

MEMO

TO: Finance Board

FROM: Burlington International Airport

DATE: May 8, 2012,

SUBJECT: Finance Board Approval Request – Acceptance of Grants and Awarding of Contracts

The Burlington Airport seeks Finance Board and City Council approval for the acceptance of the following grants and award of associated contracts:

- 1. Acceptance of a State GRANT for Airport Expenses related to Porter Air.** The Airport has applied for and received a grant offer from the State of Vermont in the amount of **\$105,200** for reimbursement of airport costs related to the start up and operation of Porter Air Service at the Burlington International Airport.
- 2. Acceptance of a Federal GRANT for Engineering Design Services for three AIP Projects and supporting services (AIP-90).** This grant is to provide Federal funding for the design of projects proposed at the airport over the next two years. These include:
 - a. Design of Taxiway “B” Reconstruction including connections to Runway 1-19
 - b. Design of phase 2 of reconstruction of cargo/customs apron including phasing plan.
 - c. Update of Pavement Management Program
 - d. Independent Fee Estimates for items a. and b. above
 - e. Permitting related to items a. and b. above.

Total cost of this “Design only” grant will be \$303,300. The Federal Grant under the Airport Improvement Program will be in the amount of approximately **\$272,970** with a State share of approximately \$18,198 and a local share of approximately \$12,132.

- 3. Authorization of award of engineering contract to McFarland-Johnson Engineers** as the selected consultant to conduct the design of taxiway “B” reconstruction including connections to runway 1-19 in the amount of **\$131,200**. This work to be funded under a Federal Grant (AIP-90) as outlined in Item 1 above.

- 4. Authorization of award of engineering contract to Jacobs Engineering** as the selected consultant to design phase 2 for the reconstruction of the cargo/customs apron including phasing plan in the amount of **\$112,726**. This work to be funded under a Federal Grant (AIP-90) as outlined in item 1 above.
- 5. Acceptance of a Federal GRANT for the Update of FAR Part 150 Noise Exposure Maps (NEM) for the Airport. (AIP-91)**. This grant is to provide Federal funding for update of the existing NEMs for use in review the status of, and impact on, the approved Noise Compatibility Program (NCP). It will also be used to compare the Part 150 NEMs with the baseline contours prepared for the draft Environmental Impact Statement developed for the basing of F-35a aircraft at Burlington International Airport. Total cost of this project will be \$184,200. The Federal Grant under the Airport Improvement Program will be in the amount of approximately **\$165,780** with a State share of approximately \$11,052 and a local share of approximately \$7,368.
- 6. Authorization of award of consultant contract to Harris, Miller, Miller and Hanson (HMMH)** as the selected consultant for the development of updated Noise Exposure Maps for the Burlington International Airport in the amount of **\$177,000**. The work will be funded under a Federal Grant (AIP-91) as outlined in item 5 above.
- 7. Acceptance of a Federal GRANT for the Land Acquisition (AIP-91-Land 2012)**. This Grant is to provide Federal funding for the purchase of 14 residential properties that are in the Airport's Land Acquisition Plan and are part of the FAA approved Noise Mitigation Plan (NCP) for the Airport.. All properties are located adjacent to the Airport and are in the 65 dnl and above noise zone which FAA considers undesirable for human habitation. A Grant Offer is forthcoming from the FAA in the amount of **\$4,599,000**. State share will be \$306,600 and the local share is \$204,400.
- 8. Authorization of award of consultant contract to O.R.Colan and Associates** in the amount of **\$186,872**. for the conduct of relocation assistance services for the residents of the properties included in the Federal Grant outlined as item 7 above.

The Airport needs authorization to accept the above mentioned grants, and award contracts related to the work included in the grants. Draft resolutions related to these items are included with this Request and have also been forwarded to McNeil, Leddy & Sheahan for review. Also, accounting codes will be added prior to submission to the City Council.

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**AUTHORIZATION TO ACCEPT GRANT
FOR COSTS ASSOCIATED WITH START UP
AND OPERATION OF PORTER AIR AT
BURLINGTON INTERNATIONAL AIRPORT**

In the year Two Thousand Twelve.....

Resolved by the City Council of the City of Burlington, as follows:

That WHEREAS, the City of Burlington (“City”) owns and operates the Burlington International Airport in South Burlington, Vermont (“Airport”); and

WHEREAS, The Interim Director of Aviation, has determined that the addition of air service between Canada and Burlington, Vermont via Porter Air is in the best interest of the City, the traveling public and public airport purposes; and

WHEREAS, the Interim Director of Aviation, has determined that it is the best interest of the airport to apply for and accept a grant from the State of Vermont, Agency of Commerce and Community Development, Department of Economic, Housing and Community Development, International Trade Office in the amount of One Hundred Five Thousand Two Hundred Dollars (\$105,20.00) (The Agreement), to reimburse the City for costs associated Porter Air Service at Burlington International Airport and paid for with Airport operating revenues with anticipated reimbursement by State Grant Funds;

WHEREAS, on **May 14, 2012**, the Board of Finance approved the acceptance of said Grant Offer, which will be for the amount above for the reimbursement of costs associated with Porter Air service at Burlington International Airport,

NOW THEREFORE BE IT RESOLVED THAT upon the **May 21, 2012** approval of this body, the Mayor of the City of Burlington, be and hereby is authorized to execute on behalf of the City, all documents which may be required for the acceptance of said Grant Offer, subject to review by the City’s Chief Administrative Officer and the City Attorney, as necessary.

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**AUTHORIZATION TO ACCEPT GRANT
FOR COSTS ASSOCIATED WITH START UP
AND OPERATION OF PORTER AIR AT
BURLINGTON INTERNATIONAL AIRPORT**

NAME/PURPOSE OF CONTRACTS:	GRANT ACCEPTANCE Porter Air Costs
ADMINISTRATING DEPARTMENT:	Airport
CONTRACT TERM:	
ANTICIPATED GRANT AMOUNTS:	\$105,200
SOURCE OF FUNDS:	State of Vermont
FISCAL YEAR:	2012/2013
ACCOUNT NUMBER:	35003.65991

200000; Resolution –Acceptance of Grant Porter Air

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**AUTHORIZATION TO ACCEPT GRANT (AIP-90)
FOR AIRPORT DESIGN SERVICES AT
BURLINGTON INTERNATIONAL AIRPORT**

In the year Two Thousand Twelve.....
Resolved by the City Council of the City of Burlington, as follows, that:

WHEREAS, the City of Burlington (“City”) owns and operates the Burlington International Airport (“Airport”); and

WHEREAS, the Interim Director of Aviation has determined that certain design services related to reconstruction and widening of Taxiway “B”, Phase 2 reconstruction of portions of the cargo/customs apron, and accomplishment of an update of the Pavement Management Study should be accomplished and would be in the best interest of the City and of public benefit and furtherance of public airport purposes; and

WHEREAS such design services will be accomplished with funds from a Grant Anticipation Note and short term financing; in anticipation of said expenditures being reimbursed by state and Federal Aviation Administration (“FAA”) Airport Improvement Project (“AIP”) grants (“Grant Offers”), and

WHEREAS, the Airport seeks the acceptance by the City of a Grant Offer administered by the FAA through its Airport Improvement Program in the approximate amount of \$272,070.; with the state share (6%) being \$18,138. and the local share (4%) being \$12,132., said funds intended as reimbursement for the required design services; and

WHEREAS, the Interim Director of Aviation, after appropriate process, has determined to contract with the following entities for the stated design services associated with the proposed projects: McFarland-Johnson Engineers, in the anticipated amount of \$131,300. for design related to reconstruction of taxiway “B”; and Jacobs Engineering, in the anticipated amount of \$112,726. for design related to the reconstruction of the cargo/customs apron;

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**AUTHORIZATION TO ACCEPT GRANT (AIP-92)
FOR AIRPORT DESIGN SERVICES AT
BURLINGTON INTERNATIONAL AIRPORT**

NOW THEREFORE BE IT RESOLVED THAT upon the **May 14, 2012** approval of the Board of Finance, and **May __, 2012** approval of this body, the Honorable Mayor Miro Weinberger be and hereby is authorized and directed to execute on behalf of the City of Burlington agreements accepting the above-referenced Grant Offer from the United States of America for the above-referenced projects.

BE IT FURTHER RESOLVED, that the Interim Director of Aviation, Robert McEwing, be and hereby is authorized to execute on behalf of the City, the Contracts referenced above, and all other documents which may be required for the acceptance of said Grant Offer and the pursuit of its purposes, and/or documents related to the aforementioned Contract, subject to any applicable City Purchasing Procedure, and subject to review and approval by the Chief Administrative Officer and the City's legal counsel, as necessary.

NAME/PURPOSE OF CONTRACTS:	Engineering Design Services (AIP-90)
ADMINISTRATING DEPARTMENT:	Airport
ANTICIPATED TOTAL COST OF PROJECTS:	\$303,300
SOURCE OF FUNDS:	Grant Anticipation Note in anticipation of Reimbursement with FAA AIP grant funds
FISCAL YEAR:	2012
ACCOUNT NAME:	AIP-90
ACCOUNT NUMBER:	4354xx/73990