



TO: Mayor Tom Ross
Members of the City Council

FROM: Jennifer Eckman, Airport Director

DATE: May 6, 2024

SUBJECT: CONTRACT AWARDS FOR ELECTRIC VAULT (AIP 3-38-0037-072-2024)

I. RECOMMENDED ACTION

- A. Authorize City staff to award the contract to the lowest compliant bidder, Gefroh Electric, Inc., contingent upon receipt of FAA grant funding; and
- B. Authorize City staff to approve contract for construction administration services to be conducted by Short Elliott Hendrickson (SEH) for the project; and
- C. Direct City staff to apply for additional funding, accept if awarded, and have the Mayor, City Attorney and the Airport Director sign contracts, grants, and necessary documents.

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 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 FAA's AIP Handbook, the minimum useful life for airfield electrical/lighting equipment is 10 years. 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

This project will replace or rehabilitate several pieces of equipment inside the existing electrical vault, including six airfield regulators, S-1 cutouts and associated cabinet, ATCT PCL control switch, and vault overhead lighting. The vault rehabilitation will ensure airfield safety by providing a well operating and maintainable lighting system.

The City of Minot received bids on Tuesday, April 16, 2024 at 2pm. Two bids were received. The bids were below the engineer's estimate. See table below summarizing the bids, as well as the bid tabulation attached as part of this memorandum.

Gefroh Electric (Minot, ND)	\$230,934.00
Main Electric Construction (Minot, ND)	\$308,780.00
Engineer's Estimate	\$315,000.00

C. Consultant Selection

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

IV. IMPACT:

A. Strategic Impact:

Safe use of the airport lighting systems is 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:

If the project is not completed Airport operations, including all general aviation, cargo, and commercial services could be shut down in the event the system becomes inoperable due to the age and condition of the electrical vault and the necessity of the equipment for airport operations. This would have a direct negative affect on the airport with a significant decrease in revenues.

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

Base Bid – Electrical Vault Rehab.	\$171,916.00
Alternate 1 – Txy C & Rwy 8/26 Regulators	\$ 50,508.00
Alternate 2 – Vault Fixture Replacements	\$ 8,510.00
Construction TOTAL	\$230,934.00

The anticipated cost for the construction administration is outlined below, and it is included in the 2024 CIP for the Minot International Airport:

Project Costs:

Project Construction Administration and Labor	\$ 46,579.45
Direct Expenses	\$ 32,720.55

TOTAL	\$ 79,300.00
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Project Funding

The funding (90 percent) will come from the FAA Airport Improvement Program (AIP). The airport is expected to receive \$1,663,336.00 of AIP Entitlement funds in FY2024. The North Dakota Aeronautics Commission will contribute 5 percent. It is projected that City of Minot share will be 5 percent. Anticipated project funding is summarized below.

Funding Source (anticipated)	Percentage	Total
FAA Airport Improvement Program (AIP)	90%	\$279,210.60
North Dakota Aeronautics Commission	5%	\$15,511.70
City of Minot	5%	\$15,511.70
TOTAL		\$310,234.00

The Runway 8-26 project has been postponed to FY2025, and budgeted funds for that project have been reallocated to this project as the components in the electrical vault are in critical condition and beyond useful life.

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 final funding requests are required to be submitted to the FAA and the North Dakota Aeronautics Commission by May 20, 2024. Prior to this deadline it is required to have completed design and bidding.

VIII. LIST OF ATTACHMENTS

- A. Bid Tabulation
- B. SEH Proposal – Construction Admin for Electrical Vault Rehabilitation