



TO: Mayor Tom Ross
Members of the City Council

FROM: Jennifer Eckman, Airport Director

DATE: March 18, 2024

**SUBJECT: BIDDING OF ELECTRICAL VAULT REHABILITATION
(CITY PROJECT NUMBER # 20245000001 / AIP 3-38-0037-072-2024)**

I. RECOMMENDED ACTION

- A. Recommend staff apply for state and federal funding to assist with the financing of the electrical vault rehabilitation; and
- B. Authorize City staff to advertise and solicit bids for the Electrical Vault Rehabilitation project.
- C. Upon receipt of federal and/or state funding, authorize the Mayor, Airport Director, and City Attorney to execute grants.

II. DEPARTMENT CONTACT PERSONS

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

III. DESCRIPTION

A. Background

The airfield electrical vault building was originally constructed in 1993. The building houses the infrastructure required for the airfield lighting, including the runway and taxiway edge lighting, signage, and airport navigational aids. Most of the equipment in the building is original to the 1993 construction., It is 30 years old and has exceeded its useful life and needs replacement. Per Table J-4 in the AIP Handbook, the minimum useful life for airfield electrical/lighting equipment is 10 years.

Considering it has surpassed the 10-year timeframe, it is considered eligible for replacement through Federal Aviation Administration (FAA) funding. Airport staff have experienced and documented consistent maintenance challenges with the equipment and replacement parts are becoming increasingly challenging to obtain. The current infrastructure in its current condition poses a risk that airfield lighting will become inoperable without notice with the potential delayed maintenance period, potentially causing safety issue and flight delays.

B. Proposed Project

The project will replace several pieces of equipment inside the existing electrical vault, including most of the constant current regulators, the existing vault light fixtures, ATCT lighting control panel repairs, and will provide a new S-1 Cutout cabinet.

C. Consultant Selection

SEH is the engineer of record for MOT airport development as was approved at the City Council meeting on May 17, 2021.

IV. IMPACT:

A. Strategic Impact:

Safe use of the airport lighting systems are of utmost importance to providing safe and efficient aviation transportation for the Minot Community.

B. Service/Delivery Impact:

By designing a solution to address the unreliable and aging airport lighting systems and components, this project will allow for continued safe operations for aviation at the Minot International Airport.

C. Fiscal Impact:

The anticipated cost of this project is outlined below, and it is included in the 2024 CIP for the Minot International Airport:

Project Costs-Electrical Vault:

Engineering - Project Final Design & Bidding	\$ 89,900.00
Construction Costs (Estimated)	\$ 355,100.00
Engineering - Construction Administration (Estimated)	\$ 75,000.00
Admin Costs	\$ 5,000.00
TOTAL	\$ 525,000.00

The construction costs were not included in the FY2024 as this project was originally tied to the Runway 8-26 project. The Runway 8-26 project has been postponed to FY2025, but the components in the electrical vault are in critical condition and beyond useful life.

Project Funding

The funding will come from the FAA Airport Improvement Program (AIP). The airport receives approximately \$1.6M of AIP entitlement funding annually, in addition to the carry-over from previous years. Project funding beyond the available AIP funding will be funded with FAA discretionary funding. The preliminary design effort will scope the project accordingly to match City, NDAC, and FAA budgets. It is projected that the City of Minot share will be 5 percent of total project costs.

V. CITY COUNCIL ASPIRATIONS

The City Council aspirations that are achieved by adopting the proposed recommendation and completing this project include providing a safe and welcoming environment at the Airport.

VI. ALTERNATIVES

An alternate the City Council could recommend that this project be postponed or denied, resulting in a delay for repairs and the potential for failure of the

airport's lighting systems. Failure of airport lighting could result in runway and taxiway closures, causing delays for air traffic control's ability to land and taxi aircraft efficiently.

VII. TIME CONSTRAINTS

The following project schedule is intended to accommodate City and FAA funding and grant schedule requirements:

1. February – March 2024 – Complete final design
2. March 19, 2024 – Publish Bidding Documents
3. April 10, 2024 – State Grant Applications due
4. April 16, 2024 – Bid Opening
5. Spring 2024 – Federal Grant Applications due
6. May 6, 2024 – Contract Award
7. Fall 2024 – Construction

VIII. LIST OF ATTACHMENTS

- A. Electrical Vault Rehabilitation – Project Manual
- B. Construction Drawings
- C. Draft Advertisement for Bidders document