

AGENDA REPORT

TO: Mayor Pat Humphrey & the Clare City Commission
FROM: Jeremy Howard, City Manager
DATE: August 21, 2023
RE: Airport Apron Rehab and Taxi Lane Rehab Contracts

For the Agenda of August 21, 2023

Background. As you may recall, rehabilitation of the Apron (large ramp area by the Terminal) and the North Taxi Lane have been in the CIP for quite some time and are currently some of the worst pavement areas at the airport according to the last Pavement Survey done by MDOT. The project engineering and design was originally approved by the City Commission in the Spring of 2022. Earlier this year an RFP was created in February and then opened in March. At that time, our Airport Engineering Contractor, Mead & Hunt, recommended the city accept the low bidder of Pyramid Paving for the projects and enter into a contract for that work. The City also needs to update the Construction Administration Contract with Mead and Hunt at this time to reflect the changes that were made to the project.

The project has been approved by MDOT and has received approval for MDOT funding (90/5/5 cost share – Federal/State/Local). Meade & Hunt is the City’s designated Engineer and Construction Administration firm for all major airport projects. We have now received the updated Engineering Service Agreement (*copy att’d*) for construction and administrative oversight of the apron and taxiway project from Mead & Hunt for the referenced project. We have also received the contract (*copy att’d*) for the paving work to be completed from Pyramid Paving. MDOT Aero has also let the City know that the existing 20 foot taxi way will need to be increased to 25 feet. This will be an added cost to the Pyramid Paving contract and it will be brought back to the City Commission for approval as a change order at the end of the project. The City Commission is asked to review, consider, and approve the proposed contracts.

Issues & Questions Specified. Should the City Commission approve the proposed Contracts?

Alternatives.

1. Approve the Contracts.
2. Approve the Contracts with Modifications/amendments.
3. Do not approve the Contracts.
4. Defer decision regarding the matter to a subsequently scheduled meeting.

Financial Impact. The total cost of the contracted services and work is \$835,961.38; the City’s pro-rated share of those costs is \$41,798.07.

Recommendation. I recommend the City Commission approve the contracts with Meade & Hunt and Pyramid Paving as well as designate the City Manager as signatory for any and all documents necessary to execute those contracts or any necessary MDOT contracts for the project by adoption of Resolution 2023-066.

Attachments.

1. Construction Administration Contract – Mead & Hunt.
2. Construction/Paving Contract – Pyramid Paving.
3. Project Supporting Documents.
4. Resolution 2023-066.

Amendment #1

Between

MEAD & HUNT, INC.

and

City of Clare

**Construction Administration
for**

Rehabilitate Apron & W. Taxilane

**At the
Clare Municipal Airport
Clare, Michigan**

Mead & Hunt Project No.: 4232000-220168.02

Original Agreement Dated: April 18th, 2022

Original Description: Design: Design for Apron and West Hangar Area Taxilane Rehabilitation

Purpose of Amendment

The purpose of this amendment is to establish a scope of services and fee for the construction administration associated with the rehabilitation of the terminal apron and a taxiway in the west hangar area at the Clare Municipal Airport. This project includes pulverizing the existing pavement, installing underdrain (apron only), regrading and compacting the pulverized HMA/Aggregate Base and repaving. Also included are installation of a leaching basin, installation of aircraft tie-downs, minor adjustments to airfield lighting, pavement marking and site restoration.

Scope of Services

Task 1 – Construction Administration

The scope of services for construction administration is outlined in the original agreement. The CONSULTANT shall perform the duties as prescribed and supported in the detailed breakdown of cost in Attachment A. This will include processing pay requests for the contractor directly with MDOT AERO. The scope of services for this project will be consistent with the plans titled "Rehabilitate Apron and Taxiways", including only Base Bid and Option 1 signed by the CONSULTANT on February 24, 2023. Option 2, as shown in the plans, will not be completed.

An update to the ALP to reflect the as-constructed conditions shall not be required for this project.

Task 2 – ADIP Data Collection and Submittal

This project is considered a "Non-Safety Critical Project" per FAA guidance. Based on the status of Clare Municipal Airport as a non-towered general aviation airport that does not hold a Part 139 certification, ADIP Collection and Submittal is not required.

Compensation

The CONSULTANT shall be compensated a lump sum amount for the services identified in the scope of services. The amount of compensation for the construction administration shall be eighty thousand seven hundred thirty one and 48/100 (\$80,731.48) dollars. A detailed breakdown of these costs is included in Attachment A. The CONSULTANT shall bill the SPONSOR in accordance with the terms and conditions of the original agreement.

All other terms and conditions of the original base agreement shall remain in full force and effect.

This amendment and its conditions along with the conditions and requirements of the original agreement are hereby accepted by both parties as witnessed by these signatures:

WITNESS:

City of Clare

By: _____

Title: _____

Date: _____

WITNESS:



Martha Frary

MEAD & HUNT, INC.

By: 
Robert Leisenring

Title: Vice President

Date: April 18, 2023

CONSTRUCTION ADMINISTRATION SERVICES - Attachment A

SUMMARY SHEET

Airport: Clare Municipal Airport

Project Description: CA Rehabilitate Apron & W. Taxilane

M & H Project No.: 4232000-220168.02

90 Calendar days in contract

MEAD & HUNT PROJECT COST BY ELEMENT						
	Direct Labor	Overhead 1.7812	Fixed Fee 11.0%	Total Labor Fee	Direct Costs	Total*
ELEMENT 1.21 - PRECONSTRUCTION CONFERENCE	\$718.00	\$1,278.90	\$219.66	\$2,216.56	\$137.49	\$2,354.05
ELEMENT 1.22 - GENERAL INFORMATION AND COORDINATION	\$1,504.00	\$2,678.92	\$460.12	\$4,643.04	\$0.00	\$4,643.04
ELEMENT 1.23 - ENGINEERING SURVEY AND LAYOUT AS MAY BE APPLICABLE	\$1,080.00	\$1,923.70	\$330.41	\$3,334.11	\$361.47	\$3,695.58
ELEMENT 1.24 - MATERIAL TESTING AND SHOP DRAWINGS	\$894.00	\$1,592.39	\$273.50	\$2,759.89	\$0.00	\$2,759.89
ELEMENT 1.25 - FIELD TESTING AND GRADE INSPECTIONS	\$13,080.00	\$23,298.10	\$4,001.59	\$40,379.69	\$3,735.19	\$44,114.88
ELEMENT 1.26 - PAY ESTIMATES AND CHANGE ORDERS	\$704.00	\$1,253.96	\$215.38	\$2,173.34	\$0.00	\$2,173.34
ELEMENT 1.27 - WEEKLY REPORTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
ELEMENT 1.28 - FINAL INSPECTION / FINAL REPORT	\$1,246.00	\$2,219.38	\$381.19	\$3,846.57	\$137.49	\$3,984.06
ELEMENT 1.29 - FINAL QUANTITIES - AS CONSTRUCTED PLANS AND ALP	\$650.00	\$1,157.78	\$198.86	\$2,006.64	\$0.00	\$2,006.64
M&H PROJECT COSTS*	\$19,876.00	\$35,403.13	\$6,080.71	\$61,359.84	\$4,371.64	\$65,731.48

*excludes sub consultants

SUBCONSULTANTS	
Material Testing (SME)	\$15,000.00
TOTAL SUBCONSULTANTS	\$15,000.00

TOTAL PROJECT COSTS	
TOTAL MEAD & HUNT PROJECT COSTS:	\$65,731.48
TOTAL SUBCONSULTANTS:	\$15,000.00
TOTAL PROJECT COSTS:	\$80,731.48

CONCEPT BREAKDOWN	
CONCEPT #131605 (Rehabilitate Apron):	\$52,475.46
CONCEPT #201344 (Rehabilitate Taxilane):	\$28,256.02

Airport: Clare Municipal Airport
 Project Description: CA Rehabilitate Apron & W. Taxilane
 M & H Project No.: 4232000-220168.02

Employee Classification	SR PROJECT ENGINEER	PROJECT ENGINEER	SENIOR ENGINEER	ENGINEER 2	ENGINEER TECH 4	ENGINEER TECH 2	CLERICAL -	PROJECT PLANNER
Hourly Rate	\$75.00	\$61.00	\$53.00	\$44.00	\$45.00	\$35.00	\$27.00	\$61.00

ELEMENT 1.21 - PRECONSTRUCTION CONFERENCE

Preconstruction Meeting (w/prep and minutes)		6		8				
TOTAL HOURS	0	6	0	8	0	0	0	0
No. of trips at 158 miles/trip		1						
Meals (days)		1		1				
Nights Lodging								

Direct Costs				Labor Costs				
Mileage this element (\$0.655 /mile)	\$103.49			Total Direct Labor this element				\$718.00
Meals this element(\$50/day)	\$0.00			Overhead this element				\$1,278.90
Meals this element(\$17/trip)	\$34.00			Fixed Fee this element				\$219.66
Lodging (\$130/night)	\$0.00			TOTAL LABOR FEE THIS ELEMENT				\$2,216.56
Materials								
TOTAL DIRECT COSTS THIS ELEMENT	\$137.49			TOTAL COSTS THIS ELEMENT				\$2,354.05

ELEMENT 1.22 - GENERAL INFORMATION AND COORDINATION

Coordination with Contractor		4						
Construction Management Report		2		8			2	
Coordination with AERO		4						
Coordination with Sponsor		8						
TOTAL HOURS	0	18	0	8	0	0	2	0
No. of trips at 158 miles/trip								
Meals (days)								
Nights Lodging								

Direct Costs				Labor Costs				
Mileage this element (\$0.655 /mile)	\$0.00			Total Direct Labor this element				\$1,504.00
Meals this element(\$50/day)	\$0.00			Overhead this element				\$2,678.92
Meals this element(\$17/trip)	\$0.00			Fixed Fee this element				\$460.12
Lodging (\$130/night)	\$0.00			TOTAL LABOR FEE THIS ELEMENT				\$4,643.04
Materials								
TOTAL DIRECT COSTS THIS ELEMENT	\$0.00			TOTAL COSTS THIS ELEMENT				\$4,643.04

Airport: Clare Municipal Airport
 Project Description: CA Rehabilitate Apron & W. Taxilane
 M & H Project No.: 4232000-220168.02

Employee Classification	SR PROJECT ENGINEER	PROJECT ENGINEER	SENIOR ENGINEER	ENGINEER 2	ENGINEER TECH 4	ENGINEER TECH 2	CLERICAL -	PROJECT PLANNER
ELEMENT 1.23 - ENGINEERING SURVEY AND LAYOUT AS MAY BE APPLICABLE								
Initial control and layout						8		
Construction Staking						16		
TOTAL HOURS	0	0	0	0	24	0	0	0
No. of trips at 158 miles/trip					3			
Meals (days)					3			
Nights Lodging								
Direct Costs					Labor Costs			
Mileage this element (\$0.655 /mile)	\$310.47					Total Direct Labor this element		\$1,080.00
Meals this element(\$50/day)	\$0.00					Overhead this element		\$1,923.70
Meals this element(\$17/trip)	\$51.00					Fixed Fee this element		\$330.41
Lodging (\$130/night)	\$0.00					TOTAL LABOR FEE THIS ELEMENT		\$3,334.11
Materials								
TOTAL DIRECT COSTS THIS ELEMENT	\$361.47					TOTAL COSTS THIS ELEMENT		\$3,695.58
ELEMENT 1.24 - MATERIAL TESTING AND SHOP DRAWINGS								
Mix Design Review		2		8				
Shop Drawing Review		4		4				
TOTAL HOURS	0	6	0	12	0	0	0	0
No. of trips at 158 miles/trip								
Meals (days)								
Nights Lodging								
Direct Costs					Labor Costs			
Mileage this element (\$0.655 /mile)	\$0.00					Total Direct Labor this element		\$894.00
Meals this element(\$50/day)	\$0.00					Overhead this element		\$1,592.39
Meals this element(\$17/trip)	\$0.00					Fixed Fee this element		\$273.50
Lodging (\$130/night)	\$0.00					TOTAL LABOR FEE THIS ELEMENT		\$2,759.89
Materials								
TOTAL DIRECT COSTS THIS ELEMENT	\$0.00					TOTAL COSTS THIS ELEMENT		\$2,759.89

Airport: Clare Municipal Airport
 Project Description: CA Rehabilitate Apron & W. Taxilane
 M & H Project No.: 4232000-220168.02

Employee Classification	SR PROJECT ENGINEER	PROJECT ENGINEER	SENIOR ENGINEER	ENGINEER 2	ENGINEER TECH 4	ENGINEER TECH 2	CLERICAL -	PROJECT PLANNER
ELEMENT 1.25 - FIELD TESTING AND GRADE INSPECTIONS								
General Construction Inspection				260				
Punch List Inspections & Weekly Meetings		24		4				
TOTAL HOURS	0	24	0	264	0	0	0	0
No. of trips at 158 miles/trip		5		26				
Meals (days)		5		26				
Nights Lodging								
Direct Costs				Labor Costs				
Mileage this element (\$0.655 /mile)	\$3,208.19					Total Direct Labor this element	\$13,080.00	
Meals this element(\$50/day)	\$0.00					Overhead this element	\$23,298.10	
Meals this element(\$17/trip)	\$527.00					Fixed Fee this element	\$4,001.59	
Lodging (\$130/night)	\$0.00					TOTAL LABOR FEE THIS ELEMENT	\$40,379.69	
Materials								
TOTAL DIRECT COSTS THIS ELEMENT	\$3,735.19					TOTAL COSTS THIS ELEMENT	\$44,114.88	
ELEMENT 1.26 - PAY ESTIMATES AND CHANGE ORDERS								
Pay Estimates		4						
Payroll Reviews							8	
Change Orders		4						
TOTAL HOURS	0	8	0	0	0	0	8	0
No. of trips at 158 miles/trip								
Meals (days)								
Nights Lodging								
Direct Costs				Labor Costs				
Mileage this element (\$0.655 /mile)	\$0.00					Total Direct Labor this element	\$704.00	
Meals this element(\$50/day)	\$0.00					Overhead this element	\$1,253.96	
Meals this element(\$17/trip)	\$0.00					Fixed Fee this element	\$215.38	
Lodging (\$130/night)	\$0.00					TOTAL LABOR FEE THIS ELEMENT	\$2,173.34	
Materials								
TOTAL DIRECT COSTS THIS ELEMENT	\$0.00					TOTAL COSTS THIS ELEMENT	\$2,173.34	

Airport: Clare Municipal Airport
 Project Description: CA Rehabilitate Apron & W. Taxilane
 M & H Project No.: 4232000-220168.02

Employee Classification	SR PROJECT ENGINEER	PROJECT ENGINEER	SENIOR ENGINEER	ENGINEER 2	ENGINEER TECH 4	ENGINEER TECH 2	CLERICAL -	PROJECT PLANNER		
ELEMENT 1.27 - WEEKLY REPORTS										
Weekly Report	IDR's Included in Element 1.25									
TOTAL HOURS	0	0	0	0	0	0	0	0		
Direct Costs				Labor Costs						
Materials				Total Direct Labor this element					\$0.00	
				Overhead this element					\$0.00	
				Fixed Fee this element					\$0.00	
				TOTAL LABOR FEE THIS ELEMENT					\$0.00	
TOTAL DIRECT COSTS THIS ELEMENT				TOTAL COSTS THIS ELEMENT					\$0.00	
ELEMENT 1.28 - FINAL INSPECTION / FINAL REPORT										
Final Inspection (w/ Prep & Minutes)		6		8						
Final Report		2		8			2			
TOTAL HOURS	0	8	0	16	0	0	2	0		
No. of trips at 158 miles/trip		1								
Meals (days)		1		1						
Nights Lodging										
Direct Costs				Labor Costs						
Mileage this element (\$0.655 /mile)	\$103.49				Total Direct Labor this element					\$1,246.00
Meals this element(\$50/day)	\$0.00				Overhead this element					\$2,219.38
Meals this element(\$17/trip)	\$34.00				Fixed Fee this element					\$381.19
Lodging (\$130/night)	\$0.00				TOTAL LABOR FEE THIS ELEMENT					\$3,846.57
Materials										
TOTAL DIRECT COSTS THIS ELEMENT				TOTAL COSTS THIS ELEMENT					\$3,984.06	



August 21, 2023

Mr. Chad Weiss
Pyramid Paving & Contracting Co.
600 N. Jefferson St.
Bay City, MI 48708

Subject : Clare Municipal Airport
Clare, MI
Apron & West Hangar Area Taxi Lane Rehabilitation
Notice of Award

Dear Mr. Weiss:

The City of Clare has considered the Contract Proposals submitted for Clare Municipal Airport and it appears that your Contract Proposal of Seven Hundred Fifty-Five Thousand Two Hundred Twenty-Nine and 90/100 Dollars (\$755,229.90) for the Apron & West Hangar Area Taxi Lane Rehabilitation Project is fair, equitable and in the best interest of the City and having authorized the work to be performed, the said Contract Proposal is hereby accepted at the bid prices contained therein. This Award is subject to the concurrence of the Michigan Office of Aeronautics, Jackson County and the Federal Aviation Administration.

In accordance with the terms of the Contract Documents, you are required to execute the formal Contract Agreement and furnish the required Performance Bond and Payment Bond within fifteen (15) consecutive calendar days from and including the date of this notice. In the event that you should fail to execute the Contract Agreement and furnish the Performance Bond and Payment Bond, within the time specified, the Bid Bond will be forfeited to the City of Clare.

Enclosed are three copies of the contract documents and bond forms for this project. Please execute all three copies of these documents and forward them to Mr. Gary Todd, Clare Municipal Airport, 10941 Eberhart Ave., Clare, MI 48617. Once the contract has been executed and dated by the sponsor, you will receive a copy with original signatures for your file.

When you send the contracts and bond forms to Mr. Todd, please include a copy of your completed insurance certification as indicated in the proposal and a completed W-9 form. The insurance certificate needs to be on MDOT Form 1304A as shown on the enclosed sample.

Sincerely,

MEAD & HUNT, INC.

A handwritten signature in black ink that reads "Jeff Thoman".

Jeff Thoman, PE
Project Engineer

Enclosures

CONTRACT AND BONDS

for

Apron and West Hangar Area Taxi Lane Rehabilitation

at

**Clare Municipal Airport
Clare, Michigan**

Date: August 21, 2023

Project Description: Apron and West Hangar Area Taxi Lane Rehabilitation

Bond No. _____

LIEN BOND

KNOW ALL MEN BY THESE PRESENTS, that We, Pyramid Paving & Contracting Co., a Michigan Corporation, as principal, and _____ as surety, are held and firmly bound unto the People of the State of Michigan and the City of Clare, as obligee, in the sum of Seven Hundred Fifty-Five Thousand Two Hundred Twenty-Nine and 90/100 Dollars (\$755,229.90) lawful money of the United States, to be paid to the said City of Clare or to their attorney or certain attorney or assigns, People of the State of Michigan, or to its assigns, or to any person, firm or corporation who may furnish labor, materials, supplies for equipment, for camp or construction, and equipment on a rental basis, on account of and actually used in the performance of the contract hereinafter mentioned, to which payment well and truly to be made, we bind ourselves, our heirs, executors, administrators and assigns, and each and every one of them firmly by these presents.

Sealed with our seals and dated this _____ day of _____ A.D. 2023.

The condition of this obligation is such that if there shall be paid as the same may become due and payable, all indebtedness which may arise from said principal to a sub-contractor or any person, firm or corporation on account of any labor, material, supplies for equipment, for camp or construction, and rental of equipment, furnished and actually used in the performance of the contract to which this bond is attached, including extension of time, (notice of which is hereby waived by the surety), then this obligation is to be void, otherwise to remain in full force and effect.

Pyramid Paving & Contracting Co.
a Michigan Corporation Principal

By _____

By _____

By _____

Surety

By _____

**Clare Municipal Airport
Clare, Michigan**

This AGREEMENT is made this _____ day of _____ A.D. 2023, by and between the City of Clare, hereinafter referred to as SPONSOR, and Pyramid Paving & Contracting Co., hereinafter referred to as CONTRACTOR

WITNESSETH, That the CONTRACTOR, for and in consideration of the payment of items completed, hereby agrees to furnish all necessary machinery, tools, apparatus and other means of construction, do all the work, furnish all the materials except as herein otherwise specified, and to complete, in strict accordance with the plans, specifications and proposal for the Apron and West Hangar Area Taxi Lane Rehabilitation project, to the satisfaction of the SPONSOR. It is understood and agreed that said plans, specifications, proposal and the addendum thereto, being numbered 1, are to be considered as a part hereof. Payment for the work accomplished shall be in accordance with the General Provisions for Construction of Airports, and shall be made at the contract unit prices included in this contract.

The SPONSOR further agrees to pay the CONTRACTOR for such extra work as may be ordered by the SPONSOR, the prices for which are not included in the above items, but shall be agreed upon before such extra work is begun.

It is further understood and agreed that time is of the essence on this contract, and that the work shall be so conducted and supervised by the CONTRACTOR to insure its completion in accordance with the following schedule, each item of work to be completed on or before the date named thereafter:

Start work on the effective date of the Notice-to-Proceed.

The project shall be completed and ready for final inspection in Twenty-Six (26) calendar days.

IN WITNESS WHEREOF, the parties hereto have set their hands the day and year first above written:

CITY OF CLARE

PYRAMID PAVING & CONTRACTING CO.

By: _____

By: _____

Witness: _____

Witness: _____

This contract shall not be valid, effective or binding until fully executed by both the Contractor and the Sponsor.

AS CHECKED BID TABULATIONS - BASE BID + OPTION 1

PROJECT:	Apron & West Hangar Area Taxilane Rehab
LOCATION:	Clare Municipal Airport
AIP:	B-26-0020-3223
CITY:	Clare, Michigan
DATE:	3/23/2023 10:00am
PREPARED BY:	JET - MJF



WORK DESCRIPTION:	Base Bid includes the pulverization, grading, compacting and repaving of the terminal apron. Option One includes the pulverization, grading, compacting and repaving of the Western Hangar Area northern taxilane, including installation of drainage features and airfield lighting.
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LINE NO.	ITEM NO.	ITEM DESCRIPTION - CATEGORY ONE	UNIT	QUANTITY	UNIT PRICE	ITEM COST
1010	100001	Contractor Quality Control Program (CQCP)	LS	1	\$ 83,500.00	\$ 83,500.00
1020	101001	Pavement Removal	SYD	0	\$ -	\$ -
1030	101002	Remove Aircraft Tiedown	EA	36	\$ 125.00	\$ 4,500.00
1040	101003	Remove Pavement Marking	SFT	126	\$ 3.85	\$ 485.10
1050	101004	Salvage Medium Intensity Taxiway Light (MITL) Fixture and Remove Base	EA	3	\$ 137.50	\$ 412.50
1060	101005	Remove Concrete Encased Electrical Duct Bank	LFT	30	\$ 55.00	\$ 1,650.00
1070	101006	Sawing Asphalt Pavement	LFT	382	\$ 7.70	\$ 2,941.40
1080	101007	Remove Drainage Structure	EA	0	\$ -	\$ -
1090	102001	Installation and Removal of Silt Fence	LFT	1410	\$ 5.50	\$ 7,755.00
1100	105001	Mobilization, 10% Maximum	LS	1	\$ 73,840.00	\$ 73,840.00
1110	105002	Safety and Security	LS	1	\$ 51,690.00	\$ 51,690.00
1120	105003	Permits	DLR	5000	\$ 1.00	\$ 5,000.00
1130	108001	No. 8 AWG, 5kV, L-824, Type C Cable, Installed in Trench, Duct Bank or Conduit	LFT	110	\$ 3.85	\$ 423.50
1140	108002	No. 6 AWG, Solid, Bare Copper Counterpoise Wire, Installed in Trench, Including Connections/Terminations	LFT	110	\$ 3.30	\$ 363.00
1150	110001	Non-Encased Electrical Conduit, 1-Way 1 1/4 Inch	LFT	60	\$ 11.00	\$ 660.00
1160	110002	Concrete Encased Electrical Conduit, 2 Bank 2 Inch	LFT	50	\$ 71.50	\$ 3,575.00
1170	115001	Electrical Handhole	EA	2	\$ 2,200.00	\$ 4,400.00
1180	125001	Salvaged Medium Intensity Taxiway Edge Light, Installed on New Base in Turf	EA	3	\$ 1,100.00	\$ 3,300.00
1190	125002	L-861T Elevated Medium Intensity Taxiway Light, Base Mounted in Turf	EA	0	\$ -	\$ -
1200	152001	Unclassified Excavation	CYD	261	\$ 27.50	\$ 7,177.50
1210	152002	Subgrade Undercut	CYD	250	\$ 38.50	\$ 9,625.00
1220	154001	Subbase Course, Compacted in Place	CYD	0	\$ -	\$ -
1230	154002	Separation Geotextile	SYD	0	\$ -	\$ -
1240	207001	Pulverize Asphalt Pavement	SYD	10800	\$ 2.25	\$ 24,300.00
1250	207002	Fine Grade & Compact In-Place FDR Asphalt Aggregate Base Course	SYD	10800	\$ 4.00	\$ 43,200.00
1260	207003	Install Salvaged Recycled Asphalt Aggregate Base Course, Compacted in Place	CYD	0	\$ -	\$ -
1270	207004	Salvage and Stockpile Recycled Asphalt Aggregate Base Material	CYD	914	\$ 16.50	\$ 15,081.00
1280	401001	Asphalt Surface Course, Gradation 2	TON	2865	\$ 96.20	\$ 275,613.00
1290	603001	Emulsified Asphalt Tack Coat	GAL	753	\$ 3.00	\$ 2,259.00
1300	620001	Airport Pavement Marking, Solid, Yellow, 1/2 Rate	SFT	651	\$ 4.40	\$ 2,864.40
1310	620002	Airport Pavement Marking, Solid, Black	SFT	70	\$ 3.85	\$ 269.50
1320	620003	Airport Pavment Marking, Solid, Yellow, with Reflective Beads	SFT	790	\$ 5.25	\$ 4,147.50
1330	701001	12" Reinforced Concrete Pipe, Class V	LFT	0	\$ -	\$ -
1340	705001	Perforated Polyethylene Underdrain, 6", Complete	LFT	1855	\$ 22.00	\$ 40,810.00
1350	705002	Underdrain Cleanout Type 1	EA	6	\$ 1,650.00	\$ 9,900.00
1360	705003	Concrete Flared Underdrain End Section	EA	3	\$ 1,320.00	\$ 3,960.00
1370	751001	Drainage Structure Cover Type D-Low Profile	EA	1	\$ 1,320.00	\$ 1,320.00
1380	751002	Leaching Basin 4' Diameter, 8' Depth	EA	1	\$ 13,200.00	\$ 13,200.00
1390	751003	Catch Basin 4' Diameter Type 2	EA	0	\$ -	\$ -
1400	800001	Aircraft Tiedown	EA	36	\$ 825.00	\$ 29,700.00
1410	901001	Seeding	AC	0.7	\$ 3,300.00	\$ 2,310.00
1420	905001	Topsoil (Obtained from Offsite)	CYD	275	\$ 82.50	\$ 22,687.50
1430	908001	Mulching	AC	0.7	\$ 3,300.00	\$ 2,310.00
TOTAL =					\$755,229.90	

Pyramid Paving & Contracting Co.
600 N. Jefferson St.
Bay City, MI 48708

PROOF OF INSURANCE FOR CONSTRUCTION AND RECONSTRUCTION OF MICHIGAN DEPARTMENT OF TRANSPORTATION HIGHWAY/AERONAUTICS PROJECTS

Information required by the Federal specifications for Highway construction and/or Act 327, P.A. of 1945 to verify insurance.

INSTRUCTIONS: Complete and return to MDOT-Awards@michigan.gov.

The subscribing insurance company certifies that insurance of the types and for limits of liability covering the work under contract with MDOT or airport owner has been obtained by the contractor named below.

Such insurance, here certified, is written in accordance with the company's regular policies and endorsements subject to the company's applicable manuals of rules and rates, except (1) the insurance shall not be subject to the usual "x" - explosion, "c" - collapse or "u" - underground property damage exclusions.

NAME OF INSURED			
ADDRESS		CITY	STATE
TELEPHONE NO.		ZIP CODE	
		FAX NO.	

TYPE OF INSURANCE	POLICY NUMBER & NAME OF INSURANCE COMPANY (If more than one)	POLICY DATES (MM/DD/YY)		LIMITS: BODILY INJURY AND PROPERTY DAMAGE LIABILITY	Each Occurrence: \$1,000,000 Aggregate: \$2,000,000
		EFFECTIVE	EXPIRATION		
<input type="checkbox"/> General Liability				General Aggregate	\$
<input type="checkbox"/> Commercial General Liability				Prods. comp/ops Aggregate	\$
<input type="checkbox"/> Claims Made <input type="checkbox"/> Occurrence				Personal & Advertising Inj.	\$
<input type="checkbox"/> \$_____ P.D. Deductible				Each Occurrence	\$
<input type="checkbox"/> XCU Exclusion				Fire Damage (any one fire)	\$
<input type="checkbox"/> Contractual Exclusion				Medical Exp. (any one person)	\$
AUTOMOTIVE LIABILITY					
<input type="checkbox"/> Any Auto				Combined Single Limit (Minimum \$2,000,000.00)	\$
<input type="checkbox"/> All Owned Autos				Bodily Injury (per person) (Minimum \$500,000.00)	\$
<input type="checkbox"/> Scheduled Autos				Bodily Injury (per accident) (Minimum \$1,000,000.00)	\$
<input type="checkbox"/> Hired Autos				Property Damage (Minimum \$1,000,000.00)	\$
<input type="checkbox"/> Non-Owned Autos					
<input type="checkbox"/> Garage Liability					
<input type="checkbox"/> Umbrella				Each Occurrence	\$
				Aggregate	\$
<input type="checkbox"/> Excess Liability Other Than Umbrella				Each Occurrence	\$
				Aggregate	\$
WORKERS COMPENSATION AND EMPLOYERS LIABILITY				STATUTORY	
				\$	(Each Accident)
				\$	(Disease - Policy Limit)
				\$	(Disease - Each Empl.)
<input type="checkbox"/> Other					

NAME OF AGENCY		NAME OF INSURANCE COMPANY (If only one for all policies)		
ADDRESS		CITY	STATE	ZIP CODE
TELEPHONE NO.		FAX NO.		
AUTHORIZED REPRESENTATIVE SIGNATURE (Required)				DATE



U.S. Department
of Transportation
**Federal Aviation
Administration**

FAA Form 5100-130, Drug-Free Workplace – Airport Improvement Program Sponsor Certification

Paperwork Reduction Act Burden Statement

A federal agency may not conduct or sponsor, and a person is not required to respond to, nor shall a person be subject to a penalty for failure to comply with a collection of information subject to the requirements of the Paperwork Reduction Act unless that collection of information displays a currently valid OMB Control Number. The OMB Control Number for this information collection is 2120-0569. Public reporting for this collection of information is estimated to be approximately 8 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, completing and reviewing the collection of information. All responses to this collection of information are required under 49 U.S.C. Section 47105 to retain a benefit and to meet the reporting requirements of 2 CFR 200. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to: Information Collection Clearance Officer, Federal Aviation Administration, 10101 Hillwood Parkway, Fort Worth, TX 76177-1524.



Drug-Free Workplace Airport Improvement Program Sponsor Certification

Sponsor:

Airport:

Project Number:

Description of Work:

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:

Address:

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 day of , .

Name of Sponsor:

Name of Sponsor's Authorized Official:

Title of Sponsor's Authorized Official:

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.



U.S. Department
of Transportation

**Federal Aviation
Administration**

FAA Form 5100-135, Certification and Disclosure Regarding Potential Conflicts of Interest – Airport Improvement Program Sponsor Certification

Paperwork Reduction Act Burden Statement

A federal agency may not conduct or sponsor, and a person is not required to respond to, nor shall a person be subject to a penalty for failure to comply with a collection of information subject to the requirements of the Paperwork Reduction Act unless that collection of information displays a currently valid OMB Control Number. The OMB Control Number for this information collection is 2120-0569. Public reporting for this collection of information is estimated to be approximately 8 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, completing and reviewing the collection of information. All responses to this collection of information are required under 49 U.S.C. Section 47105 to retain a benefit and to meet the reporting requirements of 2 CFR 200. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to: Information Collection Clearance Officer, Federal Aviation Administration, 10101 Hillwood Parkway, Fort Worth, TX 76177-1524.



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

Sponsor:

Airport:

Project Number:

Description of Work:

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 _____ day of _____, 2023.
(Day) (Month)

Name of Sponsor: _____

Printed/Typed Name of Sponsor's Authorized Official: _____

Printed/Typed Title of Sponsor's Authorized Official: _____

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.

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 _____ day of _____, 2023.
(Day) (Month)

Name of Sponsor: _____

Printed/Typed Name of Sponsor's Authorized Official: _____

Printed/Typed Title of Sponsor's Authorized Official: _____

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.



U.S. Department
of Transportation
**Federal Aviation
Administration**

FAA Form 5100-129, Construction Project Final Acceptance – Airport Improvement Program Sponsor Certification

Paperwork Reduction Act Burden Statement

A federal agency may not conduct or sponsor, and a person is not required to respond to, nor shall a person be subject to a penalty for failure to comply with a collection of information subject to the requirements of the Paperwork Reduction Act unless that collection of information displays a currently valid OMB Control Number. The OMB Control Number for this information collection is 2120-0569. Public reporting for this collection of information is estimated to be approximately 8 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, completing and reviewing the collection of information. All responses to this collection of information are required under 49 U.S.C. Section 47105 to retain a benefit and to meet the reporting requirements of 2 CFR 200. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to: Information Collection Clearance Officer, Federal Aviation Administration, 10101 Hillwood Parkway, Fort Worth, TX 76177-1524.



Construction Project Final Acceptance Airport Improvement Program Sponsor Certification

Sponsor:

Airport:

Project Number:

Description of Work:

Application

49 USC § 47105(d), authorizes the Secretary to require me certification from the sponsor that it will comply with the statutory and administrative requirements in carrying out a project under the Airport Improvement Program. General standards for final acceptance and close out of federally funded construction projects are in 2 CFR § 200.343 – Closeout and supplemented by FAA Order 5100.38. The sponsor must determine that project costs are accurate and proper in accordance with specific requirements of the grant agreement and contract documents.

Certification Statements

Except for certification statements below marked not applicable (N/A), this list includes major requirements of the construction project. Selecting “Yes” represents sponsor acknowledgment 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 personnel engaged in project administration, engineering supervision, project inspection, and acceptance testing were or will be determined to be qualified and competent to perform the work (Grant Assurance).

Yes No N/A

2. Construction records, including daily logs, were or will be kept by the resident engineer/construction inspector that fully document contractor’s performance in complying with:

- a. Technical standards (Advisory Circular (AC) 150/5370-12);
- b. Contract requirements (2 CFR part 200 and FAA Order 5100.38); and
- c. Construction safety and phasing plan measures (AC 150/5370-2).

Yes No N/A

3. All acceptance tests specified in the project specifications were or will be performed and documented. (AC 150/5370-12).

Yes No N/A

4. Sponsor has taken or will take appropriate corrective action for any test result outside of allowable tolerances (AC 150/5370-12).
- Yes No N/A
5. Pay reduction factors required by the specifications were applied or will be applied in computing final payments with a summary made available to the FAA (AC 150/5370-10).
- Yes No N/A
6. Sponsor has notified, or will promptly notify the Federal Aviation Administration (FAA) of the following occurrences:
- a. Violations of any federal requirements set forth or included by reference in the contract documents (2 CFR part 200);
- b. Disputes or complaints concerning federal labor standards (29 CFR part 5); and
- c. Violations of or complaints addressing conformance with Equal Employment Opportunity or Disadvantaged Business Enterprise requirements (41 CFR Chapter 60 and 49 CFR part 26).
- Yes No N/A
7. Weekly payroll records and statements of compliance were or will be submitted by the prime contractor and reviewed by the sponsor for conformance with federal labor and civil rights requirements as required by FAA and U.S. Department of Labor (29 CFR Part 5).
- Yes No N/A
8. Payments to the contractor were or will be made in conformance with federal requirements and contract provisions using sponsor internal controls that include:
- a. Retaining source documentation of payments and verifying contractor billing statements against actual performance (2 CFR § 200.302 and FAA Order 5100.38);
- b. Prompt payment of subcontractors for satisfactory performance of work (49 CFR § 26.29);
- c. Release of applicable retainage upon satisfactory performance of work (49 CFR § 26.29); and
- d. Verification that payments to DBEs represent work the DBE performed by carrying out a commercially useful function (49 CFR §26.55).
- Yes No N/A
9. A final project inspection was or will be conducted with representatives of the sponsor and the contractor present that ensure:
- a. Physical completion of project work in conformance with approved plans and specifications (Order 5100.38);
- b. Necessary actions to correct punch list items identified during final inspection are complete (Order 5100.38); and
- c. Preparation of a record of final inspection and distribution to parties to the contract (Order 5100.38);
- Yes No N/A
10. The project was or will be accomplished without material deviations, changes, or modifications from approved plans and specifications, except as approved by the FAA (Order 5100.38).
- Yes No N/A

11. The construction of all buildings have complied or will comply with the seismic construction requirements of 49 CFR § 41.120.

Yes No N/A

12. For development projects, sponsor has taken or will take the following close-out actions:

- a. Submit to the FAA a final test and quality assurance report summarizing acceptance test results, as applicable (Grant Condition);
- b. Complete all environmental requirements as established within the project environmental determination (Order 5100.38); and
- c. Prepare and retain as-built plans (Order 5100.38).

Yes No N/A

13. Sponsor has revised or will revise their airport layout plan (ALP) that reflects improvements made and has submitted or will submit an updated ALP to the FAA no later than 90 days from the period of performance end date. (49 USC § 47107 and Order 5100.38).

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 day of , .

Name of Sponsor:

Name of Sponsor's Authorized Official:

Title of Sponsor's Authorized Official:

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.



U.S. Department
of Transportation
**Federal Aviation
Administration**

FAA Form 5100-131, Equipment and Construction Contracts – Airport Improvement Sponsor Certification

Paperwork Reduction Act Burden Statement

A federal agency may not conduct or sponsor, and a person is not required to respond to, nor shall a person be subject to a penalty for failure to comply with a collection of information subject to the requirements of the Paperwork Reduction Act unless that collection of information displays a currently valid OMB Control Number. The OMB Control Number for this information collection is 2120-0569. Public reporting for this collection of information is estimated to be approximately 8 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, completing and reviewing the collection of information. All responses to this collection of information are required under 49 U.S.C. Section 47105 to retain a benefit and to meet the reporting requirements of 2 CFR 200. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to: Information Collection Clearance Officer, Federal Aviation Administration, 10101 Hillwood Parkway, Fort Worth, TX 76177-1524.

Equipment and Construction Contracts Airport Improvement Sponsor Certification

Sponsor:

Airport:

Project Number:

Description of Work:

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) 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:

- a. Ensure work committed to Disadvantaged Business Enterprises at contract award is actually performed by the named DBEs (49 CFR § 26.37(b));
- 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
- c. 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:

- a. Publicly advertised, allowing a sufficient response time to solicit an adequate number of interested contractors or vendors;
- b. Prepared to include a complete, adequate and realistic specification that defines the items or services in sufficient detail to allow prospective bidders to respond;
- c. Publicly opened at a time and place prescribed in the invitation for bids; and
- d. 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:

- a. Written justification that supports use of competitive proposal method in lieu of the preferred sealed bid procurement method;
- b. Plan for publicizing and soliciting an adequate number of qualified sources; and
- c. 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 day of , .

Name of Sponsor:

Name of Sponsor's Authorized Official:

Title of Sponsor's Authorized Official:

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.



U.S. Department
of Transportation
**Federal Aviation
Administration**

FAA Form 5100-132, Project Plans and Specifications – Airport Improvement Program Sponsor Certification

Paperwork Reduction Act Statement

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Project Plans and Specifications

Airport Improvement Program Sponsor Certification

Sponsor:

Airport:

Project Number:

Description of Work:

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/). 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 day of , .

Name of Sponsor:

Name of Sponsor's Authorized Official:

Title of Sponsor's Authorized Official:

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.



U.S. Department
of Transportation
**Federal Aviation
Administration**

FAA Form 5100-134, Selection of Consultants – Airport Improvement Program Sponsor Certification

Paperwork Reduction Act Statement

A federal agency may not conduct or sponsor, and a person is not required to respond to, nor shall a person be subject to a penalty for failure to comply with a collection of information subject to the requirements of the Paperwork Reduction Act unless that collection of information displays a currently valid OMB Control Number. The OMB Control Number for this information collection is 2120-0569. Public reporting for this collection of information is estimated to be approximately 8 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, completing and reviewing the collection of information. All responses to this collection of information are required under 49 U.S.C. Section 47105 to retain a benefit and to meet the reporting requirements of 2 CFR 200. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to: Information Collection Clearance Officer, Federal Aviation Administration, 10101 Hillwood Parkway, Fort Worth, TX 76177-1524.



Selection of Consultants

Airport Improvement Program Sponsor Certification

Sponsor:

Airport:

Project Number:

Description of Work:

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 contact 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 day of , .

Name of Sponsor:

Name of Sponsor's Authorized Official:

Title of Sponsor's Authorized Official:

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.

RESOLUTION 2023-066

A RESOLUTION OF THE CLARE CITY COMMISSION APPROVING CONTRACTS FOR AN APRON REHAB AND TAXI LANE REHAB PROJECT AT THE CLARE MUNICIPAL AIRPORT.

WHEREAS, the City of Clare has scheduled the rehabilitation of the Apron as well as one of the Taxi Lanes at the Clare Municipal Airport; and

WHEREAS, the City solicited bids for the rehabilitation and paving of the Airport Apron and one of its Taxi Lanes; and

WHEREAS, the City received a bid from Pyramid to complete the rehab project; and

WHEREAS, Mead & Hunt is the City's airport engineer and designated Construction Administrator; and

WHEREAS, City Staff have reviewed said bids and contracts for compliance with bid specifications and City requirements and has subsequently recommended that the City Commission approve the bids and contracts and award the rehab work to Pyramid Paving and the Construction Administration to Mead & Hunt; and

WHEREAS, the Michigan Aeronautic Department of the Michigan Department of Transportation, the administrator of the grant funds for said Project, has reviewed and recommended approval of said contracts; and

WHEREAS, the Clare City Commission has reviewed, considered, and deliberated the terms of said proposed Contracts with Pyramid Paving and Mead & Hunt and determined the terms and conditions of the Contracts are acceptable.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Clare hereby approves a Construction Administration Contract with Mead & Hunt in the amount of \$80,731.48 and a Paving Contract with Pyramid Paving in the amount of \$755,229.90 of the Apron Rehab and North Taxi Lane Project at the Clare Municipal Airport, the terms and conditions of said Contracts as outlined therein.

BE IT FURTHER RESOLVED THAT the City's local match contribution for said Contracts shall not exceed \$41,798.07.

BE IT FURTHER RESOLVED THAT the City authorizes its City Manager to execute and sign any and all contracts and documents related to said project with Mead & Hunt, Pyramid Paving, and MDOT.

ALL RESOLUTIONS AND PARTS OF RESOLUTIONS INSOFAR AS THEY CONFLICT WITH THE PROVISIONS OF THIS RESOLUTION BE AND THE SAME ARE HEREBY RESCINDED.

The Resolution was introduced by Commissioner _____ and supported by Commissioner _____. The Resolution declared adopted by the following roll call vote:

YEAS:

NAYS:

ABSENT:

Resolution approved for adoption on this 21st day of August, 2023.

Diane Lyon, City Clerk