CENTRAL WISCONSIN JOINT AIRPORT BOARD MEETING

Conference Room B – East Terminal Upper Level, Mosinee, Wisconsin
August 20, 2021, 8:00 a.m.

2020-2022 Board Members: Sara Guild, Chair- Marathon County, Dave Ladick, Vice-Chair - Portage County, Brent Jacobson - Marathon County, Ray Reser - Portage County, Chris Dickinson - Marathon County, Lon Krogwold - Portage County, Kurt Kluck - Marathon County.

Mission Statement: *The mission of the Central Wisconsin Airport is to be the airport of choice by providing a safe, efficient, and competitive operating environment.*

1) Call to Order by Chair Guild at 8:00 a.m.
   a) Pledge of Allegiance

2) Approval of Minutes of the July 9, 2021 and July 16, 2021 Board Meetings

3) Public Comment Period: 15-minute time limit

4) Review and Possible Action on Runway 17/35 Navigational Aid Project Items
   a) Construction Contract Award Ratification with Van Ert Electric Company, Inc., and Budget Authorization for Runway 17/35 Nav Aids
   b) Reimbursable Agreement with Federal Aviation Administration for Runway 17/35 Nav Aids Approval and Budget Authorization
   c) Design and Resident Engineering Contract Award and Budget Authorization with Becher Hoppe Associates, Inc.

5) Review and Possible Action on American Rescue Plan Act (ARPA) Resolution

6) Staff Reports
   a) Director Report
      i) Legislative Update
      ii) Statistics – July 2021
      iii) Flight Schedule
      iv) Annual Planning Session September 1, 2021
      v) WAMA Conference – October 17-19, 2021

   b) Financial Reports
      i) Revenues and Expenses – July 2021
      ii) Budget Comparison

   c) Operations and Project Reports
      i) Update on Runway 17/35 Reconstruction Project and Runway 17/35 NAVAIDs
      ii) Update on Taxilane E and Flightline Drive Project
      iii) Update on Runway Length Justification for Runway 8/26
      iv) Update on Airport Operations

7) Adjournment

8) Next Scheduled Meeting Date: September 17, 2021 at 8:00 a.m.

Any person planning to attend this meeting who needs some type of special accommodation to participate should call the County Clerk's Office at 715-261-1500 or e-mail infomarathon@co.marathon.wi.us one business day before the meeting.

CENTRAL WISCONSIN JOINT AIRPORT BOARD - SPECIAL SESSION MEETING MINUTES

CENTRAL WISCONSIN AIRPORT TERMINAL

Conference Room B – East Terminal Upper Level, Mosinee, Wisconsin

July 9, 2021 - 8:00 a.m.

Airport Board:	Sara Guild, Chair	Dave Ladick, Vice Chair – via phone
	Lonnie Krogwold	Kurt Kluck – Excused
	Brent Jacobson	Ray Reser
	Chris Dickinson – via phone	
Staff:	Brian Grefe, Airport Director	Mark Cihlar, Asst. Airport Director – via phone
	David Drozd, Finance	Julie Ulrick, Badging Coordinator
Visitors:	Drew Sutterland, WSAW	

Call to Order: Meeting called to order by Chair Guild at 8:00 a.m.

Public Comment Period: None.

Review and Possible Action on Providing Comment to the Wisconsin Department of Natural Resources for Optimizing Recreational Opportunities at Rib Mountain State Park and Potential Impact on Travel at the Central Wisconsin Airport:

The Greater Wausau Prosperity Partnership (GWPP) has prepared correspondence that will be submitted to the Wisconsin Department of Natural Resources (DNR) endorsing Alternative Concept #4 of the Rib Mountain State Park Mountain Recreation Needs Assessment that presents the greatest potential to maximize summer and winter activities at Rib Mountain State Park. Endorsed Alternative Concept #4 promotes the highest level of year-round tourism for the area and anticipates generation of over 40,000 more annual visits to the region.

The GWPP has requested a letter of endorsement from the Central Wisconsin Joint Airport Board to accompany their correspondence to the Wisconsin DNR. The proposed improvements to Rib Mountain State Park, the economic impact and the increased tourism it is expected to generate would likely have a positive impact on CWA. Discussion. ***Motion by Ladick, second by Jacobson to authorize staff to submit on behalf of the Central Wisconsin Joint Airport Board a letter of support for Alternative Concept #4 and to sign on the GWPP letter of support to the Wisconsin DNR to demonstrate from the perspective of the airport's goals the project does provide some positive benefits. Motion carried unanimously.***

Adjournment: ***8:26 a.m. Motion by Krogwold, second by Jacobson to adjourn. Motion carried unanimously.***

Next Scheduled Meeting Date: July 16, 2021 at 8:00 a.m.

_____

Julie Ulrick, Recording Secretary

CENTRAL WISCONSIN JOINT AIRPORT BOARD MEETING MINUTES

CENTRAL WISCONSIN AIRPORT TERMINAL

Conference Room B – East Terminal Upper Level, Mosinee, Wisconsin

July 16, 2021 - 8:00 a.m.

Airport Board:	Sara Guild, Chair	Dave Ladick, Vice Chair
	Lonnie Krogwold	Kurt Kluck – via phone
	Brent Jacobson	Ray Reser – Excused
	Chris Dickinson	
Staff:	Brian Grefe, Airport Director	Mark Cihlar, Assistant Airport Director
	David Drozd, Finance	Julie Ulrick, Badging Coordinator
Visitors:	Randy Van Natta, Becher Hoppe	Karl Kemper, Becher Hoppe
	Michael Heiring, CWA Hangar Tenant	

Call to Order: Meeting called to order by Chair Guild at 8:00 a.m.

Approval of Minutes: ***Motion by Krogwold, second by Jacobson to approve the minutes of the June 18, 2021 board meeting. Motion carried unanimously.***

Public Comment Period: None.

Marketing Presentation by Advance Aviation:

Advance Aviation presented an overview of the current CWA marketing program and shared how they are using the campaign to focus mainly on leakage in the catchment area. Multiple platforms are being used, such as digital, traditional, search engine marketing, social media and lat/long targeting. Advance was brought on February of this year and have served nearly 1.5 million impressions with a .78% click-through rate. Mobile targeting tactics and strategies for reducing leakage were discussed and ad view rates and exposure times were highlighted for the various campaign platforms. Overall, the campaign is performing better than industry averages with very positive numbers.

Review and Possible Action on Land Lease and Use Agreement with Productivity Advantage, Inc.:

Discussions with Productivity Advantage (PA) on a possible new corporate hangar build have been ongoing and they have moved forward with the planning phase. They intend to install their own fuel tank onsite for use on their aircraft only and would not be in competition with the FBO. Land lease rates are comparable to other corporate hangar leases. The City of Mosinee has approved the hangar design and placement plans and they anticipate breaking ground on August 1st of this year, with on occupancy date in April 2022. Square footage of the hangar is estimated at 49,281 sq. ft, but exact figures may vary slightly. The agreement is for 20 years with two additional five-year extension options based on current airport rates and charges. ***Motion by Ladick, second by Dickinson to approve the land lease and use agreement with Productivity Advantage, Inc. and allow adjustment to final square footage amounts as needed. Motion carried unanimously.***

Review and Possible Action on Purchase Authorization for Continuous Friction Measuring Equipment:

Continuous friction measuring equipment (CFME) is a tool authorized by the FAA for measuring airfield runway conditions during snow operations. The reporting process has changed for reporting runway conditions and the FAA's emphasis is on changing runway conditions. CFME utilizes a wheel to measure the coefficient of friction of the runway surface along the entire length of the runway. Currently, CWA utilizes an FAA approved device with a decelerometer to measure runway surface friction in random locations along the runway by slamming the brakes of the vehicle. CFME is considered a more accurate and less variable method for taking these measurements than the decelerometers currently used by CWA. CFME has many other operational benefits over decelerometers including

reduced wear and tear on vehicles, ease of use, and less operator fatigue. CFME is PFC eligible, but not listed in the current PFC application. Staff requested authorization to use capital outlay funds for the purchase and the CFME would be added to the next PFC application, at which time the budget would be reimbursed. The cost estimate is under $70,000 for the equipment. ***Motion by Dickinson, second by Jacobson to approve the use of 2021 capital outlay funds to purchase the Continuous Friction Measuring Equipment. Motion carried unanimously.***

Review and Possible Action on Permanent Utility Easement Resolution R-03-21:

CWA has several utility easements on airport property. One existing utility easement in an area designated for General Aviation development needs to be extended to serve the Odyssey Aviation hangar, as well as potential future hangar tenants in this area. CWA staff have been working with Wisconsin Public Service (WPS) to plan for utilities in this area. The proposed utility easement runs east along the south side of Flightline Dr. and crosses the access road named Taxi Way. If approved by the Central Wisconsin Joint Airport Board, the easement will have to be approved by the Marathon County Board and the Portage County Executive to become final. ***Motion by Ladick, second by Krogwold to approve Resolution R-03-21 providing a permanent utility easement for Wisconsin Public Service to provide new utility services to the general aviation development area. Motion carried unanimously.***

Staff Reports:

Director Report – Brian Grefe:

Legislative Update – The House Appropriations Committee released a FY 2022 spending bill that proposes $3.35 billion for AIP, an additional $400 million for supplemental discretionary grants, and a $5.2 million increase for the FAA Contract Tower Program. House lawmakers are also proposing to increase FAA funding by almost $900 million in FY22. The Transportation and Infrastructure Committee introduced a bill to protect aviation workers and programs during any future government shutdowns.

Statistics – The June 2021 statistical report reflects an increase in cancelations due to mechanical issues. Enplanements are up 16.5% on the year and load factors ranged from 56.4% to 72.3%. The 2019 statistical comparison shows operations up 6.3%, enplanements down 18.9% and air freight up 3.4%.

Flight Schedule – The flight schedule remains at 11 daily flights and is anticipated to remain through the next few months. There is one charter scheduled for the end of July.

AAAE Annual Conference Highlights – The recent AAAE Annual Conference highlighted topics that included contract language and why minimum annual guarantees may be replaced by contracts based solely on a percentage basis, and air service recovery and the increase of leisure travel seen at the majority of US airports.

WAMA Conference - October 17-19, 2021 – Board members are welcomed to attend and details will be forwarded.

Financial Reports – David Drozd:

Revenues and Expenses – June 2021 revenues end the month at 46.2% with PFCs at 66.4% and CFCs at 29.2%. Parking is gaining ground at 38.2%. June Disbursements end the month at 28.7% of budget and doing well. The 2020-2021 budget comparison is showing improvement with revenues down $10,139 over expenses.

Operations & Project Reports – Mark Cihlar:

Update on Runway 17/35 Reconstruction Project and Runway 17/35 NAVAIDs – The runway reconstruction project is going very well and is on schedule for completion in October. Three full lanes out of six are fully paved and crews can begin work on grading the outer edges. The runway 17/35 NAVAIDs are out to bid, which is FAA equipment that guides aircraft for landing. Funding sources will be determined after bids are submitted.

Update on Taxilane E and Flightline Drive Project – The project is moving forward with construction anticipated to begin August 1st. Taxilane E and Flightline Drive will serve the new general aviation development area.

Update on Runway Length Justification for Runway 8/26 – No change since last meeting and staff will be focusing on keeping the process moving and to be approved prior to the runway decoupling project in 2022.

Update on Airport Operations – Staff are starting to prepare snow removal equipment for the upcoming winter season. The two new OMTs are completing their ARFF certification this week. The annual FAA Part 139 inspection scheduled for August 18th and will consist of an electronic records inspection and a one day onsite inspection.

Adjournment: ***9:46 a.m. Motion by Jacobson, second by Dickinson to adjourn. Motion carried unanimously.***

Next Scheduled Meeting Date: August 20, 2021 at 8:00 a.m.

_____

Julie Ulrick, Recording Secretary

Agenda Item Summary

Airport Board Meeting Date: September 17, 2021

Agenda Item Title: **#** 4) Review and Possible Action on Runway 17/35 Navigational Aid Project Items

a) Construction Contract Award Ratification with Van Ert Electric Company, Inc., and Budget Authorization for Runway 17/35 Nav Aids
b) Reimbursable Agreement with Federal Aviation Administration (FAA) for Runway 17/35 Nav Aids Approval and Budget Authorization
c) Design and Resident Engineering Contract Award and Budget Authorization with Becher Hoppe Associates, Inc.

Staff Responsible: Brian Grefe, Airport Director; Mark Cihlar, Assistant Airport Director

Background: In December of 2020, the Central Wisconsin Joint Airport Board approved a design Reimbursable Agreement with the FAA to design the placement and upgrade of the Nav Aids serving Runway 17/35 to include the following Nav Aid Facilities:

- Runway 17 Precision Approach Path Indicators (PAPI)
- Runway 17 Runway End Identifier Lights (REIL)
- Runway 35 Localizer (LOC)
- Runway 35 Glide Slope (GS)
- Runway 35 Medium Intensity Approach Lighting System with Runway Alignment Indicator Lights (MALSR)
- Runway 35 Precision Approach Path Indicators (PAPI)

In January of 2021, the Central Wisconsin Joint Airport Board approved, by resolution, the project to design and construct Runway 17/35 Navigational Aids, contingent of federal, state, and Local funding (Ref. R-1-21).

This project, while financially a separate project, is a necessary part of the larger Runway 17/35 reconstruction project. The runway reconstruction project was started in March of 2021. Completion is planned for October 31, 2021. Completing the Navigational Aid work as part of this project will minimize the time that Runway 17/35 is unavailable and will reduce project expenses.

On July 29, 2021, the bid for the Nav Aid project was opened with Van Ert Electric Company being the apparent low bidder. There was one bidder on the project. Upon review of Van Ert's bid, the bid amount was determined to be responsible and reasonable. It was less than the Engineer's estimate of probable cost. The contact was awarded to Van Ert by WisDOT Bureau of Aeronautics (BOA) on August 6, 2021. The Notice proceed has not yet been issued.

On August 17, 2021, the FAA presented the attached construction reimbursable agreement for approval. FAA Reimbursable Agreements are non-negotiable, as any funds not expended on the project will be returned. Total Estimated Cost of the Reimbursable Agreement for construction is $196,120.20. This cost is in addition to the $178,774.66 Reimbursable Agreement for design approved by the Joint Airport Board in December of 2020.

On August 16, 2021, the BOA completed negotiations for CWA with Becher Hoppe for the design and construction engineering contracts for this project. The proposed costs from Becher Hoppe were very close to the Independent Fee

Estimate prepared by the BOA. The cost of design is $122,138.95 and the cost for construction services is $106,241.32. Both contracts were negotiated in good faith.

Timeline: Construction on this project will start immediately. Completion of the project will be similar to the Runway construction project of October 31, 2021. The FAA grant for this work is anticipated in September 2021. This will be a multiyear grant. Not all the funds will be available until congress appropriates funding for the FAA in FY2022. Appropriation could happen as soon as October 2021, but potentially could be March of 2022 or later.

Financial Impact: Including the previously approved FAA Reimbursable Agreement for design, the total project cost for the Runway 17/35 Nav Aids is $1,273,764.13. This includes $609,489 for construction, up to $374,894.86 in reimbursable Agreements, $228,380.27 in design and engineering services, and up to $61,000 in state administrative fees.

These project costs are anticipated to be reimbursed by a combination of Federal Airport Improvement Program funds, State DOT funds, and local Passenger Facility Charges. All Nav Aid facilities listed above are eligible for federal funding except for work associated with the Runway 35 PAPIs. That work is state eligible.

Federal funding will likely be funded at a couple different levels. The first $80,000 - $85,000 will be funded with the 2021 FAA AIP funds at 100% federal funding. The remainder is expected to be funded at the traditional 90% FAA AIP, 5% State DOT, and 5% local/PFC levels.

The state eligible work will be funded at an amount up to 80% State DOT funds, and 20% local/PFC funds.

For CY 2021 the Joint Airport Board budgeted $1,370,000 in Other Capital Improvements (Acct 8290). Of this $1.37 million, $1 million was allocated for the design and engineering for the runway decoupling. We are requesting to use part of this $1 million allocation for the 17/35 Nav Aids project. As noted above, this will be reimbursable moving forward once the project is completed later this year.

We will likely request additional budget authorization for 2022 for the runway decoupling design and engineering to keep this project moving forward.

Contributions to Airport Goals: This project is in alignment with the 2020 goal of Improve Aviation Services at CWA. The entire Runway 17/35 project including Nav Aids will prepare the Central Wisconsin Airport for success for decades into the future.

Recommended Action: To minimize construction impacts and considering the high likelihood of Federal and State funding, Airport Staff **recommends approving and authorizing airport funding for a) construction contract award ratification with Van Ert Electric Company, b) reimbursable agreement with FAA for runway 17/35 Nav Aid construction, and c) design and resident engineering contract award with Becher Hoppe Associates, Inc.**

Attachment(s) Van Ert Contract Award Letter, FAA Reimbursable Construction Agreement, Becher Hoppe Runway 17/35 Nav Aid Design Contract, Becher Hoppe Runway 17/35 Nav Aid Resident Engineer Contract.

Division of Transportation
Investment Management
PO Box 7914
Madison, WI 53707-7914

Governor Tony Evers
Secretary Craig Thompson
wisconsindot.gov

Telephone: 608-266-3351
Facsimile (FAX): 608-267-6748

August 6, 2021

DOUG MIELKE
VAN ERT ELECTRIC COMPANY
7019 STEWART AVENUE
WAUSAU, WI 54410

Central Wisconsin Airport Project CWA1011 Contract #2

Dear Mr. Mielke:

We have awarded a contract based on your bid received 7/29/21 for construction work on the subject project as described in the plans and specifications. Enclosed for your reference is a copy of your bid proposal.

The original and one copy of your contract and a "Contract Bond" form attached to each contract copy are enclosed for execution. Please execute the contract and bond in the spaces provided on Pages 1, 2 and 3 of the contract documents. Return both copies of the contract and bond, along with 2 copies of a "Certification of Insurance" indicating coverage's in at least the amounts prescribed in specifications, directly to the Central Wisconsin Airport at the address below.

Central Wisconsin Airport
ATTN: Brian Grefe
100 CWA Dr
Mosinee, WI 54455

Within 10 days of the receipt of this letter, as prime contractor, you must submit a completed copy of the enclosed "Construction Contractor Identification Data" form (CCID) to both:

U.S. Department of Labor
ESA/OFCCP
Federal Building, Suite 1115
310 West Wisconsin Avenue
Milwaukee, WI 53203

Wisconsin Department of Transportation
Bureau of Aeronautics
P.O. Box 7914
Madison, WI 53707-7914

If you enter into any subcontracts, including DBEs, the following **must be done** within 10 days:

Section 1 of the CCID form must be completed by the subcontractor. Also indicate the: Award Date, Subcontractor Dollar Amount, Subcontract Number and Subcontract Completion Date and send it to:

U.S. Department of Labor
ESA/OFCCP
Federal Building, Suite 1115
310 West Wisconsin Avenue
Milwaukee, WI 53203

The enclosed “Sublet Request & DBE Sublet Request” form as completed by the prime contractor must be sent to: WisDOT Bureau of Aeronautics, P.O. Box 7914, Madison, WI 53707-7914. (You may also obtain these forms from our web page http://wisconsindot.gov/Pages/doing-bus/aeronautics/airports/forms.aspx

The prime contractor is responsible to submit the information above on time, and any delays will affect start dates and/or pay estimates. If additional subcontractors are required during the project, all the above, as well as an updated DBE Commitment Form and updated Good Faith Waiver Request (if applicable) must be submitted to the respective agencies **10** days after award of subcontract. The prime contractor is reminded that he is responsible to see that all subcontractors are aware of the state and federal wage rates, and they should be incorporated in your subcontracts.

Please review the contract requirements regarding Equal Employment Opportunity, Contractors Insurance, and Contract Labor Provisions found in the Plans and Specifications. Also**, make sure your Erosion Control Implementation Plan is submitted to the WI DNR** Casey Jones at Casey.Jones@wisconsin.gov , Karl Kemper at kkemper@becherhoppe.com **and WisDOT-BOA** Lucas Ward at lucas.ward@dot.wi.gov **at least 14 days prior to the pre-construction conference which is scheduled for TBD.**

Also review the contract requirements for the “**SAFETY PLAN COMPLIANCE DOCUMENT” (SPCD)**. The SPCD should also be submitted to the **WisDOT-BOA** engineer listed above 14 days prior to the preconstruction meeting. The SPCD must be approved by the **WisDOT-BOA** prior to issuance of a **“Notice to Proceed” (NTP).**

Please contact Karl Kemper at 715-551-5507 for additional plans and specifications for this project.

Sincerely,

Lucas Ward
Airport Development Engineer
68-266-2729
Lucas.ward@dot.wi.gov

lww
Enclosures
550dev.dot/r.04/15/2021

NON-FEDERAL REIMBURSABLE AGREEMENT

BETWEEN

DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION

AND

WISCONSIN DEPARTMENT OF TRANSPORTATION, BUREAU OF AERONAUTICS (WISBOA)
CENTRAL WISCONSIN AIRPORT
MOSINEE, WISCONSIN

WHEREAS, the Federal Aviation Administration (FAA) can furnish directly or by contract, material, supplies, equipment, and services which the **WISBOA** (Sponsor) requires, has funds available for, and has determined should be obtained from the FAA;

WHEREAS, it has been determined that competition with the private sector for provision of such material, supplies, equipment, and services is minimal; the proposed activity will advance the FAA's mission; and the FAA has a unique capability that will be of benefit to the Sponsor while helping to advance the FAA's mission;

NOW THEREFORE, the FAA and the Sponsor mutually agree as follows:

ARTICLE 1. Parties

The Parties to this Agreement are the FAA and **WISBOA**.

ARTICLE 2. Type of Agreement

This Agreement is an "other transaction" authorized under 49 U.S.C. § 106(l)(6). It is not intended to be, nor will it be construed as, a partnership, corporation, joint venture or other business organization.

ARTICLE 3. Scope

A. The purpose of this Agreement between the FAA and the Sponsor is to provide FAA engineering design review and construction oversight support to facilitate the Sponsor's project to reconstruct RWY 17/35. This Agreement will include technical planning support, engineering design reviews, environmental assessment, construction oversight, electronics support, and flight check associated with the following NAVAIDs facilities:

1. RWY 17 Precision Approach Path Indicators (PAPI)
2. RWY 17 RWY End Identifier Lights (REIL)
3. RWY 35 Localizer (LOC)

4. RWY 35 Glide Slope (GS)
5. RWY 35 Medium Intensity Approach Lighting System with RWY Alignment Indicator Lights (MALSR)
6. RWY 35 Precision Approach Path Indicators (PAPI)

The FAA and the Sponsor recognize that RWY 17 REIL and RWY 35 PAPI facility are eligible for replacement as Targets of Opportunity (TOO), one new REIL and one new PAPI will be provided at no cost to the Sponsor. The Sponsor will install the new RWY 17 REIL and new RWY 35 PAPI, and dispose of the existing REIL and PAPI as recommended by the FAA.

This Agreement provides funding for the FAA to establish these services. The FAA and the Sponsor may enter into either an amendment of this agreement or a new agreement to cover additional activities/costs. FAA support may be affected by government shutdowns, pandemics, natural disasters or other items outside of FAA control. FAA engineer and technician onsite support will be coordinated in advance and scheduled in accordance with FAA travel restrictions. No construction work shall be performed involving FAA facilities, systems, and equipment during FAA maintenance moratorium periods, which will be provided by FAA. Waivers will not be approved during a FAA moratorium. Therefore, this Agreement is titled:

Mosinee, WI (CWA) - Engineering, Environmental, Construction and Installation Oversight, and Flight Check of RWY 17/35 Reconstruction Project at Central Wisconsin Airport

B. The FAA will perform the following activities:

1. Provide to the Sponsor any requirements and/or recommendations related to FAA facilities impacted by the sponsor's project.
2. Meet with the Sponsor as required to coordinate and discuss project planning.
3. Locate and physically mark all FAA power and control cables in the area affected by the Sponsor's construction. Any excavation required for cable location confirmation will be executed by the Sponsor with FAA oversight.
4. Coordinate with the Sponsor in order to ensure that National Environmental Policy Act (NEPA) documentation for the project incorporates associated FAA F&E actions. Also, ensure NEPA documentation meets FAA requirements and approvals.
5. Conduct environmental due diligence reviews for FAA F&E facilities associated with this project.
6. Provide Resident Engineering (RE) oversight for the Sponsor's project impacting FAA facilities and buried cables, advise Sponsor regarding FAA requirements, and inspect infrastructure being accepted by the FAA. No work will be accepted unless performed under the oversight of the FAA RE. It is the RE's responsibility to protect the FAA's interests during the construction phases of the project which impact the FAA facilities, systems, equipment, and their infrastructure. In furtherance of his/her responsibilities, the FAA RE will:

a. Be the FAA's primary point of contact for the Sponsor during the project to ensure that all necessary information is coordinated with the appropriate FAA parties.
b. Ensure all reasonable efforts are made to minimize the impact to the FAA operations and existing facilities.
c. Notify the Sponsor and FAA personnel about any observed discrepancy and document significant discrepancies between the approved design plans and specifications and the actual work performed.
d. Notify the Sponsor of any failure of the work or materials to conform to the contract, the design plans and specifications, drawings, and any delays in the schedule.
e. Keep a construction diary and weekly status reports on the FAA facilities, systems, and equipment affected by the project.
f. Ensure compliance with all the FAA rules, regulations, orders, standards, requirements, and agreements.
g. Witness key events in the project such as, but not limited to, the placement of rebar and pouring of concrete, the splicing, connecting, and testing of all the FAA field cables, excavating around buried FAA cables, and the exothermic welding of grounding, bonding, and lightning protection connections.

The RE does NOT have authority to:

a. Revoke, alter, or waive any requirement of the design plans and specifications, drawings, or the construction contract let by the Sponsor.
b. Act as the contractor's foreman or perform any other duties for the contractor.
c. Enter into or take part in any labor dispute between the Sponsor and its construction contractor.
d. Participate in, settle, or otherwise decide contractual matters in dispute between the Sponsor and its construction contractor.

7. Provide access to impacted FAA facilities.
8. Execute the following activities for the listed FAA facility and geographic areas:

RWY 17 PAPI

a. Review the Sponsor's engineering designs for the PAPI;
b. Perform construction oversight of the installation of the PAPI;
c. Inspect and technically support final grading of new sites;
d. Review Sponsor's PAPI data submission;
e. Inspect and support the demolition of old sites. Approve and execute modifications to the land MOA as requested;
f. Inspect and technically support the construction of access roads, maintenance pads, and walkways;
g. Inspect and provide support for installation of lighting protection and grounding materials;
h. Verify aiming of PAPI LHAs;

i. Coordinate flight check operations and flight inspect the PAPIs including commissioning.

RWY 17 REIL

a. Review the Sponsor's engineering designs for the new REIL;
b. Perform construction oversight of the installation of the new FAA provided REILs (TOO);
c. Inspect and technically support the RWY 17 REIL installation;
d. Review Sponsor's REIL data submission;
e. Inspect and provide technical support for installation of grounding materials;
f. No lease change for the REIL;
g. Inspect and technically support final grading of new sites;
h. Inspect and technically support the construction of access roads, maintenance pads, and walkways;
i. Verify the REIL controls function properly with current sensing from RWY edge lighting circuit;
j. Coordinate flight check operations and flight inspect the REIL including commissioning;
k. Inspect and support the demolition of the old sites.

RWY 35 LOC

a. SSC/TSU/OESG will swap out the LOC equipment racks in the shelters as well as complete any interior conduit work needed and tune up the systems for flight check;
b. SSC/TSU/OESG will fabricate and install the LOC antenna array cables and cut the nulls. They will also put the connectors on and terminate the cables that run between the LOC shelter and LOC antenna array;
c. FAA will provide RE oversight during the Sponsor's Contractor's installation of the LOC foundations, installation of LOC antenna array, and installation of power, control, and signal cables from the LOC shelter to the antenna's distribution unit (DU);
d. Coordinate flight check operations and flight inspect the Localizer for the Return to Service of the ILS (this includes the Glide Slope);
e. Submit the ILS data sheet to the National Flight Data Center (NFDC). This will include the new LOC Array location and change of equipment.

RWY 35 GS

a. SSC/TSU/OESG will swap out the GS antennas and re-cable as needed and prepare for flight check. Mike Pransky and AJW-C14 will NOT provide any resources for this work;
b. SSC/TSU/OESG will swap out the GS equipment racks in the shelters as well as complete any interior conduit work needed and

tune up the systems for flight check;
c. Submit the ILS data sheet to the NFDC, for the identification of new equipment.

RWY 35 MALSR

a. Inspect threshold bar.
b. Inspect and provide technical support for the reconstruction of light bar foundations at MALS STA 2+05, and supporting structures as required at stations impacted by grading from the existing MALS power panel;
c. Inspect and provide technical support for the re-cabling of the impacted light bars at MALS STA 2+05;
d. Inspect and technically support the replacement of LIR tubes at MALS STA 4 through STA 14, provide support for installation of grounding materials;
e. Verify horizontal and vertical aiming of the MALSR lamp assemblies; and
f. Coordinate flight check operations and flight check the MALSR.

RWY 35 PAPI

a. Review the Sponsor's engineering designs for the new PAPI;
b. Perform construction oversight of the installation of the new FAA provided PAPI (TOO);
c. Inspect and technically support final grading of new sites;
d. Review Sponsor's PAPI data submission;
e. Inspect and technically support the construction of access roads, maintenance pads, and walkways;
f. Inspect and provide support for installation of lighting protection and grounding materials;
g. Verify aiming of PAPI LHAs;
h. Coordinate flight check operations and flight inspect the PAPIs including commissioning.

C. The Sponsor will perform the following activities:

1. Provide funding for all activities outlined in this Agreement.
2. Construction – The sponsor will provide a detailed schedule of all activities involving FAA impacts no later than 60 calendar days prior to commencing construction. The activities will be delineated by location and phases of construction. Construction requiring FAA oversight shall be phased in such a manner that there are no gaps, which would require multiple return trips. If such gaps are necessary, the FAA reserves the right to renegotiate the agreement.
3. Work Schedule – The sponsor will provide a detailed schedule that includes the number of crews, their location and the number of shifts that will be utilized no later than 60 calendar days prior to construction. Update schedule bi-weekly or as soon as changes occur.

4. Execute the following activities for the listed FAA facility and geographic areas:

RWY 17 PAPI

a. Survey, stake, layout and construct the PAPI foundations per approved FAA drawings;
b. Remove existing RWY 17 PAPI equipment and reinstall at new location on new foundations;
c. Aim PAPI LHAs and set tilt switches;
d. Provide and install power cables, and control cables including intra-cabling and grounding conductors;
e. All power and control cable shall be tested for insulation resistance per the specifications in the presence of the FAA RE;
f. Remove old PAPI foundations;
g. Construct final grading of site;
h. Terminate any and all FAA power and control cable(s);
i. Perform all Tune-up activities for the PAPI equipment
j. Verify that the PAPI will operate normally;
k. Test the photocell;
l. Submit the PAPI data sheet to the NFDC;
m. Participate and provide support for flight check of the facility.

RWY 17 REIL

a. Survey, stake, layout and construct the REIL foundations per approved FAA drawings;
b. Construction and installation of new conduit, power and control cables;
c. Provide and install underground power and control cables to the REIL flasher units and RWY edge light base for current sensing controls;
d. Remove old REIL foundations.
e. Dispose of the old REIL system per FAA instructions;
f. Perform final grading of new and old sites;
g. Install the REIL electronic equipment;
h. Construct crushed rock plots at REIL flasher unit locations;
i. Terminate any and all FAA power and control cable(s);
j. Provide and install current sensing transformer in RWY edge light base for REIL control;
k. Submit the REIL data sheet to the NFDC;
l. Participate and provide support for flight check of the facility.

RWY 35 LOC

a. Grading shall be as required per the ILS siting criteria;
b. Install LOC foundation and build the LOC antenna array;
c. Install the duct bank and cables for the LOC between the shelter and LOC antenna array;
d. Replace paved access road to shelter, including signs;
e. Replace power cable under taxiway from power source to LOC;
f. Note that LOC is uni-directional.

RWY 35 GS

a. Grade within the glideslope critical area. Grading shall be as required per the ILS siting criteria;
b. The antenna and associated equipment will not be impacted;
c. Replace gravel road.

RWY 35 MALSR

a. Construct threshold bar;
b. Construct MALS light bar at MALS STA 2+05 with EMT supports and lamp holders relocated from existing light bar at MALS STA 2+00. Remove existing foundation;
c. Replace LIR tubes at MALS STA 4 through STA 14, reinstall lamp T-bars, and replace internal wiring from light base to lamps. Aim lamps per contract drawings;
d. Expose existing power and grounding conductors to existing light bar at MALSR STA 2+00 and reconnect to new light bar at MALS STA 2+05;
e. Construct access roads, maintenance pads, and walkways where required;
f. Perform final grading of new sites;
g. Participate and provide support for flight check of the facility.

RWY 35 PAPI

a. Survey, stake, layout and construct the PAPI foundations per approved FAA drawings;
b. Install new FAA-provided PAPI, hardware, and equipment in RWY 35 Glide Slope shelter per the approved FAA PAPI drawings;
c. Aim PAPI LHAs and set tilt switches;
d. Provide and install power cables, and control cables including intra-cabling and grounding conductors;
e. All power and control cable shall be tested for insulation resistance per the specifications in the presence of the FAA RE;
f. Construct final grading of site;
g. Terminate any and all FAA power and control cable(s);
h. Perform all Tune-up activities for the PAPI equipment;
i. Verify that the PAPI will operate normally;
j. Test the photocell;
k. Submit the PAPI data sheet to the NFDC;
l. Participate and provide support for flight check the facility.

5. Facilitate, document, and mitigate issues as identified by the FAA in a timely manner in an effort to align with scheduling of FAA or its contracted onsite presence.
6. Coordinate schedule and construction sequencing plan with the FAA Construction/Installation Center before finalizing it to ensure that everyone is in

agreement on the critical path, schedule, and milestones. This should be done during the project design phase, before construction contract award. In addition, provide a schedule within 30 days of the effective date of this Agreement, and updated monthly (or as soon as changes occur), including the following tasks:

a. Construction bid;
b. Construction award;
c. Construction start;
d. Dates and projected duration for foundation work and work on buried infrastructure the FAA is to assume;
e. Dates and projected duration to have the equipment installed at each site;
f. Construction complete;
g. Grading complete;
h. Overall construction sequencing schedule, to include FAA facilities;
i. Schedule and perform flight check of the new facilities to include air-to-ground radio controls with FAA technical assistance;
j. RWY commissioning dates

7. Survey and provide drawings of areas involved with FAA work to include all equipment critical or image forming areas.
8. Provide to the FAA detailed information, exhibits, diagrams, drawings, photographs, plans, elevations, coordinates and heights for all of the proposed, planned or related for this project at the airport.
9. Sponsor shall work with the FAA Airports Region/District Office and submit NRA or NR airspace cases for temporary and permanent locations of all buildings and equipment to be placed on the airfield as well as required Airspace cases showing information regarding construction vehicles and equipment during each phase of the project to include all trenching operation locations, truck routes, contractor staging areas, cranes, etc. Sponsor shall respond to all NR/NRA case reviewer questions and comply with all reviewer comments. A “determination letter” must be received and reviewed by the FAA ADO before any construction can begin. Airspace cases can be submitted online via https://oeaaa.faa.gov
10. Submit FAA Form 6000-26 *Airport Sponsor Strategic Event Submission Form* no less than 45 days prior to the start of construction that will impact NAS facilities, result in a full or partial RWY closure, or result in a significant taxiway closure. This form is available on the OE/AAA website. Provide a copy of the submitted FAA Form 6000-26 to the FAA ES POC outlined in this section.
11. Provide to the FAA three sets of ANSI size "D" and one set of ANSI size “B” design drawings of the project's plans and specifications in hard-copy format and one set in electronic file, using Micro station format with all library files necessary to generate the files for the FAA's coordination and review at 50%, 90% and 100% design phases. The FAA will require 21 calendar days for review of the 50% and 100% packages, and 60 calendar days for review of the 90% submission. Within 21 calendar days of receipt of the FAA's comments, or within such other period as the parties may agree, the Sponsor will provide to the FAA a written response to each of the FAA's comments, suggestions, and/or requirements. The FAA Contracting Officer will notify the Sponsor when the

drawings and specifications are final. No work may proceed that affects operational FAA facilities until the drawings and specifications are final. The Sponsor's design and construction shall be completed in accordance with all FAA, state, and local requirements. Complete the contract, offer, and award process for the construction phase of the project using FAA approved sponsor plans and specifications for all FAA impacted facilities.

12. The Sponsor's design and construction shall be completed in accordance with all FAA, state, and local requirements.
13. Complete the contract, offer, & award process for the construction phase of the project using approved FAA plans and specifications for FAA impacted facilities.
14. Before starting any construction, provide 6 copies each of the construction package to the following offices:

    FAA Great Lakes Regional Office
    NavAids Engineering Center (AJW-2C14)
    Attn: Luis N. Dominguez, Mgr.
    2300 East Devon Ave.
    Des Plaines, IL 60018
    Phone: 847-294-7669
    Email: Luis.N.Dominguez@faa.gov

15. Provide to the FAA final project plans and specifications as soon as they are issued. The complete/finalized project plans and specifications shall be provided to the FAA no later than 60 days prior to the start of the construction project. The complete/finalized project drawings and plans and specifications shall be sent to the NAVAIDs Engineering Center address. No work may be performed that affects any FAA systems or facilities until copies of the final drawings are fully approved, signed, and returned to the Sponsor. Advise the FAA of any proposed changes before and during construction.
16. Notify and coordinate with the FAA all requests to shut down any FAA navigation facilities, systems, or equipment no-less-than 45 days prior to the start of construction. A construction schedule must accompany any request for the shutdown of any FAA navigation facility, system, or equipment. There may be times when a request for shutdown of a facility will not be granted due to air traffic operations. A request to shut down a specific FAA navigation facility, system, or equipment is not automatically associated with the shutdown of any other RWY, threshold displacement, or pavement or grading work.
    Note: No construction work shall be performed during FAA maintenance moratorium periods, which will be provided by FAA. Also, FAA engineer and technician onsite support will be coordinated in advance and scheduled in accordance with FAA travel restrictions.
17. Verify marked FAA power and control cables by hand digging at multiple locations in the construction zone to establish the depth and routing of FAA cables. Replace FAA power and control cables for FAA facilities, systems, and/or equipment impacted by the project activities. The replacement of the FAA power and control cables shall be done in accordance with applicable FAA rules, regulations, orders, requirements and standards. Any excavation within 5 feet horizontally of a marked FAA power or control cable that will remain in use must

be accomplished via hand digging or other approved method until the cable has been uncovered.

18. Provide copies of all critical shop drawings, as required.
19. Notify the FAA NAVAIDS Construction & Installation Manager, Michael Pransky, at Michael.s.pransky@faa.gov at least 60 calendar days in advance of when FAA construction oversight services are required. An RE will be required when any construction associated with or on FAA facilities, systems, or equipment or the infrastructure associated with the foregoing takes place. The presence or absence of an FAA RE does not relieve the Sponsor or its contractor from any requirement contained in this Agreement, nor is the RE authorized to change any term or condition of the Agreement without the FAA Contracting Officer's written authorization. No work will be accepted unless performed under the oversight of the FAA RE.
20. Ensure that no other activities or projects at the Airport, scheduled or otherwise, interfere with the FAA's acceptance testing or other scheduled activities. Ensure its Contractor maintains an adequate inspection system and perform such inspections to ensure the work performed under the contract conforms to requirements in this Agreement. The Sponsor's Contractors shall maintain complete inspection records and make them available to the FAA. All work is subject to FAA inspection at all places and at all reasonable times before acceptance.
21. Provide all appropriate documentation on make/model numbers and manuals on all systems installed as required.
22. Participate in any and all Contractor Acceptance Inspection(s) (CAI) and Joint Acceptance Inspections (JAI) of all FAA impacted facilities at the end of construction for the purpose of identifying any deficiencies or corrections required, otherwise noted as exceptions. The FAA will conduct a JAI prior to the commissioning and return-to-service of any FAA system. Exceptions noted will be remedied by the sponsor no later than 60 calendar days after the CAI/JAI. If exceptions are not corrected within 60 calendar days of the CAI/JAI, the FAA will clear the remaining exceptions and charge the cost to the sponsor through the reimbursable agreement. All exceptions must be cleared or otherwise resolved before the agreement can be closed out.

    a. If the Sponsor's contractor corrects these exceptions, the Sponsor will be responsible for payment to the contractor(s);
    b. If the FAA corrects these exceptions, the FAA will be reimbursed by the Sponsor.

23. Provide any information on hazardous materials or other environmental conditions that may impact the FAA relocated facilities. This information includes, but is not limited to, previous and current studies/reports conducted on known or suspected areas of environmental contamination located on or adjacent to airport property. The Sponsor agrees to remediate, at its sole cost, all hazardous substance contamination found to impact the proposed FAA facility sites prior to construction and modification to the land rights MOA. In the event that contaminants are discovered on future FAA equipment areas during the

course of the FAA's EDDAs, the FAA will require that those areas be remediated. Should this occur, the FAA would coordinate further details with the Sponsor.

24. Provide the FAA unencumbered access to all site areas.
25. Provide to the FAA at the time of the CAI all warranty information and documentation on the FAA facilities, systems, and/or equipment work done by the Sponsor's contractor, including material and equipment provided, cable and grounding/ lightning protection system testing, etc.
26. Establish or modify electrical service for FAA facilities impacted, incorporated in this project and pay for any one-time costs incurred. Also, the Sponsor shall pay any recurring utility charges until the project is completed and accepted by the FAA. The Sponsor must notify the FAA at the end of the project and provide the essential information listed below, so that FAA can initiate the transfer of the electrical service account. The information to be provided to the FAA is as follows:

    a. Name, address, and phone number of local electrical service supplier;
    b. Service address, meter number, and /or account number; and
    c. Related information (e.g. service type, estimated energy consumption, copy of monthly billing charges, etc.)

27. Provide a secure and weather protected dry storage site or facility as required for all FAA provided equipment and existing equipment once the equipment is removed from its existing location until the equipment is reinstalled or reclaimed.
28. Provide a qualified contractor readily available with equipment of making emergency cable repairs/splices if FAA cables are damage.
29. Provide the FAA three sets of ANSI size "D" of "As-Built" drawings of the construction phase in hard copy format and one set in electronic file, using Micro-station format. The electronic file shall include all the accompanying library files needed to generate a complete set of drawings. If the Sponsor does not provide the "As-Built" drawings within 30 days of completion of the project, as required by this Agreement, the FAA will complete the "As-Built" drawings and bill the Sponsor. The As-Built drawings must show what was actually built, not just the proposed construction.
30. No construction activities will be performed during the FAA Holiday Maintenance Moratoriums. The FAA will provide the Sponsor the moratorium dates at least 60 days prior to the start of the moratoriums. Also, FAA engineer and technician onsite support will be coordinated in advance and scheduled in accordance with FAA travel restrictions.
31. The Sponsor will install the new PAPIs and new REILs, dispose of the existing PAPI, existing REILs as recommended by the FAA.

D. This agreement is in whole or in part funded with funding from an AIP grant [ ] Yes [ ] No. If Yes, the grant date is:_____ and the grant number is: _____. If the grant information is not available at the time of agreement execution, the Sponsor will provide the grant information to the FAA when it becomes available.

ARTICLE 4. Points of Contact

A. FAA:

1. The FAA Central Service Area, Planning and Requirements will provide administrative oversight of this Agreement. Eric Thacker is the Lead Planner and liaison with the Sponsor and can be reached at (817) 222-4506 or via email at eric.p.thacker@faa.gov. This liaison is not authorized to make any commitment, or otherwise obligate the FAA, or authorize any changes which affect the estimated cost, period of performance, or other terms and conditions of this Agreement.

2. The FAA Central Service Area/Chicago NAVAIDS Engineering will perform the scope of work included in this Agreement. Luis Dominguez is the NAVAIDS Engineering Manager and liaison with the Sponsor and can be reached at 847-294-7669 or via email at luis.n.dominguez@faa.gov. This liaison is not authorized to make any commitment, or otherwise obligate the FAA, or authorize any changes which affect the estimated cost, period of performance, or other terms and conditions of this Agreement.

3. The FAA Central Service Area/Chicago NAVAIDS Construction/Installation will perform the scope of work included in this Agreement. Michael Pransky is the NAVAIDS Construction/Installation Manager and liaison with the Sponsor and can be reached at 847-294-7620 or via email at michael.s.pransky@faa.gov. This liaison is not authorized to make any commitment, or otherwise obligate the FAA, or authorize any changes which affect the estimated cost, period of performance, or other terms and conditions of this Agreement

4. FAA Contracting Officer: The execution, amendment, and administration of this Agreement must be authorized and accomplished by the Contracting Officer, Bradley K. Logan who can be reached at 817-222-4395 or via email at brad.logan@faa.gov.

B. Sponsor:

WISBOA
POC: Lucas Ward
4822 Madison Yards Way, 5th floor south
Madison, WI 53705
Phone: 608-266-2729
Email: Lucas.ward.@dot.wi.gov

ARTICLE 5. Non-Interference with Operations

The Sponsor understands and hereby agrees that any relocation, replacement, or modification of any existing or future FAA facility, system, and/or equipment covered by this Agreement during its term or any renewal thereof made necessary by Sponsor improvements, changes, or other actions which in the FAA's opinion interfere with the

technical and/or operations characteristics of an FAA facility, system, and/or piece of equipment will be at the expense of the Sponsor, except when such improvements or changes are made at the written request of the FAA. In the event such relocations, replacements, or modifications are necessitated due to causes not attributable to either the Sponsor or the FAA, the parties will determine funding responsibility.

ARTICLE 6. Property Transfer

A. To the extent that the Sponsor provides any material associated with the Project, and to the extent that performance of the requirements of this Project results in the creation of assets constructed, emplaced, or installed by the Sponsor, all such material (buildings, equipment, systems, components, cable enclosures, etc.) and assets will be transferred to and become the property of the FAA upon project completion. For purposes of this Article 6, "project completion" means that FAA has inspected the specific equipment or construction, and has accepted it as substantially complete and ready for use. The creation of an additional agreement will not be required, unless such other agreement is required by the laws of the state in which the subject property is located. The Sponsor and FAA acknowledge by execution of this agreement the FAA will accept the fundamental responsibilities of ownership by assuming all operations and maintenance requirements for all property transferred to the FAA. The transfer of asset(s) will occur on the date the asset(s) is placed in service. It has been determined the subject transfer(s) to FAA is in the best interest of both the Sponsor and FAA.

B. In order to ensure that the assets and materials subject to this Article remain fully accounted-for and operational, the Sponsor will provide the FAA any additional documents and publications that will enhance the FAA's ability to manage, maintain and track the assets being transferred. Examples may include, but are not limited to, operator manuals, maintenance publications, warranties, inspection reports, etc. These documents will be considered required hand-off items upon Project completion.

ARTICLE 7. Estimated Costs

The estimated FAA costs associated with this Agreement are as follows:

DESCRIPTION OF REIMBURSABLE ITEM	ESTIMATED COST
Labor	
WB4050 Construction	$104,972.76
WB4060 Installation	$9,626.40
WB4070 SSC/TSU/OSEG	$4,332.24
Labor Subtotal	$118,931.40
Labor Overhead	$18,830.81
Total Labor	**$137,762.21**
Non-Labor	
WB4050 Travel	$13,346.00

WB4060 Flight Check	$34,901.50
WB4090 Training	$787.68
Materials	$5,000.00
Non-Labor Subtotal	$54,035.18
Non-Labor Overhead	$4,322.81
Total Non-Labor	**$58,357.99**
TOTAL ESTIMATED COST	**$196,120.20**

ARTICLE 8. Period of Agreement and Effective Date

The effective date of this Agreement is the date of the last signature. This Agreement is considered complete when the final invoice is provided to the Sponsor and a refund is sent or payment is received as provided for in Article 9, Section E of this Agreement. This Agreement will not extend more than five years beyond its effective date.

ARTICLE 9. Reimbursement and Accounting Arrangements

A. The Sponsor agrees to prepay the entire estimated cost of the Agreement. The Sponsor will send a copy of the executed Agreement and submit full advance payment in the amount stated in Article 7 to the Reimbursable Receipts Team listed in Section C of this Article. The advance payment will be held as a non-interest bearing deposit. Such advance payment by the Sponsor must be received before the FAA incurs any obligation to implement this Agreement. Upon completion of this Agreement, the final costs will be netted against the advance payment and, as appropriate, a refund or final bill will be sent to the sponsor. Per U.S. Treasury guidelines, refunds under $1.00 will not be processed. Additionally, FAA will not bill the sponsor for amounts less than $1.00.

B. The Sponsor certifies that arrangements for sufficient funding have been made to cover the estimated costs of the Agreement.

C. The Reimbursable Receipts team is identified by the FAA as the billing office for this Agreement. The preferred method of payment for this agreement is via Pay.Gov. The sponsor can use a check or credit card to provide funding in this manner and receipt-processing time is typically within 3 working days. Alternatively, the sponsor can mail the payment to the address shown below. When submitting funding by mail, the Sponsor must include a copy of the executed Agreement and the full advance payment. All payments mailed to the FAA must include the Agreement number, Agreement name, Sponsor name, and project location. Payments submitted by mail are subject to receipt-processing delay of up to 10 working days.

FAA payment remittance address using USPS or overnight method is:

Federal Aviation Administration
Reimbursable Receipts Team
800 Independence Ave S.W.
Attn: Rm 612A

Washington D.C. 20591
Telephone: (202) 267-1307

The Sponsor hereby identifies the office to which the FAA will render bills for the project costs incurred as:

WISBOA
Attn: Lucas Ward
4822 Madison Yards Way, 5th floor south
Madison, WI 53705
Phone: 608-266-2729
Email: Lucas.ward.@dot.wi.gov

D. The FAA will provide a quarterly Statement of Account of costs incurred against the advance payment.

E. The cost estimates contained in Article 7 are expected to be the maximum costs associated with this Agreement, but may be amended to recover the FAA's actual costs. If during the course of this Agreement actual costs are expected to exceed the estimated costs, the FAA will notify the Sponsor immediately. The FAA will also provide the Sponsor an amendment to the Agreement which includes the FAA's additional costs. The Sponsor agrees to prepay the entire estimated cost of the amendment. The Sponsor will send a copy of the executed amendment to the Agreement to the Reimbursable Receipts Team with the additional advance payment. Work identified in the amendment cannot start until receipt of the additional advance payment. In addition, in the event that a contractor performing work pursuant to the scope of this Agreement brings a claim against the FAA and the FAA incurs additional costs as a result of the claim, the Sponsor agrees to reimburse the FAA for the additional costs incurred whether or not a final bill or a refund has been sent.

ARTICLE 10. Changes and Amendments

Changes and/or amendments to this Agreement will be formalized by a written amendment that will outline in detail the exact nature of the change. Any amendment to this Agreement will be executed in writing and signed by the authorized representative of each party. The parties signing this Agreement and any subsequent amendment(s) represent that each has the authority to execute the same on behalf of their respective organizations. No oral statement by any person will be interpreted as amending or otherwise affecting the terms of the Agreement. Any party to this Agreement may request that it be amended, whereupon the parties will consult to consider such amendments.

ARTICLE 11. Termination

In addition to any other termination rights provided by this Agreement, either party may terminate this Agreement at any time prior to its expiration date, with or without cause, and without incurring any liability or obligation to the terminated party other than payment of amounts due and owing and performance of obligations accrued, in each case

on or prior to the termination date, by giving the other party at least thirty (30) days prior written notice of termination. Payment of amounts due and owing may include all costs reimbursable under this Agreement, not previously paid, for the performance of this Agreement before the effective date of the termination; the total cost of terminating and settling contracts entered into by the FAA for the purpose of this Agreement; and any other costs necessary to terminate this Agreement. Upon receipt of a notice of termination, the receiving party will take immediate steps to stop the accrual of any additional obligations which might require payment. All funds due after termination will be netted against the advance payment and, as appropriate, a refund or bill will be issued.

ARTICLE 12. Order of Precedence

If attachments are included in this Agreement and in the event of any inconsistency between the attachments and the terms of this Agreement, the inconsistency will be resolved by giving preference in the following order:

A. This Agreement

B. The attachments

ARTICLE 13. Legal Authority

This Agreement is entered into under one or more of the following authorities; 49 U.S.C. § 106(l), 31 U.S. Code 6505 Intergovernmental Cooperation Act. Each of which authorizes the Administrator of the FAA to enter into and perform such contracts, leases, cooperative agreements and other transactions as may be necessary to carry out the functions of the Administrator and the Administration on such terms and conditions as the Administrator may consider appropriate. Nothing in this Agreement will be construed as incorporating by reference or implication any provision of Federal acquisition law or regulation.

ARTICLE 14. Disputes

Where possible, disputes will be resolved by informal discussion between the parties. In the event the parties are unable to resolve any dispute through good faith negotiations, the dispute will be resolved by alternative dispute resolution using a method to be agreed upon by the parties. The outcome of the alternative dispute resolution will be final unless it is timely appealed to the Administrator, whose decision is not subject to further administrative review and, to the extent permitted by law, is final and binding (see 49 U.S.C. § 46110).

ARTICLE 15. Warranties

The FAA makes no express or implied warranties as to any matter arising under this Agreement, or as to the ownership, merchantability, or fitness for a particular purpose of any property, including any equipment, device, or software that may be provided under this Agreement.

ARTICLE 16. Insurance

The Sponsor will arrange by insurance or otherwise for the full protection of itself from and against all liability to third parties arising out of, or related to, its performance of this Agreement. The FAA assumes no liability under this Agreement for any losses arising out of any action or inaction by the Sponsor, its employees, or contractors, or any third party acting on its behalf.

ARTICLE 17. Limitation of Liability

To the extent permitted by law, the Sponsor agrees to indemnify and hold harmless the FAA, its officers, agents and employees from all causes of action, suits or claims arising out of the work performed under this Agreement. However, to the extent that such claim is determined to have arisen from the act or omission by an officer, agent, or employee of the FAA acting within the scope of his or her employment, this hold harmless obligation will not apply and the provisions of the Federal Tort Claims Act, 28 U.S.C. § 2671, et seq., will control. The FAA assumes no liability for any losses arising out of any action or inaction by the Sponsor, its employees, or contractors, or any third party acting on its

behalf. In no event will the FAA be liable for claims for consequential, punitive, special and incidental damages, claims for lost profits, or other indirect damages.

ARTICLE 18. Civil Rights Act

The Sponsor will comply with Title VI of the Civil Rights Act of 1964 relating to nondiscrimination in federally assisted programs.

ARTICLE 19. Protection of Information

The parties agree that they will take appropriate measures to identify and protect proprietary, privileged, or otherwise confidential information that may come into their possession as a result of this Agreement.

ARTICLE 20. Security

In the event that the security office determines that the security requirements under FAA Order 1600.72A applies to work under this Agreement, the FAA is responsible for ensuring that security requirements, including compliance with AMS clause 3.14.2.1, Contractor Personnel Suitability Requirements are met.

ARTICLE 21. Entire Agreement

This document is the entire Agreement of the parties, who accept the terms of this Agreement as shown by their signatures below. In the event the parties duly execute any amendment to this Agreement, the terms of such amendment will supersede the terms of this Agreement to the extent of any inconsistency. Each party acknowledges participation in the negotiations and drafting of this Agreement and any amendments thereto, and, accordingly that this Agreement will not be construed more stringently against one party than against the other. If this Agreement is not executed by the Sponsor within 120 calendar days after the FAA transmits it to the Sponsor, the terms contained and set forth in this Agreement shall be null and void. Additionally, the FAA expects this agreement to be funded within 120 days of execution, if funding is not received by that date; the FAA may exercise the right to renegotiate estimated costs.

AGREED:

FEDERAL AVIATION ADMINISTRATION		**Wisconsin Department of Transportation, Bureau of Aeronautics (WISBOA)**	
SIGNATURE	_____	SIGNATURE	_____
NAME	_____	NAME	_____
TITLE	Contracting Officer	TITLE	_____
DATE	_____	DATE	_____

CONTRACT FOR DESIGN CONSULTANT SERVICES

AIRPORT NAME Central Wisconsin Airport

BOA PROJECT NUMBER CWA1011, Contract #2

AIP/STATE AID NUMBER TBD

Between the

OWNER: Central Wisconsin Joint Airport Board, Wisconsin
Represented by: SECRETARY OF TRANSPORTATION, agent for the owner

and

CONSULTANT: Becher-Hoppe Associates, Inc.
330 N. Fourth Street
Wausau, WI 54403

This contract made and entered into by and between the Central Wisconsin Joint Airport Board, Wisconsin represented by its duly authorized agent, WISCONSIN DEPARTMENT OF TRANSPORTATION SECRETARY, Bureau of Aeronautics (BOA), in accordance with Wis. Stat. §114.32(1) (1993), hereinafter called the owner and Becher-Hoppe Associates, Inc., hereinafter referred to as the consultant.

The owner proposes to: Conduct design and bidding for modifications to Runway 17/35 navigational aids.

ALL SERVICES

The consultant represents it is in compliance with the laws and regulations relating to the profession of engineering and is willing and able to do the consultant services required in the proposed work in accordance with this contract.

It is expressly understood and agreed that the lump sum amount totals $122,138.95, the actual costs shall not exceed $0 and in no event will the total compensation and reimbursement paid hereunder exceed the maximum combined sum of $122,138.95 for all of the services required under this contract except by amendment to this contract.

The consultant representative is Karl Kemper whose telephone is 715-551-5507.

The owner representative is Mark Cihlar whose telephone number is 715-693-2147.

The Disadvantaged Business Enterprise goal on this contract is 0%.

Attached and made part of this design contract are the "General Provisions" and "Special Provisions." This contract incorporates and the parties agree to all of the **CONSULTANT SERVICES GENERAL PROVISIONS DATED** July 10, 2014.

This contract has been agreed to and signed on the dates shown. Effective date of the contract is the latter of the two dates.

AS AGENT FOR OWNER

By: _____
David M. Greene, Director
Bureau of Aeronautics

Date: _____

CONSULTANT

By: 
Signature Randal Van Natta, PE

Title: President
SS#/FEIN: 39-0875123

Date: August 16, 2021

CENTRAL WISCONSIN JOINT AIRPORT BOARD

By: _____

Title: _____

Date: _____

CONSULTANT BILLING ADDRESS:

Becher-Hoppe Associates, Inc.
330 N. 4th Street
Wausau, WI 54403

SPECIAL PROVISIONS FOR DESIGN CONTRACT

Part I. Payment/Scope of Services

Section A. Payment
1. Lump Sum
2. Actual Costs

Section B. Scope of Services
1. Phase I (Preliminary Design)
2. Phase II (Final Design)
3. Plan and Profile of Approaches
4. Plan Sheets

Part II. Other Provisions

Section A. Computer Aided Design and Drafting
Section B. Engineer's Report

Part III. Special Attachments (As Required)

Attachment A – Scope of Work
Attachment B – Fee Proposal
Attachment C – Engineer's Report Outline

Part I. Payment/Scope of Services

Attached to and made a part of the Consultant Design Services Contract:

Airport Name: Central Wisconsin Airport
BOA Project Number: CWA1011, Contract #2
AIP/STATE AID Project Number: TBD

Section A. Payments

1. **Lump Sum** - The owner agrees to pay the consultant as compensation for professional services furnished under Section B and in accordance with the "General Provisions," a lump sum for each unit of work performed in Phases I and II as follows:

   a. **Phase I (Preliminary Design)**

Item No.	Description	Completion Time in Calendar Days or Date are Specified Herein Below	Fee
a.	Design Surveys	30 days	$14,960.08
~~b.~~	~~Geotechnical Investigation and Report~~	~~—~~	~~$ —~~
~~c.~~	~~Obstruction Surveys~~	~~—~~	~~$ —~~
d.	Meetings, Scoping, RA Coord	60 days	$15,272.87
e.	Coordination with Utilities	60 days	$2,629.27
f.	Preliminary Cost Estimate	30 days	$3,743.77
g.	Preliminary Engineer's Report	120 days	$4,376.05
~~h.~~	~~FAA Pavement Design Forms~~	~~—~~	~~$ —~~
~~i.~~	~~Obtain Environmental Permits~~	~~—~~	~~$ —~~
~~j.~~	~~Prepare wetland mitigation plan~~	~~—~~	~~$ —~~

Phase I Total **$ 40,982.04**

b. Phase II (Final Design)

Item No.	Description	Completion Time in Calendar Days or Date are Specified Herein Below	Fee
a.	Final Engineer's Report	150 days	$4,376.05
b.	Construction Plans	150 days	$47,969.81
c.	Bid Proposal Packet	150 days	$8,920.06
d.	Pre-Bid Meeting	180 days	$3,217.33
e.	Construction Cost Estimate	150 days	$7,328.56
~~f.~~	~~Construction Safety & Phasing Plan (CSPP)~~	~~—~~	~~$ —~~
g.	Furnishing of Plans & Specifications		
	(i) 2 sets of Preliminary Plans for Review 30% complete 2 sets of Preliminary Plans for Review 90% complete (Scoping, 20-30, and 80-90)	180 days	$2,289.38
	(ii) 3 sets of Draft Final Plans and Specifications (including all bid documents) for review	180 days	$1,055.19
	(iii) 6 sets of Final Plans and Specifications. ~~Additional sets if requested by Owner $_____ per set~~	180 days	$1,523.29
	(iv) Up to 20 sets of "~~D~~ B" size Plans and Specifications for Bidding	180 days	$2,651.38
h.	Assistance in Securing Bids	180 days	$1,825.86

Phase II Total **$ 81,156.91**

TOTAL LUMP SUM AMOUNT (Phases I & II) **$ 122,138.95**

~~2. **Actual Costs**~~

~~The owner agrees to pay the consultant for the following services a reimbursement rate based on actual costs, including overhead and profit. For services of the consultant's staff engaged directly on the following portion of the project, the compensation will be an amount equal to the consultant's direct labor cost times a multiplier*, plus reimbursable expenses not included in the consultant's overhead rate.~~

~~* multiplier = (1 + overhead rate) x (profit % + 1)~~

~~a. Meeting costs will be paid for only on an occurrence basis if ordered by the owner and if the meetings are actually held. If the consultant requires more than one (1) person at a meeting, approval prior to the meeting for more than one (1) must be obtained from BOA project manager, or charges for more than one (1) may be disallowed. Meetings pre-determined for review of preliminary plans in Phase II. g(i) are not to be considered as extra meetings.~~

b. "D" size plans and specifications provided for the bidding process in excess of the 20 sets in the lump sum amount will be compensated at $ (lump sum) per set.

Total Actual Cost Amount (a & b) - $ (total a & b)

Maximum Combine Amount (Lump Sum and Actual Costs) - $ (Lump sum & actual costs total)

Section B. Scope of Services.

The consultant agrees to perform the following services and/or prepare items of plans, specifications, surveys, sketches, reports, etc., as stated in Phases I and II which are required for the execution of the work in this contract.

1. **Phase I (Preliminary Design)** - Consultant to prepare and provide services for:

   a. Design surveys necessary for the preparation of the plans and specifications in accordance with attached pages entitled "Plan Sheets."

   b. Geotechnical investigation will include soil and/or pavement sampling with transmittal to testing labs.

   c. Obstruction surveys for runway being developed or improved and secondary runway(s) if required in accordance with attached pages titled "Plan and Profile of Approaches."

   d. Attend meetings on project matters for coordination with bureau personnel and others as required or necessary.

   e. Coordinate proposed work with other agencies and utility companies or others as required or necessary. Whenever there are other agencies and utility companies with facilities within the construction area, they should be invited to participate in the review of the preliminary plans.

   f. Preliminary construction cost estimates.

   g. Preliminary engineers report. Prepare and provide two copies in accordance with attached pages entitled "Engineer's Report."

   h. Prepare Exhibit "A" Map delineating property interests for the airport. Final size to be - 8½" x 11". All words and numbers on reproduction to be clearly legible without need for magnification.

   i. Prepare FAA "Pavement Design" forms along with any necessary support date, boring logs and lab test reports.

   j. Obtain necessary federal and state environmental permits (Corps of Engineers Wetland Filling permit, etc.).

   k. Prepare final wetland mitigation plan.

2. **Phase II (Final Design)** - Consultant to prepare and provide services for:

   a. Prepare and provide to the owner the final engineering report in two copies in accordance with attached pages entitled "Engineer's Report."

   b. Plans for construction including data and sheets prepared under Phase I. See Section E attached pages entitled "Plan Sheets" to be provided for this project.

   c. Bid proposal packet for project including: title, proposal sheet, ad for bids, special notice to bidders, request/current workload, "Safety Plan Compliance" document (SPCD), ~~Erosion Control Implementation Plan~~, table of contents, state and/or federal contract requirements, special provisions, supplemental specifications, wage rates, and schedule of prices in format as required or approved by the owner.

   d. Attend pre-bid meeting on project and provide plans and specifications, charts and other information needed, or as required by the owner, to answer questions and present information on the project.

   e. Prepare an estimated cost of construction for the project in accordance with bid items and quantities. To be supplied with the plans and specifications.

   f. Furnish the required preliminary sets of a construction safety phasing plan and seven sets of a final plan. The plan should consider requirements of FAA AC 150/5370-2F or subsequent revisions and other related requirements. The plan should show construction sequencing, haul roads, runway and taxiway closures, management of construction activities, etc.

   g. Furnish plans and specifications in accordance with the following (Required plan sheets as identified in attached pages entitled "Plan Sheets" and shall be "D size" unless approved otherwise by owner.):

      (i) Two preliminary plan sets (partially complete) for review by owner. If additional are required, consultant will furnish. Preliminary plan sets will be provided at various percentage completed states as listed in "Payment Section," Phase II.

      (ii) Two sets of draft final plans and specifications for review and comments by the owner and others.

      (iii) Three sets of owner and consultant approved final plans and specification (2 "D" size).

      (iv) The consultant will supply up to twenty "~~D~~ B" size sets of approved plans and specifications for securing bids on the work.

   h. Assist the owner in securing bids for the project as deemed necessary by the owner. This may include contacting contractors prior to the bidding date and may include preparation of addendums.

3. **~~Plan and Profile of Approaches~~**

~~Plan view and profile view of the approaches for the runway being developed are needed. This is needed **early** in the plan preparation stages so that the full extent of land acquisition can be determined.~~

~~a. Plan View:~~

~~(1) Show enough detail of runway end to orient plan along with runway end number/s and North arrow and scales. Scale will depend on size of approach surface. Generally, a separate sheet for each approach will be needed. Show man-made and natural features laterally from runway centerline to a distance where 50' ground clearance is obtained in the 7:1 transverse slope.~~

~~(2) Do the same within the approach slope outline to the outer limit of the approach surface as a minimum. Depending on circumstances, it may be necessary to show additional information.~~

~~(3) Pay particular attention to roads and railroads, and show the critical clearances over same. Also give the centerline station of the runway at the intersection of the centerline of the road or railroad.~~

~~(4) Show obstructions to be removed and key number each obstruction.~~

~~(5) Include a legend when needed to keep plan from becoming cluttered.~~

~~(6) Show property lines both existing and proposed for acquisition.~~

~~(7) Show contours to the limits of the plan view information outlined above. Contour interval desired is 2 ft., however, in some cases 5 ft. or 10 ft. intervals will suffice. As noted above, scale will depend on size of clear zone, however, a scale of 1" = 100' or 1" = 200' will be best.~~

~~b. In Profile View:~~

~~(1) Profile view is to be directly below plan view, stationing to coincide vertically.~~

~~(2) Show existing ground profile to limits of the plan view. Show all objects from the ground up which have a height to within 5 feet below the approach surface or the 7:1 transition slopes. Also show all objects which penetrate higher than the above minimum.~~

~~(3) Depict as closely as possible the object being shown, i.e., show a house shape for a house, a tree shape for a tree, if space permits, show a deciduous tree different from a coniferous tree. The highest point of structure should be shown, i.e., the chimney or TV antenna on a house. If an antenna is the highest, and it is an obstruction and~~

~~the structure isn't, then that information is needed, and if the structure is also an obstruction, it needs to be so defined.~~

~~(4) If there are so many objects which need to be shown that the profile view becomes cluttered and unreadable, then show only vertical lines to the correct height with the number above it.~~

~~(5) Number each obstruction in the profile view as was done in the plan view to coincide with the "Schedule of Obstructions". Do not number objects if they aren't obstructions or below 5' of applicable slopes.~~

~~(6) When an object penetrates the 7:1 slope or comes within 5 feet below it, show the point in the profile where the 7:1 slope is for that object.~~

~~(7) Show all roads and railroads in the profile.~~

~~(8) Vertical scale preferred is 1" = 5' or 1" = 10'~~

4. **Plan Sheets**

The sheets as checked shall be prepared as part of this contract and included into the plans.

Plan Sheets		
Title Sheet, Project Des., Index, Location Drawing	☒ Yes	☐ No
Quantity Sheet (If part of Title Sheet)	☐ Yes	☒ No
Quantity Sheet(s) (Separate Sheet)	☒ Yes	☐ No
Construction Operation Plan Sheet(s)	☐ Yes	☒ No
Property Sheet(s)	☐ Yes	☒ No
Obstruction Survey Sheet(s)	☐ Yes	☒ No
Contours required: ☐ Yes ☐ No		
Interval required: ☐ 2'; ☐ 5'; ☐ 10'		
Approaches Required: Rwy ___, Rwy ___, Rwy ___, Rwy ___		
Clearing of Obstructions Sheet(s)	☐ Yes	☒ No
Obstruction Marking and/or Lighting Sheet(s)	☐ Yes	☒ No
Details Sheet(s) Examples: (Fencing, Erosion Controls, Tie Downs, Wind Indicators, VASI, REILs, Paving Joints, Drainage, Rwy. & Twy. Lights, Beacons, Controls, etc.)	☒ Yes	☐ No
Typical Sections (Cross Sections of grading & paving, Structures, etc.)	☒ Yes	☐ No
Soil Boring Logs in Plan & Profile & Charted Information	☐ Yes	☒ No
Drainage Plan Sheet(s) (Show drainage calculations for contributing areas in chart form)	☐ Yes	☒ No
Erosion Control and Storm Water Management Sheets (If complex grading projects - DOT guidelines on erosion control may be found in Hwy's Facilities Development Manual, Chapter 10)	☒ Yes	☐ No
Original Contour Sheet(s) (Max. contour intervals required:	☒ Yes	☐ No
Grade & drain, check one or more: ☒1';☐2';☐4';☐5'; ☐10'		
Pavements ☒ 1'; ☐ 2'		
Pavement intersections ☒ 0.1'		
Final Contour Sheet(s)	☒ Yes	☐ No
Max. contour intervals required:		
Grade & drain, check one or more: ☒1';☐2';☐4';☐5'; ☐10'		
Pavements ☒ 1'; ☐ 2'		
Pavement intersections ☒ 0.1'		
Plan and Profile Sheet(s): MALSR, PAPI	☒ Yes	☐ No
Grading and Paving Sheet(s)	☒ Yes	☐ No
Lighting Layout Sheet(s)	☒ Yes	☐ No
Marking Plan Sheet(s)	☐ Yes	☒ No
Cross Sections	☐ Yes	☒ No
Others (Specify)	☐ Yes	☒ No

PART II. OTHER PROVISIONS

Section A. Computer Aided Design & Drafting (CADD)

This procedure describes the requirements for preparation and recording of maps and plans utilizing Computer Aided Design and Drafting systems (CADD).

1. General

~~All maps and plans shall be developed using as a guide the Bureau of Aeronautics Airport Layout Plan Development Check List (ALPDCL Manual) as appropriate.~~ When CADD systems are utilized to develop maps and plans and the contract is completed or terminated, a DVD copy (compatible with the ~~DOT MICRO STATION CADD~~ AutoCAD system) of the maps, plans and files shall be delivered to and become the property of BOA. ~~Final drawings for Airport Layout Plans will be 22" x 34" unless otherwise directed. Provide electronic drawing files for Airport Layout Plans and other projects when included in the contract.~~

2. Plan Development

~~Plan document requirements and standards are the same as for manually prepared documents except as follows:~~

~~a. Lines and Art Work. Line weights and symbols for CADD development will conform to the ALPDCL Manual.~~

~~b. Lettering. Lettering size is based on the final product. Minimum size lettering desired on the final product is to be equal to a 100 Leroy on a 22" x 34" drawing, whenever possible, lettering shall be vertical gothic. Font type shall be Type 1 (MICRO STATION).~~

3. CADD Files

~~a. Files - All files must end with the suffix .DGN (example sheet 2, airport layout plan for Dane County is DANEALP.DGN).~~

b. Reference Files - DO NOT DETACH any reference file(s) used in the creation of any design file, even if copied to the active design file.

~~NOTE: This does not apply to files that make up the stereo plotted area. When creating a stereo plotted file it may be necessary to use a number of reference files in its creation. These reference files should be merged, copied, or detached as appropriate from the active stereo plot design file. When all the files of the stereo plotted area have been completed, the Bureau prefers to merge all these files into one large file and therefore only the final product is used as a reference file for the airport layout plans.~~

~~c. Design File Levels - Level assignment will conform to the ALPDCL manual. Any levels that are not assigned in the active design file can be used for information not previously incorporated and should be brought to the attention of the bureau.~~

~~d. Design Files - Any personal computer based format such as DVD or Internet based such as e-mail or FTP can be used. Design file working units shall be 1:1000:1. Global origin (0,0) of design files shall be the lower left corner of the design plane.~~

4. State Plane Coordinate System

Property lines and centerlines shall be tied into the "State Plane Coordinate System?"

☐ Yes ☒ No

Property lines and centerlines shall be tied into the "County Coordinate System?"

☒ Yes ☐ No

Section B. Engineer's Report

The engineer's report prepared by the consultant and submitted prior to the plans and specifications will be paid in accordance with "Special Provisions" Part I, Section A.

1. **General** – An engineer's report setting forth the general analysis and explanation of reasons for design choices by the consultant must be submitted with the plans and specifications.

2. **Purpose** – The engineer's report is a part of the permanent files which are subject to display on request, and must be submitted with the plans and specifications.

3. **Responsibility for Design** – The consultant is primarily responsible for the project design that must conform to FAA design and construction standards. FAA has recommended specifications and design standards for construction; the actual design selections and decisions on specifications within required standards are made by the consultant.

   The engineer should consider all local factors including the owner's preference in design, availability and cost of local materials, and equivalent local specification when deciding on the proposed design. Once design decisions are made, the consultant should request the owner's concurrence of the proposed design. The owner, recognizing the engineer's prerogative of design, will review the proposed design for conformity to standards and may require or recommend changes for the consideration of the consultant.

4. **Report Topics** – Variations in the projects prevent the listing of every topic to be discussed in this report; however, the following general guide may be used with explanations of reasons for selection of specific federal and state standards as well as variations from them:

   a. General – The report should explain unusual factors in overall planning, scope of probable ultimate development, reasons for omissions of desirable work, and other topics of a general nature which require additional explanation.
   Supporting computations and references should be included for all design features.

   b. Pre-Design Minutes – The report should include minutes from prior pre-design conferences if such a meeting was held. Discussion items and conclusions should be included in the completed report.

c. Operational Safety – The report should address issues related to the impact that the proposed project will have on normal airport operations. Concerns regarding phasing and sequencing of work should be addressed. Possible runway shutdowns and threshold displacement should be identified.

d. Site Preparation – The report should discuss factors affecting drainage, such as runoff considerations, formulas, etc. (detailed calculations need not be included unless specifically requested). It should discuss grading factors peculiar to the site, such as soil data, climatic conditions, compaction requirements, variations from usual transverse or longitudinal slopes, selective grading, etc.

e. Geometric Design – The report should discuss design concerns regarding geometric requirements for the proposed work. Standard design values (as listed in AS 150/5300-13) based on the design aircraft shall be identified in this report. Examples of these standards include runway/taxiway dimensions, taxiways fillets, separation requirements and etc.

f. Paving – The report should include a copy of FAA Form 5100-1, "Airport Pavement Design", as well as a discussion of soil characteristics, design loadings, paving materials, paving thickness, choice of alternate designs allowed by federal and state standard specifications, reasons for variance from design criteria, and reasons for use of other standards.

   The paving design (FAA Form 5100-1) shall conform to Advisory Circular (AC) 150-5320-6, Airport Pavement Design and Evaluation. Owner approval of the pavement design shall be obtained prior to preparation of plans and specifications. One signed copy shall be submitted for approval. Computerized analysis and reports may be submitted as supporting documentation for completion of FAA Form 5100-1.

g. Lighting – The report should discuss lighting design criteria and reasons for choice of particular type of equipment within approved standards of the specific lighting equipment. Unique spacing considerations should be addressed.

h. Pavement Marking – The report should discuss marking requirements as outlined in AC 150/5340-1g and the current "Signs and Marking Supplement (SAM)." The category of runway approach should be identified which in turn establishes the minimum marking elements.

i. Buildings – The report should discuss general architectural features, design factors on heating, air-conditioning, lighting, ventilation, loading, structural design, utilities, sanitation, and materials. If required letters of approval of plans by health authorities are not submitted with the plans, the report should explain the reasons.

j. Miscellaneous Work – The report should discuss miscellaneous factors affecting minor work in the project, such as choice of a specific grass and fertilizer after consultation with county farm agent or other authority. It should include discussion of obstructions, fencing, utilities, access roads, staging areas, etc. An evaluation of the proposed project activities affecting FAA facilities shall be included in the engineer's report.

k. Non-AIP Work – The report should discuss work to be done without federal aid.

l. Cost Estimate – The cost estimate should include a detailed estimate of costs for the proposed work and a summary of the project costs. Items in the detailed cost estimate should coincide with the proposal form in the bid specifications. The "preliminary" engineering report shall include an estimate of costs for each item of work.

m. Modification to Standards – Any work items which are proposed to be done contrary to FAA standards shall require FAA approval. A consultant's request for modification to standards may be made within the engineer's report or under separate cover, but should not be incorporated with the plans and specifications. As a minimum, the request shall contain the following:

(1) A list of standards requiring modification.
(2) Description of the proposed modification.
(3) Reason current standards cannot be met.
(4) Discussion of viable alternatives for accommodating the unique conditions.
(5) Assurance the modification will provide a product that meets FAA standards for acceptance and that the finished product will perform for its design life, based on historical data.
(6) Assurance the modification will provide an acceptable level of safety.

ATTACHMENT A

SCOPE OF WORK

Final Design Services
for
Central Wisconsin Airport (CWA)
Mosinee, Wisconsin

Runway 17/35 NAVAIDs Modifications

CWA1011, Contract #2

August 3, 2021

Project Understanding

The Central Wisconsin Joint Airport Board (Sponsor) and the Wisconsin Department of Transportation, Bureau of Aeronautics (BOA) propose to conduct design for improvements to navigational aids (navaids) associated with Runway 17/35 at Central Wisconsin Airport (CWA).

A project to reconstruct Runway 17/35 at CWA has been awarded to the winning contractor, and construction is planned to take place in 2021. Late in the design of this project, it was found that the location of some of the runway's navaids will need to be modified due to the revised proposed runway geometry. The Federal Aviation Administration (FAA) also desires to make modifications to some navaids that are not being impacted by construction.

A complete list of proposed major project improvements is as follows:

- Runway 35 MALSR: The medium intensity approach lighting system with runway alignment indicator lights (MALSR) system needs adjustments as a result of the revised proposed Runway 17/35 profile. Adjustments are intended to include:
    - The light bar at MALSR STA 2+00 will need to be reconstructed in order to match the proposed (higher) grades in the runway safety area. This includes removal of existing equipment and foundations, construction of new foundations, and installing equipment back on foundations.
    - The light bars from MALSR STA 4+00 to STA 14+00 will have new poles installed to achieve standard MALSR light lane elevations.
    - A new MALSR threshold bar will be installed for Runway 35. There is not currently a MALSR threshold bar for this runway.
- Runway 35 GS: FAA has new glideslope (GS) equipment that they'd like installed to replace the existing equipment. The existing foundations, tower, and building are anticipated to be left in place and re-used. A paved access road will also be constructed from the airport perimeter road to the GS.
- Runway 35 LOC: FAA has new localizer (LOC) equipment that they like installed to replace the existing equipment. The new equipment will be installed slightly north of where the existing equipment is location to ensure it's clear of the runway safety area, so a new foundation will be

necessary. The existing building is anticipated to be left in place and re-used. A paved access road will also be constructed from the airport perimeter road to the LOC.

- Runway 35 PAPI: There is not currently a precision approach path indicator (PAPI) for this runway. A new PAPI will be installed, which will be collocated with the GS. A paved access road will also be constructed from the airport perimeter road to the PAPI.
- Runway 17 PAPI: This PAPI needs to be relocated. New foundations will be constructed. A paved access road will also be constructed from Taxiway B to the PAPI.
- Runway 17 REILS: These runway end identifier lights (REILs) need to be raised to match proposed RSA grades. The horizontal location may also be revised. New foundations are anticipated.

Becher Hoppe Associates, Inc. (Consultant) proposes to provide the services required to meet the project expectations. The tasks included in this scope of work are as follows:

PART I. PAYMENT/SCOPE OF SERVICES (Consistent with the CONTRACT FOR CONSULTANT SERVICES)

Section B. Scope of Services

1. **Phase I - Preliminary Design**

Item a - Design Surveys

The Consultant will conduct topographic surveys in the proposed project areas, which will be used for preliminary design and design tasks. Surveys will collect topographic data including; elevations, pavement edges, utilities, and miscellaneous objects that will be used for design and need to be accounted for during construction.

Most of the survey data collected for the Runway 17/35 reconstruction project will be able to be utilized for this design. Survey data that still needs to be collected includes:

- Topo survey around the MALSR equipment south of the runway safety area (RSA).
- Elevations of each MALSR light fixture to be used to analyze and design the light lane profile. Direct reflex survey methods are anticipated to be used for gathering this data.
- Topo survey around the Runway 35 LOC.
- Topo survey of Runway 35 GS equipment and associated ground reflecting plane area.
- Topo survey along the proposed access road to the Runway 17 PAPI.
- Locations of FAA utility lines associated with the subject navaids.

Item b - Geotechnical Layout, Investigation and Report

NOT INCLUDED IN SCOPE.

Item c - Obstruction Surveys

NOT INCLUDED IN SCOPE.

Item d – Meetings & Scoping

The consultant formulated a scope for this contract and an associated fee proposal. The Consultant will make modifications to the scope and fee as necessary for these contract documents to be acceptable to all stakeholders. Several revisions to the scope and fee proposal were required prior to negotiations due to project scope changes by FAA.

The Consultant will review and provide feedback on the FAA Reimbursable Agreement for the project.

The Consultant will attend monthly project meetings with stakeholders, and complete follow up tasks as applicable.

Item e – Coordination with Utilities
The Consultant will coordinate with utility companies with facilities within the proposed construction area and invite them to participate in the review of the project concept. Input will be gathered from the utility companies regarding possible relocation and/or improvement of their infrastructure during the project.

Item f – Preliminary Opinion of Probable Construction Cost (OPC)
The Consultant will prepare a preliminary OPC for the project with 30% design documents. The OPC may not be broken down by bid item, and will generally be an order of magnitude estimate.

Item g – Preliminary Engineer's Report
The Consultant will incorporate findings from the preliminary design into the engineer's report document.

Item h – Exhibit "A" Map
NOT INCLUDED IN SCOPE

Item i – Pavement Design and FAA Forms/Output
NOT INCLUDED IN SCOPE.

Item j – Prepare CATEX Request
NOT INCLUDED IN SCOPE.

2. Phase II – Final Design

Item a - Final Engineer's Report
Consultant will prepare the Final Engineer's Report in accordance with the FAA's recommended outline for engineer's design report (**Attachment C**).

Item b – Technical Design and Development of Construction Plans
The Consultant will complete technical design for the proposed improvements. During design, the Consultant will prepare and submit 30%, 90%, and draft final plan sets for review and comment by the Sponsor, BOA, and FAA.

The Consultant will convert any FAA provided drawing information from Microstation to AutoCAD format for inclusion in the plan set.

The Consultant will prepare final plans for BOA approval to bid.

Plan sheets will be D size sheets.

Item c - Bid Proposal Documents and Technical Specifications
The Consultant will prepare the bid proposal packet in accordance with BOA standards. FAA specifications included in the project will be incorporated into the bid proposal packet.

The following information will be included in the bid proposal packet:

- Segment I
  - Proposal for airport work
  - Advertisement for bids
  - Advisory notice to bidders
  - Bidder request to bid/current workload form
  - Erosion control implementation plan worksheets
  - Safety plan compliance document worksheets
  - Bid sticker
  - Table of contents
  - Proposal requirements and conditions
  - Bid bond forms
  - Certificate of annual bond form
  - List of subcontractors form
  - Federal tax delinquency and conviction certification form
  - Buy American certification of compliance
  - Federal requirements
  - FAA general contract provisions, as provided by BOA with supplementary information, with notes to specifier/designer choices addressed
- Segment II
  - Special provisions
  - FAA construction specifications (AC 150/5370-10H) with notes to specifier/designer choices addressed
- Segment III
  - Supplemental Specifications – N/A
- Segment IV:
  - Wage rate determination
- Segment V:
  - Schedule of prices
- Addendum(s)

Item d - Pre-Bid Meeting
The Consultant will administer a pre-bid meeting at the Airport to explain the project requirements to prospective contractors. The Consultant will prepare exhibits, charts, and other information as necessary to clearly present project information. The Consultant will answer questions regarding the project, receive comments, and record the minutes of the meeting. The meeting will include an opportunity for attendees to tour the site.

Item e – Opinion of Probable Construction Cost
The Consultant will develop and transmit opinions of probable construction cost (OPC). The OPCs will be detailed as per the bid items chosen and the associated quantities of work to be accomplished for the project.

Item f - Construction Safety and Phasing Plan
NOT INCLUDED IN SCOPE. The CSPP from the Runway 17/35 reconstruction project (currently under construction) is planned to be used for this project.

Item g - Furnishing of Plans and Specifications

The Consultant will submit and distribute three sets of the 30% and 90% plans, special provisions, and OPC to the BOA, Sponsor, and FAA for review/comment prior to the design review meetings. The schedule of prices (Segment V) will not be included with 30% or 90% submittals.

The Consultant will review all comments received from the BOA, Sponsor, and FAA from 30%, and 90% design submittal reviews and incorporate applicable comments into plans, specifications, and OPC.

The Consultant will distribute three sets of draft final plans, specifications, and OPC for approval to bid to the BOA, Sponsor, and FAA.

The Consultant will prepare and distribute up to 20 sets of "B" size bidding documents to the sponsor, BOA, FAA, and other typical recipients.

The Consultant will advertise the project online with Quest Construction Data Network and have bidding documents available there.

Item h - Assistance in Securing Bids
The Consultant will assist the BOA in securing responsive bids for the project. This includes responding to bidder questions and communication with the bidders prior to the bidding date.

3. Actual Cost Items

Item a – Additional Meetings
NOT INCLUDED IN SCOPE.

Item b - Supplemental Bidding Documents as Requested by Owner
NOT INCLUDED IN SCOPE.

The DBE goal for this project is N/A.

Construction services will be provided under a separate scope.

END OF PROJECT SCOPE

P:\2020\2020.036 - BOA - CWA 17-35 Navaids Modifications\Admin\Contracts - Working\Design\CWA Runway 17-35 Navaids_Attach A_Scope_210803.docx

Becher-Hoppe Asscociates
COST PRICE ANALYSIS WORKSHEET

ATTACHMENT B
DESIGN ENGINEERING SERVICES

WisBOA/FAA Funded Projects
2021 Wage Rates
2020 DOT O/H Rates

AIRPORT : Central Wisconsin Airport
PROJECT NUMBER : CWA1011, Contract #2
PROJECT DESCRIPTION: Runway 17/35 Navaids Modifications
DATE: 8/3/2021

PREPARED BY: KRK
CHECKED BY:
APPROVED BY:

		ESTIMATED HOURS										LABOR, OVERHEAD & MATERIALS			TRAVEL, EQUIPMENT AND PER DIEM							PROFIT		
	STAFF CLASSIFICATION & WAGE RATES =======>	Project Engr. III (Randy)	Project Engr. III (Karl)	Project Engr. II (Dan)	Project Engr. I (Jed)	Staff Engr. (Kevin/Bret)	CAD Tech III (Matt)	Survey Chief (Ken)	Survey Tech (Mark)	Tech Assist (Stef)	TOTAL HOURS	Direct Labor Costs	Direct + G&A Overhead 200.40%	Mat'ls & Supplies	Truck (mi) 0.585	Robot (hr) $ 40.00	GPS (hr) $ 40.00	Lodging	Meals	Total Travel & Per Diem	CONSULTANT COSTS	ON ITEMS 1 & 2 11.00%	SUM OF ALL COST ITEMS 1-6	
No.	WORK ELEMENT											1	2	3	4b	4c	4d	4e	4f	4	5	6		
1.	**PHASE I - PRELIMINARY DESIGN**																							
1.	**PHASE I**																							
1.a.	**DESIGN SURVEYS**																							
	Field survey work & data process		2		6		8	40	40		96 hr.	$ 2,879.74	$ 5,771.00		186	26	6		$ 112.00	$ 1,500.81		$ 951.58	*$ 11,103.13*	
	Overall Project Setup, CADD Base Maps		1		8		4				13 hr.	$ 509.77	$ 1,021.58							$ -		$ 168.45	*$ 1,699.80*	
	Topographic Survey Base Maps		1		8		2	8			19 hr.	$ 646.93	$ 1,296.45							$ -		$ 213.77	*$ 2,157.15*	
	Design Surveys Subtotal	-	4.0	-	22.0	-	14.0	48.0	40.0	-	128 hr.	$ 4,036.44	$ 8,089.03	$ -	186 mi.	26 hr.	6 hr.	$ -	$ 112.00	$ 1,500.81	$ -	$ 1,333.80	**$ 14,960.08**	
1.b.	~~**GEOTECH INVEST. & REPORT**~~										0 hr.	$ -	$ -							$ -		$ -	**$ -**	
	Geotech Subtotal	-	-	-	-	-	-	-	-	-	0 hr.	$ -	$ -	$ -	0 mi.	0 hr.	0 hr.	$ -	$ -	$ -	$ -	$ -	**$ -**	
1.c.	~~**OBSTRUCTION SURVEYS**~~																							
	Obstruction Surveys Subtotal	-	-	-	-	-	-	-	-	-	0 hr.	$ -	$ -	$ -	0 mi.	0 hr.	0 hr.	$ -	$ -	$ -	$ -	$ -	**$ -**	
1.d.	**MEETINGS, SCOPING, REIMBURSABLE AGREEMENT**	8	68		6			2		8	92 hr.	$ 4,580.34	$ 9,179.00							$ -		$ 1,513.53	**$ 15,272.87**	
1.e.	**COORDINATION WITH UTILITIES**		4		16						20 hr.	$ 788.52	$ 1,580.19							$ -		$ 260.56	**$ 2,629.27**	
1.f.	**PRELIMINARY OPC**	2	8		16						26 hr.	$ 1,122.76	$ 2,250.01							$ -		$ 371.00	**$ 3,743.77**	
1.g.	**PRELIMINARY ENGINEER'S REPORT**		6		16	12				4	38 hr.	$ 1,312.38	$ 2,630.01							$ -		$ 433.66	**$ 4,376.05**	
1.h.	~~**EXHIBIT "A" MAP**~~										0 hr.	$ -	$ -							$ -		$ -	**$ -**	
1.i.	~~**PAVEMENT DESIGN & FAA FORMS**~~										0 hr.	$ -	$ -							$ -		$ -	**$ -**	
1.j.	~~**CATEX AND SECTION 106**~~										0 hr.	$ -	$ -							$ -		$ -	**$ -**	
	Lump Sum Total	10.0	90.0	-	76.0	12.0	14.0	50.0	40.0	12.0	304 hr.	$ 11,840.44	$ 23,728.24	$ -	186 mi.	26 hr.	6 hr.	$ -	$ 112.00	$ 1,500.81	$ -	$ 3,912.55	**$ 40,982.04**	**Phase I**
2.	**PHASE II - FINAL DESIGN**																							
2.a.	**FINAL ENGINEER'S REPORT**		6		16	12				4	38 hr.	$ 1,312.38	$ 2,630.01							$ -		$ 433.66	**$ 4,376.05**	
2.b.	**TECHNICAL DESIGN & CONSTRUCTION PLANS:**																							
	Title Sheet		4		8						12 hr.	$ 501.96	$ 1,005.93							$ -		$ 165.87	*$ 1,673.76*	
	Project Overview Sheet		2		8						10 hr.	$ 394.26	$ 790.10							$ -		$ 130.28	*$ 1,314.64*	
	Estimated Quantities		2		4						6 hr.	$ 250.98	$ 502.96							$ -		$ 82.93	*$ 836.87*	
	Legend, abbreviations, contact info, general notes		1		2						3 hr.	$ 125.49	$ 251.48							$ -		$ 41.47	*$ 418.44*	
	CSPP (Incorporate from 17/35 reconst. project)		2		4						6 hr.	$ 250.98	$ 502.96							$ -		$ 82.93	*$ 836.87*	
	Construction Details		16		125						141 hr.	$ 5,339.10	$ 10,699.56							$ -		$ 1,764.25	*$ 17,802.91*	
	Grading Plans, Layout Plans, Profiles	6	24		164						194 hr.	$ 7,523.40	$ 15,076.89							$ -		$ 2,486.03	*$ 25,086.32*	
	Construction Plans Subtotal	6.0	51.0	-	315.0	-	-	-	-	-	372 hr.	$ 14,386.17	$ 28,829.88	$ -	0 mi.	0 hr.	0 hr.	$ -	$ -	$ -	$ -	$ 4,753.77	**$ 47,969.81**	
2.c.	**BID PROPOSAL PACKET**																							
	Segment I - Proposal Documents		4			16				2	22 hr.	$ 698.28	$ 1,399.35							$ -		$ 230.74	*$ 2,328.37*	
	Segment II - Special Provisions		8								8 hr.	$ 430.80	$ 863.32							$ -		$ 142.35	*$ 1,436.47*	
	Segment III - Supplemental Specs									1	1 hr.	$ 21.60	$ 43.29							$ -		$ 7.14	*$ 72.03*	
	Segment IV - Wage Rates		2			2					4 hr.	$ 162.66	$ 325.97							$ -		$ 53.75	*$ 542.38*	
	Segment V - Schedule of Prices		1			4					5 hr.	$ 163.77	$ 328.20							$ -		$ 54.12	*$ 546.09*	
	Addendum(s)		10		16					4	30 hr.	$ 1,198.02	$ 2,400.83							$ -		$ 395.87	*$ 3,994.72*	
	Bid Proposal Packet Subtotal	-	25.0	-	16.0	22.0	-	-	-	7.0	70 hr.	$ 2,675.13	$ 5,360.96	$ -	0 mi.	0 hr.	0 hr.	$ -	$ -	$ -	$ -	$ 883.97	**$ 8,920.06**	

Becher-Hoppe Asscociates

COST PRICE ANALYSIS WORKSHEET

ATTACHMENT B

DESIGN ENGINEERING SERVICES

		ESTIMATED HOURS										LABOR, OVERHEAD & MATERIALS			TRAVEL, EQUIPMENT AND PER DIEM							PROFIT		
	STAFF CLASSIFICATION & WAGE RATES =======>	Project Engr. III (Randy)	Project Engr. III (Karl)	Project Engr. II (Dan)	Project Engr. I (Jed)	Staff Engr. (Kevin/Bret)	CAD Tech III (Matt)	Survey Chief (Ken)	Survey Tech (Mark)	Tech Assist (Stef)	TOTAL HOURS	Direct Labor Costs	Direct + G&A Overhead 200.40%	Mat'ls & Supplies	Truck (mi) 0.585	Robot (hr) $ 40.00	GPS (hr) $ 40.00	Lodging	Meals	Total Travel & Per Diem	CONSULTANT COSTS	ON ITEMS 1 & 2 11.00%	SUM OF ALL COST ITEMS 1-6	
No.	WORK ELEMENT											1	2	3	4b	4c	4d	4e	4f	4	5	6		
2.d.	PRE-BID MEETING AT AIRPORT		15		4						19 hr.	$ 951.03	$ 1,905.86		55				$ 14.00	$ 46.18		$ 314.26	$ 3,217.33	
2.e.	OPC	2	12		40						54 hr.	$ 2,197.84	$ 4,404.47							$ -		$ 726.25	$ 7,328.56	
2.f.	~~CONSTRUCTION SAFETY & PHASING PLAN~~										0 hr.	$ -	$ -							$ -		$ -	$ -	
2.g.	FURNISHING PLANS/SPECS																							
	(2) Sets Prel. Review Plans At 30%, 90%		3		3					16	22 hr.	$ 614.61	$ 1,231.68	$ 240.00						$ -		$ 203.09	*$ 2,289.38*	
	(3) Sets Draft Final P/S		1		1					8	10 hr.	$ 262.47	$ 525.99	$ 180.00						$ -		$ 86.73	*$ 1,055.19*	
	(6) Sets Final P/S		1		1					12	14 hr.	$ 348.87	$ 699.14	$ 360.00						$ -		$ 115.28	*$ 1,523.29*	
	(20) Sets P/S for Bidding		1		1					16	18 hr.	$ 435.27	$ 872.28	$ 1,200.00						$ -		$ 143.83	*$ 2,651.38*	
	Furnishing P/S Subtotal	-	6.00	-	6.00	-	-	-	-	52.00	64 hr.	$ 1,661.22	$ 3,329.09	$ 1,980.00	0 mi.	0 hr.	0 hr.	$ -	$ -	$ -	$ -	$ 548.93	$ 7,519.24	
2.h.	ASSISTANCE IN SECURING BIDS	1	6		2					4	13 hr.	$ 540.56	$ 1,083.28		40					$ 23.40		$ 178.62	$ 1,825.86	
	PHASE II Total	9 hr.	121 hr.	0 hr.	399 hr.	34 hr.	0 hr.	0 hr.	0 hr.	67 hr.	630 hr.	$ 23,724.33	$ 47,543.55	$ 1,980.00	95 mi.	0 hr.	0 hr.	$ -	$ 14.00	$ 69.58	$ -	$ 7,839.47	$ 81,156.91	Phase II
	TOTAL LUMP SUM AMOUNT	19 hr.	211 hr.	0 hr.	475 hr.	46 hr.	14 hr.	50 hr.	40 hr.	79 hr.	934 hr.	$ 35,564.77	$ 71,271.79	$ 1,980.00	281 mi.	26 hr.	6 hr.	$ -	$ 126.00	$ 1,570.39	$ -	$ 11,752.02	$ 122,138.95	
	% OF TOTAL HOURS	2.0%	22.6%	0.0%	50.9%	4.9%	1.5%	5.4%	4.3%	8.5%	100.0%												$ 122,138.95	
3	ACTUAL COST ITEMS																							
3.a.	~~ADDITIONAL MEETINGS~~										0 hr.	$ -	$ -							$ -		$ -	$ -	
3.b.	~~SUPPLEMNTAL BIDDING DOCS (10 SETS)~~										0 hr.	$ -	$ -							$ -		$ -	$ -	
	ACTUAL COST TOTAL	-	-	-	-	-	-	-	-	-	0 hr.	$ -	$ -	$ -	0 mi.	0 hr.	0 hr.	$ -	$ -	$ -	$ -	$ -	$ -	A/Cs

FOR INFORMATION PURPOSES ONLY

Actual Cost Multiplier 3.3344

LUMP SUM AMOUNT =	$ 122,138.95
ACTUAL COST AMOUNT =	$ -
FIXED FEE AMOUNT =	$ -
MAXIMUM COMBINED SUM =	$ 122,138.95

ATTACHMENT C

Recommended Outline for Engineer's Design Report

1. General Scope of Project

- Brief narrative on the scope of work
- Delineation of AIP eligible and ineligible work items.
- Identify and briefly explain unique and unusual situations.
- History of existing system (Original construction, rehabilitation etc)

2. Photographs

- Include a representative number of photographs that depict the existing site conditions.
- Include photographs of any existing safety area deficiencies

3. Listing of Applicable AIP Standards

- List AIP Advisory Circulars applicable for current project
- Identify in table format specific values for critical design standards
  - Design Aircraft as identified on approved ALP (Airplane design group and approach category)
  - Standard dimensional values for safety areas, object free areas and etc.
  - Standard geometric values for runways and taxiways.
  - Standards for surface gradients (longitudinal and transverse)

4. Considerations for Airport Operational Safety

- Briefly address CSPP related issues such as:
  - Proposed phasing and sequencing
  - Work area limits including pavement closures
  - Hauls routes and staging area location
  - Impacts to approach procedures
  - Impacts to FAA owned Navaids
- NOTE: The Construction Safety and Phasing Plan (CSPP) will serve to establish the complete requirements for operational safety during construction.

5. Pavement Design

- Geotechnical Report
  - Soil investigation (subsurface cores, water table)
  - Soil characteristics & Properties (classification, plasticity index, CBR, k value & etc)
- Fleet mix including number of departure operations
- Pavement design alternatives
  - Life-cycle analysis & justification for selection
- Material availability and capacity to deliver.
- Existing pavement alternatives (if applicable)
  - Remove and dispose (disposition of millings?)
  - Reclaim as base
- Subgrade stabilization
- Pavement design
  - FAARFIELD program results.
  - FAA Form 5100-1

6. Drainage Design

- Delineation of drainage area
- Existing drainage area characteristics and structures
- Storm water runoff calculations
- Inlet and storm sewer system design calculations
- Detention pond drainage requirement (empty within 48 hours)

7. Airfield Lighting and Signage

- Description of existing system (age, condition, type
- Layout of airfield lights and signage
- Electrical circuit load calculations and summary table.

8. Navaids

- Provide listing of all Navaids and ownership
- Identify impacts to FAA owned navigation aids
- Provide design calculations for sponsor installed Navaids
- Include obstacle clearance surfaces verification (if applicable)

9. Pavement Marking

- Show layout of markings conforming to AC 150/5340-1
- Address application of temporary marking.
- Sponsor should conduct a life cycle cost analysis when specifying a higher initial cost item that provides longer service life.

10. Environmental Considerations

- Storm water management measures
- Permits

11. Utility Lines in Work Area

- Identify all known existing underground utility lines in and adjacent to work area
- Engineer should strive to identify impacts at the design phase as opposed delegating discover of impacts to the contractor.
- Recommend contacting the appropriate underground cable owner (or service) to physically identify underground utilities during design phase
- Pothole areas on potential conflicts with existing underground utilities.

12. Miscellaneous Work Item

- Address other project related work items such as seeding, fencing, airport drainage, site access and etc.

13. Application of Life Cycle Cost Analysis

- Applicable whenever Sponsor desires a higher initial cost alternative over a lower costs alternative
- Must use constant dollars (no inflation) and 7% discount rate.
- Must be applied as part of bid evaluation

14. Sponsor Requested Modifications to AIP Construction Standards

- Provide listing, description and justification for all sponsor requested modifications to FAA construction standards.

15. Delineation of AIP Non-participating work

- Separately identify all work items that are not eligible for AIP participation.
- Provide justification for why non-participating work should be allowed as part of an AIP funded project
- Establish how non-participating work will be separated from AIP work (schedules, line items)

16. DBE Participation

- State the status of the Sponsor's DBE program
- Identify the current year of the 3 year overall goal. (i.e. Year 2 of overall 3 year goal)
- Establish project specific goal only if overall goal cannot be met by race/gender neutral means.

17. Project Schedule

- Include critical milestone dates as applicable
  - Project initiation
  - Preliminary investigation and design
  - Acquisition and submittal of aeronautical survey data
  - Approach procedure development/amendment
  - Availability of final plans and Specifications
  - Bid Opening
  - Award of contract
  - NTP
  - Completion
  - Closeout

18. Engineers Estimate of Probable Cost

- Provide an itemized summary of the engineer's estimate of probable construction costs.
- Separately identify AIP eligible costs and non-eligible costs

19. Preliminary Project Budget

- Provide a project budget summary that identifies all anticipated project costs (Administrative, preliminary, design, construction and observation/testing services)

20. Pre-design meeting minutes

- Provide a copy of the minutes from the pre-design meeting.

CONTRACT FOR CONSTRUCTION CONSULTANT SERVICES

AIRPORT NAME Central Wisconsin Airport

BOA PROJECT NUMBER CWA1011, Contract #2

AIP/STATE AID NUMBER TBD

Between the

OWNER: Central Wisconsin Joint Airport Board, Mosinee, Wisconsin
Represented by: SECRETARY OF TRANSPORTATION, agent for the owner

and

CONSULTANT: Becher Hoppe Associates, Inc,
330 N. 4th Street
Wausau, Wisconsin 54403-5417

This contract made and entered into by and between the Central Wisconsin Joint Airport Board, Wisconsin represented by its duly authorized agent, WISCONSIN DEPARTMENT OF TRANSPORTATION SECRETARY, Bureau of Aeronautics (BOA), in accordance with Wis. Stat. §114.32(1) (1993), hereinafter called the owner and Becher-Hoppe Associates, Inc., hereinafter referred to as the consultant.

The owner proposes to: Engage Consultant to provide construction engineering services for the CWA1011, Contract #2 Runway 17/35 Navaids Modifications project.

ALL SERVICES

The consultant represents it is in compliance with the laws and regulations relating to the profession of engineering and is willing and able to do the consultant services required in the proposed work in accordance with this contract.

It is expressly understood and agreed that the lump sum amount totals $ 13,529.98, the actual costs shall not exceed $92,711.34 and in no event will the total compensation and reimbursement paid hereunder exceed the maximum combined sum of $106,241.32 for all of the services required under this contract except by amendment to this contract.

The consultant representative is Karl Kemper whose telephone number is 715-551-5507.

The owner representative is Mark Cihlar whose telephone number is 715-693-2147.

The Disadvantaged Business Enterprise goal on this contract is 0%.

Attached and made part of this construction contract are the "General Provisions: and "Special Provisions." This contract incorporates and the parties agree to all of the **CONSULTANT SERVICES GENERAL PROVISIONS DATED** July 10, 2014. The consultant acknowledges receipt of a copy of these "General Provisions."

This contract has been agreed to and signed on the dates shown. Effective date of the contract is the latter of the two dates.

AS AGENT FOR OWNER

By: _____
David M. Greene, Director
Bureau of Aeronautics

Date: _____

CONSULTANT

By: _____
Randal W. Van Natta

Title: President
SS#/FEIN: 39-0875123

Date: August 16, 2021

CENTRAL WISCONSIN JOINT AIRPORT BOARD

By:_____

Title:_____

Date:_____

CONSULTANT BILLING ADDRESS:

Becher-Hoppe Associates, Inc.

330 N. Fourth Street

Wausau, WI 54403

SPECIAL PROVISIONS FOR CONSTRUCTION CONTRACT

Part I. Payment/Scope of Services

Section A. Payment
1. Lump Sum
2. Actual Costs

Section B. Scope of Services
1. General
2. Pre Construction
3. Construction Inspection Management and Reporting Program
4. Airport Layout Plan

Part II. Other Provisions

Section A. Management Engineering Services
Section B. Resident Engineer Services

Part III. Special Attachments (As Required)

Attachment A – Scope of Work
Attachment B – Fee Estimate

Part I. Payment/Scope of Services

Attached to and made a part of the Consultant Construction Services Contract:

Airport Name: Central Wisconsin Airport
BOA Project Number: CWA1011, Contract #2
AIP/STATE AID Project Number: TBD

Section A. Payments

1. **Lump Sum** - The owner agrees to pay the consultant as compensation for professional services furnished under Section B and in accordance with the "General and Special Provisions," a lump sum for each unit of work performed as follows:

Item No.	Description	Fee
1.	Pre Construction	$6,927.58 Lump Sum
2.	Construction Inspection Management and Reporting Program ☐Yes ☒No	$ Lump Sum
3.	Airport Layout Plan Package ☐Yes ☒No	$ Lump Sum
4.	Initial Construction Layout	$5,146.91 Lump Sum
5.	Provide project Record Drawings (As-Builts)	$1,455.49 Lump Sum
	TOTAL LUMP SUM AMOUNT	$13,529.98

2. **Actual Costs**

The consultant agrees to provide necessary management engineering, resident engineering, testing, and inspection services including staking as required for the execution of the project construction as defined in the contractor's construction contract and as set forth in this consultant's contract provisions.

The owner agrees to pay the consultant for full compensation on services rendered under this section an actual cost to the consultant up to $84,167.03 plus a fixed fee of $8,544.31 except by an amendment to this contract.

~~*The overhead rate to be applied to this contract is _____. (Optional)*~~

Total Actual Cost Amount - $ 92,711.34

Maximum Combined Amount (Lump Sum and Actual Costs) - $ 106,241.32

Section B. Scope of Services. The consultant agrees to perform the following services:

1. **General**

   a. The Wisconsin Department of Transportation - Bureau of Aeronautics **Standard Specification for Airport Construction**, 1998 edition plus all supplemental specifications pertaining to Part I - general requirements and covenants which relate to consultant's responsibilities is part of this contract.

   b. Reimbursement for actual costs will be limited to those which are allowable under 48 C.F.R. §31.103 (2007). Payment is intended as full compensation for work performed or services rendered and for all labor, material, supplies, equipment and incidentals necessary to complete the work.

   c. The reimbursement of expenses in the actual costs section of this contract will be in accordance with the consultant's written policy. The owner reserves the right to deny payment of expenses on reasonableness. Any expenses that the consultants have in the determination of their overhead rate are not eligible for reimbursement. The owner has the right to request receipts. In the absence of the consultant's written policy, the State of Wisconsin written policy on reimbursement of expenses for consultant employees will be used as guidelines.

   d. The consultant agrees that management engineering services furnished shall be to the extent necessary to determine compliance with plans and specifications, including necessary general supervision of resident engineering services that may be required under this contract. The consultant further agrees to furnish record drawings in the format specified by the bureau upon completion of the project. Nothing herein shall be construed as imposing upon the consultant's responsibility for the construction means, methods, techniques, sequences, safety programs, and procedures used by contractors. The services involved with management engineering are described in Part II, Section A.

   e. The consultant agrees that resident engineering services furnished under this contract shall be to the extent necessary to inspect the work and to determine compliance with the plans and specifications, including representing the owner in coordination of construction activities among contractors and between contractors and utilities, and to accommodate the reasonable requirements of the owner on and around areas of construction. Documentation of construction progress and delays, quantities and percentages of work, tests performed, inspections made and work accepted, problems encountered and instructions given to contractors, field changes and adjustments approved, and other records required or otherwise necessary to maintain a record of the work, will be maintained on the project site. Nothing herein shall be construed as imposing upon the consultant's responsibility for the construction means, methods, techniques, sequences, safety programs and procedures used by contractors. The services involved with resident engineering services are described in Part II, Section B.

   f. The resident engineer shall maintain a daily diary to record the construction history of the project. The diary will be made available to the FAA or owner for review upon request during inspections or visits. The project diary should include, but not be limited to the following information; weather conditions, job site conditions, work in progress and general location, equipment in use, contractors work force and hours worked, material delivered, tests performed, tests failing and action taken, instructions to the contractors, record of officials visiting project and verbal or written instructions given, telephone conversations and verbal instructions

received, or authorization granted, engineering field force activity and hours worked, delays to construction and reason. The diary should be in a bound book of good quality, easily handled and carried.

g. Any orders issued by the owner/owner representative will be transmitted through the consultant representative to the construction contractor.

h. In the event of a controversy, the **consultant** Representative shall first confer with the **owner** Representative and then transmit the agreed course of action to the contractor. In the event the **consultant** Representatives and **owner** Representatives cannot agree, the **owner** Representative will promptly contact the Airport Engineering Section Chief or their delegate who will determine the necessary course of action. The determination will then be transmitted to the contractor through the **consultant** Representative.

i. Perform consultant field operations in accordance with OSHA regulations and accepted safety practices.

j. Provide both the owner and the bureau a hard copy of the project record drawings. In addition, an electronic copy of the record drawings shall be sent to the bureau in accordance with the latest bureau "as-built guidelines" which can be found on the bureau website.

k. The owner will notify the consultant by certified mail that final billing for all services on this contract must be submitted within 14 days, after which no further payment will be made.

2. Pre-Construction Work

The consultant services in this item include:

a. Prepare, coordinate and schedule the pre-construction conference, after the construction contracts are awarded.

b. Obtain and review the project construction schedules from the contractor or contractors prior to presentation at the pre-construction conference. The owner should be provided copies of all construction schedules.

c. Prior to pre-construction conference, furnish the names of the project management person, resident engineer (and inspectors upon request) with qualifications for approval by the owner.

d. Preside at the pre-construction conference, prepare a detailed record of the conference, submit to the owner for review and comment, and distribute the final record.

3. ~~Construction Inspection Management and Report Program~~

~~a. This provision applies only to federally funded projects for pavement costs over $250,000.~~

~~b. A construction inspection management program detailing the measures and procedures to be used to comply with the quality control provisions of the construction contract including, but not limited to, all quality control provisions and tests required by the federal specifications, federal approved state specifications or federal approved deviations from these specifications.~~

Pavement refers to the total pavement structure including sub-grade, base and sub-base courses, and surface course.

c. The consultant shall provide the following information before the start of construction:

(1) The name of the person representing the sponsor who has overall responsibility for contract construction inspection administration for the project and the authority to take necessary actions to comply with the contract.

(2) Names of testing laboratories and consulting engineer firms with quality control responsibilities on the project, together with a description of the services to be provided.

(3) Procedures for assuring that testing laboratories meet the requirements of the American Society of Testing and Material's Standards on laboratory evaluation referenced in the contract specifications. (The testing contract shall state that the laboratory complies with ASTM D3666 -11 and C1077-13).

(4) Qualifications of engineering supervision and construction inspection personnel.

(5) A listing of all tests required by the contract specifications, including the type and frequency of tests to be taken, the method of sampling, the applicable test standard, and the acceptance criteria or tolerances permitted for each type of test.

(6) Procedures for ensuring that the tests are taken in accordance with the program, that they are documented daily, that the proper corrective actions, where necessary, are undertaken, and that the quality of materials used is adequate.

d. The consultant shall provide the following information upon completion of the project:

(1) An interim test and quality control report shall be submitted, if requested by the owner.

(2) A final test and quality control report documenting the results of all tests performed, highlighting those tests that failed or did not meet the applicable test standard. The report shall include the pay reductions applied and reasons for accepting any out-of-tolerance material.

4. Airport Layout Plan Package

a. The ALP package will be prepared in accordance with the current AC 150/5300-13 and BOA ALP Development Guide/checklist.
b. List of ALP sheets as checked will be included in this contract.

Title sheet	☐Yes	☐No
Airport layout sheet	☐Yes	☐No
Terminal area sheets (number __)	☐Yes	☐No
Approach sheets (Rwy's __,__,__,__,__,__)	☐Yes	☐No
Airport property map (Land inventory map)	☐Yes	☐No
Land use plan	☐Yes	☐No
Land acquisition plan	☐Yes	☐No
Airport airspace drawing	☐Yes	☐No

~~ALP to be prepared using CADDS~~ ☐ ~~Yes~~ ☐ ~~No~~

~~c. ALP Narrative Report~~ ☐ ~~Yes~~ ☐ ~~No~~

~~d. Transmittal Letter to FAA~~ ☐ ~~Yes~~ ☐ ~~No~~

PART II. OTHER PROVISIONS

Section A. Management Engineering Services

The consultant agrees to provide management engineering services required for the execution of the work. These services shall include, but are not limited to the following:

1. Check construction activities to obtain compliance with plans and specifications.

2. Provide interpretation of plans and specifications.

~~3. Supervise and coordinate sub-consultant contracts for field inspection and testing.~~

4. Review shop drawings and certificates submitted by contractors for compliance with design concepts.

5. Review all final pay estimates and explanation of variation between contract and final quantities prepared by resident engineer.

6. Review weekly progress reports as prepared by resident engineer.

7. Review "Contractors Request for Extension of Contract Time" analysis made by the resident engineer and make recommendation to the owner.

8. Prepare and recommend approval of change orders.

9. Meet with the owner for consultation and advice during construction.

10. Schedule final inspection of all contracts and send notifications. Attend final inspection of construction. Make recommendations for acceptance of work.

11. Monitor that all testing required by the specifications is performed. Review and approve all materials reports prepared by the resident engineer.

12. Certify that all project work completed under inspection of the resident engineer is in substantial compliance with the plans, specifications and contract documents including any modifications by change order or otherwise, that all required tests were performed, and that such work is recommended for acceptance.

13. Maintain record drawings from redline or working drawings prepared by resident engineer as accumulated during the course of construction to show "as-built" conditions.

Section B. Resident Engineer Services

The consultant agrees to provide resident engineering, testing, and inspection services including construction staking required by the owner in the execution of the project work.

The consultant is authorized to employ the resident engineer on other work during periods of temporary job shutdown if such services are not required by the project. Normally, the resident engineer will give continuous service on the project when construction is in progress to include temporary interruptions due to weather or mechanical failure; however, on some projects, these services may be intermittent in accordance with project requirements.

Resident services shall include, but are not limited to the following:

1. Construction staking shall be in accordance with "General Requirements and Covenants for Airport Construction," Section 50-06.

2. Check construction activities to monitor compliance with the plans and specifications.

3. Check contractor's equipment and review proposed methods of construction. Notify contractor of equipment and methods which do not comply with the contract requirements. The resident engineer shall notify the owner in the event that the contractor elects to continue the use of questioned equipment and methods.

4. The resident engineer shall monitor the contractor's compliance with the approved DBE plan (i.e., determine that the firms on the job are as stated in the plan. Determine that the volume of work and equipment used complies with the plan.). Deviations should be reported to the owner.

5. Make necessary tests in accordance with the cited standard methods of ASTM; record all test results on the appropriate "Field Inspection of Material" forms; prepare a summary and disposition of all testing and materials inspection on the "Test Report Record" form; and record all deviating tests on a "Materials Specification Deviation Report" form.

6. The resident engineer shall notify the contractor of any failure of the work or materials to conform to the requirements of the contract, plans or specifications. The resident engineer may reject non-conforming materials and notify the contractor to suspend any work in question until such issues can be referred to the owner for a final decision.

7. Maintain daily records of the contractor's progress and activities during the course of construction, to include progress of all work. These records document work in progress, quality and quantity of materials delivered, test locations and results, instructions provided the contractor, weather, equipment use, labor requirements, safety problems, and changes required.

8. Prepare and submit weekly progress report, working day weekly statement, contract time status, and other reports as required by this contract. A concise report of the daily services performed by the resident staff shall be incorporated in progress reports. Working day weekly statement and weekly progress reports shall be submitted to the owner within three calendar days of the end of the contractor's work week. All failed tests and re-tests must

be reported with the weekly progress reports. A summary of out-of-tolerance material, any corrective action, and material subject to pay reduction is also required.

9. ~~Determine that each contractor of subcontractor on the project is submitting the required payroll reports. Review payroll reports for completeness and compare with published state and/or federal wage rates for compliance. Where payroll reports are found to be incomplete or inaccurate, make the initial contact with the contractor and refer to the bureau for further action if necessary. Submit the first payroll report of each contractor and subcontractor to the owner (except on state aid contracts). Retain all payroll reports on the project for review for a period of not less than five (5) years.~~

   Affirm that the prime contractor has posted the prevailing wage rates at the job shack (or other conspicuous location approved by the engineer).

   Assist the bureau in the conduct of random wage compliance interviews with workman on the project as requested.

10. Perform other services as reasonably required by the owner and as outlined in the Standard Specifications for Airport Construction, 1998 edition.

11. Review and evaluate "Contractor's Request for Extension of Contract Time," submit recommendation to the consultant's project management person.

12. Measure and compute quantities of all materials incorporated in the work and items of work completed, and maintain an item record account.

13. Prepare "Periodic Cost Estimates" and submit to the owner.

14. Prepare change orders which include a cost estimate, cost/price analysis and record of negotiations. Notify the contractor that no work on change orders can start until approval is obtained from the owner.

15. Prior to the final inspection, prepare and distribute to the contractor and owner a semi-final inspection report including a list of uncompleted items.

16. When work included in a construction contract is complete, notify consultant project management person to coordinate and schedule a final inspection.

BECHER HOPPE
330 N. 4th Street, Wausau, WI 54403-5417
715-845-8000 | becherhoppe.com

ATTACHMENT A

Scope of Services

Central Wisconsin Airport
Mosinee, WI

Runway 17/35 Navaids Modifications

CWA1011, Contract #2

Construction Engineering Services

August 4, 2021

PROJECT DESCRIPTION

This project includes improvements to the Central Wisconsin Airport in Mosinee, Wisconsin. The project consists of the following:

- Runway 35 MALSR: The medium intensity approach lighting system with runway alignment indicator lights (MALSR) system needs adjustments as a result of the revised proposed Runway 17/35 profile. Adjustments will include:
    - The light bar at MALSR STA 2+00 will be reconstructed in order to match the proposed (higher) grades in the runway safety area. This includes removal of existing equipment and foundations, construction of new foundations, and installing equipment back on foundations.
    - The light bars from MALSR STA 4+00 to STA 14+00 will have new poles installed and wiring modifications made to achieve standard MALSR light lane elevations.
    - A new MALSR threshold bar will be installed for Runway 35. There is not currently a MALSR threshold bar for this runway.
- Runway 35 GS: FAA has new glideslope (GS) equipment that they'd like installed to replace the existing equipment. The existing foundations, tower, and building will be left in place and re-used. A paved access road will also be constructed from the airport perimeter road to the GS.
- Runway 35 LOC: FAA has new localizer (LOC) equipment that they like installed to replace the existing equipment. The new equipment will be installed slightly north of where the existing equipment is location to ensure it's clear of the runway safety area, so a new foundation will be necessary. The existing building

will be left in place and re-used. A paved access road will also be constructed from the airport perimeter road to the LOC.

- Runway 35 PAPI: There is not currently a precision approach path indicator (PAPI) for this runway. A new PAPI will be installed, which will be collocated with the GS. A paved access road will also be constructed from the airport perimeter road to the PAPI.
- Runway 17 PAPI: This PAPI needs to be relocated. New foundations will be constructed. A paved access road will also be constructed from Taxiway B to the PAPI.
- Runway 17 REILS: These runway end identifier lights (REILs) will be relocated to match new runway geometry. All new cabling will be installed.

This scope is for engineering services associated with the construction phase of the project. Construction is anticipated to occur from early September through October 2021, with FAA flight check(s) to follow.

The following scope of services has been developed to accomplish the goals for this project:

SCOPE OF SERVICES

I. LUMP SUM ITEMS

1. Pre-Construction Tasks

a. **Scoping/Preliminary Coordination:** Consultant will coordinate with the Airport, BOA, FAA, contractor, sub-consultants, and internally to estimate scoping items such as timeline, required tasks, and appropriate staffing for the project.

b. **Erosion Control Implementation Plan (ECIP) Coordination:** Not included in scope.

c. **Obtain/Review Construction Schedule:** Consultant will review the contractor's initial schedule for compliance with project specifications and airport operations. Consultant will coordinate with contractor and airport manager to modify schedule as required to meet project specifications and accommodate airport operations.

d. **Coordinate, Prepare, Conduct, Document Pre-Construction Meeting:** Consultant will coordinate, prepare for, conduct, and document a pre-construction meeting at the Airport.two pre-construction meetings at the Airport.

e. **Safety Plan Compliance Document (SPCD) Coordination:** Consultant will review the contractor's SPCD and coordinate with the contractor to develop the SPCD to the point where it's ready for BOA review and

approval/comment. Consultant will follow up with contractor and BOA to ensure that the SPCD approval is formalized.

f. **Prepare Digital Terrain Models (DTM):** Consultant will prepare and provide DTMs to the contractor to be used for GPS machine grading.

2. **Construction Management Program (CMP):** Not included in scope.

3. **Airport Layout Plan Package:** Not included in scope.

4. **Initial Construction Layout and Control:** Control is not anticipated to need to be set for this project, since control from the Runway 17/35 reconstruction project should be able to be utilized. Consultant will set slope stakes in areas of proposed roadway construction.

5. **Record Drawings:** Consultant will prepare record drawings in Adobe (.pdf) format to represent as-built conditions of the project.

II. COST PLUS FIXED FEE ITEMS

1. **Management Engineering:**
   a. **Project Preparation:** Consultant will prepare templates for the documents and tools utilized during construction, including:
      - Pay estimates
      - Daily progress reports
      - Weekly progress reports
      - Contract time status reports
      - Working days weekly statements
      - Submittal log
      - Material submittal checklist
      - Weekly meeting agendas
      - Item record account worksheets
      - Erosion control inspection worksheets
      - Construction GPS setup

   b. **Project Coordination:** Consultant will provide professional engineering services as required to monitor project progress and resolve issues.

   c. **Interpret Plans and Specifications:** Consultant will assist contractor with interpreting plans and specifications. Internally, the project manager will introduce resident project representative to the project.

   d. **Supervise Sub-Consultants:** Not included in scope.

   e. **Review Shop Drawings, Submittals, and Quality Control Plans:** Consultant will review the Contractor's submittals and quality control plans for all materials incorporated into the project to ensure they meet project

specifications.

f. **Pay Estimates/Variation in Quantities:** Consultant will tabulate quantities during construction and review with the Contractor weekly. Consultant will prepare periodic pay estimates during construction, provide to the contractor for approval, present to Sponsor for approval, and submit to BOA for payment. Consultant will also submit any requested variation in quantities information after the project is completed.

g. **Weekly Progress Reports:** Consultant will complete weekly progress reports to include:
   - Weekly dollar amount of work completed
   - Progress of major items
   - Engineering daily labor amounts
   - Daily summary of work, personnel, and equipment.

h. **Weekly Meeting Agendas & Minutes:** Consultant will prepare and transmit the previous week's meeting minutes and the following week's meeting agenda each week.

i. **Prepare Change Orders:** Consultant will prepare change orders as necessary.

j. **Consultation with Owner:** Consultant will keep the Airport informed throughout the project and answer questions from the Airport as requested.

k. **Final Inspection/Acceptance:** Consultant will organize and provide record of a final project inspection, and coordinate acceptance. After the inspection, Consultant will transmit minutes of the final inspection meeting and verify completion of any remaining punchlist items.

l. **Monitor/Review Testing Work:** Consultant will review Contractor QC testing and Engineering QV testing work performed, and verify that test results meet project specifications.

m. **Project Acceptance and Closeout:** Consultant will work with the Airport, BOA, and contractor to resolve outstanding issues and close out the project.

2. **Construction Engineering**
   a. **Construction Staking:** Consultant will perform all layout and staking per project specifications. Anticipated staking tasks include:
      i. Removals/sawcuts
      ii. Erosion control
      iii. Subgrade
      iv. Culverts
      v. Underdrains

vi. Subbase
vii. Base
viii. Foundations
ix. Ducts
x. Concrete pavement
xi. Lights & Navaids

b. Construction Oversight

i. **Resident Project Representative:** Consultant will provide full-time construction observation and documentation. The primary tasks performed by the RPR will include:

- Observe and photograph construction operations
- Verify compliance with project specifications
- Coordinate miscellaneous field adjustments
- Measure quantities
- Conduct erosion control inspections
- Prepare daily progress reports
- Prepare weekly progress reports
- Prepare pay estimates
- Stakeholder coordination

ii. **Project Manager Site Visits/Meetings:** The project manager will typically visit the site at least weekly to observe construction progress and conduct weekly progress meetings.

Project Manager: Karl Kemper, PE will be the project manager. Randy Van Natta, PE, will provide support to Karl as needed.

Resident Project Engineer(s)/Representative(s): Bret Pugliese will be the full-time RPR. Other qualified staff will provide support as needed.

DBE Goal: The DBE goal is N/A for this project.

Wage Rates: We have used our 2021 wage rates and 2021 IRS mileage and per diem rates to prepare the fee proposal.

Overhead & Profit: We have used our audited 2020 overhead rate of 200.40% and an 11% profit factor to prepare this proposal.

If additional effort is required for construction services, any amendment for additional services will include additional fixed fee.

Becher-Hoppe Associates, Inc.
COST PRICE ANALYSIS WORKSHEET
WisBOA/FAA Funded Projects
2021 Wage Rates
2020 DOT O/H Rates

ATTACHMENT B - FEE ESTIMATE
CONSTRUCTION ENGINEERING SERVICES

AIRPORT: Central Wisconsin Airport
PROJECT NUMBER : CWA1011, Contract #2
PROJECT DESCRIPTION: Runway 17/35 Navaids Modifications
DATE: 8/6/21

PREPARED BY: KRK
CHECKED BY:
APPROVED BY:

		ESTIMATED HOURS							LABOR, OVERHEAD & PROFIT			ACTUAL COSTS - TRAVEL, MEALS, FIELD SUPPLIES, ETC.										
	STAFF CLASSIFICATION & WAGE RATES =======>	Project Engr III (Randy)	Project Engr III (Karl)	Project Engr I (Jed)	Staff Engr (Bret)	Survey Chief (Ken)	Survey Tech (Mark)	Tech. Assist (Stef)	TOTAL HOURS	Direct Labor Costs	Direct + G&A Overhead	Mat'ls Supplies	Vehicle miles	Robotic Total	GPS (hr)	Meals	Total Actual Costs	CONSULTANT COSTS	PROFIT ON ITEMS 1& 2	SUM OF ALL COST ITEMS		PROPOSED CONTRACT AMOUNT
											200.4000%		$ 0.580	$40	$40				11%			
No.	WORK ELEMENT									1	2	3	4a	4b	4c	4d	4	5	6	1-6	NO.	
I.	**LUMP SUM ITEMS**																					
1	**PRE-CONSTRUCTION TASKS:**																					
a	Scoping/ Prelim Coord	1	12			1		4	18 hr.	$ 851.75	$ 1,706.91						$ -		$ 281.45	*$ 2,840.11*		
b	ECIP Coord								0 hr.	$ -	$ -						$ -		$ -	$ -		
c	Obtain/Review Constr Schedule		2		2				4 hr.	$ 162.50	$ 325.65						$ -		$ 53.70	*$ 541.85*		
d	Coord, Prepare, Conduct, Doc't Pre-Con Mtg		10		6				16 hr.	$ 702.90	$ 1,408.61		60			$ 28.00	$ 62.80		$ 232.27	*$ 2,406.58*		
e	SPCD Review and Coordination		1		2				3 hr.	$ 108.65	$ 217.73						$ -		$ 35.90	*$ 362.28*		
f	Prepare DTM		1	5					6 hr.	$ 232.95	$ 466.83						$ -		$ 76.98	*$ 776.76*		
	Pre-Construction Subtotal	1.0	26.0	5.0	10.0	1.0	-	4.0	47 hr.	$ 2,058.75	$ 4,125.73	$ -	60 mi.	-	0 hr.	$ 28.00	$ 62.80	$0.00	$ 680.30	**$ 6,927.58**		
2	**CONST INSPCT MGMT & REPT PRGRM:**								0 hr.	$ -	$ -						$ -		$ -	$ -		
	Const Insp Mgmt Subtotal	-	-	-	-	-	-	-	0 hr.	$ -	$ -	$ -	0 mi.	-	0 hr.	$ -	$ -	$ -	$ -	**$ -**		
3	**AIRPORT LAYOUT PLAN PACKAGE:**																					
	ALP Subtotal	-	-	-	-	-	-	-	0 hr.	$ -	$ -	$ -	0 mi.	-	0 hr.	$ -	$ -	$ -	$ -	**$ -**		
4	**OTHER TASKS:**																					
a	**Initial Construction Layout/Slope Staking**				1	26	20		47 hr.	$ 1,302.98	$ 2,611.17	$ 25.00	140		16	$ 56.00	$ 777.20		$ 430.56	*$ 5,146.91*		
b	**Record Drawings**		2		12				14 hr.	$ 436.50	$ 874.75						$ -		$ 144.24	*$ 1,455.49*		
	Other Tasks Subtotal	-	2.0	-	13.0	26.0	20.0	-	61 hr.	$ 1,739.48	$ 3,485.92	$ 25.00	140 mi.	-	16 hr.	$ 56.00	$ 777.20	$ -	$ 574.80	**$ 6,602.40**		
	TOTAL LUMP SUM AMOUNT	1.00	28.00	5.00	23.00	27.00	20.00	4.00	108.00 hr.	$ 3,798.23	$ 7,611.65	$ 25.00	200 mi.	-	16 hr.	$ 84.00	$ 840.00	$ -	$ 1,255.10	**$ 13,529.98**		**$ 13,529.98**
	% OF TOTAL HOURS	0.9%	25.9%	4.6%	21.3%	25.0%	18.5%	3.7%	100.0%									cross check		**$ 13,529.98**		
II.	**ACTUAL COST ITEMS**																					
1	**MANAGEMENT ENGINEERING:**																					
a	Project Preparation		2		8				10 hr.	$ 326.90	$ 655.11						$ -		$ 108.02	*$ 1,090.03*		
b	Project Coordination		8						8 hr.	$ 430.80	$ 863.32						$ -		$ 142.35	*$ 1,436.47*		
c	Interpret plans and specifications		4		8				12 hr.	$ 434.60	$ 870.94						$ -		$ 143.61	*$ 1,449.15*		
d	Supervise Sub-Consultants								0 hr.	$ -	$ -						$ -		$ -	$ -		
e	Review shop dwgs/submittals		2		16				18 hr.	$ 546.10	$ 1,094.38						$ -		$ 180.45	*$ 1,820.93*		
f	Pay estimates/ variation in quantities		2						2 hr.	$ 107.70	$ 215.83						$ -		$ 35.59	*$ 359.12*		
g	Weekly Progress Reports		4						4 hr.	$ 215.40	$ 431.66						$ -		$ 71.18	*$ 718.24*		
h	Weekly Meeting Agendas and Minutes (8 weeks)		16						16 hr.	$ 861.60	$ 1,726.65						$ -		$ 284.71	*$ 2,872.96*		
i	Prepare (1) change order		8						8 hr.	$ 430.80	$ 863.32						$ -		$ 142.35	*$ 1,436.47*		
j	Consultation w/ Owner		8						8 hr.	$ 430.80	$ 863.32						$ -		$ 142.35	*$ 1,436.47*		
k	Final inspection/acceptance		10		6				16 hr.	$ 702.90	$ 1,408.61		60			$ 28.00	$ 62.80		$ 232.27	*$ 2,406.58*		
l	Monitor/review testing work								0 hr.	$ -	$ -						$ -		$ -	$ -		
m	Project Acceptance and Closeout		4		12				16 hr.	$ 544.20	$ 1,090.58						$ -		$ 179.83	*$ 1,814.61*		
	Construction Management Subtotal	-	68.0	-	50.0	-	-	-	118 hr.	$ 5,031.80	$ 10,083.72	$ -	60 mi.	-	0 hr.	$ 28.00	$ 62.80	$ -	$ 1,662.71	**$ 16,841.03**		
2	**CONST. ENGINEERING:**																					
a	**CONSTRUCTION STAKING:**																					
	35 LOC		1			7	5		13 hr.	$ 386.61	$ 774.77	$ 25.00	60	3		$ 28.00	$ 182.80		$ 127.75	*$ 1,496.93*		
	35 LOC Road		1			10	8					$ 25.00	60	6		$ 28.00	$ 302.80		$ -	*$ 327.80*		
	17 PAPI		1			7	5		13 hr.	$ 386.61	$ 774.77	$ 25.00	60	3		$ 28.00	$ 182.80		$ 127.75	*$ 1,496.93*		
	17 PAPI Road		1			14	10		25 hr.	$ 719.37	$ 1,441.62	$ 75.00	60	8		$ 28.00	$ 382.80		$ 237.71	*$ 2,856.50*		
	17 REILs		1			6	4		11 hr.	$ 331.15	$ 663.62	$ 50.00	60	2		$ 28.00	$ 142.80		$ 109.42	*$ 1,296.99*		
	35 GS Road		1			10	8		19 hr.	$ 552.99	$ 1,108.19	$ 25.00	60	6		$ 28.00	$ 302.80		$ 182.73	*$ 2,171.71*		
	35 PAPI		1			7	5		13 hr.	$ 386.61	$ 774.77	$ 50.00	60	3		$ 28.00	$ 182.80		$ 127.75	*$ 1,521.93*		
	35 MALSR light adjustments		1			10	8		19 hr.	$ 552.99	$ 1,108.19	$ 25.00	60	6		$ 28.00	$ 302.80		$ 182.73	*$ 2,171.71*		
	35 MALSR foundations		1			8	6		15 hr.	$ 442.07	$ 885.91	$ 25.00	60	4		$ 28.00	$ 222.80		$ 146.08	*$ 1,721.86*		
	Construction Staking sub-total	-	9.0	-	-	79.0	59.0	-	128 hr.	$ 3,758.40	$ 7,531.84	$ 325.00	540 mi.	41.0	0 hr.	$ 252.00	$ 2,205.20	$ -	$ 1,241.92	***$ 15,062.36***		
b	**CONSTRUCTION OVERSIGHT:**																					
i.	RPR (40 days @ 12 hrs/day)				560				560 hr.	$ 15,344.00	$ 30,749.38		2600			$ 2,000.00	$ 3,508.00		$ 5,070.27	*$ 54,671.65*		
ii.	Project Manager (8 Weekly Visits/Meetings)		32						32 hr.	$ 1,723.20	$ 3,453.29		480			$ 112.00	$ 390.40		$ 569.41	*$ 6,136.30*		
	Construction Engineering Subtotal	-	32.0	-	560.0	-	-	-	592 hr.	$ 17,067.20	$ 34,202.67	$ -	3080 mi.	-	0 hr.	$ 2,112.00	$ 3,898.40	$ -	$ 5,639.68	***$ 60,807.95***		
	TOTAL ACTUAL COST AMOUNT	0.00	109.00	0.00	610.00	79.00	59.00	0.00	838.00 hr.	$ 25,857.40	$ 51,818.23	$ 325.00	3680 mi.	41	0 hr.	$ 2,392.00	$ 6,166.40	$ -	$ 8,544.31	**$ 92,711.34**		**$ 92,711.34**
	% OF TOTAL HOURS	0.0%	13.0%	0.0%	72.8%	9.4%	7.0%	0.0%	100.0%									cross check	Fixed Fee	**$ 92,711.34**		
																			LUMP SUM AMOUNT =		**$ 13,529.98**	
																			ACTUAL COST AMOUNT =		**$ 84,167.03**	
																			FIXED FEE AMOUNT =		**$ 8,544.31**	
																			MAXIMUM COMBINED SUM =		**$ 106,241.32**	

fly CWA first
CENTRAL WISCONSIN AIRPORT

Agenda Item Summary

Airport Board Meeting Date: February 19, 2021

Agenda Item Title: #5) Review and Possible Action on American Rescue Plan Act (ARPA) Resolution

Staff Responsible: Brian Grefe, Airport Director

Background: The American Rescue Plan Act of 2021 (H.R. 1319, Public Law 117-2), signed into law by the President on March 11, 2021, includes $8 billion in funds to be awarded as economic assistance to eligible U.S. airports to prevent, prepare for, and respond to the coronavirus disease 2019 (COVID-19) pandemic. To distribute these funds, the FAA has established the Airport Rescue Grants. The FAA will make grants to all airports that are part of the national airport system, including all commercial service airports, all reliever airports, and some public-owned general aviation airports. FAA Chicago Airports District Office announced that the Central Wisconsin Airport is eligible to receive two grants from ARPA One for $2,209,388 for costs related to operations, personnel, cleaning, sanitization, janitorial services, combating the spread of pathogens at the airport, and debt service payments. The second grant for $120,900 is to provide relief from rent and minimum annual guarantees for airport concessions.

Timeline: These funds must be spent within 4 years. However, FAA Guidance encourages that the funds be used as quickly as possible. CWA anticipates the American Rescue Plan Act funds will be spent by December of 2022 or sooner.

Financial Impact: The American Rescue Plan Act funds will offset approximately one year of revenues at CWA with passenger enplanements running at 80% of 2019 levels. When considering ACRGP, and remaining CARES funds, the airport should be able to operate with the revenues associated with 80% passenger enplanements through CY 2023 with modest reductions to spending.

Contributions to Airport Goals: This financial plan will help the airport continue working towards all the organization's goals.

Recommended Action: Airport staff recommends that the Central Wisconsin Joint Airport Board approve Resolution R-04-21 Approving the acceptance and use of federal American Rescue Plan Act Funds.

Attachment: Resolution R-04-21

RESOLUTION No. R-04-21
APPROVING THE ACCEPTANCE AND USE OF AMERICAN RESCUE PLAN ACT FUNDS
BY

Central Wisconsin Joint Airport Board

WHEREAS, Marathon County and Portage County, Wisconsin hereinafter referred to as the Joint Airport Board, each being a municipal body corporate of the State of Wisconsin, is authorized by Wis. Stat. §114.11 (1973), to acquire, establish, construct, own, control, lease, equip, improve, maintain, and operate an airport, and

WHEREAS, the Joint Airport Board desires to continue operating the Central Wisconsin Airport (CWA), Marathon County, Wisconsin, and

WHEREAS, The American Rescue Plan Act of 2021 (H.R. 1319, Public Law 117-2), signed into law by the President on March 11, 2021, includes $8 billion in funds to be awarded as economic assistance to eligible U.S. airports to prevent, prepare for, and respond to the coronavirus disease 2019 (COVID-19) pandemic, and

WHEREAS, FAA announced that the Central Wisconsin Airport is eligible to receive $2,209,388 for costs related to operations, personnel, cleaning, sanitization, janitorial services, combating the spread of pathogens at the airport, and debt service payments, and

WHEREAS, FAA announced that the Central Wisconsin Airport is eligible to receive an additional $120,900 to provide relief from rent and minimum annual guarantees to on-airport parking, on-airport car rental, and in-terminal airport concessions, and

WHEREAS, the grant proceeds are necessary to meet the existing and future needs of the airport, and

THEREFORE, BE IT RESOLVED, by the Joint Airport Board that the acceptance and use of American Rescue Plan Act (ARPA) funds is hereby approved, and the Airport Director is authorized to complete all paperwork.

DATED this 20^{h} day of August 2021

_____

Central Wisconsin Joint Airport Board Chair

CENTRAL WISCONSIN AIRPORT STATISTICAL REPORT
SUMMARY - JULY 2020 -2021

17-Aug-21

	2020 MONTH	*2021 MONTH*	*% CHGE. 20-21*	*2020 Y-T-D*	*2021 Y-T-D*	*% CHGE. 20-21*
ACTUAL LANDINGS						
AMERICAN	54	91	68.5%	369	402	8.9%
UNITED	29	62	113.8%	312	315	1.0%
DELTA	39	184	371.8%	512	815	59.2%
CHARTERS	1	1	0.0%	5	4	-20.0%
TOTAL LANDING ACTIVITY	246	676	174.8%	2,396	3,072	28.2%
ATCT OPERATIONS	1,012	1,910	88.7%	6,481	8,030	23.9%
AIRLINE CANCELLATIONS						
AMERICAN	0	0	0.0%	32	5	-84.4%
UNITED	0	0	0.0%	2	0	-100.0%
DELTA	0	0	0.0%	35	2	-94.3%
TOTAL CANCELLATIONS	0	0	0.0%	69	7	-89.9%
ENPLANED PASSENGERS						
AMERICAN	2,071	3,755	81.3%	12,257	15,329	25.1%
UNITED	791	2,390	202.1%	9,026	10,566	17.1%
DELTA	867	6,090	602.4%	13,202	22,644	71.5%
CHARTERS	58	80	37.9%	631	279	-55.8%
TOTAL ENPLANED PASSENGERS	3,787	12,315	225.2%	35,116	48,818	39.0%
DEPLANED PASSENGERS						
AMERICAN	2,025	3,437	69.7%	10,977	14,796	34.8%
UNITED	929	2,466	165.4%	8,953	10,803	20.7%
DELTA	832	6,086	631.5%	13,339	22,979	72.3%
CHARTERS	0	80	100.0%	573	279	-51.3%
TOTAL DEPLANED PASSENGERS	3,786	12,069	218.8%	33,842	48,857	44.4%
AIR FREIGHT - AMERICAN	1	302	30100.0%	368	302	-17.9%
AIR FREIGHT - UNITED	0	0	0.0%	0	0	0.0%
AIR FREIGHT - DELTA *	2,157	0	-100.0%	13,189	18,258	38.4%
TOTAL AIRFREIGHT - AIRLINES *	2,158	302	-86.0%	13,557	18,560	36.9%
TOTAL AIRFREIGHT - GEN AVIATION	132,955	142,867	7.5%	936,547	1,002,363	7.0%
AIRLINES & GEN AVIATION - AIR FREIGHT	135,113	143,169	6.0%	950,104	1,020,923	7.5%

* No Delta freight number.

LOAD FACTOR-CURRENT MONTH	SEATS	PAX	FACTOR
AMERICAN	4,550	3,755	82.5%
UNITED	3,100	2,390	77.1%
DELTA	9,200	6,090	66.2%

CENTRAL WISCONSIN AIRPORT STATISTICAL REPORT
SUMMARY - JULY MONTHLY
2019 - 2021

	JULY 2019	JULY 2020	JULY 2021	% CHANGE 2019/2021	% CHANGE 2020/2021
ACTUAL LANDINGS					
AMERICAN	80	54	91	13.8%	68.5%
UNITED	83	29	62	-25.3%	113.8%
DELTA	140	39	184	31.4%	371.8%
CHARTERS	1	1	1	0.0%	0.0%
TOTAL OPERATIONS	608	246	676	11.2%	174.8%
ATCT OPERATIONS	1,640	1,012	1,910	16.5%	88.7%
AIRLINE CANCELLATIONS					
AMERICAN	5	0	0	-100.0%	0.0%
UNITED	0	0	0	0.0%	0.0%
DELTA	1	0	0	-100.0%	0.0%
TOTAL CANCELLATIONS	6	0	0	-100.0%	0.0%
ENPLANED PASSENGERS					
AMERICAN	3,566	2,071	3,755	5.3%	81.3%
UNITED	3,568	791	2,390	-33.0%	202.1%
DELTA	6,261	867	6,090	-2.7%	602.4%
CHARTERS	170	58	80	-52.9%	37.9%
TOTAL ENPLANED PASSENGERS	13,565	3,787	12,315	-9.2%	225.2%
DEPLANED PASSENGERS					
AMERICAN	3,230	2,025	3,437	6.4%	69.7%
UNITED	3,385	929	2,466	-27.1%	165.4%
DELTA	6,003	832	6,086	1.4%	631.5%
CHARTERS	170	0	80	-52.9%	100.0%
TOTAL DEPLANED PASSENGERS	12,788	3,786	12,069	-5.6%	218.8%
AIR FREIGHT - AMERICAN	510	1	302	-40.8%	30100.0%
AIR FREIGHT - UNITED	0	0	0	0.0%	0.0%
AIR FREIGHT - DELTA	2,074	2,157	0	-100.0%	-100.0%
TOTAL AIRFREIGHT - AIRLINES	2,584	2,158	302	-88.3%	-86.0%
TOTAL AIRFREIGHT - GENERAL AVIATION	142,888	132,955	142,867	0.0%	7.5%
AIRLINES & GENERAL AVIATION - AIR FREIGHT	145,472	135,113	143,169	-1.6%	6.0%

Central Wisconsin Airport – Flight Schedule
August 20, 2021

Arrivals – Delta			
5226	10:23	from DTW	CRJ
5239	11:29	from MSP	CRJ
5223	16:16	from DTW	CRJ
5242	17:09	from MSP	CRJ
5099	20:54	from MSP	CRJ
5263	21:17	from DTW	CRJ

Departures – Delta			
5054	06:00	to MSP	CRJ
5139	07:00	to DTW	CRJ
5052	11:03	to MSP	CRJ
5116	12:15	to DTW	CRJ
5084	16:56	to MSP	CRJ
5002	17:49	to DTW	CRJ

Arrivals – United Airlines			
3765	15:05	from ORD	CRJ
3930	21:11	from ORD	CRJ

Departures – United Airlines			
3829	06:00	to ORD	CRJ
4002	15:49	to ORD	CRJ

Arrivals – American Eagle			
4477	09:01	from ORD	ERJ
4478	16:22	from ORD	ERJ
4348	20:31	from ORD	ERJ

Departures – American Eagle			
3788	07:33	to ORD	ERJ
4477	09:33	to ORD	ERJ
4478	16:53	to ORD	ERJ

Upcoming Charter Schedule

MSP = Minneapolis
ORD = Chicago O'Hare
DTW = Detroit

Total CWA Flights Daily = 11

CENTRAL WISCONSIN AIRPORT 17-Aug-21
REVENUE 2021

		BUDGET 2021	MONTH OF JULY	YEAR TO DATE	% OF BUDGET
5409-53	FUEL SALES	30,000	0	19,693	65.6%
5410-53	FUEL FLOWAGE	35,000	20,739	30,385	86.8%
5411-53	LANDING FEES	300,000	40,120	157,155	52.4%
5418-53	RAMP CHARGES	50,000	5,263	36,159	72.3%
AIRFIELD		415,000	66,122	243,392	58.6%
5422-56	UTILITIES	450	263	263	58.4%
CONTROL TOWER		450	263	263	58.4%
5412-55	RENT	100,000	11,917	66,656	66.7%
5422-55	UTILITIES	3,000	0	0	0.0%
HANGAR		103,000	11,917	66,656	64.7%
5497-57	LABOR-CWA	1,000	0	0	0.0%
5498-57	MATERIALS-CWA	0	0	0	0.0%
5499-57	MISC-CWA	2,000	0	36	1.8%
MAINTENANCE SHOP		3,000	0	36	1.2%
5412-54	RENT	30,000	2,655	18,585	62.0%
5414-54	FARM LAND RENT	84,000	4,000	76,751	91.4%
5417-54	HWY BILLBOARDS	9,500	0	9,832	103.5%
5422-54	UTILITIES	0	0	0	0.0%
5432-54	CORPORATE HANGAR	100,000	18,612	88,251	88.3%
NET LEASE		223,500	25,267	193,420	86.5%
5440-51	**PARKING**	900,000	77,736	421,434	46.8%
5412-52	RENT	970,000	113,050	579,851	59.8%
5416-52	ADVERTISING	20,000	0	4,825	24.1%
5422-52	UTILITIES	36,550	3,093	23,721	64.9%
5431-52	SECURITY	5,500	2,341	2,341	42.6%
5499-52	MISCELLANEOUS	23,000	299	11,282	49.1%
TERMINAL BUILDING		1,055,050	118,783	622,020	59.0%
TOTAL		2,700,000	300,087	1,547,220	57.3%
1210	SALES TAX DISCOUNT	0	24	117	
8110	INTEREST ON INVEST	30,000	0	0	
8310	SALE FIXED ASSETS	20,000	0	0	
8350	INS RECOV	0	0	0	
8400	OTHER MISC REV	0	0	0	
8413	WORKERS COMP REIMB	0	0	0	
GRAND TOTAL		2,750,000	300,111	1,547,337	56.3%
5419-53	PASSENGER FAC. CHGS.	200,000	37,891	170,652	85.3%
8110	PFC INTEREST	5,000	0	0	0.0%
TOTAL PASSENGER FACILITY CHGS.		205,000	37,891	170,652	83.2%
5420-52	CFC CAR RENTAL FEES	212,200	19,040	81,040	38.2%

CENTRAL WISCONSIN AIRPORT
DISBURSEMENTS - JULY 2021

	2021 BUDGET	THIS MONTH	2021 YTD	YTD % of BUDGET
PERSONAL SERVICES				
SALARIES	$400,797.00	$34,630.40	$252,530.24	63.0%
WAGES	$729,799.00	$55,821.63	$358,808.70	49.2%
EMPLOYEE BENEFITS	$18,500.00	$557.60	$2,617.83	14.2%
EMPLOYER CONTRIBUTIONS	$464,932.00	$34,219.41	$256,253.69	55.1%
SUB TOTAL	$1,614,028.00	$125,229.04	$870,210.46	53.9%
CONTRACTUAL SERVICES				
PROFESSIONAL SERVICES	$156,500.00	$4,952.33	$40,042.92	25.6%
UTILITY SERVICES	$270,000.00	$4,237.87	$115,598.22	42.8%
REPAIR-MAINT/STREETS	$10,000.00	$0.00	$4,607.23	46.1%
REPAIR-MAINT EQUIP/BUILDINGS	$90,000.00	$2,053.61	$39,010.50	43.3%
CONTRACTUAL SERVICES	$190,000.00	$28,449.73	$101,147.50	53.2%
SUB TOTAL	$716,500.00	$39,693.54	$300,406.37	41.9%
SUPPLIES & EXPENSES				
OFFICE SUPPLIES	$6,000.00	$164.94	$2,773.56	46.2%
ADVERTISING/MEMBERSHIP/DUES	$83,100.00	$15,752.00	$41,476.93	49.9%
TRAVEL	$18,600.00	$1,248.30	$10,174.06	54.7%
OPERATING SUPPLIES	$182,500.00	$6,510.00	$80,458.34	44.1%
REPAIR/MAINT SUPPLIES/GASOLINE	$158,000.00	$707.84	$65,807.49	41.7%
CONSUMABLE TOOLS/SUPPLIES	$6,000.00	$426.91	$3,192.16	53.2%
SUB TOTAL	$454,200.00	$24,809.99	$203,882.54	44.9%
BUILDING MATERIALS				
METAL PRODUCTS	$2,500.00	$0.00	$1,610.73	64.4%
WOOD PRODUCTS	$500.00	$0.00	$0.00	0.0%
RAW MATERIALS/RWY PAINT	$20,000.00	$94.50	$1,420.04	7.1%
ELECT FIXTURES/RWY SIGNS	$5,000.00	$0.00	$3,859.52	77.2%
ASPHALT/ASPHALT FILLER	$25,000.00	$0.00	$0.00	0.0%
SUB TOTAL	$53,000.00	$94.50	$6,890.29	13.0%
FIXED CHARGES				
INSURANCE/OTHER LOSSES	$92,792.00	$62,881.00	$84,681.00	91.3%
CAPITAL OUTLAY				
CAPITAL EQUIPMENT	$85,000.00	$0.00	$40,589.00	47.8%
CAPITAL IMPROVEMENTS	$1,370,000.00	$0.00	$23,067.25	1.7%
SUB TOTAL	$1,455,000.00	$0.00	$63,656.25	4.4%
TOTALS	$4,385,520.00	$252,708.07	$1,529,726.91	34.9%

2020-2021 CWA Budget Summary YTD - July

	July YTD - 2021		July YTD - 2020		% CHANGE
Airfield	$243,392		$246,936		
Control Tower	$263		$0		
Hangar	$66,656		$60,803		
Maintenance Shop	$36		$515		
Net Lease	$193,420		$160,970		
Parking	$421,434		$373,768		
Terminal Area	$622,020		$584,193		
Misc.	$117		$87,392		
Total Revenues		**$1,547,338**		**$1,514,577**	**2.16%**
Personal Services	$870,210		$894,295		
Contractual Services	$300,406		$348,765		
Supplies and Expense	$203,883		$236,301		
Building Materials	$6,890		$62,975		
Fixed Charges-Insurance	$84,681		$76,753		
Capital Outlay	$63,656		$74,675		
Total Expenses		**$1,529,727**		**$1,693,764**	**-9.68%**
Revenue over Expense		**$17,611**		**-$179,187**	