CENTRAL WISCONSIN JOINT AIRPORT BOARD MEETING

Conference Room B – East Terminal Upper Level, Mosinee, Wisconsin
December 18, 2020, 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.*

Due to the COVID-19 pandemic, the monthly meeting of the Central Wisconsin Joint Airport Board will have the option for members and the public to call-in via telephone conference. Airport Board members and the public may join the meeting by calling 715-693-2147 and dialing extension 3000 when the voice menu system begins. The conference line will be open to calls five (5) minutes prior to the meeting start time listed above. If board members or members of the public attend the meeting in person, appropriate safety measures, including adequate social distancing, must be utilized by all in-person attendees.

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

2) Approval of Minutes of the November 20, 2020 Board Meeting

3) Public Comment Period: 15-minute time limit

4) Review and Possible Action on Reimbursable Agreement for Runway 17/35 Construction Project Navigational Aids

5) Review and Possible Action on Taxilane E Design Contract

6) Review and Possible Action on Marketing Selection and Contract

7) Staff Reports
   a) Director Report
      i) Legislative Update
      ii) Statistics – November 2020
      iii) Flight Schedule
      iv) Quarterly Performance Monitor – 2020 Q2

   b) Financial Reports
      i) Revenues and Expenses – November 2020

   c) Operations and Project Reports
      i) Winter Operations Update
      ii) FBO Roof Update

8) ROLL CALL VOTE TO GO INTO CLOSED SESSION pursuant to Wis. Stat. 19.85(1)(c) For the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility

9) MOTION TO RETURN TO OPEN SESSION (No Roll Call vote needed). Discussion, Possible Action and/or Announcements from Closed Session Item

10) Adjournment

11) Next Meeting Date: January 15, 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 MEETING MINUTES

CENTRAL WISCONSIN AIRPORT TERMINAL

Conference Room B – East Terminal Upper Level, Mosinee, Wisconsin
November 20, 2020 - 8:00 a.m.

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

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

Approval of Minutes: ***Motion by Dickinson, second by Jacobson to approve the minutes of the October 16, 2020 board meeting. Motion carried unanimously.***

Public Comment Period: None.

Recognition of Airport Director Brian Grefe in Achieving the Designation of Accredited Airport Executive (A.A.E):
The Airport Board recognized Brian Grefe for earning the professional designation of Accredited Airport Executive (A.A.E.). The American Association of Airport Executives administers the accreditation process, which requires candidates to complete a three-phased evaluation including a multiple-choice exam, a writing requirement, and an oral interview to obtain the designation. This is the highest professional mark someone can earn in the airport industry.

Review and Possible Action on Construction Engineering Services Contract for Runway 17/35 Reconstruction:
A resolution approving the reconstruction of runway 17/35 was passed at the May board meeting and solicitation for construction engineering services was posted. Becher Hoppe was selected by CWA through the competitive solicitation process and the $1,899,833.51 contract is up for approval. The contract will be fully funded by the FAA under AIP-54 and includes services for construction management engineering, resident engineering, testing and inspections. This contract was negotiated in good faith and the project is scheduled to begin March of 2021. ***Motion by Krogwold, second by Jacobson to approve the construction engineering services contract with Becher Hoppe in the amount of $1,899,833.51. Motion carried unanimously.***

Review and Possible Action on Revised Exhibit A Property Map:
The Exhibit A property map of the Airport Layout Plan has been revised to include a land acquisition and two permanent utility easements that occurred in 2019. These changes have been added to CWA's Exhibit A property map to remain compliant with FAA grant assurances. The revisions are strictly administrative and there is no financial impact in approving the updated map. ***Motion by Krogwold, second by Dickinson to approve the revised Exhibit A property map as presented. Motion carried unanimously.***

Review and Possible Action on SWPPP and SPCC Plan Update:
The Storm Water Pollution Prevention Plan (SWPPP) and the Spill Prevention, Control and Countermeasure (SPCC) plan establish procedures and best practices to prevent various pollutants from entering water bodies per the US Clean Water Act. Both of the airport plans were last updated in 2004 and are in need of revisions. The fee to update both plans is $14,924.76, which will be funded 50% by the Bureau of Aeronautics and 50% from the CARES Act investment plan. The contract with Becher Hoppe was negotiated in good faith. ***Motion by Jacobson, second by***

Krogwold to approve the contract with Becher Hoppe to update the SWPPP and SPCC plans in the amount of $14,924.76. Motion carried unanimously.

Review and Possible Action on Assignment and Assumption of Land Lease and Use Agreement Ascension St. Michael's Hospital, Inc. d/b/a Ascension Wi Spirit Medical Transport:

On March 8, 2020 Ascension St. Clare's Hospital, Inc, d/b/a Ascension WI Spirit Medical Transport and Ascension St. Michael's Hospital, Inc, d/b/a Ascension WI Spirit Medical Transport agreed to transfer all rights, entitlements, and obligations under the agreement to Ascension St. Michael's Hospital, Inc, d/b/a Ascension WI Spirit Medical Transport. If approved, this agreement formally acknowledges the Joint Airport Board's acceptance of the transfer with a retroactive effective date of March 8, 2020. This is an administrative name change only and all other terms and conditions of the land lease and use agreement remain unchanged. ***Motion by Dickinson, second by Jacobson to approve assignment of Ascension's land lease and use agreement to Ascension St. Michael's Hospital, Inc. d/b/a Ascension Wi Spirit Medical Transport effective March 8, 2020. Motion carried unanimously.***

Staff Reports:

Director Report – Brian Grefe:

Marketing Selection – Five well qualified marketing firms were interviewed to provide marketing services for CWA and the selection process has been difficult. The selection committee found two firms ranked at the top and the committee will move forward with follow-up questions and reference checks. Dickinson participated in the selection committee and explained the process and discussions had regarding selecting the best firm to serve the airport. An update and possibly an action item will be included on the December agenda.

Legislative Update – The Senate Appropriations Committee released its slate of fiscal year 2021 spending bills that mirror the 2018 and 2019 spending bills, with an additional $400 million for supplemental AIP grants. The additional supplemental AIP funds could positively impact the upcoming runway decoupling project. Another coronavirus relief package is still being worked on and it is important that airline funding be included. WAMA will be sending correspondence to the delegation in support of another relief package. The Airport Board supports contacting the delegation on their behalf in support of a relief package that would include airline funding.

Statistics – The October 2020 statistical report shows operations remaining low with a 38.6% decrease on the year. Enplanements are down 66.1% on the month and down 59.3% on the year. Load factors ranged from 39.6% - 61.7%.

Flight Schedule – The flight schedule remains at six daily flights, with Delta expected to hold onto three daily flights and United possibly dropping to one daily flight through December. American remains at one flight per day, except for Tuesdays for the time being. Grefe's meetings with airline schedulers at the Take Off air service conference were productive and the forward looking schedule appears to be positive.

Financial Reports – Brian Grefe:

Revenues and Expenses – Revenues for October end the month 61.2% of budget, with PFCs at 48.7% and CFCs at 51.4%. Parking is low at 35.0% of budget. CARES Act funds are not reflected in the report and revenues are doing well overall.

Disbursements – October disbursements remain in line with revenues and end the month at 63.2% of budget. Personal services ends the month at 74.2% and the category is doing well from not filling several open positions and less overtime with fewer winter events to date.

Budget comparison – The budget is doing well for the current state with no CARES Act funding entered to date.

Operations & Project Reports – Mark Cihlar:

Aircraft Excursion – A couple weeks ago during an early snow storm, one American flight landed a bit long on the runway and did not come to a stop until they were off the runway by about 20 feet. There were no injuries to person or property whatsoever. The occurrence is still treated as an aircraft incident and is being investigated by the FAA.

FAA Part 139 Inspection – The annual FAA Part 139 inspection has been delayed, with no physical inspection taking place due to COVID. This year will consist of electronic records submission only.

Winter Operations Update – There have been a few minor snow events to date and equipment has been operating well. The biggest change for this year is the on-call procedures for staff to accommodate the new weekly work schedules. The new on-call process allows for opportunities for staff to take some time off in the winter, all while having enough staff to cover any snow event that may occur. Supplies are well stocked for the upcoming winter. K-tech cleaning service will be starting this week, which will allow for airport staff to cover snow removal more efficiently through winter.

FBO Roof Update – There are two roofing projects taking place at the FBO: One above the office area that includes adding snow stops; the second is on the eastern most hangar roof that is aged and leaking. The east hangar roof project will add insulation and completely waterproof the surface to improve performance. Work is expected to begin November 30th.

The next regular session of the board is scheduled for December 18, 2020 at 8:00 a.m.

9:09 a.m. Motion by Jacobson, second by Krogwold to adjourn. Motion carried unanimously.

_____

Julie Ulrick, Recording Secretary

fly CWA first
CENTRAL WISCONSIN AIRPORT

Agenda Item Summary

Airport Board Meeting Date: December 18, 2020

Agenda Item Title: # 4) Review and Possible Action on Reimbursable Agreement for Runway 17/35 Construction Project Navigational Aids

Staff Responsible: Brian Grefe, Airport Director

Background: The purpose of this Agreement between the FAA and the Central Wisconsin Airport/ WisDOT BOA is to provide FAA Engineering Design Review support to facilitate the project to reconstruct Runway 17/35. This Agreement will include technical planning support, engineering design reviews and limited construction oversight associated with the following NAVAID facilities:

1. Runway 17 Precision Approach Path Indicators (PAPI)
2. Runway 17 Runway End Identifier Lights (REIL Runway 35 Localizer (LOC)
3. Runway 35 Glide Slope (GS)
4. Runway 35 Medium Intensity Approach Lighting System with Runway Alignment Indicator Lights (MALSR)
5. Runway 35 Precision Approach Path Indicators (PAPI)

The Runway 17/35 reconstruction project was awarded and funded earlier in 2020. This NAVAID work is outside the scope of the larger Runway 17/35 project.

The attached FAA Reimbursable Agreement #AJW-FN-CSA-18-GL-002605 is in draft form. The final agreement is currently being circulated through the FAA for approvals.

Timeline: Design coordination will begin immediately. It is critical that the timing of this NAVAID project coincides with the Runway 17/35 reconstruction project. Construction is planned to take place in the summer of 2021.

Financial Impact: This agreement is for planning and engineering for NAVAID support, to facilitate the reconstruction of Runway 17/35. The current amount is estimated at $178,774.66. The amount will be amended up to include construction services in the spring of 2021 and local engineering fees. The full amount proposed will be funded with airport funds until an FAA Airport Improvement Program (AIP) grant is issued for the combined NAVAID project – design and construction services. At that time the entire project is anticipated to be funded at 90% FAA, 5% State, 5% CWA/PFC funds. Wisconsin DOT- Bureau of Aeronautics provided a brief evaluation of the proposed fees. It has been their experience that FAA proposed Reimbursable Agreement Fees are non-negotiable. Any funds not expended on the project will be returned to the sponsors.

Contributions to Airport Goals: This project aligns with the 2020 annual goal of improve aviation services. The entire runway 17/35 project including Nav Aids will prepare the Central Wisconsin Airport for success decades into the future.

Recommended Action: Airport Staff Recommends approval of the proposed reimbursable agreement in form and authorizes the Airport Director to sign the final agreement in substantial conformity once received by the Federal Aviation Administration. The board understands that the final draft may have minor alterations as required by the FAA.

Attachment(s): Non-Federal Reimbursable Agreement between Department of Transportation Federal Aviation Administration and Wisconsin Department of Transportation, Bureau of Aeronautics (WisBOA), Central Wisconsin Airport (CWA), Mosinee, Wisconsin. Agreement Number AJW-FN-CSA-18-GL-002605.

NON-FEDERAL REIMBURSABLE AGREEMENT

BETWEEN

DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION

AND

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

WHEREAS, the Federal Aviation Administration (FAA) can furnish directly or by contract, material, supplies, equipment, and services which the **Wisconsin Department of Transportation, Bureau of Aeronautics (WISBOA)** acting as agent for **Marathon and Portage Counties, Central Wisconsin Airport (CWA) Mosinee, Wisconsin** (Sponsor), through Central Wisconsin Joint Airport Board, 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;

WHEREAS, the authority for the FAA to furnish material, supplies, equipment, and services to the Sponsor upon a reimbursable payment basis is found in 49 U.S.C. § 106(l)(6) on such terms and conditions as the Administrator may consider necessary;

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

ARTICLE 1. Parties

The Parties to this Agreement are the FAA and **Wisconsin Department of Transportation, Bureau of Aeronautics (WISBOA) acting as agent for Marathon and Portage Counties**.

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 support to facilitate the Sponsor's project to reconstruct Runway 17/35. This Agreement will include technical planning support, engineering design reviews and limited construction oversight associated with the following NAVAID facilities:

1. Runway 17 Precision Approach Path Indicators (PAPI)
2. Runway 17 Runway End Identifier Lights (REIL Runway 35 Localizer (LOC)
3. Runway 35 Glide Slope (GS)
4. Runway 35 Medium Intensity Approach Lighting System with Runway Alignment Indicator Lights (MALSR)
5. Runway 35 Precision Approach Path Indicators (PAPI)

This Agreement will be amended or other Agreements will follow to include the full construction oversight, equipment installation and flight check. Furthermore, this Agreement delineates the responsibilities between the FAA and the Sponsor and provides funding for the FAA to establish these services. Therefore, this Agreement is titled:

"Planning & Engineering support to facilitate the reconstruct Runway 17/35 at Central Wisconsin Airport, Mosinee, WI"

B. The FAA will perform the following activities:

1. Provide all technical assistance necessary to ensure that the Sponsor's project meets FAA rules, regulations, orders, requirements, and standards.
2. Provide the design layout for new facilities to include general layout for relocated equipment, grounding plates, cable trays, lighting fixtures, and power raceways.
3. Provide all FAA standard drawings, specifications, and directives for use by the Sponsor in execution of the project.
4. Meet with the Sponsor as required to coordinate and discuss project planning and engineering.
5. Coordinate with the Airport Sponsor in order to ensure that National Environmental Policy Act (NEPA) documentation for the project incorporates associated FAA actions. Also ensure NEPA documentation meets FAA requirements and approvals.
6. Ensure modifications to the Frequency Transmitting Authorizations are appropriately processed.
7. Perform engineering design reviews of the Sponsor's plans and specifications during the Engineering phase of the project. The FAA will require 21 calendar days for review of the 30%, 60% and 100% packages, and 60 calendar days for review of the 90% design plans submission. The 100% design plans and specifications are not final until the FAA NavAids Engineering Center (AJW-2C14), Luis Dominguez, has notified the Sponsor that all of the FAA's comments, suggestions, and requirements have been incorporated into the design

plans and specifications. No work may begin that affects FAA facilities until the design plans and specifications are final.

C. The Sponsor will perform the following activities:

1. Provide funding for all activities outlined in this Agreement.
2. Perform all appropriate surveys and engineering design for relocation of the impacted FAA facilities.
3. Develop the plans and specifications for the construction of the new facilities and the new space for FAA equipment, with FAA's participation and approval. The Sponsor shall coordinate any interruptions or changes that may have an impact to FAA facilities, systems, and equipment necessitated by the Sponsor's project.
4. Provide a schedule, within 30 days after the effective date of this Agreement and updated monthly (or as soon as changes occur) specifically denoting dates and time durations FAA RE and or TOR assistance is necessary, for the following tasks:
    - Design completed
    - Construction bid
    - Construction award
    - Construction start
    - Beneficial Occupancy Date (BOD) to include power, operational HVAC and grading to within 3" of final grade of any structure the FAA will work in
    - Schedule of work showing when FAA personnel will be required on site if not required for the entire project time frame
    - Construction complete
    - Overall construction sequencing schedule, to include FAA facilities
5. Ensure that no other activities or projects at the airport, scheduled or otherwise, interfere with the FAA's acceptance testing or other scheduled activities.
6. Provide funding for any mandatory upgrades or modifications to any FAA facility impacted by the Sponsor's project. An example of a required modification is safety-related improvements when a facility is "grandfathered" (i.e., allowed to operate under the original design but required to be compliant with current standards).
7. Provide to the FAA in hard-copy format eight (8) sets of 11" x 17", (½ size) and four (4) full American National Standards Institute (ANSI) size "D" and one electronic copy using "MicroStation" or "AutoCAD" DWG format saved as Version 12 or lower of the complete and finalized design drawings and specifications for the FAA's coordination and review at the 30%, 90%, and 100% design phases. The electronic drawings will include all libraries necessary to generate the drawings. The FAA will require 21 calendar days for review of the 30%, 60% and 100% packages, and 60 calendar days for review of the 90% design plans submission. Within 21 working 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 NavAids Engineering Center a written response to each of the

FAA's comments, suggestions, and requirements. The 100% design plans and specifications are not final until the FAA NavAids Engineering Center (AJW-2C14), Luis Dominguez, has notified the Sponsor that all of the FAA's comments, suggestions, and requirements have been incorporated into the design plans and specifications. No construction associated with this project affecting FAA equipment operation may begin prior to receipt of the foregoing FAA design approval. Furthermore, the Sponsor shall advise the FAA immediately of any proposed changes to the "approved" design plans and specifications before and during the project's construction.

8. Provide to the FAA final project plans and specifications 30 days prior to the start of the construction project. The complete/finalized project drawings, plans and specifications shall be sent to the addresses in this Agreement. Advise the FAA of any proposed changes before construction.
9. Complete the contract, construction bid, and award process for the construction phase of the project using FAA approved plans and specifications and an approved contractor who is familiar with the FAA equipment construction for FAA impacted facilities. The project's scope of work will include but not be limited to all plot site preparation work (e.g., trenching, grading, filling, foundations, demolition) and the installation of all necessary equipment and associated infrastructure.
10. At least 30 days prior to starting any construction on any FAA facilities, provide 6 copies of the construction package to:

    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

11. The Sponsor understands and hereby agrees that any relocation, replacement or modification of any existing or future FAA facilities covered by this Agreement during its term or any renewal thereof made necessary by the airport improvements or changes which, in the FAA's opinion, interfere with the technical and/or operational characteristics of the FAA facilities 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, funding responsibility shall be determined by the FAA.
12. 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 runway closure, or result in a significant taxiway closure. This form is available on the OE/AAA website. This form may also be used to notify the FAA of any changes to the project schedule.

D. This Agreement is in whole or in part funded with funding from an AIP grant [x] Yes [] No. If Yes, the grant date is:__TBD_____ and the grant number is: _____TBD_____. 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. Clint Pautsky is the Lead Planner and liaison with the Sponsor and can be reached at 817-222-4845 or via email at clint.pautsky@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 Center** will perform the scope of work included in this Agreement. Luis Dominguez is the NAVAIDS Engineering Center 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. **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
4822 Madison Yards Way, 5th floor south
Madison, WI 53705
POC: Lucas Ward
Phone: 608-266-2729
Email: Lucas.ward.@dot.wi.gov

Marathon and Portage Counties
Attn: Brian Grefe, Airport Director
100 CWA Drive, Suite 227
Mosinee, WI 54455
Phone: 715-693-2147
Email: bgrefe@fly-cwa.org

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 (Not Applicable)

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	
Program Management (WB4010)	$4,813.20
Engineer (WB4020, WB4060, WB4070)	$94,338.72
Environmental & Safety Engineer (WB4030)	$34,655.04
Labor Subtotal	$133,806.96
Labor Overhead	$21,186.10
Total Labor	$154,993.06
Non-Labor	
Travel (WB4020, WB4030, WB4060, WB4070)	$14,020.00
Drafting	$5,000.00
Miscellaneous	$3,000.00
Non-Labor Subtotal	$22,020.00
Non-Labor Overhead	$1,761.60
Total Non-Labor	$23,781.60
TOTAL ESTIMATED COST	**$178,774.66**

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
Telephone: 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 the authority of 49 U.S.C. § 106(l)(6), 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**	
SIGNATURE		SIGNATURE	Draft for Review Only
NAME		NAME	
TITLE	Contracting Officer	TITLE	
DATE		DATE	

fly CWA first
CENTRAL WISCONSIN AIRPORT

Agenda Item Summary

Airport Board Meeting Date: December 18, 2020

Agenda Item Title: #5) Review and Possible Action on Taxilane E Design Contract

Staff Responsible: Mark Cihlar, Assistant Airport Director

Background: To accommodate two new proposed general aviation hangar development projects at the airport, there is a need to build or reconstruct certain common use assets in accordance with the Airport Layout Plan. Specifically, Taxilane E and the airport owned road known as "Flightline Drive" have both reached end of useful life and need to be reconstructed in order to serve the new development in this area. Flightline Drive is also serves as the primary access road for all air freight operations, and numerous other tenants at CWA, including Ascension Spirit Medical Transport, Endeavor Air, the Air Traffic Control Tower, and all T-Hangar tenants.

Timeline: The two potential new hangars are anticipated to break ground in 2021. In order to accommodate the use of these new hangars, this design effort will be completed in the winter and spring months of 2021 to be bid out in early 2021. Construction is anticipated to begin in early summer of 2021 and be completed by fall of 2021 before either hangar is occupied.

Financial Impact: Negotiations for this design contract were completed on December 4, 2020. The cost of design is $134,086.39.

Because Taxilane E and Flightline Drive are both common use facilities at CWA, they are eligible for federal funding through the Airport Improvement Program (AIP) and state funding through the Wisconsin DOT Bureau of Aeronautics (BOA) State Aid program (SAP). The FAA and the BOA have this project programmed as an AIP project using CWA's 2021 AIP Entitlement funds. In order to complete this project according to this schedule, CWA will have to fund the entire design upfront, but this cost will be included in the final grant application with the total project cost. The entire project is anticipated to be funded at 90% FAA, 5% State, and 5% CWA/PFC Funds.

Preliminary estimates place the total project cost to be under $1.8M. CWA's 2021 budget includes $300,000 for this project.

Contributions to Airport Goals: This project aligns with the 2020 annual goal of improving aviation services.

Recommended Action: Airport staff recommends to the Central Wisconsin Joint Airport Board to approve the Design Services Contract with Becher Hoppe Associates, Inc., negotiated in good faith.

Attachments: Taxilane E Design Engineering Services Record of Negotiations, CWA Taxilane E Design Contract

CONTRACT FOR DESIGN CONSULTANT SERVICES

AIRPORT NAME Central Wisconsin Airport

BOA PROJECT NUMBER CWA1014

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 improvements to Taxilane E, Taxiway D, Flightline Drive, and Aviation Way.

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 $126,434.41, the actual costs shall not exceed $7,651.98 and in no event will the total compensation and reimbursement paid hereunder exceed the maximum combined sum of $134,086.39 for all of the services required under this contract except by amendment to this contract.

The consultant representative is Kark Kemper, PE whose telephone is 715-551-5507.

The owner representative is Mark Cihlar, CM whose telephone number is 715-693-2149.

The Disadvantaged Business Enterprise goal on this contract is N/A.%.

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: Randal Van Natta
Signature Randal Van Natta, PE

Title: President
SS#/FEIN: 39-0875123

Date: December 11, 2020

CENTRAL WISCONSIN JOINT AIRPORT BOARD

By: _____

Title: _____

Date: _____

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 Services
Attachment B – Fee Estimate
Attachment C – Scoping Exhibit
Attachment D – Geotechnical Investigation Proposal
Attachment E – Engineer's Report Outline
Attachment F – Electrical Engineer Proposal

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: CWA1014
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	$7,526.03
b.	Geotechnical Investigation and Report	60 days	$6,892.09
c.	~~Obstruction Surveys~~	~~———~~	~~$———~~
d.	Meetings, Scoping, Budgetary Cost Estimate	120 days	$9,435.85
e.	Coordination	120 days	$636.72
f.	Preliminary Cost Estimate	60 days	$1,162.29
g.	Preliminary Engineer's Report	120 days	$2,597.98
~~h.~~	~~Exhibit A Map~~	~~———~~	~~$———~~
i.	FAA Pavement Design Forms	90 days	$9,322.63
~~j.~~	~~Prepare CATEX Request~~	~~———~~	~~$———~~
k.	Subbase Modification of Standards Request	100 days	$1,785.92

Phase I Total **$ 39,359.51**

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	$2,597.98
b.	Construction Plans	120 days	$57,065.39
c.	Bid Proposal Packet	120 days	$14,558.00
d.	Pre-Bid Meeting	120 days	$1,624.50
e.	Construction Cost Estimate	120 days	$4,649.17
f.	Construction Safety & Phasing Plan (CSPP)	60 days	$1,162.29
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)	90 days	$804.07
	(ii) 3 sets of Draft Final Plans and Specifications (including all bid documents) for review	120 days	$432.04
	~~(iii) 3 sets of Draft Final Plans and Specifications. Additional sets if requested by Owner $_____ per set~~	~~_____~~	~~$_____~~
	(iv) Up to 20 sets of "~~D~~ B" size Plans and Specifications for Bidding	120 days	$1,649.78
h.	Assistance in Securing Bids	150 days	$2,531.68

Phase II Total **$ 87,074.90**

TOTAL LUMP SUM AMOUNT (Phases I & II) **$ 126,434.41**

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.~~

c. Coordination as a result of FAA review comments.

Total Actual Cost Amount (a & b) - $ 7,651.98

Maximum Combined Amount (Lump Sum and Actual Costs) - $ 134,086.39

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. Subbase modification of standards (MOS) request.

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)	☒ 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): Estimated earthwork volumes, Electrical vault plans	☒ 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

Taxilane E, Taxiway D, and Flightline Drive Improvements

CWA1014

November 11, 2020

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 Taxilane E, Taxiway D, Flightline Drive, and Aviation Way at Central Wisconsin Airport (CWA).

CWA is experiencing rapid growth in their corporate general aviation hangar development area. The pavements and lighting systems in this area was constructed in the 1980s and early 1990s, and they have reached the end of their useful life. This project will be conducted to improve these facilities using FAA entitlement funding. This scope of services is for design engineering work associated with the project.

Attachment C shows the proposed improvements and limits of the investigations completed during design.

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

- Rehabilitation of Taxilane E east of Taxiway D (future Taxiway A5). In-place full depth reclamation (FDR) recycled asphalt aggregate base aggregate base course is anticipated. Taxilane fillets will be reconfigured per current design standards.
- Reconstruction of Taxilane E from Taxiway D to the apron. Taxilane E geometry will be improved near the apron, and taxilane fillets will be reconfigured per current design standards.
- Reconstruction of Taxiway D. Taxilane fillets will be reconfigured per current design standards.
- Taxilane E and Taxiway D lighting replacement.
- Flightline Drive and Aviation Way rehabilitation.

The budgetary project cost estimate is $1.8 million.

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.

Item b - Geotechnical Layout, Investigation and Report

Per FAA AC 150/5320-6F, soil borings for taxilanes should be taken at 200' intervals. BH has coordinated with FAA CHI-ADO regarding borings in rehabilitation areas. FAA determined they aren't necessary in rehabilitation areas. Therefore, borings will only be taken in project areas west of Taxiway D. For this project, 4 borings are proposed. American Engineering Testing, Inc. (AET) will be utilized as a subconsultant and will complete the geotechnical investigation and report as described in **Attachment D.**

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.

The Consultant will prepare a budgetary cost estimate for the project for scoping purposes.

The Consultant will conduct project meetings at the Airport for 30% and 90% design review. The Consultant will provide written minutes of the design review meetings.

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

The Consultant will determine standard pavement design in accordance with AC 150/5320-6F based on anticipated critical aircraft for Taxilane E as provided by CWA, which is the Gulfstream G650. The pavement design will include basis for recommended pavement type, and a cost effectiveness analysis for the recommended pavement type vs. its counterpart (i.e., flexible vs. rigid pavement). The cost effectiveness analysis will include a life-cycle cost analysis for the two alternatives.

The proposed subgrade frost protection in reconstruction areas is anticipated to be less than what is recommended in AC 150/5320-6F due to budget limitations. Additional coordination with FAA may be needed for approval of the proposed pavement section, which is included under Item 3.c.

Item j – Prepare CATEX Request
NOT INCLUDED IN SCOPE.

Item k – Crushed Aggregate Subbase Course Modification of Standards Request
Based on the previous successful pavement sections used at CWA, it is anticipated that a modification of standards (MOS) will be necessary for the new pavements in reconstruction areas. The Consultant will provide information to CWA necessary for a MOS request for the use of crushed aggregate subbase material. Information from Item 1.i will be included in the MOS deliverables.

Coordination with the FAA will be necessary for this work, which is included under Item 3.c.

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 E**).

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 and BOA.

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

Plan sheets will be 11" X 17" (B) size sheets.

Design efforts and resulting plan sheets anticipated to be included are as follows:

Plan Sheets	Design Effort/Information Shown	Estimated No. of Sheets
Title sheet	Index of drawings, project number, project location, location maps, project description, bid alternate descriptions, record drawing block, stamp block, BOA review block, title block, revision block.	1
Estimated quantities	Table showing item numbers, item descriptions, estimated quantities, and units of measure.	1

Plan Sheets	Design Effort/Information Shown	Estimated No. of Sheets
Legend, abbreviations, contact info, and general notes	Topographic symbol legend, linetype legend, erosion control legend, abbreviations, project contacts, general notes.	1

Typical sections	• Existing Typical Sections
	  ○ Taxilane E west of Taxiway D (1983)
	  ○ Taxilane E east of Taxiway D (1990)
	  ○ Taxiway D (asphalt portion)
	  ○ Taxiway D (concrete portion)
	  ○ Taxilane 4
	  ○ Flightline Drive
	  ○ Aviation Way
	• Proposed Typical Sections
	  ○ Taxilane E west of Taxiway D (1983)
	  ○ Taxilane E east of Taxiway D (1990)
	  ○ Taxiway D (asphalt portion)
	  ○ Taxiway D (concrete portion)
	  ○ Culvert Crossings
	  ○ Duct Crossings
	  ○ Flightline Drive
	  ○ Aviation Way
		8

Construction safety phasing plan, phasing overview	• Aerial background • Road, taxiway, runway, building, etc. labels • Alignments • Work areas by phase • Reference to traffic control sheet for each phase • Description of work within each work area • FAA AC 150/5300-13A design surfaces	1
Construction safety phasing plan, points of interest and traffic control, Phase 1	• Aerial background • Road, taxiway, runway, building, etc. labels • Alignments • FAA AC 150/5300-13A design surfaces • Traffic control layout	1
Construction safety phasing plan, points of interest and traffic control, Phase 2	• Aerial background • Road, taxiway, runway, building, etc. labels • Alignments • FAA AC 150/5300-13A design surfaces • Traffic control layout	1
Construction safety phasing plan, points of interest and traffic control, Phase 3	• Aerial background • Road, taxiway, runway, building, etc. labels • Alignments • FAA AC 150/5300-13A design surfaces • Traffic control layout	1

Plan Sheets	Design Effort/Information Shown	Estimated No. of Sheets
Construction safety phasing plan, points of interest and traffic control, Phase 4	• Aerial background • Road, taxiway, runway, building, etc. labels • Alignments • FAA AC 150/5300-13A design surfaces • Traffic control layout	1
Construction safety phasing plan, points of interest and traffic control, Phase 5	• Aerial background • Road, taxiway, runway, building, etc. labels • Alignments • FAA AC 150/5300-13A design surfaces • Traffic control layout	1
Construction safety phasing plan, summary of construction	• Description of construction within each phase • Description of AOAs affected by each phase • Description of work hours for each phase • Description of required safety measures and responsibilities by contractor, airport, airlines for each phase • Description of contract time requirements for each phase	1
Construction safety phasing plan, construction operations and safety notes (2 sheets)	Describe all general requirements contained in AC 150/5370-2G. Sections will include: • Construction operations narrative • Construction phasing general description • Construction operations notes o Areas and operations affected by construction o Protection of NAVAIDS o Contractor access and site management o Wildlife management o Foreign object debris management o Hazardous materials management o Notification of construction activities o Inspection requirements o Underground utilities o Penalties o Special conditions o Runway and taxiway visual aids o Hazard marking and lighting o Protection of runway and taxiway safety areas o Limitations on construction activities o FAA airspace review comments	2

Plan Sheets	Design Effort/Information Shown	Estimated No. of Sheets
Standard construction details	• Silt fence • Inlet protection • Temporary ditch checks • Pipe joint ties • Apron endwalls • Underground cable & conduit (2 sheets) • Runway & taxiway lights (2 sheets) • Guidance signs • Grounding	11
Special construction details	• Underdrain connections • Underdrain cleanouts • Pavement markings • Light can drains • Pavement section transitions	8
Guidance sign legend	Table showing: • Sign number • Sign location • Sign face 1 depiction • Sign face 2 depiction • Number of modules • Sign size	1
Existing conditions and removals	Plan view sheets along proposed paving areas showing: • Existing topographic data including contours, pavement edges, utilities, culverts, NAVAIDs, visual aids, etc. • Road, taxiway, runway, building, etc. labels • Alignments • Proposed removals • Important features to protect • Slope intercepts	8
Grading, drainage, and erosion control (includes culvert and underdrain design)	Plan view sheets along proposed paving areas showing showing: • Existing topographic data including contours, pavement edges, utilities, culverts, NAVAIDs, visual aids, etc. • Road, taxiway, runway, building, etc. labels • Alignments • Proposed pavement edges • Proposed contours • Slope intercepts • Proposed culverts with information • Proposed underdrains with information • Proposed erosion control measures • Proposed restoration measures	8

Plan Sheets	Design Effort/Information Shown	Estimated No. of Sheets
Plan and profile	Split plan/profile view sheets along proposed paving areas showing: • Plan: o Road, taxiway, runway, building, etc. labels o Alignments o Proposed pavement edges o Proposed pavement markings o Slope intercepts o Proposed culverts o Proposed underdrains o Proposed ducts o Proposed circuitry o Proposed lighting layout o Proposed signage layout o Layout information • Profile: o Existing ground at centerline o Finished ground at centerline o Estimated bedrock depth at centerline o Existing underdrains to remain o Proposed underdrains o Longitudinal slopes o Vertical curve/intersection information o Culvert locations/depths o Reconstruction transition areas	10
Cross sections	Cross sectional view sheets along proposed paving areas showing: • Existing ground • Estimated bedrock • Subgrade • Underdrains • Subbase • Pavement • Finished ground • Culverts	50
Estimated Earthwork Volumes	• Table(s) showing detailed volumetric earthwork calculations and data of interest to contractors.	1
Electrical Vault Plans	• Plan showing electrical vault work as designed by Barr Engineer (subconsultant) per **Attachment F**.	2

Consultant will prepare the initial airspacing submittal for entry into FAA Obstruction Evaluation/Airport Airspace Analysis system.

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, and notes to specifier will be addressed.

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
    - 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 a tour of 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. OPCs will be submitted with 90% and final bid document submittals.

Item f - Construction Safety and Phasing Plan
The Consultant will prepare and submit the required final Construction Safety and Phasing Plan (CSPP) and CSPP checklist in accordance with FAA ARP SOP 1.00. The consultant will coordinate with FAA as necessary and address their review comments.

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, communication with the bidders prior to the bidding date.

3. Actual Cost Items

Item a – Additional Meetings
This Item will be for additional meetings as approved by the Bureau or the Sponsor. The Consultant will provide written minutes of each meeting and distribute to all attendees within five working days of the meeting. The Airport's authorized representative(s) will provide any additional written comments to the Consultant within two weeks of the meeting.

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

Item c – Coordination with FAA
This Item will be for coordination with the FAA and post-submittal revisions requested by them throughout the design. This effort is anticipated to be needed for pavement design and the MOS request.

The DBE goal for this project is N/A.

Construction services will be provided under a separate scope.

END OF PROJECT SCOPE

P:\2020\2020.030 - BOA - CWA - Taxilane E Rehab\Admin\Contracts - Working\Design\CWA Taxilane E Design_Attach A_Scope.docx

Becher-Hoppe Asscociates
COST PRICE ANALYSIS WORKSHEET

ATTACHMENT B
DESIGN ENGINEERING SERVICES

WisBOA/FAA Funded Projects
2021 Wage Rates
2019 DOT O/H Rates

AIRPORT : Central Wisconsin Airport
PROJECT NUMBER : CWA1014
PROJECT DESCRIPTION: Taxilane E, Taxiway D, and Flightline Drive Improvements
DATE: 11/11/2020

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. II (Karl)	Project Engr. I (Dan)	Staff Engr. (Jed/Kevin)	CAD Tech III (Matt)	Survey Chief (Ken)	Survey Tech (Mark)	Tech Assist (Stef)	TOTAL HOURS	Direct Labor Costs	Direct + G&A Overhead 169.00%	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		8				24	20		52 hr.	$ 1,714.16	$ 2,896.93		80	16	2		$ 56.00	$ 822.80		$ 507.22	*$ 5,941.11*	
	Overall Project Setup, CADD Base Maps				4					4 hr.	$ 141.32	$ 238.83							$ -		$ 41.82	*$ 421.97*	
	Topographic Survey Base Maps				4		8			12 hr.	$ 389.48	$ 658.22							$ -		$ 115.25	*$ 1,162.95*	
	Design Surveys Subtotal	-	8.0	-	8.0	-	32.0	20.0	-	68 hr.	$ 2,244.96	$ 3,793.98	$ -	80 mi.	16 hr.	2 hr.	$ -	$ 56.00	$ 822.80	$ -	$ 664.28	**$ 7,526.03**	
1.b.	**GEOTECH INVEST. & REPORT**		4	2			3		2	11 hr.	$ 453.36	$ 766.18		40		1			$ 63.40	$ 5,475.00	$ 134.15	**$ 6,892.09**	
	Geotech Subtotal	-	4.0	2.0	-	-	3.0	-	2.0	11 hr.	$ 453.36	$ 766.18	$ -	40 mi.	0 hr.	1 hr.	$ -	$ -	$ 63.40	$ 5,475.00	$ 134.15	**$ 6,892.09**	
1.c.	**OBSTRUCTION SURVEYS**																						
	Obstruction Surveys Subtotal	-	-	-	-	-	-	-	-	0 hr.	$ -	$ -	$ -	0 mi.	0 hr.	0 hr.	$ -	$ -	$ -	$ -	$ -	**$ -**	
1.d.	**MEETINGS (2), SCOPING, BUGDGETARY OPC**	2	40	2	20		1		2	67 hr.	$ 3,138.22	$ 5,303.59		64				$ 28.00	$ 65.44		$ 928.60	**$ 9,435.85**	
1.e.	**COORDINATION WITH UTILITIES**		4							4 hr.	$ 213.24	$ 360.38							$ -		$ 63.10	**$ 636.72**	
1.f.	**PRELIMINARY OPC**		2		8					10 hr.	$ 389.26	$ 657.85							$ -		$ 115.18	**$ 1,162.29**	
1.g.	**PRELIMINARY ENGINEER'S REPORT**		4	4	12				2	22 hr.	$ 870.08	$ 1,470.44							$ -		$ 257.46	**$ 2,597.98**	
1.h.	**EXHIBIT "A" MAP**									0 hr.	$ -	$ -							$ -		$ -	**$ -**	
1.i.	**PAVEMENT DESIGN & FAA FORMS**	2	8	60						70 hr.	$ 3,122.22	$ 5,276.55							$ -		$ 923.86	**$ 9,322.63**	
1.j.	**CATEX**									0 hr.	$ -	$ -							$ -		$ -	**$ -**	
1.k.	**SUBBASE MOS REQUEST**		8	4						12 hr.	$ 598.12	$ 1,010.82							$ -		$ 176.98	**$ 1,785.92**	
	Phase I Total	4.0	78.0	72.0	48.0	-	36.0	20.0	6.0	264 hr.	$ 11,029.46	$ 18,639.79	$ -	184 mi.	16 hr.	3 hr.	$ -	$ 84.00	$ 951.64	$ 5,475.00	$ 3,263.62	**$ 39,359.51**	**Phase I**

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. II (Karl)	Project Engr. I (Dan)	Staff Engr. (Jed/Kevin)	CAD Tech III (Matt)	Survey Chief (Ken)	Survey Tech (Mark)	Tech Assist (Stef)	TOTAL HOURS	Direct Labor Costs	Direct + G&A Overhead 169.00%	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.	**PHASE II - FINAL DESIGN**																						
2.a.	**FINAL ENGINEER'S REPORT**		4	4	12				2	22 hr.	$ 870.08	$ 1,470.44							$ -		$ 257.46	**$ 2,597.98**	
2.b.	**TECHNICAL DESIGN & CONSTRUCTION PLANS:**																						
	Title Sheet		2		4					6 hr.	$ 247.94	$ 419.02							$ -		$ 73.37	*$ 740.33*	
	Estimated Quantities		4		24					28 hr.	$ 1,061.16	$ 1,793.36							$ -		$ 314.00	*$ 3,168.52*	
	Legend, abbreviations, contact info, general notes		1		2					3 hr.	$ 123.97	$ 209.51							$ -		$ 36.68	*$ 370.16*	
	Typical Sections		4		16					20 hr.	$ 778.52	$ 1,315.70							$ -		$ 230.36	*$ 2,324.58*	
	CSPP Phasing Overview		2		8					10 hr.	$ 389.26	$ 657.85							$ -		$ 115.18	*$ 1,162.29*	
	CSPP POI & TC - Phase 1		2		6					8 hr.	$ 318.60	$ 538.43							$ -		$ 94.27	*$ 951.30*	
	CSPP POI & TC - Phase 2		2		6					8 hr.	$ 318.60	$ 538.43							$ -		$ 94.27	*$ 951.30*	
	CSPP POI & TC - Phase 3		2		6					8 hr.	$ 318.60	$ 538.43							$ -		$ 94.27	*$ 951.30*	
	CSPP POI & TC - Phase 4		2		6					8 hr.	$ 318.60	$ 538.43							$ -		$ 94.27	*$ 951.30*	
	CSPP POI & TC - Phase 5		2		6					8 hr.	$ 318.60	$ 538.43							$ -		$ 94.27	*$ 951.30*	
	CSPP Summary of Construction		2		6					8 hr.	$ 318.60	$ 538.43							$ -		$ 94.27	*$ 951.30*	
	CSPP Operations & Safety Notes		1		2					3 hr.	$ 123.97	$ 209.51							$ -		$ 36.68	*$ 370.16*	
	Standard Construction Details		1		4					5 hr.	$ 194.63	$ 328.92							$ -		$ 57.59	*$ 581.14*	
	Special Construction Details		2		8					10 hr.	$ 389.26	$ 657.85							$ -		$ 115.18	*$ 1,162.29*	
	Existing Conditions and Removals		4		16					20 hr.	$ 778.52	$ 1,315.70							$ -		$ 230.36	*$ 2,324.58*	
	Grading, Drainage, and Erosion Control		8		40	40				88 hr.	$ 3,566.08	$ 6,026.68							$ -		$ 1,055.20	*$ 10,647.96*	
	Plan and Profile, Lighting		8		40	20				68 hr.	$ 2,702.88	$ 4,567.87							$ -		$ 799.78	*$ 8,070.53*	
	Cross Sections		6		24					30 hr.	$ 1,167.78	$ 1,973.55							$ -		$ 345.55	*$ 3,486.88*	
	Estimated Earthwork Volumes		6		40					46 hr.	$ 1,733.06	$ 2,928.87							$ -		$ 512.81	*$ 5,174.74*	
	Electrical Vault Plans		8							8 hr.	$ 426.48	$ 720.75							$ -	$ 10,500.00	$ 126.20	*$ 11,773.43*	
	Construction Plans Subtotal	-	69.0	-	264.0	60	-	-	-	393 hr.	$ 15,595.11	$ 26,355.72	$ -	0 mi.	0 hr.	0 hr.	$ -	$ -	$ -	$ 10,500.00	$ 4,614.59	**$ 57,065.39**	
2.c.	**BID PROPOSAL PACKET**																						
	Segment I - Proposal Documents		2		8				8	18 hr.	$ 634.22	$ 1,071.83							$ -		$ 187.67	*$ 1,893.72*	
	Segment II - Special Provisions & FAA Specs		16		60				2	78 hr.	$ 3,034.00	$ 5,127.46							$ -		$ 897.76	*$ 9,059.22*	
	Segment III - Supplemental Specs		1						1	2 hr.	$ 83.93	$ 141.84							$ -		$ 24.83	*$ 250.60*	
	Segment IV - Wage Rates		2		2					4 hr.	$ 177.28	$ 299.60							$ -		$ 52.46	*$ 529.34*	
	Segment V - Schedule of Prices		1						4	5 hr.	$ 175.79	$ 297.09							$ -		$ 52.02	*$ 524.90*	
	Addendum(s)		8		8				2	18 hr.	$ 770.36	$ 1,301.91							$ -		$ 227.95	*$ 2,300.22*	
	Bid Proposal Packet Subtotal	-	30.0	-	78.0	-	-	-	17.0	125 hr.	$ 4,875.58	$ 8,239.73	$ -	0 mi.	0 hr.	0 hr.	$ -	$ -	$ -	$ -	$ 1,442.68	**$ 14,558.00**	
2.d.	**PRE-BID MEETING AT AIRPORT**		10							10 hr.	$ 533.10	$ 900.94		32				$ 14.00	$ 32.72		$ 157.74	**$ 1,624.50**	
2.e.	**OPC (90% & FINAL)**		8		32					40 hr.	$ 1,557.04	$ 2,631.40							$ -		$ 460.73	**$ 4,649.17**	
2.f.	**CONSTRUCTION SAFETY & PHASING PLAN**		2		8					10 hr.	$ 389.26	$ 657.85							$ -		$ 115.18	**$ 1,162.29**	
2.g.	**FURNISHING PLANS/SPECS**																						
	(2) Sets Prel. Review Plans At 30% and 90%		2						4	6 hr.	$ 229.10	$ 387.18	$ 120.00						$ -		$ 67.79	*$ 804.07*	
	(3) Sets Draft Final P/S		1						2	3 hr.	$ 114.55	$ 193.59	$ 90.00						$ -		$ 33.90	*$ 432.04*	
	(6) Sets Final P/S									0 hr.	$ -	$ -							$ -		$ -	*$ -*	
	(20) Sets P/S for Bidding		2						8	10 hr.	$ 351.58	$ 594.17	$ 600.00						$ -		$ 104.03	*$ 1,649.78*	
	Furnishing P/S Subtotal	-	5.0	-	-	-	-	-	14.0	19 hr.	$ 695.23	$ 1,174.94	$ 810.00	0 mi.	0 hr.	0 hr.	$ -	$ -	$ -	$ -	$ 205.72	**$ 2,885.89**	
2.h.	**ASSISTANCE IN SECURING BIDS**	1	12		4					17 hr.	$ 841.61	$ 1,422.32		32					$ 18.72		$ 249.03	**$ 2,531.68**	
	PHASE II Total	1 hr.	140 hr.	4 hr.	398 hr.	60 hr.	0 hr.	0 hr.	33 hr.	636 hr.	$ 25,357.01	$ 42,853.34	$ 810.00	64 mi.	0 hr.	0 hr.	$ -	$ 14.00	$ 51.44	$ 10,500.00	$ 7,503.14	**$ 87,074.90**	**Phase II**
	TOTAL LUMP SUM AMOUNT	5 hr.	218 hr.	76 hr.	446 hr.	60 hr.	36 hr.	20 hr.	39 hr.	900 hr.	$ 36,386.47	$ 61,493.13	$ 810.00	248 mi.	16 hr.	3 hr.	$ -	$ 98.00	$ 1,003.08	$ 15,975.00	$ 10,766.76	$ 126,434.41	
	% OF TOTAL HOURS	0.6%	24.2%	8.4%	49.6%	6.7%	4.0%	2.2%	4.3%	100.0%												$ 126,434.41	

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. II (Karl)	Project Engr. I (Dan)	Staff Engr. (Jed/Kevin)	CAD Tech III (Matt)	Survey Chief (Ken)	Survey Tech (Mark)	Tech Assist (Stef)	TOTAL HOURS	Direct Labor Costs	Direct + G&A Overhead 169.00%	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		
3	**ACTUAL COST ITEMS**																						
3.a.	ADDITIONAL MEETINGS		10		10					20 hr.	$ 886.40	$ 1,498.02		32				$ 28.00	$ 46.72		$ 262.29	$ 2,693.42	
3.b.	~~SUPPLEMNTAL BIDDING DOCS (10 SETS)~~									0 hr.	$ -	$ -							$ -		$ -	$ -	
3.c.	COORDINATION WITH FAA	2	16	16						34 hr.	$ 1,660.66	$ 2,806.52							$ -		$ 491.39	$ 4,958.56	
	ACTUAL COST TOTAL	2.0	26.0	16.0	10.0	-	-	-	-	54 hr.	$ 2,547.06	$ 4,304.53	$ -	32 mi.	0 hr.	0 hr.	$ -	$ 28.00	$ 46.72	$ -	$ 753.68	$ 7,651.98	A/Cs

FOR INFORMATION PURPOSES ONLY

Actual Cost Multiplier 2.9859

LUMP SUM AMOUNT =	$ 126,434.41
ACTUAL COST AMOUNT =	$ 6,898.30
FIXED FEE AMOUNT =	$ 753.68
MAXIMUM COMBINED SUM =	$ 134,086.39

ATTACHMENT C

NONE

NONE

STH 153

AIRPORT PROPERTY LINE

AVIATION WAY

TAXI WAY

TOPO SURVEY LIMITS (TYP)

PAVEMENT REHABILITATION EXTENTS (TYP)

FLIGHTLINE DR

CWA DRIVE

SPIRIT

ODYSSEY

PROPOSED HANGAR

TAXILANE E LIGHTING REPLACEMENT

TAXILANE 4

TAXILANE E

TXY A6

REMOVE PAVEMENT

BORE

BORE

BORE

BORE

BORE

TAXIWAY A

PROPOSED SOIL BORING (TYP)

TXY A5

RECONFIGURE TO CURRENT FILLET DESIGN STANDARDS

RUNWAY 8/26

TXY A3

LAYOUT: 1.15
PLOT TIME: 10/20/2020 1:00 PM
FILE NAME: P:\2020\2020.028 - BOA - CWA Runway Decoupling\CAD\ExhibitsTxln E & Flightline Dr\20030-1.15-scoping exhibit.dwg

BECHER HOPPE	330 N. 4th Street Wausau, WI 54403•715.845.8000 becherhoppe.com	DRAWN BY: JDM CHECKED BY: KRK DATE: OCT 2020	PROJECT NO: 2020.030 REV. DATES:	SCALE 0 150' 300'	Celebrating 50 years CWA 1969-2019 CENTRAL WISCONSIN AIRPORT	CENTRAL WISCONSIN AIRPORT TAXILANE E REHAB	SCOPING EXHIBIT	SHEET 1.15

AMERICAN ENGINEERING TESTING, INC.

CONSULTANTS
· ENVIRONMENTAL
· GEOTECHNICAL
· MATERIALS
· FORENSICS

October 29, 2020

Mr. Karl Kemper, PE
Becher-Hoppe Associates, Inc.
330 N. 4th Street
Wausau, Wisconsin 54403

RE: Proposal for Geotechnical Services
Full-Depth Reconstruction Taxiway A5 West to Apron
Central Wisconsin Airport
Mosinee, Wisconsin
AET Proposal No. 12-21414

Dear Mr. Kemper:

On behalf of American Engineering Testing, Inc., we are pleased to submit this proposal for your project. In this proposal, we present a description of our understanding of the project, an outline of our scope of service, and our estimated fee.

Project Description

Becher-Hoppe Associates, Inc. is providing planning and design services for the reconstruction of Taxilane A5 west to the apron. In addition to reconstruction, the pavement in this area will be expanded into some existing lawn space.

Scope of Service

Field Exploration

We will coordinate our schedule with you and the airport. At least one of our on-site employees will undergo a background check, training, and badging by CWA prior to beginning our on-site work. Our vehicles will be equipped with flashing amber beacons while on the airfield.

We will contact Diggers Hotline to mark underground public utilities near each boring location. We will subcontract Van Ert Electric to mark private utilities.

You requested we drill four borings to depths of 10 feet, with three through lawn area and one through the paved Taxiway A5. Becher-Hoppe will mark each boring location and provide us with the surface elevations.

We will begin the Taxiway A5 boring by using a coring machine to core through the existing pavement; we will collect the core for thickness measurements. We will drill the borings using hollow-stem or solid-stem augers; we will sample by the split-barrel method (ASTM D1586). If we encounter auger refusal prior to reaching the planned depth, we will terminate the boring at

that depth. We will backfill the boreholes in accordance with Wisconsin Administrative Code NR 141; the surface of the Taxiway A5 boring will be surfaced with about 6 to 8 inches of asphalt cold patch.

Our drill crew will keep field logs noting the methods of drilling along with the Standard Penetration values (N-values), preliminary soil classifications, and observed groundwater levels. Representative portions of the recovered soil samples will be sealed in jars to reduce moisture loss and submitted to our laboratory for examination, testing, and final classification.

Laboratory Testing
The laboratory testing will be initiated by a geotechnical engineer examining each of the recovered soil samples to assess the major and minor soil components, while also noting the color, degree of saturation, and lenses or seams found in the samples. We will visually/manually classify each sample on the basis of texture and plasticity in accordance with the Unified Soil Classification System (USCS).

For the purpose of this proposal, we have included one modified Proctor test and one CBR test. Additionally, we anticipate performing approximately five sieve analysis tests, and moisture content and unconfined compressive strength (q_p) tests on most cohesive samples recovered.

Geotechnical Report
In our report, we will describe the soil and groundwater conditions we encounter, a boring locations diagram, the boring logs, and the laboratory test results. We will present the results of our laboratory testing and provide recommended soil parameters for your use in designing the new pavement in the project area (CBR, k, Frost Index, unit weight).

Schedule
The fieldwork will take approximately one day to complete. We will submit the geotechnical report within about three weeks of completing the fieldwork.

Fee
For the above scope of service, we will charge an estimated fee of **$5,475**, which includes the Van Ert Electric private utility locate fee. The attached fee table provides a breakdown of our fee.

Environmental Concerns
This proposal is presented for engineering services to determine the structural properties of the soil at the specified site. This proposal does not cover an environmental assessment of the site, environmental testing of the soil or groundwater, or consultation on lead, asbestos, or radon.

Closing
We assume you will send us a task order for signatures if we will be authorized to proceed. Please contact us if you have questions or need additional information.

Sincerely,
American Engineering Testing, Inc.

Benjamin B. Mattson, P.E.
Senior Geotechnical Engineer

AET Fee Schedule (this project only)

ITEM	DESCRIPTION	ESTIMATED QUANTITY	UNIT	UNIT RATE ($)	COST ($)
1.	Project management and preparation of geotechnical report	1	LS	1500	1500
2.	Drill crew mobilization	1	LS	400	400
3.	Geotechnical drilling and sampling 10-foot borehole	4	EA	200	800
4a.	Pavement coring, patching, and leveling (initial core)	1	EA	200	200
4b.	Pavement coring, patching, and leveling (each additional core)	0	EA	80	0
5.	Laboratory soils review	1	LS	250	250
6.	Sieve analysis	5	EA	95	475
7.	Proctor test	1	EA	245	245
8.	CBR test	1	EA	750	750
9.	Van Ert private utility locate (at cost)	1	LS	855	855
				Estimated Total	**$5,475**

ATTACHMENT E

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.

ATTACHMENT F

resourceful. naturally.
engineering and environmental consultants

BARR

November 11, 2020

Mr. Karl Kemper
BECHER HOPPE ASSOCIATES, INC.
330 Fourth Street, P.O. Box 8000
Wausau, WI 54402

RE: CENTRAL WISCONSIN AIRPORT – TAXILANE E REHABILITATION
PROPOSAL FOR ELECTRICAL ENGINEERING SERVICES

Dear Karl:

Thank you for contacting us regarding electrical engineering services for the Central Wisconsin Airport (CWA) Taxilane E project. We are providing this letter to outline our understanding of the project, our proposed scope of services, and our proposed fees for the design and bid phase of the project.

According to scope of work description and diagram you provided to us by email November 9, 2020, Taxilane E including edge-lighting will be rehabilitated and replaced. At your request Barr will provide design for renovation/replacement of vault equipment. Regarding airfield plans, you have indicated that you would like Barr to provide third party review of the proposed electrical design, not Engineer of Record, like the approach provided on other recent projects.

As we have discussed a site visit is not anticipated as necessary due to the recent runway project at CWA. Barr will provide electrical design work as Engineer of Record for all new electrical equipment in the existing electrical vault, which essentially includes a new constant current regulator and associated control wiring.

In support of your efforts, Barr proposes to provide the following as part of our scope of work:

1. Review and provide comments on the airfield electrical design (as indicated above).
2. Develop electrical vault drawings showing electrical vault plan demo and new layout plans.
3. Wiring schematics and electrical details, approximately 2 sheets anticipatd.
4. The vault drawings will be developed and submitted for 30%, 90%, and Issue-for-Bid design phases.
5. Provide input to the opinion of probable cost (Engineer's estimate) for portions of the work designed by Barr.

6. Provide specifications associated with the vault electrical modifications.
7. Bid phase services, including responding to bidders questions, and providing addendum items as necessary.
8. Construction phase services are not included in this proposal. They may be provided as part of a separate, future proposal upon request.

Barr Engineering proposes to provide the outlined scope of services to BHA on an hourly basis to an anticipated maximum of $10,500 for the indicated scope. Services are billed monthly according to the work completed.

Thank you for the opportunity to present this proposal. We look forward to working with you on this project.

Sincerely,

BARR ENGINEERING CO.

Mark E. Ziemer, P.E.

Senior Electrical Engineer

Mailing Address:
100 CWA Drive, Suite 227
Mosinee, WI 54455
Phone: 715-693-2147
Visit us at www.fly-cwa.org

Record of Negotiations:
Central Wisconsin Airport
Design Engineering Services

Date: December 9, 2020
Contract Title: Design Engineering Services – Taxilane E and Flightline Drive
Location: Central Wisconsin Airport
Anticipated AIP Grant: AIP-55

1. In 2020, the Central Wisconsin Airport (CWA) conducted a competitive solicitation for Airport Engineering Services through a Request for Qualifications (RFQ) in accordance with FAA Advisory Circular 150/5100-14E. This solicitation resulted in a five-year on-call engineering agreement with Becher Hoppe Associates, inc., for projects beginning prior to August 31, 2025.

2. On October 8, 2020, CWA requested Becher Hoppe to develop a scope of work for design engineering services for the Taxilane E and Flightline Drive project. This work was included in the solicitation scope of the original RFQ.

3. On November 11, 2020, Becher Hoppe provided CWA the detailed scope of work required for the project.

4. On November 12, 2020, CWA and the Wisconsin BOA requested clarification on the type of construction that Becher Hoppe was planning on designing the project for. After some discussion, it was agreed that the scope of work was reasonable.

5. On November 23, 2020, CWA received an independent fee estimate (IFE) for the scope of work from the Wisconsin BOA. The IFE estimated the total cost for the proposed work would be $136,281.84 based on estimated hours for the scope of work. CWA reviewed the IFE with the BOA and agreed the estimate was reasonable for the scope of work.

6. On November 30, 2020, CWA requested a fee proposal from Becher Hoppe for the scope of work.

7. On November 30, 2020 CWA received Becher Hoppe's fee proposal for the work. The total cost of the proposal was $134,086.39. This amount was 2% less than the IFE.

8. On December 4, 2020 CWA and Becher Hoppe discussed the fee proposal. Although the overall cost was in line with the IFE, the proposal had significantly more effort in the preliminary design effort than was accounted for in the IFE. Becher Hoppe explained that because of the short timeline for the project, including requests from CWA for early cost estimates, more work had already been completed than is typically seen during scoping. The higher preliminary design costs are reflected in lower final design costs. CWA also asked about sub-consultant costs for the geotechnical investigations, which appear to be high on a unit cost bases. Becher Hoppe

Mailing Address:
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Mosinee, WI 54455
Phone: 715-693-2147
Visit us at www.fly-cwa.org

explained that the cost included private utility locating because of the proximity to the airfield lighting circuits, and a quick turnaround time to get the borings complete in time for the project. Both of these factors contributed to the higher unit cost. After these explanations, both CWA and Becher Hoppe agreed the Fee was reasonable.

9. On December 18, 2020, CWA will recommend approval of the contract, negotiated in good faith, to the Central Wisconsin Joint Airport Board for approval.

Mark Cihlar
Assistant Airport Director

CWA Legislative Update – December 2020

Lawmakers Propose $4 Billion for Airports; Release Details on Bipartisan Coronavirus Relief Package (Source: AAAE Airport Legislative Alliance Airport Alert)

December 14, 2020

A bipartisan and bicameral group of lawmakers today released details and bill language on a $908 billion coronavirus relief package that includes $4 billion for airports and concessionaires and $17 billion to airlines to continue the Payroll Support Program through March . The move comes as lawmakers are trying to find a way to provide COVID-19 relief before Congress adjourns for the year.

Leaders of the bipartisan group decided to split their relief package into separate bills. The first, which has a price tag of $748 billion, contains funding for transportation and other less controversial COVID-19 proposals. The other is a $160 billion bill that includes liability protection – a top priority for Republicans and funding for state and local governments – a top priority for Democrats. These two issues have stymied progress on a broader package for months.

In a statement following the release of the package and proposed aviation funding, AAAE President and CEO Todd Hauptli said that "The funding proposed today would help airports protect jobs, continue public health enhancements, maintain critical operations, and meet ongoing obligations. While the needs at airports and across the aviation industry far exceed what Congress can address at this point, we are grateful to the bipartisan, bicameral group for their leadership and look forward to working with them and the Congress to get relief enacted before the end of the lame duck session."

It is unclear how Congressional leaders and rank-and-file members will react to this new bifurcated plan. Senate Majority Leader Mitch McConnell (R-KY) previously proposed doing away with the liability protection and funding for state and local governments. But his suggestion was quickly swatted down by Democratic leaders. Yesterday, House Majority Leader Steny Hoyer (D-MD) seemed more open to the idea and pointed out that Democrats will not get everything they want in the next relief package.

There are other potential complications, too. The bipartisan and bicameral plan reportedly does not include stimulus checks that the White House and some lawmakers say should be included in the next relief package. The White House is proposing $600 stimulus checks for individuals. Meanwhile, Senator Bernie Sanders (I-VT) and a diverse section of lawmakers is proposing to raise that amount to $1,200.

Aviation Provisions

Airport Funding: The bill includes an additional $4 billion to help airports prevent, prepare for, and respond to coronavirus. That amount also includes set asides for concessionaires, Essential Air Service and the Small Community Air Service Development Program. Notably, the bill makes the funding available only until September 30, 2021.

- Commercial Service Airports: Of the $4 billion, not less than $3.407 billion would be reserved for commercial service and certain cargo airports. Airports would be allowed to use funds for "costs related to operations, cleaning, sanitization, janitorial services, combating the threat of pathogens at the airport, and debt service payments."

- Funds would be distributed based on a modified AIP apportionment run. The cargo set-aside would remain intact, and there would be no maximum grant amount or PFC turnback. It would preserve doubled entitlements and retain the $1 million minimum entitlement for smaller primary airports. Any remaining funds would be distributed based on enplanements.

- General Aviation Airports: The bill includes up to $50 million for nonprimary commercial service and general aviation airports. Of that amount, $8.15 million would be reserved for contract tower airports.

- Concessionaries: The measure provides $500 million to primary airports "to provide relief from rents and minimum annual guarantees to on-airport car rental, on-airport parking, and in-terminal airport concessions." The measure calls for airports to provide relief "to each eligible airport concession in an amount that reflects each eligible airport concession's proportional share of the total amount of the rent and minimum annual guarantees of all the eligible airport concessions at such airport." Airports could keep up to two percent of these funds to administer the relief.

- The bill includes two other conditions prioritizing relief from rent and minimum annual guarantees to minority-owned business and precluding airport concessions that have received "a second draw or assistance" from the Paycheck Protection Program that has been applied to rent or minimum annual guarantee costs.

- Federal Share: Like the CARES Act, grants under this new proposal would not require a local match.

- Eligibility: Any airport that received more than four years of operating expenses under the CARES Act would be ineligible for these funds.

- Workforce Retention: The bill requires all airports except for nonhub or nonprimary airports that receiving funding to "continue to employ, through March 31, 2021, at least 90 percent of the number of individuals employed (after making adjustments for retirements or voluntary employee separations) by the airport as of March 27, 2020." Similar to the CARES Act, the workforce retention requirement may be waived by the Secretary of Transportation if a determination is made that the airport is "experiencing economic hardship as a direct result of the requirement or the requirement reduces aviation safety or security."

- Small Community Air Service Development: The bill includes a Senator Jeanne Shaheen (D-NH) proposal that would provide an additional $20 million for a revised Small Community Air Service Development Program. The new initiative would focus on helping small communities that have had air service reduced or eliminated during the pandemic. Her proposal calls for an expedited application and review process and would eliminate the strings and restrictions attached to the traditional program.

- Essential Air Service: The bill includes an additional $23 million for the Essential Air Service and Rural Improvement Fund.

AIR Act: The bill includes the AIR Act – a AAAE-backed bill that would ensure that airports aren't unfairly penalized because of the dramatic decline in passengers and operations during the pandemic. The bipartisan measure was introduced by Sen. Deb Fisher (R-NE) and Senate Aviation Subcommittee Ranking Member Krysten Sinema (D-AZ).

- AIP Apportionments: The AIR Act would ensure that airports receive their fair share of AIP entitlements for critical safety and security projects. Specifically, it would allow AIP apportionments in Fiscal Years 2022 and 2023 to be based on higher passenger numbers in Calendar Years 2018 or 2019 – whichever is higher – rather than Calendar Years 2020 or 2021.

- Contract Towers: The bill would also protect airports that participate in the Contract Tower Program. The last FAA reauthorization bill included a welcome provision that eliminated the benefit-cost analysis (BCA) requirement for airports that participate in the program unless they have more than a 25 percent decrease in operations in a single year. Because of the precipitous decline in operations this year, many airports that participate in the Contract Tower Program could be subject to a BCA because of an unforeseen global pandemic. The AIR Act would temporarily suspend the BCA requirement and ensure that airports are not required to come up with scarce local funds to participate in this critical safety program.

Airlines: The bill includes $17 billion to extend the Payroll Support Program through March of 2021 with $17 billion. The CARES Act included $32 billion for aviation workers -- $25 billion for passenger carriers, $4 billion for cargo carriers and $3 billion for certain contractors. The initial airline funding included some strings including a prohibition on involuntary layoffs or furloughs. But those requirements expired on October 1.

Minimum Air Service Guarantees: Like the CARES Act, the bill includes a provision that would authorize DOT to "require, to the extent reasonable and practicable, an air carrier provided financial assistance under this subchapter to maintain scheduled air transportation, as the Secretary of Transportation determines necessary to ensure services to any point served by that air carrier before March 1, 2020."

The bill also includes new language that would require the agency to "take into consideration the air transportation needs of small and remote communities, the need to maintain well-functioning health care supply chains, including medical devices and supplies, and pharmaceutical supply chains."

Request: We urge you again to reach out to your respective lawmakers as soon as possible and ask them to support addition funding in the next coronavirus relief package for airports and our partners in the aviation industry. A previous Action Alert includes contact information and talking points to help with your communication.

Senate Clears Short-Term CR and Defense Bill (Source: AAAE Airport Alert)
December 11, 2020

As negotiations on a coronavirus relief package continue, the Senate today approved a weeklong continuing resolution and a defense authorization bill. The House has already approved both measures, so today's action clears the way for the President to sign the CR into law. However, the White House has threatened to veto the defense bill.

Continuing Resolution

Lawmakers had hoped to close out the Fiscal Year 2021 appropriations process before the current short-term measure expires at midnight tonight. However, lawmakers need more time to resolve their remaining differences.

The latest stop-gap spending bill, which the Senate cleared by voice vote, will keep the government operating through December 18. It will also give lawmakers more time to try to hammer

out a deal on an omnibus spending package that includes funding for the Departments of Transportation and Homeland Security.

National Defense Authorization Act

The $740 billion defense bill includes several PFAS-related provisions and language that would prohibit airports from using AIP funds to purchase boarding bridges from foreign companies that violate intellectual property rights of the United States. The Senate approved the measure by a vote of 84-13.

The annual National Defense Authorization Act has strong bipartisan and bicameral support. House Armed Services Committee Chairman Adam Smith (D-WA), Ranking Member Mac Thornberry (R-TX) and other lawmakers have pointed out that Congress has passed a defense authorization bill "for 59 straight years."

However, the President has threatened to veto the latest defense measure, in part, because it would not repeal Section 230 of Communications Decency Act, which provides liability protection to social media companies. The bill would also require the Pentagon to remove Confederate names from military installations within three years.

Coronavirus Relief

Meanwhile, talks continue on the coronavirus relief front. House Speaker Nancy Pelosi (D-CA) yesterday said that negotiators are "making progress."

Two big issues are continuing to hold up an agreement: funding for state and local governments – a top priority for Democrats and liability protection – a top priority for Republicans. To complicate matters, the White House is calling for $600 stimulus checks, which could cut into funding for unemployment compensation and other relief proposals.

We're continuing our push for additional airport funding. A $908 billion bipartisan and bicameral plan that lawmakers unveiled last week proposes $4 billion for airports. As discussions continue on Capitol Hill we urge you to weigh in with your Senators and House members and remind them of the urgent need to get federal help to airports in the next coronavirus relief package.

From: Brian Grefe <bgrefe@fly-cwa.org>
Sent: Friday, December 4, 2020 2:57 PM
To: Lanctin, Jon <Jon.Lanctin@mail.house.gov>
Cc: Brian Grefe <bgrefe@fly-cwa.org>
Subject: Aviation Coronavirus Relief

Hi Jon,

I hope you had a good Thanksgiving and enjoying a mild December. I know you've been following the Coronavirus relief package closely. With that in mind I hope you will share this email with the Congressman. Thank you, . . .

Dear Congressman Tiffany,

On behalf of the Central Wisconsin Airport, I urge you to ensure that airlines, airports, and concessionaires are included in any coronavirus relief package that is finalized in the lame duck session. The aviation industry is facing unprecedented challenges and is in desperate need of federal support. Our nation's economic recovery depends on a strong aviation system.

Like the airlines, airports are burning through cash as passenger traffic continues to be at only 65%-70% below 2019 levels. Airports have to remain open and operational, make debt payments, and invest in increased public health improvements (cleaning, sanitization, plexiglass barriers, physical distancing measures, airflow improvements, and health screenings in some places) – all while revenues plummet.

Reduced revenues and increased costs are forcing many airports to slash budgets, put capital projects on hold, deplete their reserves, and contemplate layoffs or furloughs. The challenges are growing more intense by the day.

At the Central Wisconsin Airport, we are not able to postpone our current project. We are just starting the largest safety improvement project since the airport originally built. We will be de-coupling and relocating our primary runway to enhance safety and meet federal standards. Planning for this project started 5 years ago as part of the Airport Master Plan Update. The project will be designed and bid in mid-2021. Uncertainty with airport revenues, and the potential for insufficient federal funding could delay this critical project, potentially increasing projects costs, further leveraging future revenues, and risking financial viability of the airport.

Providing airports with more funding now will ensure they can continue to respond to new operational demands, pay for debt service on their bonds, help keep their critical safety and security projects on track, and keep airport staff employed. Some airports have already utilized all of their CARES Act funds and face a series of bad choices absent immediate federal help. This pandemic has lasted longer than most experts were predicting when CARES funding legislation was passed. The airport industry estimates airport revenue losses of at least $23 billion in the first year of this pandemic (through March 2021), and the situation is unlikely to improve for years into the future.

Thank you for your help in this important matter.

Sincerely,

Brian J. Grefe, A.A.E.
Airport Director
Central Wisconsin Airport (CWA)
CWA Main Line: 715-693-2147 Ext 7 | Cell: 715-204-2885
100 CWA Drive | Suite 227 | Mosinee, WI 54455
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CENTRAL WISCONSIN AIRPORT STATISTICAL REPORT
SUMMARY - NOVEMBER 2019 - 2020

15-Dec-20

	2019 MONTH	*2020 MONTH*	*% CHGE. 19-20*	*2019 Y-T-D*	*2020 Y-T-D*	*% CHGE. 19-20*
ACTUAL LANDINGS						
AMERICAN	74	25	-66.2%	865	540	-37.6%
UNITED	84	59	-29.8%	869	551	-36.6%
DELTA	136	89	-34.6%	1,474	877	-40.5%
CHARTERS	2	2	0.0%	24	9	-62.5%
TOTAL OPERATIONS	592	350	-40.9%	6,464	3,954	-38.8%
ATCT OPERATIONS	972	1,061	9.2%	12,578	10,928	-13.1%
AIRLINE CANCELLATIONS						
AMERICAN	3	0	-100.0%	51	32	-37.3%
UNITED	0	0	0.0%	26	2	-92.3%
DELTA	2	0	-100.0%	17	35	105.9%
TOTAL CANCELLATIONS	5	0	-100.0%	94	69	-26.6%
ENPLANED PASSENGERS						
AMERICAN	2,594	827	-68.1%	34,886	17,362	-50.2%
UNITED	2,887	1,356	-53.0%	32,336	14,233	-56.0%
DELTA	5,137	1,750	-65.9%	60,035	20,322	-66.1%
CHARTERS	264	146	-44.7%	3,335	937	-71.9%
TOTAL ENPLANED PASSENGERS	10,882	4,079	-62.5%	130,592	52,854	-59.5%
DEPLANED PASSENGERS						
AMERICAN	2,414	837	-65.3%	31,814	15,647	-50.8%
UNITED	3,250	1,424	-56.2%	32,171	14,245	-55.7%
DELTA	5,183	1,766	-65.9%	59,670	20,307	-66.0%
CHARTERS	264	146	-44.7%	3,335	937	-71.9%
TOTAL DEPLANED PASSENGERS	11,111	4,173	-62.4%	126,990	51,136	-59.7%
AIR FREIGHT - AMERICAN	575	0	-100.0%	3,392	368	-89.2%
AIR FREIGHT - UNITED	0	0	0.0%	0	0	0.0%
AIR FREIGHT - DELTA	2,259	2,668	18.1%	30,014	22,432	-25.3%
TOTAL AIRFREIGHT - AIRLINES	2,834	2,668	-5.9%	33,406	22,800	-31.7%
TOTAL AIRFREIGHT -GENERAL AVIATION	135,108	134,973	-0.1%	1,553,613	1,512,619	-2.6%
AIRLINES & GEN AVIATION-AIR FREIGHT	137,942	137,641	-0.2%	1,587,019	1,535,419	-3.3%

LOAD FACTOR-CURRENT MONTH	SEATS	PAX	FACTOR
AMERICAN	1,250	827	66.2%
UNITED	2,950	1,356	46.0%
DELTA	4,450	1,750	39.3%

Central Wisconsin Airport – Flight Schedule
December 18, 2020

Arrivals – Delta				Departures – Delta			
5167	14:25	from MSP	CRJ	4965	06:15	to MSP	CRJ
4953	18:05	from MSP	CRJ	5068	07:00	to DTW	CRJ
4828	19:43	from DTW	CRJ	5167	16:06	to MSP	CRJ

Arrivals – United Airlines				Departures – United Airlines			
3785	15:15	from ORD	CRJ	3829	08:30	to ORD	CRJ

Arrivals – American Eagle				Departures – American Eagle			
3548	20:16	from ORD	ERJ	3788	06:00	to ORD	ERJ

Upcoming Charter Schedule

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

Total CWA Flights Daily = 5

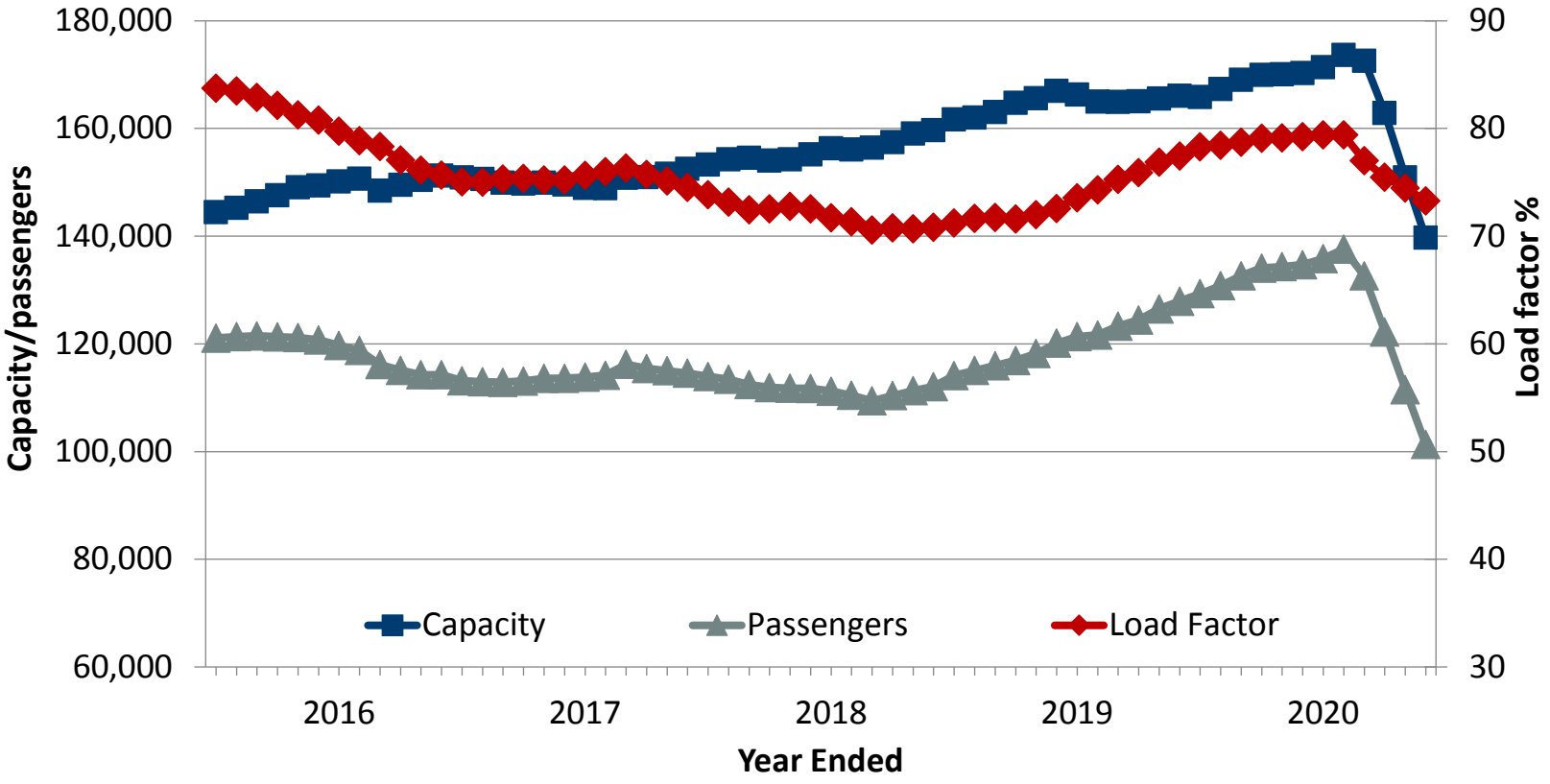
Mead & Hunt

Central Wisconsin Airport (CWA)

Quarterly Performance Report

Year Ended Q2 2020

Traffic/Capacity Trends



YE June 2020 year-over-year capacity was down 16%, while onboard passengers were down 21%; the average load factor decreased 4% points.

Source: Diio Mi

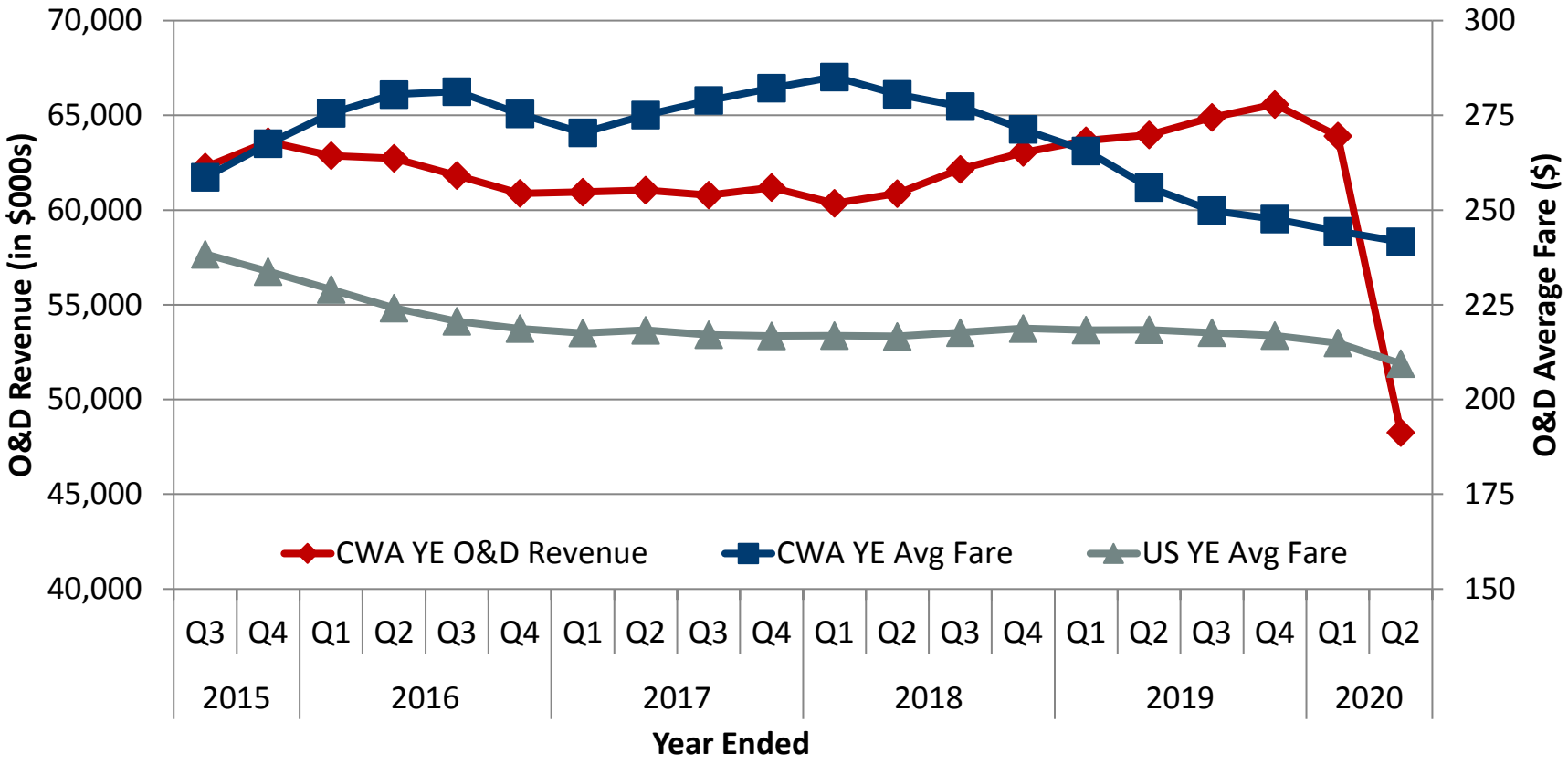
Top O&D Markets

Rank	Destination	O&D Passengers	O&D Revenue ($)	Average Fare ($)	YOY % Change		
					Pax	Rev	Fare
1	Chicago, IL (ORD)	7,759	1,375,794	177	(32%)	(35%)	(5%)
2	Orlando, FL (MCO)	6,585	1,287,830	196	(12%)	(21%)	(10%)
3	Dallas, TX (DFW)	5,781	1,243,245	215	(9%)	(20%)	(12%)
4	Phoenix, AZ (PHX)	5,708	1,309,631	229	(6%)	(17%)	(12%)
5	Detroit, MI	4,939	1,012,019	205	(22%)	(29%)	(9%)
6	Las Vegas, NV	4,792	1,183,859	247	(25%)	(22%)	4%
7	Washington, DC (DCA)	4,728	856,192	181	11%	(7%)	(16%)
8	Atlanta, GA	4,682	1,130,908	242	(22%)	(25%)	(4%)
9	Los Angeles, CA	4,643	1,112,185	240	(24%)	(29%)	(6%)
10	Boston, MA	4,471	948,919	212	(19%)	(17%)	3%
11	New York, NY (LGA)	4,433	832,057	188	(31%)	(36%)	(8%)
12	Tampa, FL	4,312	832,531	193	(10%)	(18%)	(8%)
13	Denver, CO	4,223	967,993	229	(33%)	(29%)	6%
14	Fort Myers, FL	3,840	791,958	206	(15%)	(24%)	(10%)
15	San Francisco, CA	3,462	926,388	268	(6%)	(4%)	2%
16	Seattle, WA	3,239	875,043	270	(24%)	(18%)	7%
17	Nashville, TN	3,176	572,268	180	(18%)	(32%)	(16%)
18	Charlotte-Douglas, NC	3,040	638,601	210	(25%)	(36%)	(15%)
19	Houston, TX (IAH)	2,958	713,460	241	(37%)	(35%)	3%
20	San Diego, CA	2,880	692,703	241	(17%)	(19%)	(3%)
Total All Markets		**199,742**	**48,258,868**	**242**	**(20%)**	**(25%)**	**(6%)**

- Overall, passengers were down 20% on a 6% drop in fares resulting in revenue being down 25%.
- All markets except DCA experienced year-over-year decreases in passengers.

Source: Diio Mi, YE Q2 2020

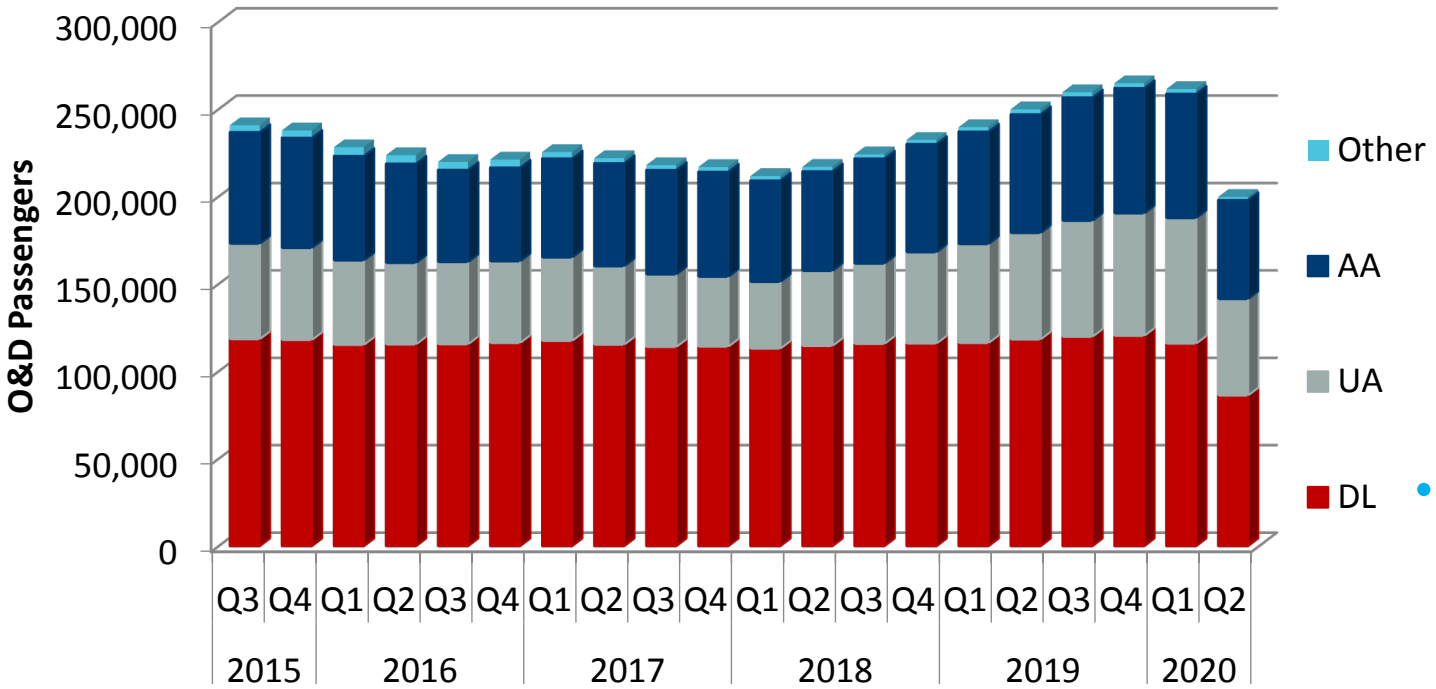
Revenue/Fare Trends



- CWA fares decreased $3 to $242 in the latest year-ended period.
- Fares were $32 higher than the U.S. average (versus $29 in the prior period).

Source: Diio Mi

O&D Passenger Market Share



Year	Quarter	Airline Market Share			
		DL	UA	AA	Other
2018	Q3	52%	20%	27%	1%
	Q4	50%	22%	27%	1%
2019	Q1	48%	24%	27%	1%
	Q2	47%	25%	27%	1%
	Q3	46%	26%	27%	1%
	Q4	46%	26%	27%	1%
2020	Q1	44%	28%	27%	1%
	Q2	**43%**	**28%**	**28%**	**1%**

- DL is the market share leader with a 43% share.
- AA gained 1% points of share against DL in the latest year-ended period.

Source: Diio Mi

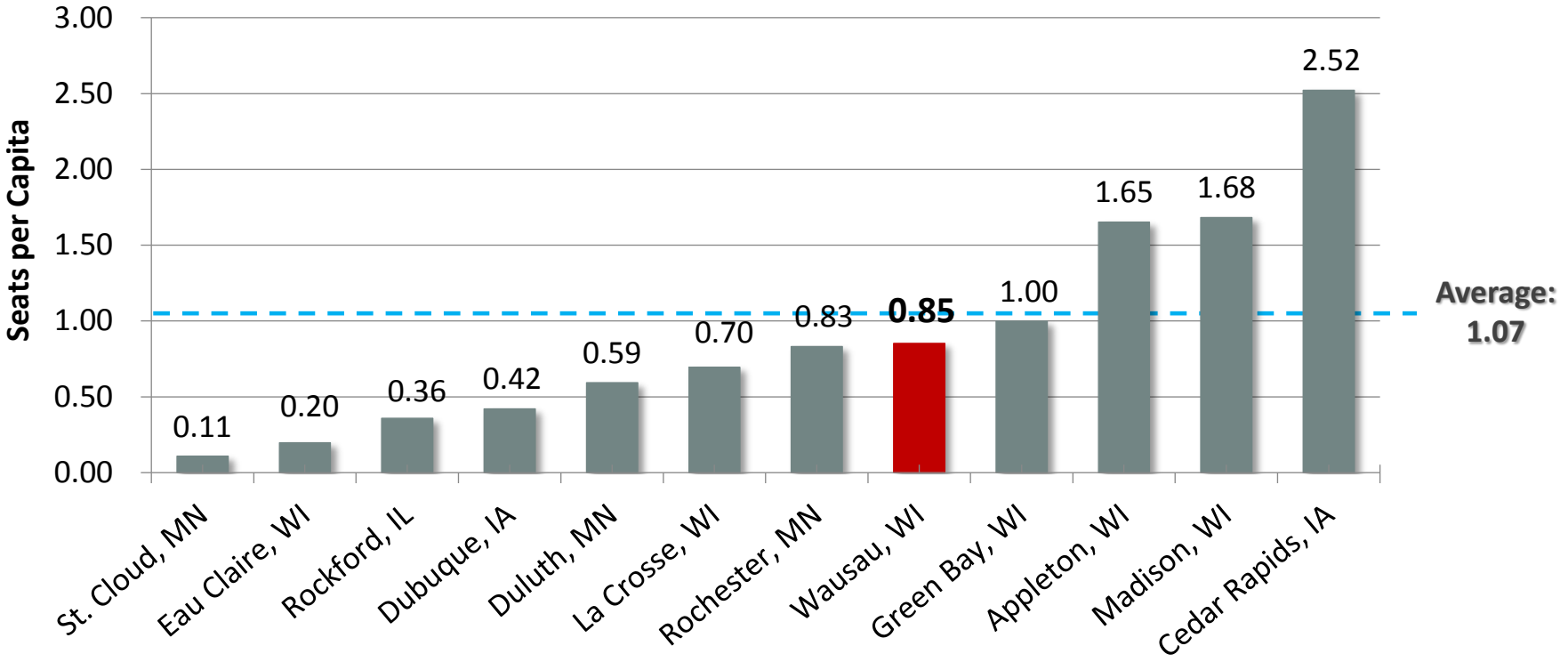
Forward Looking Schedule

Destination	Airline	YOY Change – Average Weekly Flights/Seats											
		Nov 2020		Dec 2020		Jan 2021		Feb 2021		Mar 2021		Apr 2021	
		#	Chg	#	Chg	#	Chg	#	Chg	#	Chg	#	Chg
Flights													
Chicago, IL (ORD)	American	6	(12)	6	(13)	7	(13)	15	(6)	19	(1)	21	8
	United	14	(7)	9	(12)	20	5	21	3	21	0	21	12
Detroit, MI	Delta	7	(6)	7	(5)	7	(5)	7	(6)	13	0	13	13
Minneapolis, MN	Delta	14	(5)	13	(0)	11	(2)	11	(3)	14	(3)	14	2
Total		**40**	**(29)**	**36**	**(29)**	**45**	**(16)**	**54**	**(11)**	**67**	**(4)**	**69**	**35**
Seats													
Chicago, IL (ORD)	American	292	(575)	316	(628)	350	(666)	725	(275)	960	(34)	1,050	408
	United	688	(327)	474	(587)	994	237	1,050	138	1,050	(18)	1,050	618
Detroit, MI	Delta	350	(280)	327	(226)	350	(248)	350	(288)	644	11	653	642
Minneapolis, MN	Delta	688	(268)	666	(23)	565	(102)	550	(125)	700	(169)	700	105
Total		**2,018**	**(1,450)**	**1,784**	**(1,464)**	**2,258**	**(779)**	**2,675**	**(550)**	**3,353**	**(210)**	**3,453**	**1,773**

- Year-over-year flights and seats are currently scheduled to decrease in all months except April 2021.
- Overall, for the 6-month period from November 2020 through April 2021, flights and seats are scheduled to be down 15% year-over-year; however, more capacity reductions due to COVID-19 are possible.

Source: Diio Mi, as of November 25, 2020; Note: Scheduled flights and capacity remain fluid and subject to change due to the impacts of COVID-19

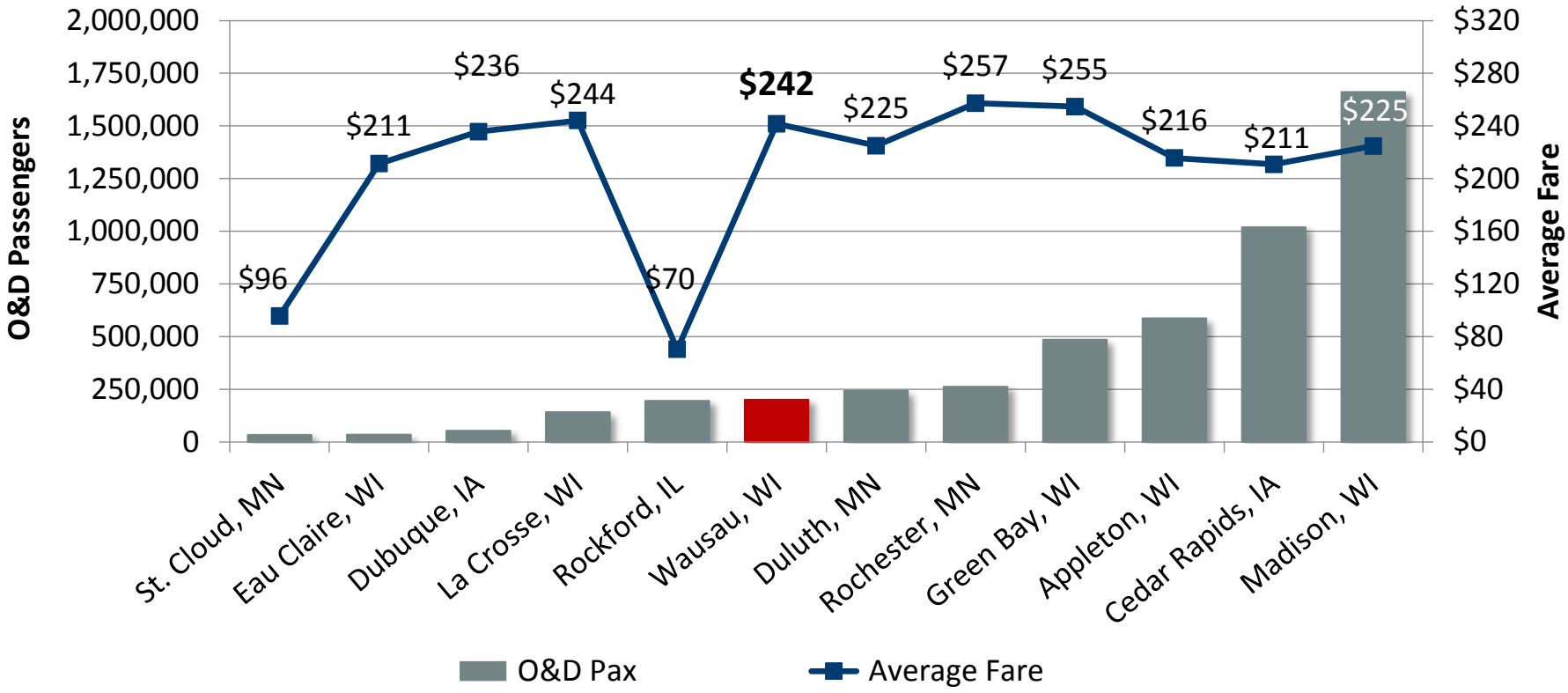
Seats Per Capita Comparisons



- CWA's seats per capita was below the compare market average but higher than most of the compare markets.
- CWA's seats per capita decreased from 1.05 to 0.85 in the latest year-ended period.

Source: Diio Mi – YE Q2 2020; Woods & Poole Economics, Inc.

O&D Passenger/Airfare Comparisons



CWA's average fare was the 3rd highest among compare markets but was still in line with other markets with the exception of St. Cloud, MN, and Rockford, IL, which have the majority of service on Allegiant.

Source: Diio Mi, YE Q2 2020

Year-Over-Year Comparisons

Airport	2020 MSA Population	YE Q2 2020			YOY Change		
		# of Nonstop Destinations	O&D Pax	Seats	# of Nonstop Destinations	O&D Pax	Seats
Dubuque, IA	97,396	1	53,390	41,021	0	(27.8%)	(16.7%)
La Crosse, WI	137,872	3	141,241	95,837	0	(21.8%)	(15.2%)
Wausau, WI	**163,804**	**3**	**199,742**	**139,695**	**0**	**(20.1%)**	**(15.9%)**
Eau Claire, WI	170,882	1	33,510	33,600	0	(21.6%)	(3.2%)
St. Cloud, MN	202,702	2	32,182	22,023	0	(28.6%)	(17.6%)
Rochester, MN	223,147	3	261,014	185,538	0	(26.6%)	(17.9%)
Appleton, WI	240,305	11	586,794	397,255	1	(19.0%)	(11.0%)
Cedar Rapids, IA	275,134	15	1,018,414	693,943	1	(15.1%)	(9.5%)
Duluth, MN	290,048	2	242,280	172,006	0	(13.1%)	(0.3%)
Green Bay, WI	324,633	6	485,406	324,145	1	(20.6%)	(15.2%)
Rockford, IL	338,935	7	194,398	121,729	2	(7.0%)	3.8%
Madison, WI	670,373	19	1,661,076	1,127,644	0	(22.4%)	(18.9%)

CWA had the 5th smallest decrease in O&D passengers (-20.1%) among compare markets on a 15.9% decrease in seats year-over-year.

Source: Diio Mi - YE Q2 2020; Woods & Poole Economics, Inc.

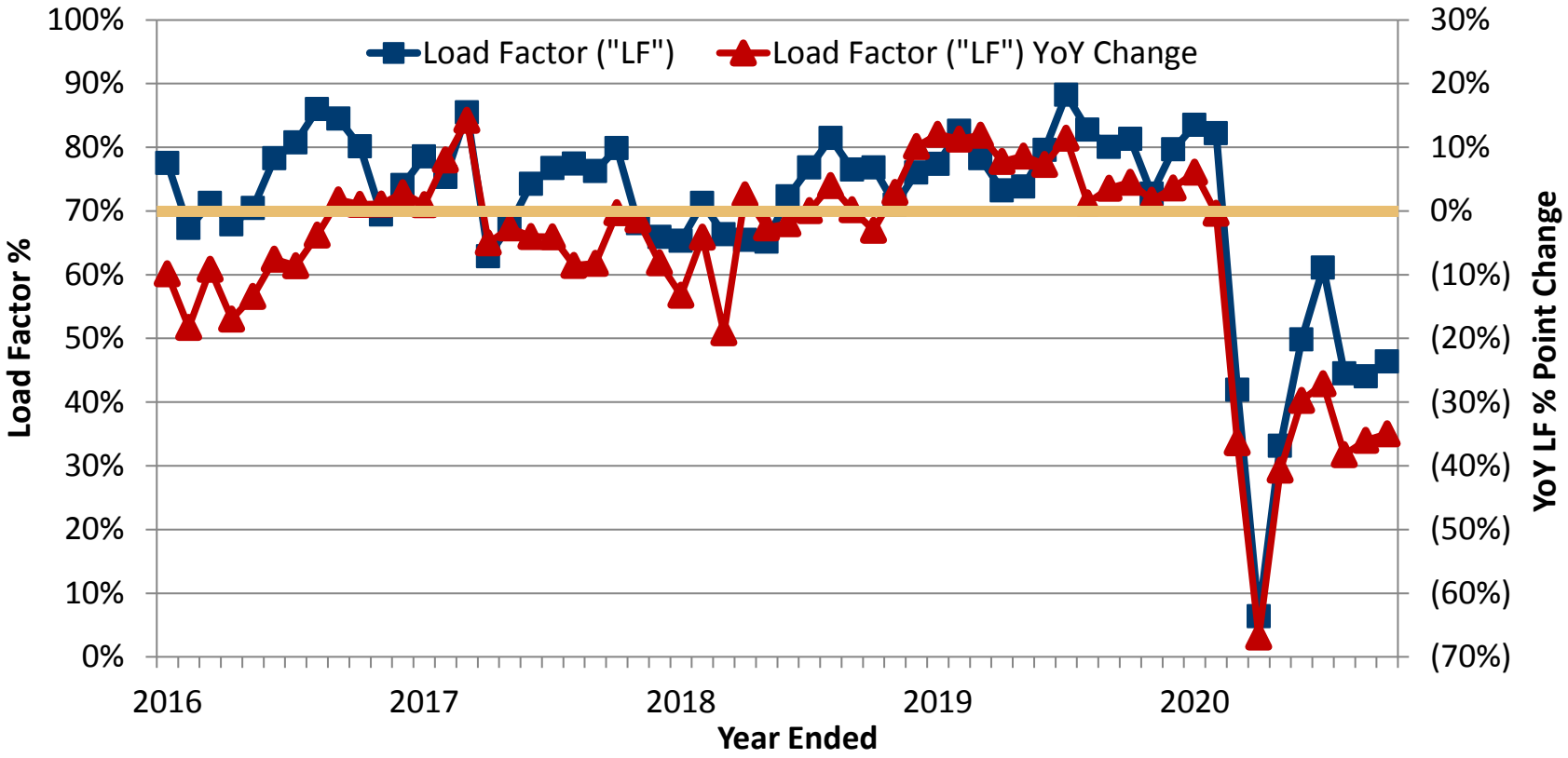
Load Factor Trends

Destination	Airline	2017		2018				2019				2020		YOY Q2 Change	
		Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	'20 vs '18	'20 vs '19
Chicago, IL (ORD)	American	71	70	60	66	73	72	77	77	81	76	67	42	(23.9)	(35.3)
	United	67	58	51	58	75	71	78	71	81	77	70	23	(35.8)	(48.5)
Detroit, MI	Delta	79	80	77	76	82	83	80	80	83	81	72			
Minneapolis, MN	Delta	77	79	78	76	80	79	80	81	85	81	67	20	(55.8)	(61.6)
Average Load Factor		**74**	**73**	**67**	**69**	**78**	**76**	**79**	**77**	**82**	**78**	**69**	**28**	**(41.1)**	**(49.3)**

- Load factors were down year-over-year in Q2 2020 versus Q2 2019 in all markets with the largest decreases on DL-MSP.
- Overall, the market average load factor was down 49.3% points in Q2 2020.

Source: Diio Mi

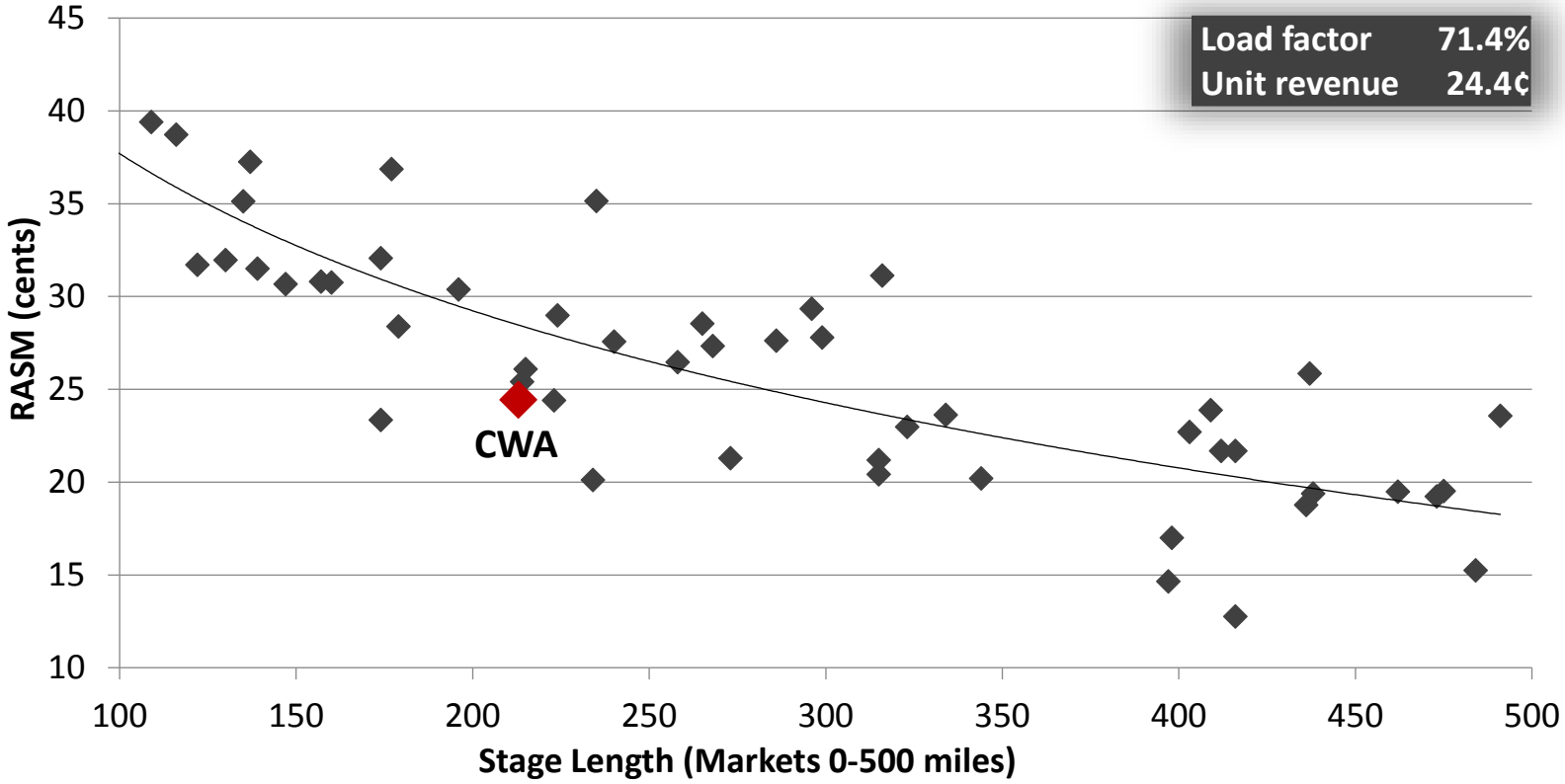
Enplanement “LF” and YOY Change



- Load factors were down 19.6% points for the year-ended October 2020 versus the same prior year period.
- Enplanements were down 49.4% on a 32.6% decrease in seat capacity.

Source: Airport enplanement data from CWA (January 2015 through October 2020)
Note: load factor “LF” = enplanements divided by airport reported outbound seats

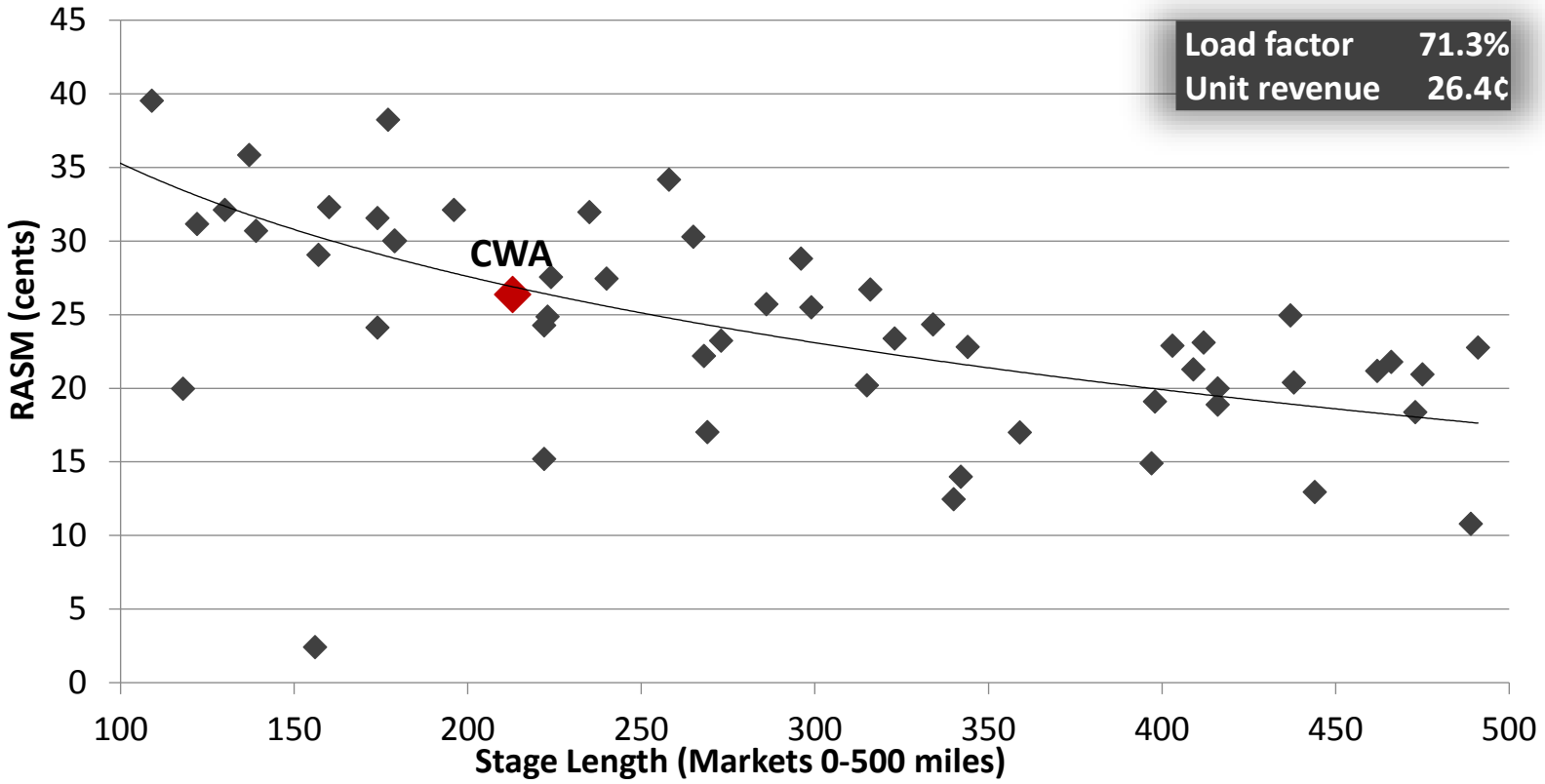
AA-ORD RASM Performance



CWA's ORD RASM and load factor were below AA's average (market load factor average of 79.4%).

Source: Diio Mi, YE Q2 2020

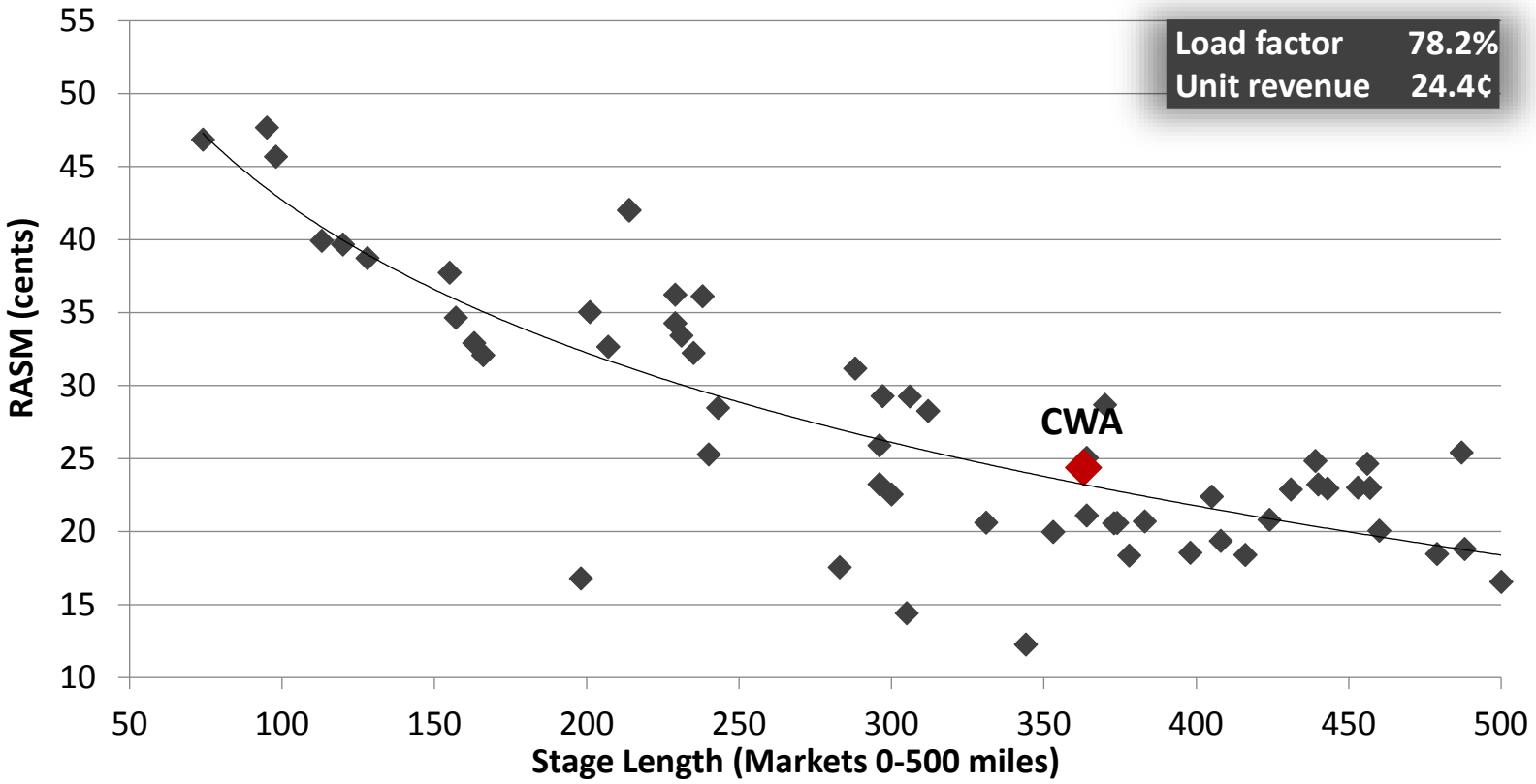
UA-ORD RASM Performance



CWA's ORD RASM was at the average while the load factor was below UA's average (market load factor average of 78.0%).

Source: Diio Mi, YE Q2 2020

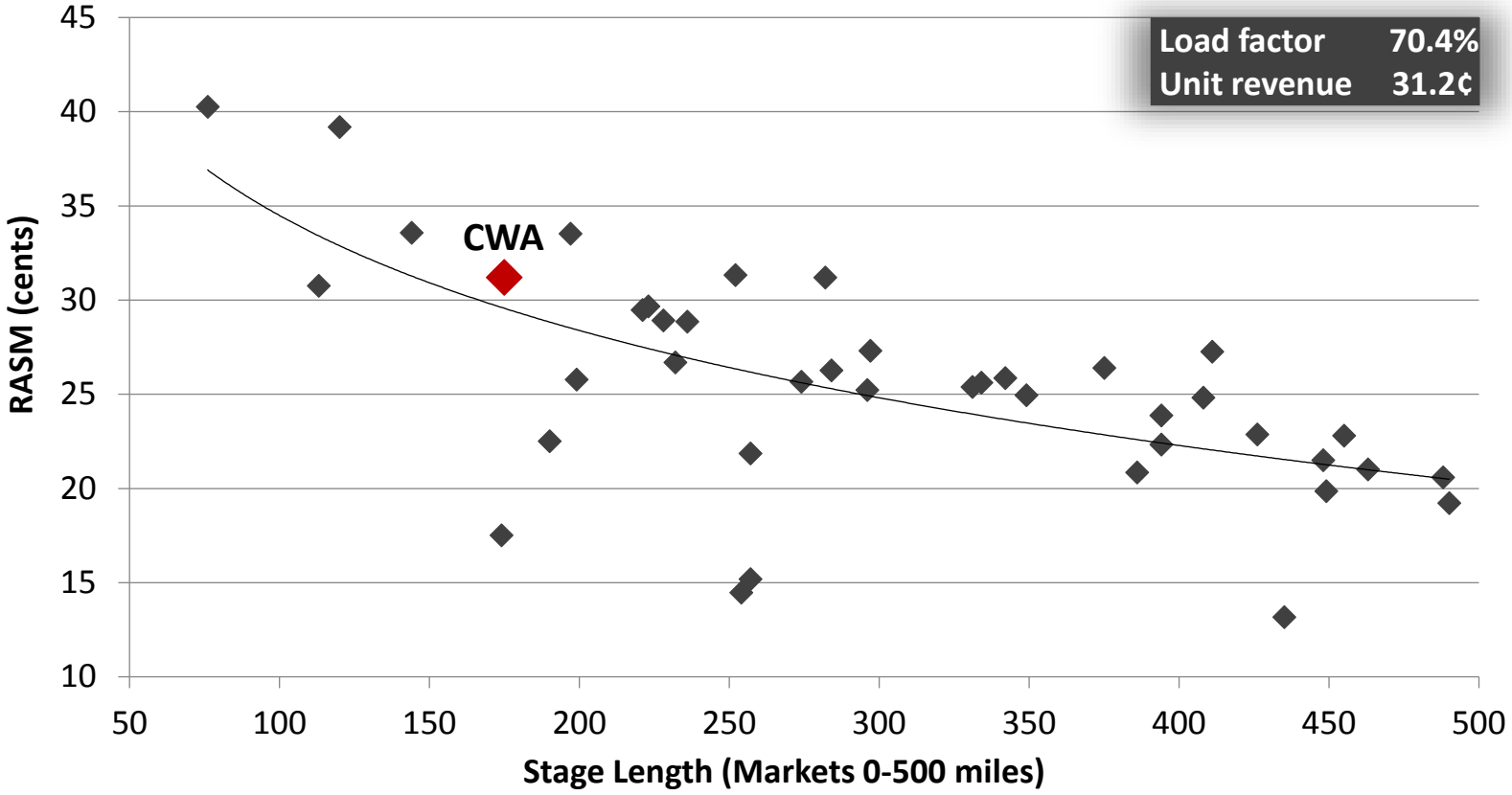
DL-DTW RASM Performance



CWA's DTW RASM and load factor were at DL's average (market load factor average of 78.4%).

Source: Diio Mi, YE Q2 2020

DL-MSP RASM Performance



CWA's MSP RASM was slightly above DL's average, while CWA's load factor was below DL's MSP average of 79.6%.

Source: Diio Mi, YE Q2 2020

RASM Trends

Destination	Airline	2017		2018				2019				2020		YOY Q2 Change	
		Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	'20 vs '18	'20 vs '19
Chicago, IL (ORD)	American	31.5	28.9	23.8	28.4	31.5	26.5	27.7	29.4	30.1	26.7	21.3	8.6	(70%)	(71%)
	United	30.3	25.2	23.1	23.5	30.1	27.4	28.2	26.3	31.9	28.7	23.5	6.7	(71%)	(75%)
Detroit, MI	Delta	27.7	27.5	26.8	27.6	30.1	27.0	25.3	26.4	25.5	25.9	21.5			
Minneapolis, MN	Delta	37.9	37.6	38.0	36.9	38.7	35.3	35.7	35.3	39.1	35.1	28.7	6.5	(82%)	(82%)
Total Average		**31.6**	**29.6**	**27.4**	**28.8**	**32.5**	**28.6**	**28.6**	**29.0**	**31.1**	**28.6**	**23.2**	**7.2**	**(75%)**	**(75%)**

- RASM was down double-digits in all markets in the 2nd quarter year-over-year.
- Overall, total average market RASM was down 75% in the CWA market.

Source: Diio Mi

Thank You.

For additional information, contact:

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Managing Director – Air Service Consulting
brach.crider@meadhunt.com

802 Bagwell Boulevard
Murray, KY 42071
Phone: (270) 210-6430

Please be aware that International origin and destination data is restricted to internal purposes only and that any disclosure of the restricted data must be pre-approved in writing by the Department of Transportation.

CENTRAL WISCONSIN AIRPORT 15-Dec-20
REVENUE 2020

		BUDGET 2020	MONTH OF NOVEMBER	YEAR TO DATE	% OF BUDGET
5409-53	FUEL SALES	$42,000	$0	$27,621	65.8%
5410-53	FUEL FLOWAGE	$60,000	$0	$29,597	49.3%
5411-53	LANDING FEES	$385,000	$23,265	$254,702	66.2%
5418-53	RAMP CHARGES	$62,000	$5,263	$124,095	200.2%
AIRFIELD		$549,000	$28,528	$436,015	79.4%
5422-56	UTILITIES	$450	$0	$0	0.0%
CONTROL TOWER		$450	$0	$0	0.0%
5412-55	RENT	$105,000	$620	$85,277	81.2%
5422-55	UTILITIES	$4,550	$0	$1,697	37.3%
HANGAR		$109,550	$620	$86,974	79.4%
5497-57	LABOR-CWA	$1,000	$0	$1,000	100.0%
5498-57	MATERIALS-CWA	$1,000	$0	$0	0.0%
5499-57	MISC-CWA	$5,000	$0	$1,928	38.6%
MAINTENANCE SHOP		$7,000	$0	$2,928	41.8%
5412-54	RENT	$50,000	$2,655	$39,818	79.6%
5414-54	FARM LAND RENT	$84,000	$23,606	$89,487	106.5%
5417-54	HWY BILLBOARDS	$6,500	$0	$9,545	146.9%
5422-54	UTILITIES	$6,000	$0	$261	4.4%
5432-54	CORPORATE HANGAR	$76,000	$10,370	$99,370	130.7%
NET LEASE		$222,500	$36,631	$238,481	107.2%
5440-51	**PARKING**	$1,370,000	$42,170	$522,068	38.1%
5412-52	RENT	$1,240,000	$81,428	$865,898	69.8%
5416-52	ADVERTISING	$25,000	$575	$18,592	74.4%
5422-52	UTILITIES	$39,000	$3,142	$38,345	98.3%
5431-52	SECURITY	$5,500	$0	$4,682	85.1%
5499-52	MISCELLANEOUS	$15,000	$368	$26,833	178.9%
TERMINAL BUILDING		$1,324,500	$85,513	$954,350	72.1%
TOTAL		$3,583,000	$193,463	$2,240,816	62.5%
1210	SALES TAX DISCOUNT	$0	$0	$178	
8110	INTEREST ON INVEST	$15,000	$0	$56,682	
8310	SALE FIXED ASSETS	$15,000	$0	$39,580	
8350	INS RECOV	$0	$0	$0	
8400	OTHER MISC REV	$0	$0	$66,774	
8413	WORKERS COMP REIMB	$0	$0	$0	
GRAND TOTAL		$3,613,000	$193,463	$2,404,031	66.5%
5419-53	PASSENGER FAC. CHGS.	$550,000	$19,014	$283,654	51.6%
8110	PFC INTEREST	$5,000	$0	$5,523	110.5%
TOTAL PASSENGER FACILITY CHGS.		$555,000	$19,014	$289,178	52.1%
5420-52	CFC CAR RENTAL FEES	$208,800	$11,932	$119,196	57.1%

CENTRAL WISCONSIN AIRPORT
Disbursements - November 2020

	2020 BUDGET	THIS MONTH	2020 YTD	YTD % of BUDGET
PERSONAL SERVICES				
SALARIES	$386,256.00	$34,036.80	$386,617.60	100.1%
WAGES	$783,137.00	$45,751.57	$565,740.08	72.2%
EMPLOYEE BENEFITS	$18,500.00	$578.88	$4,456.17	24.1%
EMPLOYER CONTRIBUTIONS	$511,496.00	$32,388.80	$417,624.20	81.6%
SUB TOTAL	$1,699,389.00	$112,756.05	$1,374,438.05	80.9%
CONTRACTUAL SERVICES				
PROFESSIONAL SERVICES	$206,000.00	$3,088.21	$151,186.01	73.4%
UTILITY SERVICES	$276,000.00	$14,689.76	$174,812.65	63.3%
REPAIR-MAINT/STREETS	$8,000.00	$111.00	$3,194.50	39.9%
REPAIR-MAINT EQUIP/BUILDINGS	$85,000.00	$7,786.13	$69,545.31	81.8%
CONTRACTUAL SERVICES	$110,000.00	$6,838.43	$63,160.14	57.4%
SUB TOTAL	$685,000.00	$32,513.53	$461,898.61	67.4%
SUPPLIES & EXPENSES				
OFFICE SUPPLIES	$7,000.00	$263.86	$3,840.91	54.9%
ADVERTISING/MEMBERSHIP/DUES	$85,700.00	$1,625.90	$54,455.32	63.5%
TRAVEL	$21,800.00	$1,015.88	$13,887.75	63.7%
OPERATING SUPPLIES	$181,500.00	-$2,298.36	$109,549.23	60.4%
REPAIR/MAINT SUPPLIES/GASOLINE	$170,000.00	$11,927.51	$172,145.28	101.3%
CONSUMABLE TOOLS/SUPPLIES	$5,000.00	-$57.64	$3,859.48	77.2%
SUB TOTAL	$471,000.00	$12,477.15	$357,737.97	76.0%
BUILDING MATERIALS				
METAL PRODUCTS	$3,000.00	$101.59	$614.01	20.5%
WOOD PRODUCTS	$500.00	$0.00	$0.00	0.0%
RAW MATERIALS/RWY PAINT	$30,000.00	$0.00	$4,353.25	14.5%
ELECT FIXTURES/RWY SIGNS	$5,000.00	$0.00	$0.00	0.0%
ASPHALT/ASPHALT FILLER	$45,000.00	$0.00	$58,142.50	129.2%
SUB TOTAL	$83,500.00	$101.59	$63,109.76	75.6%
FIXED CHARGES				
INSURANCE/OTHER LOSSES	$78,000.00	$0.00	$76,752.60	98.4%
CAPITAL OUTLAY				
CAPITAL EQUIPMENT	$348,000.00	$159,352.18	$234,017.52	67.2%
CAPITAL IMPROVEMENTS	$194,000.00	$0.00	$9.46	0.0%
SUB TOTAL	$542,000.00	$159,352.18	$234,026.98	43.2%
TOTALS	$3,558,889.00	$317,200.50	$2,567,963.97	72.2%

2019-2020 CWA Budget Summary YTD - November

	November YTD - 2020		November YTD - 2019		% CHANGE
Airfield	$436,015		$510,391		
Control Tower	$0		$488		
Hangar	$86,974		$92,637		
Maintenance Shop	$2,928		$6,233		
Net Lease	$238,481		$201,179		
Parking	$522,068		$1,245,362		
Terminal Area	$954,350		$1,219,299		
Misc.	$163,214		$158,066		
Total Revenues		**$2,404,030**		**$3,433,655**	**-29.99%**
Personal Services	$1,374,438		$1,431,543		
Contractual Services	$461,899		$578,460		
Supplies and Expense	$357,738		$494,725		
Building Materials	$63,110		$49,402		
Fixed Charges-Insurance	$76,753		$71,151		
Capital Outlay	$234,027		$136,144		
Total Expenses		**$2,567,964**		**$2,761,425**	**-7.01%**
Revenue vs. Expense		**-$163,934**		**$672,230**	