



TO: Mayor Shaun Sipma
Members of the City Council

FROM: Jennifer Eckman, Airport Director

DATE: April 18, 2022

SUBJECT: CONTRACT FOR RUNWAY 8/26 AND TAXIWAY B REALIGNMENT – PHASE 1 DESIGN ALTERNATIVES AND AIRPORT LAYOUT PLAN (ALP) SHEET UPDATE

I. RECOMMENDED ACTION

1. Recommend approval of the Runway 8/26 and Taxiway B Realignment – Phase 1 Design Alternatives and Airport Layout Plan (ALP) Sheet Update proposal to be conducted by Short Elliott Hendrickson Inc. (SEH); and
2. Authorize the Mayor to sign the agreement.

II. DEPARTMENT CONTACT PERSONS

Jennifer Eckman, Airport Director	857-4724
Maria Romanick, Airport Operations Manager	857-4724

III. DESCRIPTION

A. Background

Runway 8/26 and Taxiway B are in need of rehabilitation. The goal of this Phase 1 Design Alternatives study is to facilitate the needed detailed planning, stakeholder engagement, preliminary engineering, and coordination with the FAA lines of business ahead of the design grant for the proposed threshold relocation, taxiway relocation and runway rehabilitation as part of a rehabilitation/reconstruction project.

B. Proposed Project

The proposed project will include the preparation of a Phase 1 Design Alternatives Study including detailed planning, stakeholder engagement, preliminary engineering, and early FAA coordination for the upcoming runway and taxiway project.

The project will also help define the appropriate phasing and schedule for the rehabilitation of the runway and Taxiway B realignment and improvements that can be made to meet FAA design standards including RPZ interim guidance. Additionally, there are two existing Hot Spots (areas of documented cases of or potential for runway incursions or loss of situational awareness) to crosswind Runway 8/26 at the airport. Improvements to these Hot Spots should be considered as part of the upcoming rehabilitation project. Hot Spot 1 is an in-line taxiway to the Runway 8 end in addition to the intersection with Taxiway B not being at a 90-degree angle with the runway end, both non-standard conditions. Hot Spot 2 is the intersection of Runway 8/26 and Taxiway C.

The project contract with SEH will include review preparation of a Public Involvement Plan, Design Alternatives Study Technical Report, Airport Layout Plan Sheet Update, Exhibit A Property Map Sheet Update, Airports GIS (AGIS) Survey and Design Upload.

C. Consultant Selection

SEH is the Engineer of Record as approved at the City Council meeting on May 17, 2021.

IV. IMPACT:

A. Strategic Impact:

The planning study will prepare the Airport and the FAA for the upcoming runway rehabilitation and threshold and taxiway realignment project by completing the required early planning and coordination tasks with the various FAA lines of business. This includes initiation of the new Instrument Approach Procedures to the relocated runway threshold, a task that must be initiated three years in advance of the procedure activation date. The planning study will ensure that the planned project is completed in a way that appropriately meets the needs of airport users, is financially feasible and meets FAA standards and guidance.

B. Service/Delivery Impact:

By completing this project, the Airport will be prepared to move into the design and construction of Runway 8/26 and Taxiway B in 2024. The reconstruction/rehabilitation of these pavements will ensure the airport is safe and reliable for airport users into the future.

C. Fiscal Impact:

The cost of this project requires a Budget Amendment, as this was not an anticipated project within the 2022 budget.

Project Design and Labor	\$429,700.00
Direct Expenses	\$ 0.00
TOTAL	\$429,700.00

D. Project Funding

The funding will come from the FAA Airport Improvement Program (AIP) funding. The airport will receive \$1,633,336 of entitlement funds in FY2022, in addition to the carryover of \$610,337 from previous years, for an entitlement balance of \$2,243,673 for FY2022. Using these funds, the FAA will fund \$386,730 of project costs. The North Dakota Aeronautics Commission is expected to contribute 5 percent (\$21,485). It's projected that City of Minot share will be 5 percent (\$21,485).

V. CITY COUNCIL ASPIRATIONS

The project will ensure safe operations resulting in resiliency and preparedness.

VI. ALTERNATIVES

Alt. 1. City Council could recommend not completing the study. The result will be the FAA will be unlikely to fund design of Runway 8/26 and Taxiway B as the detailed level planning is not complete. In addition, the instrument approach procedures to Runway 8 would not be available when the runway opened post-construction, limiting the usability of the runway for airport users.

VII. TIME CONSTRAINTS

Because of the condition of Runway 8/26 and the need for pavement rehabilitation in the near term, it is imperative that this project be completed this year so that those projects can move forward. It will take one to two years for planning to be complete for FAA to support the runway and taxiway pavement rehabilitation.

VIII. LIST OF ATTACHMENTS

- A. SEH Master Agreement
- B. Supplemental Letter Agreement – Runway 8/26 and Taxiway B Realignment – Phase 1
Design Alternatives and Airport Layout Plan (ALP) Sheet Update