

MEMO

TO: Finance Board

FROM: Burlington International Airport

DATE: August 10, 2011

SUBJECT: Finance Board Approval Request – Professional Services Contract

The Burlington Airport seeks Finance Board and City Council approval for the following item related to a contract for professional services associated with Airport Improvement Projects at the Airport:

Authorization to contract with Stantec Consulting Services, Inc. for engineering services including construction administration related to the removal of structures at Burlington International Airport. Stantec Consulting Services, Inc., was selected as one of several engineering and planning consultants to provide professional services at the Airport related to Airport Improvement Program (AIP) projects. The Airport has completed negotiations with Stantec to perform services related to the removal of 47 residential structures that have been purchased by the Airport. Work will include evaluation of each site to determine the presence of hazardous materials, oversight of mitigation efforts, preparation of documentation related to advertising for structure removal and administration of the removal contracts including resident inspection of the work. Total estimated cost of services is **\$163,794** and the Airport will be reimbursed for 98% of the expenditures through several existing AIP and supporting State grants. It is requested that authorization be granted to execute the appropriate contracts related to the services to be provided by Stantec.

AUTHORIZATION FOR EXECUTION OF
AGREEMENTS FOR ENGINEERING SERVICES RELATED
TO REMOVAL OF STRUCTURES ADJACENT TO
BURLINGTON INTERNATIONAL AIRPORT

In the year Two Thousand Eleven.....
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 Airport has purchased residential dwellings with Federal funding as part of the FAA approved Noise Mitigation Program for the Airport during the past several years; and

WHEREAS, the Interim Director of Aviation has determined that the removal of these dwellings at the Airport (“the Projects”), will be in the best interest of the City and of public benefit and in furtherance of public airport purposes; and

WHEREAS, the Airport has received Federal funding for the professional services required to conduct environmental evaluations and prepare required documentation related to the removal and disposal of these dwellings under the Federal Aviation Administration (“FAA”) Airport Improvement Program (“AIP”); and

WHEREAS, the Airport, after selection process, has determined it appropriate to contract with the firm of Stantec Consulting Services, Inc for these professional services related to building evaluation, preparation of documentation, certain construction administration and project oversight services, with the total anticipated amount of this contract to be \$163,794.00;

NOW THEREFORE BE IT RESOLVED THAT upon the _____, 2011 approval of the Board of Finance, that Robert McEwing, Interim Director of Aviation, be and hereby is authorized and directed to execute on behalf of the City of Burlington, the Contract referenced above, and all other documents which may be required in pursuit of its purposes, subject to any

applicable City Purchasing Procedure, and subject to review by the Chief Administrative Officer and the City's legal counsel, as necessary.

NAME/PURPOSE OF CONTRACT: Services related to Removal of Structures

ADMINISTRATING DEPARTMENT: Airport

CONTRACT TERM: August, 2011-August, 2012

ANTICIPATED TOTAL COST OF PROJECTS: \$163,794.00

SOURCE OF FUNDS: FAA AIP, State, Local

FISCAL YEAR: 2012-2013

ACCOUNT NAME: Land Acquisition

ACCOUNT NUMBER: Various
435488/73990 (AIP-74)
435496/73990 (AIP-78)
435449/73990 (AIP-81)
435415/73990 (AIP-84)
435414/73990 (AIP-87)

City/finance/2011/resolutions