West Michigan Airport Authority

Special Meeting Agenda

Monday, August 22, 2011

11:30am – 1 PM

City of Holland, City Hall, 2nd Floor Training Center

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1. Public Comments.
2. T Hangar Restroom – Recommendation on Bids.
3. South Pavement Area Improvements – Construction Contract.
4. Other Business.
5. Adjourn.

Mission Statement:

To provide the public with state-of-the-art global air access to strengthen the local economy and improve the area's quality of life.

If you are not able to attend the meeting, please contact Greg Robinson (355-1313) or Sinka Babinec (355-1310).
We must have at least one (1) of the two representatives of each unit of government present at the meeting to attain a quorum. Thank you.

West Michigan Airport Authority

270 South River Avenue, Holland, Michigan 49423
(616) 355-1311 (616) 546-7056 fax
www.tulipcityairport.org

Comprising City of Zeeland, Park Township and City of Holland

August 22, 2011

To: West Michigan Airport Authority Board.
From: Greg Robinson, Holland Assistant City Manager.
Subject: **T Hangar Restroom Construction**.

The Airport Authority Board has authorized staff to prepare specifications and solicit bids for the construction of a restroom in T Hangar B. On Friday, August 19, 2011, three bids were received for this project. The estimated project cost was $17,000.

Attached to this report is a table which provides details on the three bids. Each of the contractors has included different elements in the total bid amount due to Holland Board of Public Works (BPW) fees and assessments. The BPW trunkage fees were not included in the $17,000 project estimate previously provided to the Authority Board. The BPW water and sewer assessments were unknown until the contractors contacted the BPW for this project. These are "alternate" assessments that were not charged to the airport at the time the water and sewer lines were constructed beneath 64th Street in 1988. When an assessment is placed by the City as an alternate, the assessment is due when a property connects to the water and/or sewer lines.

The low bid for construction of the restroom only (no BPW fees and assessments) is Hulst Construction in the amount of $19,016. The BPW fees and assessments will be the same for all three contractors. The total cost for this project, including BPW fees and assessments, is now $36,018.24.

The annual rent paid by the T hangar tenants (assuming a 10% vacancy rate) is about $50,400. This rental rate helps offset costs to operate the airport and provide the local match for capital projects such as the South Pavement Area Rehabilitation that will be underway in September 2011. Also, it is estimated that the annual utilities and cleaning for this restroom will be $7,000. The Authority Board has discussed raising the rental rate to offset some of this cost. Raising the rate $20 a month to $240 would raise about $5,200 annually.

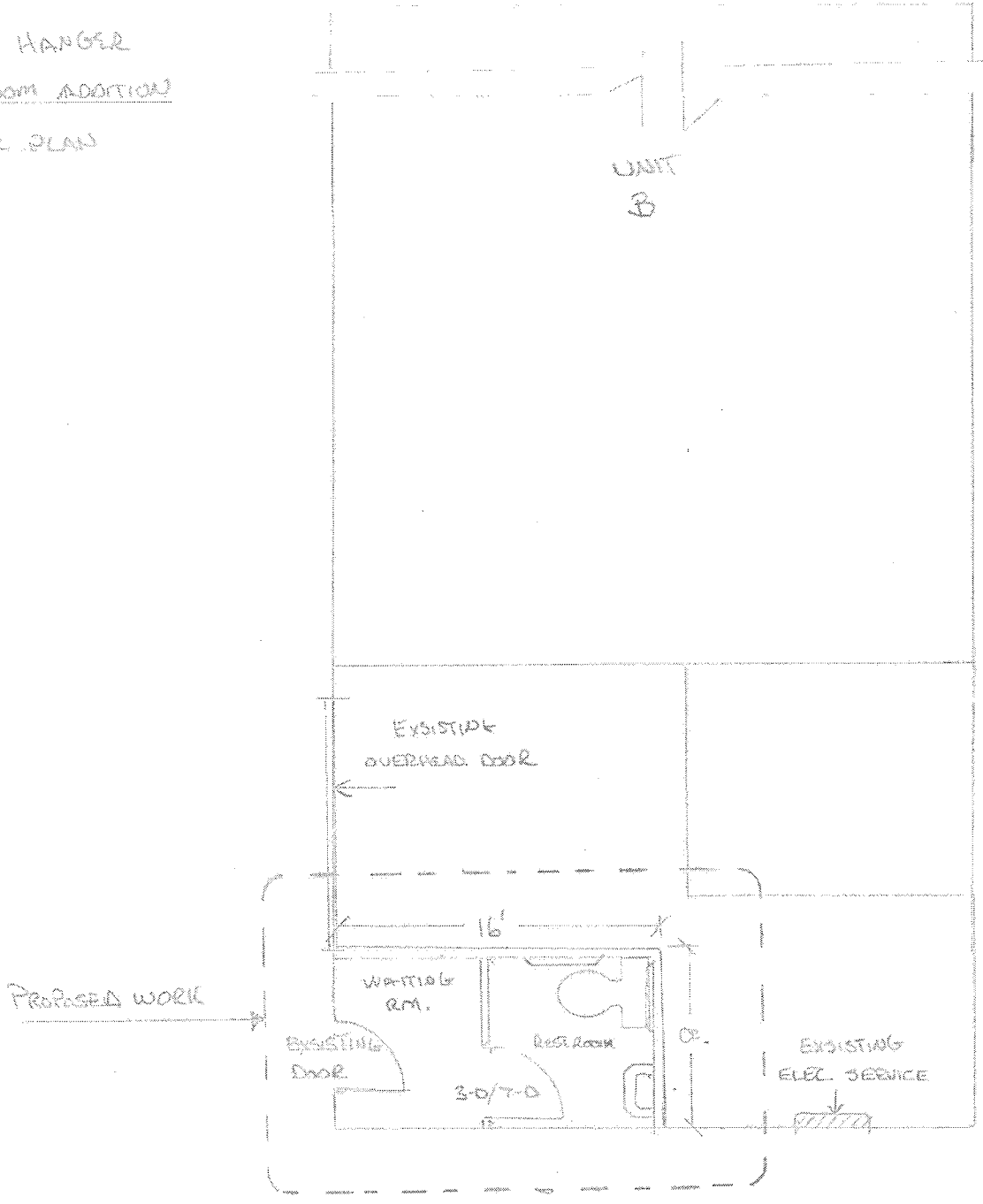
The proposed restroom and waiting area will be a benefit to the T hangar tenants and it is the T hangar rent that can be argued will fund this project. The trunkage fees and assessments were an unknown cost when the project estimate was prepared, but if the Board is to install any project along 64th Street that will require water and/or sewer, these costs will have to be paid.

It is recommended that the Board approve the low bid submitted by Hulst Construction in the amount of $22,851 for the construction of a restroom and waiting area in T hangar B; that a project budget of $36,500 be approved; and that this cost be funded through working capital.

"T" HANGER

RESTROOM ADDITION

FLOOR PLAN

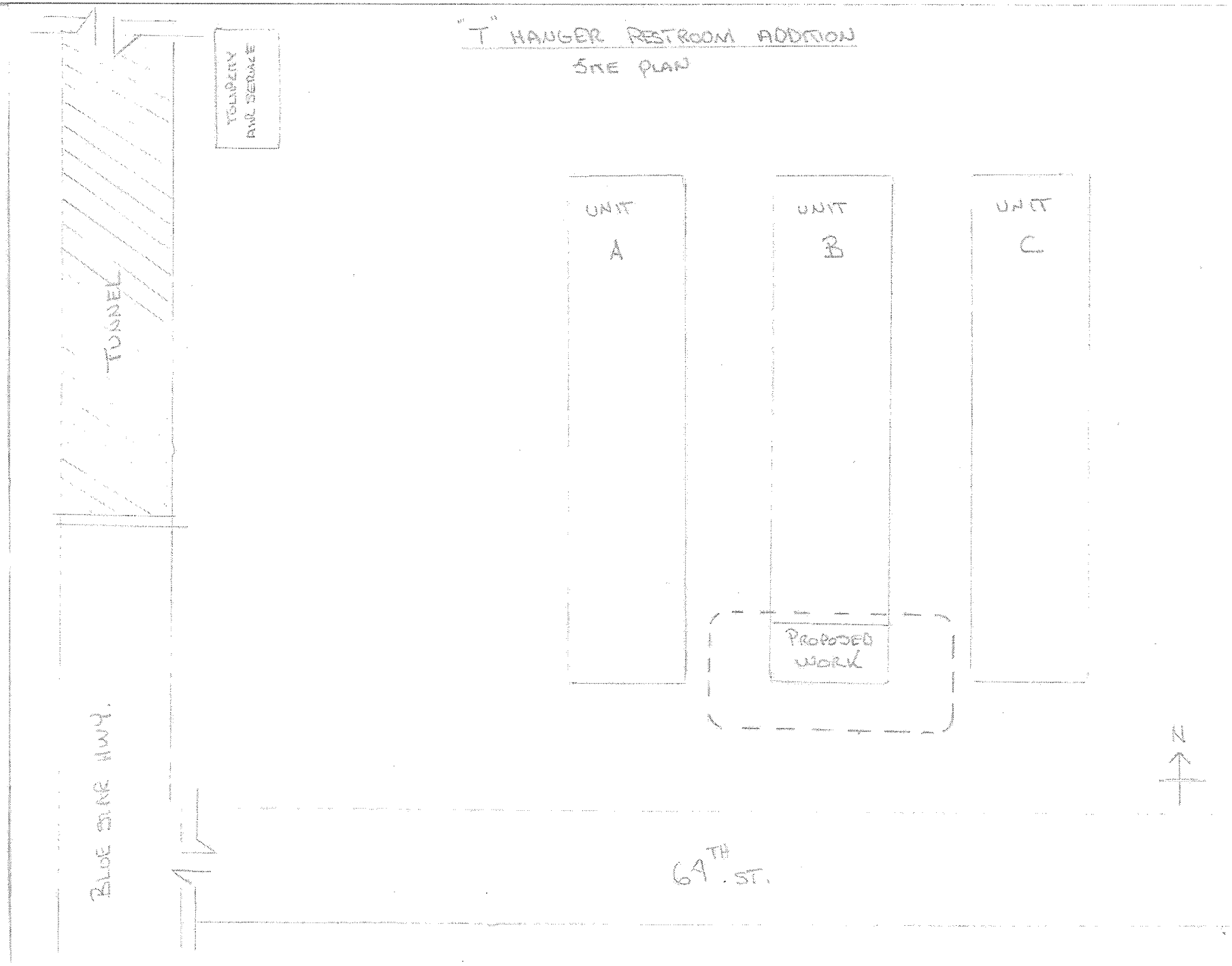


- NEW 8'x8' REST ROOM - 8' HIGH
- NEW 8'x8' WAITING AREA
- ELECTRICAL PER CODE
- WATER & SERVICE TO BUILDING PER CODE
- ELECTRIC HEAT W/ CEIL. RAD.
- REST ROOM TO MEET BARRIER FREE REQUIREMENTS
- V.C.T. FLOORING
- DRYWALL : WALLS, W/D / PAINT

128 ft

"T" HANGER RESTROOM ADDITION

SITE PLAN



West Michigan Airport Authority
T Hangar Restroom Bid Analysis
22-Aug-11

Bid	Total Bid Amount	Bid Includes	Stub Fee	Trunkage Fee	Water & Sewer Assessments	Construction
1. Lamar Construction	$67,784	* Construction * Trunkage Fee * Tap Fee * Assessments at Higher Level * Stub Fee	$1,045	$2,790	$41,172	$22,777
2. Hulst Construction	$22,851	* Construction * Trunkage Fee * Tap Fee * Stub Fee	$1,045	$2,790	n/a	$19,016
3. Lakewood Construction	$21,246	* Construction * Tap Fee	n/a	n/a	n/a	$21,246

West Michigan Airport Authority
T Hangar Restroom Bids
Holland Board of Public Works Fees
22-Aug-11

	Bidder Information	Aug. 19 2011 Update
1. Sewer Trunkage	$2,095.00	$2,095.00
2. Water Trunkage	695.00	$695.00
3. Sewer Stub Fee	$1,045.00	$0.00
4. Water Meter & Tap Fee	492.00	$492.00
5. Water Assessment	19,439.53	$6,478.00
6. Sewer Assessment	21,732.91	$7,242.24
Total	**$45,499.44**	**$17,002.24**

T Hangar Restroom Project
Financial Considerations
6-Jun-11

Estimated T Hangar rent revenue for FY2012	$50,400
(24 spaces x $200/mo with vacancy factor)	
Annual operations expenses	
1. Utilities	$2,000
2. Restroom cleaning estimate	$5,000
Estimated T Hangar construction cost	$17,000
$10/mo increase x 24 x 12 x .90	$2,592
$15/mo increase x 24 x 12 x .90	$3,888
$20/mo increase x 24 x 12 x .90	$5,184

West Michigan Airport Authority
Working Capital Analysis

11-Jul-11

		Fiscal Year (FY)
1. June 30, 2011 Working Capital *		
A. General Fund	$ 875,000.00	
B. Reserves - Restricted	$ 151,145.00	
	$ 1,026,145.00	
2. Projected Expenses (FY 12 - FY 14)		
A. ILS Refurbishing	$ 564,000.00	2012
B. Rehab, S. Hangar Pavement Area	$ 20,300.00	2012
C. Seal Runway Joints	$ 15,000.00	2012
D. T Hangar Restroom	$ 17,000.00	2012
E. Public Viewing Areas	$ 20,000.00	2012
F. T Hangar Repairs	$ 15,000.00	2012
G. Geurink Road Improvements	$ 105,000.00	2012/13
H. Terminal Property Acquisition	$ 24,000.00	2012/13
I. Terminal: Final Design	$ 25,000.00	2013
J. Terminal: Site Work	$ 94,000.00	2014
K. Terminal: Construction	?	2014
	$ 899,300.00	
Balance	$ 126,845.00	
3. Additional Anticipated Revenue		
A. MDOT ILS Participation	$ 200,000.00	
B. FY 12 Reserves Estimate	$ 150,000.00	
C. FY 13 Reserves Estimate	$ 140,000.00	
I	$ 130,000.00	
	$ 620,000.00	

*** This is an estimate at this time due to the FY 11 books not being closed.**

West Michigan Airport Authority

T Hangar Restroom Bids

Special Assessment Ammortization Options

22-Aug-11

1. Water Assessment	$6,478.00
2. Sewer Assessment	7,242.00
	$13,720.00

Term	Approximate Payment /Year	Total Cost
5 Years	**$3,025.00**	**$15,125.00**
10 Years	**$1,608.00**	**$16,080.00**

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Comprising City of Zeeland, Park Township and City of Holland

August 22, 2011

To: West Michigan Airport Authority Board.
From: Greg Robinson, Holland Assistant City Manager.
Subject: **South Pavement Area Improvements – Construction Contract**

The Authority Board has been discussing for several months the need to repave the areas near the south side of the airport and leading to the runway. These pavement areas are in the poorest condition of any at the airport. The Michigan Department of Transportation (MDOT) – Bureau of Aeronautics and the Federal Aviation Administration have recognized this need as well and will be funding 97.5% of the cost.

MDOT has sought bids from contractors for this project, but it is actually the West Michigan Airport Authority that enters into a contract with the contractor. The contract is over 200 pages, so it is not included with this report. Please contact me if you would like to review the contract.

Attached to this report is a contract award recommendation from MDOT. MDOT is recommending that this contract be awarded to Kamminga & Roodvoets, Inc. in the amount of $567,236.50. The grant contract from MDOT has not been received yet and will be presented to the Board at the September 2011 meeting.

It is recommended that the Board approve a contract with Kamminga & Roodvoets, Inc. in the amount of $567,236.50 for Rehabilitation of the South Hangar Pavement Area; that the WMAA Board Chairperson be authorized to sign the contract on behalf of the Authority; and that this approval is subject to an MDOT grant contract being approved by the WMAA Board.

BID TABULATION AND RECOMMENDATION FOR CONTRACT AWARD
MDOT-Airports Division

Tulip City Airport
Holland, Michigan

Federal Project No.: E-26-0045-3309 **Federal Item No.:** AK2571 **Contract ID:** 03724-113968

Description: Rehabilitation of South hangar area pavement

Consultant: Gary Siegfried, PE
Mead & Hunt
2605 Port Lansing, Road
Lansing, MI 48906
Phone: 517-321-8334
Fax: 517-321-5932
Email: Gary.Siegfried@meadhunt.com

Bids Submitted: Item No. 1108 046-- On Friday, August 5, 2011, at 10:30 a.m., LOCAL TIME., at the VANWAGONER BLDG, 1ST FLR ONE WEST CONF 425 W. OTTAWA ST., LANSING, MI 48933.

Engineer's Estimate-4% DBE ($23,256.84)

Bids Received: (Low Bid -2.44% below Engineer's Estimate)

Kamminga & Roodvoets, Inc.	**$ 567,236.50**
Crawford Contracting, Inc.	$ 578,980.00
L.J. Construction, Inc.	$ 630,568.75

Bids Opened By:)
Bids Recorded By:) Michigan Department of Transportation
Bids Read By:)

REMARKS: See attached Tabulation of Bids. The bids have been reviewed for bid improprieties according to the criteria in FAA's Order 5100.38. Notification of the Office of Inspector General will not be required.

Recommendation for Approval

1. As agent for the Airport, MDOT-Airports Division recommends the award of Contract ID 03724-113968 as follows:

Kamminga & Roodvoets, Inc.
3435 Broadmoor Ave, S.E.
Grand Rapids, Michigan 49512
Phone: 616-949-0800
Fax: 616-949-1894
Email: pollku@kandrinc.com

Amount: $567,236.50

2. Award of this contract shall not be effective until the awardee is notified in writing.

Recommended for Approval Date: August 9, 2011

Rick Hammond, Administrator
Airports Division
MICHIGAN DEPARTMENT OF TRANSPORTATION