

ITEM #:	<u>21</u>
DATE:	<u>09-09-25</u>
DEPT:	<u>PW</u>

COUNCIL ACTION FORM

SUBJECT: 2022/23 AIRPORT IMPROVEMENTS PROGRAM (SOUTH APRON REHABILITATION - FINAL ACCEPTANCE)

BACKGROUND:

The Airport Improvements Program in the Capital Improvement Plan (CIP) provides for projects included in the Federal Aviation Administration (FAA) approved Airport Master Plan. Rehabilitation of the South Apron was included in the FY 2022/23 Airport Improvements CIP Program.

On April 25, 2023, City Council awarded a contract to Con-Struct, Inc. in the amount of \$1,251,705. Four change orders were approved during construction:

- **Change Order No. 1** required no additional funding, however it added requirements for Targeted Small Business (TSB) participation.
- **Change Order No. 2**, in the amount of \$13,888.60, was administratively approved by staff and addressed gate and fencing revisions required during construction operations.
- **Change Order No. 3**, in the amount of \$21,866, was also administratively approved by staff to cover changes to the work to further address airport operational needs.
- **Change Order No. 4**, the balancing change order for the project, a deduction in the amount of \$35,531.35 was approved by City Council on July 8, 2025. This change order reflected final field installed quantities.

Construction was completed in the amount of \$1,251,928.25. The project was considered substantially complete as of June 10, 2025. A formal final inspection was completed that day with the Project Manager and Airport Manager present, and a punch list was issued. All punch list items have now been completed. Bolton & Menk, Inc., serving as project engineer, has recommended formal acceptance.

Below is the final summary of revenues and expenses for this project:

Revenues	Amount	Expenses	Amount
Federal	\$1,181,000.00	Design	\$77,000.00
State	\$129,600.00	Inspection	\$107,700.00
Airport Improvements Fund	\$154,328.25	Inspection – CO #1	\$28,300.00
		Construction (Original Contract)	\$1,251,705.00

Revenues	Amount	Expenses	Amount
		Construction – CO #1 (TSB Requirements)	\$0.00
		Construction – CO #2 (Fencing & Gate Changes)	\$13,888.60
		Construction – CO #3 (Additional Work)	\$21,866.00
		Construction – CO #4 (Final Quantity Reconciliation)	(\$35,531.35)
		Final Construction Cost	\$1,251,928.25
Total	\$1,464,928.25	Total	\$1,464,928.25

Attached to this Council Action Form are the Engineer's Statement of Completion from Bolton & Menk and a draft final payment request that shows the final project quantities and the retainage that will be paid after the 30-day waiting period.

ALTERNATIVES:

1. Accept the South Apron Rehabilitation project as complete by Con-Struct, Inc. of Ames, IA, in the amount \$1,251,928.25.
2. Direct staff to pursue modifications to the project.

CITY MANAGER'S RECOMMENDED ACTION:

The South Apron Rehabilitation project has been completed in compliance with the approved plans and specifications. All inspection and punch list requirements have been satisfied, and final quantities have been reconciled. Formal Council acceptance is required prior to retainage release and initiation of the warranty period. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, as shown above.

ATTACHMENT(S):

[Engineer's Statement of Completion](#)

[Certification Letter 22-23 Airport Improvements Program \(South Apron Rehab\).pdf](#)

[Draft Final Retainage Payment Showing Final Quantities](#)