



## *Airport*

**DATE:** July 22, 2019

**FROM:** Greg Haug, Airport Director

**ITEM:** Consider Amendment #1 to the August 25, 2015 Mead and Hunt Airport Master Plan Agreement.

### **REQUEST**

Please place this item on the 7/23/2019 City Commission meeting agenda.

### **BACKGROUND INFORMATION**

On August 25, 2015 the Board approved an Airport Master Plan agreement with Mead and Hunt. The Master Plan has been completed and the Federal Aviation Administration (FAA) has asked us to complete activities to close out the project grant by July 26, 2019. As part of Task #9 Environmental Overview and Land Use Plan, the agreement anticipated using an "AETD 2b tool" to study noise as a subtask. After coordinating with the FAA a decision was made to delete the "AETD 2b tool" subtask. Key points support the decision to remove the subtask included: None of the development proposed in the plan results in expected increases in noise. (i.e., no recommendation for a runway extension, new runway, etc.), there are no known issues within the community regarding noise associated with any of the projects included in the recommended development plan. (i.e., no one has expressed concern about increases or decreases in noise resulting from the recommended improvements included in the master plan during any public meetings, study work group meetings, or thru the online public comment website.), the Airport is satisfied that the existing noise contours developed from and used in previous studies are representative of present-day noise levels reflected in the existing 65 DNL noise contour as shown on the land use plan within the ALP set prepared by Mead & Hunt. FAA has approved the amendment removing the subtask which reduces the contract cost by \$24,712 for a new total contract cost of \$924,998.45.

### **RECOMMENDED CITY COMMISSION ACTION**

Approve Amendment #1 to the August 25, 2015 Mead and Hunt Airport Master Plan Agreement.

## **STAFF CONTACT INFORMATION**

Greg Haug, Airport Director, 355-1808 or [ghaug@bismarcknd.gov](mailto:ghaug@bismarcknd.gov)

Enclosure:

1. Amendment #1 to the August 25, 2015 Mead and Hunt Airport Master Plan Agreement.

# PROFESSIONAL SERVICES CONTRACT CHANGE FORM

## DEPARTMENT

Contract between the City of Bismarck and MEAD AND HUNT

Purpose of Contract AIRPORT MASTER PLAN UPDATE AMENDMENT #1

Contract Number: 2015-55 Project/Subproject Number: \_\_\_\_\_

Original Contract Amount: \$949,710.45

Contract Change Amount: MINUS \$24,712.00 FINAL TOTAL: \$924,998.45

Funding Source of Change Amount (If applicable) NA

Change in Contract Timeline: NA

Change in Scope of Contract: REMOVES SUBTASK AETD 2b TOOL AIRPORT NOISE FROM TASK #9

Department Head Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## COMMISSION APPROVAL

Change in contract amount less than 10% of the original contract amount or not greater than \$15,000 placed on the City Commission consent agenda

Change in contract amount that exceeds 10% of the original contract amount or \$15,000 or greater, placed on City Commission regular agenda

Change to original scope of contract and/or contract period placed on City Commission consent agenda

City Commission Meeting Date: JULY 23, 2019

**TO ALL DEPARTMENTS:** Please attach verification of Commission approval and send to Fiscal Services.

GRANTS COORDINATOR: \_\_\_\_\_

CITY ATTORNEY: \_\_\_\_\_

## Timothy Thorsen

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**From:** Holzer, Mark (FAA) <Mark.Holzer@faa.gov>  
**Sent:** Friday, July 19, 2019 2:19 PM  
**To:** Gregory Haug  
**Cc:** Timothy Thorsen; Anderson, David P (FAA); Peek, Andy (FAA); Lares, Sheri (FAA)  
**Subject:** Bismarck Master Plan Noise Task  
**Attachments:** image2019-07-17-072412.pdf; BIS ALP Approval Letter July 18.2019.pdf

Greg  
Good Friday afternoon,

In review of your attached letter requesting an amendment to the Bismarck Master Planning scope of work under AIP 055-2015, we offer the following:

- 1- FAA shall concur with your request to amend the Master Plan scope of work with your consultant team Mead and Hunt to remove the Noise analysis task with the following conditions:
  - a- A condition for concurrence is that you include in your next Capital Improvement Plan a planning project to update your Noise ordinance to be in compliance with your past Part 150 study to update the compatibility program to account for changes in airport operations. The latest FAA-approved model must be used for noise analysis per FAA Order 2050.1F.
  - b- Comply with your scope of work contact provisions for this grant to amend out this noise task.
  - c- Provide documentation for the removal of this noise task labor and indirect costs associated with this task in your consultant contract. Include this revision with your closeout package to FAA. In the closeout summary, include the justification for this amending this noise task.
  - d- All funds amended out shall be part of this closeout final cost as a reduction in the overall project cost.
  
- 2- Provide the closeout report to FAA no later July 26, 2019.

Attached is the FAA approval letter for the Airport Layout plan as the Master Plan will be a very useful tool to guide your development into the future for the City of Bismarck.

Mark J. Holzer  
Program Manager  
Federal Aviation Administration  
Dakota Minnesota Airports District Office  
2301 University Drive, Bldg 23B  
Bismarck, ND 58504  
701.323.7393



## Contract Amendment

7/19/2019

Mr. Tim Thorsen  
Assistant Director  
PO Box 991  
Bismarck, ND 58502

Project Name: Bismarck Airport Master Plan  
Update  
Project Location: Bismarck, ND  
Project number: R2716000-140293.01  
Mead & Hunt Manager: Jon Scraper

Subject: Amendment No. 1: Change in Services -Removal of Airport Noise from Task 9

Dear Mr. Thorsen:

The above-referenced PROJECT requires an Amendment. The work in this Amendment is a reduction to the Scope of Services stated in the original contract between the CLIENT Assistant Director and the CONSULTANT (Mead & Hunt, Inc.) dated 9/1/2015.

The CLIENT agrees that the CONSULTANT shall provide professional consulting services for the PROJECT as set forth in this Amendment and the CLIENT shall provide payment for those services as provided for in this Amendment.

A detailed description of our understanding of the Amended PROJECT Scope of Services, Schedule, and Compensation is provided below.

### **Reason for Amendment**

Bismarck Airport held a meeting with FAA on July 18, 2019 to discuss a change of scope for the Bismarck Airport Master Plan. During this meeting, the FAA authorized Bismarck Airport to remove the preparation of new noise contours as part of the Bismarck Airport Master Plan Update. As a result, Task 9 of the scope of services has been revised to remove the subtask

(AEDT 2b tool) associated with airport noise. Three primary reasons support the decision to delete the AEDT 2b tool from the master plan, these include:

1. None of the development proposed in the plan results in expected increases in noise. (i.e., no recommendation for a runway extension, new runway, etc.)
2. There are no known issues within the community regarding noise associated with any of the projects included in the recommended development plan. (i.e., no one has expressed concern about increases or decreases in noise resulting from the recommended improvements included in the master plan during any public meetings, SWAG meetings, or thru the online public comment website.)
3. The Airport is satisfied that the existing noise contours developed from and used in previous studies are representative of present-day noise levels reflected in the existing 65 DNL noise contour as shown on the land use plan within the ALP set prepared by Mead & Hunt.

#### **Amended Scope of Services**

The Scope of Services for the PROJECT is amended as follows:

- Removal of AEDT 2b tool Airport Noise from Task 9

#### **Amended Schedule**

Mead & Hunt proposes the following revised dates to complete the work for this PROJECT:

- Approximate end date 7/31/2019

#### **Amended Compensation**

Form of compensation for work in this Amendment will be in accordance with the *Terms and Conditions* of the existing CONTRACT. The Assistant Director will decrease compensation to Mead & Hunt in the amount of \$24,712.00 for the work not performed under the current contract. This Amendment results in a revised contract amount of \$924,998.45 for the total PROJECT.

#### **Amended Responsibilities of Assistant Director**

In addition to those responsibilities listed in the original CONTRACT and previous amendments (if applicable), this Amendment is based on Assistant Director performing or providing the following:

- Payment of final invoice for Bismarck Airport Master Plan

Mr. Tim Thorsen

7/19/2019

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**Authorization for Amendment**

The Amended Scope of Services, Schedule, and Compensation stated in this amendment are valid for a period of thirty (30) days from date of submission. If authorization to proceed is not received during this period, this amendment may be reviewed and modified by Mead & Hunt.

Signatures of authorized representatives of Assistant Director and Mead & Hunt shall amend the existing Agreement (original CONTRACT and all previous amendments, if applicable) between the two parties, and receipt of one signed copy shall be considered authorization to proceed with the work described in this Amendment. All services will be performed in accordance with the *Terms and Conditions* of the original CONTRACT and amendment, if applicable. If a signed copy of this Authorization is not received by Mead & Hunt, Inc. within seven (7) days from the date of issuance, Mead & Hunt, Inc. may stop work on the above services.

Respectfully submitted,

MEAD & HUNT, Inc.

Jonathan D. Scrapper, PE

Attachments

Accepted by: City of Bismarck

Approved by: MEAD & HUNT, INC.

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

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

Name: Steve Bakken

Name: Jonathan D. Scrapper

Title: President, Board of City Commissioners

Title: Vice President

*The above person is authorized to sign for Client and bind the Client to the terms hereof.*

*The above person is an authorized signer for Mead & Hunt, Inc.*

Date: \_\_\_\_\_

Date: \_\_\_\_\_