

# Build Kansas Fund | Fiscal Year 2024 Application Package | Memo



To: Senator Ty Masterson, Chair, Build Kansas Advisory Committee  
Murl Riedel, Kansas Legislative Research Department  
Shauna Wake, Office of the Kansas State Treasurer

From: Vanessa Lamoreaux, Kansas Department of Transportation

RE: Build Kansas Fund Application # 2024-016-FHRC

Date: February 19, 2024

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Attached, please find an application made to the Build Kansas Fund by the City of Manhattan.

The application packet includes the following items:

- Coversheet – provides a high-level overview of the application including a unique identification number, page 1 of 81 of the Build Kansas Fund Application Package.
- Build Kansas Fund Application – includes information submitted with the Build Kansas Fund Application, pages 2-8. Page 8 provides the table of funding sources.
- Attachments –Application for Federal Assistance, pages 9-81. Pages 9-10 are the Executive Summary.

## **Project Overview**

The City of Manhattan seeks funding from the US Department of Transportation, Federal Aviation Administration (FAA) for funding available through the Airport Infrastructure Grant (AIG) for its Regional Airport. The City successfully received funding through FAA in 2020 to develop a master plan for the airport. This Hangar Development and Construction Project required preapplication coordination and approved by the FAA in 2023.

This opportunity is a formula BIL program that has a local match requirement of 10%. The City is requesting \$282,000 from the Build Kansas Fund. This request allows the City to leverage the FAA's allotment and unlock \$2,538,000.00 in federal funds.

The deadline for AIG applications is April 1, 2024. The Build Kansas Fund application was received on February 8, 2024.

## **Build Kansas Fund Steering Committee Recommendation**

The Build Kansas Fund Steering Committee reviewed this application on February 15, 2024, following a successful completeness check. The Steering Committee **RECOMMENDS APPROVAL** of Build Kansas Funding to the Build Kansas Advisory Committee for final advice.

# Build Kansas Fund | Fiscal Year 2024 Application Package | Coversheet



Build Kansas Fund Application Number	2024-016-FHRC
Project Name	City of Manhattan, Regional Airport – Hangar Development and Construction
Entity Type	Local Government
Economic Development District (EDD) Planning Commission	Flint Hills Regional Council
Infrastructure Sector(s)	Transportation
BIL Program	Airport Infrastructure Grant (AIG)
BIL Program Type	Formula
BIL Application Deadline	2/9/2024
Build Kansas Fund Request	\$282,000
Technical Assistance Received	General <span style="float: right;">No</span>
	BIL Application <span style="float: right;">No</span>
	Build Kansas Fund Application <span style="float: right;">Yes</span>
	Other (Brief Description): Application submission and budget support
Application Notes	Build Kansas Fund contribution of \$282,000 will unlock \$2,538,000 in federal BIL funding.



<b>Steering Committee Funding Recommendation</b>	<b>February 15, 2024   Recommend</b>
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<b>Advisory Committee Target Review</b>	<b>DATE</b>
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<b>Advisory Committee Funding Recommendation</b>	<b>DATE   Approve or Deny</b>
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### Completeness Review Data

Date Build Kansas Application Received:	2/8/2024
Date Of Completeness Check:	2/8/2024; 2/12/2024
Date Forwarded to Steering Committee:	2/12/2024

Title	<b>City of Manhattan, Kansas</b>	02/08/2024
	by <b>Brandon Keazer</b> in <b>Build Kansas Fund Fiscal Year 2024 Application</b>	id. 45492138
	Keazer@cityofmhk.com	

<b>Original Submission</b>	02/08/2024
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Score	n/a
	Part 1: Applicant Information

The name of the entity applying for the Build Kansas Fund:	City of Manhattan, Kansas
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Project Name:	Hangar Development and Construction
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Entity type:	Local Government
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Applicant Contact Name:	Brandon Keazer
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Applicant Contact Position/Title:	Airport Director
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Applicant Contact Telephone Number:	+17855874597
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Applicant Contact Email Address:	Keazer@cityofmhk.com
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Applicant Contact Address:	1101 Poyntz Ave.
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Applicant Contact Address Line 2 (optional):	
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Applicant Contact City:	Manhattan
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Applicant Contact State:	Kansas
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Applicant Contact Zip Code:	66502
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Is the Project Contact the same as the Applicant Contact? Yes

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Part 2: Build Kansas Fund - Eligibility Criteria

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Certify that you are pursuing a viable Bipartisan Infrastructure Law (BIL) funding opportunity for which your entity is eligible: Yes

Certify that the Bipartisan Infrastructure Law (BIL) funding opportunity you are pursuing has a required non-federal match component: Yes

What is the primary county that the project will occur in? Riley County

The Build Kansas Fund is intended to support Kansas-based infrastructure projects. Please provide a list of all the zip codes this project will be located in, along with an estimated percent [%] of the project located in that zip code. For example, if seeking funding for road infrastructure, provide a rough percent of the roads expected in each zip code:

[Zip Code Percentage.xlsx](#)

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Part 3: Bipartisan Infrastructure Law (BIL) - Grant Application Information  
Please Note: This information is related to the federal Bipartisan Infrastructure Law (BIL) funding opportunity to which you will apply. This is NOT information for the Build Kansas Match Fund.

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Please enter the Bipartisan Infrastructure Law (BIL) funding opportunity title that the entity is applying for: Airport Infrastructure Grant (BIL-AIG)

What is the funding agency for this Bipartisan Infrastructure Law (BIL) funding opportunity? Federal Aviation Administration

What is the Assistance Listing Number (ALN) for this Bipartisan Infrastructure Law (BIL) funding opportunity? No. 3-20-0052-057 (BIL-AIG)

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What is the application due date for this Bipartisan Infrastructure Law (BIL) funding opportunity? 2/9/2024

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What is the federal fiscal year for this Bipartisan Infrastructure Law (BIL) funding opportunity? 2024

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Enter the amount of funding being applied for, from the Bipartisan Infrastructure Law (BIL) funding opportunity: \$2,538,000.00

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#### Part 4: Build Kansas Fund - Match Application Information

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Enter the required non-federal match percentage: 10.0

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Enter the non-federal match amount requested from the Build Kansas Fund: \$282,000.00

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Is the project able to move forward with a lesser match amount than requested? Yes

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If you are awarded less match than the amount requested, at what amount would your project NOT be able to move forward? 0.0

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Expected breakdown of funding sources to support the project: Enter the funding source and projected amount from each source to support this project:

[Kansas+DOT+table.xlsx](#)

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Part 5: Build Kansas Fund - Means Test

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Confirm that there are no available funding sources currently planned to go unused by your entity that could be leveraged for this project: Yes

Confirm there are no available American Rescue Plan Act (ARPA) or Coronavirus State & Local Fiscal Recovery Fund monies that could be used for this match: Yes

Confirm that you have explored other readily available funding sources (federal or non-federal) to be used for this match: Yes

Briefly describe your efforts to find other available funding sources for this project: Additional funding sources were explored which include, but not limited to, debt servicing bond to fund the local match.

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Part 6: Additional Information

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Please upload a copy of the Bipartisan Infrastructure Law (BIL) program application associated with this request OR a 2-page executive summary providing an overview of the project:

[AIP\\_057\\_Grant\\_Application.pdf](#)

[2024\\_003\\_BuildKansas\\_Funding\\_Hangars.pdf](#)

Provide any additional information about this project (optional):

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Part 7: Terms and Conditions

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Understanding of Fund Release Requirements: checked

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Understanding of Use of Funds: checked

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Understanding of Reporting Requirements: checked

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Authority to Make Grant Application: checked

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Persons and Titles: Brandon Keazer  
The following persons are responsible for making this Build Kansas Fund application.

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Position/Title: Airport Director

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Additional: Kim Boice

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Position/Title: Assistant Airport Director

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Additional:

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Position/Title:

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Additional:

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Position/Title:

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## Internal Form

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Score n/a

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Pre-Award Information:

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Eligible for Build Kansas Fund?

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ED District: Flint Hills

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Project Primary Zip Code:

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Sector:

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Application ID: 2024-016-FHRC

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Application Overview  
and  
Recommendation:

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Post-Award Information:

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Awarded BIL Grant?

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Total Awarded  
Federal Funding:

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Total Build Kansas  
Match Fund Award:

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Build Kansas Match  
Fund Award  
Deobligation:

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<b>Source</b>	<b>Amount</b>	<b>Zip Code</b>	<b>% of project in zip code</b>
BIL Federal Funds (applied for)	\$ 2,538,000.00	66502	100%
Build Kansas Funds (non-federal match)	\$ 282,000.00		<u>in Kansas</u>
Additional Project Contribution (if applicable)			
<b>TOTAL PROJECT COST</b>	<b>\$ 2,820,000.00</b>		

## Kansas Build Fund Executive Summary Manhattan Regional Airport

Manhattan Regional Airport (MHK) plays a unique role in the community and the Flint Hills Region. The primary role for any airport is to serve as a major component of the community's overall transportation infrastructure which includes private, corporate, military, and commercial operations. Inherent in this unique community role, is the duty to maintain the airport's infrastructure which include but are not limited to, runways, taxiways, aprons, navigational aids, equipment, and facilities. According to a recent survey conducted in September of 2020 by Private Jet Card Comparisons, 51 percent of the respondents are planning to increase their use of private aviation, with 31 percent reporting their companies are expanding usage of private aviation services. The realization that the airport is more than a transportation hub, but the "front door" for the city and the Flint Hills Region, is critical to economic development. In the past, shipping, railway, and highways played vital roles in determining a city's economic power. Today's business air travel is also considered as a crucial role to the growth of the city and region.

The market for hangars is projected to experience significant growth in the coming years, driven by the increasing demand for air travel, expansion of airport infrastructure, advancements in aircraft technology, and the rise of the private aviation sector. The industry is expected to witness innovation and adoption of sustainable practices to meet the evolving needs of the aviation industry. It is extremely important that we do all we can to keep pace and meet the demands of our local businesses and industries aviation needs.

In 2020, Manhattan Regional Airport utilized a Federal Aviation Administration (FAA) grant to complete a new master plan. The master plan included a future forecast of general aviation (GA) operations and an estimate of future based GA aircraft. The Master Plan forecast the opportunity for approximately nine new based aircraft by 2023. However, without additional hangars, MHK has been unable to realize this growth. Strong demand for new hangars at MHK has been consistent throughout the past decade. Typically, 15-20 individuals are on the hangar waiting list in any

Manhattan Regional Airport \* 5500 Skyway Drive, Suite 120 \* Manhattan Kansas \* 66503 \*  
Phone 785-587-4597 \* E-mail keazer@cityofmhk.com

given year, and it is not uncommon for an individual to be on the hangar waiting list for up to three years.

In November 2021, Congress passed the Bipartisan Infrastructure Law (BIL) which created a funding opportunity for MHK to construct hangars. BIL funding allocations started in federal fiscal year (FY) 2022 and will continue through FY 2026. Funding allocations for MHK were \$1.1 million for FY22, FY23, and FY24 for a total of \$3.3 million. The BIL funding allocations are anticipated to be similar for FY's 2025-2026; however, the total amount could change slightly as the formula used is based on annual passenger enplanements.

On January 9, 2023, Airport staff held a project discussion meeting with the FAA about using BIL funding for hangar development. During the meeting the timeline for completing design, construction and construction administrative services were discussed. On January 10, 2023, the FAA sent a "Go Letter" to the Airport to initiate this very important project. The cost of the project and anticipated BIL funding are identified in the table below.

<b>APPLICATION AMOUNTS</b>	
<b>FAA Grant Application (BIL)</b>	
Admin Expenses	\$3,148.57
IFE Expenses	\$5,750.00
Design	\$193,200.00
CA Services	\$358,900.00
Construction	\$2,259,001.43
<b>TOTAL</b>	<b>\$2,820,000.00</b>
<b>Federal BIL Share Requested</b>	<b>\$2,538,000.00</b>
<b>Grantee Share (10% total)</b>	<b>\$282,000.00</b>

Manhattan Regional Airport is requesting a grant from the Build Kansas Fund for the grantee share, which equals \$282,000.00. The importance of this project to the airport and the community is significant. Please carefully consider this request when reviewing the grant application.

Sincerely,



Brandon Keazer  
Airport Director

**APPLICATION FOR FEDERAL ASSISTANCE  
AIRPORT IMPROVEMENT PROGRAM  
PROJECT NO. 3-20-0052-057**

# **Manhattan Regional Airport**

**SUBMITTED BY:**

**CITY OF MANHATTAN, KANSAS (SPONSOR)  
MANHATTAN REGIONAL AIRPORT  
5500 SKYWAY DRIVE  
SUITE 120  
MANHATTAN, KS 66503**

**SUBMITTED TO:**

**FEDERAL AVIATION ADMINISTRATION  
CENTRAL REGION**

**February 8, 2024**

**PREPARED BY:**

**CITY OF MANHATTAN, KANSAS**

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**Application for Federal Assistance SF-424**

<b>* 1. Type of Submission:</b> <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	<b>* 2. Type of Application:</b> <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	<b>* If Revision, select appropriate letter(s):</b> _____ <b>* Other (Specify):</b> _____
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<b>* 3. Date Received:</b> _____	<b>4. Applicant Identifier:</b> _____
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<b>5a. Federal Entity Identifier:</b> AIP 2-30-0052-057	<b>5b. Federal Award Identifier:</b> _____
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**State Use Only:**

<b>6. Date Received by State:</b> _____	<b>7. State Application Identifier:</b> _____
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**8. APPLICANT INFORMATION:**

**\* a. Legal Name:** City of Manhattan, Kansas

<b>* b. Employer/Taxpayer Identification Number (EIN/TIN):</b> 48-6023836	<b>* c. UEI:</b> JX1XSMNGYVC1
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**d. Address:**

**\* Street1:** 5500 Skyway Drive, Suite 120  
**Street2:** \_\_\_\_\_  
**\* City:** Manhattan  
**County/Parish:** Riley  
**\* State:** KS: Kansas  
**Province:** \_\_\_\_\_  
**\* Country:** USA: UNITED STATES  
**\* Zip / Postal Code:** 66503

**e. Organizational Unit:**

<b>Department Name:</b> Manhattan Regional Airport	<b>Division Name:</b> _____
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**f. Name and contact information of person to be contacted on matters involving this application:**

**Prefix:** \_\_\_\_\_ **\* First Name:** Brandon  
**Middle Name:** Eugene  
**\* Last Name:** Keazer  
**Suffix:** \_\_\_\_\_

**Title:** Airport Director

**Organizational Affiliation:**  
\_\_\_\_\_

**\* Telephone Number:** 785-587-4597 **Fax Number:** \_\_\_\_\_

**\* Email:** keazer@cityofmhk.com

**Application for Federal Assistance SF-424**

**\* 9. Type of Applicant 1: Select Applicant Type:**

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

**\* 10. Name of Federal Agency:**

Federal Aviation Administration

**11. Catalog of Federal Domestic Assistance Number:**

20.106

CFDA Title:

Airport Improvement Program

**\* 12. Funding Opportunity Number:**

AIP 3-20-0052-057

\* Title:

Construct a 6-bay box hangar (252'x33') and Construct a 2-bay box hangar (50'x100')

**13. Competition Identification Number:**

Title:

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

Add Attachment

Delete Attachment

View Attachment

**\* 15. Descriptive Title of Applicant's Project:**

The project will fund the design, construction administration, and construction to build eight new hangars at Manhattan Regional Airport.

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

**Application for Federal Assistance SF-424**

**16. Congressional Districts Of:**

\* a. Applicant

\* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

**17. Proposed Project:**

\* a. Start Date:

\* b. End Date:

**18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="2,538,000.00"/>
* b. Applicant	<input type="text" value="282,000.00"/>
* c. State	<input type="text" value=""/>
* d. Local	<input type="text" value=""/>
* e. Other	<input type="text" value=""/>
* f. Program Income	<input type="text" value=""/>
* g. TOTAL	<input type="text" value="2,820,000.00"/>

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- a. This application was made available to the State under the Executive Order 12372 Process for review on
- b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- c. Program is not covered by E.O. 12372.

**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

- Yes  No

If "Yes", provide explanation and attach

**21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 18, Section 1001)**

\*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix:  \* First Name:

Middle Name:

\* Last Name:

Suffix:

\* Title:

\* Telephone Number:  Fax Number:

\* Email:

\* Signature of Authorized Representative: 

\* Date Signed:



## Application for Federal Assistance (Development and Equipment Projects)

### PART II – PROJECT APPROVAL INFORMATION

Part II - SECTION A	
The term "Sponsor" refers to the applicant name provided in box 8 of the associated SF-424 form.	
<b>Item 1.</b> Does Sponsor maintain an active registration in the System for Award Management (www.SAM.gov)?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>Item 2.</b> Can Sponsor commence the work identified in the application in the fiscal year the grant is made or within six months after the grant is made, whichever is later?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
<b>Item 3.</b> Are there any foreseeable events that would delay completion of the project? If yes, provide attachment to this form that lists the events.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
<b>Item 4.</b> Will the project(s) covered by this request have impacts or effects on the environment that require mitigating measures? If yes, attach a summary listing of mitigating measures to this application and identify the name and date of the environmental document(s).	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
<b>Item 5.</b> Is the project covered by this request included in an approved Passenger Facility Charge (PFC) application or other Federal assistance program? If yes, please identify other funding sources by checking all applicable boxes.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
<input type="checkbox"/> The project is included in an <i>approved</i> PFC application. If included in an approved PFC application, does the application <i>only</i> address AIP matching share? <input type="checkbox"/> Yes <input type="checkbox"/> No	
<input type="checkbox"/> The project is included in another Federal Assistance program. Its CFDA number is below.	
<b>Item 6.</b> Will the requested Federal assistance include Sponsor indirect costs as described in 2 CFR Appendix VII to Part 200, States and Local Government and Indian Tribe Indirect Cost Proposals?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
If the request for Federal assistance includes a claim for allowable indirect costs, select the applicable indirect cost rate the Sponsor proposes to apply:	
<input type="checkbox"/> De Minimis rate of 10% as permitted by 2 CFR § 200.414.	
<input type="checkbox"/> Negotiated Rate equal to                      % as approved by                                              (the Cognizant Agency) on                                                                                              (Date) (2 CFR part 200, appendix VII).	
<i>Note: Refer to the instructions for limitations of application associated with claiming Sponsor indirect costs.</i>	

**PART II - SECTION B**

**Certification Regarding Lobbying**

The declarations made on this page are under the signature of the authorized representative as identified in box 21 of form SF-424, to which this form is attached. The term "Sponsor" refers to the applicant name provided in box 8 of the associated SF-424 form.

The Authorized Representative certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the Sponsor, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the Authorized Representative shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(3) The Authorized Representative shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

**PART II – SECTION C**

The Sponsor hereby represents and certifies as follows:

**1. Compatible Land Use** – The Sponsor has taken the following actions to assure compatible usage of land adjacent to or in the vicinity of the airport:

Zoning in the vicinity of the Airport, on any land that has been annexed by the Sponsor, is regulated by the Manhattan Zoning Regulations. Those regulations include the Airport Overlay (AO) District, which is applied to all annexed lands that are located beneath the Part 77 Airspace. The AO District allows the City to protect the Airport.

**2. Defaults** – The Sponsor is not in default on any obligation to the United States or any agency of the United States Government relative to the development, operation, or maintenance of any airport, except as stated herewith:

None

**3. Possible Disabilities** – There are no facts or circumstances (including the existence of effective or proposed leases, use agreements or other legal instruments affecting use of the Airport or the existence of pending litigation or other legal proceedings) which in reasonable probability might make it impossible for the Sponsor to carry out and complete the Project or carry out the provisions of the Grant Assurances, either by limiting its legal or financial ability or otherwise, except as follows:

None

**4. Consistency with Local Plans** – The project is reasonably consistent with plans existing at the time of submission of this application) of public agencies that are authorized by the State in which the project is located to plan for the development of the area surrounding the airport.

Yes, the project is consistent with public agency plans

**5. Consideration of Local Interest** – It has given fair consideration to the interest of communities in or near where the project may be located.

Yes, local interest was sought and shared during public meetings. Local support for the project is positive.

**6. Consultation with Users** – In making a decision to undertake an airport development project under Title 49, United States Code, it has consulted with airport users that will potentially be affected by the project (§ 47105(a)(2)).

Yes, meetings to discuss the project with airport stakeholders have occurred.

**7. Public Hearings** – In projects involving the location of an airport, an airport runway or a major runway extension, it has afforded the opportunity for public hearings for the purpose of considering the economic, social, and environmental effects of the airport or runway location and its consistency with goals and objectives of such planning as has been carried out by the community and it shall, when requested by the Secretary, submit a copy of the transcript of such hearings to the Secretary. Further, for such projects, it has on its management board either voting representation from the communities where the project is located or has advised the communities that they have the right to petition the Secretary concerning a proposed project.

This project does not include a runway or change in the location of the airport.

**8. Air and Water Quality Standards** – In projects involving airport location, a major runway extension, or runway location it will provide for the Governor of the state in which the project is located to certify in writing to the Secretary that the project will be located, designed, constructed, and operated so as to comply with applicable air and water quality standards. In any case where such standards have not been approved and where applicable air and water quality standards have been promulgated by the Administrator of the Environmental Protection Agency, certification shall be obtained from such Administrator. Notice of certification or refusal to certify shall be provided within sixty days after the project application has been received by the Secretary.

N/A

**PART II – SECTION C (Continued)**

**9. Exclusive Rights** – There is no grant of an exclusive right for the conduct of any aeronautical activity at any airport owned or controlled by the Sponsor except as follows:

None

**10. Land** – (a) The sponsor holds the following property interest in the following areas of land, which are to be developed or used as part of or in connection with the Airport subject to the following exceptions, encumbrances, and adverse interests, all of which areas are identified on the aforementioned property map designated as Exhibit "A". [1]

The City of Manhattan, Kansas presently holds title to approximately 800 acres of land. Exhibit A Property Map, attached, drawing dated July 1, 2017 included in the most recently FAA-approved ALP (signed 05/07/2020) under the Master Plan Update Study project (AIP – 49).

The Sponsor further certifies that the above is based on a title examination by a qualified attorney or title company and that such attorney or title company has determined that the Sponsor holds the above property interests.

(b) The Sponsor will acquire within a reasonable time, but in any event prior to the start of any construction work under the Project, the following property interest in the following areas of land on which such construction work is to be performed, all of which areas are identified on the aforementioned property map designated as Exhibit "A". [1]

None

(c) The Sponsor will acquire within a reasonable time, and if feasible prior to the completion of all construction work under the Project, the following property interest in the following areas of land which are to be developed or used as part of or in connection with the Airport as it will be upon completion of the Project, all of which areas are identified on the aforementioned property map designated as Exhibit "A". [1]

None

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<sup>1</sup> State the character of property interest in each area and list and identify for each all exceptions, encumbrances, and adverse interests of every kind and nature, including liens, easements, leases, etc. The separate areas of land need only be identified here by the area numbers shown on the property map.

**PART III – BUDGET INFORMATION – CONSTRUCTION**

<b>SECTION A – GENERAL</b>
1. Assistance Listing Number:
2. Functional or Other Breakout:

<b>SECTION B – CALCULATION OF FEDERAL GRANT</b>			
Cost Classification	Latest Approved Amount (Use only for revisions)	Adjustment + or (-) Amount (Use only for revisions)	Total Amount Required
1. Administration expense			\$ 8,899
2. Preliminary expense			
3. Land, structures, right-of-way			
4. Architectural engineering basic fees			193,200
5. Other Architectural engineering fees			
6. Project inspection fees			358,900
7. Land development			
8. Relocation Expenses			
9. Relocation payments to Individuals and Businesses			
10. Demolition and removal			
11. Construction and project improvement			2,259,001
12. Equipment			
13. Miscellaneous			
14. <b>Subtotal</b> (Lines 1 through 13)			\$ 2,820,000
15. Estimated Income (if applicable)			
16. Net Project Amount (Line 14 minus 15)			
17. <b>Less: Ineligible Exclusions</b> (Section C, line 23 g.)			
18. <b>Subtotal</b> (Lines 16 through 17)			\$ 2,820,000
19. Federal Share requested of Line 18			2,538,000
20. Grantee share			282,000
21. Other shares			
<b>22. TOTAL PROJECT</b> (Lines 19, 20 & 21)			\$ 2,820,000

<b>SECTION C – EXCLUSIONS</b>	
23. Classification (Description of non-participating work)	Amount Ineligible for Participation
a.	\$ 0
b.	
c.	
d.	
e.	
f.	
g. <b>Total</b>	

<b>SECTION D – PROPOSED METHOD OF FINANCING NON-FEDERAL SHARE</b>	
24. Grantee Share – Fund Categories	Amount
a. Securities	
b. Mortgages	
c. Appropriations (by Applicant)	
d. Bonds	282,000
e. Tax Levies	
f. Non-Cash	
g. Other (Explain):	
h. <b>TOTAL - Grantee share</b>	
25. Other Shares	Amount
a. State	
b. Other	
c. <b>TOTAL - Other Shares</b>	
<b>26. TOTAL NON-FEDERAL FINANCING</b>	

<b>SECTION E – REMARKS</b> (Attach sheets if additional space is required)

**PART IV – PROGRAM NARRATIVE**  
*(Suggested Format)*

<b>PROJECT:</b> Hangar Development
<b>AIRPORT:</b> Manhattan Regional Airport
<b>1. Objective:</b> The project is a vertical construction investment that will build eight new hangars at Manhattan Regional Airport.
<b>2. Benefits Anticipated:</b> Increase hangar capacity to meet the increased demand for new hangars at Manhattan Regional Airport.
<b>3. Approach:</b> (See approved Scope of Work in Final Application) Contract award issued by City Commission - March 19, 2024 Notice to contractor to procure materials - Late March 2024 Notice to proceed issued to contractor - May 2024 Construction completion - January 2025
<b>4. Geographic Location:</b> Manhattan Regional Airport (MHK) is located in the north central part of Kansas in Riley County.
<b>5. If Applicable, Provide Additional Information:</b>
<b>6. Sponsor's Representative:</b> (include address & telephone number) Mr. Brandon Keazer 5500 Skyway Drive, Suite 120 Manhattan Kansas 66503 785-587-4597





## CERTIFICATION REGARDING LOBBYING

### Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.


(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

### Statement for Loan Guarantees and Loan Insurance

The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions. Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

<b>* APPLICANT'S ORGANIZATION</b>	
<input style="width: 100%;" type="text" value="City of Manhattan, KS"/>	
<b>* PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE</b>	
Prefix: <input style="width: 100px;" type="text"/>	* First Name: <input style="width: 200px;" type="text" value="Brandon"/> Middle Name: <input style="width: 150px;" type="text" value="Eugene"/>
* Last Name: <input style="width: 300px;" type="text" value="Keazer"/>	Suffix: <input style="width: 100px;" type="text"/>
* Title: <input style="width: 300px;" type="text" value="Airport Director"/>	
* SIGNATURE: 	* DATE: <input style="width: 100px;" type="text" value="2/8/2024"/>

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## Selection of Consultants

### Airport Improvement Program Sponsor Certification

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Sponsor: City of Manhattan, KS

Airport: Manhattan Regional Airport

Project Number: AIP 3-20-0052-057

Description of Work: The project will fund the design, construction administration, and construction to build eight new hangars at Manhattan Regional Airport.

#### Application

49 USC § 47105(d) authorizes the Secretary to require certification from the sponsor that it will comply with the statutory and administrative requirements in carrying out a project under the Airport Improvement Program (AIP). General requirements for selection of consultant services within federal grant programs are described in 2 CFR §§ 200.317-200.326. Sponsors may use other qualifications-based procedures provided they are equivalent to standards of Title 40 chapter 11 and FAA Advisory Circular 150/5100-14, Architectural, Engineering, and Planning Consultant Services for Airport Grant Projects.

#### Certification Statements

Except for certification statements below marked as not applicable (N/A), this list includes major requirements of the construction project. Selecting "Yes" represents sponsor acknowledgement and confirmation of the certification statement. The term "will" means Sponsor action taken at appropriate time based on the certification statement focus area, but no later than the end of the project period of performance. This list is not comprehensive and does not relieve the sponsor from fully complying with all applicable statutory and administrative standards. The source of the requirement is referenced within parenthesis.

1. Sponsor acknowledges their responsibility for the settlement of all contractual and administrative issues arising out of their procurement actions (2 CFR § 200.318(k)).  
 Yes    No    N/A
  
2. Sponsor procurement actions ensure or will ensure full and open competition that does not unduly limit competition (2 CFR § 200.319).  
 Yes    No    N/A
  
3. Sponsor has excluded or will exclude any entity that develops or drafts specifications, requirements, or statements of work associated with the development of a request-for-qualifications (RFQ) from competing for the advertised services (2 CFR § 200.319).  
 Yes    No    N/A

4. The advertisement describes or will describe specific project statements-of-work that provide clear detail of required services without unduly restricting competition (2 CFR § 200.319).  
 Yes  No  N/A
5. Sponsor has publicized or will publicize a RFQ that:  
a. Solicits an adequate number of qualified sources (2 CFR § 200.320(d)); and  
b. Identifies all evaluation criteria and relative importance (2 CFR § 200.320(d)).  
 Yes  No  N/A
6. Sponsor has based or will base selection on qualifications, experience, and disadvantaged business enterprise participation with price not being a selection factor (2 CFR § 200.320(d)).  
 Yes  No  N/A
7. Sponsor has verified or will verify that agreements exceeding \$25,000 are not awarded to individuals or firms suspended, debarred or otherwise excluded from participating in federally assisted projects (2 CFR §180.300).  
 Yes  No  N/A
8. A/E services covering multiple projects: Sponsor has agreed to or will agree to:  
a. Refrain from initiating work covered by this procurement beyond five years from the date of selection (AC 150/5100-14); and  
b. Retain the right to conduct new procurement actions for projects identified or not identified in the RFQ (AC 150/5100-14).  
 Yes  No  N/A
9. Sponsor has negotiated or will negotiate a fair and reasonable fee with the firm they select as most qualified for the services identified in the RFQ (2 CFR § 200.323).  
 Yes  No  N/A
10. The Sponsor's contract identifies or will identify costs associated with ineligible work separately from costs associated with eligible work (2 CFR § 200.302).  
 Yes  No  N/A
11. Sponsor has prepared or will prepare a record of negotiations detailing the history of the procurement action, rationale for contract type and basis for contract fees (2 CFR §200.318(i)).  
 Yes  No  N/A
12. Sponsor has incorporated or will incorporate mandatory contract provisions in the consultant contract for AIP-assisted work (49 U.S.C. Chapter 471 and 2 CFR part 200 Appendix II)  
 Yes  No  N/A

13. For contracts that apply a time-and-material payment provision (also known as hourly rates, specific rates of compensation, and labor rates), the Sponsor has established or will establish:

- a. Justification that there is no other suitable contract method for the services (2 CFR §200.318(j));
- b. A ceiling price that the consultant exceeds at their risk (2 CFR §200.318(j)); and
- c. A high degree of oversight that assures consultant is performing work in an efficient manner with effective cost controls in place 2 CFR §200.318(j).

Yes  No  N/A

14. Sponsor is not using or will not use the prohibited cost-plus-percentage-of-cost (CPPC) contract method. (2 CFR § 200.323(d)).

Yes  No  N/A

Attach documentation clarifying any above item marked with "no" response.

### Sponsor's Certification

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and additional documentation for any item marked "no" is correct and complete.

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

Executed on this 8 day of February, 2024.

Name of Sponsor: City of Manhattan, KS

Name of Sponsor's Authorized Official: Brandon Keazer

Title of Sponsor's Authorized Official: Airport Director

Signature of Sponsor's Authorized Official: 

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

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## Drug-Free Workplace Airport Improvement Program Sponsor Certification

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Sponsor: City of Manhattan, KS

Airport: Manhattan Regional Airport

Project Number: AIP 3-20-0052-057

Description of Work: The project will fund the design, construction administration, and construction to build eight new hangars at Manhattan Regional Airport.

### Application

49 USC § 47105(d) authorizes the Secretary to require certification from the sponsor that it will comply with the statutory and administrative requirements in carrying out a project under the Airport Improvement Program (AIP). General requirements on the drug-free workplace within federal grant programs are described in 2 CFR part 182. Sponsors are required to certify they will be, or will continue to provide, a drug-free workplace in accordance with the regulation. The AIP project grant agreement contains specific assurances on the Drug-Free Workplace Act of 1988.

### Certification Statements

Except for certification statements below marked as not applicable (N/A), this list includes major requirements of the construction project. Selecting "Yes" represents sponsor acknowledgement and confirmation of the certification statement. The term "will" means Sponsor action taken at appropriate time based on the certification statement focus area, but no later than the end of the project period of performance. This list is not comprehensive and does not relieve the sponsor from fully complying with all applicable statutory and administrative standards. The source of the requirement is referenced within parenthesis.

1. A statement has been or will be published prior to commencement of project notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the sponsor's workplace, and specifying the actions to be taken against employees for violation of such prohibition (2 CFR § 182.205).

Yes    No    N/A

2. An ongoing drug-free awareness program (2 CFR § 182.215) has been or will be established prior to commencement of project to inform employees about:

- a. The dangers of drug abuse in the workplace;
- b. The sponsor's policy of maintaining a drug-free workplace;
- c. Any available drug counseling, rehabilitation, and employee assistance programs; and
- d. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

Yes    No    N/A

3. Each employee to be engaged in the performance of the work has been or will be given a copy of the statement required within item 1 above prior to commencement of project (2 CFR § 182.210).

Yes  No  N/A

4. Employees have been or will be notified in the statement required by item 1 above that, as a condition employment under the grant (2 CFR § 182.205(c)), the employee will:

- a. Abide by the terms of the statement; and
- b. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction.

Yes  No  N/A

5. The Federal Aviation Administration (FAA) will be notified in writing within 10 calendar days after receiving notice under item 4b above from an employee or otherwise receiving actual notice of such conviction (2 CFR § 182.225). Employers of convicted employees must provide notice, including position title of the employee, to the FAA (2 CFR § 182.300).

Yes  No  N/A

6. One of the following actions (2 CFR § 182.225(b)) will be taken within 30 calendar days of receiving a notice under item 4b above with respect to any employee who is so convicted:

- a. Take appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; and
- b. Require such employee to participate satisfactorily in drug abuse assistance or rehabilitation programs approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency.

Yes  No  N/A

7. A good faith effort will be made, on a continuous basis, to maintain a drug-free workplace through implementation of items 1 through 6 above (2 CFR § 182.200).

Yes  No  N/A

**Site(s) of performance of work (2 CFR § 182.230):**

**Location 1**

Name of Location: Manhattan Regional Airport  
Address: 5500 Skyway Drive, Manhattan, KS 66503

**Location 2 (if applicable)**

Name of Location:  
Address:

**Location 3 (if applicable)**

Name of Location:  
Address:

Attach documentation clarifying any above item marked with a "No" response.

**Sponsor's Certification**

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and additional documentation for any item marked "no" is correct and complete.

Executed on this 8<sup>th</sup> day of February, 2024.

Name of Sponsor: City of Manhattan, KS

Name of Sponsor's Authorized Official: Brandon Keazer

Title of Sponsor's Authorized Official: Airport Director

Signature of Sponsor's Authorized Official: 

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

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## Certification and Disclosure Regarding Potential Conflicts of Interest Airport Improvement Program Sponsor Certification

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Sponsor: City of Manhattan, KS

Airport: Manhattan Regional Airport

Project Number: AIP 3-20-0052-057

Description of Work: The project will fund the design, construction administration, and construction to build eight new hangars at Manhattan Regional Airport.

### Application

Title 2 CFR § 200.112 and § 1201.112 address Federal Aviation Administration (FAA) requirements for conflict of interest. As a condition of eligibility under the Airport Improvement Program (AIP), sponsors must comply with FAA policy on conflict of interest. Such a conflict would arise when any of the following have a financial or other interest in the firm selected for award:

- a) The employee, officer or agent,
- b) Any member of his immediate family,
- c) His or her partner, or
- d) An organization which employs, or is about to employ, any of the above.

Selecting "Yes" represents sponsor or sub-recipient acknowledgement and confirmation of the certification statement. Selecting "No" represents sponsor or sub-recipient disclosure that it cannot fully comply with the certification statement. If "No" is selected, provide support information explaining the negative response as an attachment to this form. This includes whether the sponsor has established standards for financial interest that are not substantial or unsolicited gifts are of nominal value (2 CFR § 200.318(c)). The term "will" means Sponsor action taken at appropriate time based on the certification statement focus area, but no later than the end of the project period of performance.

### Certification Statements

1. The sponsor or sub-recipient maintains a written standards of conduct governing conflict of interest and the performance of their employees engaged in the award and administration of contracts (2 CFR § 200.318(c)). To the extent permitted by state or local law or regulations, such standards of conduct provide for penalties, sanctions, or other disciplinary actions for violations of such standards by the sponsor's and sub-recipient's officers, employees, or agents, or by contractors or their agents.

Yes    No



2. The sponsor's or sub-recipient's officers, employees or agents have not and will not solicit or accept gratuities, favors or anything of monetary value from contractors, potential contractors, or parties to sub-agreements (2 CFR § 200.318(c)).

Yes  No

3. The sponsor or sub-recipient certifies that is has disclosed and will disclose to the FAA any known potential conflict of interest (2 CFR § 1200.112).

Yes  No

Attach documentation clarifying any above item marked with "no" response.

**Sponsor's Certification**

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and have the explanation for any item marked "no" is correct and complete.

Executed on this 8<sup>th</sup> day of February, 2024.

Name of Sponsor: City of Manhattan, KS

Name of Sponsor's Authorized Official: Brandon Keazer

Title of Sponsor's Authorized Official: Airport Director

Signature of Sponsor's Authorized Official: 

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

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## Project Plans and Specifications

### Airport Improvement Program Sponsor Certification

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Sponsor: City of Manhattan, KS

Airport: Manhattan Regional Airport

Project Number: AIP 3-20-0052-057

Description of Work: The project will fund the design, construction administration, and construction to build eight new hangars at Manhattan Regional Airport.

#### Application

49 USC § 47105(d) authorizes the Secretary to require certification from the sponsor that it will comply with the statutory and administrative requirements in carrying out a project under the Airport Improvement Program (AIP). Labor and civil rights standards applicable to AIP are established by the Department of Labor ([www.dol.gov/](http://www.dol.gov/)). AIP Grant Assurance C.1—General Federal Requirements identifies applicable federal laws, regulations, executive orders, policies, guidelines and requirements for assistance under AIP. A list of current advisory circulars with specific standards for procurement, design or construction of airports, and installation of equipment and facilities is referenced in standard airport sponsor Grant Assurance 34 contained in the grant agreement.

#### Certification Statements

Except for certification statements below marked as not applicable (N/A), this list includes major requirements of the construction project. Selecting “Yes” represents sponsor acknowledgement and confirmation of the certification statement. The term “will” means Sponsor action taken at appropriate time based on the certification statement focus area, but no later than the end of the project period of performance. This list is not comprehensive and does not relieve the sponsor from fully complying with all applicable statutory and administrative standards. The source of the requirement is referenced within parenthesis.

1. The plans and specifications were or will be prepared in accordance with applicable federal standards and requirements, so that no deviation or modification to standards set forth in the advisory circulars, or FAA-accepted state standard, is necessary other than those explicitly approved by the Federal Aviation Administration (FAA) (14 USC § 47105).

Yes  No  N/A

2. Specifications incorporate or will incorporate a clear and accurate description of the technical requirement for the material or product that does not contain limiting or proprietary features that unduly restrict competition (2 CFR §200.319).

Yes  No  N/A

3. The development that is included or will be included in the plans is depicted on the current airport layout plan as approved by the FAA (14 USC § 47107).  
 Yes  No  N/A
4. Development and features that are ineligible or unallowable for AIP funding have been or will be omitted from the plans and specifications (FAA Order 5100.38, par. 3-43).  
 Yes  No  N/A
5. The specification does not use or will not use "brand name" or equal to convey requirements unless sponsor requests and receives approval from the FAA to use brand name (FAA Order 5100.38, Table U-5).  
 Yes  No  N/A
6. The specification does not impose or will not impose geographical preference in their procurement requirements (2 CFR §200.319(b) and FAA Order 5100.38, Table U-5).  
 Yes  No  N/A
7. The use of prequalified lists of individuals, firms or products include or will include sufficient qualified sources that ensure open and free competition and that does not preclude potential entities from qualifying during the solicitation period (2 CFR §319(d)).  
 Yes  No  N/A
8. Solicitations with bid alternates include or will include explicit information that establish a basis for award of contract that is free of arbitrary decisions by the sponsor (2 CFR § 200.319(a)(7)).  
 Yes  No  N/A
9. Concurrence was or will be obtained from the FAA if Sponsor incorporates a value engineering clause into the contract (FAA Order 5100.38, par. 3-57).  
 Yes  No  N/A
10. The plans and specifications incorporate or will incorporate applicable requirements and recommendations set forth in the federally approved environmental finding (49 USC §47106(c)).  
 Yes  No  N/A
11. The design of all buildings comply or will comply with the seismic design requirements of 49 CFR § 41.120. (FAA Order 5100.38d, par. 3-92)  
 Yes  No  N/A
12. The project specification include or will include process control and acceptance tests required for the project by as per the applicable standard:
- a. Construction and installation as contained in Advisory Circular (AC) 150/5370-10.  
 Yes  No  N/A

b. Snow Removal Equipment as contained in AC 150/5220-20.

Yes  No  N/A

c. Aircraft Rescue and Fire Fighting (ARFF) vehicles as contained in AC 150/5220-10.

Yes  No  N/A

13. For construction activities within or near aircraft operational areas(AOA):

a. The Sponsor has or will prepare a construction safety and phasing plan (CSPP) conforming to Advisory Circular 150/5370-2.

b. Compliance with CSPP safety provisions has been or will be incorporated into the plans and specifications as a contractor requirement.

c. Sponsor will not initiate work until receiving FAA's concurrence with the CSPP (FAA Order 5100.38, Par. 5-29).

Yes  No  N/A

14. The project was or will be physically completed without federal participation in costs due to errors and omissions in the plans and specifications that were foreseeable at the time of project design (49 USC §47110(b)(1) and FAA Order 5100.38d, par. 3-100).

Yes  No  N/A

Attach documentation clarifying any above item marked with "No" response.

#### Sponsor's Certification

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and additional documentation for any item marked "no" is correct and complete.

Executed on this 8<sup>th</sup> day of February, 2024.

Name of Sponsor: City of Manhattan, KS

Name of Sponsor's Authorized Official: Brandon keazer

Title of Sponsor's Authorized Official: Airport Director

Signature of Sponsor's Authorized Official: 

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

---

## Equipment and Construction Contracts Airport Improvement Sponsor Certification

---

Sponsor: City of Manhattan, KS

Airport: Manhattan Regional Airport

Project Number: AIP 3-20-0052-057

Description of Work: The project will fund the design, construction administration, and construction to build eight new hangars at Manhattan Regional Airport.

### Application

49 USC § 47105(d) authorizes the Secretary to require certification from the sponsor that it will comply with the statutory and administrative requirements in carrying out a project under the Airport Improvement Program (AIP). General procurement standards for equipment and construction contracts within Federal grant programs are described in 2 CFR §§ 200.317-200.326. Labor and Civil Rights Standards applicable to the AIP are established by the Department of Labor ([www.dol.gov](http://www.dol.gov)) AIP Grant Assurance C.1—General Federal Requirements identifies all applicable Federal Laws, regulations, executive orders, policies, guidelines and requirements for assistance under the AIP. Sponsors may use state and local procedures provided the procurement conforms to these federal standards.

This certification applies to all equipment and construction projects. Equipment projects may or may not employ laborers and mechanics that qualify the project as a “covered contract” under requirements established by the Department of Labor requirements. Sponsor shall provide appropriate responses to the certification statements that reflect the character of the project regardless of whether the contract is for a construction project or an equipment project.

### Certification Statements

Except for certification statements below marked as not applicable (N/A), this list includes major requirements of the construction project. Selecting “Yes” represents sponsor acknowledgement and confirmation of the certification statement. The term “will” means Sponsor action taken at appropriate time based on the certification statement focus area, but no later than the end of the project period of performance. This list is not comprehensive and does not relieve the sponsor from fully complying with all applicable statutory and administrative standards. The source of the requirement is referenced within parenthesis.

1. A written code or standard of conduct is or will be in effect prior to commencement of the project that governs the performance of the sponsor’s officers, employees, or agents in soliciting, awarding and administering procurement contracts (2 CFR § 200.318).

Yes  No  N/A

2. For all contracts, qualified and competent personnel are or will be engaged to perform contract administration, engineering supervision, construction inspection, and testing (Grant Assurance C.17).
- Yes  No  N/A
3. Sponsors that are required to have a Disadvantage Business Enterprise (DBE) program on file with the FAA have included or will include clauses required by Title VI of the Civil Rights Act and 49 CFR Part 26 for Disadvantaged Business Enterprises in all contracts and subcontracts.
- Yes  No  N/A
4. Sponsors required to have a DBE program on file with the FAA have implemented or will implement monitoring and enforcement measures that:
- Ensure work committed to Disadvantaged Business Enterprises at contract award is actually performed by the named DBEs (49 CFR § 26.37(b));
  - Include written certification that the sponsor has reviewed contract records and has monitored work sites for performance by DBE firms (49 CFR § 26.37(b)); and
  - Provides for a running tally of payments made to DBE firms and a means for comparing actual attainments (i.e. payments) to original commitments (49 CFR § 26.37(c)).
- Yes  No  N/A
5. Sponsor procurement actions using the competitive sealed bid method (2 CFR § 200.320(c)). was or will be:
- Publicly advertised, allowing a sufficient response time to solicit an adequate number of interested contractors or vendors;
  - Prepared to include a complete, adequate and realistic specification that defines the items or services in sufficient detail to allow prospective bidders to respond;
  - Publicly opened at a time and place prescribed in the invitation for bids; and
  - Prepared in a manner that result in a firm fixed price contract award to the lowest responsive and responsible bidder.
- Yes  No  N/A
6. For projects the Sponsor proposes to use the competitive proposal procurement method (2 CFR § 200.320(d)), Sponsor has requested or will request FAA approval prior to proceeding with a competitive proposal procurement by submitting to the FAA the following:
- Written justification that supports use of competitive proposal method in lieu of the preferred sealed bid procurement method;
  - Plan for publicizing and soliciting an adequate number of qualified sources; and
  - Listing of evaluation factors along with relative importance of the factors.
- Yes  No  N/A
7. For construction and equipment installation projects, the bid solicitation includes or will include the current federal wage rate schedule(s) for the appropriate type of work classifications (2 CFR Part 200, Appendix II).
- Yes  No  N/A

8. Concurrence was or will be obtained from the Federal Aviation Administration (FAA) prior to contract award under any of the following circumstances (Order 5100.38D):
- a. Only one qualified person/firm submits a responsive bid;
  - b. Award is to be made to other than the lowest responsible bidder; and
  - c. Life cycle costing is a factor in selecting the lowest responsive bidder.
- Yes    No    N/A
9. All construction and equipment installation contracts contain or will contain provisions for:
- a. Access to Records (§ 200.336)
  - b. Buy American Preferences (Title 49 U.S.C. § 50101)
  - c. Civil Rights - General Provisions and Title VI Assurances( 41 CFR part 60)
  - d. Federal Fair Labor Standards (29 U.S.C. § 201, et seq)
  - e. Occupational Safety and Health Act requirements (20 CFR part 1920)
  - f. Seismic Safety – building construction (49 CFR part 41)
  - g. State Energy Conservation Requirements - as applicable(2 CFR part 200, Appendix II)
  - h. U.S. Trade Restriction (49 CFR part 30)
  - i. Veterans Preference (49 USC § 47112(c))
- Yes    No    N/A
10. All construction and equipment installation contracts exceeding \$2,000 contain or will contain the provisions established by:
- a. Davis-Bacon and Related Acts (29 CFR part 5)
  - b. Copeland "Anti-Kickback" Act (29 CFR parts 3 and 5)
- Yes    No    N/A
11. All construction and equipment installation contracts exceeding \$3,000 contain or will contain a contract provision that discourages distracted driving (E.O. 13513).
- Yes    No    N/A
12. All contracts exceeding \$10,000 contain or will contain the following provisions as applicable:
- a. Construction and equipment installation projects - Applicable clauses from 41 CFR Part 60 for compliance with Executive Orders 11246 and 11375 on Equal Employment Opportunity;
  - b. Construction and equipment installation - Contract Clause prohibiting segregated facilities in accordance with 41 CFR part 60-1.8;
  - c. Requirement to maximize use of products containing recovered materials in accordance with 2 CFR § 200.322 and 40 CFR part 247; and
  - d. Provisions that address termination for cause and termination for convenience (2 CFR Part 200, Appendix II).
- Yes    No    N/A

13. All contracts and subcontracts exceeding \$25,000: Measures are in place or will be in place (e.g. checking the System for Award Management) that ensure contracts and subcontracts are not awarded to individuals or firms suspended, debarred, or excluded from participating in federally assisted projects (2 CFR parts 180 and 1200).

Yes  No  N/A

14. Contracts exceeding the simplified acquisition threshold (currently \$250,000) include or will include provisions, as applicable, that address the following:

- a. Construction and equipment installation contracts - a bid guarantee of 5%, a performance bond of 100%, and a payment bond of 100% (2 CFR § 200.325);
- b. Construction and equipment installation contracts - requirements of the Contract Work Hours and Safety Standards Act (40 USC 3701-3708, Sections 103 and 107);
- c. Restrictions on Lobbying and Influencing (2 CFR part 200, Appendix II);
- d. Conditions specifying administrative, contractual and legal remedies for instances where contractor or vendor violate or breach the terms and conditions of the contract (2 CFR §200, Appendix II); and
- e. All Contracts - Applicable standards and requirements issued under Section 306 of the Clean Air Act (42 USC 7401-7671q), Section 508 of the Clean Water Act (33 USC 1251-1387, and Executive Order 11738.

Yes  No  N/A

Attach documentation clarifying any above item marked with "No" response.

**Sponsor's Certification**

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and additional documentation for any item marked "no" is correct and complete.

Executed on this 8th day of February, 2024.

Name of Sponsor: City of Manhattan, KS

Name of Sponsor's Authorized Official: Brandon Keazer

Title of Sponsor's Authorized Official: Airport Director

Signature of Sponsor's Authorized Official: 

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.



## **SECTION E**

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### **CONTRACT AGREEMENT**

THIS AGREEMENT, made this \_\_\_\_ day of March, 2024, by and between City of Manhattan, Riley County, Kansas, hereinafter called "OWNER" and Icon Structures, Inc. of Wichita, Kansas, doing business as (an individual) or (a partnership) or (a corporation) hereinafter called "CONTRACTOR".

WITNESSETH: That for and in consideration of the payments and agreements hereinafter mentioned:

1. The CONTRACTOR will commence and complete the **CONSTRUCT 2-BAY AND 6-BAY BOX HANGARS (AIP PROJECT # 3-20-0052-057)** project.
2. The CONTRACTOR will furnish all of the tools, equipment, labor, material, supplies and other services necessary for the construction and completion of the PROJECT described herein.
3. The CONTRACTOR will commence the work required by the CONTRACT DOCUMENTS within ten (10) calendar days after the date of the NOTICE TO PROCEED and will complete the same within **the Contract Times described in the Section R1, Local Provisions** unless the period for completion is extended otherwise by the Contract Documents. **Liquidated Damages shall be assessed for failure to complete the work as required and described in this Contract in the timeframe set forth by the Contract Documents pursuant to section 6.0108 in the amounts of those described in the Section R1, Local Provisions.**
4. The CONTRACTOR agrees to perform all of the WORK described in the CONTRACT DOCUMENTS and comply with the terms therein for the amount of \$ 2,259,001.35.
  - a. Said amount is based on the schedule of prices and estimated quantities stated in CONTRACTOR'S Bid Proposal, which is attached to and made a part of this Agreement;
  - b. Said amount is the aggregate sum of the result of the CONTRACTOR'S stated unit prices multiplied by the associated estimated quantities;
  - c. CONTRACTOR and OWNER agree that said estimated quantities are not guaranteed and that the determination of actual quantities is to be made by the OWNER'S ENGINEER;
  - d. Said amount is subject to modification for additions and deductions as provided for within the Contract General Provisions.
5. The term "CONTRACT DOCUMENTS" means and includes the following:
  - (A2) Notice to Bidders
  - (B) Information to Bidders
  - (C) Proposal

## ***SECTION E***

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- (D) Bid Bond
- (E) Contract Agreement
- (F) Statutory Bond
- (G) Performance & Maintenance Bond
- (H) Notice of Award
- (I) Notice to Proceed
- (J) Contract Change Order
- (K) Certificate of Substantial Completion
- (L) Completion of Work Certification
- (M1) General Conditions of the Contract
- (M2) FAA General Provisions
- (N) EEO Requirements and Affirmative Action Provisions
- (O) Construction Stormwater Discharge Requirements
- (P) Standard Specifications
- (Q) Schedule of Drawings
- (R) **Special Conditions, including Local Provisions, Contractor's Training Checklist, Construction Safety and Phasing Plans (CSPP) Requirements, Supplementary Provisions Federal Contract Provision, and Davis Bacon Wage Rates – Riley County (Highway)**
- (S) ADDENDA
  - Addendum No.: One                      Dated: 01/08/2024
  - Addendum No.: Two                      Dated: 01/16/2024
  - Addendum No.: Three                      Dated: 01/19/2024
- (T) Stormwater Pollution Prevention Plan and NOI
- (TS) Technical Specifications

## ***SECTION E***

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- (U) Attachments, including KDOT Standard Specifications, FAA Advisory Circulars and Engineer's Soils Report
6. The CONTRACTOR understands and agrees that all certifications made by the CONTRACTOR within the Proposal shall apply under this Agreement as if fully rewritten herein. The CONTRACTOR further certifies and acknowledges that the project is subject to FAA's current Federal Provisions as provided in the Project Manual. The undersigned hereby certifies that they, and their subcontractors, comply with the Federal Provisions as incorporated herein.
7. This Agreement shall be binding upon all parties hereto and their respective heirs, executors, administrators, successors, and assigns. This Agreement may be executed in counterparts, including both counterparts that are executed on paper and counterparts that are in the form of electronic records and are executed electronically. An electronic signature means any electronic sound, symbol or process attached to or logically associated with a record and executed and adopted by a party with the intent to sign such record, including facsimile or e-mail electronic signatures. All executed counterparts shall constitute one agreement, and each counterpart shall be deemed an original. The parties hereby acknowledge and agree that electronic records and electronic signatures, as well as facsimile signatures, may be used in connection with the execution of this Agreement and electronic signatures, facsimile signatures or signatures transmitted by electronic mail in so-called pdf format shall be legal and binding and shall have the same full force and effect as if a paper original of this Agreement had been delivered and had been signed using a handwritten signature.

## ***SECTION E***

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IN WITNESS WHEREOF, the parties hereto have executed, or caused to be executed by their duly authorized officials, this Agreement on the date first above written.

OWNER:  
CITY OF MANHATTAN KANSAS

By: \_\_\_\_\_

Name: Wynn Butler

Title: Mayor

(SEAL)

ATTEST:

\_\_\_\_\_

Name: Brenda K. Wolf  
(please type)

Title: CMC, City Clerk

CONTRACTOR:

Icon Structures, Inc.

By: \_\_\_\_\_

Name: \_\_\_\_\_

Address: 114 N Wabash

Wichita, KS 67214  
(please type)

\_\_\_\_\_

**BID TABULATION**

Bid Opening Date: 1/23/2024 - 2:00 PM

Manhattan Regional Airport, Manhattan, Kansas

Construct 2-Bay and 6-Bay Box Hangars with Approaches  
AIP Project No. 3-20-0052-057  
Olsson Project No. 022-06974

		CONTRACTOR				Icon Structures Inc. Wichita, KS		Screed Tech Fairbury, NE		Schultz Construction Manhattan, KS	
Item No.	Spec	ITEM	QTY.	UNIT	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	
1	C-100	Contractor Quality Control Program (CQCP)	1	LS	\$26,000.00	\$26,000.00	\$32,500.00	\$32,500.00	\$30,000.00	\$30,000.00	
2	C-102	Temporary Seeding & Mulching	1	LS	\$5,362.56	\$5,362.56	\$5,400.00	\$5,400.00	\$20,000.00	\$20,000.00	
3	C-102	Wattle Barrier Installation and Removal	688	LF	\$4.10	\$2,820.80	\$6.00	\$4,128.00	\$5.81	\$3,997.28	
4	C-105	Mobilization [N.T.E. 10%]	1	LS	\$134,526.16	\$134,526.16	\$100,000.00	\$100,000.00	\$240,000.00	\$240,000.00	
5	P-101	Asphalt Pavement Removal	868	SY	\$18.00	\$15,624.00	\$11.00	\$9,548.00	\$10.37	\$9,001.16	
6	P-101	Concrete Pavement Removal	1,241	SY	\$18.00	\$22,338.00	\$11.00	\$13,651.00	\$10.48	\$13,005.68	
7	P-101	Concrete Foundation Removal	1	LS	\$15,850.00	\$15,850.00	\$14,950.00	\$14,950.00	\$14,000.00	\$14,000.00	
8	P-152	Unclassified Excavation (Established Quantity)	3,402	CY	\$16.50	\$56,133.00	\$37.00	\$125,874.00	\$25.28	\$86,002.56	
9	P-152	Muck Excavation	600	CY	\$40.00	\$24,000.00	\$50.00	\$30,000.00	\$45.00	\$27,000.00	
10	P-154	6" Subbase Course	2,427	SY	\$14.00	\$33,978.00	\$15.00	\$36,405.00	\$8.65	\$20,993.55	
11	P-501	Concrete Mix Design	1	LS	\$15,000.00	\$15,000.00	\$25,000.00	\$25,000.00	\$15,000.00	\$15,000.00	
12	P-501	Concrete Pavement	1,445	SY	\$64.28	\$92,884.60	\$90.00	\$130,050.00	\$103.81	\$150,005.45	
13	P-620	Marking with Reflective Media	114	SF	\$20.00	\$2,280.00	\$10.00	\$1,140.00	\$26.32	\$3,000.48	
14	P-620	Marking without Reflective Media	235	SF	\$20.00	\$4,700.00	\$8.00	\$1,880.00	\$21.28	\$5,000.80	
15	F-162	Chain-Link Fence Removal	180	LF	\$16.50	\$2,970.00	\$39.00	\$7,020.00	\$16.67	\$3,000.60	
16	F-162	Install and Remove Temporary 8' Chain-Link Fence	255	LF	\$113.95	\$29,057.25	\$77.00	\$19,635.00	\$117.65	\$30,000.75	
17	F-162	Permanent 8' Chain-Link Fence	68	LF	\$168.47	\$11,455.96	\$100.00	\$6,800.00	\$176.47	\$11,999.96	
18	F-162	Permanent 16' Chain-Link Gate	1	EA	\$2,291.95	\$2,291.95	\$3,500.00	\$3,500.00	\$3,000.00	\$3,000.00	
19	D-701	15" Class III Reinforced Concrete Pipe (RCP)	93	LF	\$110.00	\$10,230.00	\$200.00	\$18,600.00	\$107.53	\$10,000.29	
20	D-751	Inlet - Single Grate	1	EA	\$14,500.00	\$14,500.00	\$19,500.00	\$19,500.00	\$15,000.00	\$15,000.00	
21	T-901	Seeding	1	LS	\$11,696.30	\$11,696.30	\$15,210.00	\$15,210.00	\$8,000.00	\$8,000.00	
22	T-904	Sodding	536	SY	\$10.50	\$5,628.00	\$14.00	\$7,504.00	\$9.33	\$5,000.88	
23	T-908	Bonded Fiber Matrix	1	LS	\$5,012.70	\$5,012.70	\$6,500.00	\$6,500.00	\$5,000.00	\$5,000.00	
24	Olsson 100	Construction Layout and Stakes	1	LS	\$17,000.00	\$17,000.00	\$22,100.00	\$22,100.00	\$20,000.00	\$20,000.00	
25	Olsson 101	Temporary Safety and Phasing Procedures	1	LS	\$33,343.00	\$33,343.00	\$15,600.00	\$15,600.00	\$30,000.00	\$30,000.00	
26	Olsson 102	Install New Fire Hydrant including, but not limited to, all piping, fittings, excavation, bedding & backfill, blocking, inspection & testing as required by the City of Manhattan	1	LS	\$24,500.00	\$24,500.00	\$28,600.00	\$28,600.00	\$25,000.00	\$25,000.00	
27	Olsson 102	Parking Lot Pavement	251	SY	\$129.23	\$32,436.73	\$100.00	\$25,100.00	\$99.60	\$24,999.60	
28	Olsson 102	Aggregate Surfacing (River Rock)	110	SY	\$52.78	\$5,805.80	\$70.00	\$7,700.00	\$54.55	\$6,000.50	
29	033000	5" Exterior Concrete Pavement	663	SY	\$52.42	\$34,754.46	\$90.00	\$59,670.00	\$90.50	\$60,001.50	
30	033000	4" Exterior Concrete Mow Strip	108	SY	\$48.27	\$5,213.16	\$120.00	\$12,960.00	\$129.63	\$14,000.04	
31	033000	Exterior Concrete Pavement - ADA Ramp	1	EA	\$650.00	\$650.00	\$2,000.00	\$2,000.00	\$1,000.00	\$1,000.00	
32	Sheet G1.1 Section 033000 Section 2200 Section 7300	2-Bay Box Hangar Building Concrete Footings, Floor Slab and Gravel Base, Floor Drain, Plumbing Stub, Water/Sewer service connections, Exterior Structural Stoops for Walk Doors	1	LS	\$86,474.00	\$86,474.00	\$162,245.20	\$162,245.20	\$150,000.00	\$150,000.00	

**BID TABULATION**

Bid Opening Date: 1/23/2024 - 2:00 PM

Manhattan Regional Airport, Manhattan, Kansas

Construct 2-Bay and 6-Bay Box Hangars with Approaches  
AIP Project No. 3-20-0052-057  
Olsson Project No. 022-06974

CONTRACTOR										
Item No.	Spec	ITEM	QTY.	UNIT	Icon Structures Inc. Wichita, KS		Screed Tech Fairbury, NE		Schultz Construction Manhattan, KS	
					Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
33	Sections 131250 131260	2-Bay Box Hangar Pre-Engineered Metal Building, Including 2 Bi-Fold Doors (46'x18'), Exterior Walk Doors, and Miscellaneous Appurtenances Per Plans and Specifications	1	LS	\$447,709.00	\$447,709.00	\$374,575.50	\$374,575.50	\$420,000.00	\$420,000.00
34	Sheet E3.2	2-Bay Box Hangar Electrical System including, but not limited to, Electrical Service and Meter to Building Including Submeters, Electrical Distribution Panel, Lighting, Hangar Door Connections, Floor Ground Rods, Power Outlets, and Miscellaneous Appurtenances per Plans and Specifications	1	LS	\$93,000.00	\$93,000.00	\$130,000.00	\$130,000.00	\$85,000.00	\$85,000.00
35	Sheet M1.3	2-Bay Box Hangar Heating System including, but not limited to, all site Piping and Meters required for Initiation and Installation of new Gas Services with the Utility Company and Furnishing and Installation of all Equipment and Appurtenances within the Building for a Fully Operational System.	1	LS	\$20,694.00	\$20,694.00	\$21,450.00	\$21,450.00	\$25,000.00	\$25,000.00
36	Sheet G2.1 Section 033000	6-Bay Box Hangar Building Concrete Footings, Floor Slab and Gravel Base	1	LS	\$108,563.00	\$108,563.00	\$227,877.00	\$227,877.00	\$190,000.00	\$190,000.00
37	Sections 131250 131260	6-Bay Box Hangar Pre-Engineered Metal Building, Including 6 Bi-Fold Doors (41'x12'), Exterior Walk Doors, and Miscellaneous Appurtenances Per Plans and Specifications	1	LS	\$670,519.00	\$670,519.00	\$546,028.60	\$546,028.60	\$550,000.00	\$550,000.00
38	Sheet E3.2	6-Bay Box Hangar Electrical System including, but not limited to, Electrical Service and Meter to Building Including Submeters, Electrical Distribution Panel, Lighting, Hangar Door Connections, Floor Ground Rods, Power Outlets, and Miscellaneous Appurtenances per Plans and Specifications	1	LS	\$134,000.00	\$134,000.00	\$182,000.00	\$182,000.00	\$130,000.00	\$130,000.00
<b>TOTAL</b>					\$2,259,001.43		\$2,452,701.30		\$2,459,011.08	
DBE Minimum Commitment (Project Goal: 3.4%)					3.4%		N/A		3.4%	
Bid Guarantee:					5% Bid Bond		5% Bid Bond		5% Bid Bond	
Addendum No. 1 thru 3:					Yes		Yes		Yes	
Remarks:					Discrepancy due to miscalculation		Discrepancy due to miscalculation		Discrepancy due to miscalculation	

**BID TABULATION**

Bid Opening Date: 1/23/2024 - 2:00 PM

Manhattan Regional Airport, Manhattan, Kansas

Construct 2-Bay and 6-Bay Box Hangars with Approaches  
AIP Project No. 3-20-0052-057  
Olsson Project No. 022-06974

Item No.	Spec	ITEM	QTY.	UNIT	Walters-Morgan Construction Manhattan, KS		BHS Construction Manhattan, KS		Engineer's Estimate	
					Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
1	C-100	Contractor Quality Control Program (CQCP)	1	LS	\$50,000.00	\$50,000.00	\$503,811.02	\$503,811.02	\$50,000.00	\$50,000.00
2	C-102	Temporary Seeding & Mulching	1	LS	\$5,000.00	\$5,000.00	\$6,039.39	\$6,039.39	\$3,500.00	\$3,500.00
3	C-102	Wattle Barrier Installation and Removal	688	LF	\$8.00	\$5,504.00	\$4.62	\$3,178.56	\$8.00	\$5,504.00
4	C-105	Mobilization [N.T.E., 10%]	1	LS	\$250,000.00	\$250,000.00	\$169,705.45	\$169,705.45	\$235,000.00	\$235,000.00
5	P-101	Asphalt Pavement Removal	868	SY	\$30.00	\$26,040.00	\$9.57	\$8,306.76	\$15.00	\$13,020.00
6	P-101	Concrete Pavement Removal	1,241	SY	\$20.00	\$24,820.00	\$9.57	\$11,876.37	\$25.00	\$31,025.00
7	P-101	Concrete Foundation Removal	1	LS	\$30,000.00	\$30,000.00	\$12,951.47	\$12,951.47	\$50,000.00	\$50,000.00
8	P-122	Unclassified Excavation (Established Quantity)	3,402	CY	\$25.00	\$85,050.00	\$28.16	\$95,800.32	\$35.00	\$119,070.00
9	P-152	Muck Excavation	600	CY	\$45.00	\$27,000.00	\$50.68	\$30,408.00	\$50.00	\$30,000.00
10	P-154	6" Subbase Course	2,427	SY	\$16.00	\$38,832.00	\$12.39	\$30,070.53	\$25.00	\$60,675.00
11	P-501	Concrete Mix Design	1	LS	\$16,000.00	\$16,000.00	\$16,893.22	\$16,893.22	\$30,000.00	\$30,000.00
12	P-501	6" Concrete Pavement	1,445	SY	\$70.00	\$101,150.00	\$79.34	\$114,646.30	\$135.00	\$195,075.00
13	P-620	Marking with Reflective Media	114	SF	\$20.00	\$2,280.00	\$22.52	\$2,567.28	\$5.00	\$570.00
14	P-620	Marking without Reflective Media	235	SF	\$20.00	\$4,700.00	\$22.52	\$5,292.20	\$4.50	\$1,057.50
15	F-162	Chain-Link Fence Removal	180	LF	\$17.00	\$3,060.00	\$18.58	\$3,344.40	\$45.00	\$8,100.00
16	F-162	Install and Remove Temporary 8' Chain-Link Fence	255	LF	\$120.00	\$30,600.00	\$128.33	\$32,724.15	\$165.00	\$42,075.00
17	F-162	Permanent 8' Chain-Link Fence	68	LF	\$170.00	\$11,560.00	\$189.73	\$12,901.64	\$120.00	\$8,160.00
18	F-162	Permanent 16' Chain-Link Gate	1	EA	\$2,500.00	\$2,500.00	\$2,581.23	\$2,581.23	\$14,250.00	\$14,250.00
19	D-701	15" Class III Reinforced Concrete Pipe (RCP)	93	LF	\$80.00	\$7,440.00	\$130.64	\$12,149.52	\$150.00	\$13,950.00
20	D-751	Inlet - Single Grate	1	EA	\$7,000.00	\$7,000.00	\$12,838.85	\$12,838.85	\$8,000.00	\$8,000.00
21	T-901	Seeding	1	LS	\$5,000.00	\$5,000.00	\$13,172.54	\$13,172.54	\$3,500.00	\$3,500.00
22	T-904	Sodding	536	SY	\$15.00	\$8,040.00	\$11.83	\$6,340.88	\$9.00	\$4,824.00
23	T-908	Bonded Fiber Matrix	1	LS	\$10,000.00	\$10,000.00	\$5,645.38	\$5,645.38	\$4,500.00	\$4,500.00
24	Olsson 100	Construction Layout and Stakes	1	LS	\$20,000.00	\$20,000.00	\$14,415.55	\$14,415.55	\$25,000.00	\$25,000.00
25	Olsson 101	Temporary Safety and Phasing Procedures	1	LS	\$41,000.00	\$41,000.00	\$44,131.62	\$44,131.62	\$50,000.00	\$50,000.00
26	Olsson 102	Install New Fire Hydrant including, but not limited to, all piping, fittings, excavation, bedding & backfill, blocking, inspection & testing as required by the City of Manhattan	1	LS	\$17,000.00	\$17,000.00	\$29,709.54	\$29,709.54	\$15,000.00	\$15,000.00
27	Olsson 102	Parking Lot Pavement	251	SY	\$100.00	\$25,100.00	\$63.83	\$16,021.33	\$110.00	\$27,610.00
28	Olsson 102	Aggregate Surfacing (River Rock)	110	SY	\$50.00	\$5,500.00	\$59.43	\$6,537.30	\$30.00	\$3,300.00
29	033000	5" Exterior Concrete Pavement	663	SY	\$60.00	\$39,780.00	\$64.41	\$42,703.83	\$95.00	\$62,985.00
30	033000	4" Exterior Concrete Mow Strip	108	SY	\$50.00	\$5,400.00	\$64.89	\$7,008.12	\$85.00	\$9,180.00
31	033000	Exterior Concrete Pavement - ADA Ramp	1	EA	\$750.00	\$750.00	\$2,252.43	\$2,252.43	\$3,500.00	\$3,500.00
32	Sheet G1.1 Section 033000 Section 2200 Section 7300	2-Bay Box Hangar Building Concrete Footings, Floor Slab and Gravel Base, Floor Drain, Plumbing Stubs, Water/Sewer service connections, Exterior Structural Stoops for Walk Doors	1	LS	\$175,000.00	\$175,000.00	\$128,905.41	\$128,905.41	\$125,000.00	\$125,000.00

**BID TABULATION**

Bid Opening Date: 1/23/2024 - 2:00 PM

Manhattan Regional Airport, Manhattan, Kansas

Construct 2-Bay and 6-Bay Box Hangars with Approaches  
AIP Project No. 3-20-0052-057  
Olsson Project No. 022-06974

		CONTRACTOR						Engineer's Estimate	
Item No.	Spec	ITEM	QTY.	UNIT	Walters-Morgan Construction Manhattan, KS		BHS Construction Manhattan, KS		Extension
					Unit Price	Extension	Unit Price	Extension	
33	Sections 131250 131260	2-Bay Box Hangar Pre-Engineered Metal Building, Including 2 Bi-Fold Doors (46'x18'), Exterior Walk Doors, and Miscellaneous Appurtenances Per Plans and Specifications	1	LS	\$490,000.00	\$490,000.00	\$494,328.07	\$494,328.07	\$350,000.00
34	Sheet E3.2	2-Bay Box Hangar Electrical System including, but not limited to, Electrical Service and Meter to Building Including Submeters, Electrical Distribution Panel, Lighting, Hangar Door Connections, Floor Ground Rods, Power Outlets, and Miscellaneous Appurtenances per Plans and Specifications	1	LS	\$55,000.00	\$55,000.00	\$56,761.22	\$56,761.22	\$100,000.00
35	Sheet M1.3	2-Bay Box Hangar Heating System including, but not limited to, all site Piping and Meters required for Initiation and Installation of new Gas Services with the Utility Company and Furnishing and Installation of all Equipment and Appurtenances within the Building for a Fully Operational System.	1	LS	\$35,000.00	\$35,000.00	\$70,501.04	\$70,501.04	\$40,000.00
36	Sheet G2.1 Section 033000	6-Bay Box Hangar Building Concrete Footings, Floor Slab and Gravel Base	1	LS	\$120,000.00	\$120,000.00	\$166,456.78	\$166,456.78	\$210,000.00
37	Sections 131250 131260	6-Bay Box Hangar Pre-Engineered Metal Building, Including 6 Bi-Fold Doors (41'x12'), Exterior Walk Doors, and Miscellaneous Appurtenances Per Plans and Specifications	1	LS	\$715,000.00	\$715,000.00	\$757,176.36	\$757,176.36	\$580,000.00
38	Sheet E3.2	6-Bay Box Hangar Electrical System including, but not limited to, Electrical Service and Meter to Building Including Submeters, Electrical Distribution Panel, Lighting, Hangar Door Connections, Floor Ground Rods, Power Outlets, and Miscellaneous Appurtenances per Plans and Specifications	1	LS	\$90,000.00	\$90,000.00	\$96,403.98	\$96,403.98	\$125,000.00
<b>TOTAL</b>						\$2,586,106.00	\$3,046,558.04	\$3,046,558.04	\$2,658,430.50
DBE Minimum Commitment (Project Goal: 3.4%)						2.7%		3.4%	
Bid Guarantee:						5% Bid Bond		5% Bid Bond	
Addendum No. 1 thru 3:						Yes		Yes	
Remarks:								Discrepancy due to miscalculation	





February 8, 2024

City of Manhattan  
Attn: Brandon Keazer  
5500 Skyway Drive, Ste. 120  
Manhattan, KS 66502

RE: Construct 2-Bay and 6-Bay Box Hangars  
Manhattan Regional Airport (MHK) / Manhattan, Kansas  
AIP Project No. 3-20-0052-057 / Olsson Project No. 022-06974  
Evaluation of Bids / Recommendation of Award

Mr. Keazer,

On January 23, 2024, five bids were opened for this project. The bidders and their bid amounts are listed below and on the attached bid tabulation.

Icon Structures Inc. Wichita, KS	Screed Tech LLC Fairbury, NE	Schultz Construction, Inc. Manhattan, KS	Walters-Morgan Construction, Inc. Manhattan, KS	BHS Construction Manhattan, KS	Engineer's Estimate
\$2,259,001.43	\$2,452,701.30	\$2,459,011.08	\$2,586,106.00	\$3,046,558.04	\$2,658,430.50

Errors in calculation are noted on the bid tabulation. The errors were minor and did not change the low bidder. Olsson calculated the total bid amounts shown by multiplying the unit prices and estimated quantities, then totaling the results.

Icon Structures Inc. was the low bidder. Their bid amount was 15% less than the engineer's estimate.

Icon Structures Inc. provided a 5% bid bond as a bid guaranty in accordance with the contract documents.

Icon Structures Inc. met the Bidder Qualification requirements listed in the Information for Bidders, Section B, and attended the pre-bid conference. Pre-qualification was not required as a condition for bid.

All bidders acknowledged Addendums No. 1, 2, and 3.

Icon Structures Inc. is committed to a minimum of 3.4% DBE utilization, which meets the contract goal of 3.4%. Their proposed DBE subcontractors are Cillessen & Sons, Inc. of Kechi, KS and RFB Construction Co., Inc. of Pittsburg, KS, who are certified by the Kansas Statewide Certification Program.

Icon Structure's Buy American Certification indicated that they cannot comply with the 100 percent Buy American Preferences of 49 USC § 50101(a) but that they intend to apply for a Type 3 waiver under 49 USC § 50101(b). In accordance with the Buy American Certification Form, the bidder submitted the formal waiver request and required documentation within 15 calendar days of request from the Airport. See attached forms. Olsson has reviewed the waiver request. Items included on the waiver request are minor in nature, and details are shown on the attachment. Olsson recommends that the Airport forward the Buy American Waiver to the FAA, after Airport review and concurrence.

The low bidder was not found on the Debarred Prime or Subcontractors List, found at: [www.sam.gov](http://www.sam.gov)

A tentative list of subcontractors was included in the bid proposal.

No irregularities or technicalities were identified in the bid proposal.

This company has performed work as a subcontractor on the Manhattan Regional Airport Terminal project. Additionally, they have recently completed a project to construct the new terminal for the Metropolitan Topeka Airport Authority (\$4.5 Million), and they are currently working on a project to renovate and expand the terminal at Dodge City Regional Airport (\$8.5 Million).

We understand that the Manhattan Regional Airport has thoroughly evaluated the bids and has determined Icon Structures Inc. to be responsive and responsible and that the contract price is considered fair and reasonable. The City of Manhattan, KS intends to award the contract to Icon Structures Inc., upon successful approval of Buy American Waiver and FAA concurrence.

The following items are enclosed:

1. Bid tabulation with engineer's estimate
2. Low bidder's complete proposal form, which includes:
  - a. Buy American Certification Form (*Bidder Requested Type 3 Waiver*)
  - b. Buy American Waiver Request Form
  - c. DBE Utilization Statement
  - d. DBE Letters of Intent
  - e. Tentative list of subcontractors
3. Icon Structure's Buy American Project Content Percentage Calculation Worksheet
4. Plan Holder's List
5. Draft Project Grant Cost Summary

Please advise when the contract documents can be issued.

Sincerely,



Brian Coomes, P.E.  
Project Engineer

cc: Andrea McKinnie, P.E. (FAA)



February 8, 2024

Ms. Andrea McKinnie  
Federal Aviation Administration  
Airports Division  
901 Locust Street  
Kansas City, MO 64106-2325

RE: Manhattan Regional Airport (MHK); Manhattan, KS  
AIP No. 3-20-0052-057  
Sponsor's Recommendation to Award Letter

Ms. McKinnie,

The City of Manhattan concurs with the recommendation of award by Olsson and without objection will award the Construction of a 6-bay Box Hangar and a 2-bay Box Hangar AIP No. 3-20-0052-057 to Icon Structures of Wichita, Kansas.

Formal award of the of the contract will be under consideration by the City of Manhattan Commission on March 19, 2024.

Enclosed is a copy of the Airport Improvement Program Sponsor Certification form, which indicates the statutory and administrative requirements applicable to this federal grant project.

If you have any questions, or require additional information, please contact me directly at (785) 587-4565 or via email: [Keazer@cityofmhk.com](mailto:Keazer@cityofmhk.com).

Sincerely,

Brandon Keazer, ACE  
Airport Director

Manhattan Regional Airport \* 5500 Skyway Drive, Suite 120 \* Manhattan Kansas \* 66503 \*  
Phone 785-587-4560 \* E-mail [keazer@cityofmhk.com](mailto:keazer@cityofmhk.com)



**CERTIFICATION OF CLERK**

I, Brenda K. Wolf, the duly appointed, qualified, and City Clerk of Manhattan, Kansas, do hereby certify that the foregoing Task Order was duly adopted at a meeting of the City of Manhattan, Kansas, held on the 4<sup>th</sup> day of April, 2023, and that said Task Order has been compared by me with the original thereof on file and of record in my office, is a true copy of the whole of said original.

**IN WITNESS WHEREOF**, I have hereunto set my hand and the seal of the City of Manhattan, Kansas, this 5<sup>th</sup> day of April, 2023.



*Brenda K. Wolf*

\_\_\_\_\_  
Brenda K. Wolf, CMC, City Clerk

**TASK ORDER No. 1  
TO  
AGREEMENT FOR ENGINEERING SERVICES**

Owner: City of Manhattan, Manhattan, Kansas

Consultant: Olsson  
601 P Street, Suite 200  
Lincoln NE 68501

This is the First Task Order to the Professional Architectural and Engineering Services Agreement dated January 3, 2022. The provisions of the Agreement shall apply to this Task Order.

1. This task order is for the following services/project:

Design and Bidding of 6-Bay Box Hangar and 2-Bay Box Hangar at the Manhattan Regional Airport (MHK). See attached Exhibit A describing the detailed Scope of Work.

2. The City shall pay the Consultant, based on services actually provided, in accordance with the compensation outlined below:

Design Phase. The City shall pay to Olsson for the performance of the Design Phase Scope of Services a lump sum of \$177,700.00. Olsson's reimbursable expenses for this project are included in the fixed fee. Olsson shall submit invoices on a monthly basis and payment is due within 30 calendar days of invoice date. Attached Exhibit B provides fee breakdown for each service defined in the Scope of Work.

Bidding Phase. The City shall pay to Olsson for the performance of the Bidding Phase Scope of Services a lump sum of \$15,500.00. Olsson's reimbursable expenses for this project are included in the fixed fee. Olsson shall submit invoices on a monthly basis and payment is due within 30 calendar days of invoice date. Attached Exhibit C provides fee breakdown for each service defined in the Scope of Work.

If additional services are requested by the City during the course of this Agreement, an amendment will be negotiated to cover the added scope, fees and charges. If circumstances beyond the control of Olsson require more than 18 months from the date that Olsson executed the Agreement to complete the work specified herein, an amendment to this Agreement will be negotiated to cover the increase in Olsson's standard rates for services yet to be provided. All amendments are subject to the same approvals as this Agreement.

3. Unless otherwise directed by the City, Consultant shall commence performance of this Task Order upon execution. The services/project will be completed by: December 2023, except for circumstances beyond Olsson's control.


Other Provisions

Brian Coomes, P.E. will represent Olsson as Project Manager in the performance of this agreement. No one else will be assigned to act in this capacity without the City's prior written approval. The Project Manager shall be responsible for coordinating all activities necessary to complete the Project.

Olsson will provide equipment and personnel necessary to complete the Scope of Services, except as otherwise provided. Olsson shall be responsible for the quality, accuracy and coordination of the design, drawings, reports, surveys, and other items furnished by Olsson as part of this Agreement.

Olsson agrees to provide its Scope of Services in a timely, competent, and professional manner, in accordance with applicable standards of care, for projects of similar geographic location, quality and scope. This Agreement creates no other representation, warranty or guarantee, express or implied.

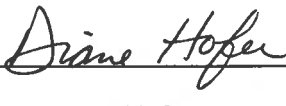
CITY OF MANHATTAN

By: 

Name: Mark J. Hatesohl

Title: Mayor

OLSSON

By: 

Name: Diane Hofer

Title: Vice President

Attest:   
Brian Coomes, Technical Leader

## EXHIBIT A – SCOPE OF WORK

Task Order No. 1 to Agreement for Engineering Services  
Airport Improvement Program (AIP) Project No. 3-20-0052-057  
Olsson Project No. 022-06974

### MANHATTAN REGIONAL AIRPORT

#### SECTION 1: PROJECT DESCRIPTION (the “Project”)

The Project will be developed as a Single Plan Set / Single Bid Package. Both Buildings will be for aircraft storage with no finished space, and thus no architectural services are included in this scope of work.

- Construct 6-Bay Box Hangar (Approximately 32' x 252') and Approach
  - Electricity will be provided to the building for power and lighting
  - Water, Sewer, and Natural Gas Services will not be provided
  - Floor Drains will not be provided
  - The building will not be heated or conditioned
  - Fire Suppression Systems will not be required, and fire suppression design is excluded
  
- Construct 2-Bay Box Hangar (Approximately 50' x 100') and Approach
  - Electricity will be provided to the building for power and lighting
  - Water and Sewer service will be stubbed into the building with no fixtures provided
  - Floor drains will be provided and connected to the City sanitary sewer system
  - The building will be heated with a natural gas service, if available
  - Fire Suppression Systems will not be required, and fire suppression design is excluded

#### SECTION 2: DESIGN PHASE

a. Project management and coordination.

- (1) Coordinate with the Airport and FAA to provide information on developments and decisions that are made concerning the project.
- (2) Prepare preliminary project formulation and refinement of project scope. Prepare scope of services, including a detailed breakdown of tasks and costs. Prepare contracts with the city and subconsultants
- (3) Conduct a project scoping meeting with the Airport and FAA
- (4) Conduct a project kickoff meeting via teleconference with the Airport and FAA in accordance with AIP Sponsor Guide No. 910 *Predesign Conference*. Olsson shall prepare a summary of the meeting that highlights critical project issues.

- (5) Conduct a Pre-Development meeting with the City of Manhattan to determine project and plan review requirements.
  - (6) Conduct regular monthly conference calls and meetings with the Airport staff, FAA, city staff and others as needed.
  - (7) Attend airport advisory board meetings and City Commission meetings as needed.
  - (8) Provide monthly status reports to the airport and quarterly performance reports to the FAA.
- b. Finalize design criteria in accordance with FAA Advisory Circulars. Submit a preliminary building and pavement layout and brief explanation of the layout.
    - (1) Meet with the Airport staff to discuss the layout.
    - (2) Present the proposed layout at an Airport Board meeting.
    - (3) Coordinate with FAA to ensure acceptance.
  - c. Conduct geotechnical investigation of existing pavement and soils. Olsson will conduct all lab tests and prepare a report of lab results and subsurface conditions. See Exhibit B1 for the design testing services.
  - d. Conduct field assessment of the existing site conditions ("Field Assessment"). One project engineer and one technician shall conduct the on-site investigation. Take photographs of the project area and any typical distresses observed. Such Field Assessment is limited to visual observation of the site as it exists at the time of the observation. Field Assessment does not constitute exhaustive investigation and does not constitute any warranty or guarantee of any type that the site is suitable for the Project. Olsson is not responsible for identifying any concealed or latent defects that may be present at the site. Airport shall furnish the best obtainable information of which it is aware or could reasonably be aware of, as to surface and subsurface conditions through the exercise of reasonable diligence.
  - e. Conduct topographic survey, including topography, pavement elevations and location, and other existing features as needed. All surveys will be tied to NAVD 88 control points. The survey will not be in accordance with FAA Advisory Circular 150/5300-18B.
  - f. Evaluate the existing electrical system, including one separate site visit by an electrical engineer. Prepare preliminary and final design of new electrical system.
  - g. Coordinate with Evergy regarding the project site and determine their requirements for new electrical service to the buildings.
  - h. Pavement Design:
    - (1) Compile aircraft traffic data
    - (2) Perform pavement designs using FAA Advisory Circulars and/or pavement design software
  - i. Drainage Design
    - (1) 6-Bay Box Hangar: Prepare a Stormwater Management Memo for the 6-Bay Box Hangar project site. Prepare a drainage area map and an exhibit for pre-vs-post lot coverage for the project site. Olsson will update the public storm sewer hydraulic



analysis to confirm that the hydraulic grade of the system is not significantly impacted by the proposed improvements.

- (2) 2-Bay Box Hangar: Prepare an exhibit for the for the pre-vs-post lot coverage for the 2-Bay Box Hangar project site and confirm there will be no significant impact for the proposed improvements.
  - (3) Prepare plan and profile sheets for private storm sewer systems for extension to the public storm sewer in Airport Drive. Drainage areas, inlet and other structure design calculations, and hydraulic grade calculations will be provided.
  - (4) The following assumptions have been made regarding the drainage scope of services:
    - i. The sites are out of the 100-year Base Flood Elevation
    - ii. The project will not disturb more and 1 acre. A Notice of Intent for Authorization to Discharge Stormwater Runoff from Construction Activities will not be required for the project. Notes and Details for site erosion control will be shown on the plans but no formal review will be required nor will a SWPPP be developed for the project.
    - iii. Olsson assumes the Stormwater Post Construction BMP's will be waived for the project. Either the site(s) areas being less than 1 acre each or the impervious ratio of the Airport property being less than one will allow the development to proceed without quality management. Olsson will provide additional scope and fee if the BMP's are required.
- j. Complete final plan, pavement elevations and geometrics of taxiway connection and ramp to hangar door.
  - k. Complete hangar drawings and structural design of hangar footings and floor.
  - l. Complete electrical design, HVAC design, and plumbing design and drawings for hangar, including new service to the building, if needed.
  - m. Complete Sanitary Sewer design for 2-Bay Box Hangar, to include connections of the floor drains to the public Sanitary Sewer collection system.
  - n. Develop preliminary Construction Safety & Phasing Plan (CSPP)
  - o. Present the preliminary results and recommendations at a meeting with the airport staff and via teleconference with the FAA. Present the final plans at an airport board meeting. Incorporate applicable comments into the final plans, specifications, and design report.
  - p. Assist with preparation of Disadvantaged Business Enterprise (DBE) goals.
  - q. Prepare detailed plans, specifications, contract documents, Construction Safety & Phasing Plan (CSPP) and engineer's design report. Olsson shall use FAA Advisory Circular (AC) 150/5370-10, *Standards for Specifying Construction of Airports* and shall follow the AIP Sponsor Guides listed below (current as of the date that Olsson executed the Agreement).
    - (1) Guide No. 920 – Engineering Report
    - (2) Guide No. 930 – Plans and Specifications
    - (3) Guide No. 940 – Regional Approved Modifications to AC 150/5370-10
    - (4) Guide No. 950 – Sponsor Modifications of FAA Standards
    - (5) Guide No. 960 – Operation Safety on Airports

- r. Prepare and submit electronically FAA Forms 7460-1 for Airspace Reviews of the buildings and of the Construction Safety & Phasing Plan (CSPP) staging/storage area boundaries, haul/access routes and construction limit boundaries for each phase. Submittals will include detailed exhibits.
- s. Submit building plans to the Manhattan Community Development Department for review and permitting.
- t. Perform Quality Control review of the above documents by a senior airport engineer, prior to submittal to Airport and FAA.
- u. Submit plans, specifications, contract documents and engineer's design report to the Airport (1 printed copy) and FAA (1 electronic copy) for review within 150 days of the date that the Airport executed this Agreement. In addition, an electronic copy will be provided to the Airport.
- v. Assist with FAA documentation, such as Project Application and Sponsor Certifications.
- w. Conduct a plan-in-hand review meeting on-site with the Airport.
- x. Revise and submit plans, specifications, contract documents and engineer's design report within 14 days of receipt of comments from the Airport and FAA. Provide a written response to each comment.

Olsson will affix the seal of a registered Professional Engineer licensed to practice in the State of Kansas to the construction plans and specification/contract bound volume. The original documents, such as tracings, plans, specifications, maps, basic survey notes and sketches, charts, computations, and other data prepared or obtained under the terms of this Agreement are instruments of service and shall remain Olsson's property. Reproducible copies of drawings and copies of other pertinent data will be made available to the Airport upon request. Copies of disks containing all drawings will be furnished to the Airport for their use. Olsson will provide, without cost to the Airport and approving agencies, the necessary number of copies for review and approval.

### **SECTION 3: BIDDING PHASE**

Upon receipt of the FAA's and Airport's authorization, Olsson will provide the following services to assist the Airport in advertising and securing bids.

- a. Provide sufficient copies of the approved plans and specifications to the Airport, plan rooms and Drexel for advertising and bidding. An electronic copy will be provided to the City to publish on [www.drexeltech.com](http://www.drexeltech.com). Copies of the documents will be furnished to prospective bidders at a cost fixed by Olsson. Olsson shall perform in accordance with AIP Sponsor Guide No. 1010 *Bidding*.
- b. Mail and/or email Notices to potential bidders and plan rooms. Contact contractors as needed to promote general interest in the project. Maintain a plan holders list.
- c. Conduct a pre-bid conference at the airport. Prepare minutes of the meeting and distribute to all attendees.
- d. Answer questions raised during the bidding process.

- e. Issue addenda as required.
- f. Attend the bid opening at the Airport's location.
- g. Tabulate and analyze bid results.
- h. Review bidders' qualifications. Evaluate bidders' compliance with Buy American Certification and DBE participation requirements.
- i. Furnish a written recommendation to the Airport regarding the award of the construction contract. The recommendation will include:
  - 1. Bid date
  - 2. Summarized bid table
  - 3. Evaluation of unit price extensions and total base bid, including an error check
  - 4. Addendums and acknowledgements
  - 5. Additional insured cost if any
  - 6. DBE utilization, DBE letter of intent, DBE goal, and good faith effort (GFE) (if any) review for compliance with Airport's DBE program requirements
  - 7. Buy American compliance
  - 8. Confirmation of bidder's signature on proposal form
  - 9. Bid guarantee
  - 10. Pre-qualification requirements
  - 11. Pre-bid meeting (if any)
  - 12. Review of qualifications
  - 13. Debarment list verification
  - 14. Recommendation to award
- j. Conduct one meeting to present bids to the City Commission.
- k. Assist the Airport with the submission of documents necessary to obtain construction contract approval in accordance with AIP Sponsor Guide No. 1020 *Contract Award*.
- l. Assist with the AIP Project Application forms and other FAA project documents.
- m. After FAA's and City's approvals, assist with preparation of all executed contract documents necessary for the project including bonds, insurance, contracts, drawings, etc. Bind the contract documents with the specifications and provide one bound set each to Airport and Contractor. Provide an electronic copy of the construction contract to the FAA and Airport.

This phase will be considered complete when the executed construction contracts have been approved by the Airport and FAA. Re-advertising, if necessary, will be negotiated under an amendment to this Agreement.

**SECTION 4: CONSTRUCTION PHASE  
NOT INCLUDED – WILL BE ADDED VIA SUBSEQUENT TASK ORDER**

**SECTION 5: CLOSE OUT  
NOT INCLUDED – WILL BE ADDED VIA SUBSEQUENT TASK ORDER**

**EXHIBIT B  
DESIGN PHASE  
Manhattan Regional Airport 3-20-0052-057**

1. Direct Salary Costs

<u>Title</u>	<u>Total Hours</u>	<u>Direct Salary Rate/Hour</u>	<u>Total Costs (\$)</u>
Team Leader	38.0	\$84.90	\$3,226.20
Sr. Project Engineer	135.0	\$64.50	\$8,707.50
Project Engineer	99.0	\$47.70	\$4,722.30
Elec. or Mech. Engineer	28.0	\$71.10	\$1,990.80
Associate Engineer	210.0	\$38.80	\$8,148.00
Assistant Engineer	88.0	\$31.25	\$2,750.00
Registered Surveyor	0.0	\$53.50	\$0.00
Sr. Technician	306.0	\$33.00	\$10,098.00
Asst. Technician	168.0	\$27.50	\$4,620.00
Sr. Clerical	32.0	\$30.50	<u>\$976.00</u>

Total Direct Salary Costs: \$45,238.80

2. Labor and General & Administrative Overhead

Percentage of Direct Salary Costs\*\* 181.95% \$82,312.00

3. Fixed Fee: 15% of Items 1 & 2

\$19,132.62

4. Direct Nonsalary Expenses

Travel	80 Miles @	\$0.655	\$52.40
Meals	2 Days @	\$59.00	\$118.00
Motel	- Days @	\$96.00	\$0.00
Copies, Prints, Shipping			\$1,816.00
Geotechnical Engineering (See Exhibit B1)			<u>\$15,636.00</u>

Total Expenses: \$17,622.40

5. Subtotal of Items 1 - 4

\$164,305.82

6. Subcontract costs (*DBE Survey Subconsultant - TREKK*)

\$13,400.00

7. Lump Sum Amount - Total Items 5 & 6

\$177,705.82

Rounded: \$177,700.00

\*\* For Item 2, the consultant should submit a statement of auditable overhead expenses, certified by the consultant's auditor, the sponsor's auditor, the state's auditor, or a Federal government auditor.

**EXHIBIT B1  
ESTIMATE OF  
GEOTECHNICAL DESIGN COSTS  
Manhattan Regional Airport 3-20-0052-057**

LABORATORY / DRILLING: Olsson, Inc., Lincoln, NE

<u>LIST ALL ANTICIPATED COSTS SERVICE OR TEST</u>	<u>Estimated Quantity</u>	<u>Unit Price</u>	<u>Estimated Total Cost</u>
<u>DRILLING INVESTIGATION</u>			
Mobilization (lump sum)	1	\$1,500.00	\$1,500.00
Drilling Cost (per lf)	130	\$23.00	\$2,990.00
Samples	42	\$23.00	\$966.00
Cores	0	\$65.00	\$0.00
Bore Hole & Core Hole Repairs	8	\$30.00	\$240.00
DCP	0	\$125.00	\$0.00
Per Diem	1	\$400.00	\$400.00
	<b>SUBTOTAL</b>		<b>\$6,096.00</b>

*Note: 8 soil test borings will be performed; 5 to a depth of 20' each and 3 to a depth of 10' each*

LABORATORY TEST

Unconfined Compression Test	19	\$45.00	\$855.00
TWT Density/Moisture	10	\$30.00	\$300.00
Atterbergs	5	\$95.00	\$475.00
Wash 200 Sieve	0	\$45.00	\$0.00
Mechanical Analysis	0	\$90.00	\$0.00
Standard Proctors	0	\$170.00	\$0.00
Modified Proctors	2	\$230.00	\$460.00
Crumb Test	0	\$35.00	\$0.00
Consolidation Test	2	\$165.00	\$330.00
Swell/Collapse Test	0	\$250.00	\$0.00
Permeability Tests	0	\$200.00	\$0.00
CBR (1 point)	3	\$230.00	\$690.00
Hydrometer	2	\$165.00	\$330.00
Soil Corrosivity (Subconsultant)	2	\$90.00	\$180.00
	<b>SUBTOTAL</b>		<b>\$3,620.00</b>

ENGINEERING

Senior Engineer	12	\$160.00	\$1,920.00
Assistant Engineer	40	\$85.00	\$3,400.00
Clerical	12	\$50.00	\$600.00
	<b>SUBTOTAL</b>		<b>\$5,920.00</b>

**TOTAL     \$15,636.00**

**EXHIBIT C  
BIDDING PHASE  
Manhattan Regional Airport 3-20-0052-057**

1. Direct Salary Costs

<u>Title</u>	<u>Hours</u>	<u>Direct Salary Rate/Hour</u>	<u>Total Costs (\$)</u>
Team Leader	0.0	\$88.30	\$0.00
Sr. Project Engineer	18.0	\$67.08	\$1,207.44
Project Engineer	15.0	\$49.61	\$744.12
Elec. or Mech. Engineer	6.0	\$73.94	\$443.66
Associate Engineer	27.0	\$40.35	\$1,089.50
Assistant Engineer	4.0	\$32.50	\$130.00
Registered Surveyor	0.0	\$55.64	\$0.00
Sr. Technician	4.0	\$34.32	\$137.28
Asst. Technician	0.0	\$28.60	\$0.00
Sr. Clerical	22.0	\$31.72	<u>\$697.84</u>

Total Direct Salary Costs: \$4,449.85

2. Labor and General & Administrative Overhead

Percentage of Direct Salary Costs\* 181.95% \$8,096.50

3. Fixed Fee: 15% of Item 1 & 2 \$1,881.95

4. Direct Nonsalary Expenses

Travel	20 Miles @	\$0.655	\$13.10
Meals	- Days @	\$59.00	\$0.00
Motel	- Days @	\$96.00	\$0.00
Copies, Prints, Shipping			<u>\$1,017.60</u>

Total Expenses: \$1,030.70

5. Subtotal of Items 1 - 4 \$15,459.00

6. Subcontract costs \$0.00

7. Lump Sum Amount - Total Items 5 & 6 \$15,459.00

Rounded: \$15,500.00

\* For Item 2, the consultant should submit a statement of auditable overhead expenses, certified by the consultant's auditor, the sponsor's auditor, the state's auditor, or a Federal government auditor.

**TASK ORDER No. 2  
TO  
AGREEMENT FOR ENGINEERING SERVICES**

Owner: City of Manhattan, Manhattan, Kansas

Consultant: Olsson  
601 P Street, Suite 200  
Lincoln NE 68501

This is the Second Task Order to the Professional Architectural and Engineering Services Agreement dated January 3, 2023. The provisions of the Agreement shall apply to this Task Order.

1. This task order is for the following services/project:

Construction Engineering Phase and Close-Out Phase of 6-Bay Box Hangar and 2-Bay Box Hangar at the Manhattan Regional Airport (MHK). See attached Exhibit A describing the detailed Scope of Work.

2. The City shall pay the Consultant, based on services actually provided, in accordance with the compensation outlined below:

Construction Phase. The City shall pay to Olsson for the performance of the items included in the Construction Phase on the basis of direct salary (including overtime required by law), overhead costs and reimbursable expenses incurred plus a fixed payment of \$38,265.69 and subcontract costs, which are estimated on Exhibit B attached and made a part hereto.

The total charges for the Construction Phase will not be greater than the "Not-to-Exceed" (NTE) amount of \$340,200.00, if 1) the construction work is completed within the construction contract aggregate time allowance; and 2) the scope of work as set forth in Sections 2 and 4 is not exceeded. If either of these two events occur, the "Not-to-Exceed" amount may be increased by an amendment to this Agreement.

Payment shall be due monthly for incurred charges and expenses based on detailed invoices. Invoices shall include a pro rata portion of the fixed payment with the final invoice adjusted to include the remaining unpaid balance of the fixed payment.

Exhibits B and B1 contain estimated quantities and unit prices. Actual hours, rates, charges, and reimbursable expenses may vary. The labor and general administration overhead percentage is fixed and will not vary, unless revised by an amendment. The overhead percentage is supported by a statement of overhead expenses certified by Olsson's auditor or a governmental auditor. The fixed payment will not change, unless revised by an amendment to this Agreement.

Close-Out Phase. The City shall pay to Olsson for the performance of the Close-Out Phase Scope of Services a lump sum of \$18,700.00. Olsson's reimbursable expenses for this project are included in the fixed fee. Olsson shall submit invoices on a monthly basis and payment is due within 30 calendar days of invoice date. Attached Exhibit C provides fee breakdown for each service defined in the Scope of Work.

If additional services are requested by the City during the course of this Agreement, an amendment will be negotiated to cover the added scope, fees and charges. If circumstances beyond the control of Olsson require more than 18 months from the date that Olsson executed the Agreement to complete the work specified herein, an amendment to this Agreement will be negotiated to cover the increase in Olsson's standard rates for services yet to be provided. All amendments are subject to the same approvals as this Agreement.

3. Unless otherwise directed by the City, Consultant shall commence performance of this Task Order upon execution. The services/project will be completed by: April 2025, except for circumstances beyond Olsson's control.

Other Provisions

Brian Coomes, P.E. will represent Olsson as Project Manager in the performance of this agreement. No one else will be assigned to act in this capacity without the City's prior written approval. The Project Manager shall be responsible for coordinating all activities necessary to complete the Project.

Olsson will provide equipment and personnel necessary to complete the Scope of Services, except as otherwise provided. Olsson shall be responsible for the quality, accuracy and coordination of the design, drawings, reports, surveys, and other items furnished by Olsson as part of this Agreement.

Olsson agrees to provide its Scope of Services in a timely, competent, and professional manner, in accordance with applicable standards of care, for projects of similar geographic location, quality and scope. This Agreement creates no other representation, warranty or guarantee, express or implied.

CITY OF MANHATTAN

OLSSON

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: Wynn Butler

Name: Diane Hofer

Title: Mayor

Title: Vice President

Attest: \_\_\_\_\_

Name: Brian Coomes

Title: Lead Engineer



## EXHIBIT A – SCOPE OF WORK

Task Order No. 2 to Agreement for Engineering Services  
Airport Improvement Program (AIP) Project No. 3-20-0052-057  
Olsson Project No. A22-06974

### MANHATTAN REGIONAL AIRPORT

#### SECTION 1: PROJECT DESCRIPTION (the “Project”)

There was no change in the project description. For ease of reference, it is included here. The Project was developed as a Single Plan Set / Single Bid Package. Both Buildings will be for aircraft storage with no finished space, and thus no architectural services are included in this scope of work.

- Construct 6-Bay Box Hangar (Approximately 32' x 252') and Approach
  - Electricity will be provided to the building for power and lighting
  - Water, Sewer, and Natural Gas Services will not be provided
  - Floor Drains will not be provided
  - The building will not be heated or conditioned
  - Fire Suppression Systems will not be required, and fire suppression design is excluded
  
- Construct 2-Bay Box Hangar (Approximately 50' x 100') and Approach
  - Electricity will be provided to the building for power and lighting
  - Water and Sewer service will be stubbed into the building with no fixtures provided
  - Floor drains will be provided and connected to the City sanitary sewer system
  - The building will be heated with a natural gas service
  - Fire Suppression Systems will not be required, and fire suppression design is excluded

#### SECTION 4: CONSTRUCTION PHASE (INCLUDES OBSERVATION)

based on 225 calendar days (construction contract time)

Olsson will not begin work on this Phase until a Notice to Proceed is received from the Sponsor. Both parties understand that this work is subject to the availability of FAA funds.

- a. Project Administration. Provide general consultation and technical assistance to the Sponsor during all construction phases. Coordinate with the Sponsor and FAA to provide information on developments and decisions that are made concerning the project. Provide 5 sets of plans and specifications to the Construction Contractor for their use.
- b. Prepare and submit Quarterly Performance Reports.
- c. Assign a Project Engineer to the project who will periodically perform Construction Observation of the work in progress. It is estimated that the Project Engineer will make 10

site visits: Approximately one per month, plus 1 visit prior to the start of the base course and 1 visit prior to the start of paving.

- d. Require Construction Contractor to complete Notice of Transfer of Owner/Operator for Authorization to Discharge Stormwater Runoff from Construction Activities (NDPES permit) and Storm Water Pollution Prevention Plan (SWPPP). Olsson completed the Notice of Intent (NOI) and SWPPP as part of the design/bidding phase.
- e. A Construction Observation Program is not required for this project.
- f. Review shop and erection drawings and all materials data submitted by construction contractors for general compliance with design concepts and Buy American provisions. Olsson's review of such information is not a guarantee of suitability, does not relieve the Contractor of any of its responsibilities and the Contractor shall remain solely responsible and liable for the quality and completion of the Project in compliance with contract documents.
- g. Conduct a preconstruction conference per AIP Sponsor Guide No. 1040 *Preconstruction Conference*. Submit a formal report of the conference discussions.
- h. Provide horizontal and vertical survey control and staking, as required under the FAA standard specification General Provision 50-07. (*Ensure plan control is established on site*).
- i. Upon receipt of FAA and Sponsor authorization, issue the Notice to Proceed to the Construction Contractor. FAA authorization will not be issued until all conditions are met in accordance with AIP Sponsor Guide No. 1050 *Notice to Proceed*.
- j. Provide full-time on-site Construction Observation in accordance with AIP Sponsor Guide No. 1030 *Construction Observation*, except that a Construction Observation Program will not be prepared, and Guide No. 1070 *Inspections: Development Projects*.

RPR hours will be consistent to contractor and subcontractor's time on the site. For the purposes of scoping this agreement, it is assumed that the RPR will be on site for 10 hours per day, Monday through Friday, for the duration of the project. The contractor is allowed 225 calendar days to complete the work. It is assumed that the RPR will be on site 160 days throughout the duration of the project.

- k. Provide construction testing. See Exhibit B1 for a list of the anticipated tests and services. Estimated quantities of tests were based on the following lot sizes and estimated construction quantities:
  - (1) Excavation / Embankment
    - i. Lot Size 500 SY (Approximately 135 CY)
    - ii. 2-Bay Hangar: Estimated Construction Quantity 1,100 CY
    - iii. 6-Bay Box Hangar: Estimated Construction Quantity 1,750 CY
  - (2) Base Course
    - i. Lot Size 500 SY
    - ii. 2-Bay Hangar: Estimated Construction Quantity 1,630 SY
    - iii. 6-Bay Hangar: Estimated Construction Quantity 800 SY

- (3) P-501 Concrete Pavement
    - i. Lot Size 1,600 SY
    - ii. 2-Bay Hangar: Estimated Construction Quantity 750 SY
    - iii. 6-Bay Hangar: Estimated Construction Quantity 695 SY
  - (4) 033000 Building / Miscellaneous Concrete
    - i. Lot Size 100 CY
    - ii. 2-Bay Hangar: Estimated Construction Quantity 230 CY
    - iii. 6-Bay Hangar: Estimated Construction Quantity 200 CY
- I. Submit weekly FAA Form 5370-1 "Construction Progress and Inspection Reports" and testing reports to the Sponsor and FAA.
  - m. Provide a weekly photo log with the Construction Reports for each week that the contractor is on-site from the start of construction until substantial completion.
  - n. Monitor compliance with Davis-Bacon requirements, DBE requirements, and E.E.O requirements per AIP Sponsor Guide No. *Labor Provisions: Development Projects* and Guide No. 1073 *Monitoring Labor and Civil Rights Requirements Development Projects*. Provide Davis-Bacon compliance documentation to Sponsor during the project close-out.
  - o. Prepare and negotiate construction contract modifications, change orders and supplemental agreements, per AIP Sponsor Guide No. 1080 *Contract Modifications*.
  - p. Review amounts owed to construction contractors and prepare progress estimate forms certified by construction contractor(s).
  - q. FAA Invoice Summaries for the DELPHI system will be prepared by the Airport.
  - r. Annual SF-271 and SF-425 forms will be prepared by the Airport.
  - s. Arrange and conduct final walk-through with Sponsor and Construction Contractor. Prepare punch list and monitor completion of punch list items. Punch list preparation includes a site visit by one electrical engineer and one mechanical engineer.
  - t. Arrange and attend final inspection.
  - u. Provide as-built survey to establish final pay quantities and for preparation of as-built plans. The survey will not be in accordance with FAA Advisory Circular 150/5300-18B.

## SECTION 5: CLOSE OUT

Upon completion of construction, the Consultant agrees to provide the following items, in accordance with FAA/ACE AIP Guide No. 1610 - Development Project Closeout. The Consultant agrees to complete this phase within 90 days of final acceptance. If the Contractor does not provide their documentation (wage rate reports, DBE final utilization, etc.) within this time limit, this will be so noted in the close-out documents.

- (1) Sponsor Certification for Final Acceptance – not included; provided in design phase
- (2) Final Outlay Report (SF-271)
- (3) Final Federal Financial Report (SF-425)

- (4) Final Project Cost Summary
- (5) Summary of DBE Utilization – to be included in the Final Construction Report
- (6) Final Construction Report, including summary of test results – 1 electronic copy to FAA and to Sponsor
- (7) As-built Drawings – include in Final Report and provide in pdf format.
- (8) As-built Airport Layout Plan – one full-size preliminary set for FAA review; four full-size sets for Sponsor signature upon receipt of FAA comments
- (9) ~~5010 Updates – Not Required / Not Included~~
- (10) ~~Airport Chart / Diagram Modifications – Not Required / Not Included~~
- (11) ~~Part 139 Signing and Marking Plan – Not Required / Not Included~~

**EXHIBIT B**  
**CONSTRUCTION PHASE SERVICES**  
**Manhattan Regional Airport 3-20-0052-057**

*Based on 225 Calendar Day Project with 160 Days of Full-Time RPR On-Site*

1. <u>Direct Salary Costs</u>	<u>Hours</u>	<u>Direct Salary Rate/Hour</u>	<u>Total Costs (\$)</u>
<u>Title</u>			
Team Leader	0.0	\$89.15	\$0.00
Sr. Project Engineer	91.0	\$71.65	\$6,520.15
Project Engineer	208.0	\$59.15	\$12,303.20
Elec. or Mech. Engineer	20.0	\$71.10	\$1,422.00
Associate Engineer	166.0	\$49.25	\$8,175.50
Assistant Engineer	81.0	\$37.00	\$2,997.00
Registered Surveyor	0.0	\$56.20	\$0.00
Sr. Technician	1661.0	\$33.50	\$55,643.50
Asst. Technician	0.0	\$30.00	\$0.00
Sr. Clerical	69.0	\$31.50	<u>\$2,173.50</u>
Total Direct Salary Costs:			\$89,234.85
2. <u>Labor and General &amp; Administrative Overhead</u>			
Percentage of Direct Salary Costs*	185.88%		\$165,869.74
3. <u>Fixed Fee: 15% of Item 1 &amp; 2</u> <span style="float: right;">\$38,265.69</span>			
4. <u>Direct Nonsalary Expenses</u>			
Travel (automobile)	3,940 Miles @	\$0.655	\$2,580.70
Travel (pickup)	3,200 Miles @	\$0.750	\$2,400.00
Meals (per diem)	172 Days @	\$59.00	\$10,148.00
Motel (actual)	- Days @	\$98.00	\$0.00
Copies, Prints, Shipping			\$300.00
Testing - See Exhibit B1			<u>\$11,797.50</u>
Total Expenses:			\$27,226.20
5. Subtotal of Items 1 - 4			\$320,596.48
6. Subcontract costs (TREKK - DBE Surveyor)			\$19,626.76
7. Not-to-Exceed Total (Items 5 & 6)			\$340,223.24
Rounded:			<u>\$340,200.00</u>

\* For Item 2, the consultant should submit a statement of auditable overhead expenses, certified by the consultant's auditor, the sponsor's auditor, the state's auditor, or a Federal government auditor.

**EXHIBIT B1  
ESTIMATE OF  
CONSTRUCTION TESTING COSTS  
Manhattan Regional Airport 3-20-0052-057**

LABORATORY:

Olsson, Inc., Olathe, KS

LIST ALL ANTICIPATED COSTS

<u>SERVICE OR TEST</u>	<u>Estimated Quantity</u>	<u>Unit Price</u>	<u>Estimated Total Cost</u>
Moisture / Density (4" Mold) (Soil)	6	\$220.00	\$1,320.00
Moisture / Density (4" Mold) (Aggregate)	4	\$220.00	\$880.00
Oversize Correction (Aggregate)	4	\$75.00	\$300.00
Atterberg Limits	6	\$110.00	\$660.00
Mechanical Sieve Analysis	10	\$200.00	\$2,000.00
Concrete Compressive Strength	90	\$25.00	\$2,250.00
Concrete Length Determination	5	\$17.50	\$87.50
Technician	40	\$70.00	\$2,800.00
Project Manager Review	10	\$150.00	\$1,500.00
			\$11,797.50

*Testing is not a guarantee that all work and materials meet the contract requirements and does not does not relieve the Contractor of any of its responsibilities. The Contractor shall remain solely responsible and liable for the quality and completion of the Project in compliance with contract documents.*

**EXHIBIT C  
CLOSE OUT PHASE SERVICES  
Manhattan Regional Airport 3-20-0052-057**

1. <u>Direct Salary Costs</u>	<u>Hours</u>	<u>Direct Salary Rate/Hour</u>	<u>Total Costs (\$)</u>
<u>Title</u>			
Team Leader	0.0	\$89.15	\$0.00
Sr. Project Engineer	12.0	\$71.65	\$859.80
Project Engineer	24.0	\$59.15	\$1,419.60
Elec. or Mech. Engineer	4.0	\$71.10	\$284.40
Associate Engineer	26.0	\$49.25	\$1,280.50
Assistant Engineer	20.0	\$37.00	\$740.00
Registered Surveyor	0.0	\$56.20	\$0.00
Sr. Technician	24.0	\$33.50	\$804.00
Asst. Technician	0.0	\$30.00	\$0.00
Sr. Clerical	6.0	\$31.50	\$189.00
Total Direct Salary Costs:			\$5,577.30
2. <u>Labor and General &amp; Administrative Overhead</u>			
Percentage of Direct Salary Costs*	185.88%		\$10,367.09
3. <u>Fixed Fee: 15% of Item 1 &amp; 2</u>			\$2,391.66
4. <u>Direct Nonsalary Expenses</u>			
Travel	0 Miles @	\$0.655	\$0.00
Meals	0 Days @	\$59.00	\$0.00
Motel	0 Days @	\$98.00	\$0.00
Copies, Prints, Shipping			\$320.00
Total Expenses:			\$320.00
5. Subtotal of Items 1 - 4			\$18,656.04
6. Subcontract costs			\$0.00
7. Lump Sum Amount (Items 5 & 6)			\$18,656.04
Rounded:			\$18,700.00

\* For Item 2, the consultant should submit a statement of auditable overhead expenses, certified by the consultant's auditor, the sponsor's auditor, the state's auditor, or a Federal government auditor.

1-31-2024

Brandon Keaser  
Airport Director  
Manhattan Regional Airport  
5500 Skyway Drive  
Manhattan, KS 66502

RE: Independent Fee Evaluation (IFE) – MHK Construction Phase and Close Out Services

Hello Mr. Keaser,

Attached is my analysis of pricing for Construction Phase and Close Out Services for the box hangar project at Manhattan Regional Airport (MHK). I used typical industry standards for wages for the supplied categories of professionals, 1.8588% overhead rate (supplied by Olsson) and a fixed fee of 15%. My professional review estimates the fee at \$364,300 for Construction Phase Services and \$20,200 for Close Out. This amounts to \$384,500 or approximately 17.02% of the estimated construction cost of 2,259,000.

Some of the factors influencing my pricing include:

My effort used Pittsburg, KS for the PM office, Lincoln NE for the Team Leader office and all others from the Manhattan, KS office.

Sub-consultant - Trekk scope was not included in the IFE effort but a lump sum estimate of \$25,000 is included.

If you have and questions or comments I can be reached by phone, 913.221.6846 or email at [bradley.weisenburger@aol.com](mailto:bradley.weisenburger@aol.com).

Sincerely,



Brad Weisenburger  
JW Consulting and Enterprises LLC





Manhattan Regional Airport  
 3-20-0052-057  
 A22-06974  
 1-2-24

Construct 6-Bay Box Hangar and Construct 2-Bay Box Hangar

<u>Title</u>	<u>Direct Salary Rate/Hour</u>
Principal	\$90.00
Sr. Project Engineer	\$70.00
Project Engineer	\$60.00
Elec/Mech Engineer	\$74.00
Associate Engineer	\$45.00
Assistant Engineer	\$40.00
Registered Surveyor	\$42.00
Sr. Technician	\$38.00
Assistant Technician	\$35.00
Sr. Clerical	\$30.00

Overhead                      2023                      1.8588

Fixed Fee                                      15%

Expenses

Automobiles (Personal Ve	\$0.670 / mile
Suburbans / Pick-Up	\$0.87 / mile
Automobiles (Olsson Vehicle)	/ day
Aircraft (Personal)	/ hour
Meals	\$59.00 / day
Hotel	\$107.00 / day

GSA rates: <https://www.gsa.gov/travel/plan-book/per-diem>  
 GSA rates: <https://www.gsa.gov/travel/plan-book/per-diem>

Construction Bid Price  
 \$ 2,259,000

Date 1-2-24  
 Job Manhattan Regional Airport 3-20-0052-057  
 Construct 6-Bay Box Hangar and Construct A22-06974

CONSTRUCTION PHASE - 610												EXPENSES							
Task	Description of Work	Team Leader	Sr. Proj. Eng.	Proj. Engr.	Elec. Engr.	Assoc. Engr.	Asst. Engr.	Reg. Surv.	Sr. Tech.	Asst. Tech.	Clerk	Travel (miles)	Pickup (miles)	Meals (days)	Hotel (days)	Prints Copies Shippi	TEST Exh B1	TREKK DBE Sub	
611	Construction Phase - Airport Team																		
a	Project Admin (2 hours / week)	8	64													100			17195.62
b	Prepare & Submit Quarterly Reports			16															4734.17
c	Periodic inspection by Proj Manager - (approximately 10 visits)		80									4,000		10					21680.67
d	NPDES permit Coordination			8															1972.57
e	Construction Observation Program (N/A)																		0.00
f	Mix design/ shop drawing review		8	16					8										5996.62
g (1)	Precon		8									400		1					2168.07
g (2)	Precon agenda & minutes		2	4															1643.81
h	Survey Coordination - (see survey below)			4				8											1841.07
i	Notice to Proceed Issuance		2																657.52
j	Construction Observation (see below)							1,280											177766.14
k	Construction Testing (See below)													160					0.00
l	Submit 5370-1 - Weekly reports		4		8			16								100			5859.91
m	Weekly Photolog		4	4				24											6443.74
n	Monitor Wage Rate and DBE							16											2893.11
o	Change orders		8	8	4			16											6496.34
o1	Final Change Order to reconcile quantities		4	8				8											3550.63
p	Prepare Progress Estimates		4	8				24											5654.71
q	FAA DELPHI Invoice summary (N/A)		8	8															4208.15
r	Annual SF-271 & SF-425 (N/A)		8	8															3419.12
s	Punchlist inspection & monitoring		8	8				16											5523.20
t	Final inspection	8	8	8	8		8					600		4					9422.52
u	As-built Survey Coordination (see survey below)																		0.00
	Contingency																		0.00
	Subtotal																		289127.70
612	Construction Observation (CA Team)																		
	Daily trips from MHK												1,600						1392.00
613	Construction Testing		16					40		40						100	12,400		26439.51
614	Surveying (DBE - TREKK)																		
	set control		4					8	4										2524.89
	as-built		4					8	4									25,000.00	25000.00
																			2524.89
615	Storm/Water/Sanitary Shop Drawings			16							16					100			5097.18
616	Electrical Shop Drawings				8				8	6						100			3736.11
617	Mechanical Shop Drawings				8				8			400.00		2		100			3431.71
618	Structural Shop Dwg / Site Visits				16				8							100			4991.98
	TOTAL HOURS	16	244	124	52	0	1,472	8	72	22	66	###	5,400	1,600	177	0	700	12,400	25,000.00
	Rates \$/Hour	\$90.00	\$70.00	\$60.00	\$74.00	\$45.00	\$40.00	\$42.00	\$38.00	\$35.00	\$30.00		0.67	0.87	59.00	107.00			
	TOTAL COSTS	1440.00	17080.00	7440.00	3848.00	0.00	58880.00	336.00	2736.00	770.00	1980.00	3618.00	1392.00	10443.00	0	700	12400	25000	364265.97

15%

Date 1-2-24  
 Job Manhattan Regional Airport 3-20-0052-057  
 Construct 6-Bay Box Hangar and Construct 2- A22-06974

**LABOR**

**EXPENSES**

CLOSE OUT PHASE - 620																			
Task	Description of Work	Team Leader	LABOR									EXPENSES							
			Sr. Proj. Eng.	Proj. Engr.	Elec. Engr.	Assoc. Engr.	Asst. Engr.	Reg. Surv.	Sr. Tech.	Asst. Tech.	Clerk	Travel (miles)	Meals (days)	Hotel (days)	Prints Copies Shippi				
<b>621</b>	<b>Airport Team Close-Out</b>																		
(1)	Sponsor Cert - Done in Design Phase (N/A)																		0.00
(2)	Complete and Submit SF-271 Form		4	4															1906.82
(3)	Complete and Submit SF-425 Form		4	4															1906.82
(4)	Final Project Cost Summary	2	4	4														100	2401.33
(5)	Summary of DBE Utilization		4	4															1709.56
(6a)	Final Construction Report	2	4	2	2			4										100	3413.92
(6b)	Summary of Tests		4	2	2			4											2327.63
(7)	Asbuilt Drawings		4	4	2					8	12							100	4676.37
(8)	as-built ALP			4							8							100	1809.56
(9)	5010 updates (N/A)																		0.00
(10)	Airport Chart Update (N/A)																		0.00
(11)	Part 139 Sign Plan (N/A)																		0.00
<b>TOTAL HOURS</b>			4	28	28	6	0	8	0	8	20	8	110	0	0	0	0	400	
Rates \$/Hour			\$90.00	\$70.00	\$60.00	\$74.00	\$45.00	\$40.00	\$42.00	\$38.00	\$35.00	\$30.00		0.67	59.00	107.00			
<b>TOTAL COSTS</b>			360.00	1960.00	1680.00	444.00	0.00	320.00	0.00	304.00	700.00	240.00		0	0	0	400	20152.02	

15%

**EXHIBIT B**  
**CONSTRUCTION PHASE SERVICES**  
**Manhattan Regional Airport 3-20-0052-057**

*Based on 225 Calendar Day Project with 160 Days of Full-Time RPR On-Site*

1. <u>Direct Salary Costs</u>	<u>Hours</u>	<u>Direct Salary Rate/Hour</u>	<u>Total Costs (\$)</u>
<u>Title</u>			
Team Leader	16.0	\$90.00	\$1,440.00
Sr. Project Engineer	244.0	\$70.00	\$17,080.00
Project Engineer	124.0	\$60.00	\$7,440.00
Elec. or Mech. Engineer	52.0	\$74.00	\$3,848.00
Associate Engineer	0.0	\$45.00	\$0.00
Assistant Engineer	1472.0	\$40.00	\$58,880.00
Registered Surveyor	8.0	\$42.00	\$336.00
Sr. Technician	72.0	\$38.00	\$2,736.00
Asst. Technician	22.0	\$35.00	\$770.00
Sr. Clerical	66.0	\$30.00	\$1,980.00
Total Direct Salary Costs:			\$94,510.00
2. <u>Labor and General &amp; Administrative Overhead</u>			
Percentage of Direct Salary Costs*	185.88%		\$175,675.19
3. <u>Fixed Fee: 15% of Item 1 &amp; 2</u> <span style="float: right;">\$40,527.78</span>			
4. <u>Direct Nonsalary Expenses</u>			
Travel (automobile)	5,400 Miles @	\$0.670	\$3,618.00
Travel (pickup)	1,600 Miles @	\$0.870	\$1,392.00
Meals (per diem)	177 Days @	\$59.00	\$10,443.00
Motel (actual)	- Days @	\$107.00	\$0.00
Copies, Prints, Shipping			\$700.00
Testing - See Exhibit B1			\$12,400.00
Total Expenses:			\$28,553.00
5. Subtotal of Items 1 - 4			\$339,265.97
6. Subcontract costs ( <i>TREKK - DBE Surveyor</i> )			\$25,000.00
7. Not-to-Exceed Total (Items 5 & 6)			\$364,265.97
Rounded:			\$364,300.00

\* For Item 2, the consultant should submit a statement of auditable overhead expenses, certified by the consultant's auditor, the sponsor's auditor, the state's auditor, or a Federal government auditor.

**EXHIBIT B1  
ESTIMATE OF  
CONSTRUCTION TESTING COSTS  
Manhattan Regional Airport 3-20-0052-057**

LABORATORY:

Olsson, Inc., Olathe, KS

LIST ALL ANTICIPATED COSTS

<u>SERVICE OR TEST</u>	<u>Estimated Quantity</u>	<u>Unit Price</u>	<u>Estimated Total Cost</u>
Moisture / Density (4" Mold) (Soil)	6	\$300.00	\$1,800.00
Moisture / Density (4" Mold) (Aggregate)	4	\$300.00	\$1,200.00
Oversize Correction (Aggregate)	4	\$300.00	\$1,200.00
Atterberg Limits	6	\$200.00	\$1,200.00
Mechanical Sieve Analysis	10	\$200.00	\$2,000.00
Concrete Compressive Strength	90	\$50.00	\$4,500.00
Concrete Length Determination	5	\$100.00	\$500.00
Technician	40		\$0.00
Project Manager Review	10		\$0.00
			\$12,400.00

*Testing is not a guarantee that all work and materials meet the contract requirements and does not does not relieve the Contractor of any of its responsibilities. The Contractor shall remain solely responsible and liable for the quality and completion of the Project in compliance with contract documents.*

**EXHIBIT C  
CLOSE OUT PHASE SERVICES  
Manhattan Regional Airport 3-20-0052-057**

1. <u>Direct Salary Costs</u>	<u>Hours</u>	<u>Direct Salary Rate/Hour</u>	<u>Total Costs (\$)</u>
<u>Title</u>			
Team Leader	4.0	\$90.00	\$360.00
Sr. Project Engineer	28.0	\$70.00	\$1,960.00
Project Engineer	28.0	\$60.00	\$1,680.00
Elec. or Mech. Engineer	6.0	\$74.00	\$444.00
Associate Engineer	0.0	\$45.00	\$0.00
Assistant Engineer	8.0	\$40.00	\$320.00
Registered Surveyor	0.0	\$42.00	\$0.00
Sr. Technician	8.0	\$38.00	\$304.00
Asst. Technician	20.0	\$35.00	\$700.00
Sr. Clerical	8.0	\$30.00	<u>\$240.00</u>
		Total Direct Salary Costs:	\$6,008.00
2. <u>Labor and General &amp; Administrative Overhead</u>			
Percentage of Direct Salary Costs*	185.88%		\$11,167.67
3. <u>Fixed Fee: 15% of Item 1 &amp; 2</u>			\$2,576.35
4. <u>Direct Nonsalary Expenses</u>			
Travel	0 Miles @	\$0.670	\$0.00
Meals	0 Days @	\$59.00	\$0.00
Motel	0 Days @	\$107.00	\$0.00
Copies, Prints, Shipping			<u>\$400.00</u>
		Total Expenses:	<u>\$400.00</u>
5. Subtotal of Items 1 - 4			\$20,152.02
6. Subcontract costs			\$0.00
7. Lump Sum Amount (Items 5 & 6)			\$20,152.02
		Rounded:	\$20,200.00

\* For Item 2, the consultant should submit a statement of auditable overhead expenses, certified by the consultant's auditor, the sponsor's auditor, the state's auditor, or a Federal government auditor.



## **AIP 3-20-0052-057 Records of Negotiations**

### **Task Order No. 2**

### **Agreement for Construction Administration Services and Close-Out**

#### **Timeline**

January 10, 2024 – Independent fee estimate proposal received from JW Consulting  
January 22, 2024 – Draft agreement and scope of work received from Olsson  
January 23, 2024 – Draft scope and blank fee estimating spreadsheet sent to JW Consulting  
January 30, 2024 – Independent fee estimate received from JW Consulting  
January 30, 2024 – Email sent to Olsson with questions pertaining to Task Order No. 2  
January 31, 2024 – Revised IFE received from JW Consulting  
January 31, 2024 – Received response from Olsson on airport questions  
February 1, 2024 – Updated Task Order No. 2 received from Olsson

#### **Determination of Fair and Reasonable Fee**

On January 22, 2024, Manhattan Regional Airport (MHK) received Task Order No. 2 from Olsson in the amount of \$373,200.00 for construction administration services with a close-out phase lump sum of \$19,400.00.

JW Consulting and Enterprises LLC of Gardner, Kansas performed an Independent Fee Estimate (IFE) for construction administration services. JW Consulting submitted an estimate of \$325,600.00 for construction phase services and \$19,700.00 for close-out of the project. The total amount was \$345,300.00, or approximately 15.29% of the estimated construction cost of \$2,259,000.00. Review of the IFE determined that the fixed fee, surveying amount, and the correct office location for consultant travel was not included in the estimate. The airport discussed this error with JW Consulting, and on January 31, 2024, a revised IFE was received. The revised fee evaluation included an estimate of \$364,300.00 for construction phase services

and a \$20,200.00 cost for close-out. This amounts to a total fee of \$385,500.00 or approximately 17.02% of the estimated construction cost.

Airport staff conducted a review of construction administration services and close-out costs to the IFE. Below is a list of the items focused on during the review and negotiations with Olsson.

- The IFE calculated the percentage of direct salary costs at 185.88%, matching the direct salary cost from Olsson. Airport staff asked Olsson to provide an explanation of the increase in overhead from the hangar design proposal, below is their response:
  - *This is our company audited overhead rate. It is adjusted by a third-party auditor on an annual basis that was completed in June 2023. A copy of the overhead audit was sent to the airport.*
  
- Discussion occurred on the number of travel miles submitted by Olsson. The difference was significant when compared to the IFE. Airport staff asked Olsson how that amount was calculated and if it could be reduced by using the local office. Olsson's response is below.
  - *Please see the mileage shown on the detailed estimate breakdown, Attachment No. 13,200 miles are based on local traffic from the MHK office to the site (20 miles per day X 160 days of observation)The remaining 7,090 miles are based on engineers visiting the site, and the distance was calculated assuming an engineer would be traveling from a different office.470 miles were assumed as a 'round trip' distance for these items. This was a conservative estimate based on our furthest office. To be less conservative, we could look at reducing this assumption to 280 miles 'round trip' from Lincoln. Olsson adjusted the mileage assumption to a closer office which reduced the amount of travel miles significantly.*
  
- Olsson calculated most onsite observation hours being performed by and Assistant Engineer. The airport asked the question if many of these hours could be shifted to a Senior Technician. Olsson agreed, and moved the observation hours to the Senior Technician which reduced the total cost for that line item significantly.
  
- The direct salary rate per hour and per title was higher than the rates provided by the IFE. Airport asked Olsson how those hourly rates were determined. Olsson agreed to review the hour rates. The review resulted in a reduction of the hourly rates, which reduced the overall cost of the task order.

Following negotiations with Olsson, a revised Task Order No. 2 was received by the airport on February 1, 2024. The revised Task Order No. 2 had a not to exceed amount for Construction Phase of **\$340,200.00** and a close out lump sum fee of \$18,700.00. The revised Task Order No. 2 is **\$33,500.00** or **8.5%** lower than the original task order. The revised Task Order No. 2 is also \$26,600 or 7% below the IFE.



## **Recommendation of Award**

The City of Manhattan, Kansas recommends the award of Task Order No. 2 for construction administrative services and close-out to Olsson Inc.

## STATEMENT OF DBE PROGRAM

The City of Manhattan, Manhattan Regional Airport has a current DBE Program on file.

DBE Program can be found at [www.flymnhk.com](http://www.flymnhk.com).