

To: Berlin Airport Authority  
From: Jay Poulin  
Re: HEB Engineering Contract  
Date: October 27, 2018

Hi folks,

During a meeting this week with Carol Niewola (NHDOT Bureau of Aeronautics) to review BML's Capital Improvement Plan, it was noted by Carol that HEB's term contract with BML technically expired in March 2018. Carol indicated this item needs attention and suggested the following:

- Due to the fact HEB is actively working on a project (Runway Rehabilitation), it would make sense to have the Airport Authority extend the term for another 1 – 2 years to finish out the current project.
- Carol noted that HEB just completed its 2<sup>nd</sup> 3-year term and after the proposed extension, the Airport would likely have to go out for Qualification Based Selection as FAA recommends this process every  $\pm$  6 years.

Let me know if you have any questions or concerns regarding the proposed extension. Sounds like Carol is hoping this can get executed in the near future.

Thanks.

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President/Lead Civil Engineer

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