



REQUEST FOR ACTION

Design for Reconstruction of the Airport Terminal Parking Lot at the Rochester International Airport

MEETING DATE:

April 20, 2026

ORIGINATING DEPT:

Airport

AGENDA SECTION:

Consent Agenda

PRESENTER:

John Reed

Action Requested:

Authorizing professional services agreement with Mead & Hunt to provide preliminary design and programming services for the reconstruction of the Airport Terminal Parking Lot at the Rochester International Airport.

Report Narrative:

This proposal includes preliminary design and programming services for the reconstruction of the Airport Terminal Parking Lot. The existing parking lot is over 8 acres of bituminous pavement that accommodates parking for over 900 vehicles. The parking lot also currently accommodates rental car pickup and return parking and employee parking for employees that work at the Rochester International Airport (RST). The pavement has exceeded its design life and exhibits signs of moderate to severe distress. It is anticipated that this agreement with Mead & Hunt will provide the Airport Commission and the City Council with the information necessary to make an informed decision as to the scope of this project based on available funding. Efforts to secure state and/or federal funding will continue but it doesn't appear likely that we will receive any outside funding. It is anticipated that this agreement will need to be funded by 100% Airport Reserves.

Policy Considerations & DEI Impact:

This professional services agreement for planning services related to parking lot improvements will assist the airport with its mission: "To provide a sustainable community asset that places the customer first, acts with agility and accountability, is responsive to stakeholders, empowers staff, and embeds safety and security in all we do."

Prior Legislative Actions & Community Engagement:

April 7, 2026: Airport Commission - Recommended authorizing professional services agreement with Mead & Hunt to provide preliminary design and programming services for the reconstruction of the Airport Terminal Parking Lot at the Rochester International Airport (RST).

Fiscal & Resource Impact:

The fees for this agreement are a lump sum of \$290,964.00. It is anticipated that this agreement will be funded by 100% Airport Reserves.

Prepared By:

Kurt Claussen

Attachments:

[Cover Page](#)

[Exhibit - RST Parking Lot Task Order - Mead & Hunt](#)