

BEAVER ISLAND AIRPORT COMMISSION SPECIAL MEETING – June 19, 2013 1 pm at Peaine Township Hall.

Members present: Mike Scripps, Elaine West, Jim Wojan, Don Vyse, Colleen Martin, Rick Speck, and Pete Lodico

Members absent: None

Meeting called to order by Mike Scripps at 1:10 pm

No changes to agenda.

Terminal and Site Project Update – Kendra Thompson said that 5 bids were received for the terminal project and 2 bids for the site work. McDonough Construction as the low bid for both projects. Low bid for site work - \$289,857.31. Low bid for terminal project - \$798,217.68. Kendra Thompson has recommended to MDOT AERO that McDonough Construction be awarded the bids. In addition Mead & Hunt has submitted a letter of recommend as well for McDonough Construction.

The building committee has met several times with Kevin McDonough to review cost saving alternatives. The committee is continuing to access cost saving items such as reducing the amount of area graveled in the parking lot and finish changes to the terminal building. Those final recommends will be provided in the near future. Potential savings projected of \$46,500 on the entire project.

The additional funding and loan request will be reviewed by the Aeronautics Commission on July 24th. An additional grant of \$300,000 and a MDOT AERO loan of \$100,000 are requested.

RESOLUTION – Whereas the BIAC understands that the Michigan Department of Transportation Office of Aeronautics expects to provide an additional State/Local grant for \$300,000 to supplement the construction of the new Beaver Island Airport Terminal Building and Whereas the transfer of the funds for this grant is expected to take place at the July 2013 Michigan Aeronautics Commission meeting NOW, THEREFORE BE IT RESOLVED that

1. BIAC recommends that the townships of St. James and Peaine approve the receipt of a \$300,000 grant, upon the transfer from the Michigan Aeronautics Commission and supports the expenditure of the local funds necessary to match this grant for the construction of the terminal building.
2. Upon approval by St. James and Peaine Townships, the Beaver Island Airport Commission Chair shall be authorized to sign all necessary grant documents.

MOTION West, Second Wojan

Roll Call - AYES: Wojan, Martin, West, Vyse, Scripps, Lodico, Speck
NAYS: None

RESOLUTION - Aeronautics has authorized a Federal/State/Local grant for \$205,000 to conduct the site improvements necessary for the parking lot and entrance road improvements associated with the new Beaver Island Airport Terminal building construction, as well as minimal crack sealing and pavement marking associated with the runway and

WHEREAS the transfer of the funds for this grant took place in May 2013 at the Michigan Aeronautics Commission meeting and

WHEREAS the actual execution of the grant by the Michigan Department of Transportation Office of Aeronautics will take place as soon as the funds are received from the Federal Aviation Administration (FAA) NOW, THEREFORE BE IT RESOLVED that

1. BIAC recommends the townships of St. James and Peaine approve the receipt of a \$205,000 grant upon the Michigan Aeronautics Commission and supports the expenditure of the local funds necessary to match this grant for the construction of the site improvements, crack sealing and pavement marking.
2. Upon approval by St. James and Peaine Townships, the Beaver Island Airport Commission Chair shall be authorized to sign all necessary grant documents.

MOTION Wojan, Second Vyse

Roll Call - AYES: Wojan, Martin, West, Vyse, Scripps, Lodico, Speck
NAYS: None

RESOLUTION - WHEREAS the BIAC understands that the construction of a new terminal building for the Beaver Island Airport was bid on May 8, 2013 and WHEREAS the low bidder was McDonough Construction at a base bid of \$798,217.68 and WHEREAS the project architect, Kendra Thompson Architects, Inc. has recommended awarding the bid and WHEREAS the Michigan Department of Transportation, Office of Aeronautics have concurred with the recommendation to award NOW, THEREFORE BE IT RESOLVED that

1. BIAC recommends the Townships of St. James and Peaine approve the selection of McDonough Construction as the contractor for the construction of the new Beaver Island Airport Terminal Building.
2. Upon approval by St. James and Peaine Townships, the Beaver Island Airport Commission Chair shall be authorized to sign all necessary grant documents.

MOTION Lodico, 2nd West

Roll Call - AYES: Martin, West, Vyse, Lodico, Speck

ABSTAIN: Wojan, Scripps

NAYS: None

RESOLUTION - WHEREAS the BIAC understands that the construction of site improvements (parking lot, entrance road and terminal building site) associated with the construction of a new terminal building for the Beaver Island Airport was bid on May 8, 2013 and WHEREAS the low bidder was McDonough Construction at a base bid of \$289,857.31 and WHEREAS the project engineer, Mead & Hunt, Inc. has recommended awarding the bid and WHEREAS the Michigan Department of Transportation, Office of Aeronautics have concurred with the recommendation to award NOW, THEREFORE BE IT RESOLVED that

1. BIAC recommends the Townships of St. James and Peaine approve the selection of McDonough Construction as the contractor for the site improvements associated with the terminal building project.
2. Upon approval by St. James and Peaine Townships, the Beaver Island Airport Commission Chair shall be authorized to sign all necessary grant documents.

MOTION Vyse, 2nd West

Roll Call - AYES: Martin, West, Vyse, Scripps, Lodico, Speck

ABSTAIN: Wojan

NAYS: None

RESOLUTION - WHEREAS the BIAC understands that construction administration services are necessary to support the construction of site improvements (parking lot, entrance road and terminal building site) associated with the construction of a new terminal building for the Beaver Island Airport and WHEREAS Mead & Hunt, Inc. has submitted a contract for \$34,950 and WHEREAS the funding for these services are included in a grant for \$205,000 from the Michigan Department of Transportation, Office of Aeronautics and WHEREAS the Michigan Department of Transportation, Office of Aeronautics has concurred with scope of services and fee for the project,

NOW, THEREFORE BE IT RESOLVED that

1. BIAC recommends the Townships of St. James and Peaine approve the contract with Mead & Hunt, Inc. to provide the construction administration services for the site improvements associated with the terminal building project.

2. Upon approval by St. James and Peaine Townships, the Beaver Island Airport Commission Chair shall be authorized to sign all necessary grant documents.

MOTION Wojan, 2nd West

Roll Call - AYES: Wojan, Martin, West, Vyse, Scripps, Lodico, Speck

NAYS: None

RESOLUTION - WHEREAS the BIAC understands that the anticipated budget for the construction of a new terminal building for the Beaver Island Airport, based upon the low bid received and associated design and construction administration fees includes:

• Construction Contract	\$ 798,217.68
• Fees & Reimbursable costs	\$ 113,319.00
• Other Costs	\$ 5,000.00
• Contingency	\$ 33,000.00
• <u>Fireplace</u>	<u>\$ 36,300.00</u>
Total	\$985,836.68

Note: no furnishings/fixtures/equipment is included in this budget.

WHEREAS the airport engineer is working with the low bidder to identify reductions to the project scope to reduce the project deficient WHEREAS the Michigan Department of Transportation, Office of Aeronautics has already allocated a \$650,000 grant and is anticipated to allocate an additional \$300,000 grant at their July 2013 meeting for a total of \$950,000 and WHEREAS local fund raising efforts have secured \$36,300 for the construction of the fire place within the terminal for a total funding source of \$986,300 and WHEREAS the Bid Bond associated with the successful bid is only valid for 45 from the bid date (June 25, 2013),

NOW, THEREFORE BE IT RESOLVED that

1. BIAC recommends the Townships of St. James and Peaine approve the issuance of a Notice to Proceed to McDonough Construction, for preconstruction services which will to be reviewed and approved by the project architect. These services are anticipated to include:
 - a. Contracts
 - b. Scheduling
 - c. Shop drawings submittals/reviews
 - d. Utility arrangements
 - e. Insurances
 - f. Permits
 - g. Site Mobilization/Safety Fencing
 - h. Procurement of long-lead materials as approved by the Owner

- i. Other items as approved by the project architect
2. Upon approval by St. James and Peaine Townships, the Beaver Island Airport Commission Chair shall be authorized to sign all necessary grant documents.

MOTION Speck, 2nd Wojan

Roll Call - AYES: Wojan, Martin, West, Vyse, Scripps, Lodico, Speck

NAYS: None

RESOLUTION - WHEREAS the BIAC understands that the anticipated budget for the construction of a site improvements associated with the new terminal building for the Beaver Island Airport, based upon the low bid received and associated design and construction administration fees includes:

• Construction Contract	\$ 289,857.31
• Fees & Reimbursable costs	\$ 34,950.00
• <u>Contingency</u>	<u>\$ 15,000.00</u>
Total	\$339,807.31

WHEREAS the Michigan Department of Transportation, Office of Aeronautics has already allocated a \$205,000 grant at their May 2013 Aeronautics Commission meeting and WHEREAS the BIAC has been authorized to obtain a loan for \$100,000 to be used towards the cost of the site improvements which combined with the previous grant total \$305,000 in funds and WHEREAS the airport engineer is working with the low bidder to identify reductions to the project scope to reduce the project deficient and WHEREAS the construction of the terminal building is predicated upon the initiation of some of the site improvements to prepare the building site and WHEREAS the Bid Bond associated with the successful bid is only valid for 45 from the bid date (June 25, 2013),

NOW, THEREFORE BE IT RESOLVED that

3. BIAC recommends the Townships of St. James and Peaine approve the issuance of a partial Notice to Proceed to McDonough Construction, for specific activities associated with preparing the terminal building site.
4. Upon approval from the Townships, the BIAC would determine the specific amount of funding to be used toward this effort which will be a combination of the local match of the grant (\$10,250) and additional funds from the Beaver Island Airport fund that will be reimbursed to the fund once the project grant is issued by the Office of Aeronautics.

5. Upon approval by St. James and Peaine Townships, the Beaver Island Airport Commission Chair shall be authorized to sign all necessary grant documents.

MOTION West, 2nd Speck

Roll Call - AYES: Wojan, Martin, West, Vyse, Scripps, Lodico, Speck

NAYS: None

MOTION Vyse, second Wojan to adjourn at 2:28 pm, motion approved.