval.

Section 2. Authority to Execute Agreement. The Executive Director is authorized to negotiate and execute the Master Services Agreement and annual work orders with Aviation Management Services (AMS), subject to legal review and approved budget authority.

Section 3. Effective Date. This resolution is and shall be effective from and after the date that it is adopted.

Adopted by the Board of Commissioners of the Port of Hood River on this 16 day of June, 2026.

SIGNED:

Signed by:

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Heather Gehring, President

ATTEST:

Signed by:

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Kristi Chapman, Secretary