

WAYNE MUNICIPAL
AIRPORT AUTHORITY
AGENDA
June 13, 2022
5:30 p.m.

1. Call to Order

Anyone desiring to view the Open Meetings Act may do so. The document is available for public inspection and is located on the east wall of the Airport Terminal Meeting Room.

The Airport Authority reserves the right to adjourn into executive session as per Section 84-1410 of the Nebraska Revised Statutes.

Public Comments - Anyone desiring to speak on an agenda item is invited to do so, and should limit themselves to three minutes after being recognized by the Chair.

2. Pledge of Allegiance

3. Approval of Minutes

4. Approval of Claims

5. New Business

- Discussion/possible action regarding hangar loan application
- Discussion/possible action regarding engineer selection process

6. Old Business

- Parallel taxiway to runway 18/36 paving & lighting update
- Discussion/possible action regarding light poles at end of runway
- Discussion/possible action on maintenance/corporate hangar
- Discussion/update on STOL event
- Discussion/possible action on jet fuel truck
- Flight simulator/club update

7. Airport Manager Comments

8. Adjourn

WAYNE AIRPORT AUTHORITY
BANK SUMMARY
CHECKING ACCOUNT
MAY 31, 2022

PREVIOUS BALANCE 50,988.18

DEPOSITS:

Interest on checking account	8.02
Avgas	7,159.92
County Treasurer	34,421.22
Accounts receivable	2,684.60
Mayday sponsorship	3,500.00
Transfer from MM	61,628.25

109,402.01

TOTAL AVAILABLE 160,390.19

CLAIMS:

Claims Paid May 100,785.00

BOOK BALANCE AS OF MAY 31, 2022 59,605.19

Plus Outstanding Checks 1,070.73

Less Outstanding Deposits 0.00

BANK BALANCE AS OF MAY 31, 2022 60,675.92

Airport Money Market Account

Date	Transaction	Average Rate	Transaction Amount	Balance
3/18/2019	Opening Balance		\$ 1,000,000.00	\$ 1,000,000.00
3/29/2019	Interest earned	1.83	\$ 702.15	\$ 1,000,702.15
4/30/2019	Interest earned	1.83	\$ 1,506.26	\$ 1,002,208.41
5/31/2019	Interest earned	1.83	\$ 1,558.85	\$ 1,003,767.26
6/28/2019	Interest earned	1.83	\$ 1,510.87	\$ 1,005,278.13
7/31/2019	Interest earned	1.83	\$ 1,563.63	\$ 1,006,841.76
8/31/2019	Interest earned	1.73354	\$ 1,483.46	\$ 1,008,325.22
9/30/2019	Interest earned	1.68666	\$ 1,398.78	\$ 1,009,724.00
10/31/2019	Interest earned	1.60	\$ 1,373.02	\$ 1,011,097.02
11/19/2019	Transfer to checking cost of flight simulator		\$ (92,779.00)	\$ 918,318.02
11/29/2019	Interest earned	1.52	\$ 1,218.18	\$ 919,536.20
12/31/2019	Interest earned	1.50	\$ 1,172.19	\$ 920,708.39
1/31/2020	Interest earned	1.50	\$ 1,170.47	\$ 921,878.86
2/28/2020	Interest earned	1.50	\$ 1,096.30	\$ 922,975.16
3/31/2020	Interest earned	1.33225	\$ 1,042.07	\$ 924,017.23
4/30/2020	Interest earned	0.88916	\$ 673.68	\$ 924,690.91
5/31/2020	Interest earned	0.807	\$ 632.26	\$ 925,323.17
6/30/2020	Interest earned	0.807	\$ 612.27	\$ 925,935.44
7/31/2020	Interest earned	0.707	\$ 554.63	\$ 926,490.07
8/31/2020	Interest earned	0.707	\$ 554.97	\$ 927,045.04
9/28/2020	Transfer to checking cost of jet fuel truck		\$ (28,500.00)	\$ 898,545.04
9/30/2020	Interest earned	0.707	\$ 535.73	\$ 899,080.77
10/12/2020	Transfer to checking cost of loan to flying club, retro flying club employment agreement, and OGP 1st payment		\$ (183,525.00)	\$ 715,555.77
10/30/2020	Interest earned	0.62493	\$ 421.41	\$ 715,977.18
11/30/2020	Interest earned	0.548	\$ 321.67	\$ 716,298.85
12/31/2020	Interest earned	0.548	\$ 332.55	\$ 716,631.40
1/31/2021	Interest earned	0.548	\$ 333.61	\$ 716,965.01
2/28/2021	Interest earned	0.548	\$ 301.46	\$ 717,266.47
3/31/2021	Interest earned	0.50009	\$ 304.71	\$ 717,571.18
4/30/2021	Interest earned	0.449	\$ 264.86	\$ 717,836.04
5/31/2021	Interest earned	0.31696	\$ 193.27	\$ 718,029.31
6/30/2021	Interest earned	0.15	\$ 88.53	\$ 718,117.84
7/31/2021	Interest earned	0.15	\$ 91.49	\$ 718,209.33
8/31/2021	Interest earned	0.0887	\$ 54.11	\$ 718,263.44
9/30/2021	Interest earned	0.05	\$ 29.52	\$ 718,292.96
10/31/2021	Interest earned	0.05	\$ 30.50	\$ 718,323.46
11/30/2021	Interest earned	0.05	\$ 29.52	\$ 718,352.98
12/31/2021	Interest earned	0.05	\$ 30.51	\$ 718,383.49
1/31/2022	Interest earned	0.05	\$ 30.51	\$ 718,414.00
2/28/2022	Interest earned	0.05	\$ 27.56	\$ 718,441.56
3/14/2022	Transfer to checking Est #8- Final & Est #25- Final		\$ (91,137.85)	\$ 627,303.71
3/31/2022	Interest earned	0.05	\$ 28.26	\$ 627,331.97
4/30/2022	Interest earned	0.05	\$ 25.78	\$ 627,357.75
5/9/2022	Transfer to checking OGP contract costs for 2022 Mayday event		\$ (61,628.25)	\$ 565,729.50
5/31/2022	Interest earned	0.05	\$ 24.70	\$ 565,754.20

WAYNE MUNICIPAL AIRPORT AUTHORITY

May 9, 2022

5:30 P.M.

The regular meeting of the Airport Authority of the City of Wayne was called to order at the Nancy Braden Terminal Building on the above date and time by Chairman Travis Meyer. The following members were present: Travis Meyer, Tom Schmidt, Scott Hammer, Mark Putnam, and David Ley. Also, attending the meeting were Beth Porter Airport Authority Treasurer, Tom Becker, Karma Schulte and Jim Hoffman Becker Flying Service, Curtis Christensen Olsson Inc., Dave Zach, and Sandy Hoffman.

Schmidt moved and Hammer 2nd to approve the minutes of the April 11, 2022, regular meeting. Roll was called with the following results: Yeas: Schmitz, Meyer, Hammer, Putnam, and Ley. Nays: None. The Chairman declared the motion carried.

Hammer moved and Schmitz 2nd to accept all the claims presented as of May 9, 2022. Roll was called with the following results: Yeas: Schmitz, Meyer, Hammer, Putnam, and Ley. Nays: None. The Chairman declared the motion carried.

Meyer moved and Hammer 2nd to pay American Broadband to FIBER build to the Wayne Airport at estimated cost of \$5,000 to Airport and \$6,000 to American Broadband. Roll was called with the following results: Yeas: Schmitz, Meyer, Hammer, Putnam, and Ley. Nays: None. The Chairman declared the motion carried.

Hammer moved and Schmitz 2nd we enter in a Business Internet 100/100 Symmetrical contract with American Broadband. Roll was called with the following results: Yeas: Schmitz, Meyer, Hammer, Putnam, and Ley. Nays: None. The Chairman declared the motion carried.

Ley moved and Hammer 2nd to purchase a 55" TV for the Airport from Karma Schulte, Becker Flying Service. Roll was called with the following results: Yeas: Schmitz, Meyer Hammer, Putnam and Ley. Nays: None. The Chairman declared the motion carried.

Other matters requiring the attention of the Authority were discussed and it was determined that no further formal actions on these matters were needed.

There being no further business, Chairman Meyer adjourned the meeting at 6:55 PM.

David R. Ley, Secretary

WAYNE MUNICIPAL
AIRPORT AUTHORITY
May 18, 2022

Ck # 8288 Crossroads ATOL- Mayday STOL concert performance..... 4,000.00

May 24, 2022

Ck # 8289 Total Graphics- Banners, signs, shirts 4,580.00

June 13, 2022

Ck # 8290 Ace Hardware- Salt, cleaning supplies, poster board 657.39

Ck # 8291 Appeara- Rugs & mops..... 64.94

Ck # 8292 Bearcom- Rental agreement STOL..... 555.00

Ck # 8293 Becker Flying Service –
 Managers contract.....3,000.00
 Less FBO lease (100.00)
 Less storage bldg. (61.00).....2,839.00

EFT Black Hills Energy- Natural gas 430.61

Ck # 8294 Bomgaars- Weed spray, lawn food, bulbs, paint, water, cleaner, ball/mount.....519.54

Ck # 8295 CenturyLink- DSL 88.99

Ck # 8296 Chesterman Co- Rental & water 11.00

Ck # 8297 City of Wayne
 AWOS.....17.68
 Apron lighting.....58.35
 House164.40
 Terminal/hangar.....1,036.57
 Shop.....119.32
 Office & irrigation206.67
 Lift station.....36
 Data plan iPad.....40.01
 Ads/notices14.32
 Postage.....31.05
 Fuel for generator (Mayday).....307.92
 Treasurer’s fee500.00
 2,496.65

EFT Department of Aeronautics –
 Hangar Loan H06.....1,182.00
 Hangar Loan H07.....1,391.00
 AWOS.....383.33
 2,956.33

Ck # 8298 Floor Maintenance- Paper towels 45.69

Ck # 8299	Helena- Trimec	800.00
Ck # 8300	Innovative Protectives- Tarp.....	346.51
Ck # 8301	John Deere Financial- Cap screws, lock nut, twisted clevis	46.28
Ck # 8302	Johnny's Pest Control- Pest control.....	50.00
Ck # 8303	Jim Hoffman- Digital TV.....	50.54
Ck # 8304	Karma Schulte- Television (board approved 5/9/22 mtg).....	748.99
Ck # 8305	Midwest Sound & Lighting- STOL event remaining balance	1,890.00
Ck # 8306	Mr Golf Cart- Rental/tires.....	2,880.85
Ck # 8307	Northeast Nebraska Aviators Inc.-Employment Agmt. June 2022.....	2,200.00
Ck # 8308	Northeast Tire- Tire repair (lawnmower).....	33.00
Ck # 8309	Odeys- Paint.....	742.00
Ck # 8310	Pac N Save- Bakery items Mayday event.....	19.96
Ck # 8311	Pork Belly Ventures LLC- Shower service Mayday event.....	3,800.00
Ck # 8312	Wayne Herald- Mayday ads.....	1,500.00
Ck # 8313	Wayne Radio Works- Mayday ads	350.00
EFT	Verizon – Cell phone	77.12
TOTAL		\$34,780.39

**Airport Authority approved monetary support not to exceed \$50,000
towards 2022 Mayday event at 3/14/22 Airport Authority Mtg**

FY 21-22

12/13/2021	Milo Meyer	\$ 3,357.50	Dirt work for STOL event	Ck # 8199
3/14/2022	CopyWrite	\$ 164.00	Posters	Ck # 8249
5/9/2022	Andrea Zara	\$ 165.73	Reimburse SDL fee	Ck # 8272
5/9/2022	Bearcom	\$ 645.00	Rental MAYDAY event	Ck # 8274
5/9/2022	Midwest Sound	\$ 1,890.00	50% deposit MAYDAY event	Ck # 8280
5/18/2022	Crossroads- ATOLL Productions	\$ 4,000.00	Concert performance	Ck # 8288
5/24/2022	Total Graphics	\$ 4,580.00	Banners, shirts, signs	Ck # 8289
5/26/2022	Heartland Beverage	\$ 230.00	Bunker/wagon rental	ACH
6/13/2022	Mr Golfcart	\$ 74.55	Used tires	Ck # 8306
6/13/2022	Mr Golfcart	\$ 2,806.30	Rental MAYDAY event	Ck # 8306
6/13/2022	Pork Belly Ventures LLC	\$ 3,800.00	Shower rental	Ck # 8311
6/13/2022	Bearcom	\$ 555.00	Mayday event radio rental	Ck # 8292
6/13/2022	Innovative Protectives	\$ 346.51	Tarp	Ck # 8300
6/13/2022	Midwest Sound	\$ 1,890.00	Remaining balance Mayday event	Ck # 8305
6/13/2022	City of Wayne (Lutt Oil)	\$ 307.92	Fuel for generator	Ck # 8297
6/13/2022	Odeys	\$ 742.00	Paint	Ck # 8309
6/13/2022	Pac N Save	\$ 19.96	Bakery items	Ck # 8310

\$ 25,574.47

OGP LLC Contract- Board approved moving forward with year 2 contract at June 29, 2021 meeting

10/11/2021	OGP LLC	\$ 10,207.75	Year two contract execution half	Ck # 8167
2/14/2022	OGP LLC	\$ 10,207.75	Second half contract execution	Ck #8242
4/11/2022	OGP LLC	\$ 10,207.75	Milestone 1&2	Ck # 8268
4/11/2022	OGP LLC	\$ 7,500.00	STOL Drag Addendum #1 1st 1/2	Ck # 8268
5/9/2022	OGP LLC	\$ 10,207.00	Milestone 3 & final payment	Ck # 8286
5/9/2022	OGP LLC	\$ 7,500.00	STOL Drag Addendum #1 2nd 1/2	Ck # 8286
5/9/2022	OGP LLC	\$ 5,798.00	Addendum #2 Lodging, etc	Ck # 8286

\$ 61,628.25

Mayday STOL Revenue

5/13/2022	WSC	\$ (1,000.00)	Sponsorship	
5/16/2022	AOPA	\$ (2,500.00)	Sponsorship	

\$ (3,500.00)

\$ 83,702.72 FY 21-22 Total

Beth Porter - Fwd: [External] Hangar Loan Application - Wayne Municipal Airport LCG

From: Beth Porter
Date: 6/3/2022 2:16 PM
Subject: Fwd: [External] Hangar Loan Application - Wayne Municipal Airport LCG

>>> Curtis Christianson <cchristianson@olsson.com> 6/3/2022 2:16 PM >>>

Beth,

Attached is the hangar loan application.

I have also attached an updated CIP Data Sheet. The costs of things these days is just so variable. I have also attached the original CIP Data sheet that was signed by Travis. I don't have a copy of the signed one. I would suggest that you have Travis sign the updated CIP Data Sheet and submit with the Hangar Loan Application.

I am likely not going to be at the authority meeting as there is an issue at another airport in which they have a meeting the same night as Wayne's.

Schedules are kind of tentative. I will let you know if things change.

Thank you.

Curtis Christianson, PE

Team Leader / Aviation

D 402.458.5989

C 402.560.7567

601 P Street, Suite 200

Lincoln, NE 68508

O 402.474.6311

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It should be noted that, for consideration at the August Commission Meeting, applications MUST be received at the NDA's Lincoln office on or before

June 1.

HANGAR LOAN APPLICATION
NEBRASKA DEPARTMENT OF AERONAUTICS

Airport: Stan Morris Field / Wayne Municipal Airport

Location: Wayne, Nebraska

Description of Request:

T-Hangar: Number of stalls: _____ Nested or standard: _____
Door sizes: _____

Shop/Storage Hangar: Length* 128 x Width 64
(*Overall length of building to be adjusted to accommodate door size)
Door size: 60' (W) x 18' (H) (2 Bays)

Door Replacement: Number of Doors: _____ Door sizes: _____
Hangar description: _____

Hangar Rehabilitation: Number of Doors: _____ Door sizes: _____
Hangar description: _____

Description / Justification

The airport currently has a waiting list of potential tenants that would like to store aircraft at the airfield. All additional hangars located at airfield are currently being rented. The airport would like to construct the 2-Bay Storage Hangar for the following reasons: 1) Provide the opportunity for the aircraft storage for individuals on the wait list; 2) Provide storage for future aircraft wanting to store their aircraft at Stan Morris Field; 3) Provide aircraft storage needs of itinerant aircraft. Constructing the new hangar will allow for safe aircraft storage; 4) Provide opportunity for current aircraft at the airfield to move into larger hangar.

Cost Estimate:	<u>Hangar Only</u>	<u>Taxiway Only</u>
Construction	_____	_____
Engineering	_____	_____
Administration	<u>N/A</u>	<u>\$2,000</u>

Total **Refer to CIP Data Sheet.**

- Existing hangar information (CONTACT AERONAUTICS FOR DETAILS).
- Waiting list attached.
- Sketch of hangar location attached.

The sponsor of this airport has or will have sufficient funds for 30% of the hangar costs, 20% of the taxiway costs and 50% of rehabilitation or replacement door costs, as applicable.

Signature

FEDERAL AVIATION ADMINISTRATION

CIP DATA SHEET

CAPITAL IMPROVEMENT PROGRAM (CIP)

AIRPORTS DIVISION - CENTRAL REGION

SEE INSTRUCTIONS TO COMPLETE THIS INFORMATION			
Airport Name, LOCID, City, State:	Stan Morris Field / Wayne Municipal Airport, LCG, Wayne, Nebraska		
AIP Project Type:	Construct 2-Bay Corporate Hangar		
Local Priority:	1 - Very High	Federal Share:	\$ 1,260,000.00
FFY Requested:	2024	State Share:	\$ 0.00
Provide Detailed Project Scope and Justification Below. You must attach a sketch/drawing that clearly identifies the scope of the project.		Local Share:	\$ 140,000.00
		Total Project Cost:	\$ 1,400,000.00
<p>Project Description: Construct 2-Bay Corporate Hangar.</p> <p>Justification: The airport needs additional space for aircraft storage and is requesting a new 2-Bay Executive Hangar to meet the needs for their aircraft storage requirements.</p> <p>Airport Layout Plan (ALP) Status: The project is shown on the approved ALP.</p> <p>Environmental (NEPA) Determination: Categorically excluded per Section 5-6.4f FAA Order 1050.1F.</p> <p>Pavement Project PCI Score: PCI score is not applicable for new pavement.</p> <p>Pavement Project Dimensions: Pavement will be full width and 53' from existing pavement.</p> <p>Pavement Project Apron Calculations: Not Applicable.</p> <p>Clear Approach and Departure Surfaces: To the best of our knowledge all surfaces in AC 150/5300-13 and FAA Order 8260.3 are clear.</p> <p>FAA-Owned Facility Impact: There is no impact to FAA-owned facilities.</p> <p>Snow Removal Equipment (SRE) Inventory and Sizing Calculations: Not Applicable.</p> <p>Useful Life: Not applicable because no rehabilitation, reconstruction or replacement is proposed.</p> <p>AIP Funded Equipment Disposal: None.</p> <p>Revenue Producing Project: All airside needs have been met. The runway approach and departure surfaces are clear of obstructions. Any airside needs within the next three years will be accommodated through local or nonprimary entitlement funds.</p> <p>Land Ownership: The Airport Authority has the use and occupancy of all land upon which AIP funds will be expended for development. In accordance with Nebraska Statute 3-503, the title of real property remains with the city of Wayne.</p>			
SPONSOR SIGNATURE BLOCK			
Signature:		Date:	
Printed Name:		Title:	
Phone Number:		Email:	

ACIP Data Sheet Cost Estimate
Project Description: Construct 2-Bay Corporate Hangar

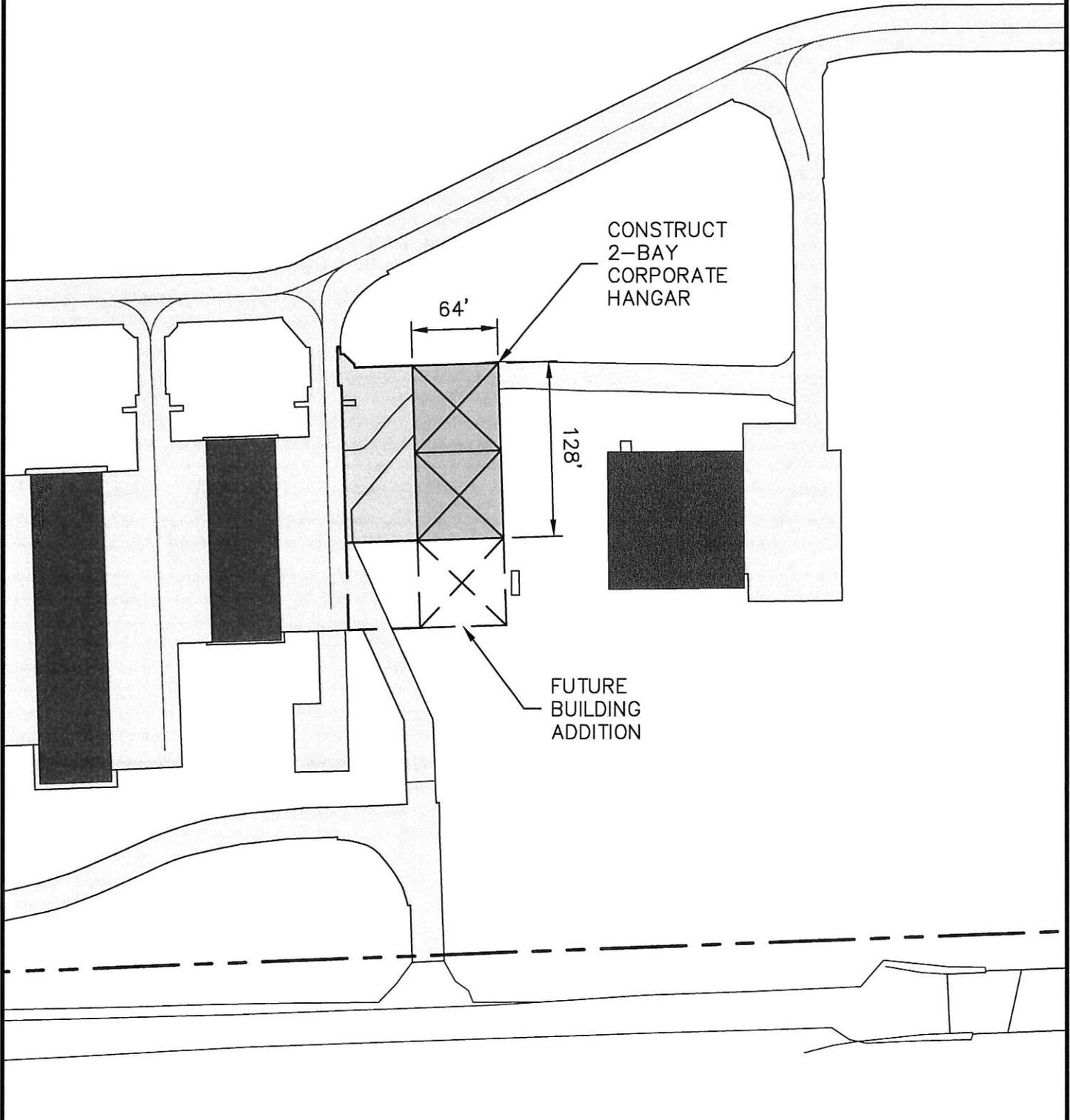
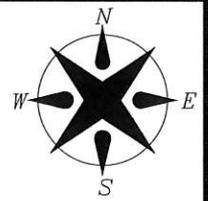
Stan Morris Field / Wayne Municipal Airport
Wayne, Nebraska

October 2021

Item No.	Spec	Description	Unit	Quantity	Unit Price	Total Amount
1	C-100	Contractor Quality Control Program (CQCP)	LS	1	\$15,000.00	\$15,000.00
2	C-102	Temporary seeding	AC	2	\$3,000.00	\$6,000.00
3	C-102	Erosion Control Blanket	SY	300	\$5.00	\$1,500.00
4	C-102	Installation and removal of silt fence	LF	450	\$5.00	\$2,250.00
5	C-102	Wattle Barrier Installation and Removal	LF	60	\$8.00	\$480.00
6	C-105	Mobilization	LS	1	\$98,000.00	\$98,000.00
7	P-101	Pavement Removal	SY	248	\$17.00	\$4,216.00
8	P-152	Embankment in Place	CY	5,000	\$20.00	\$100,000.00
9	P-152	Muck Excavation	CY	500	\$20.00	\$10,000.00
10	P-208	6" Crushed Aggregate Base Course	SY	807	\$20.00	\$16,149.00
11	P-501	Concrete Mix Design	LS	1	\$15,000.00	\$15,000.00
12	P-501	6" Concrete Pavement	SY	769	\$75.00	\$57,675.00
13	T-901	Seeding	AC	2	\$3,000.00	\$4,500.00
14	T-908	Mulching	AC	2	\$2,000.00	\$3,000.00
15	Olsson 100	Construction Layout and Stakes	LS	1	\$5,000.00	\$5,000.00
16	Olsson 101	Temporary Safety and Phasing Procedures	LS	1	\$10,000.00	\$10,000.00
17	-	2-Bay Corporate Hangar (128' x 64' - 18' Clear Height Door) including Heat and Floor Drain	SF	8,200	\$94.00	\$770,800.00

Total Construction \$1,119,570.00
Engineering and Administration (25%) \$279,892.50
Total (Rounded) \$1,400,000.00

Federal (90%) \$1,260,000.00
Local (10%) \$140,000.00



PROJECT NO: -
DRAWN BY: JDB
DATE: 10/2021

PROPOSED PROJECT
STAN MORRIS FIELD
WAYNE, NE

olsson

601 P Street, Suite 200
P.O. Box 84608
Lincoln, NE 68508
TEL 402.474.6311
FAX 402.474.5160

EXHIBIT
1

FEDERAL AVIATION ADMINISTRATION

CAPITAL IMPROVEMENT PROGRAM (CIP)

AIRPORTS DIVISION - CENTRAL REGION

CIP DATA SHEET

SEE INSTRUCTIONS TO COMPLETE THIS INFORMATION			
Airport Name, LOCID, City, State:	Stan Morris Field / Wayne Municipal Airport, LCG, Wayne, Nebraska		
AIP Project Type:	Construct 2-Bay Corporate Hangar		
Local Priority:	1 - Very High	Federal Share:	\$ 1,188,000.00
FFY Requested:	2024	State Share:	\$ 0.00
Provide Detailed Project Scope and Justification Below. You must attach a sketch/drawing that clearly identifies the scope of the project.		Local Share:	\$ 132,000.00
		Total Project Cost:	\$ 1,320,000.00
<p>Project Description: Construct 2-Bay Corporate Hangar. Justification: The airport needs additional space for aircraft storage and is requesting a new 2-Bay Executive Hangar to meet the needs for their aircraft storage requirements. Airport Layout Plan (ALP) Status: The project is shown on the approved ALP. Environmental (NEPA) Determination: Categorically excluded per Section 5-6.4f FAA Order 1050.1F. Pavement Project PCI Score: PCI score is not applicable for new pavement. Pavement Project Dimensions: Pavement will be full width and 53' from existing pavement. Pavement Project Apron Calculations: Not Applicable. Clear Approach and Departure Surfaces: To the best of our knowledge all surfaces in AC 150/5300-13 and FAA Order 8260.3 are clear. FAA-Owned Facility Impact: There is no impact to FAA-owned facilities. Snow Removal Equipment (SRE) Inventory and Sizing Calculations: Not Applicable. Useful Life: Not applicable because no rehabilitation, reconstruction or replacement is proposed. AIP Funded Equipment Disposal: None. Revenue Producing Project: All airside needs have been met. The runway approach and departure surfaces are clear of obstructions. Any airside needs within the next three years will be accommodated through local or nonprimary entitlement funds. Land Ownership: The Airport Authority has the use and occupancy of all land upon which AIP funds will be expended for development. In accordance with Nebraska Statute 3-503, the title of real property remains with the city of Wayne.</p>			
SPONSOR SIGNATURE BLOCK			
Signature:		Date:	
Printed Name:		Title:	
Phone Number:		Email:	

ACIP Data Sheet Cost Estimate
Project Description: Construct 2-Bay Corporate Hangar

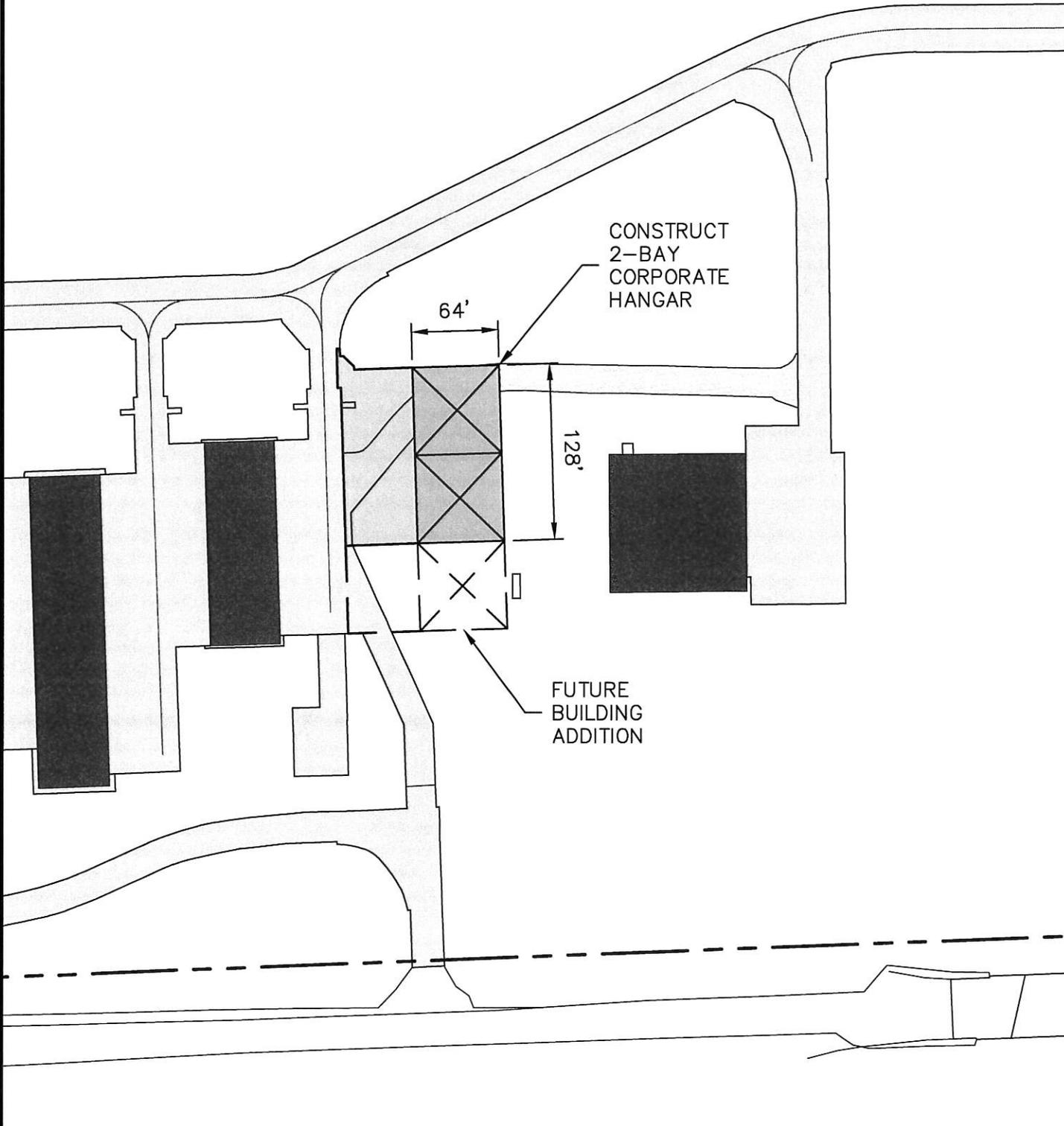
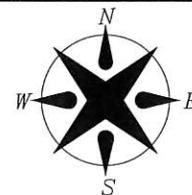
Stan Morris Field / Wayne Municipal Airport
 Wayne, Nebraska

October 2021

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2	C-102	Temporary seeding	AC	2	\$3,000.00	\$6,000.00
3	C-102	Erosion Control Blanket	SY	300	\$5.00	\$1,500.00
4	C-102	Installation and removal of silt fence	LF	450	\$5.00	\$2,250.00
5	C-102	Wattle Barrier Installation and Removal	LF	60	\$8.00	\$480.00
6	C-105	Mobilization	LS	1	\$95,000.00	\$95,000.00
7	P-101	Pavement Removal	SY	248	\$12.00	\$2,976.00
8	P-152	Embankment in Place	CY	5,000	\$15.00	\$75,000.00
9	P-152	Muck Excavation	CY	500	\$20.00	\$10,000.00
10	P-208	6" Crushed Aggregate Base Course	SY	807	\$20.00	\$16,149.00
11	P-501	Concrete Mix Design	LS	1	\$15,000.00	\$15,000.00
12	P-501	6" Concrete Pavement	SY	769	\$75.00	\$57,675.00
13	T-901	Seeding	AC	2	\$3,000.00	\$4,500.00
14	T-908	Mulching	AC	2	\$2,000.00	\$3,000.00
15	Olsson 100	Construction Layout and Stakes	LS	1	\$5,000.00	\$5,000.00
16	Olsson 101	Temporary Safety and Phasing Procedures	LS	1	\$10,000.00	\$10,000.00
17	-	2-Bay Corporate Hangar (128' x 64') including Heat and Floor Drain	SF	8,200	\$90.00	\$738,000.00

Total Construction \$1,052,530.00
Engineering and Administration (25%) \$263,132.50
Total (Rounded) \$1,320,000.00

Federal (90%) \$1,188,000.00
Local (10%) \$132,000.00



PROJECT NO: -
DRAWN BY: JDB
DATE: 10/2021

PROPOSED PROJECT
STAN MORRIS FIELD
WAYNE, NE

olsson
601 P Street, Suite 200
P.O. Box 84608
Lincoln, NE 68508
TEL 402.474.6311
FAX 402.474.5160

EXHIBIT
1

Beth Porter - [External] Engineer Selection Packet - Wayne

From: "Pusparajah, Suman" <Suman.Pusparajah@nebraska.gov>
To: Beth Porter <bporter@cityofwayne.org>
Date: 6/2/2022 2:00 PM
Subject: [External] Engineer Selection Packet - Wayne
Cc: "Lannin, Anna" <anna.lannin@nebraska.gov>
Attachments: Engineering Consultant List 20220531.pdf; 20220524 Notice to Consultants.docx; RECORD OF SELECTION - SAMPLE Rev 1.docx; Section 300-Procurement of Professional Services.pdf

Travis & Beth,

I've put together a set of documents that will help you through the selection of a consultant for your next 5 years of anticipated projects. As you know, the FAA requires that you select a qualified consultant to do your work and that you follow the FAA's guidelines as you work through the selection process. The attached should help you to do that. The attached includes:

- 1) **Procurement of Professional Services: AIP Guide Section 300.** This is the FAA Central Region's guidance for the selection of consultants. While the entire Guide is important, for now we need to just focus on steps 1 through 5.

Given the projects on your current CIP, you should use the Formal Solicitation procedures for contracts over \$100,000. As you review, please give us a call if you have any questions. If you want to dig into this deeper, take a look at the FAA Advisory Circular 150/5100-14E. You can get this AC from the FAA's website or I can send it to you.

- 2) **Sample Advertisement: Notice to Airport Consultants.** One focus of the selection process that is important to the FAA is that consultants have plenty of opportunity to find out about, and participate in, your selection process. In order to give them plenty of opportunity to find out about your process, there are three things you should do:
 - A. **Advertise in the local newspaper.** Based on the projects shown in your CIP, I took the liberty of preparing a sample Notice to Airport Consultants for your review and for advertising, if acceptable. This should be published in the local paper at least once, and preferably three times. Before sending this notice out, please make sure to read it carefully. There are several sections that require some local preference that you will need to add. So that you can document your process, make sure you keep the proof of publication from the newspaper in your files.

As you review the 'Notice', see that I have included fiscal years for the projects. If your schedule is different, you can adjust accordingly.
 - B. **Direct mailing to consultants.** For this mailing, you can use the same document as the advertised Notice to Airport Consultants. We would suggest that you mail directly to *at least* five consultants of your choice. This is similar to the FAA's guidance to directly contact 5 – 10 consultants. To help with this effort, I have attached a list of all consultants that have expressed an interest in working at Nebraska airports. You can use this as a resource as you prepare to send your notice. Note, this isn't a list of everyone you are required to send a

notice to nor is it any kind of recommendation by the NDOT, it is purely a list of consultants that have expressed some interest. Again, so that you can document your selection process, we would recommend that you keep a record of the consultants that you sent your notice to, how they responded and your follow up with consultants that didn't respond.

- C. **Advertise nationally.** The FAA Central Region strongly recommends airport sponsors publish their advertisement in a national publication. We have found that a good way to do that is to submit your Notice to Airport Consultants to the "ACC Outlook", a weekly email produced by the Airport Consultant Council (ACConline.org). The Request for Qualification should be emailed to Grace Healey (graceh@ACConline.org), asking that it be included in their publication. This is a free service.

These three items provide for the first FAA focus, which is allowing consultants ample opportunity to find out about your projects. In order to provide for the second focus, the opportunity to participate in your process, we would suggest that you allow 3 weeks for consultants to respond. Less than 3 weeks can be ambitious, and some consultants may not participate because of the short time frame. However, if you go much longer than 3 weeks, your Notice can get set aside and potentially forgotten.

- 3) **Consultant Selection Criteria.** After advertising your project, interested consultants will send you their Statements of Qualification. The Consultant Selection Criteria attached provides some sample questions you can use when you check the consultant's references and some sample questions to ask during the interview. The interviews can be in person or over the phone. Again, as you consider questions for your consultant interviews, and as you have those discussions, you are looking for the best qualified consultant, not the least expensive.
- 4) **Record of Selection.** Finally, after all of your advertising, the review of qualifications, the interviews and discussions and boiling it all down to a final selection of a consultant, we will need the FAA to approve your selection process. In order to do that, we will need to provide them with a Record of Selection. Your 'Record' documents all of the efforts you have been through to this point. This will include your advertising, your contacts, the number of Statements of Qualifications received, etc. through to a final selection.

Because this can be a lengthy process (6-8 weeks), I have attached a sample Record of Selection for you to review. This sample serves two purposes – First, it can be a good guide for your process, helping to keep things in order as you proceed and so you don't miss a step. It can also help with your documentation of the process. Since the selection process can take some time, we recommend that you write your 'Record' as you go, using the sample as a guide and documenting everything from advertising dates to telephone conversations to the reasons that the selection committee decided on a specific consultant. Once complete, we will submit your 'Record' to the FAA for their approval before we move on to scoping your first project.

As you are getting ready to start this process, we would suggest you put together a team of at least three people to take the lead through this process. Their ultimate responsibility will then be to make a recommendation to the entire authority at the appropriate meeting.

Not that you need it but I also prepared a draft of a schedule you could use. This uses typical time frames for the different elements and tries to match up with your regular authority meetings:

- Publish notice and send to consultants – by June 20
- Deadline for prospective engineers to submit qualifications – July 4
- Selection committee shortlists engineers – by July 18
- Consultant references and interviews complete – by August 1

- Committee recommends firm, official selection by the Authority – August 8 meeting
- Submit completed Record of Selection to NDOT\FAA – August 15

If you want to talk through any of this, always feel free to give me a call.

Regards,

Suman Pusparajah

Engineer

Aeronautics Division

Nebraska Department of Transportation

OFFICE 402-471-7930

Suman.Pusparajah@nebraska.gov

dot.nebraska.gov | [Twitter](#)

NOTICE TO AIRPORT CONSULTANTS

The Wayne Airport Authority (Sponsor) is hereby soliciting Statement of Qualifications from consultants for airfield development projects that are anticipated to occur within the next five years at the Wayne Municipal Airport (LCG) located near Wayne, Nebraska. Subject to receipt of Federal funding and/or State funding, these projects may include the following:

1. FY2023 Construct 2-Bay Corporate Hangars. Estimated Construction Cost \$1,320,000.
2. FY2024 Crack & Joint Sealing with Marking. Estimated Construction Cost \$790,000.
3. FY2026 Replace Runway 18/36 & 5/23 lights. Estimated Construction Cost \$900,000.
4. FY2026 Construct/Expand Hangars (8 stalls). Estimated Construction Cost \$850,000.

These projects have been developed from the Sponsor's Airport Capital Improvement Plan (CIP), prepared with assistance from the NDOT Division of Aeronautics. A copy of each project CIP Data Sheet will be made available upon request.

The services to be provided may include, but are not limited to, preliminary design, final design, bidding, construction observation, and incidental special services such as geotechnical/subsurface investigations and topographic surveying.

A qualification-based selection process conforming to FAA Advisory Circular 150/5100-14E *Architectural, Engineering, and Planning Consultant Services for Airport Grant Projects* will be utilized to select a consultant. Fee information will not be considered in the selection process and shall not be submitted with the Statement. Fees will be negotiated for projects as federal funds become available. The agreement(s) between the Sponsor and the selected consultant will be subject to all applicable Federal Rules and Regulations as identified in AC 150/5100-14E.

Consultants will be rated by a selection committee according to the following selection criteria and the weight given to each:

1. Capability to perform all aspects of the projects (15%) – qualifications of prime firm (and subconsultants, if any);
2. Relevant experience of key personnel from prime firm (and subconsultants, if any) and role (17%);
3. Knowledge of FAA standards, policies, and procedures (20%);
4. Recent experience with comparable projects at similarly sized airports (14%);
5. History of meeting schedules and staying within budget (14%); and
6. Understanding of the project's potential challenges and Sponsor's concerns (20%).

The Sponsor intends to short list up to 3 of the highest rated firms based on the submittals and conduct phone, informal, and/or formal interviews.

Statements must be concise and contain no more than twenty-eight (28) pages of material (14 sheets of paper, double sided). This excludes the front and back covers, the two-page cover letter (1 sheet of paper, double sided), table of contents, section dividers, and resumes. Consultants must submit 5 hard copies of their Statement and a PDF of their Statement (submitted via email) to the following person: Travis Meyer, P.O. Box 8, Wayne, NE 68787 bporter@cityofwayne.org

57.
All statements must be received by 5:00 p.m. on July 4, 2022. Statements received after this deadline will not be considered. The Sponsor reserves the right to reject any and/or all Statements. Submittals will become property of the Sponsor.

Statements are to be provided in a package marked with "Airport Statement of Qualifications" and the sender's name and address. Please make the email subject line: "Airport Statement of Qualifications" and request delivery/read receipts to confirm it was received on time.

Inquiries

All questions must be submitted via email to the above contact by 5:00 p.m. on June 20, 2022. Answers will be sent via reply email no later than 5:00 p.m. on June 27, 2022. For more information, please contact Travis Meyer at (402) 833-5396 bporter@cityofwayne.org

**RECORD OF QUALIFICATIONS BASED SELECTION (QBS) OF CONSULTANT
(BROOKS ACT)**

AIRPORT NAME: ANYWHERE MUNICIPAL AIRPORT (XXX)
ASSOCIATED CITY NAME: ANYWHERE, STATE

ARCHITECTURAL/ENGINEERING SERVICES or PLANNING SERVICES *(Pick one)*

1. **ADVERTISEMENT.** A Request for Qualifications (RFQ) was advertised on the following dates (MM/DD/YYYY, MM/DD/YYYY, MM/DD/YYYY) in _____ local newspaper(s) with wide circulation. The Statement of Qualifications (SOQ) was due from consultants on MM/DD/YYYY.
2. **TRADE JOURNAL(S).** The RFQ was submitted for publication in "ACC Outlook", a weekly email publication produced by the Airports Consultant Council (ACConline.org). The RFQ was transmitted to Grace Healy (graceh@ACConline.org) via email on MM/DD/YYYY.
3. **DIRECT SOLICITATION.** The RFQ was also directly mailed/emailed to the following consulting firms on MM/DD/YYYY.
 - 3.1. Consultant Firm Name
 - 3.2. Consultant Firm Name
 - 3.3. Consultant Firm Name
 - 3.4. Consultant Firm Name
 - 3.5. Consultant Firm Name
 - 3.6. Consultant Firm Name
 - 3.7. Consultant Firm Name
 - 3.8. Consultant Firm Name
 - 3.9. Consultant Firm Name
 - 3.10. Consultant Firm Name
4. **SELECTION COMMITTEE.** The Airport formed a selection committee of the following members.
 - a. Name, Title, Contact Phone #
 - b. Name, Title, Contact Phone #
 - c. Name, Title, Contact Phone #
 - d. Name, Title, Contact Phone #

9. **REQUEST FOR PROPOSAL (RFP) REQUESTED.** An RFP was requested from the above firms on MM/DD/YYYY. The RFP contained the following evaluation criteria.
 - a. Project Manager, Team members – Experience and Qualifications w/Roles
 - b. Current Workload
 - c. Proposed Project Schedule – major tasks milestones
 - d. Technical Approach – discussion of tasks to accomplish the project(s)

10. **CONSULTANT INTERVIEWS.** The committee conducted interviews with the short list of firms on MM/DD/YYYY. (**note: on small projects, a phone interview may be sufficient*)

11. **COMMITTEE REVIEW/CONSULTANT SELECTION.** The selection committee met on MM/DD/YYYY to review the RFP, interview and other pertinent data. The short list of firms were ranked in order of preference based upon the selection criteria developed for the RFP. The selection committee selected the following firm to provide the requested services:

XYZ Engineering Consultant - Contact Person, Title, Contact Phone #

The Qualifications Based Selection was conducted in accordance with AC150/5100-14E Change 1.

Sponsor's Signature Date
 Name, Title
 Anywhere Municipal Airport (XXX)
 Anywhere, State



Section 300 – Procurement of Professional Services

This section of the AIP Sponsor Guide summarizes the steps normally required to select a consultant to provide professional planning, environmental, and architectural/engineering (A/E) services for projects funded under the FAA's Airport Improvement Program (AIP).

As a condition of AIP eligibility, sponsors must carry out their consultant selection process and conduct contract negotiations in accordance with Advisory Circular 150/5100-14E, *Architectural, Engineering, and Planning Consultant Services for Airport Grant Projects*. This AC establishes FAA standards for the selection and contracting of professional services. Adherence to this AC will assure a sponsor's compliance with the applicable Federal laws and regulations identified therein. Sponsors that fail to adhere to the applicable requirements could likely jeopardize AIP participation in the cost of professional services.

The information provided herein supplements the guidance provided in the AC; it does not establish additional requirements for participation in the AIP. In the event there is a discrepancy between this guidance and current AIP policy, AIP policy shall always take precedence.

Qualifications Based Selection (QBS) Process

Consultants shall be selected only on the basis of their qualifications and experience. Selection based on cost is prohibited. Costs can only be discussed after a consultant has been selected. The major steps of the qualifications-based selection process are depicted in Figure 2-1 of the AC and outlined as follows (with the numbers in parenthesis referring to the associated section in the AC):

1. Identifying the Project(s) and Professional Services
2. Establishing a Selection Board (2.6)
3. Determining a Selection Policy (2.7)
4. Developing the Selection Criteria (2.8)
5. Soliciting, Evaluating, and Selecting a Consultant (2.9)
6. Developing and Executing the Consultant Agreement (2.12 to 2.14)

Formal, Informal, and Non-Competitive QBS Procedures

There are three types of QBS procedures: Formal, Informal, and Non-competitive. As most sponsors are required to use Formal procedures, the AC and this section of the Sponsor Guide are geared toward that procedure. Formal procedures are required when the cost of professional services is estimated to be \$100,000 or more, when the selection addresses multiple projects, or when requested by the FAA Program Manager. Informal procedures can be used if the cost of professional services is estimated to be less than \$100,000. Non-competitive procedures can be used if the cost of professional services is estimated to be \$10,000 or less and those services are incidental to the project. Requirements for the Informal and Non-competitive procedure are identified in paragraphs 2.10.2 and 2.10.3, respectively.



Step 1. Identifying the Project(s) and Professional Services

Sponsors have the option of selecting a consultant for a single project or several projects under one solicitation with the intent of issuing future work authorizations as funding becomes available. For an efficient consultant selection process, we recommend the multiple-project option and as such, have written this section of the Sponsor Guide for that option.

Five-year Agreements

Selecting a consultant for multiple projects over a five-year period is the preferred option for most sponsors because they can make a one-time consultant selection rather than having to perform the consultant selection process for each project. For a multiple-project selection, most consultants utilize a master agreement under which separate authorizations or task orders are issued for each project. Per the AIP Handbook and the AC, a sponsor cannot extend a master agreement beyond five years of the execution date of first task order.

The proposed projects are those the sponsor and FAA reasonably expect to start within five years of the execution date of the initial/first agreement. The list of proposed projects should be those drawn from the sponsor's 5-Year CIP and Airport Master Plan. Section 5-4 of the AIP Handbook provides some guidance on identifying potential projects early with the FAA. In identifying the project(s), the sponsor should develop at a minimum:

- name for each project,
- broad project scopes with sufficient detail to give prospective consultants an adequate understanding,
- probable year the projects are expected to start,
- anticipated professional services required, and
- estimated cost for each construction/equipment/land acquisition project.

The professional services required will depend of the scope of the projects. Refer to Chapter 1 of the AC for the types of planning, architectural/engineering, and special services that may be required. After a consultant has been selected, the project's scope and the types of professional services for each project will be further defined. We strongly encourage sponsors to contact the FAA Program Manager prior to soliciting for professional services. This coordination is beneficial towards 1) establishing the limits of AIP participation, 2) limiting the sponsor's actions that may lead to subsequent ineligible determinations, and 3) providing assurance that the potential projects listed in the Notice/RFQ correspond to the projects listed in the FAA's Airport Capital Improvement Plan (ACIP).



Selections for Planning and Development Projects – Keep them Separate

When a sponsor wants to complete planning and development projects, separate consultant solicitations are required. Chapter 1 of the AC defines the services required for these types of projects but in general, the difference between them is as follows:

Planning Projects	Development Projects
Require airport planning and environmental services for airport system and master plans, airport noise compatibility plans, environmental assessments, and related studies.	Require basic A/E services for airport development (construction and equipment acquisition) and land acquisition projects. Generally involves architectural, engineering (design, bidding, and construction observation), and land acquisition services.

By not performing separate selections, the sponsor may be eliminating otherwise qualified firms as some do not provide both planning and engineering services. In addition, there may be a potential conflict of interest if, for example, the consultant is providing both planning and A/E services and in updating the airport master plan their objectivity "...may be compromised [as] the firm is in a position to establish development objectives for which the same firm will be tasked with engineering design services" per paragraph 2.3.3 of the AC. The development projects may be in their best interest; not the sponsors.

Step 2. Establishing a Selection Board

In accordance with Section 2.6, sponsors must establish a selection board composed of at least three knowledgeable persons that will objectively evaluate those consultants who respond to the Notice/RFQ. The selection board must be established before receiving statements of qualifications. The selection board should become familiar with the proposed project(s) and the professional services being requested. In accordance with Section 2.9, the selection board should be prepared to review the statements of qualification and experience, conduct interviews, rank the consultants, and make a recommendation to the sponsor’s governing body.

Step 3. Determining a Selection Policy

Section 2.7 of the AC provides general requirements for selecting a consultant.

Step 4. Developing the Selection Criteria

Section 2.8 of the AC provides general requirements for developing selection criteria.

Step 5. Soliciting, Evaluating, and Selecting a Consultant

This step includes the following tasks:

- a. Preparing a draft Notice to Airport Consultants/Request for Qualifications (2.9.3);



- b. Drafting and distributing the Notice/RFQ (2.9.3 and 2.9.4); and
- c. Evaluating, ranking, and selecting the most qualified consultant (2.9.12).

Task 5.a. Prepare a draft Notice to Airport Consultants/Request for Qualifications

To obtain qualification and experience information from potentially qualified consultants for the proposed projects, the sponsor issues a Notice/RFQ inviting consultants to submit their Statement of Qualifications (SOQ). At a minimum, the Notice/RFQ must:

- Identify the airport where the proposed projects are planned.
- Describe the proposed projects "...in sufficient detail so that all parties may adequately establish the type of services required to accomplish the work" per paragraph 2.7.2 of the AC.
- Provide the year in which each proposed project is anticipated to begin.
- Provide an estimated construction cost for each project.
- Identify the services anticipated.
- Convey how the selection will be made.

The Notice/RFQ must also contain the following statement: "The agreement(s) between the sponsor and the selected consultant will be subject to all applicable Federal Rules and Regulations as identified in AC 150/5100-14E. The most current version of the Federal Contract Provisions for A/E agreements will be attached to each agreement."

A sample Notice/RFQ is available [here](#). The Federal Contract Provisions for A/E Agreements attachment is available [here](#).

Task 5.b. Drafting and distributing the Notice/RFQ

We recommend first submitting a draft version for FAA review. If necessary, revise the Notice/RFQ to address FAA comments and then advertise/distribute the Notice/RFQ in accordance with paragraphs 2.9.3 and 2.9.4. Provide a copy of the as-advertised version of the Notice/RFQ to the FAA.

Task 5.c. Evaluating, ranking, and selecting the most qualified consultant

Section 2.9 of the AC provides general requirements for evaluating consultants. Sponsors should not enter into the selection process with a pre-selection mentality. Although the FAA cannot participate in the selection process or recommend consultants, we can provide a list of consultants who have performed similar projects if requested by the sponsor.

Step 6. Developing and Executing the Consultant Agreement

This step of the consultant selection process includes the following tasks:

- a. Discussing and finalizing the scope of Professional Services (2.12),
- b. Estimating and evaluating the cost of Professional Services (2.13),
- c. Requesting the consultants cost proposal (2.14.2), compare it against the sponsor's estimate (the IFE) (2.14.3), and conducting negotiations (2.14.4).



Task 6.a – Discussing and finalizing the scope of Professional Services

Before preparing and executing the agreement with the Consultant, we recommend sponsors conduct a conference with their Consultant and the FAA Program Manager to develop a detailed project scope, clearly define the professional services needed, and identify the fee type. The FAA’s role here is to ensure that all services required for the projects have been included in the professional services agreement.

Using the minutes of the conference, the Consultant can develop the draft scope of services (or draft agreement without costs) for the sponsor and FAA to review. After the revised document has been submitted to the sponsor, the sponsor can start their costs analysis. Section 3.8 of the AC provides information on the FAA’s role in reviewing agreements.

Task 6.b – Estimating and evaluating the cost of Professional Services

Before receiving the Consultant’s cost proposal, the sponsor must perform a cost analysis to estimate and evaluate the proposed cost of professional services. To perform the cost analysis, the sponsor can utilize its own staff (if they have experience in estimating and negotiating the cost of professional services) or select an outside consultant. The FAA cannot conduct the cost analysis for the sponsor. As part of the cost analysis, the sponsor prepares an independent fee estimate (IFE) to evaluate and negotiate the cost of professional services proposed by the Consultant. The end result of the cost analysis effort is the sponsor obtaining a fair and reasonable cost through negotiations with the Consultant.

Regardless of who performs the cost analysis, it needs to be performed using one of two methods: the comparative method or the detailed method. The selection of which method depends on the anticipated cost of the professional services agreement as follows:

- If the cost is anticipated to be less than \$100,000, the sponsor can perform the cost analysis using the comparative method or detailed method (your choice).
- If the cost is anticipated to be \$100,000 or more, the sponsor must use detailed method.

Table 3-1 presents the comparative and detailed methods and the steps required for each. For a visual representation of the cost analysis process, refer to **Figure 3-1**.

Sponsor’s cost estimate is “independent” of the Consultant’s

The word independent in the phrase Independent Fee Estimate does not mean the sponsor has to hire an outside consultant to review the proposed scope of services and develop a cost estimate. It simply means the sponsor estimates the cost of the professional services independent of the Consultant’s effort of preparing their cost proposal.

The Consultant shall not provide their cost proposal to the sponsor until the sponsor has first estimated the cost of the professional services and then requests the cost proposal from the Consultant. Otherwise, the sponsor knows what the proposed cost is before they start/complete their cost analysis and the process is no longer independent.



Table 3-1. Cost Analysis Methods

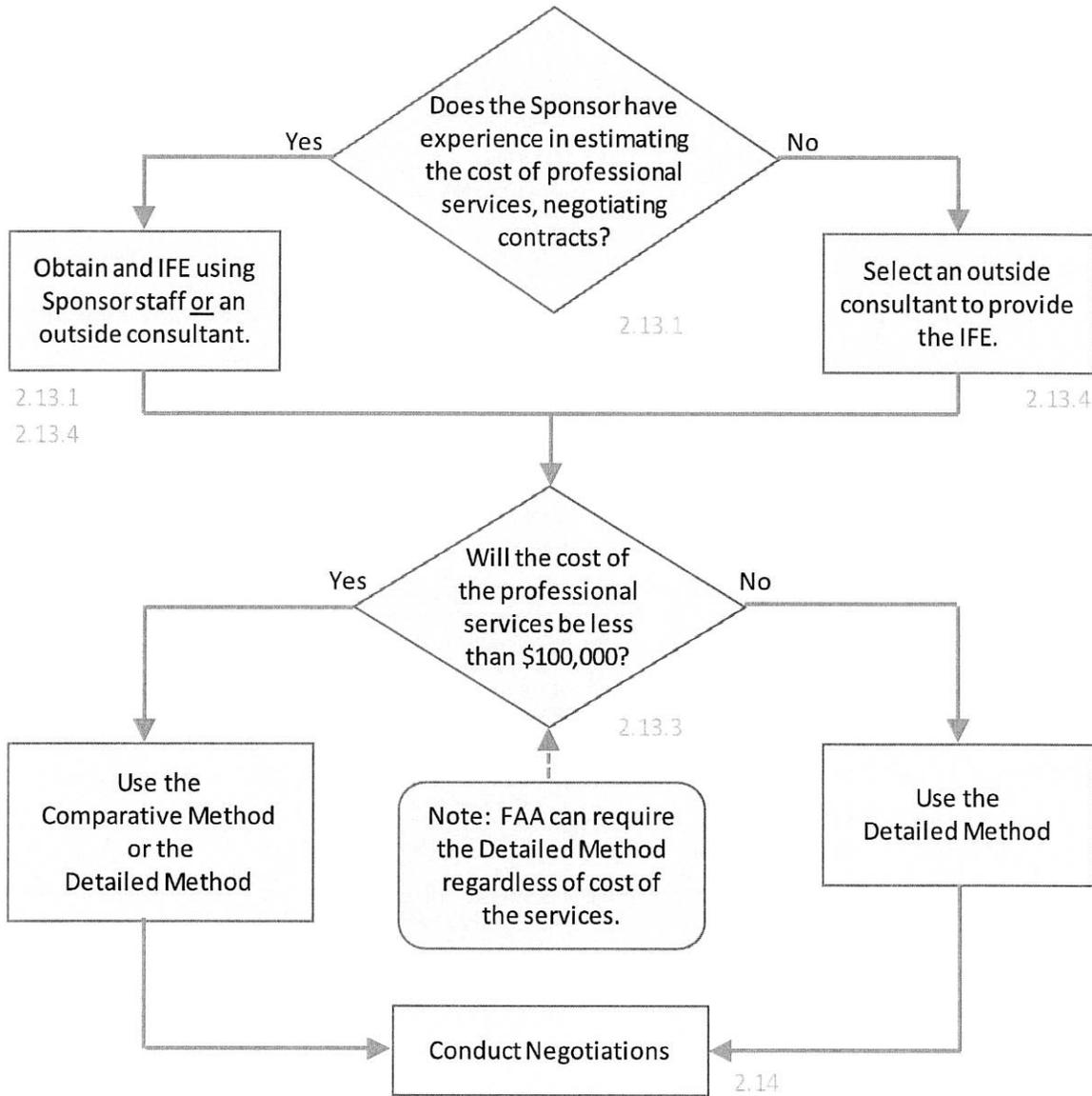
Proposed Cost	Less than \$100,000	\$100,000 or greater
Perform	Comparative Method Cost Analysis	Detailed Method Cost Analysis
Description	The sponsor compares the proposed cost of the professional services against the cost of previous agreements. At least one previous agreement should be for a similarly-sized project.	The sponsor prepares a side-by-side comparison of their estimated cost of the professional services and the consultant's cost proposal.
Step 1	Prepare the Independent Fee Estimate (IFE). This estimate should include the total cost and the subtotal cost of each service being provided. At a minimum, the sponsor must estimate the following items in their IFE: <ul style="list-style-type: none"> • total direct labor hours and cost, • general/administrative overhead (%), • profit (%), • expenses, and • subconsultant costs 	The Comparative Method plus estimates of the hours, hourly rates, and costs for the individual tasks of the services being provided similar to the format presented in Appendix D of the AC.
Step 2	Request the cost proposal from Consultant. The cost proposal format should be similar to that presented in Appendix D of the AC.	Same as Comparative Method.
Step 3	Evaluate the cost proposal against the IFE and conduct negotiations.	Evaluate the cost proposal against the IFE (using a format similar to the format presented in Appendix E of the AC) and conduct negotiations.

Step 6.c – Requesting the consultants cost proposal (2.14.2), comparing it against the IFE (2.14.3), and conducting negotiations (2.14.4).

Section 2.14 of the AC provides general requirements for negotiating. After the sponsor has completed its cost analysis and concluded negotiations with the Consultant, the FAA will review the agreement, the detailed cost proposal, and the record of negotiations (if requested) to make a determination on the reasonableness of cost. This determination is based on the sponsor's IFE. Costs that are deemed unnecessary and unreasonable are not AIP Eligible. This step is depicted in **Figure 3-2**.



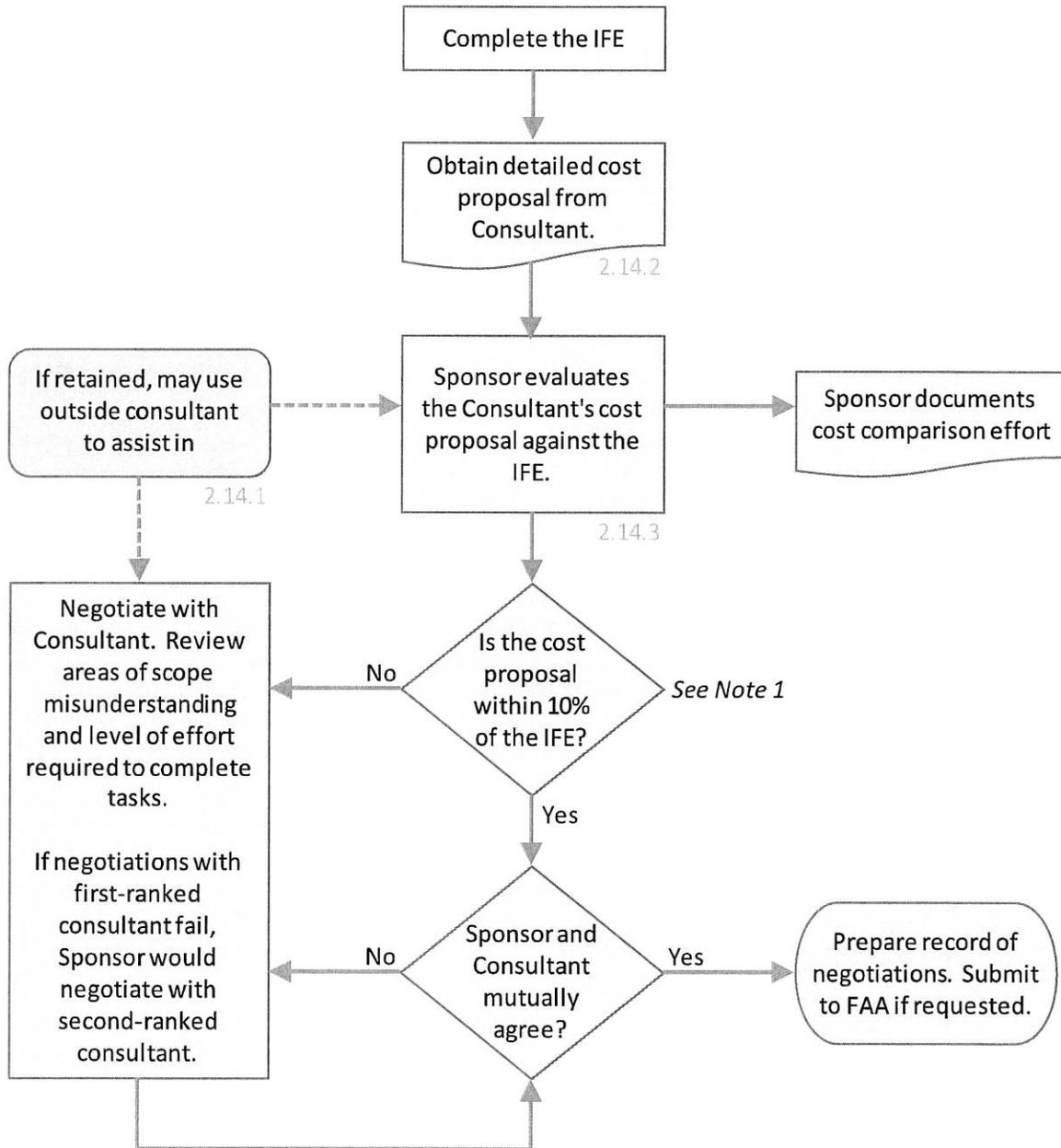
Figure 3-1. Cost Analysis Process



Note. The numbers adjacent to each symbol refer to the associated paragraph(s) in AC 150/5100-14E.



Figure 3-2. Negotiations Process



Note 1. If the cost proposal and IFE are within 10 percent of each other, then the cost proposal should be considered fair and reasonable. By and large, 10 percent is the industry standard.

Note 2. The numbers adjacent to each symbol refer to the associated paragraph(s) in AC 150/5100-14E.

Engineering Consultants

List Prepared by NDOT, Division of Aeronautics

Company	Type of Work*	Contact	Phone/Fax/Email
ADG, Inc. 1776 South Jackson Street, Suite 950 Denver, CO 80210-3808	CV, ALP	James E. Sirhall, P.E.	(303) 782-0882 (303) 782-0842 www.AirportDevGrp.com
Alfred Benesch & Co. 825 M Street, Suite 100 Lincoln, NE 68508	CV, ALP	Andy Beil, P.E.	(402) 479-2200 (402) 479-2276 abeil@benesch.com
Armstrong Consultants 6855 So Havana St., Ste 635 Centennial, CO 80112	CV, ALP, EN	John Rostas	(303) 296-4949 (303) 496-1616 jroostas@armstrongconsultants.com
Baker & Associates 120 East 16th Street - Suite A Scottsbluff, NE 69361	CV, ALP-GA	Jack Baker, P.E.	(308) 632-3123 (308) 632-7253 jack@baker-eng.com
Burns & McDonnell 9400 Ward Parkway Kansas City, MO 64114	CV, ALP, GIS, EL, EN	Robert Crain, AICP	(816) 349-6698 (816) 822-3517 rwcraib@burnsmcd.com
Coffman Associates, Inc. 12920 Metcalf Ave, Ste 200 Overland Park, KS 66213	ALP, EN	Mike Dmyterko	(816) 524-3500 (816) 524-2575 miked@coffmanassociates.com
Crosswinds Wildlife Mitigation, LLC 3051 Ivy Drive Loveland, CO 80537	WL	Kirk Gustad	(970) 481-3792 kirk.gustad@crosswindsWM.com
DOWL 106 1st Avenue So Great Falls, MT 59401	CV, EL, ALP	Michael Beckhoff, P.E.	(406) 403-7223 mbeckhoff@dowl.com
E & A Consulting Group 330 North 117th St Omaha, NE 68154	CV	John Meng-Frecker, PE	(402) 895-4700 (402) 895-3599 johnm@eacg.com

Company	Type of Work*	Contact	Phone/Fax/Email
EA Engineering Science & Technology, Inc., PBC 221 Sun Valley Blvd, Suite D Lincoln, NE 68528	CV, EN	Steven Morrissette PG	(402) 817-7650 smorrissette@eaest.com
Egan, Field & Nowak, Inc. 13057 West Center Rd, Suite 4 Omaha, NE 68144	CV, EN, ALP, GIS, AR	Jason Thompson	(402) 547-3249 (402) 932-5474 jthompson@efnsurvey.com
Engineering International P.O. Box 401 McCook, NE 69001		Jeff Tidyman, P.E.	(308) 340-5963 jtidyman@engint.us
Garver 7410 NW Tiffany Springs Pkwy, Suite 200 Kansas City, MO 64153	CV, EL, AR, ALP, GIS, EN	Mark Williams, PE	(913) 312-1182 MEWilliams@GarverUSA.com
Garver 233 South 13th St, Ste 1100 Lincoln, NE 68508	CV, ALP, AR, EL, EN	Roger Knobloch, P.E.	(402) 450-4163 RSKnobloch@GarverUSA.com
Gilmore & Associates 2670 33rd Avenue, Box 565 Columbus, NE 68601	CV, ALP-GA, AR	Keith Gilmore, P.E.	(402) 564-2807 (402) 564-2800 keithg@gilmore-engineering.com
HDR Engineering, Inc. 1917 South 67th Street Omaha, NE 68106-2973	CV, EL, EN, AR, ALP	Ryan Hanson, P.E.	(402) 392-8645 (402) 399-4979 ryan.hanson@hdrinc.com
Iconic Consulting Group, Inc. 2655 Villa Creek Drive, Suite 276 Dallas, TX 75234	CV, ALP	Keith Britton, P.E.	(214) 705-3765 (214) 705-3769 keith.britton@iconiccg.com
JEO Consulting Group 1615 SW Main St., Ste 205 Ankeny, IA 50023	CV, ALP, EN	Dustin Leo, P.E.	(515)-964-5310 dleo@jeo.com
Kirkham, Michael 5621 NW 1st Street, Ste. 400 Lincoln, NE 68521	CV, EL, ALP- GA	Eric Johnson	(402) 477-4240 (402) 477-4268 ejohnson@kirkham.com

Company	Type of Work*	Contact	Phone/Fax/Email
KLJ 330 Knollwood Drive Rapid City, SD 57701-6611		Kent Penney	(605) 721-5553 kent.penney@kljeng.com
Lamp, Ryneerson & Assoc. 14710 West Dodge Rd., Suite 100 Omaha, NE 68154-2027	CV, EL, GIS	Virgil Oligmueller, P.E.	(402) 496-2498 (402) 496-2730 virgil.oligmueller@LRA-Inc.com
Leo A. Daly Company 8600 Indian Hills Drive Omaha, NE 68114	CV, ALP-GA	Al Hottovy, P.E.	(402) 391-8111 (402) 391-8564 aahottovy@leoadaly.com
Lochner/Bucher, Willis & Ratliff Division 903 East 104th Street, Suite 900 Kansas City, MO 64131-3451	CV, ALP, AR, EL	Donald L. Klappmeyer, P.E.	(816) 363-2696 (816) 363-0027 dklappmeyer@bwrcorp.com
M. C. Schaff & Assoc. 818 South Beltline Highway E. Scottsbluff, NE 69361	CV, EL, ALP	Dave Schaff, P.E.	(308) 635-1926 (308) 635-7807 dschaff@mcschaff.com
Mary A. Lynch 5719 Overridge Drive Arlington, TX 76017-1139	ALP, ALP-GA, DBE	Mary Lynch	(817) 478-3308 malynch316@aol.com
Mead & Hunt 2440 Deming Way Middleton, WI 53562	ALP, AR, CV, EL	Paul Strege	608-273-6380 paul.strege@meadhunt.com
Miller & Associates 1111 Central Avenue Kearney, NE 68847	CV, AR, EN, GIS	Reed Miller	(308) 234-6456 (308) 234-1146 reed@miller-engineers.com
Olsson P.O. Box 84608 Lincoln, NE 68501-4608	CV, EL, ALP	Diane Hofer, P.E.	402-474-6311 402-474-5160 dhofer@olsson.com
The Schemmer Associates 134 South 13th Street, Ste 1100 Lincoln, NE 68508	CV, EL, ALP- GA, AR	Linda Weaver Beacham, P	402-488-2500 402-488-3221 lbeacham@schemmer.com

Company	Type of Work*	Contact	Phone/Fax/Email
Thiele Geotech, Inc. 13478 Chandler Road Omaha, NE 68138-3716	CV, EN	Barton L. Pugh	(402) 556-2171 (402) 556-7831 bpugh@thielegeotech.com
W Design Associates, Inc. P.O. Box 99 McCook, NE 69001	CV, EL, AR, ALP	Greg Wolford, P.E.	(308) 345-2370 (308) 345-2371 greg@wdesignea.com
WSP 1248 'O' Street Ste 852 Lincoln, NE 68508	CV, ALP-GA, AR, EL, EN	Michelle Winkelmann	(402) 323-6570 (402)-323-6564 michelle.winkelmann@wsp.com

***Types of Work**

ALP = planning at all sizes of airports
ALP-GA = GA planning only
AR = Architect
CV = Civil
DBE = certified Disadvantaged Business Enterpris
GIS = Geographic Information Systems
EL = Electrical
EN = Environmental
MC = Mechanical

Beth Porter - Re: [External] Airport lights

From: Matt Sorenson <matts@northeastpow.com>
To: Beth Porter <bporter@cityofwayne.org>
Date: 1/19/2022 7:11 AM
Subject: Re: [External] Airport lights
Cc: Travis Meyer <tnlmeyer@msn.com>

Good morning Beth,

There is one pole that could be taken out. It is on the west side of the runway. There is another pole 20' west of that pole that has to stay. The pole on the east side has to stay as well.

On Tue, Jan 18, 2022 at 4:22 PM Beth Porter <bporter@cityofwayne.org> wrote:

Matt,

At the recent Airport Board meeting the members discussed the pole at the north end of the runway again. They had contacted Jason Beiermann and received a quote to get power to the pole so the obstruction light would be functional again.

Through the course of the discussion the board members are questioning if the pole can be taken down? If the pole can be removed who would they need to work with to help make this happen?

I have included Travis Meyer on this message in case he needs to add anything I have left out.

Thanks for your help with this- it is appreciated!

Beth Porter
 Finance Director
 City of Wayne
 402-375-1733

>>> Matt Sorenson <matts@northeastpow.com> 12/15/2021 7:38 AM >>>

Beth,

There are a couple of options, both require an electrician. In both cases, Northeast will be the only one to repair and/or replace the lights at the top of the poles.

1. The lights are currently supposed to be getting power from the airport. From my understanding, the lights were working until recently and now they don't have power going to them and no one knows where the power is supposed to come from. The airport would need to hire an electrician to find where the power is being supplied from and either fix that wire or install a new wire. Northeast will still repair and replace the lights on top of the poles, but secondary wires going to the poles and between the poles will need to be taken care of by an electrician.
2. Previously the lights got power from a meter that was installed at the end of the runway. In 2019 Northeast retired that service because the power was going to come from the end of the runway lights. All of that equipment was taken down and left in the grass and dirt at the bottom of the pole. Since then, the internal components of that equipment have been exposed to the elements. Some of that equipment may be salvageable, but an electrician would have to make that determination. To put that service back in the Airport would have to hire an electrician to build a meter loop that meets the current code and then they would have a monthly bill from Northeast.

The airport will still be responsible for the underground secondary wires that run between the poles, but Northeast will still repair and replace the lights when/if they go bad.

Let me know if this makes sense or you have any additional questions.

Thanks,

On Tue, Dec 14, 2021 at 2:59 PM Beth Porter <bporter@cityofwayne.org> wrote:

Matt,

The Airport Board met last night and asked that I reach out to you regarding the power poles at the end of the runway that we spoke about last month. The Board does want those pole functional again. I spoke with Tim Sutton this morning and he told me to reach out to you to see what we need to do. Can the Board request Northeast Power to work on this or do we need to hire an electrician?

Thanks for your help!

Beth Porter
Finance Director
City of Wayne
[402-375-1733](tel:402-375-1733)

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Matt Sorenson
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