1. Determine Quorum

2. Approval of Minutes from the following meetings:  5 min*
   January 9, 2020

3. Public Discussion - Items not on the agenda  5 min

4. Items for Discussion / Action:
   a. Request to use decommissioned runway  5 min
      i. Consider a resolution approving agreement with Iowa Region Sports Car Club of America
   b. Airport Website Update  15 min
   c. FAA/IDOT Projects:  15 min
      i. Obstruction Mitigation
      1. Consider a resolution approving amendment #1 to Task Order 9 with AECOM
      ii. Runway 25 Threshold Relocation
      iii. Terminal Apron/Taxiway reconstruction
      1. Consider a resolution accepting bids and awarding contract.
      iv. Fuel Farm Expansion and card reader kiosk replacement
         a. Public Hearing
         b. Consider a resolution approving plans, specifications, form of contract and estimate of cost.
   d. Airport "Operations"  10 min
      i. Management
      ii. Budget
      iii. Events
   e. FBO / Flight Training Reports  10 min
      i. Jet Air
   f. Commission Members' Reports  2 min
   g. Staff Report  2 min

5. Consider a motion to go into executive session under Section 21.5(1)(i) of the Iowa Code to evaluate the professional competency of individuals whose appointment, hiring, performance or discharge is being considered when necessary to prevent needless and irreparable injury to that individual’s reputation and that individual requests a closed session.

6. Set next regular meeting for March 12, 2020

7. Adjourn

*The times listed in the agenda are the anticipated duration of that particular agenda item. The actual discussion may take more or less time than anticipated

If you will need disability-related accommodations in order to participate in this program/event, please contact Michael Tharp, Airport Operations Specialist, at 319-356-5045 or at michael-tharp@iowa-city.org. Early requests are strongly encouraged to allow sufficient time to meet your access needs.
MINUTES
IOWA CITY AIRPORT COMMISSION
JANUARY 9, 2020 – 6:00 P.M.
AIRPORT TERMINAL BUILDING

Members Present: Scott Clair, Christopher Lawrence, Judy Pfohl
Members Absent: Warren Bishop, Bob Libby
Staff Present: Eric Goers, Michael Tharp
Others Present: Carl Byers, John Moes, Pat Prior, Alex Schmidt, Matt Wolford

RECOMMENDATIONS TO COUNCIL: (to become effective only after separate Council action):
None.

DETERMINE QUORUM:
The meeting was called to order at 6:02 P.M.

APPROVAL OF MINUTES:
Minutes from the December 12, 2019, meeting were reviewed. Lawrence moved to accept the minutes from the December 12, 2019, meeting as presented. Pfohl seconded the motion. The motion carried 3-0, Bishop and Libby absent.

PUBLIC DISCUSSION: None.

ITEMS FOR DISCUSSION/ACTION:

a. Airport Website Update – Tharp stated that a contract with FUEL has been drawn up and is ready for the Commission’s review and approval. The price on the contract is $15,000, according to Tharp. He added that the team from FUEL will be bringing the Commission drafts along the way, so they will be a part of the overall direction the website takes. Tharp spoke to the idea of having a subcommittee work on this project, as had been previously suggested. Members spoke to this, agreeing that they would like to form such a subcommittee. Lawrence and Pfohl volunteered to be a part of this.

i. Consider a resolution approving agreement with FUEL – Lawrence moved to consider Resolution #A20-01, authorizing the Chair to execute an agreement with FUEL for website design services. Clair seconded the motion. The motion carried 3-0, Bishop and Libby absent.

b. FAA/IDOT Projects
i. **Obstruction Mitigation** – Tharp noted that this project is now underway and has been going fairly well. So far 46 trees have been removed, with 56 remaining. This means that the obstructions for 7-25 are now down, with 3-0 still having six trees deemed obstructions. He is working with the FAA to determine how the data will be conveyed regarding verification of the obstruction mitigation taking place. Goers gave a brief update on the remaining parties that they have been working with on tree removals, as well as responded to Member questions regarding this.

ii. **Runway 25 Threshold Relocation** – Tharp stated that he doesn’t have much to update Members with on this. The targeted date is August 21, 2021, for that approach cycle. Wolford stated that previously they had been told that this might be able to be moved up. Tharp stated that he sees a very slim chance for this, based on the work that needs to be done first. Members then asked questions regarding this upcoming project.

iii. **Terminal Apron/Taxiway reconstruction** –
   1. **Public Hearing** – The public hearing was opened at 6:17 P.M. Tharp gave Members a description of the project, noting that plans and specs were in the meeting packet. Construction will be done in two phases to alleviate disruption as much as possible. Funding is coming from a State grant, according to Tharp, at 85%. Bids will be due prior to the next Commission meeting. The public hearing closed at 6:21 P.M.
   2. **Consider a resolution approving plans, specifications, form of contract, and estimate and placing of bids** – Lawrence moved to consider Resolution #A20-02, approving plans, specifications, form of contract, and estimate. Pfohl seconded the motion. The motion carried 3-0, Bishop and Libby absent.

iv. **Fuel Farm Expansion and card reader kiosk replacement** – Tharp briefly reviewed what this project will entail, noting that the first part of March the bids would be due, with the public hearing taking place in February.
   1. **Consider a resolution setting public hearing on plans, specifications, form of contract, and estimate** – Lawrence moved to consider Resolution #A20-03, setting public hearing on plans, specifications, form of contract, and estimate. Clair seconded the motion. The motion carried 3-0, Bishop and Libby absent.

c. **Airport Operations**

i. **Management** – Tharp gave Members an update on the flight simulator. He noted that shipping has been delayed due to the vendor being backlogged from the holidays. Shipping is now projected for the week of February 10. He added that the room itself is 90% ready and he welcomed Members to take a look at it. Moving on to the agreement with Jet Air, Tharp stated that basically Jet Air will oversee the usage of the simulator. This will include recordkeeping, such as keeping track of usage, performing billing, and reconciling bills as well, and also managing the online scheduling system that will be in place. Tharp noted that Jet Air will receive a fee of $20 per billable hour for these services.
1. Consider a resolution approving agreement with Jet Air for flight simulator management - Lawrence moved to consider Resolution #A20-04, approving agreement with Jet Air for flight simulator management. Pfohl seconded the motion. The motion carried 3-0, Bishop and Libby absent.

ii. Budget – Tharp noted that he presented the budget to the City Council recently. He added that he did not receive much feedback from the Council, other than one Councilor asking about Airport tours. He noted that he invited everyone to come down for a tour.

iii. Events – None.

d. Lawrence moved to appoint Pfohl Acting Secretary. Pfohl seconded the motion. The motion carried 3-0, Bishop and Libby absent.

e. FBO / Flight Training Reports
i. Jet Air – Matt Wolford with Jet Air shared monthly maintenance reports with Members. Some of the highlights included some snow removal, trash pickup, bathroom cleaning, and preparing the flight simulator room. Speaking to Jet Air, Wolford stated that with the poor weather conditions, flight training has been delayed. He also spoke briefly to how things have been going for Jet Air this winter.

f. Commission Member Reports – Clair noted a YouTube Vox video on the carbon footprint of aviation. He stated it was fairly well done, and noted how it tied in with the City’s climate action initiatives to lower carbon emissions.

g. Staff Report – Tharp noted that the State Legislature starts this upcoming Monday and that he will be watching a couple of aviation bills as the session begins.

Consider a motion to go into executive session under Section 21.5(1)(i) of the Iowa Code to evaluate the professional competency of individuals whose appointment, hiring, performance or discharge is being considered when necessary to prevent needless and irreparable injury to that individual’s reputation and that individual requests a closed session.

Lawrence moved to adjourn to executive session at 6:49 P.M. Pfohl seconded the motion. The motion carried 3-0, Bishop and Libby absent.

Clair moved to adjourn the executive session at 7:44 P.M. Lawrence seconded the motion. The motion carried 3-0, Bishop and Libby absent.

SET NEXT REGULAR MEETING FOR:
The next regular meeting of the Airport Commission will be held on Thursday, February 13, 2020, at 6:00 P.M. in the Airport Terminal Building.

ADJOURN:
Lawrence moved to adjourn the meeting at 7:45 P.M. Pfohl seconded the motion. The motion carried 3-0, Bishop and Libby absent.
## Airport Commission

### ATTENDANCE RECORD

#### 2019 - 2020

<table>
<thead>
<tr>
<th>NAME</th>
<th>TERM EXP.</th>
<th>12/1/19</th>
<th>01/09/20</th>
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<td>06/30/22</td>
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<td>O/E</td>
</tr>
<tr>
<td>Scott Clair</td>
<td>06/30/23</td>
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<td>X</td>
</tr>
<tr>
<td>Robert Libby</td>
<td>07/01/20</td>
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<td>O/E</td>
</tr>
<tr>
<td>Christopher Lawrence</td>
<td>07/01/21</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Judy Pfohl</td>
<td>06/30/22</td>
<td>X</td>
<td>X</td>
</tr>
</tbody>
</table>

**Key:**
- X = Present
- X/E = Present for Part of Meeting
- O = Absent
- O/E = Absent/Excused
- NM = Not a Member at this time
Resolution number ____________________

Resolution authorizing the Chairperson to execute an agreement between the Iowa City Airport Commission and the Iowa Region Sports Car Club of America.

Whereas, the Iowa Region Sports Car Club of America desires to use an area of the closed runway for autocross; and,

Whereas, the Iowa Region Sports Car Club of America shall pay a use fee to the Airport Commission; and

Whereas, the Commission finds the proposed agreement to be proper and in the best interest of the Iowa City Municipal Airport.

Now, Therefore, be it resolved by the Iowa City Airport Commission:

1. That the proposed agreement for use of the airport for sports car racing is hereby approved.

2. That the Chairperson is directed and authorized to execute the agreement between the Airport Commission and the Iowa Region Sports Car Club of America.

Passed and approved this ______ day of ________________________, 2020.

________________________________________
Chairperson

Attest: ________________________________
Secretary

Approved by __________ 3/10/20
City Attorney's Office

It was moved by ________________ and seconded by ________________ the Resolution be adopted, and upon roll call there were:

<table>
<thead>
<tr>
<th>Ayes</th>
<th>Nays</th>
<th>Absent</th>
</tr>
</thead>
<tbody>
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<td></td>
<td></td>
<td>Bishop</td>
</tr>
<tr>
<td></td>
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</tr>
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<td></td>
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<tr>
<td></td>
<td></td>
<td>Libby</td>
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<tr>
<td></td>
<td></td>
<td>Pfohl</td>
</tr>
</tbody>
</table>
AGREEMENT

This AGREEMENT ("Agreement") is entered into in Iowa City, Iowa by and between the Iowa City Airport Commission ("Commission") and the Iowa Region Sports Car Club of America ("Iowa Region SCCA").

WHEREAS, although the Commission's Iowa City Municipal Airport ("Airport") north/south runway (18/36) is abandoned, pavement remains; and

WHEREAS, the Iowa Region Sports Car Club of America requests the use of the runway for the purpose of conducting SCCA sanctioned autocross events ("autocross"), and the Commission is willing to grant the request under certain conditions.

IT IS THEREFORE AGREED AS FOLLOWS:

1. **Term.** The term of this Agreement is upon the date of execution through December 31, 2020.

2. **Access.** During the term of this Agreement, on dates approved by the Commission's Airport Operations Specialist, Iowa Region SCCA shall be allowed access to the runway for the sole purpose of autocross and any required setup/cleanup. Runway means the approximately 1,700 feet of the southern end of the abandoned north/south runway (18/36) shown on Exhibit A, which is attached and incorporated herein. Iowa Region SCCA shall access the runway by entering the Airport by means of the gate located on the south end of the runway.

3. **Fee.** Iowa Region SCCA shall pay, in advance, a fee to Commission of $300 per single-day event held at the Iowa City Municipal Airport.

4. **As Is.** The Commission makes no warranty of any kind, either express or implied, as to the condition of the runway pavement or its fitness for Iowa Region SCCA's use under the Agreement or for any other purpose. Commission shall be under no obligation to repair any cracks, holes, or other defects in the pavement. Iowa Region SCCA accepts the condition of the runway pavement as is.

5. **Iowa Region SCCA Obligations.**
a. Iowa Region SCCA shall provide at least 30 days' notice to request use of the runway so as to deconflict with other potential users.

b. Iowa Region SCCA shall be responsible for the conduct of participants and attendees at their autocross events.

c. Iowa Region SCCA shall provide volunteers to police the area of any debris which can be ingested by aircraft engines and cause damage.

d. Iowa Region SCCA shall provide volunteers to prevent attendees or autocross participants from entering the active runway safety area.

e. Iowa Region SCCA shall report any property damage to the Airport Operations Specialist within 24 hours.

6. Insurance.

Iowa Region SCCA shall at its own expense procure and maintain general liability and casualty insurance in a company or companies authorized to do business in the State of Iowa, in amounts no less than the following:

Comprehensive General (or Premises) Liability - $15,000,000 per event.

Insurance carrier shall be A rated or better by A.M. Best. Iowa Region SCCA shall name the Commission and the City of Iowa City, as additional insured. In naming the City as an additional insured, the endorsement shall be on a primary and non-contributory basis. Iowa City SCCA shall furnish the Commission with a Certificate of Insurance effecting coverage required by this agreement, and said certification shall provide for thirty (30) days' notice of any material change or cancellation of the policy.

7. Indemnification. Iowa Region SCCA shall assume responsibility for, indemnify, defend, and hold the Commission and the City of Iowa City harmless from any and all claims, damages, and/or liability, arising in any way from Iowa Region SCCA's temporary use of the runway.
8. **Sublease.** Iowa Region SCCA shall not sublease or assign this Agreement without the Commission’s written consent.

9. **Security.** Iowa Region SCCA acknowledges that the FAA or another governmental entity or subdivision may enact laws or regulations regarding security at general aviation airports such that the Commission may not be able to comply fully with its obligations under this Agreement, and Iowa Region SCCA agrees that the Commission shall not be liable for any damages to Iowa Region SCCA that may result from said non-compliance.

10. **Integration.** This Agreement contains the entire understanding of the parties.

11. **Severability.** Should any section of this Agreement be found invalid, it is agreed that the remaining portions shall continue in full force and effect as though severable from the invalid portion.

12. **Conflict of Laws and Venue.** The laws of the State of Iowa shall govern this Agreement, and venue for any legal action hereunder shall be in the Johnson County District Court of Iowa or the U.S. District Court for the Southern District of Iowa.

IOWA CITY AIRPORT COMMISSION

By: ____________________________  ____________________________
   Chairperson                                Date
IOWA REGION SCCA

By

Date

1/21/2020

Approved By

0/5/20

City Attorney's Office
Exhibit A
Usable Area by Iowa Region SCCA
Resolution number:___________________

Resolution approving amendment to Task Order No. 9 with AECOM for engineering design and construction-related services for obstruction mitigation

Whereas, the Iowa City Airport Commission entered into a contract entitled “Task Order No. 9” with AECOM to provide for engineering services to develop the airport obstruction mitigation project; and

Whereas, both parties wish to amend the agreement to include services related to the construction management; and

Whereas, it is in the interest of the Airport Commission to approve this amendment.

Now, Therefore, be it resolved by the Airport Commission of the City of Iowa City:

1. The Chairperson is authorized to sign Amendment 1 to Project Task Order No. 9.

Passed and approved this __________ day of ____________________________, 2020.

________________________________________
Chairperson

Attest: _________________________________
Secretary

Approved by: __________________________
City Attorney’s Office

It was moved by ________________ and seconded by ____________ the Resolution be adopted, and upon roll call there were:

Ayes  Nays  Absent
_______  _______  _______
_______  _______  _______
_______  _______  _______
_______  _______  _______
_______  _______  _______

_______ Bishop
_______ Clair
_______ Lawrence
_______ Libby
_______ Pfohl
AMENDMENT NO. 1 TO PROJECT TASK ORDER NO. 9

Project Description: See attachment and incorporated herein.

Scope of Services: See attachment and incorporated herein.

Compensation

Compensation for services for this amendment shall be on a cost plus fixed fee basis in the amount of Seventy-Three Thousand Nine Hundred Dollars ($73,900.00) and shall be integrated with the fees in Task Order No. 9 for a total of Two Hundred Thirty-Six Thousand One Hundred Dollars ($236,100.00), which shall not be exceeded without authorization of the Client. See attachment and incorporated herein.

General Conditions

Except as specifically amended by this amendment to the Individual Project Agreement, Services shall be provided in accordance with the Consultant Services Agreement for the Iowa City Municipal Airport, entered between AECOM Technical Services, Inc. ("ATS"), and the Iowa City Airport Commission ("Client"), dated May 15, 2014.

APPROVED:
IOWA CITY AIRPORT COMMISSION

By ________________________________

APPROVED:
AECOM TECHNICAL SERVICES, INC.

By ________________________________
Douglas W. Schindel, P.E.
Associate Vice President

Date ________________________________

By ________________________________

Date ________________________________

Eric Goers
City Attorney's Office
SCOPE OF SERVICES
FOR
OBSTRUCTION MITIGATION
RUNWAY 12/30 AND RUNWAY 7/25
IOWA CITY MUNICIPAL AIRPORT
IOWA CITY, IOWA
FAA AIP 3-19-0047-20
CONSTRUCTION-PHASE SERVICES

I. PROJECT DESCRIPTION

The project is described as the obstruction mitigation identified in the Airport Master Plan and Environmental Assessment documents for Runway 12/30 and Runway 7/25 at the Iowa City Municipal Airport, Iowa City, Iowa. The project includes the removal of approximately 102 trees and impact to approximately 35 property owners.

II. GENERAL PROJECT SCOPE

The work to be performed by the Consultant shall encompass and include detailed work, services, materials, equipment and supplies necessary to provide preliminary design, develop final plans, develop specifications, provide construction cost estimates, provide bidding services and complete construction-phase services. Design and bidding services were completed under a previous agreement, and this agreement is for completion of the construction-phase services. Work shall be divided into the following tasks:

A. Construction Phase

1. **Construction Assistance.** This task consists of answering design interpretation questions from the Sponsor, Contractor, review staff and appropriate agencies.

2. **Pay Applications and Reimbursement Forms.** This task consists of preparing and processing monthly applications for payment to the Contractor and forwarding to the Sponsor for execution with recommendations for approval and payment.

3. **Labor and Payroll Reports.** This task consists of reviewing weekly labor and payroll reports for compliance with Davis-Bacon Act, conducting on-site employee interviews, conducting E.E.O. site inspections and completion of GSA Form 1445. Original documents will be submitted to the Sponsor at completion of project for storage.

4. **Engineer Site Visits.** This task consists of the project manager and/or engineer conducting a total of six (6) periodic site visits to the construction site by design personnel at appropriate stages of construction to observe the progress, safety, and quality of the construction. The engineer's representative will meet with the representatives of the Sponsor and the Consultant to discuss the project's progress and to identify areas of concern to facilitate the construction. For each engineer site visit, a detail site visit memo shall be prepared summarizing the visit and submitted to the Sponsor. These site visits are separate from construction observation.

5. **Change Orders.** This task consists of coordinating with the Sponsor and Contractor in preparing and processing contract change orders. Change orders will be submitted to FAA for review and approval prior to their execution.
6. **Construction Observation.** This task consists of providing full-time field observation during construction to review the work of the Contractor to determine if the work is proceeding in general accordance with the contract documents and that completed work appears to conform to the contract documents. Also included in this task will be the monitoring of DBE participation in the project. Construction observation is based on providing one on-site resident project representative for eight (8) hours per day for the period between December 16, 2019, and March 31, 2020, with an additional 80 hours to observe site restoration.

7. **Bi-Weekly Construction Meetings.** This task consists of meeting with the airport staff, tenants and the Contractor for weekly progress meetings throughout the construction phase of the project. The meeting is to discuss project status, safety, operations, construction issues and upcoming construction schedule. Approximately one-half of these meeting will be held via telecom.

8. **Weekly Construction Reports.** This task consists of preparation and weekly submittal of FAA Form 5370-1, Construction Progress and Inspection Report, to the Sponsor and FAA. Reports will be prepared in accordance with the AIP Sponsor Guide.

9. **Non-Compliance Reporting.** This task consists of reporting to the Sponsor any work believed to be unsatisfactory, faulty or defective or does not conform to the contract documents and advising the Sponsor of any work that should be corrected or rejected.

10. **Project Files.** This task consists of maintaining files for correspondence, reports of the job conferences, shop drawings, and sample submissions, reproductions of original contract documents including addenda, change orders, field modifications, additional drawings issued subsequent to the execution of the contract, Engineer clarifications and interpretations of the contract documents, progress reports and other project-related documents.

11. **Punch List.** This task consists of conducting a review of the project near completion and preparing a list of items ("Punch List") to be completed or corrected.

12. **Final Review.** This task consists of performing a field observation of the completed project before a final application for payment is processed for the Contractor.

13. **Project Closeout.** This task consists of assisting the Sponsor with project completion and final closeout documentation from the Contractor for the FAA by providing the required documentation as identified in the Central Region Airports Division AIP Sponsor Guide Section 1600.

   a. Final Outlay Report – Standard Form SF-271
   c. Final Project Cost Summary
   d. Summary of DBE Utilization
   e. Final Construction Report
      1) Brief Narrative of Work Accomplished
      2) Summary of Key Milestone Dates
      3) Contract Time, Including Explanation of Liquidated Damages (if required)
      4) Statement of Compliance with Contract Labor Provisions
      5) Administrative Costs
6)  Engineering Costs
7)  Force Account (if any)
8)  Construction Costs
9)  Buy American Provisions
10) Final Inspection Report/Record of Completion
11) Contractor's Final Statement of Completion
12) Project Photographs

14. Construction Administration. This task consists of construction administration and coordination of the project. Interoffice meetings, general day-to-day administrative responsibilities, and typing of interoffice memoranda and minutes of meetings are included in this task.

0:\Administration\AGREE\PROF\Amend 1 to T09 IOW Obstruction Mitigation CRS.docx
### Obstruction Mitigation
Runway 12/30 and Runway 7/28

Iowa City Municipal Airport
Iowa City, Iowa

FAA AIP 3-19-0047-20
Amendment No. 1 to Task Order No. 9
Construction Engineering Services

Consultant Cost Summary

#### I. Direct Labor Cost

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<th>Category</th>
<th>Hours</th>
<th>Rate/Hour</th>
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#### II. Payroll Burden and Overhead Costs

133.02% $63,469.43

#### III. Direct Project Expenses

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<tr>
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<td>1,000.00</td>
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|                   |       |           | $11,006.00 |

#### IV. AECOM Estimated Actual Costs

Rounded $122,189.63

#### V. Subcontract Expense

$0.00

#### VI. Estimated Actual Costs

$122,200.00

#### VII. Fixed Fee (15% of Items I & II) Rounded

$16,700.00

#### VIII. Maximum Amount Payable (Construction Phase Services)

$138,900.00

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<table>
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<tbody>
<tr>
<td>Excess Design Budget (TO No. 9) to be Used For Construction Phase</td>
<td>($65,000.00)</td>
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<tr>
<td>(Original Contracted TO No. 9 Budget - $162,200)</td>
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<td>Additional Budget Required</td>
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<td>Direct Labor</td>
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<td>Expenses</td>
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<td>Fixed Fee (15%)</td>
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### Obstruction Mitigation
Runway 12/30 and Runway 7/25

Iowa City Municipal Airport
Iowa City, Iowa

FAA AIP 3-18-0047-20
Amendment No. 1 to Task Order No. 9
Construction Engineering Services

#### Staff Hour Estimate

<table>
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<th>Item No.</th>
<th>Description</th>
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<th>Project Prof</th>
<th>Staff Prof</th>
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Prepared by: Michael Tharp, Operations Specialist, 1801 S. Riverside Dr, Iowa City IA 52246 319-350-5045

Resolution number: 

Resolution accepting bids and awarding contract for the Airport Terminal Apron and Taxiway Reconstruction

Whereas, All American Concrete, Inc. of West Liberty, Iowa has submitted the lowest responsive bid of $359,652.25.

Now, Therefore, be it resolved by the Iowa City Airport Commission:

1. The bids for the above named project are accepted.

2. The contract for the construction of the above-named project is hereby awarded to All American Concrete, Inc. of Iowa City, Iowa, subject to the conditions:
   a. That awardee secures adequate performance and payment bond, insurance certificates, and contract compliance program statements.

3. The Chairperson is hereby authorized to sign and the Secretary to attest the contract for construction of the above-named project, subject to the condition that awardee secure adequate performance and payment bond, insurance certificates, and contract compliance program statements upon instruction from legal counsel.

Passed and approved this ______ day of ________________________, 2020.

__________________________________________  Approved by:
Chairperson

Attest:  ________________________________________
Secretary  __________________________
City Attorney's Office

It was moved by ___________________ and seconded by _________________ the Resolution be adopted, and upon roll call there were:

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</table>
Mr. Christopher Lawrence  
Iowa City Airport Commission  
1801 S. Riverside Drive  
Iowa City, IA 52246  

SUBJECT: Reconstruct Terminal Apron and Taxiway  
Iowa City Municipal Airport  
Iowa City, Iowa  
IDOT Project No. 9I200IOW100  
Contract No. 21625  
AECOM ID No. 60592700  

Dear Mr. Lawrence:  

We have reviewed the bids received by the City of Iowa City on February 6, 2020, for the above-mentioned project. Four (4) bids were received. All American Concrete, Inc. of West Liberty, Iowa, submitted the low bid of $359,652.25. The low bid submitted was lower than the Engineer's Estimate by $5,534.75. A copy of the tabulation of the bids received in attached.  

We recommend award of a contract for Reconstruct Terminal Apron and Taxiway, Iowa DOT AIP Project No. 9I200IOW100, Contract No. 21625 to All American Concrete, Inc. of West Liberty, Iowa in the amount of $359,652.25.  

If you should have any questions or need additional information, please contact our office at your convenience.  

Yours sincerely,  

David B. Hughes, P.E.  

Enclosures: As noted
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**TOTAL BID**

- **TOTAL** $365,160.00
- **TOTAL** $359,652.25
- **TOTAL** $405,994.75
- **TOTAL** $418,725.00
- **TOTAL** $440,265.00

**Bid Bond** 10% 10% 10% 10% 10%

**Addendums** 2 2 2 2 2

Tabulated by AECOM

February 6, 2020
Resolution number: ____________

Resolution approving plans, specifications, form of contract, and estimate on cost for "Fuel Facility Expansion" project at the Iowa City Municipal Airport

Whereas, notice of public hearing on the plans, specifications, form of contract and estimate of cost for the above-named project was published as required by law, and the hearing thereon held.

Now, therefore, be it resolved by the Iowa City Airport Commission that:

1. The plans, specifications, form of contract and estimate of cost for the above-named project are hereby approved.

2. The amount of bid security to accompany each bid for the construction of the above-named project shall be in the amount of 10% (ten percent) of bid payable to the Iowa City Airport Commission.

3. The City Clerk is hereby authorized and directed to post notice as required in Iowa Code section 26.3, not less than 13 days and not more than 45 days before the date of the bid letting, which may be satisfied by timely posting notice on the Construction Update Network, operated by the Master Builders of Iowa, and the Iowa League of Cities website.

4. Sealed bids for the above-named project are to be received by the City of Iowa City, Iowa at the Office of the City Clerk, at the City Hall, before 2:00pm on the 5th day of March, 2020. At that time, the bids will be opened and announced by the City Clerk or her designee, and thereupon referred to the Iowa City Airport Commission for action upon said bids at its next regular meeting, to be held at the Terminal Building, Iowa City Airport, 1801 S. Riverside Drive, Iowa City, Iowa, at 6:00pm on the 9th day of April, 2020, or if said meeting is cancelled, at the next meeting of the Airport Commission thereafter as posted by the City Clerk.

Passed and approved this ______ day of ______________________, 2020.

__________________________
Chairperson

Attest: _______________________
Secretary

Approved by _______________________
City Attorney's Office

It was moved by _________________ and seconded by _________________ the Resolution be adopted, and upon roll call there were:
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From: Wright, Shane <SHANE.WRIGHT@iowadot.us>
Sent: Thursday, January 30, 2020 16:22
Cc: Wright, Shane
Subject: FY2021 State Funded Aviation Grant Program Information

Airport Managers and Sponsors:

Applications for FY 2021 state funded aviation programs are due by **4:00 p.m. April 30, 2020.** Application forms and instructions are linked on the following website - [www.iowadot.gov/aviation/airport-managers-and-sponsors/state-funding/airport-state-funding-application](http://www.iowadot.gov/aviation/airport-managers-and-sponsors/state-funding/airport-state-funding-application). [The Aviation Bureau website is an excellent resource for airport managers, sponsors and consultants for all types of industry information!]

Please note: The Iowa DOT is in the process of revising the forms portal where these forms are held to correct the issues many have experienced with opening the forms in Internet Explorer or Chrome/Firefox. The current expected date for the transition is February 5th, 2020. The forms on the website link above will see some slight modifications after the transition to correct form years and other minor issues.

Please contact me if you have any issues with the form links on the website.

**Late applications will not be considered.** Remember all projects should be part of your Airport Layout Plan and included in the Capital Improvement Plan submitted to the Iowa DOT. A sponsor resolution or other documentation confirming that the airport sponsor has local match for the project is required with the application.

Eligible projects include planning, airside, and vertical infrastructure projects – see the linked application instructions for more details. Reminders for FY 2021 programs:

- **Obstructions to clear approaches:** FAA Flight Procedures is notifying airports that night time approaches will be canceled if 20:1 approaches are not clear. Be proactive – make sure your approaches are clear or apply for a state grant for assistance.
- Routine pavement maintenance continues to not be eligible for FY2021 applications.
- Maximum requests for general aviation vertical infrastructure are: new construction - $150,000; rehabilitation - $75,000.
- Applications for immediate safety enhancements up to $10,000 (70% match) are accepted throughout the year.
- Airport submitting multiple project applications need to indicate local priority for the projects.
- Due to the high demand for these funds, individual grant award amounts may be limited and typically not all projects are funded.
- Typically, costs incurred prior to the full execution of the grant agreement are not eligible for reimbursement. In rare circumstances, select prior costs can be eligible with advance coordination and authorization from the Aviation Bureau. All costs are the sponsors responsibility if a grant is not awarded.

Funding for vertical infrastructure programs is dependent on legislative action and not guaranteed. Please submit eligible vertical infrastructure projects for which you have local match. As always, application requests for vertical infrastructure far exceeds the appropriated funding. Not all projects are funded. The amount of local match participation in the project and documented justification (letters of support and photos are appreciated additions to all applications) will be taken into funding considerations.

Please make sure project applications include; project justification, itemized and accurate cost estimates, and documented verification of the availability of local match.

Please let me know if you have any questions.

Thank you,
Shane
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** END OF REPORT - Generated by Michael Tharp **
## JANUARY DETAIL 2019

### FOR 2020 07

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**Airport Commission Agenda & Info Packet**

Meeting Date: Feb 13, 2020
## JANUARY DETAIL 2019

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### YEAR-TO-DATE BUDGET REPORT
#### JANUARY DETAIL 2019

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### JANUARY DETAIL 2019

#### FOR 2020 07

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### JANUARY DETAIL 2019

#### FOR 2020 07

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#### JOURNAL DETAIL 2020 7 TO 2020 7

| 2020/07/010415 01/15/2020 UBB | 1,578.22 REF 200115 C -200115 4200 | UB AR GEN |

| 76850110 438030 Electricity | 19,238 | 0 | 19,238 | 8,074.20 | .00 | 11,163.80 | 42.0% |

**Airport Commission Agenda & Info Packet**

Meeting Date: Feb 13, 2020
### FOR 2020 07

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### JANUARY DETAIL 2019

**FOR 2020 07**

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### CITY OF IOWA CITY

**YEAR-TO-DATE BUDGET REPORT**

**JANUARY DETAIL 2019**

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### CITY OF IOWA CITY
### YEAR-TO-DATE BUDGET REPORT
### JANUARY DETAIL 2019

#### FOR 2020 07

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<th>ACCOUNTS FOR:</th>
<th>ORIGINAL APPROP</th>
<th>TRANSFRS/ADJSTMTS</th>
<th>REVISED BUDGET</th>
<th>YTD ACTUAL</th>
<th>ENCUMBRANCES</th>
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### Airport Commission Agenda & Info Packet

**Meeting Date:** Feb 13, 2020

**Page 38 of 136**

<table>
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<th>ACCOUNTS FOR:</th>
<th>ORIGINAl APPROP</th>
<th>TRANFRS/ADJSTMTS</th>
<th>REVISED BUDGET</th>
<th>YTD ACTUAL</th>
<th>ENCUMBRANCES</th>
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**TOTAL Airport Operations**
-98,342

**TOTAL Airport**
-98,342

**TOTAL REVENUES**
-463,020

**TOTAL EXPENSES**
364,678

**PRIOR FUND BALANCE**
144,898.35

**CHANGE IN FUND BALANCE - NET OF REVENUES/EXPENSES**
22,947.20

**REVISED FUND BALANCE**
167,845.55
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<th>ORIGINAL APPROP</th>
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<td>-97,748</td>
<td>-22,947.20</td>
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** END OF REPORT - Generated by Michael Tharp **
Date: January 20th, 2020

To: The entire Jet Air Team (family)

As most of you know, in the fall of 2019, I celebrated my 81st birthday and 50 short years as leader and President of the Aviation Company now known as JET AIR, INC. This journey has been the most exciting, terrifying, rewarding and satisfying “trip” of my life but it is time for me to phase out “my way” and transition Jet Air’s “Stick and Rudder” to 21st Century ideas and methods.

This operation began as “Galesburg Aviation” on December 1st, 1969 with 3 employees, 3 aircraft (Cessna 150, 172, 206) and no money. Today Jet Air, Inc is a Multi-Million Dollar company, with 3 operations, 2 CRS maintenance facilities, 10 jet charter operation and 70 plus Team Members, who with their families have become valuable assets to their communities. For this Judy and I are very proud!

Judy and I are very appreciative of everyone that has made this possible and especially thankful of those that have been with us so long! A few of those have been committed and loyal for 30 to 40 years.

As Judy and I have begun to reduce our ownership in Jet Air, my responsibilities will be shifted to Phillip, Mathew, Jeff and Mike Niehaus, who now comprise the majority ownership of Jet Air, Inc. I plan to stay active and available for sales and technical services functions. Current plans are for Phillip Wolford to assume the position of President of Jet Air, Inc sometime in the first or second quarter of 2020.

Judy and I are certainly proud of the company that Jet Air has become and feel confident it will continue to grow and prosper.

Harrel & Judy Timmons
PROJECT MANUAL

FUEL FACILITY EXPANSION

Iowa City Municipal Airport

Iowa City Airport Commission, Iowa City, IA
SECTION 00005 – CERTIFICATION

PROJECT MANUAL

for

FUEL FACILITY EXPANSION

Iowa City Municipal Airport

Iowa City, Iowa

I hereby certify that this engineering document was prepared by me or under my direct personal supervision and that I am a duly licensed Professional Engineer under the laws of the State of Iowa.

Carl L. Byers, P.E.
License No. 12845

My renewal date is December 31, 2021

Pages or sheets covered by this seal: Entire Document

Date: 1/9/2020
SECTION 00010 - TABLE OF CONTENTS

FUEL FACILITY EXPANSION

Iowa City Municipal Airport, Iowa City, IA

CONTRACT DOCUMENTS:

PROJECT MANUAL:

Introductory Information, Bidding Requirements, Contract Forms and Conditions of Contract

- 00005 – CERTIFICATION PAGE
- 00010 – TABLE OF CONTENTS
- 00100 – NOTICE TO BIDDERS AND NOTICE OF PUBLIC HEARING
- 00200 – INSTRUCTIONS TO BIDDERS
- 00410 – PROPOSAL
- 00410 – PROPOSAL ATTACHMENT: BID ITEMS
- Targeted Small Business (TSB) Forms
- 00420 – BID BOND
- 00500 – CONTRACT
- 00610 – PERFORMANCE, PAYMENT AND MAINTENANCE BOND
- 00800 – SPECIAL PROVISIONS, PART 1 - GENERAL REQUIREMENTS
- 00900 – SPECIAL PROVISIONS, PART 2 - SPECIAL CONSTRUCTION

Technical Specifications – Fuel Facility Expansion

- SECTION 0100 – SUMMARY OF WORK
- SECTION 1300 – SITE CLEARING
- SECTION 11140 – FUEL STORAGE AND DISPENSING SYSTEM
- SECTION 11150 – FUEL SYSTEM, COMPLETE, IN PLACE

Supplemental Specifications

DRAWINGS (UNDER SEPARATE COVER):

Six (6) sheets numbered C1 through C6, inclusive, dated January 9, 2020, and with each sheet bearing the following general title:

- Iowa City Municipal Airport
- Fuel Facility Expansion

APPENDICES

- None

This project is based on

SUDAS STANDARD SPECIFICATIONS, 2019 EDITION
IOWA DOT STANDARD SPECIFICATIONS, 2015 EDITION, AS AMENDED

unless modified herein.

****END OF SECTION****
NOTICE TO BIDDERS

FUEL FACILITY EXPANSION
Iowa City Municipal Airport
Iowa City, Iowa

Time and Place for Filing Sealed Proposals. Sealed bids for the work comprising the improvement as stated below must be filed before 2:00 P.M. CST on March 5th, 2020, addressed to the Iowa City Municipal Airport, c/o City Clerk, City of Iowa City, 410 East Washington St., Iowa City, Iowa. Bids shall be marked in the upper left hand corner as: Bids of [Contractor name & Address] for Fuel Facility Expansion, Iowa City Municipal Airport, Iowa City, Iowa. Bids submitted by fax machine shall not be deemed a “sealed bid” for purposes of this project.

Time and Place Sealed Proposals Will be Opened and Considered. Sealed proposals will be opened and bids tabulated at 2:00 P.M. CST on March 5th, 2020, in the office of the City Clerk, City of Iowa City, Iowa, 410 East Washington St., Iowa City, Iowa for consideration by the Iowa City Airport Commission of Iowa City, Iowa to consider bids at its meeting at 6:00 P.M. CST on March 12, 2020. The Iowa City Airport Commission reserves the right to reject any and all bids.

Pre-Bid Conference. A pre-bid conference will be held at 10:00 A.M. CST on February 20, 2020, at the Airport Terminal of the Iowa City Municipal Airport, 1801 South Riverside Drive, Iowa City, Iowa.

Time for Commencement and Completion of Work. Work on the improvement shall commence upon approval of the contract by the Council, and as stated in the Notice to Proceed. All work under the Contract must be substantially complete on or before August 31, 2020. Damages in the amount of $250.00 per Calendar Day will be assessed for each Calendar Day the work remains incomplete.

Bid Security. Each bidder shall accompany its bid with bid security, as defined in Section 468.35 of the Iowa Code in the amount equal to 5 percent (5.0%) of the total amount of the bid.

Contract Documents. Copies of the project documents are available for a price of $25 per set. This fee is refundable, provided the plans and specifications are returned complete and in good usable condition, and they are returned within fourteen (14) calendar days after the award of the project. Please contact Bolton & Menk, Inc., (319) 362-3219 to obtain a copy. You may view the digital plan documents for free by entering Quest project # 6654999 on the website’s Project Search page. Documents may be downloaded for $0.00. Please contact QuestCDN.com at 952-233-1632 or info@questcdn.com for assistance in free membership registration, viewing, downloading, and working with this digital project information.

Preference of Products and Labor. Preference shall be given to domestic construction materials by the contractor, subcontractors, material, men, and suppliers in performance of the contract and further, by virtue of statutory authority, preference will be given to products and provisions grown and coal produced within the State of Iowa, and to Iowa domestic labor, to the extent lawfully required under Iowa statutes. Failure to submit a fully completed Bidder Status Form with the bid may result in the bid being deemed nonresponsive and rejected.

Sales Tax Exemption Certificates. The bidder shall not include sales tax in the bid. The City of Iowa City, Iowa will distribute tax exemption certificates and authorization letters to the Contractor and all subcontractors who are identified. The Contractor and subcontractor may make copies of the tax exemption certificates and provide a copy to each supplier providing construction materials. These tax exemption certificates and authorization letters are applicable only for this specific project under the Contract.

Project Description. Construct an upgrade to the airport aircraft fueling system, including adding one (1) new 12,000 gallon above-ground fuel storage tank for Jet Fuel. Project includes concrete pad for tank, furnishing and installing the new tank on the pad, protective bollards (if required), piping from the new jet fuel tank to the existing jet fuel cabinet, and piping as necessary to connect the new jet fuel tank to the remote “self-fueling” jet fuel cabinet north of the tank location. Replacement of both existing credit card readers with new credit card readers is also included in this project.

This Notice is given by authority of the City of Iowa City, Iowa
Kellie Fruehling, City Clerk
NOTICE OF PUBLIC HEARING

FUEL FACILITY EXPANSION
Iowa City Municipal Airport
Iowa City, Iowa

Public Hearing on Proposed Contract Documents and Estimated Costs for Repair or Improvement. A public hearing will be held by the Iowa City Airport Commission, Iowa City, Iowa on the proposed contract documents (plans, specifications and form of contract) and estimated cost for the improvement at its meeting at 6:00 P.M. CST on February 13, 2020, at the Airport Terminal of the Iowa City Municipal Airport, 1801 South Riverside Drive, Iowa City, Iowa.

Copies of the project documents are on file in the office of the City Clerk in Iowa City, Iowa, and may be inspected by any interested persons.

Any interested persons may appear at said meeting of the Airport Commission for the purpose of making objections to and comments concerning said plans, specifications, contract or the cost of making said improvements.

This Notice is given by authority of the City of Iowa City, Iowa
Kellie Fruehling, City Clerk

***END OF SECTION 00100***
INSTRUCTIONS TO BIDDERS

FUEL FACILITY EXPANSION
Iowa City Municipal Airport
Iowa City, Iowa

The work comprising the above referenced project shall be constructed in accordance with the SUDAS Standard Specifications, 2019 Edition and as further modified by supplemental specifications and special provision included in the contract documents. The terms used in the contract version of the documents are defined in said Standard Specifications. Before submitting your bid, please review the requirements of Division One, General Provisions and Covenants. Please be certain that all documents have been completed properly, as failure to complete and sign all documents and to comply with the requirements listed below can cause your bid not to be read.

I. BID SECURITY

A. The bid security must be in the minimum amount of 5% of the total bid amount including all add alternates (do not deduct the amount of deduct alternates). Bid security shall be in the form of a cashier’s check, a certified check drawn on a FDIC insured bank in Iowa or drawn on a FDIC insured bank chartered under the laws of the United States; or a certified share draft drawn on a credit union in Iowa or chartered under the laws of the United States; or a bid bond executed by a corporation authorized to contract as a surety in Iowa or satisfactory to the Jurisdiction.

B. The bid bond must be submitted on the enclosed Bid Bond form as no other bid bond forms are acceptable. All signatures on the bid bond must be original signatures in ink; facsimile (fax) of any signature on the bid bond is not acceptable.

C. Bid security other than said bid bond shall be in accordance with Chapter 26 of the Iowa Code.

II. SUBMISSION OF THE PROPOSAL AND IDENTITY OF BIDDER

A. The proposal shall be sealed in an envelope, properly identified as the Proposal with the project title and the name and address of the bidder, and deposited with the Jurisdiction at or before the time and at the place provided in the Notice to Bidders. It is the sole responsibility of the bidder to see that its proposal is delivered to the Jurisdiction prior to the time for opening bids, along with the appropriate bid security sealed in the separate envelope identified as Bid Security and attached to the outside of the bid proposal envelope. Any proposal received after the scheduled time for the receiving of proposals will be returned to the bidder unopened and will not be considered.

B. The following documents shall be completed, signed and returned in the Proposal envelope. The bid cannot be read if any of these documents are omitted from the Proposal envelope.

1. PROPOSAL – Complete each of the following parts:
   - Part B – Acknowledgment of Addenda, if any have been issued;
   - Part C – Bid Items, Quantities and Prices
   - Part F – Additional Requirements;

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<th>ITEM NO.</th>
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<td>Targeted Small Business (TSB) Forms</td>
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   - Part G – Identity of Bidder;

Sign the proposal. The signature on the proposal and all proposal attachments must be an original signature in ink signed by the same individual who is the Company Owner or an authorized Officer of the Company; copies or facsimile of any signature will not be accepted.
The following documents must be submitted as printed. No alterations, additions, or deletions are permitted. If the Bidder notes a requirement in the contract documents which the Bidder believes will require a conditioned or unsolicited alternate bid, the Bidder must immediately notify the Engineer in writing. The Engineer will issue any necessary interpretation by an addendum.

A. The general provisions and covenants, Division 1 of the 2019 SUDAS Standard Specifications are modified as follows:
   1. Section 1020.1.09B, Unit Price Attachment.

A computer generated unit price attachment may be submitted by the Bidder as specified by this Section.

III. PROSECUTION AND PROGRESS OF THE WORK

A. The work is located at the Iowa City Municipal Airport in the City of Iowa City, Iowa.

Work on the improvement shall commence upon approval of the contract by the Council, and as stated in the Notice to Proceed. All work under the Contract must be substantially complete on or before August 31, 2020. Damages in the amount of $250.00 per Calendar Day will be assessed for each Calendar Day the project remains incomplete.

B. Community Events.

None known at this time.

C. Each successful bidder will be required to furnish a corporate surety bond in an amount equal to 100% of its contract price. Said bond shall be issued by a responsible surety approved by the Iowa City Airport Commission, and shall guarantee the faithful performance of the contract and the terms and conditions therein contained and shall guarantee the prompt payment of all material and labor, and protect and save harmless the Iowa City Airport Commission and the City of Iowa City, Iowa from claims and damages of any kind caused by the operations of the contract and shall also guarantee the maintenance of the improvement caused by failures in materials and construction for a period of two years from and after acceptance of the contract. The guaranteed maintenance period for all work shall be four years.

D. The Iowa City Airport Commission, Iowa City, Iowa, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42U.S.C. 2000d to 2000d-4 and title 49 Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively insure that in any contract entered into pursuant to this advertisement, minority business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

IV. PREFERENCE OF PRODUCTS AND LABOR

A. In accordance with Iowa statutes, a resident bidder shall be allowed a preference as against a nonresident bidder from a state or foreign country if that state or foreign county gives or requires any preference to bidders from that state or foreign country, including but not limited to any preference to bidders, the imposition of any type of labor force preference, or any other form of preferential treatment to bidders or laborers from that state or foreign country. The preference allowed shall be equal to the preference given or required by the state of foreign county in which the nonresident bidder is a resident. In the instance of a resident labor force preference, a nonresident bidder shall apply the same resident labor force preference to a public improvement in this state as would be required in the construction of a public improvement by the state or foreign country in which the nonresident bidder is a resident.
V. TAXES

A. The City will issue a sales tax exemption certificate to the Contractor for all materials purchased on the project. The City will issue the appropriate exemption certificates and authorization letters to the Contractor and all subcontractors completing work on the project. Tax exemption certificates are applicable only for the specific project for which the tax exemption certificate is issued.

B. The Contractor shall provide a listing to the City identifying all appropriate subcontractors qualified for use of the tax exemption certificate. The Contractor and subcontractors may make copies of the certificate and provide to each supplier providing construction material a copy of the tax exemption certificate.

C. Income Tax:
   1. Successful Bidder is subject to payment of Iowa income tax on income from this work in amounts prescribed by law.
   2. If successful bidder is a non-Iowa partnership, individual or association, he shall furnish evidence prior to execution of contract that bond or securities have been posted with the Iowa Department of Revenue in the amount required by law.

****END OF SECTION 00200****
SECTION 00410 - PROPOSAL

FUEL FACILITY EXPANSION
Iowa City Municipal Airport
Iowa City, Iowa

PROPOSAL: PART A – SCOPE

The Iowa City Airport Commission, Iowa City, Iowa, hereinafter called the “Jurisdiction”, has need of a qualified contractor to complete the work comprising the below referenced repair or improvement. The undersigned Bidder hereby proposes to complete the work comprising the below referenced repair or improvement as specified in the contract documents, which are officially on file with the Jurisdiction, in the office of the Community Development Director for the City of Iowa City, at the prices hereinafter provided in Part C of the Proposal, for the following described improvements:

PROJECT DESCRIPTION: Construct an upgrade to the airport aircraft fueling system, including adding one (1) new 12,000 gallon above-ground fuel storage tank for Jet Fuel. Project includes concrete pad for tank, furnishing and installing the new tank on the pad, protective bollards (if required), piping from the new jet fuel tank to the existing jet fuel cabinet, and piping as necessary to connect the new jet fuel tank to the remote “self-fueling” jet fuel cabinet north of the tank location. Replacement of both existing credit card readers with new credit card readers is also included in this project.

PROPOSAL: PART B – ACKNOWLEDGMENT OF ADDENDA

The Bidder hereby acknowledges that all addenda become a part of the contract documents when issued, and that each such addendum has been received and utilized in the preparation of this bid. The Bidder hereby acknowledges receipt of the following addenda by inserting the number of each addendum in the blanks below:

ADDENDUM NUMBER _______ ADDENDUM NUMBER _______
ADDENDUM NUMBER _______ ADDENDUM NUMBER _______

and certifies that said addenda were utilized in the preparation of this bid.

PROPOSAL: PART C – BID ITEMS AND QUANTITIES

BASE BID CONTRACTS: The Bidder must provide any Bid Prices, any Alternate Prices, and the Total of the Base Bid plus any Add-Amorphites on the Proposal Attachment: Part C – Bid Items and Quantities. The Jurisdiction shall only use the Total Base Bid Construction Cost for comparison of bids. The Total Base Bid Construction Cost, not including any Bid Alternates selected, shall be used for determining the sufficiency of the bid security.
**PROPOSAL: PART D – GENERAL**

The Bidder hereby acknowledges that the Jurisdiction, in advertising for public bids for this project reserves the right to:

1. Reject any or all bids. Award of the contract, if any, to be to the lowest responsible, responsive bidder; and

2. Reject any or all alternates in determining the items to be included in the contract. Designation of the lowest responsible, responsive bidder to be based on comparison of the total bid only, not including any alternates; and

3. Make such alterations in the contract documents or in the proposal quantities as it determines necessary in accordance with the contract documents after execution of the contract. Such alterations shall not be considered a waiver of any conditions of the contract documents, and shall not invalidate any of the provisions thereof; and

The Bidder hereby agrees to:

1. Enter into a contract, if this proposal is selected, in the form approved by the Jurisdiction, provide proof of registration with the Iowa Division of Labor in accordance with Chapter 91C of the Iowa Code, and furnish a performance, maintenance, and payment bond; and

2. Forfeit bid security, not as a penalty but as liquidated damages, upon failure to enter into such contract and/or to furnish said bond; and

3. Commence the work upon written Notice to Proceed, and

4. Substantially complete the work on or before **August 31, 2020**, and

5. Pay liquidated damages for noncompliance with said completion provisions at the rate of **Two Hundred Fifty Dollars ($250.00)** for each Calendar Day thereafter that the work remains incomplete.

**PROPOSAL: PART E – NON-COLLUSION AFFIDAVIT**

The Bidder hereby certifies:

1. That this proposal is not affected by, contingent on, or dependent on any other proposal submitted for any improvement with the Jurisdiction; and

2. That no individual employed by the Bidder has employed any person to solicit or procure the work on this project, nor will any employee of the Bidder make any payment or agreement for payment of any compensation in connection with the procurement of this project; and

3. That no part of the bid price received by the Bidder was or will be paid to any person, corporation, firm, association, or other organization for soliciting the bid, other than the payment of their normal compensation to persons regularly employed by the Bidder whose services in connection with the construction of the project were in the regular course of their duties for the Bidder; and

4. That this proposal is genuine and not collusive or sham; that the Bidder has not colluded, conspired, connived or agreed, directly or indirectly, with any bidder or person, to submit a sham bid or to refrain from bidding, and has not in any manner, directly or indirectly, sought, by agreement or collusion, or communication or conference, with any person, to fix the bid price of the Bidder or of any other bidder, and that all statements in this proposal are true; and

5. That the individual(s) executing this proposal have the authority to execute this proposal on behalf of the Bidder.
PROPOSAL: PART F – ADDITIONAL REQUIREMENTS

The Bidder hereby agrees to comply with the additional requirements listed below which are included in this proposal and identified as proposal attachments:

<table>
<thead>
<tr>
<th>ITEM NO.</th>
<th>DESCRIPTION OF ATTACHMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>General</td>
</tr>
<tr>
<td>2.</td>
<td>Targeted Small Business (TSB) Requirements</td>
</tr>
</tbody>
</table>
ADDITIONAL REQUIREMENTS FOR PRIMARY ROADS WITH LOCAL ADMINISTRATION AND LOCAL LETTING

PROPOSAL ATTACHMENT: PART F - ADDITIONAL REQUIREMENTS

ITEM 1 - GENERAL

1. The work under this proposal shall be constructed in accordance with the SUDAS Standard Specifications, 2019 Edition, and as further modified by supplemental specifications and special provisions included in the contract documents.

2. The Bidder hereby acknowledged and agrees to comply with any and all applicable provisions of the Jurisdiction Human Rights Ordinance, Chapter. The Bidder specifically agrees not to discriminate against any employees or applicants for employment on the basis of age, race, religion, creed, color, sex, national origin, ancestry or disability. The Bidder further agrees to include this provision in all subcontracts for this project.

ADDITIONAL REQUIREMENTS FOR PRIMARY ROADS WITH LOCAL ADMINISTRATION AND LOCAL LETTING

TARGETED SMALL BUSINESS (TSB) REQUIREMENTS
(For use on Primary Roads with Local Administration and Local Letting)

A. PROPOSAL ATTACHMENT: PART F – ADDITIONAL REQUIREMENTS

The Bidder hereby agrees to comply with the additional requirements listed below which are included in this proposal and identified as proposal attachments:

<table>
<thead>
<tr>
<th>ITEM NO.</th>
<th>DESCRIPTION OF ATTACHMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>General</td>
</tr>
<tr>
<td>2.</td>
<td>Targeted Small Business (TSB) Pre-Bid Contract Information</td>
</tr>
<tr>
<td>3.</td>
<td></td>
</tr>
<tr>
<td>4.</td>
<td></td>
</tr>
</tbody>
</table>

B. PROPOSAL ATTACHMENT: PART F – ADDITIONAL REQUIREMENTS

ITEM 2 – TARGETED SMALL BUSINESS (TSB) PRE-BID CONTACT INFORMATION

The attached Targeted Small Business (TSB) Affirmative Action Responsibilities on Non-Federal Aid Projects (Third-Party State-Assisted Projects) as included as a Special Provision in the Contract Documents shall apply to this project. There is no TSB Goal on this project; however, Section 8 still requires positive efforts to utilize TSB’s on this project. The bidder shall complete the “Targeted Small Business (TSB) Pre-bid Contract Information” form listing pre-bid contacts with TSB’s and submit it with the proposal. The bidder must identify if each company contacted is a DBE or TSB or possibly both DBE and TSB; and report the company on the appropriate form or on both forms if the company is both a DBE and a TSB. For this project only, TSB participation may be utilized toward the 0.0% DBE Goal established by the Jurisdiction.
In order for your bid to be considered responsive, you are required to provide information on this form showing your Targeted Small Business contacts made with your bid submission. This information is subject to verification and confirmation.

In the event it is determined that the Targeted Small Business goals are not met, then before awarding the contract, the Contracting Authority will make a determination as to whether or not the apparent successful low bidder made good faith efforts to meet the goals.

**NOTE:** Every effort shall be made to solicit quotes or bids on as many subcontractable items as necessary to achieve the established goals. If a TSB's quote is used in the bid, it is assumed that the firm listed will be used as a subcontractor.

**TABLE OF INFORMATION SHOWING BIDDERS PRE-BID TARGETED SMALL BUSINESS (TSB) CONTACTS**

<table>
<thead>
<tr>
<th>SUBCONTRACTOR</th>
<th>TSB</th>
<th>DATES CONTACTED</th>
<th>QUOTES RECEIVED</th>
<th>QUOTATION USED IN BID</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>YES/NO</td>
<td>DATES CONTACTED</td>
</tr>
</tbody>
</table>

2Total dollar amount proposed to be subcontracted to TSB on this project $_________________ 
List items by name to be subcontracted
PROPOSAL:  PART G - IDENTIFICATION OF BIDDER

The bidder shall indicate whether the bid is Submitted by a/an:

- Individual, Sole Proprietorship
- Partnership
- Corporation
- Limited Liability Company
- Joint-venture; all parties must join-in and execute all documents
- Other

The bidder shall enter its Public Registration Number __ __ __ __ __ - __ __ issued by the Iowa Commissioner of Labor Pursuant Section 91C.5 of the Iowa Code.

Failure to provide said Registration Number shall result in the bid being read under advisement. A contract will not be executed until the Contractor is registered.

NOTE: The signature on this proposal must be an original signature in ink; copies, facsimiles, or electronic signatures will not be accepted.
All bidders must submit the following completed form to the governmental body requesting bids per 875 Iowa Administrative Code Chapter 156.

**Bidder Status Form**

**Part A**

<table>
<thead>
<tr>
<th>Question</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>My company is authorized to transact business in Iowa.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(To help you determine if your company is authorized, please review the</td>
<td></td>
<td></td>
</tr>
<tr>
<td>worksheet on the next page).</td>
<td></td>
<td></td>
</tr>
<tr>
<td>My company has an office to transact business in Iowa.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>My company’s office in Iowa is suitable for more than receiving mail,</td>
<td></td>
<td></td>
</tr>
<tr>
<td>telephone calls, and e-mail.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>My company has been conducting business in Iowa for at least 3 years</td>
<td></td>
<td></td>
</tr>
<tr>
<td>prior to the first request for bids on this project.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>My company is not a subsidiary of another business entity or my</td>
<td></td>
<td></td>
</tr>
<tr>
<td>company is a subsidiary of another business entity that would qualify</td>
<td></td>
<td></td>
</tr>
<tr>
<td>as a resident bidder in Iowa.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

If you answered “Yes” for each question above, your company qualifies as a resident bidder. Please complete Parts B and D of this form.

If you answered “No” to one or more questions above, your company is a non-resident bidder. Please complete Parts C and D of this form.

**Part B**

To be completed by resident bidders

My company has maintained offices in Iowa during the past 3 years at the following addresses:

<table>
<thead>
<tr>
<th>Dates: (mm/dd/yyyy)</th>
<th>To</th>
<th>Address:</th>
</tr>
</thead>
<tbody>
<tr>
<td>City, State, Zip:</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

You may attach additional sheet(s) if needed.

**Part C**

To be completed by non-resident bidders

1. Name of home state or foreign country reported to the Iowa Secretary of State:

2. Does your company’s home state or foreign country offer preferences to bidders who are residents?  Yes  No

3. If you answered “Yes” to question 2, identify each preference offered by your company’s home state or foreign country and the appropriate legal citation.

You may attach additional sheet(s) if needed.

**Part D**

To be completed by all bidders

I certify that the statements made on this document are true and complete to the best of my knowledge and I know that my failure to provide accurate and truthful information may be reason to reject my bid.

Firm Name:  
Signature:  Date:
WORKSHEET: AUTHORIZATION TO TRANSACT BUSINESS

This worksheet may be used to help complete Part A of the Resident Bidder Status form. If at least one of the following describes your business, you are authorized to transact business in Iowa.

☐ Yes ☐ No  My business is currently registered as a contractor with the Iowa Division of Labor.

☐ Yes ☐ No  My business is a sole proprietorship and I am an Iowa resident for Iowa income tax purposes.

☐ Yes ☐ No  My business is a general partnership or joint venture. More than 50 percent of the general partners or joint venture parties are residents of Iowa for Iowa income tax purposes.

☐ Yes ☐ No  My business is an active corporation with the Iowa Secretary of State and has paid all fees required by the Secretary of State, has filed its most recent biennial report, and has not filed articles of dissolution.

☐ Yes ☐ No  My business is a corporation whose articles of incorporation are filed in a state other than Iowa, the corporation has received a certificate of authority from the Iowa Secretary of State, has filed its most recent biennial report with the Secretary of State, and has neither received a certificate of withdrawal from the Secretary of state nor had its authority revoked.

☐ Yes ☐ No  My business is a limited liability partnership which has filed a statement of qualification in this state and the statement has not been canceled.

☐ Yes ☐ No  My business is a limited liability partnership which has filed a statement of qualification in a state other than Iowa, has filed a statement of foreign qualification in Iowa and a statement of cancellation has not been filed.

☐ Yes ☐ No  My business is a limited partnership or limited liability limited partnership which has filed a certificate of limited partnership in this state, and has not filed a statement of termination.

☐ Yes ☐ No  My business is a limited partnership or a limited liability limited partnership whose certificate of limited partnership is filed in a state other than Iowa, the limited partnership or limited liability limited partnership has received notification from the Iowa Secretary of state that the application for certificate of authority has been approved and no notice of cancellation has been filed by the limited partnership or the limited liability limited partnership.

☐ Yes ☐ No  My business is a limited liability company whose certificate of organization is filed in Iowa and has not filed a statement of termination.

☐ Yes ☐ No  My business is a limited liability company whose certificate of organization is filed in a state other than Iowa, has received a certificate of authority to transact business in Iowa and the certificate has not been revoked or canceled.
This is a UNIT BID PRICE CONTRACT. The bidder must provide the Unit Bid Price, the total Bid Price, and the total Bid Amount; in case of discrepancy, the Unit Bid Price governs. The Quantities shown on the Proposal Attachment: Part C – Bid Items and quantities are approximate only, but are considered sufficiently adequate for the purpose of comparing bids. The Jurisdiction shall only use the Total Base Bid Amount for comparison of bids.

### BASE BID ITEMS AND QUANTITIES

<table>
<thead>
<tr>
<th>ITEM NO.</th>
<th>DESCRIPTION</th>
<th>UNIT</th>
<th>APPROX. QUANTITY</th>
<th>UNIT PRICE</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>MOBILIZATION</td>
<td>LS</td>
<td>1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>TEMPORARY TRAFFIC CONTROL</td>
<td>LS</td>
<td>1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>12,000 GALLON JET FUEL TANK, COMPLETE, IN PLACE</td>
<td>EA</td>
<td>1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>JET FUEL SYSTEM – CONNECT NEW TANK TO EXISTING CABINETS</td>
<td>LS</td>
<td>1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>PCC TANK PAD, 12” THICK</td>
<td>SY</td>
<td>71</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>PCC SIDEWALK, 4” THICK</td>
<td>SY</td>
<td>18</td>
<td></td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>BOLLARDS</td>
<td>EA</td>
<td>4</td>
<td></td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>NEW CREDIT CARD READER SYSTEM</td>
<td>EA</td>
<td>2</td>
<td></td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>SYSTEM TESTING AND STARTUP</td>
<td>LS</td>
<td>1</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**TOTAL BASE BID AMOUNT:**

### BID ALTERNATE NO. 1 ITEMS AND QUANTITIES

<table>
<thead>
<tr>
<th>ITEM NO.</th>
<th>DESCRIPTION</th>
<th>UNIT</th>
<th>APPROX. QUANTITY</th>
<th>UNIT PRICE</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>A-1</td>
<td>3-LINE DISPLAY FOR CREDIT CARD READER SYSTEM</td>
<td>EA</td>
<td>2</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**TOTAL BID ALTERNATE NO. 1 AMOUNT:**

**NOTE:** IT IS UNDERSTOOD THAT THE ABOVE QUANTITIES ARE ESTIMATED FOR THE PURPOSE OF THIS BID. ALL QUANTITIES ARE SUBJECT TO REVISION BY THE OWNER. QUANTITY CHANGES WHICH AMOUNT TO TWENTY (20) PERCENT OR LESS OF THE TOTAL BID SHALL NOT AFFECT THE UNIT PRICE BID.
BID BOND

FUEL FACILITY EXPANSION
Iowa City Municipal Airport
Iowa City, Iowa

KNOW ALL BY THESE PRESENTS:
That we, ____________________________, as Principal, and ____________________________, as Surety, are held and firmly bound unto, City of Iowa City, Iowa as Obligee, (hereinafter referred to as "the Jurisdiction"), in the penal sum of ____________________________ dollars ($___________), lawful money of the United States, for which payment said Principal and Surety bind themselves, their heirs, executors, administrators, successors, and assigns jointly and severally, firmly by these presents.

The condition of the above obligation is such that whereas the Principal has submitted to the Jurisdiction a certain proposal, in a separate envelope, and hereby made a part hereof, to enter into a contract in writing, for the following described improvements;

PROJECT DESCRIPTION: Construct an upgrade to the airport aircraft fueling system, including adding one (1) new 12,000 gallon above-ground fuel storage tank for Jet Fuel. Project includes concrete pad for tank, furnishing and installing the new tank on the pad, protective bollards (if required), piping from the new jet fuel tank to the existing jet fuel cabinet, and piping as necessary to connect the new jet fuel tank to the remote “self-fueling” jet fuel cabinet north of the tank location. Replacement of both existing credit card readers with new credit card readers is also included in this project.

The Surety hereby stipulates and agrees that the obligations of said Surety and its bond shall be in no way impaired or affected by any extension of the time within which the Jurisdiction may accept such bid or execute such Contract; and said Surety does hereby waive notice of any such extension.

In the event that any actions or proceedings are initiated with respect to this Bond, the parties agree that the venue thereof shall be Johnson County, State of Iowa. If legal action is required by the Jurisdiction against the Surety or Principal to enforce the provisions of the bond or to collect the monetary obligation incurring to the benefit of the Jurisdiction, the Surety or Principal agrees to pay the Jurisdiction all damages, costs, and attorney fees incurred by enforcing any of the provisions of this Bond. All rights, powers, and remedies of the Jurisdiction hereunder shall be cumulative and not alternative and shall be in addition to all rights, powers and remedies given to the Jurisdiction, by law. The Jurisdiction may proceed against Surety for any amount guaranteed hereunder whether action is brought against Principal or whether Principal is joined in any such action or actions or not.

NOW, THEREFORE, if said proposal by the Principal be accepted, and the Principal shall enter into a contract with Jurisdiction in accordance with the terms of such proposal, including the provision of insurance and of a bond as may be specified in the contract documents, with good and sufficient surety for the faithful performance of such contract, for the prompt payment of labor and material furnished in the prosecution thereof, and for the maintenance of said improvements as may be required therein, then this obligation shall become null and void; otherwise, the Principal shall pay to the Jurisdiction the full amount of the bid bond, together with court costs, attorney’s fees, and any other expense of recovery.
Signed and sealed this __________ day of ________________________, 20___.

SURETY:  

__________________________  

Surety Company  

By  

__________________________  

Signature Attorney-in-Fact/Officer  

__________________________  

Name of Attorney-in-Fact/Officer  

__________________________  

Company Name  

__________________________  

Company Address  

__________________________  

City, State, Zip Code  

__________________________  

Company Telephone Number

PRINCIPAL:  

__________________________  

Bidder  

By  

__________________________  

Signature  

__________________________  

Name (Print/Type)  

__________________________  

Title  

__________________________  

Address  

__________________________  

City, State, Zip Code  

__________________________  

Telephone Number

NOTE: All signatures on this bid bond must be original signatures in ink; copies or facsimile of any signature will not be accepted. This bond must be sealed with the Surety’s raised, embossing seal or official adhesive seal. The Certificate or Power of Attorney accompanying this bond must be valid on its face and sealed with the Surety's raised, embossing seal or official adhesive seal.
CONTRACT

FUEL FACILITY EXPANSION
Iowa City Municipal Airport
Iowa City, Iowa

THIS CONTRACT, made and entered into at the Iowa City Municipal Airport, this ___ day of __________, 2020, by and between the Iowa City Airport Commission, Iowa City, Iowa hereinafter called the “Jurisdiction”, and ______________ ________________, hereinafter called the "Contractor".

WITNESSETH:

The Contractor hereby agrees to complete the work comprising the “Fuel Facility Expansion” project, as specified in the contract documents, which are officially on file with the Jurisdiction, in the office of the City Clerk, City of Iowa City, Iowa, 410 East Washington Street, Iowa City, Iowa, Iowa. This contract includes all such contract documents. All work under this contract shall be constructed in accordance with the SUDAS Standard Specifications, 2019 Edition, and as further modified by the supplemental specifications and special provisions included in said contract documents, and the Contract Attachment which is attached hereto. The Contractor further agrees to complete the work in strict accordance with said contract documents, and to guarantee the work as required by law, for the time required in said contract documents, after its acceptance by the Jurisdiction.

This contract is awarded and executed for completion of the work specified in the contract documents for the bid prices shown on the Contract Attachment: Bid Items and Quantities which were proposed by the Contractor in its proposal submitted in accordance with the Notice to Bidders and Notice of Public Hearing for the following described improvements:

PROJECT DESCRIPTION: Construct an upgrade to the airport aircraft fueling system, including adding one (1) new 12,000 gallon above-ground fuel storage tank for Jet Fuel. Project includes concrete pad for tank, furnishing and installing the new tank on the pad, protective bollards (if required), piping from the new jet fuel tank to the existing jet fuel cabinet, and piping as necessary to connect the new jet fuel tank to the remote “self-fueling” jet fuel cabinet north of the tank location. Replacement of both existing credit card readers with new credit card readers is also included in this project.

The Contractor agrees to perform said work for and in consideration of the Jurisdiction’s payment of the bid amount of ___________________________ dollars ($__________), which amount shall constitute the required amount of the performance, maintenance, and payment bond. The Contractor hereby agrees to commence work as stated in the written Notice to Proceed; and substantially complete the work on or before August 31, 2020; and to pay liquidated damages for noncompliance with said completion provisions at a rate of Two Hundred Fifty Dollars ($250.00) for each Calendar Day that the work remains incomplete.
IN WITNESS WHEREOF, the Parties hereto have executed this instrument, in triplicate on the date first shown written.

JURISDICTION: Iowa City Airport Commission

CONTRACTOR:

By _________________________________
(Seal)

By _________________________________
Contractor’s Contact Name
Contractor’s Title

ATTEST:

_______________________________

_______________________________

Street Address

City, State, Zip Code

Telephone
CONTRACTOR PUBLIC REGISTRATION INFORMATION To Be Provided By:

1. All Contractors: The Contractor shall enter its Public Registration No. _______ issued by the Iowa Commissioner of Labor pursuant to Section 91C.5 of the Iowa Code.

2. Out-of-State Contractors:
   A. Pursuant to Section 91C.7 of the Iowa Code, an out-of-state contractor, before commencing a contract in excess of five thousand dollars in value in Iowa, shall file a bond with the division of labor services of the department of workforce development. The contractor should contact 515-242-5871 for further information. Prior to contract execution, the Jurisdictional Engineer may forward a copy of this contract to the Iowa Department of Workforce Development as notification of pending construction work. It is the contractor’s responsibility to comply with said Section 91C.7 before commencing this work.
   B. Prior to entering into contract, the designated low bidder, if it be a corporation organized under the laws of a state other than Iowa, shall file with the Jurisdictional Engineer a certificate from the Secretary of the State of Iowa showing that it has complied with all the provisions of Chapter 490 of the Code of Iowa, or as amended, governing foreign corporations. For further information contact the Iowa Secretary of State Office at 515-281-5204.

Bond No. ____________________________
Name of Surety ____________________________

NOTE: All signatures on this contract must be original signatures in ink; copies or facsimile of any signature will not be accepted.

CORPORATE ACKNOWLEDGMENT

State of ____________________________ )
__________________________ County ) SS

On this _____ day of ______________, 2020, before me, the undersigned, a Notary Public in and for the State of ______________, personally appeared _______________ and ________________, to me known, who, being by me duly sworn, did say that they are the _______________ and ________________, respectively, of the corporation executing the foregoing instrument; that (no seal has been procured by) (the seal affixed thereto is the seal of) the corporation; that said instrument was signed (and sealed) on behalf of the corporation by authority of this Board of Directors; that _______________ and ________________ acknowledged the execution of the instrument to be the voluntary act and deed of the corporation, by it and by them voluntarily executed.

________________________________________
Notary Public in and for the State of
My commission expires ____________________________, 20____
PARTNER ACKNOWLEDGMENT

State of ________________________________ )
______________________________________ SS
______________________________________ County )

On this ___ day of ____________, 2017, before me, the undersigned, a Notary Public in and for the State of
______________, personally appeared __________________ to me personally known, who being by me duly sworn, did say
that the person is one of the partners of ________________________, a partnership, and that the instrument was signed on
behalf of the partnership by authority of the partners and the partner acknowledged the execution of the instrument to be
the voluntary act and deed of the partnership by it and by the partner voluntarily executed.

________________________________________
Notary Public in and for the State of
My commission expires ____________________________ 20, ________

INDIVIDUAL ACKNOWLEDGMENT

State of ________________________________ )
______________________________________ SS
______________________________________ County )

On this ___ day of ____________, 2017, before me, the undersigned, a Notary Public in and for the State of
______________, personally appeared __________________ and __________________, to me known to be the
identical person(s) named in and who executed the foregoing instrument, and acknowledged that (he) (she) (they) executed
the instrument as (his) (her) (their) voluntary act and deed.

________________________________________
Notary Public in and for the State of
My commission expires ____________________________ 20, ________

LIMITED LIABILITY COMPANY ACKNOWLEDGMENT

State of ________________________________ )
______________________________________ SS
______________________________________ County )

On this ___ day of ____________, 2017, before me a Notary Public in and for said county, personally appeared
____________________, to me personally known, who being by me duly sworn did say that person is ___________ of said
____________________, that (the seal affixed to said instrument is the seal of said OR no seal has been procured by the
said) ________________________, and that said instrument was signed and sealed on behalf of the said
____________________, by authority of its managers and the said __________________ acknowledged the execution of
said instrument to be the voluntary act and deed of said ______________________, by it voluntarily executed.

________________________________________
Notary Public in and for the State of
My commission expires ____________________________ 20, ________
CONTRACT ATTACHMENT: ITEM 1: GENERAL - NONE

CONTRACT ATTACHMENT: ITEM 2: BID ITEMS AND, QUANTITIES

THIS CONTRACT IS AWARDED AND EXECUTED FOR COMPLETION OF THE WORK SPECIFIED IN THE CONTRACT DOCUMENTS FOR THE BID PRICES TABULATED BELOW AS PROPOSED BY THE CONTRACTOR IN ITS PROPOSAL SUBMITTED IN ACCORDANCE WITH NOTICE TO BIDDERS AND NOTICE OF PUBLIC HEARING. ALL QUANTITIES ARE SUBJECT TO REVISION BY THE JURISDICTION. THE JURISDICTION RESERVES THE RIGHT TO ADJUST QUANTITIES AS NECESSARY TO MAXIMIZE FUNDS BUDGETED FOR THIS PROJECT.
PERFORMANCE, PAYMENT AND MAINTENANCE BOND

FUEL FACILITY EXPANSION
Iowa City Municipal Airport
Iowa City, Iowa

KNOW ALL BY THESE PRESENTS:

That we, __________________________________________________________________, as Principal (hereinafter the “Contractor” or “Principal” and ____________________________________________, as Surety are held and firmly bound unto __________________________________________________ , as Obligee (hereinafter referred to as “the Jurisdiction”), and to all persons who may be injured by any breach of any of the conditions of this Bond in the penal sum of ___________________________________________________________________ DOLLARS ($____________________), lawful money of the United States, for the payment of which sum, well and truly to be made, we bind ourselves, our heirs, legal representatives and assigns, jointly or severally, firmly by these presents.

The conditions of the above obligations are such that whereas said Contractor entered into a contract with the Jurisdiction, bearing date the _______ day of ___________________, _________, hereinafter the “Contract”) wherein said Contractor undertakes and agrees to construct the following described improvements:

PROJECT DESCRIPTION: Construct an upgrade to the airport aircraft fueling system, including adding one (1) new 12,000 gallon above-ground fuel storage tank for Jet Fuel. Project includes concrete pad for tank, furnishing and installing the new tank on the pad, protective bollards (if required), piping from the new jet fuel tank to the existing jet fuel cabinet, and piping as necessary to connect the new jet fuel tank to the remote “self-fueling” jet fuel cabinet north of the tank location. Replacement of both existing credit card readers with new credit card readers is also included in this project.

and to faithfully perform all the terms and requirements of said Contract within the time therein specified, in a good and workmanlike manner, and in accordance with the Contract Documents. Provided, however, that one year after the date of acceptance as complete of the work under the above referenced Contract, the maintenance portion of this Bond shall continue in force for the stated maintenance period.

It is expressly understood and agreed by the Contractor and Surety in this bond that the following provisions are a part of this Bond and are binding upon said Contractor and Surety, to-wit:

PERFORMANCE: The Contractor shall well and faithfully observe, perform, fulfill and abide by each and every covenant, condition and part of said Contract and Contract Documents, by reference made a part hereof, for the above referenced improvements, and shall indemnify and save harmless the Jurisdiction from all outlay and expense incurred by the Jurisdiction by reason of the Contractor’s default of failure to perform as required. The Contractor shall also be responsible for the default or failure to perform as required under the Contract and Contract Documents by all its subcontractors, suppliers, agents, or employees furnishing materials or providing labor in the performance of the Contract.

PAYMENT: The Contractor and the Surety on this Bond are hereby agreed to pay all just claims submitted by persons, firms, subcontractors, and corporations furnishing materials for or performing labor in the performance of the Contract on account of which this Bond is given, including but not limited to claims for all amounts due for labor, materials, lubricants, oil, gasoline, repairs on machinery, equipment and tools, consumed or used by the Contractor or any subcontractor, wherein the same are not satisfied out of the portion of the contract price which the Jurisdiction is required to retain until completion of the improvement, but the Contractor and Surety shall not be liable to said persons, firms, or corporations unless the claims of said claimants against said portion of the contract price shall have been established as provided by law. The Contractor and Surety hereby bind themselves to the obligations and conditions set forth in Chapter 573, Code of Iowa, which by this reference is made a part hereof as though fully set out herein.
MAINTENANCE: The Contractor and the Surety on this Bond hereby agree, at their own expense:

To remedy any and all defects that may develop in or result from work to be performed under the Contract within the 4-year period for all work, from the date of acceptance of the work under the Contract, by reason of defects in workmanship or materials used in construction of said work;

To keep all work in continuous good repair; and

To pay the Jurisdiction’s reasonable costs of monitoring and inspection to assure that any defects are remedied, and to repay the Jurisdiction all outlay and expense incurred as a result of Contractor’s and Surety’s failure to remedy any defect as required by this section.

Contractor’s and Surety’s agreement herein made extends to defects in workmanship or materials not discovered or known to the Jurisdiction at the time such work was accepted.

GENERAL: Every Surety on this Bond shall be deemed and held bound, any contract to the contrary notwithstanding, to the following provisions:

To consent without notice to any extension of time to the Contractor in which to perform the Contract;

To consent without notice to any change in the Contract or Contract Documents, which thereby increases the total contract price and the penal sum of this bond, provided that all such changes do not, in the aggregate, involve an increase of more than twenty percent of the total contract price, and that this bond shall then be released as to such excess increase; and

To consent without notice that this Bond shall remain in full force and effect until the Contract is completed, whether completed within the specified contract period, within an extension thereof, or within a period of time after the contract period has elapsed and the liquidated damage penalty is being charged against the Contractor.

The Contractor and every Surety on the bond shall be deemed and held bound, any contract to the contrary notwithstanding, to the following provisions:

That no provision of this Bond or of any other contract shall be valid which limits to less than five years after the acceptance of the work under the Contract the right to sue on this Bond.

That as used herein, the phrase “all outlay and expense” is not to be limited in any way, but shall include the actual and reasonable costs and expenses incurred by the Jurisdiction including interest, benefits and overhead where applicable. Accordingly, “all outlay and expense” would include but not be limited to all contract or employee expense, all equipment usage or rental, materials, testing, outside experts, attorneys fees (including overhead expenses of the Jurisdiction’s staff attorneys), and all costs and expenses of litigation as they are incurred by the Jurisdiction. It is intended the Contractor and Surety will defend and indemnify the Jurisdiction on all claims made against the Jurisdiction on account of Contractor’s failure to perform as required in the Contract and Contract Documents, that all agreements and promises set forth in the Contract and Contract Documents, in approved change orders, and in this Bond will be fulfilled, and that the Jurisdiction will be fully indemnified so that it will be put into the position it would have been in had the Contract been performed in the first instance as required.

In the event the Jurisdiction incurs any “outlay and expense” in defending itself with respect to any claim as to which the Contractor or Surety should have provided the defense, or in the enforcement of the promises given by the Contractor in the Contract, Contract Documents, or approved change orders, or in the enforcement of the promises given by the Contractor and Surety in this Bond, the Contractor and Surety agree that they will make the Jurisdiction whole for all such outlay and expense, provided that the Surety’s obligation under this bond shall not exceed 125% of the penal sum of this bond.

In the event that any actions or proceedings are initiated with respect to this Bond, the parties agree that the venue thereof shall be Johnson County, State of Iowa. If legal action is required by the Jurisdiction to enforce the provisions of this Bond or to collect the monetary obligation accruing to the benefit of the Jurisdiction, the Contractor and the Surety agree, jointly and severally, to pay the Jurisdiction all outlay and expense incurred therefor by the Jurisdiction. All rights, powers, and remedies of the Jurisdiction hereunder shall be cumulative and not alternative and shall be in addition to all rights, powers and remedies given to the Jurisdiction, by law. The Jurisdiction may proceed against surety for any amount guaranteed hereunder whether action is brought against the Contractor or whether Contractor is joined in any such action or actions or not.
NOW THEREFORE, the condition of this obligation is such that if said Principal shall faithfully perform all the promises of the Principal, as set forth and provided in the Contract, in the Contract Documents, and in this Bond, then this obligation shall be null and void, otherwise it shall remain in full force and effect.

When a work, term, or phrase is used in this Bond, it shall be interpreted or construed first as defined in this Bond, the Contract, or the Contract Documents; second, if not defined in the Bond, Contract, or Contract Documents, it shall be interpreted or construed as defined in applicable provisions of the Iowa Code; third, if not defined in the Iowa Code, it shall be interpreted or construed according to its generally accepted meaning in the construction industry; and fourth, if it has no generally accepted meaning in the construction industry, it shall be interpreted or construed according to its common or customary usage.

Failure to specify or particularize shall not exclude terms or provisions not mentioned and shall not limit liability hereunder. The Contract and Contract Documents are hereby made a part of this Bond.
(CON’T – PERFORMANCE, PAYMENT AND MAINTENANCE BOND)

Witness our hands, in triplicate, this _______ day of ___________________, __________.

Surety Countersigned By:

Signature of Iowa Resident Commission Agent as Prescribed by Chapter 515.52-57, Iowa Code. (Require only if Attorney-in-Fact is not also an Iowa Resident Commission Agent).

By:

Signature

Title

Company Name

Company Address

City, State, Zip Code

Company Telephone Number

PRINCIPAL:

 Contractor

By:

Signature

Name of Resident Commission Agent

SURETY:

Surety Company

By: Signature Attorney-in-Fact Officer

Name of Attorney-in-Fact Officer

Company Name

Company Address

City, State, Zip Code

Company Telephone Number

NOTE: All signatures on this Performance, Maintenance & Payment Bond must be original signatures in ink; copies or facsimile of any signature will not be accepted. This bond must be sealed with the Surety’s raised, embossing seal or official adhesive seal. The Certificate or Power of Attorney accompanying this bond must be valid on its face and sealed with the Surety’s raised, embossing seal or official adhesive seal.
SPECIAL PROVISIONS

for

FUEL FACILITY EXPANSION

Iowa City Municipal Airport

Iowa City, Iowa
SPECIAL PROVISIONS

FOR
PART 1 - GENERAL REQUIREMENTS

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1. DEFINITION AND INTENT
A. The Technical Specifications that apply to the materials and construction practices for this project are defined as follows:


2. Omissions of words or phrases such as “the Contractor shall”, “in accordance with”, “shall be”, “as noted on the Plans”, “according to the Plans”, “a”, “an”, “the” and “all” are unintentional; supply omitted words or phrases by inference.

3. “Owner”, and “City” shall mean the Iowa City Airport Commission, acting through the City Council of the City of Iowa City, Iowa.
4. “Person” shall mean any individual, partnership, limited partnership, joint venture, society, association, joint stock company, corporation, limited liability company, estate, receiver, trustee, assignee, or referee, whether appointed by a court or otherwise, and any combination of individuals.

5. “Engineer” shall mean the Iowa City Airport Commission of Iowa City, Iowa or designated agent.

6. The intent of the Technical Specifications is to describe the construction desired, performance requirements, and standards of materials and construction.

7. “Standard Drawings” shall mean the Figures bound within the SUDAS Standard Specifications and/or the Typical Drawings bound within the plans.

8. “Work” shall mean the work to be done and the equipment, supplies, and materials to be furnished under the contract unless some other meaning is indicated by the context.

9. “Or equal” shall follow manufacturers names used to establish standards and, if not stated, is implied.


2. GENERAL PROVISIONS AND COVENANTS

A. The general provisions and covenants, Division 1 of the 2019 SUDAS Standard Specifications are modified as follows:

1. Section 1020.1.09B, Unit Price Attachment.

A computer generated unit price attachment may be submitted by the Bidder as specified by this Section.

2. Section 1050.1.05 Shop Drawings, Certificates and Equipment Lists.

The Contractor shall submit a minimum of three (3) copies plus any additional required by the Contractor.

3. WORK REQUIRED

A. Work under this contract includes all materials, equipment, transportation, traffic control and associated work for the construction of the “Fuel Facility Expansion” project, as described in the Official Publication.

B. This project consists of one contract for all work described.

C. The construction work will need to be phased to facilitate timely construction of the improvements.

4. SALVAGE OF MATERIALS AND EQUIPMENT

A. The Iowa City Airport Commission retains first right of refusal for retaining any existing materials removed by the construction.

B. The Contractor shall carefully remove, in a manner to prevent damage, all materials and equipment specified or indicated as salvage. The Contractor shall protect and store items specified.

C. Any items damaged in removal, storage, or handling through carelessness or improper procedures shall be replaced by the Contractor in kind with new items.
5. PLANS AND SPECIFICATIONS
   A. The Owner will furnish 5 sets of plans and specifications to the Contractor after award of the contract. The Contractor shall compensate the Owner for printing costs for additional copies required.
   B. Provide one set of plans and specifications for each foreman and superintendent in charge of each crew on the job.

6. CONSTRUCTION FACILITIES
   A. Provide telephone numbers where Contractor's representative can be reached during work days and on nights and weekends in event of emergency.
   B. Provide and maintain suitable sanitary facilities for construction personnel for duration of work; remove upon completion of work.
   C. Do not store construction equipment, employee's vehicles, or materials on streets open to traffic. Location for storage of equipment by Contractors is subject to approval of Engineer.
   D. The Contractor shall provide suitable storage facilities necessary for proper storage of materials and equipment.
   E. The Contractor will be required to make arrangements for all services required during the construction period and pay for such services at no additional cost to the Owner.

7. SUBMITTALS
   A. Provide construction schedule showing dates of starting and completing various portions of work.
   B. Submit the following information for Engineer's review. Provide 3 copies plus copies required by Contractor. This information shall be submitted to the Engineer at the preconstruction conference or at least 14 days prior to utilization of the particular item on this project.
      1. Testing reports.
      2. Manufacturer's data for materials that are to be permanently incorporated into the project.
      3. Details of proposed methods of any special construction required.
      4. Submit purchase orders and subcontracts without prices.
      5. Such other information as the Engineer may request to insure compliance with contract documents.
   C. Provide Traffic Control and staging plan (3 copies)

8. STANDARDS AND CODES
   A. Construct improvements with best present day construction practices and equipment.
   B. Conform with and test in accordance with applicable sections of the following standards and codes.
      1. American Association of State Highway and Transportation Officials (AASHTO).
      3. Iowa Department of Transportation Standard Specifications (Iowa DOT).
      5. American Water Works Association (AWWA).
8. Iowa Occupational Safety and Health Act of 1972 (IOSHA).
10. Standards and Codes of the State of Iowa and the ordinances of the City of Iowa City, Iowa.
11. Other standards and codes which may be applicable to acceptable standards of the industry for equipment, materials and installation under the contract.

9. SOIL BORINGS
   A. No soil borings were completed for this project.

10. CONSTRUCTION ON HIGHWAY RIGHT-OF-WAYS
    A. All work on this project will be within City Right-of-Way, Easements or Public Property.

11. EMPLOYMENT PRACTICES
    A. Neither the Contractor nor the Contractor’s Subcontractors shall employ any person whose physical or mental condition is such that this employment will endanger the health and safety of anyone employed on the Project.
    B. The Contractor shall not commit any of the following employment practices and agrees to include the following clauses in any Subcontracts:
       1. To discharge from employment or refuse to hire any individual because of sex, race, color, religion, national origin, sexual orientation, marital status, age, or disability unless such disability is related to job performance of such person or employee.
       2. To discriminate against any individual in terms, conditions, or privileges or employment because of sex, race, color, religion, national origin, sexual orientation, marital status, age, or disability unless such disability is related to job performance of such person or employee.

12. WORK HOURS/COMMUNITY EVENTS
    A. The Contractor will be required to limit the Contractor’s work hours on the Project from 7:00 a.m. to 7:00 p.m., Monday through Saturday, unless otherwise directed by the Engineer.
    B. The following Community Events are scheduled. Contractor is required to coordinate with the Owner as needed to allow use of adjacent public property.
       1. None known at this time.

13. DUST ABATEMENT
    A. The Contractor shall make a reasonable effort to assure dust does not become a problem. The Engineer reserves the right to stop Contractor’s operations whenever dust becomes a problem on the Project and direct the Contractor to revise operations to solve the dust problem.
14. QUANTITIES
   A. The Contractor is to realize some of the quantities on this Project are best estimates and may vary from actual conditions at time of construction of the Project. Quantities must be regarded as approximate only, and are given as a guide to the Bidder and for comparison of Bids. The Owner reserves the right to increase or decrease these quantities as designated in the Contract, and the Contractor will be paid for only as much work as the Contractor is required to do by the Owner at the unit price stated in the Proposal.

15. MAINTENANCE BOND AND WARRANTY PERIODS
   A. The requirements of the Payment, Performance and Maintenance Bond warranty period are modified as follows:
   1. To remedy any and all defects that may develop in or result from work to be performed under the Contract within the of 4-year period for all work, from the date of acceptance of the work under the Contract, by reason of defects in workmanship or materials.
   2. Warranties shall be the greater of the following: A minimum of 4 years for all paving and/or concrete work, and for all equipment, the manufacturer’s standard warranty or as required in later sections, but in no case shall any warranty be less than 4 years.

16. MATERIALS TESTS
   A. Material testing is as specified for construction and will be completed by an independent testing laboratory retained by the Contractor and approved by the Engineer. Testing shall meet the requirements of the SUDAS Standard Specifications.
   B. Coordinate all material testing with the Engineer.
   C. Provide transportation of all samples to the laboratory.
   D. Do not ship materials to the project site until laboratory tests have been furnished showing compliance of materials with specifications.
   E. Provide gradation and materials certifications for all granular materials. Certify that sources of Portland Cement and aggregates are Iowa DOT approved.
   F. Certify that materials and equipment are manufactured with applicable specifications.

17. FIELD TESTS
   Testing shall meet the requirements of the SUDAS Standard Specifications. Owner/Contractor testing responsibility is as follows:
   A. Testing Responsibility
      1. Owner
         (a) Division 2, Earthwork, Section 3.09 - Field Quality Control.
   B. If test results do not meet those specified, the Contractor shall make necessary corrections and repeat testing to demonstrate compliance with the specifications. Contractor shall pay all costs for retesting.

18. MEASUREMENT AND PAYMENT
   A. Contract unit or lump sum prices are full compensation for furnishing all materials, equipment, tools, transportation, and labor necessary to construct and complete each item of work as specified. No separate payment will be made for work included in this project except as set forth in the bid item reference notes. Refer to the C sheets for bid items reference notes. All other items of work are incidental to construction.
19. INCIDENTAL CONTRACT ITEMS
   
   A. The following list includes major items that are incidental to the project and will not be paid for as separate bid items. Other items may be designated as incidental under certain bid items.
      
      • Concrete header removal
      • Connections to existing storm sewer structures and pipes unless specified for separate payment
      • Construction and removal of temporary access roads
      • Construction fencing
      • Construction staging & phasing
      • Coordination and cooperation with affected property owners
      • Coordination and cooperation with the City of Iowa City, Iowa
      • Coordination and cooperation with other Contractors
      • Coordination and cooperation with other projects in the area
      • Coordination and cooperation with utility companies
      • Dewatering and handling storm water flow during construction
      • Dust control measures
      • Engineering Fabric
      • Excavation, verification and protection of existing utilities
      • Field and wood fence removal
      • Field testing
      • Finish grading
      • Full depth sawcutting of existing pavement
      • Grading for storm sewer outlets
      • Granular backfill and bedding for storm and sanitary sewer installation
      • Granular surfcacing removal
      • Maintenance and watering for seeding and sodding
      • Maintenance of erosion control measures, including silt removal
      • Material testing
      • Monitoring weather conditions
      • Mowing
      • Overhaul
      • Pipe and structure bedding material
      • Porous backfill for subdrain
      • Proof rolling
      • Protection of existing hydrant(s) and valve(s)
      • Protection of existing trees and plantings not shown as removals
      • Protection of existing utilities and light poles
      • Removing and reinstalling existing signs
      • Reseeding
      • Site cleanup/restoration
      • Temporary safety closures
      • Temporary sheeting and shoring
      • Water valve removal
      • Working backfill to reduce moisture content
      • Working subgrade to achieve acceptable moisture content
      • Wrapping of storm sewer pipe joints

      ****END OF SECTION****
SPECIAL PROVISIONS
FOR
PART 2 – SPECIAL CONSTRUCTION
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19. P.C.C. PAVING
20. TRENCH BACKFILL
21. SANITARY SEWER IMPROVEMENTS
22. WATER MAIN IMPROVEMENTS

1. GENERAL

A. Procedures outlined herein are not intended to fully cover all special construction procedures but are offered as an aid to the Contractor in planning work.

B. Cooperate with the Owner and the Engineer to minimize inconvenience to property owners, other jurisdictions and motorists and to prevent delays in construction and interruption to continuous operation of utility services and site access.

C. The Contractor is expected to provide adequate personnel and equipment to perform work within specified time of construction.
D. Install and maintain orange safety fence around all open trenches or open structures when left unattended.

E. Provide surface restoration and clean up as construction progresses.

2. EXISTING UTILITIES

A. Location of utility lines, mains, cables and appurtenances shown on plans are from information provided by utility companies and records of the Owner.

B. Prior to construction, contact all utility companies and have all utility lines and services located. The Contractor is responsible for excavating and exposing underground utilities in order to confirm their locations ahead of the work.

C. Contractor is solely responsible for damage to utilities or private or public property due to utility disruption.

D. The Contractor shall notify utility company immediately if utility infrastructure is damaged during construction.

E. With the exception of water lines, utility companies will relocate utility infrastructure in direct conflict with line and grade of the work during construction. Support and protect all utilities that are not moved.

F. Utility services are not generally shown on plans; protect and maintain services during construction. Notify Jurisdiction and affected property Jurisdictions 48 hours prior to any planned utility service interruptions.

G. If utility work does occur during the construction period, work schedules from the contractor and from the utility companies will be submitted to the Engineer for coordination to obtain mutual acceptable schedules, if possible.

H. Existing utilities shall remain in substantially continuous operation during construction. Select the order and methods of construction that will not interfere with the operation of the utility systems. Interrupt utility services only with approval of Jurisdiction and Engineer.

I. No claims for additional compensation or time extensions will be allowed to the Contractor for interference or delay caused by utility companies.

3. PROJECT SUPERVISION

A. The Prime Contractor shall be represented in person at the construction site at all times that construction operations are proceeding by a qualified superintendent or other designated, qualified representative capable of providing adequate supervision. The superintendent or representative must be duly authorized to receive and execute instructions, notices and written orders from the Engineer.

B. Issues that arise during construction relating to traffic control and construction staging, etc. are the responsibility of the Prime Contractor.

C. Weekly progress meetings, if specified at the preconstruction conference, with the Contractor, Engineer and Jurisdiction will be held at the project site to review the updated project schedule and progress, coordinate activities, resolve conflicts and coordinate the construction work. The day and time for this meeting will be set at the preconstruction conference.
D. Refer to Division 1 – General Provisions and Covenants, Section 1080 – Contractual Provisions, Part 1 – Prosecution and Progress of the Work, Section 1.10 Contractors Employees, Methods and Equipment for additional requirements.

4. COORDINATION WITH OTHERS
A. Cooperate and coordinate construction with the Owsner, utility companies, affected property Jurisdictions and other contractors working in vicinity of this project.
B. It is the Contractor’s responsibility to schedule and coordinate work to minimize construction delays and conflicts.
C. Coordinate with property owners prior to beginning work that will affect their parcel.

5. CONSTRUCTION LIMITS
A. Confine the construction operations within the construction limits shown on the plans.
B. Do not store equipment, vehicles or materials within the right-of-way of any streets open to traffic or on temporary access roads at any time.
C. Areas disturbed outside of construction limits shall be restored at the contractor’s expense to the satisfaction of the Jurisdiction. Contractor shall protect trees, fences, and landscaping within the construction limits not marked as remove.

6. CONSTRUCTION SCHEDULE
A. The Contractor will prepare and submit to the Engineer for approval a project schedule that will assure the completion of the project within the time specified.
B. Adequate equipment and forces shall be made available by the Contractor to start work immediately upon receipt of the Notice to Proceed.
C. Submit construction schedule at the preconstruction conference and periodically update it as requested by the Engineer.
D. The Contractor shall be required to meet the final completion date as specified in the written Notice to Proceed.

7. CONSTRUCTION PHASING
A. Refer to construction staging and traffic control plans when included in construction plans.
B. Include construction phasing on the required construction schedule submittal.

8. CONSTRUCTION STAKING
For this project, the Contractor shall provide any required staking. Costs of required staking shall be incidental to any work requiring the staking, as no separate bid item is included for the work.

The Owner, or an authorized representative, will provide construction staking. The Contractor shall provide two Working Day written notice to the Engineer to begin requested survey, staking, or layout work. Subsequent staking shall require two working days’ notice in advance of the staking needs. Contractor shall be responsible for layout of all other construction items including, but not limited to, traffic control, structure removal, pavement markings, seeding, inlet filters and silt fence. One-time staking shall be provided. Any re-staking shall be paid for by the contractor.
Construction staking, provided by the Owner on the project, will include the following:

A. HORIZONTAL AND VERTICAL CONTROL
   1. Locate and maintain all horizontal control points and vertical benchmarks as listed on the plan sheets that may be destroyed by the plan construction.

B. REMOVAL LIMITS
   2. Locate removals and pavement, sidewalks, drives, structure. Removals not authorized or outside of removal limits shall be at Contractor expense.

G. PAVING
   1. Stakes requiring cut/fill will be set to a predetermined grade reference.
   2. Back of curb at 4-foot offset and 25-foot intervals including grade breaks.
   3. Interior of wide paving sections at 4-foot offset at 25-foot intervals including grade breaks.
   4. Radius points and ends of radius will be staked for islands and intersections. Midpoints or quarter points will be set for radius of more than 10-feet if necessary to define grade.
   5. Grades to be Form Grade (top of slab).

9. CONSTRUCTION SURVEY DOCUMENTATION & RESPONSIBILITIES OF ENGINEER AND CONTRACTOR
   A. Survey work documentation shall be a combination of digital and hard copy format and is the property of the Engineer.
   B. Tie-ins with existing pavements and utilities shall be verified for correctness of alignment and elevation prior to construction staking. Any discrepancies discovered during this verification process will be brought to the attention of the Contractor or Engineer for review and assistance with resolution prior to staking.
   C. When survey work is done under traffic conditions, the traffic control shall be in place prior to commencement of survey work.
   D. The Engineer will have a representative at the preconstruction conference to discuss construction staking.
   E. The Jurisdiction and Engineer will not be responsible for delays due to lack of grade or line stakes unless the Contractor has given the Engineer a 48 hour notice that such stakes will be needed and the Contractor’s work is being conducted in a satisfactory manner and at the specified rate of progress.

10. DISPOSAL
    A. Remove from project site and dispose of trees, shrubs, vegetation, excess soil excavation, rubbish, concrete, granular materials and other materials encountered as shown on plans and as specified. Excess soil excavation not designated for waste locations shall be disposed as directed by the Engineer.
B. Dispose of materials in accordance with applicable laws and ordinances. Disposal sites are subject to the review and approval of the Engineer.
   
   1. **Burning of brush and other debris is not permitted.** Contractor responsible for selecting disposal site.
   
   2. Dispose of broken concrete, asphalt, granular material, rubble, excess or unsuitable excavated material. Contractor is responsible for selecting disposal site.
   
   3. Cooperate with all applicable City, State and Federal agencies concerning disposal of materials.
   
   4. The Jurisdiction has the first right to any excess materials from construction.

11. EROSION/POLLUTION PREVENTION PLAN

   A. If Contractor fails to install and/or perform the appropriate erosion and sediment control practices, as determined by the Engineer, the Engineer may issue a written order to the Contractor. **Failure to perform this work within 24 hours of notification of non-compliance may result in the Owner issuing a Municipal Infraction for Illicit Discharge and/or the Owner or Engineer arranging for completion of the work by others.** A contract deduction shall be made equal to the total of all costs to perform such work so arranged, including but not limited to, labor, materials, equipment and administrative costs.

   B. Prevent accumulation of earth or debris on adjoining public or private property from project site. Remove any accumulation of earth or debris immediately. Prevent repetition of any instance where earth or debris moves from project site to adjoining public or private property.

   C. Provide erosion control measures necessary to protect against siltation and erosion from the flow of storm water. Maintain continuous operation of the storm sewer system throughout the construction period.

   D. Use silt fence and other means at all drainage courses, swales and storm sewer system inlets and outlets to protect against siltation and erosion as shown in the construction drawings or directed by the Engineer.

      1. Erosion protection measures, other than those specified as unit price pay items are incidental.

   E. The Contractor will be fully liable for all damages to public and private property caused by their action or inaction in providing for handling of storm water flow during construction.

   F. As construction progresses, sodding, seeding, and mulching is required in those segments of the corridor that become available to do so. The Contractor shall not wait until all grading and paving operations are completed before commencing final surface restoration.

12. DEWATERING

   A. Perform all construction work in dry conditions.

   B. Submit dewatering methods to the Engineer for review. Obtain the Engineer’s approval on methods prior to construction.

   C. Groundwater levels are subject to variation. No additional compensation will be permitted due to high groundwater conditions.
D. If excavation encounters only cohesive soils with no wet sand seams or layers, it may be possible to control water seepage by draining groundwater to temporary construction sumps and pumping it outside the perimeter of the excavation.

E. Do not pump water from open excavation in sand and gravel below the natural ground water level.

F. Maintain water levels 2 feet or more below the bottom of excavations in saturated cohesionless (sand and/or gravel) soils to prevent upward seepage, which could reduce subgrade support.
   1. Install dewatering system (well points or shallow wells) when working in cohesionless soils.
   2. Costs of installing and operating dewatering system are incidental.

G. Provide for handling surface water encountered during construction.
   1. Prevent surface water from flowing into excavation, remove water as it accumulates.
   2. Divert surface water and storm sewer flow around areas of construction.
   3. Do not use sanitary sewers for the disposal of trench water.

H. Backfill pipe and structures prior to stopping dewatering operations. Do not lay pipe or construct concrete structures on excessively wet soils.

I. The costs of handling both surface water and groundwater are incidental.

13. TRAFFIC CONTROL
   A. Furnish, erect and maintain traffic control devices as specified in the construction drawings and directed by the Engineer including signs, barrels, cones, and barricades to direct traffic and separate traffic from work areas. Traffic control shall be in place prior to the closing of any streets.
   C. Provide continuous access for police, fire, and other emergency vehicles.

14. TEMPORARY FENCES
   A. Install temporary fencing around open excavations or material storage areas and as directed by Engineer to prevent access of unauthorized persons to construction areas.
   B. Provide orange plastic mesh safety fence with a nominal height of 48”. Support fence securely on driven posts in vertical position without sagging.
   1. Materials: Iowa DOT Section 4188.03.
   2. Use unless required otherwise.
   C. Temporary fencing installed around open excavations or material storage areas is incidental to construction and will not be measured for payment.
   D. Remove temporary fencing upon completion of construction.
15. RESPONSIBILITY OF CONTRACTOR
   A. Supervision of the work.
   B. Protection of all property from injury or loss resulting from construction operations.
   C. Replace or repair objects sustaining any such damage, injury or loss to satisfaction of Jurisdiction and Engineer.
   D. Cooperate with Jurisdiction, Engineer, and representatives of utilities in locating underground utility lines and structures. Incorrect, inaccurate or inadequate information concerning location of utilities or structures shall not relieve the Contractor of responsibility for damage thereto caused by construction operations.
   E. Keep cleanup current with construction operations.
   F. Comply with all Federal, State of Iowa, and the City of Iowa City, Iowa, Iowa laws and ordinances.

16. EARTHWORK
   A. Complete all earthwork operations necessary to construct the pavement subgrade to the correct grade and elevations, backfill behind the new curbs, finish-grade to prepare for seeding and provide positive drainage and associated work.
      1. Provide suitable soil material on-site. No separate payment for over haul.
      2. Strip, salvage, and stockpile existing topsoil prior to performing mass grading. Respread stockpiled topsoil when construction is complete. The topsoil shall be spread uniformly at an 8-inch thickness over the area to be covered. The surface of the topsoil shall be smoothed and left in a finished condition so that it will drain properly. Topsoil strip, salvage, and respread is incidental to Class 13, Excavation.
   B. Complete the earthwork to the lines and grades shown on the cross sections. Do not disturb areas outside the grading limits.
   C. Compact all fills under pavements and within right of way to 95% of Standard Proctor Density.

17. SUBGRADE PREPARATION
   A. Prepare subgrade with moisture and density control as required by the SUDAS Standard Specifications.

18. STORM SEWER IMPROVEMENTS (N/A THIS PROJECT)
19. P.C.C. PAVING

A. Concrete mix for work associated paving shall conform to the following requirements:

1. Concrete shall be Class C-4.

2. Minimum Compressive Strength at 28 days shall be 4,000 psi. Areas not meeting this requirement will be subject to repairs, replacement or reduced payment as determined by the Engineer. Compression test results will represent all concrete placed in the same lot.

3. Slump, Air content, Water-Cement Ratio and Supplementary Cementitious Materials are specified in SUDAS.

4. Ground Granulated Blast Furnace Slag shall not be allowed for any work on the project.

H. Cracked panels shall be removed and replaced at the Contractor’s expense unless, in the judgement of the Engineer, the crack can be routed and sealed or otherwise repaired.

I. Maturity testing may be utilized to expedite pavement opening. If maturity testing is not used, the Contractor shall coordinate with a testing agency to collect cylinders and test them at ages they determine to expedite street pavement opening.

20. TRENCH BACKFILL (N/A THIS PROJECT)

21. SANITARY SEWER IMPROVEMENTS (N/A THIS PROJECT)

22. WATER MAIN IMPROVEMENTS (N/A THIS PROJECT)

****END OF SECTION****
FUEL FACILITY EXPANSION

SECTION 0100 – SUMMARY OF WORK

1. GENERAL:
   A. These project requirements refer especially to this project. Where any article of "General Conditions" is supplemented, other provisions of article shall remain in effect. Supplemental provisions shall be considered as added. Where following provisions conflict with documents, provisions specified shall supersede applicable article.

2. GENERAL SCOPE OF WORK:
   A. It is the general intent of this contract to provide the Sponsor with a completely operational Fuel Facility Expansion, including a new Jet Fuel tank and new credit card readers for both remote ("self-fueling") locations. Said items shall include all necessary materials, equipment and labor needed to provide a fully functional and operational fuel system as detailed in these specifications and as shown on the plans, including utility connections.

3. SITE EXAMINATION:
   A. Inspection: Visit the site before starting work and report any unacceptable conditions.
   B. Acceptance: The commencement of any work shall be deemed as acceptance of the site.

4. PLANS AND SPECIFICATIONS:
   A. These Specifications are intended to cover all labor, materials and standards of workmanship to be employed in the work indicated on the Plans and called for in the Specifications or reasonably implied therein. The Plans and Specifications supplement one another. Any part of the work mentioned in one and not represented in the other shall be done the same as if it has been mentioned in both.
   B. The Contractor shall not make alterations in the Drawings and Specifications. In the event of errors or discrepancies, the Contractor shall notify the Engineer. The Sponsor, with the approval of the IDOT (if applicable), will make necessary corrections.
   C. Specifications:
      1. Work shall conform to requirements of Specifications and other written instructions which may be subsequently issued by Sponsor or Sponsor’s Engineer to supplement, modify or interpret.
   D. Plans:
      1. Drawings for work in this Contract shall be listed on Title Sheet of the Drawings.
      2. Work shall conform to requirements of Drawings and requirements of supplemental detail drawings as may be subsequently issued by Sponsor or Sponsor’s Engineer to further delineate and explain the work of the Contract.
5. CONSTRUCTION SITE CONDITIONS:

A. Work Area: Construction and storage operations shall be maintained within the Contract sites except as provided below.

B. Other Space:

1. Including adjoining public sidewalks and roadways as may be permitted for temporary use by the applicable building codes and/or public authorities may be used and the cost, if any, shall be an obligation of the Contractor.

2. Disturbed public areas shall be put back into their original state at completion of use, as approved by the authorities having jurisdiction.

3. Restrictions on the work imposed by such authority having jurisdiction, including restrictions on the use of streets, shall not constitute the basis for extra payment to the Contractor, nor extension of time for completion of the Contract.

4. Including driveways, sidewalks and other access to existing facilities must remain open and clear of debris at all times.

C. Datum: Elevations and contour lines indicated are based on elevations established from a benchmark indicated on the drawings. Verify data. No additional allowance will be made for possible discrepancy.

D. Maintenance of Existing Property:

1. Unless otherwise indicated or specified, all water, gas, irrigation lines, lighting, power and telephone conduits and wires, sewer lines, connections in place and other surface or subsurface structure and lines shall be maintained by the Contractor and shall not be disturbed, disconnected or damaged by him during progress of work.

2. Notify the Sponsor immediately upon discovery of utility lines not shown on plans which interfere with construction.

3. Should the Contractor in performance of work disturb, disconnect or damage any of the above, all expenses arising from disturbance or in replacing or repair shall be borne by the Contractor.

6. WORKMANSHIP:

A. Where not more specifically described, workmanship shall conform to standards and accepted practices of trade or trades involved and shall include all items of fabrication, construction and installation regularly furnished or required for completion (including any finish required for successful operation as intended).

B. Work shall be executed by mechanics skilled in their respective lines of work.

C. Rejected Materials and Work: Immediately remove any and all rejected materials. Neglect or failure by the Sponsor to condemn or reject inferior materials or work shall not be construed as implying acceptance.
D. Procedure of Work: The Contractor, his employees and representatives will be admitted by the Owner to the premises for the purpose of executing the work to be performed under this Contract, but they will have no tenancy; and it is further understood that the Owner may, prior to the completion of all work and the acceptance thereof, enter upon and use any completed portion of said work; said occupancy shall not be deemed as an acceptance of said work.

E. Division of the Work:

1. DOCUMENT DIVISION:
   a. Specifications are divided for convenience into title sections as set forth in the CONTENTS and shall not be considered an accurate segregation of the several units of labor and materials.
   b. No responsibility, either direct or implied, is assumed by the SPONSOR for omissions or duplications by the error in arrangement of the subject matter.
   c. The Contractor will be held responsible for the complete work whether or not the parts are described in one or more Sections.

2. ITEM(S) DESCRIPTION:
   a. Mention in the Specifications or indication on the Drawings of articles, materials, operations or methods, requires that the Contractor furnish each item so mentioned or indicated on the Drawings.
   b. The Contractor shall furnish all labor, equipment, incidentals and supervision necessary to complete the work in the true meaning and intent of these Specifications.
   c. All such articles, materials, operations methods, quality, qualifications or conditions shall be binding even though written descriptions may not be expressed in complete sentences.
   d. Where devices or items or parts thereof are referred to in the singular, it is intended that such reference shall apply to as many devices, items or parts as are required to properly complete the work.

3. Schedules of work included in these Specifications are given for convenience and shall not be considered as a comprehensive list of items necessary to complete the work of any Section.

4. Coordination:
   a. Contractor shall coordinate the work covered in each Section with the work of all the other Sections, including design/build work.
   b. Necessary information and items, accessories, anchors, connections, patterns, templates, etc., shall be delivered when required, in order to prevent any delay in the progress and completion of the work.
7. PROTECTION OF WORK AND PROPERTY:

A. Public Areas:
   1. Provide and maintain fences and other structures as required to minimize obstruction or interference with traffic in public street, alleys or private ROW’s.
   2. Maintain access to fire hydrants, if applicable.
   3. Keep all roadways, sidewalks, taxiways, runways and aprons clean and in serviceable condition until completion of the Contract.

B. Water Damage:
   1. Protect excavations, building(s), and property from damage due to rainwater, ground water, or drain back-ups.
   2. Provide drainage pumps, equipment, enclosures and other items necessary.

C. Protection:
   1. Provide necessary protection against rain, wind, storms, cold or heat as required to maintain work, materials, apparatus, fixtures and similar items free from injury or damage.
   2. Cover work at end of each day as necessary to adequately prevent damage.

D. Shoring and Bracing: Provide shoring, bracing and sheeting required for safety and for proper execution of work. Remove when work is completed. Provide and maintain temporary bracing to prevent damage to project or its component parts.

E. Existing Work:
   1. Contractor shall be responsible for existing structures and improvements within and adjoining work area and shall provide adequate protection.
   2. Any existing work damaged during construction shall be repaired or replaced to the same finish, kind, quality and/or size as the original.
   3. Materials or equipment temporarily removed and damaged shall be re-erected and installed in an approved manner.

F. Protect finished work (doors, windows, floors, equipment) from damage.

G. Partial payment made under this Contract does not constitute acceptance of improper or faulty work and will not relieve the Contractor from any provisions or requirements for protection.

H. Damage: Remove work damaged by failure to provide protection; replace with new work without cost to the Sponsor.
8. **INSPECTION OF WORK:**

A. Periodical inspection of the work by the Sponsor shall be as described in the General Conditions.

B. Inspection of the work by the Sponsor shall be periodic and general in nature and shall not relieve the Contractor of his/her responsibility as described in the General Conditions.

C. Unless otherwise specified the Contractor shall notify the Sponsor for inspection not less than 3 days before the date of any inspection.

D. The Contractor shall schedule all required inspections with State and Local authorities having jurisdiction over the work. This shall include obtaining a building permit from the City of Iowa City, Iowa, as the local jurisdictional entity, if required.

9. **MEASUREMENTS AND QUANTITIES:**

A. Before ordering any material or doing any work, take measurements at site and check with Drawings and with General Contractor's developed layout as necessary for accurately fitting or placing materials and equipment.

B. Wherever quantities are specified or indicated or when information is given in the Specifications or Drawings as to existing elevations of floors, information shall be regarded as approximate and to be checked and verified.

C. When an article, device or piece of equipment is referred to in the singular number, reference shall apply to as many articles as are shown on the Drawings or implied as required to complete the work.

10. **ADDITIONAL WORK BY THE SPONSOR:**

A. Additional contracts may be let by the Sponsor during the construction process and all Contractors on the Project are to cooperate fully in the execution of the work.

****END OF SECTION 010****
SECTION 1300 – SITE CLEARING

PART 1 – GENERAL

1.1 RELATED WORK SPECIFIED ELSEWHERE:

A. Section P-152: Excavation and Embankment

1.2 RELATED DOCUMENTS:

A. Particular attention is directed to contract drawings and other sections of contract specifications for information pertaining to required items of work which are related to and usually associated with work of this section, but which are to be provided as part of work of other sections.

1.3 JOB SITE CONDITIONS:

A. TRAFFIC:

1. Conduct clearing operations to ensure a minimum interference with roads, streets, ramps, aprons, taxiway, runways, walks and other adjacent or used facilities.

2. Do not close or obstruct roads, parking lots, streets, taxiways, runways or walks without previous permission from authorities having jurisdiction.

B. PROTECTION:

1. Protect improvements on Sponsor’s or adjacent property, especially hangars located adjacent to proposed construction. Do not begin work until protection has been installed.

2. Restore damaged improvements to their original conditions acceptable to parties having jurisdiction and/or adjacent owners receiving damage to their facilities.

3. Remove materials tracked from site onto roadways and parking lots on a daily basis.

4. Remove materials tracked onto sidewalks/aprons/taxiways/runways on an immediate basis.

5. Property Pins: Maintain and protect pins, re-establish property pins as necessary utilizing an Iowa Registered Land Surveyor and pay for new property pin and location.

PART 2 – EXECUTION

2.1 SITE CLEARING

A. Remove all improvements, or obstructions interfering with the installation of new construction.

B. Completely remove obstructions which occur within building footprint or as indicated on Drawings.

C. Dispose of all debris and waste material at an approved off-site disposal area. Verify requirements for disposal with applicable agencies.

****END OF SECTION 1300****
SECTION 11140 – FUEL STORAGE AND DISPENSING SYSTEM

PART 1 – GENERAL

1.01 SUMMARY

Upgrade the existing fueling system, including adding one (1) above-ground 12,000 gallon above-ground storage tanks (AST) for Jet Fuel (Jet A), and piping the new Jet Fuel tank to the existing Jet Fuel fueling cabinet. Also, replace both existing credit card readers with new credit card readers. This specification requires the detailed system design, equipment, installation, startup, and training to be the responsibility of a single specialized petroleum contractor. This specification section includes responsibility for mechanical systems. Provide complete system as indicated on the Drawings and specified herein.

1.02 WORK INCLUDED

This section shall consist of the supply, delivery and installation of one (1) above-ground double-wall pre-assembled 12,000 gallon storage tank for Jet Fuel. The new tank shall be placed on a PCC pad and protected by bollards as shown on the project plans, and shall be piped to the existing Jet Fuel fueling cabinet. The existing fuel flow from the existing tank and fueling cabinet for Jet Fuel shall be maintained for the new tank and piping (/pumping) system.

Design of system specifics shall be left largely up to the bidder, with alternative means of meeting system requirements accepted. System requirements are spelled out as follows:

Both Jet Fuel and AvGas Systems

A. References in this section to all NFPA and other codes shall be the most recent editions. Bidder shall confirm and comply with the Authority of Jurisdiction as to the most current issue in force for the applicable NFPA codes and other codes and conform to those respective editions in force and/or if other codes or equipment are mandated by the authority of jurisdiction.

B. All work on this project shall conform to PEI-RP1300, “Recommended Practices for the Design, Installation, Service, Repair and Maintenance of Aviation Fueling Systems” (most recent version).

C. All references to tanks in this section shall be as follows:

1. Tanks called out as “Fireguard” shall meet all requirements of UL 2085, and have approved “Fireguard” and UL 2085 labels. All references to this type of tank shall use the term “Fireguard” for the remainder of this section.

2. Tanks called out as “Flameshield” shall meet all requirements of UL 142 and SwRi 97-04, and have approved Flameshield® and SwRi 97-04 labels. All references to this type of tank shall use the term “Flameshield” for the remainder of this section.

D. Construction of concrete pad for new jet fuel tank, including, but not limited to:

1. Removal of topsoil and compaction of subgrade below PCC pad

2. Placement of 6” of granular base

3. Construction of 12” thick concrete pad, including all reinforcing, waterstops, and joint sealing as shown. All waterstops and joint sealants shall be Jet Fuel Resistant (JFR)

4. Installation of bollards as shown on the plans
E. Supply and installation of interconnecting piping, including pipe, valves and fittings, to connect the existing jet fuel dispenser and the remote “self-service” fueling cabinet to the new AST
   1. All piping carrying fuel shall be stainless steel
   2. Pipe fittings may be either threaded or welded/flanged pipe
F. Tank level and leak monitoring system for new Jet Fuel tank
G. Obtain all required permits, certifications, and inspection
H. Provide and install all signage as required by applicable codes
I. Painting of newly installed piping (if required) and touch-up paint of equipment, as required

Jet Fuel System
A. Supply and installation of a 12,000 gallon Jet Fuel (Jet A) AST and accessories
   1. Jet Fuel tank shall be a Flameshield tank or Fireguard tank (either is acceptable)
B. Connection of new tank to the existing Jet Fuel dispensing system (both fueling cabinets)
   1. Fuel flows from the existing system (both the main fuel cabinet south of the existing tank and the self-service fuel cabinet north of the proposed tank) shall be maintained
   2. All existing filtering shall be maintained

1.03 SYSTEM PERFORMANCE REQUIREMENTS (ALL NEW COMPONENTS)
A. Minimum Working Pressure Ratings: Except where otherwise indicated, the following are minimum pressure requirements:
   1. Aboveground Steel Fuel Piping: 150 psig (1035 kPa).
   2. Vent, Gauge, and Fill Piping: 100 psig (690 kPa).
B. The primary and secondary tanks shall be tested for leaks at the manufacturing facility before the system is delivered. Manufacturer shall submit written documentation with approved signature of the successful test.

1.04 RELATED WORK SPECIFIED ELSEWHERE
A. Concrete Equipment Pad (Base Bid) – SUDAS, sections 2010 and 7010

1.05 REFERENCES
A. Equipment and installation necessary to accomplish the work specified herein shall comply with the latest revisions of the applicable federal, state, and local codes and regulations concerning underground or aboveground fuel storage and dispensing systems including, but not limited to, the following:
   2. NFPA 10 - Standard for Portable Fire Extinguishers.
   3. NFPA 30 & 30A.
   5. NFPA 77 – Recommended Practice on Static Electricity (most current issue in force).
7. NFPA 407 – Standard for Aircraft Fuel Servicing (most current issue in force), including Appendices for design and construction, installation, inspection and testing of fuel distribution system, tanks, piping, and other components related to installation of fuel storage and dispensing system.
10. UL 842, “Standard for Valves for Flammable Fluids”.
11. ANSI/UL 87, “Power Operated Dispensing Devices for Petroleum Products”.
12. ANSI/UL 913, “Standard for Intrinsically Safe Apparatus and Associated Apparatus for Use in Class I, II and III Division 1 Hazardous (Classified) Locations”.
17. Applicable Local, State, and Federal Codes and Regulations.
18. FAA Advisory Circular 150/5230-4A Aircraft Fuel Storage, Handling, and Dispensing on Airports.
19. Occupational Safety & Health Administration (OSHA).

1.06 SUBMITTALS

Bidder shall submit upon award, shop drawings and certifications. The Bidder shall prepare Shop Drawings for all parts of the work. Before commencing any work or providing any material, the Bidder shall submit for approval of the Engineer all Drawings relating to the construction, arrangement or disposition of the equipment entering into the Contract and show complete equipment with manufacturer’s Specifications of same. Shop Drawings shall be fully descriptive of all the materials and equipment to be incorporated into this project. The Bidder shall carefully check all submitted Shop Drawings, making sure they are complete in all details and cover the specific items as hereinafter specified. Bidder shall submit sufficient quantities of shop drawings for his needs plus three copies to be retained by the Engineer, (4 copies minimum). No material or equipment shall be allowed at the site until Shop Drawings have been reviewed by the Engineer/Owner’s Representative and stamped “No Exceptions Taken” or Furnish as Corrected”. Shop drawings stamped “Revise and Resubmit”, “Rejected” or “Submit Specified Item” will require re-submittal and approval by the Engineer/Owner’s Representative. Shop drawings shall include the project name, project location, submittal number, date of submittal, submitting Bidder’s name and approval stamp, and specification section corresponding to equipment or materials. Provide shop drawings and certifications for the following:

A. All materials and components included with the fuel systems. Submit, for approval, shop drawings, generated by any commercially available CAD package, that indicate system layout, pipe sizes, supports locations, elevations, and equipment mounting details. For fuel tanks, indicate dimensions and location of all accessories.
B. For each fuel storage tank include the following: drawing with general layout of tank and accessories, manufacturer’s product data sheet, name and address of manufacturer, tank specifications, information on tank lining and protective coatings, UL listing, tank description, tank capacity in gallons, dimensions of the tank with drawing showing bung/ openings/ fittings and manhole layout, tank support system, grounding connection point, drawing showing tank elevation and plan views.

C. Fuel storage tank accessories and specialties. Provide cut sheets and specs for the fuel tank components including the vents, pumps, motors, general duty valves, special duty valves, gauges, filter separator, static ground reel, fuel hose, nozzle, emergency shutoff stations, and motor control stations.

D. Piping schematics.

E. Electrical wiring diagrams and schematics. Provide wiring diagrams for each item of equipment with electric power supply. Include ladder-type wiring diagrams for interlock and control wiring required for final installation.

F. Confirmation that all electrical components are explosion proof, UL Listed, ETL Listed, and/or FM approved suitable for use with the respective fuel system hazardous location (Class I, Division 1, Group D hazardous location).

G. Submit, for review, a design and installation schedule.

H. Record and submit, for record, actual location of all wiring and conduit runs that are not visible above ground.

I. Submit, for record, copies of all permit applications.

J. Submit for documentation, maintenance and inspection data, replacement part numbers and availability, and service depot location and telephone number.

K. Provide (4) copies of Operations and Maintenance manuals for any equipment placed into service. One copy shall be attached to cabinet in a clear PVC weather resistant document tube. The manuals shall be in 3-ring binders and developed into suitable sets of manageable size. The manual shall cover the fuel storage and dispensing system. The manuals should at a minimum include the following:
   1. Approved Shop Drawings on each piece of equipment and specialty items furnished.
   2. Maintenance operation and lubrication instruction, parts lists, and control and wiring diagrams on each piece of equipment furnished.
   3. Dispenser pump control diagram prepared by the manufacturer.
   4. A “one-line diagram” and troubleshooting guide to help the user to determine what steps must be taken to correct any problem that may exist in the system.
   5. Brief description of each system and components, starting and stopping procedures and emergency instructions and inspection, reporting and record keeping procedures, and forms.
   6. Manufacturer’s warranties.

1.07 QUALITY ASSURANCE

A. Design, construction, and installation shall be in compliance with the latest version of the PEI RP 200, PEI RP 1300, NFPA-30, 30A, and 31 and all manufacturers’ current installation instructions.

B. Comply with NFPA 70 "National Electric Code" for equipment, wiring, and conduit installed under this section.

C. Provide listing/approval stamp, label, or other marking on equipment made to specified standards.
D. With the exception of the tank, all installed equipment shall be warranted to be free from defects in manufacturing, workmanship, and materials for a period of a minimum two (2) years. Tanks shall also include manufacturer's standard warranty against leakage for thirty (30) years. Warranty period begins on date of system becoming operational and accepted by Owner.

1.08 QUALIFICATIONS

A. Acceptable manufacturers or suppliers must be those specializing in aviation fuel storage and pumping systems and equipment.

B. Company and/or company principal specializing in manufacturing and/or installation of the products specified in this section must have a minimum of five (5) years documented experience of producing no less than 5 units per year of similar aviation fueling systems.

C. The Contractor must possess the capability to produce Shop Drawings of all equipment, either internally or through a third-party CAD contractor.

1.09 DELIVERY, STORAGE, AND HANDLING

A. Deliver, store, protect and handle products to site.

B. Provide temporary end caps and closures on piping and fittings. Maintain in place until installation.

1.10 METHOD OF MEASUREMENT AND PAYMENT

A. The Work of this Section will be measured for payment as defined in the Proposal, Part C, “Bid Items and Quantities”.

PART 2 -- PRODUCTS

2.01 MANUFACTURERS

A. Westmor Industries, Morris, MN (800) 835-6074

B. O’Day Equipment, LLC, Fargo, ND (800) 654-6329

C. Garsite, Kansas City, KS (888) 427-7483

D. Envirosafe Above-Ground Fuel Systems, 1789 E. CR48, Bushnell, FL (800) 555-4754

E. American Environmental Aviation, Wyandanch, NY (631) 586-2000

F. Approved equal.

Self-contained fuel storage and dispensing systems equipment, specialties, piping, and accessories are based on specific types, manufactures, and models indicated. Equipment and other components having equal performance characteristics by manufacturers other than first-named manufacturer may be considered, provided deviations in dimensions, operation, and other characteristics do not change design concept or intended performance as judged by the Owner. If the Bidder wishes to submit an equal product, it must meet all regulatory codes and testing requirements as well as the criteria described in the Contract Documents. The equal product must also fit physically in the same location with the same dimensional tolerances as described herein including tank support system. The burden of proof of equality of products is on the Bidder.
All fuel storage system equipment shall be new and limited to products regularly produced and recommended for service ratings in accordance with Owner’s representative data or other comprehensive literature made available and in effect at time of bidding. In all cases where device, or devices, or part of equipment is herein referred to in singular, reference shall apply to as many items as required to complete installation.

2.02 ABOVEGROUND FIRE RATED FUEL TANKS

A. General

1. Provide and install one (1) pre-engineered aboveground tank systems complete with factory installed piping, secondary containment, gauges, and other accessories specified herein as a complete assembled system. The primary tank shall have a total volume of 12,000 gallons for the Jet Fuel tank, and shall be horizontal cylindrical tank with flat heads, butt weld, carbon steel, non-pressure, non-vacuum type, with secondary/containment structure, and shall consist of a secondary tank encompassing the primary tank (double-wall). The tank shall be saddle-mounted and have an exterior diameter of approximately 9.5’. Unit shall be furnished with factory-installed accessories, as specified herein and as indicated on the Drawings.

2. The Jet Fuel tank system shall be designed and tested in strict accordance with UL 142 / SwRI 97-04 (Flameshield) or UL 2085 (Fireguard) approvals (either is acceptable for the Jet Fuel system). Numbered brass plaques issued by Underwriters Laboratories, Inc. confirming UL Subject 2085 (AvGas) or UL 142 / SwRI 97-04 (Jet Fuel) approval shall be installed on the tank and be clearly visible to inspectors. Integral secondary containment shall provide secondary containment of the primary storage tank. A leak detection access tube shall be located in the interstitial space between the inner and outer tank.

3. The primary tank and secondary containment tank shall be constructed in accordance with UL Specifications and Steel Tank Institute standard for double-walled tanks. In addition, the primary tank shall conform to the following:
   a. The primary tank shall be fabricated consistent with Underwriters’ Laboratories’ specifications, and shall normally be suitable for storing the specified petroleum product at atmospheric pressure at ambient temperature, but shall be designed to withstand a pressure test. The tank shall be constructed of a minimum of ¾-inch thick steel, butt weld construction. The tank interior bottom welds at each seem shall be ground smooth 12 inches in each direction from the tank bottom to eliminate any potential collection points for water or debris.

4. The Jet Fuel tank system may be either UL 2085 or UL 142 / SwRI 97-04 and shall bear the appropriate labels.

B. Tank Construction: - Internal (Secondary) Steel Tank

1. Tank: Integral secondary containment shall provide secondary containment of the primary storage tank. The interstitial space shall allow liquid to migrate through it to a monitoring point. A 2” leak detection access tube shall be located in the interstitial space between the inner tank and the secondary barrier.

2. Steel Tank shall meet “Fireguard” or “Flameshield”. Steel primary containment tank contained within a steel secondary containment shell forming an interstitial space which is capable of being monitored for leakage with integral welded steel monitor column.

3. Tank shall comply with the normal and emergency venting requirements of NFPA 30.

4. Tank shall carry standard written warranty including materials and workmanship.
5. The secondary containment space shall be vented with an emergency vent complying with NFPA 30.

6. The fuel tank interior shall be sandblasted in accordance with SSPC-SP10 and finished with an epoxy coating compatible with Jet A fuel. The interior liner finish shall consist of a two-coat system applied to thickness of 5 mils dry per coat, final coat to be white to off-white in color. The tanks will be subject to a 10 day soak test as required by all major Aviation Fuel suppliers to verify the fuel and coating are compatible. The bidder is responsible for all cost associated with this test and the associated ASTM 1655 laboratory testing. In the event of a failure of this soak test, the contractor will be responsible for all cost associated with the removal and re-application of the tank interior coating as well as all costs associated with removal, disposal and replacement of the fuel used for the failed test. **In lieu of a “full-tank” soak test, the Contractor may conduct an equivalent test on panels of the same materials (substrate, coating) applied at the same time as the tank coating.** Such panels shall be delivered to the project site with the tanks, along with documentation of testing. In lieu of coating the inner tank, a stainless steel inner tank may be furnished, at the Contractor’s discretion. If the inner tank is stainless steel, not requiring a coating, the “soak test” will not be required.

C. Tank Appurtenances: The tank manufacturer shall provide the following integral components.

1. Tank Supports: Tank shall have UL Listed integral welded tank saddles designed to support the full load of tank and contents. Supports shall provide for a minimum 3” clearance between tank and pad for complete visual inspection. The tank support system shall be anchored to concrete pad to protect from floatation. Support design shall provide approximately 1/4” per foot (2.0%) longitudinal slope to facilitate water removal. **Slope of the support slab does not provide tank slope, so manufacturer shall coordinate support slope with construction details for the PCC tank support slab.**

2. 2-inch Floating Suction (minimum) fuel pickup tube. Piping shall be aluminum or stainless steel.

3. 3/4-inch (minimum) Aluminum or Stainless Steel pickup tube for water removal.

D. Venting: Provide properly sized U.L. listed emergency and standard vents to satisfy code requirements. Standard vent shall terminate a minimum of 12’ above the adjacent ground level. Standard working vent shall be Morrison Fig. 748-0400AV with 8 oz/in2 pressure setting. Emergency vents shall be Morrison pressure/vacuum vent or equivalent, sized for furnished tank.

E. Grounding: A grounding cable, clamp, and ground rod shall be provided by tank manufacturer and installed by contractor.

F. The fuel tank and equipment surface shall be sandblasted in accordance with SSPC-SP6 and painted with a high solids epoxy primer. The exterior finish shall consist of two coats of a white finish, weather-resistant, acrylic enamel high gloss paint. Color of finish: White.

G. Man-way: The man-way for the primary tank shall be a steel extension cylinder welded in the top of the tank with flange for cover, and shall be a minimum of 24-inch diameter and located in a position to allow access to the floating suction. The Jet Fuel tank shall include two (2) 24-inch diameter man-ways.

H. Tank nozzles and connections: The fill and suction nozzles shall be 150# flanged/threaded and located on the tank head above the maximum liquid level of the tank. All other tank connections on the storage tank shall be forged steel, threaded pipe couplings, numbers, and locations per manufacturer.

2.03 ABOVEGROUND STORAGE TANK ACCESSORY EQUIPMENT

A. The following accessories for the storage tank shall be provided factory installed, as indicated on the Drawings and/or as indicated herein.
1. Certification Plate: Underwriter’s Laboratory label (either UL 2085 (Fireguard) or UL 142 / SwRI 97-04 (Flameshield) shall be permanently affixed to each tank.

2. Liquid Level Gauge Assembly: External product level gauge with dial readout for ground level reading per the applicable sections of NFPA 30. Clock (dial) gauge with overfill alarm. Dial shall be readable from ground level, and be housed in aluminum or stainless steel housing. High-level warning alarm shall consist of a battery-powered, intrinsically-safe, alarm, unit-mounted remote from the gauge. Alarm shall be set for desired level during installation, and can be reset at any time for a change in alarm level requirements. The alarm shall have 90 decibel, high pitched “Beep” cycle alarm, an on-off test switch, and powered by two 9 volt batteries, housed in plastic weather-proof housing. The gauge shall be adjustable to rotate 360 degrees after mounting. Provide necessary flat device, direct read face plate, decals for indicating overfill, and re-order levels. Morrison clock gauge with Morrison 918 overfill alarm, or approved equal. Provide conversion charts necessary to convert product reading to gallons.

3. Ground Stud: Provide labeled ground stud for connection of static bonding cable during tank filling operations.

4. Tank Fill: Tank shall be equipped with a means of transferring fuel from a ground level system from a fuel delivery transport truck into the tank at a rate of 250 GPM. Fill piping with over-fill protection to completely stop the flow of fuel at 95%. Tank Openings Other than Vents for Aboveground Tanks, and shall include the following:
   a. Cam lock fill pipe with hose fitting and dust cap for tank truck hookup.
   b. 3” Strainer – with removable baskets of Type 316 stainless steel, 100 wire mesh screen. Pressure drop for clean strainer shall not exceed 3 psig at design flow rates.
   d. 150# ductile iron, emergency fire valve.

5. Overfill Protection System: Tanks shall be equipped with an overfill protection valve, rated for aviation fuel, which will completely stop the flow valve when tank is 95 percent full. This will allow for fuel expansion inside the tank. Overfill valve shall be rated for pressurized fuel delivery.

6. Explosion-Proof Solenoid Valve: Solenoid valves used shall prevent the siphoning of product in the event of failure of connected piping or components in accordance with NFPA 30A Part 4.2.4. The solenoid valve shall not be energized, except when the fuel pump is on. All soft seal parts of the solenoid valve shall be of Viton®. If the solenoid valve was to fail, it shall fail in a position that will prevent the fuel in the tank from being siphoned OR pumped from the tank.

7. Tank Monitoring System Port: Include a spare tank port, four inch, to accommodate a tank monitoring system level probe. The airport does not have an existing tank monitoring system to provide a direct gallon readout for each existing tank compartment, but is likely to install one in the future. Tank shall require ports and/or fittings to allow a new probe (to be furnished and installed in the future, separately from this project) for monitoring.

8. Interstitial Monitoring: Provide a gauge to monitor the interstitial. Should a leak occur in the primary tank, it shall be quickly noted in the sight gauge. Provide an interstitial vacuum test port located on the top of the tank, conforming to the applicable sections of NFPA 30.
9. **Water Collecting Sump:** A water collecting sump pumping and piping system with ant-siphon valve and a lockable ¾-inch valve, ¾” aluminum “pick-up pipe” shall be installed in the tank and extend ¼” from the bottom of the tank through an outlet above the maximum fill level and down the rear of the tank. A hand operated sump pump shall be positioned to operate from ground level and be capable of pulling the fuel from the sump pipe bottom of the tank and discharging the sample into a sample bucket placed on the pavement at the tank rear.

10. **Electric Wiring in Conduit:** The systems shall arrive pre-wired with conduit stub-outs for connection to power supply on site. The system shall have conduits for power and modem/pulsar and wiring to dispensing pump. All electric wiring associated with the system shall be in galvanized rigid steel conduit in accordance with the Chapter 5, Articles 500, 501, 514, and 515 of the NFPA 70, NEC. System shall have conduits for power and modem/pulsar and wiring to dispensing pump.

11. **Lifting Lugs:** Provide for handling and installation.

12. **Ladders and Cat Walk:** OSHA compliant, stair and platform system for access to the new tank and provide access to the tank manual gauge port and floating suction test mechanism. This may be accomplished by an individual ladder and platform. Said ladder and platform shall be capable of expansion to the west (addition of a “catwalk”) without requiring major modifications to the ladder or platform if an additional tank is installed in the future adjacent to this new tank.

13. **Tank Markings:** The tanks shall be appropriately marked on all sides, according to the product stored in tank such as “JET-A” or “AVGAS”, and marked with all safety decals, the marking shall comply with the State Fire Marshall’s requirements and NFPA as they pertain to the system.

14. **Fire Extinguishers:** Provide two Class B fire extinguishers, providing a minimum rating of 40-B each, to be accessible at the site within a maximum travel distance of 30 feet from the dispensing location. Fire extinguishers shall be UL-listed with UL listing mark for type, rating, and classification of extinguisher.

### 2.05 FUEL DISTRIBUTION PIPE AND PIPE FITTINGS, ABOVEGROUND

**A.** All piping carrying fuel shall be stainless steel. All fittings, vents, valves, or other connections in contact with the stainless steel piping shall be designed to work with stainless steel.

**B.** Steel pipe used inside the equipment shall be Stainless Steel. All piping 2” and larger shall be welded with flanges. Less than 2” can be threaded.

**C.** Aboveground steel pipe used for connections to vents, dispensers, fill cabinet, and thief pump shall be stainless steel with welded or threaded fittings. Connections to valves, equipment, and other accessories are permitted to have welded or bolted flanges, or on smaller diameter pipes (as noted elsewhere in these specifications), threaded connections.

**D.** Prime and finish paint piping in a controlled atmosphere per manufacturer’s recommendations and in accordance with Section 9 of the Specifications. Apply labels and stenciled symbols and lettering to new piping per ASME A13.1.

### 2.06 JET FUEL DISPENSING SYSTEM

**A.** General Requirements: Existing Jet Fuel cabinet (system) shall be re-used and piped to new tank. System and components must meet standards previously listed and as required by the requirements of all major aviation fuel suppliers for the storage and dispensing of Aviation Fuel.

**B.** Flow Rate:

1. Maintain current flow rate for existing Jet Fuel fueling system.
2.07 SIGNAGE

A. The following notices shall be conspicuously posted in the dispensing area on a single sign or multiple signs:
   
   1. WARNING
   2. NO SMOKING
   3. STOP ENGINE
   4. NOTICE –
      IN CASE OF FIRE OR SPILL
      USE EMERGENCY STOP BUTTON
      REPORT ACCIDENT BY CALLING 911
   
   5. It is unlawful and dangerous to dispense fuel into unapproved containers.
   6. No filling of portable containers in or on a motor vehicle.
   7. Place container on ground before filling.
   8. Discharge your static electricity before fueling by touching a metal surface away from the nozzle.
   9. Attach grounding clamp to aircraft prior to fueling.
   10. Do not re-enter aircraft or vehicle while fuel is pumping.
   11. If a fire starts, DO NOT remove nozzle – Back away immediately.
   12. Do not allow individuals under licensed age to use the pump.

E. Tank shall be labeled in accordance with NFPA 30 and NFPA 30A. Tank shall bear Fireguard labels and shall display in conspicuous red letters “FLAMMABLE” and “NO SMOKING”.

PART 3 -- EXECUTION

3.01 DELIVERY, STORAGE, AND HANDLING

A. The successful Bidder is responsible for the safe delivery of all new system components/equipment to the installation location; should damage be incurred during delivery, it will be the Bidder’s responsibility to replace and/or repair damaged items to the satisfaction of the Engineer and/or Owner.

B. The Bidder shall coordinate delivery of the system, and its’ accessories, with the Engineer.

C. The Bidder shall store system and components, as needed, in a safe and secure location, as directed by the Engineer and/or Owner.

3.02 INSTALLATION

A. Install tanks in strict accordance with the manufacturer’s recommendations, PEI/RP200 and PEI/RP1300, and applicable fire and environmental codes. State and local permits shall be obtained prior to installation.

B. Electrical work shall be in accordance with applicable codes and shall be rated for hazardous area as required. Tanks shall be electrically grounded.

C. Connect piping to new equipment. The contractor shall provide equipment, materials, and labor to connect piping to the new equipment as shown in the drawings.
D. Paint all piping (non stainless steel) and provide touch up paint for any surfaces that may have sustained surface damage during shipping, handling, or installation.

E. The tanks shall be inspected and approved by the tank supplier or its certified contractor. The tank supplier shall submit a comprehensive checklist of quality and safety items critical to the system and verify that the installation has been in accordance with these standards and applicable fire and environmental codes.

F. All ports on the tanks, dispensers, and spill cabinets shall remain covered until installation to protect from entry of dirt, water, or debris.

G. Installation shall be phased and coordinated with owner so as to cause minimal interruption to airport fueling operations. If this is not possible, Contractor shall coordinate installation to allow for alternate means of providing an uninterrupted supply of fuel to aircraft.

H. Repair damage to coatings with suitable repair materials to a condition equal or better than original.

3.03 SUPERVISION OF INSTALLATION, START-UP, AND TRAINING

A. Equipment supplier shall provide a factory qualified service representative to supervise the installation, start-up, functional test, and training. The combined period of on-site service shall be as necessary to complete all described tasks.

B. Details pertaining to operation and maintenance of the various components shall be thoroughly explained to operations personnel selected by the owner. Any special tools required for adjusting and maintaining the equipment, or training materials, shall be provided by the service representative to airport personnel.

C. Manufacturer’s representative shall conduct a complete electrical, mechanical, and functional testing of all equipment provided under this Contract. The technician shall be capable of making mechanical and electrical system adjustments to assure functioning of all control devices, indicators, shut-downs, and alarms. Provide written certification from the manufacturer’s representative indicating that all installed fuel systems are properly installed, have successfully been started up, and are ready for service.

D. Any leaks, malfunctions, etc. shall be repaired to the satisfaction of the owner.

E. Contractor shall demonstrate proper electrical grounding, as specified herein.

F. The Equipment supplier shall be responsible to provide start-up and training of all major systems and electrical equipment and assume all associated costs, including wages and expenses of manufacturer's representatives.

G. Equipment supplier shall notify the Owner at least one (1) week prior to scheduling equipment start-up tests and training events. The Equipment supplier shall provide labor and material as necessary to aid Owner in inspection and verification of equipment start-up.

H. Where required by the technical specifications, the manufacturer's authorized representative shall be present at the time of equipment start-up and shall be responsible for conducting all tests and certifying the results.

I. After verification by the Engineer and/or Owner that the installation is acceptable, the manufacture will provide the services of qualified people to instruct the Owner's representative or custodial force in the operation of each partial or complete system or piece of equipment (e.g., pumping systems, filter systems, tank monitoring system, etc.). Advance notice of at least one (1) week shall be given to the Owner prior to the scheduling of this instruction period. The Owner reserves the right to postpone acceptance of any equipment for which the Owner has not received instructions.

J. Training shall consist of a minimum of 2 hours on-site.
K. Provide one “call back” visit on site within the first year of operation. An authorized equipment supplier representative shall provide a minimum of 2 hours of refresher training for Owner’s personnel.

3.04 COMMISSIONING

A. Before activating the system for use perform these steps:
   1. Flush system with grade of fuel to be used by owner to remove any debris and foreign matter in piping prior commissioning the dispensing system. Service all system filters and screens and dispose of test fuel.
   3. Open valves to correct position for system operation.

B. The Contractor shall provide four (4) copies of all manuals, parts lists, instruction sheets, and other literature that is provided with all system components in three ring binders.

****END OF ITEM 11140****
SECTION 11150 – FUEL SYSTEM, COMPLETE, IN PLACE

PART 1 – GENERAL

1.01 SECTION INCLUDES

These specifications include items relating to the fuel project exclusive of the specific fueling components (tank and appurtenances, and piping), required to complete the project and furnish a complete and operational fuel storage and dispensing system. Construction shall include a new PCC base pad for the furnished equipment, complete with bollards, as shown on the plans. Installation shall include all electrical, communications, and fuel line connections.

1.02 STANDARDS/REFERENCES

All electrical equipment shall conform to the standards of the National Electrical Manufacturers Association (NEMA), IEEE Standards and Practices, and all material and work shall conform to the requirements of the National Electrical Code (NEC), the Standards of the American Society for Testing Materials (ASTM), the American Standards Association (ASA), and local ordinances that are in effect at the date of advertising of the project documents. Miscellaneous electrical equipment and materials shall be UL approved.

PART 2 – CONCRETE PAD

2.01 The concrete base for the fueling tank and cabinet shall be located as shown on the project plans. The base shall include all reinforcement as shown on the plans. Concrete used for the base shall meet the requirements of SUDAS, section 7010. The base shall be placed on a subgrade compacted to 95% of the Standard Proctor (maximum density as determined by ASTM D698) for the subgrade soils, and on a 6” (minimum) granular base that meets the requirements of Iowa DOT Modified Subbase.

PART 3 – ELECTRICAL

3.01 CABLE

A. Contractor shall be responsible for labor and material to provide power from the existing power supply to any new equipment requiring electrical service.

B. All wiring shall be copper, rated to a minimum of 90 degrees C. Power cables shall be single phase, single conductor, stranded copper, Type USE, with UL approval.

3.02 CONDUIT. All conduit used for electrical and/or communications shall be rigid galvanized steel, explosion-proof, and utilized in accordance with NEC. Conduit shall be sized for not only initial installation, but easy replacement of cable in the future, and shall be ¾ inch minimum diameter in all cases.

All underground conduit will be PVC (including conduit encased in concrete), with the exception of conduit bored under pavement, which shall be Schedule 80 HDPE or RGS. Exposed (above-ground) conduit shall be RGS, and the RGS shall extend to the bottom of each sweep prior to transitioning to PVC underground. All underground conduit under pavement shall either be protected by PCC above the conduit or be Schedule 80, and all underground conduit shall include a marking tape above the conduit to mark the conduit as well as a means of tracing the conduit when required (trace wire or metallic marking tape).

3.03 EXPLOSION-PROOF ITEMS. Any electrical items mounted at the fueling location shall be explosion-proof, including, but not limited to, wiring to the existing power supply, wiring to the shutoff switch, junction boxes, all wiring for the pumps, and all connections.
3.04 *GROUND WIRE / GROUND RODS.* All equipment shall be properly grounded in accordance with NEC requirements. Ground wire shall be a No. 6 AWG (minimum size) bare copper wire and bonding jumpers shall be No. 6 AWG (minimum size) bare copper wire connected by approved clamps.

Ground rods as shown on the project plans shall be copper clad steel rods, 5/8” dia. (min.) x 8’ (min.) long.

Pressure type clamps and bonding jumpers shall be included as required. Bonding jumpers shall be bare, solid conductor, copper wire, No. 6 AWG.

3.05 *COMMUNICATION CABLE.* All communications cable shall be in separate conduits from power cables. Except as required to enter equipment, minimum distance between communications conduit/cable and power conduit/cable shall be six inches, measured between the outside surfaces of adjacent conduits. This shall include sensor cables required to operate the tank monitoring system.

**PART 4 – INSTALLATION AND TESTING**

4.01 This bid item shall include complete installation of the fueling system, fittings, valves, vents, piping, electrical wiring and components, cabinets, etc. Installation shall include any excavation, trenching, concrete, telephone line installation, electrical system upgrade, concrete removal/replacement, etc. necessary to complete the work, at no additional cost to the owner.

4.02 Installation to include painting of all unpainted surfaces in conformance with Iowa State Fire Marshal requirements and industry standards. Color to be as per same.

4.03 Testing of dispenser units and air testing of all piping installed. Start up and training of airport personnel on proper operations and maintenance of all equipment installed. This work is incidental to any items requiring training.

**PART 5 – FUEL EQUIPMENT PROTECTION (BOLLARDS)**

5.01 Steel bollards will be installed as shown on the plans. Bollards shall be a minimum diameter of six inches and extend below the existing grade (concrete pad) by a minimum of sixty (60) inches. Bollards shall be Schedule 40 steel pipe, filled with concrete.

5.02 Bollards shall be a minimum height above the concrete of forty-four (44) inches, as measured to the top of the concrete dome (exact bollard height shall match existing bollards on adjacent Avgas fuel pad). The top of the concrete filling the pipe shall be mounded to shed water, ground smooth to approximate the shape of a half-sphere, and painted to match the remainder of the bollard.

5.03 The concrete base of each bollard shall be a concrete foundation extending 3 inches (minimum) each direction from the bollard. The 12” thick concrete pad shall extend at least 6 inches (min.) beyond the bollard base, with #4 deformed steel bars on all four sides of the bollard and base. The bollard base shall be slightly raised (no lower than flush, sloped to drain away from the bollard) from the new concrete pad surface. The bollard and base shall be wrapped with flexible expansion joint material to prevent bonding with the pad, and following completion of the pad, the exposed joint material shall be removed to a depth of 1” below the surface of the concrete. After the joint material is removed, the bollard shall be painted and the entire circumference of the joint between the bollard and pad sealed with silicone sealer. Sealant material shall be for all-weather use and able to bond with both concrete and painted steel, and shall also be jet fuel-resistant.

5.04 Bollards shall be painted yellow (2 coats) with reflective yellow tape (six inches wide minimum) around the top of the bollard. Reflective tape shall be for exterior use, similar to pavement marking tape, and shall be guaranteed to remain fixed in place on the bollards for the warranty period of the project. In lieu of painting bollards and installing reflective tape on each bollard, the Contactor may cover each bollard with pre-fabricated bollard sleeves, yellow in color, with reflective tape on the sleeve (reflective tape may be manufacturer’s standard width, and need not be 6” in width).
5.05 Bollard locations shall be as shown on the plans, with the final location confirmed on-site with the Contractor, Sponsor and Engineer.

PART 6 – ITEMS INCLUDED IN BID ITEMS

6.01 GENERAL
No attempt is made here to include all items which may be required for this bid. The requirement is that the Contractor provide a functional self-fueling fuel system with the added tank, tested and in working order. This includes furnishing, installing, and testing all equipment, supplies, and material necessary to complete the system and deliver it to the Owner in working order and with all required warranties.

6.02 BID ITEM REQUIREMENTS
The following major items are required under bid items as listed in the Proposal, under “Bid Items and Quantities”. Not all bid items are listed below, as some are covered in more detail in the Supplemental Specifications section.

Bid Item # 3: 12,000 Gallon Flameshield (or Fireguard) Jet Fuel Tank, Complete, in Place
- Furnish and install a 12,000 gallon above-ground jet fuel storage tank, as specified and detailed in Section 11140, “Fuel Storage and Dispensing System”.
- Furnish and install ladder and platform.

Bid Item # 4: Jet Fuel System – Connect New Tank to Existing Cabinets
- Furnish and install all piping between tank and existing fueling cabinets/dispensers. All piping that will carry jet fuel shall be of stainless steel. Further information and details are in Section 11140.
- Transfer of fueling operations between Jet Fuel tanks may be either automatic or manual, but shall be proposed by the Contractor and approved by the Engineer and the Sponsor. All existing fuel flows for the existing Jet Fuel tank shall be considered a minimum (shall be matched) by piping and pumping in the new tank installation. Transfers which shall be maintained include, as a minimum, filling of both the existing tank and the new proposed tank from the existing fueling cabinet to the south, fuel supply to the self-fueling cabinet to the north from both tanks, and supply of fuel from both tanks to the existing fueling cabinet to the south for filling of fuel trucks. These operations are currently operational with the existing Jet Fuel tank and shall be the same for the new tank.
- Relocate underground piping from existing sump north of existing jet fuel tank to east of the new PCC tank pad. If existing piping is long enough to complete relocation, it may be used. If new piping is required, it shall be UL listed for transfer of Jet Fuel underground and include secondary containment from sump to self-fueling cabinet. Length of relocated piping from existing sump to self-fueling cabinet is approximately 138 lineal feet.

Bid Item # 5: PCC Tank Pad, 12” Thick
- Remove topsoil and subgrade to a depth of 6’ below the bottom concrete surface of the concrete pad. Removal shall be a minimum of 12” beyond the edges of the concrete pad in all directions.
- Scarify subgrade to a minimum depth of 12” and recompact to a density no less than 95% of the Standard Proctor density (ASTM D698) of the on-site soil.
- Place a 6” granular base on the prepared subgrade, to a width at least 12” beyond the edge of the concrete pad. The base material shall meet the requirements of Iowa DOT modified subbase. Compaction shall be to no less than 100% of the maximum material density as determined by ASTM D698.
- Construct 12” thick concrete pad for the proposed fuel equipment, including all reinforcing steel and thickened edges as shown in the plans. PCC materials and methods shall meet SUDAS requirements for PCC paving. This shall include sealing of the expansion joint, the control joint, all joints around the bollards, and any additional joints, with jet-fuel resistant epoxy sealant. Should power conduits, conduits to the existing credit card reader system, or piping be underground and extend through the slab, also seal any joints.
• Backfill around PCC pad with 4” minimum topsoil, and grade to drain away from pad, as well as maintain surface drainage to the intake west of the pad. Hydraulically seed all disturbed areas around PCC pad.

**Bid Item # 6: PCC Sidewalk, 4” Thick**

• Remove topsoil and subgrade to a depth of 6” below the bottom concrete surface of the sidewalk. Removal shall be a minimum of 6” beyond the edges of the concrete in all directions.

• Scarify subgrade to a minimum depth of 12” and recompact to a density no less than 95% of the Standard Proctor density (ASTM D698) of the on-site soil.

• Place a 6” granular base on the prepared subgrade, to a width at least 6” beyond the edge of the concrete. The base material shall meet the requirements of Iowa DOT modified subbase. Compaction shall be to no less than 100% of the maximum material density as determined by ASTM D698.

• Construct 4” thick sidewalk for the area between the new concrete pad for the proposed fuel equipment and the existing fuel tank pad. PCC materials and methods shall meet SUDAS requirements for PCC paving. This shall include sealing of the expansion joint, the control joint, all joints around the bollards, and any additional joints, with jet-fuel resistant epoxy sealant. Should power conduits, conduits to the existing credit card reader system, or piping be underground and extend through the slab, also seal any joints.

• PCC Sidewalk shall be sloped to allow for drainage and not impede existing drainage patterns. Water may run across surface of sidewalk. Minimum height of thicker PCC tank pad above adjacent ground (shown as 12” on the plans) need not be maintained for the PCC sidewalk, depending on elevations needed to allow for drainage.

**Bid Item # 7: Bollards**

• Furnish and install bollards as shown on plans, including all items as described in Part 5, “Fuel Equipment Protection” of this section. This shall include sealing of joints, painting, and installation of reflective tape.

**Bid Item # 8: New Credit Card Reader System**

This item shall be bid per each and will include furnishing and installing 2 new credit card reader systems (1 each for the Jet Fuel terminal and the AvGas terminal). The card reader systems shall be QTPod M4000 or equivalent, and shall be compatible with the Airport’s existing credit card reader system. This item shall not include conduit and cabling for power and/or communication, as existing will be re-used for the new system. If the system included in this bid item requires additional conduit, cable, or items for installation and a complete, working system beyond that required for simple replacement of the existing system, such additional requirements shall be included in the price bid for this bid item. The existing card readers to be replaced are QTPod M3000 systems. This item will include 2 card reader systems, one for the Jet Fuel self-service terminal north of the proposed tank, and the other at the AvGas self-service terminal west of the Jet Fuel terminal.

**Bid Items # 9: System Testing and Startup**

• Perform all required testing (leaks, proper operation, etc.). Perform startup, and train airport personnel on operation of new equipment. Test both “over-the-wing” and “single-point” refueling hoses. More detailed information on this requirement is included in Section 11140.

**Required Miscellaneous Items (Incidental to Bid Items Above)**

• Furnish and mount on one of the bollards, a fire extinguisher and cabinet as specified in Section 11140.

• Furnish and install all signs and markings required by both local and state Fire Marshalls.

• Install all underground conduits not included in other bid items required for the system. This shall include, but is not limited to, conduits from the card reader back to the terminal entrance of the existing card reader. Conduit not under pavement for those bid alternates shall be included in the cost of each bid alternate requiring said conduit.

• Hydraulically seed all disturbed areas around PCC tank pad and over relocated underground piping.
Complete all miscellaneous items necessary for a fully functional Jet A and AvGas fueling system, operational with the new credit card reader systems.

Clean up all removed items, site, restore access and/or staging area, and return area to “pre-project” condition as a minimum.

PART 7 – METHOD OF MEASUREMENT

7.01 All work described in this project shall be measured as shown on the Proposal Form.

PART 8 – BASIS OF PAYMENT

8.01 Payment for all listed bid items will be made at the contract unit price based on the inclusion of all items as described above. The price shall be full compensation for furnishing all equipment / materials, and for all preparation, erection, and installation of these equipment / materials, and for all labor equipment, tools, and incidentals necessary to complete the item.

****END OF ITEM 11150****
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SUPPLEMENTAL SPECIFICATIONS

for

FUEL FACILITY EXPANSION

Iowa City Municipal Airport

Iowa City, Iowa
SUPPLEMENTAL SPECIFICATIONS

SS-01 – SCOPE OF WORK: The intent of these specifications is to provide for the construction of, complete and ready for use, a Fuel Facility Expansion at the Iowa City Municipal Airport.

It is the intent that all specified work and anticipated incidental work required to produce a completed job will be included in the specified bid items listed.

Items in this “Supplemental Specifications” section of the project specifications are specific to this project and take precedence over conflicting information elsewhere in these specifications or on the plans. If the Contractor notices conflicting information, it is his responsibility to bring the conflict to the attention of the Engineer for clarification.

It is possible that minor variations to the plans and specifications may be required. Prior to departing from these plans and specifications, the Contractor is responsible to gain approval from the Engineer and Sponsor for any deviations. The Contractor shall include in his bid all materials, work, and incidentals necessary to complete the work specified, including, but not limited to, removals, furnishing and installing the PCC pad, fuel tank, bollards, all piping, installation of all piping and/or pumping systems, testing of all installed systems, and cleanup of the site upon completion.

SS-02 – QUALITY OF WORK: In the execution of the contract, all materials, methods of construction, and equipment shall be of commonly accepted high standards.

SS-03 – SITE STAKING: Staking required for the construction of this project is the responsibility of the Contractor. There is not a separate bid item for construction staking, and staking (survey) required to complete the project shall be completed by the Contractor as incidental to other items of work.

SS-04 – UTILITIES: The Contractor shall contact the various utility companies, whether public or private, regarding the movement or protection of poles, wires, cables, conduits, or pipe lines. The Contractor shall be responsible for the repair of any damage to utility lines or structures caused by the Contractor’s work.

Temporary Utilities

A. Description
1. Furnish, install and maintain temporary utilities required for construction. Removal on completion of work and payment for all usage until final acceptance of project shall be the contractor’s responsibility.

B. Requirements of Regulatory Agencies
2. Comply with Federal, State and Local codes and regulations and with utility company requirements.

C. Temporary Electricity and Lighting
1. Electrical Contractor to arrange for hookup of temporary services required for power and lighting.
2. Each contractor shall furnish his/her own extension cords.

D. Temporary Heat and Ventilation
1. Contractor shall provide auxiliary heating equipment and fuel for temporary heat and labor to operate such equipment during period of cold and inclement weather, when heat is required to permit continuation of construction, to protect work and materials from injury from dampness and cold, or to allow proper air circulation for drying and to afford personal comfort.
SS-05 – CONSTRUCTION SEQUENCE: The Contractor shall submit a written plan outlining the proposed work schedule and sequence of construction at the preconstruction conference.

SS-06 – PROTECTION OF PRIVATE PROPERTY: The Contractor shall be responsible to protect private property from damage during construction. The Contractor shall "hold harmless" the Owner and Engineer from any damage to either public or private property caused from the Contractor’s construction.

SS-07 – TESTING: Testing for different types of work included in the project is described in each applicable section. All test results shall be forwarded to the Project Engineer/Manager as soon as available. Some project items are accepted by certification and do not require testing. Quality assurance testing of paving (PCC compressive strength) will be completed by the Sponsor. With that exception, the cost of all testing shall be paid for by the Contractor. Additional testing beyond that required by specification requested by the Contractor shall be completed and paid for by the Contractor.

SS-08 – INCIDENTAL ITEMS OF WORK: The Contractor shall provide all labor, material and equipment required to completely install all work throughout the entire project as shown on the plans and herein specified. This shall include providing all items, articles, materials, operations, methods, trenching and backfilling shown, noted, scheduled, listed or described on the drawings or herein, including all inci-dentials necessary and required for a complete, finished project. The plans and specifications contemplate the complete installation of the equipment shown and described so that at the conclusion of construction, the project shall be turned over to the Owner complete and ready for safe, efficient operation. The Contractor shall be obliged to furnish and install all such items normally included on projects of this type, which, while not mentioned directly herein, are obviously essential to the installation and operation of the project and which are normally furnished on quality installations of this type. All miscellaneous items are considered included in those pay items which are listed in the Bid Schedule.

SS-09 – EMERGENCY ACCESS: The construction zone shall be maintained to such a condition to permit emergency vehicles access to the construction area at all times.

SS-10 – SAFETY REQUIREMENTS: The Contractor shall be solely and exclusively responsible for providing temporary ladders, guard rails, shoring, bracing, dewatering (if required), warning signs, night lights, and other safeguards desirable or required, and shall comply with all Federal, State and Municipal Safety Requirements. The Contractor shall be solely and exclusively responsible for the design, construction, inspection and continual maintenance of such facilities at all times. The Contractor shall be responsible for protecting the work and stored materials until completion and acceptance of the work by the Owner. It shall be the sole and exclusive responsibility of the Contractor to provide a safe place to work for all laborers and mechanics and other persons employed on or in connection with the project, and nothing in these Contract Documents shall be construed to give any of such responsibility to the Owner or Engineer.

SS-11 – CONTRACTOR’S ACCESS: The Contractor’s access route will be via the airport entrance drive, and assembly and storage areas are designated on the Plans. The Contractor shall be responsible for repair or replacement of any damage to existing facilities as a result of construction activities. The Contractor shall also be responsible for providing any temporary surfacing necessary for access to the construction site and removal of such surfacing upon completion of the project. The site shall be returned to its original condition. This includes seeding, fertilizing and mulching if necessary. The Contractor will not be allowed to cross any new pavement, nor any operational taxiways without specific prior approval by the Engineer. Hauling of materials across any active portion of any taxiway/runway or any new pavement will not be allowed except as provided for on the project plans. Contractor access shall also be restricted to the east access drive.
SS-12 – SUBSURFACE SOIL DATA: A subsurface soil investigations was not completed for this project. Bidders are expected to examine the site and then decide for themselves the character of the material to be encountered. The Owner or Engineer will not assume responsibility for variations of subsoil quality or conditions.

SS-13 – REGULATIONS: The Contractor shall comply with the directions of all property appointed authorities having jurisdiction.

SS-14 – PERMITS AND INSPECTIONS: The Contractor shall obtain and furnish all necessary permits and inspection certificates for all material and labor furnished by the Contractor. Permits and certificates shall be obtained from proper inspection authorities. Costs of permits, certificates and all fees required in connection with the installation shall be borne by the Contractor. The Contractor shall ensure that such application is properly filed with the utility and all information required for such an application is presented to the extent and in the form required by the utility company. Contractor is responsible for submitting all documentation required by the City for the building permit and cost of permit(s).

SS-15 – DAMAGE: The Contractor is responsible for damage to existing buildings, existing pavement, and existing facilities and is responsible for the repair of any damage caused by the Contractor’s work. This shall include any and all work to repair or restore the Contractor’s assembly and storage area.

SS-16 – CLEANUP OF PROJECT SITE: The Contractor shall at all times keep the site of the work and adjacent premises as free from materials, debris, rubbish and trash as practicable, and shall remove same from any portion of the site if, in the opinion of the Owner, such materials, debris, rubbish or trash constitute a nuisance or are objectionable in any way to the public. The Contractor shall be responsible for the removal of dirt accumulation or any other debris on pavements resulting from the Contractor’s operations on the work.

At the completion of the work, the Contractor shall remove all materials, implements, barricades, equipment, staging, piling, falsework, debris and rubbish connected with or caused by operations for such work immediately upon the completion of that work and shall leave the premises in perfect condition insofar as affected by the work under this Contract. Fires for disposal of rubbish on the site are prohibited.

All cleaning shall be accomplished by a street sweeper or power broom to remove debris. Prior to sweeping, the area shall be cleaned of large debris, concrete, mud, etc., with an end loader. If the street sweeper or power broom does not adequately clean the pavement surface, the Contractor shall flush the surface with a water truck and then re-sweep.

SS-17 – COORDINATION OF SPECIFICATIONS, PLANS AND SPECIAL PROVISIONS: The Specifications shall govern this work except where modifications are made. When the requirements of any FAA Specification differ or conflict with the modifications, or the plans, the modification or plans shall govern. Any questions, which may arise because of such conflict, shall be submitted to the Engineer for clarification. Information in this Supplemental Specifications section is specific for this project, and shall take priority over any conflicting information elsewhere in these specifications or on the plans. In case of a discrepancy within the various items included in the contract documents, the items shall prevail, or govern, in the following descending order:

1. Supplemental Specifications
2. Special Provisions
3. Plans, including plan notes
4. Detailed Specifications
5. General Provisions
SS-18 – SCHEDULE AND COORDINATION OF WORK: The work under the contract shall commence within ten (10) days after issuance of a written “Notice-to-Proceed”, which for this project is anticipated to be approximately mid March, 2020. All work included in the Base Bid is to be completed no later than August 31, 2020. Due to equipment lead times, the Contractor may delay written notice-to-proceed until equipment is close to shipping. Information on equipment delivery dates from equipment manufacturers shall be furnished to the Engineer and Sponsor to substantiate delayed start dates, or if delivery delay is significant enough to support an extension of completion time. Site work shall not be justification for delays beyond the established completion date.

The Contractor shall coordinate his work so that at the end of each calendar day all materials and equipment are placed no closer than 300 feet from any active runway and 80 feet from active taxiway areas. Completed work in place closer than this distance is exempt from this requirement.

In addition to specific phases identified on the project plans, a few limitations will be imposed for work on or near adjacent runways, taxiways and buildings. The following limitations are mandatory, and shall be followed independent of the Contractor’s preferences.

1. There should be no reason for the Contractor’s operations to be near any runway, any taxiway, nor any aircraft parking apron other than the construction area. Contractor shall not use taxiways for transport of materials or any use by heavy trucks except as shown on the project plans, unless specific approval is given by the Engineer and the Airport Manager.

2. Electrical systems for airside areas remaining open may not be turned off or left off overnight or during periods of low visibility weather.

3. All barricades which might limit access to fueling shall be moved when no work is being completed to allow access to any operational fueling systems by the Airport and all aircraft to allow fueling of aircraft. Moving of barricades at the completion of each work period and re-setting when work resumes is the responsibility of the Contractor.

4. Fueling operations shall not be interrupted for more than 48 continuous hours at any time. The Contractor shall inform the Airport and/or FBO at least 72 hours prior to any interruption of either Jet Fuel or AvGas fueling operations so they have the opportunity to make arrangements for fueling of aircraft during the interruption/shutdown.

SS-19 – SEEDING TIME REQUIREMENT: All finish seeding shall be placed between August 10 and October 15, or between March 31 and May 31. Temporary seeding may be required between May 31 and August 10. For this project, the Contractor may complete seeding at any time as long as the grass becomes established. A proper stand of grass is the project requirement, without regards to when the seeding is actually completed. The dates above are typical for timeframes when seeding is more likely to become established, but is not a requirement.

SS-20 – LIST OF SUBMITTALS: The following is a list of submittals required with the bid submittal. Every effort has been made to ensure that it is complete, however, the Owner reserves the right to request additional submittals prior to and during the contract time.

A. BID
   1. Proposal Form with Schedule of Prices
   2. Identity of Bidder / Bidder Status Form
   3. TSB Contact Form
   4. Bid Bond (5%) (IN SEPARATE ENVELOPE)

B. AWARD
   1. Contract
   2. Performance, Payment and Maintenance Bond
   3. Insurance Certificate
   4. Owner - Notice of Award, Notice to Proceed
C. DURING PROJECT
   1. Partial Pay Estimate
   2. Contract Change Orders
   3. Release by Claimants (Lien Waivers)

SS-21 – EMERGENCY CONTACT: In the event of any emergency that may affect safety or operations within the air operations area contact:

   - **Michael Tharp**, Airport Manager at **319-356-5045**.

SS-22 – NOTAM’s: Contractor must contact the Airport Manager, Jonathan Walter (or his on-site personnel) 48 hours ahead of any closure of an aircraft movement area so that necessary NOTAM’s can be issued.

SS-23 – REMOVALS: There are no bid items for removals. A short summary of requirements for any removals required is included below:

   1. Any equipment or material removed shall be removed carefully to preserve in working condition and offered to Sponsor. On this project, nothing anticipated to be removed will require protection.

      ➢ Any equipment/material not accepted by Sponsor shall be removed off-site and disposed of by the Contractor.

SS-24 – CONCRETE REINFORCEMENT:

A. Compliance with Standards
   1. In addition to complying with all pertinent codes and regulations, all work shall comply with these Project Specifications, and applicable requirements of ACI Standard 315-74 titled Standard Practice for Detailing Reinforced Concrete Structures.
   2. Where provisions of pertinent codes and standards conflict with the requirements of this section of these Specifications, the more stringent provisions shall govern.

B. Reinforcing Materials
   1. Plain reinforcing bars (No. 2 and smaller): Conform to ASTM A 306 when used in conjunction with ASTM A 615 deformed bars.
   2. Deformed reinforcement steel bars: Conform to ASTM designations, grades and steel types as follows:

      | Designation | Grade | Steel Type | Yield    |
      |-------------|-------|------------|----------|
      | ASTM A 615  | 60    | Billet     | 60,000 psi |
      | ASTM A 615  | 40    | Billet     | 40,000 psi |
   3. Welded wire steel fabric: Conform to ASTM A 185
   5. Accessories
      a. Conform to CRSI bar support specifications and standard nomenclature.
      b. Provide spacers, chairs, ties and other devices necessary to proper spacing, placing, supporting and fastening.
      c. Chairs as exposed slabs: galvanized with plastic coated or turned up ends.
SS-25 – ELECTRICAL WORK:

A. General Electrical Requirements
All electrical work shall meet all local and national codes. Work shall be completed by Contractors meeting Iowa state requirements for using qualified personnel for electrical work. Electrical work on this project consists of extending power to the hangar and service in the hangar. All electrical work shall be inspected as necessary by either the City or State Electrical Inspector, and any costs associated with inspections shall be the responsibility of the Contractor.

All wiring shall be copper. All underground conduit will be Schedule 40 (min.) PVC (including conduit encased in concrete), with the exception of conduit bored under pavement, which shall be Rigid Galvanized Steel (RGS) or Schedule 80 HDPE/PVC. Exposed (above-ground) conduit shall be RGS or Schedule 80 PVC, and the RGS/Schedule 80 PVC shall extend to the bottom of each sweep prior to transitioning to Schedule 40 PVC underground. Interior conduit shall be as allowed by the City of Iowa City and electrical codes.

All exterior-mounted panels, switches, meter bank(s), or other electrical boxes shall be weather-proof and lockable (as applicable). At least 3 keys shall be furnished to the Owner for each lockable box.

SS-26 – BID ALTERNATES: At this time, there is one bid alternate, as follows:

A. Bid Alternate No. 1 – NEW 3-LINE DISPLAY FOR CARD READER SYSTEM: This item shall be bid per Each, and will include furnishing and installing a new 3-line display for each new credit card reader system. The 3-line display shall be designed and manufactured for exterior use and shall be easily visible up to 75 feet day and night. It shall be the most current 3-line display for aviation as manufactured by the same manufacturer as the furnished card reader systems. If Bid Alternate # A-1 is selected, it shall be compatible with the card reader installed. This bid alternate shall include any conduits, cabling, modifications or additions to the computer system, or incidental items necessary to allow the display to function in conjunction with the new credit card readers.

SS-27 – SITE VISIT: The Bidder is highly encouraged to visit the site to inspect existing systems. Should any updates to meet existing codes be required for the existing system (beyond those noted elsewhere in these specifications), the Bidder shall contact the Engineer at least 10 Calendar Days prior to bidding for evaluation of such requirements and if necessary, issuing an addendum for such added work.

SS-28 – PROJECT SIGN: This project does not require a project sign.

SS-29 – JOB TRAILER: This project shall not require a job trailer.

SS-30 – EROSION/POLLUTION PREVENTION PLAN: This project shall not require a SWPPP. However, the Contractor is responsible for erosion control measures on this project as defined elsewhere in this specification.

SS-31 – BIDDING REQUIREMENTS: This project does not include federal funding, and therefore does not require the use of either Davis-Bacon wages or “Buy American” provisions.
SS-32 – CONTRACTOR’S PAYMENTS: The Contractor shall be paid on a monthly basis as discussed elsewhere in this specification. In addition to requirements specified in other sections, the following requirements shall be imposed for release of monthly payments:

➢ 1st payment – no additional requirements
➢ 2nd payment through next to last payment
   • Lien waiver from prime contractor for amount received (to-date).
➢ Final payment
   • Lien waiver from prime contractor for amount paid (to-date) and following release of final payment, lien waiver for that payment
   • Lien waivers from all subcontractors / suppliers with contract amounts greater than $500

****END OF SUPPLEMENTAL SPECIFICATIONS****
GOVERNING SPECIFICATIONS

THE 2019 EDITION OF THE "IOWA STATEWIDE URBAN SPECIFICATIONS FOR PUBLIC IMPROVEMENTS"
IOWA DEPARTMENT OF TRANSPORTATION "STANDARD SPECIFICATIONS FOR HIGHWAY AND BRIDGE
CONSTRUCTION", SERIES 2015 AND ALL CURRENT GENERAL SUPPLEMENTAL SPECIFICATIONS AND
MATERIALS INSTRUCTIONAL MEMORANDUM SHALL GOVERN AS REFERENCED.

ALL APPLICABLE FEDERAL, STATE, AND LOCAL LAWS AND ORDINANCES WILL BE COMPLIED WITH IN THE
CONSTRUCTION OF THIS PROJECT.

THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY
QUALITY LEVEL D. THIS UTILITY QUALITY LEVEL WAS DETERMINED
ACCORDING TO THE GUIDELINES OF CI/ASCE 38-02, ENTITLED
"STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF
EXISTING SUBSURFACE UTILITY DATA."

IOWA DEPARTMENT OF TRANSPORTATION
524 3rd Avenue, Des Moines, IA 50309
Phone: (515) 281-4000
Fax: (515) 281-4020
www.iowadot.gov
### STATEMENT OF ESTIMATED QUANTITIES

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**BID ALTERNATE NO. 1**

| A-1 | 15-26-A | 3-LINE DISPLAY FOR CREDIT CARD READER SYSTEM | EA    | 2      |                 |

### ESTIMATE REFERENCE NOTES

#### BASE BID

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**BID ALTERNATE NO. 1**

| A-1 | 15-26-A | 3-LINE DISPLAY FOR CREDIT CARD READER SYSTEM | EA    | 2      |                 |

#### ESTIMATE REFERENCE NOTE:

The following items shall be considered incidental to the project shown listed herein, and do not have their own separate bid item. Work shall be completed in accordance with the noted SUDAS references, except for measurement and payment:

- Clearing and grubbing (SUDAS 2010)
- Excavation, Class 13 (SUDAS 2020)
- Hydraulic seeding (SUDAS 9030)
- Set fence/wattles (SUDAS 9000)
CONSTRUCTION SAFETY PLAN

PROJECT NOTATION:

22. CONSTRUCTION SHALL OCCUR THROUGH THE SUMMER AND FALL OF 2020. CONSTRUCTION DURATION OF THE JET A FUEL EXPANSION WILL BE EXPECTED TO BE COMPLETED DURING THE MONTHS RANGING MAY THROUGH SEPTEMBER. TOTAL WORKING DAYS FOR CONSTRUCTION SHALL BE XX DAYS.

21. THE CONTRACTOR SHALL NOTIFY AIRCRAFT RESCUE AND FIRE FIGHTING (ARFF) PERSONNEL, MUTUAL AID PROVIDERS AND OTHER EMERGENCY SERVICES OF PROPOSED CONSTRUCTION SCHEDULE, TO INCLUDE THE PROPOSED LOCATION, TIME AND DATE OF COMMENCEMENT OF CONSTRUCTION.

20. PRIOR TO OPENING OR RE-OPENING ANY CLOSED PAVEMENT AREA, THE CONTRACTOR, TOGETHER WITH THE AIRPORT OPERATOR SHALL INSPECT THE PAVEMENT, SAFETY AREAS AND PRIMARY SURFACE FOR ANY OBSTRUCTION OR FOD.

19. WHEN THE AIRFIELD IS CLOSED FOR CONSTRUCTION (RUNWAY CLOSURES), THE BEACON SHALL BE DISENGAGED (TURNED-OFF).

18. PRIOR TO OPENING OR RE-OPENING ANY CLOSED PAVEMENT AREA, THE CONTRACTOR, TOGETHER WITH THE AIRPORT OPERATOR SHALL TEMPORARY GATES SHOULD BE EQUIPPED SO THEY CAN BE SECURELY CLOSED AND LOCKED TO PREVENT ACCESS BY ANIMALS AND PEOPLE.

17. PROMINENTLY MARK OPEN TRENCHES, EXCAVATIONS AND STOCKPILED MATERIALS AND LIGHT THESE OBSTACLES DURING HOURS OF RESTRICTED ACCESS AND RESTRICTED VEHICULAR TRAFFIC, DAY AND NIGHT, TO INCREASE THE CATEGORY OF THE AIRPORT DURING CONSTRUCTION, INCLUDING CLOSURE STATUS. THE NOTAM SHALL INCLUDE THE PROPOSED LOCATION, TIME AND DATE OF CONSTRUCTION.

16. LIGHTED BARRIERS (FLASHERS) SHALL BE INSPECTED AT DUSK EACH DAY TO ENSURE ALL FLASHERS ARE PROPERLY WORKING.

15. WHEN ACCESS POINTS ARE CREATED IN THE SECURITY FENCING TO PERMIT THE PASSAGE OF CONSTRUCTION VEHICLES OR PERSONNEL, THE DRIVER, THROUGH PERSONAL OBSERVATION, SHOULD CONFIRM THAT NO OTHER VEHICLES, PERSONS, OR EQUIPMENT ARE ENTERING AIRPORT PROPERTY. NO GATES ARE TO BE LEFT OPENED AND UNATTENDED.

14. PERSONAL VEHICLES SHALL NOT BE ALLOWED ON THE AIRFIELD. ALL PERSONAL VEHICLES SHOULD BE PARKED IN A DESIGNATED LOCATION, INCLUDING THE STAGING AREA, SHALL BE KEPT CLEAR OF ALL PERSONAL GEAR.

13. AT ALL TIMES, WHILE CONSTRUCTION IS IN PROGRESS, THE CONTRACTOR SHALL HAVE A DESIGNATED PERSON MONITORING THE UNICORN OR STOP SIGN.

12. THERE SHALL BE NO UNAUTHORIZED PERSONNEL ON AIRFIELD. CONTRACTOR SHALL USE THE DESIGNATED AIRPORT ACCESS ROUTE WHEN ENTERING AIRPORT PROPERTY. SECURITY AREAS TO BE KEPT CLOSED AND LOCKED.

11. THE CONTRACTOR SHALL NOTIFY THE ENGINEER AND THE OWNER A MINIMUM OF 72 HOURS IN ADVANCE OF ANY PROPOSED CONSTRUCTION, TO INCLUDE THE PROPOSED LOCATION, TIME AND DATE OF COMMENCEMENT OF CONSTRUCTION.

10. THE CONTRACTOR SHALL PROVIDE, INSTALL, AND MAINTAIN ALL TRAFFIC CONTROL DEVICES AS NECESSARY.

9. LIGHTED BARRIERS (FLASHING LIGHTS) SHALL BE INSTALLED AT ENTRANCE AND EXIT OF ALL WORK AREAS TO PROVIDE A WARNING TO PILOTS, AND TO INCREASE THE CATEGORY OF THE AIRPORT DURING CONSTRUCTION, INCLUDING CLOSURE STATUS.

8. THE CONTRACTOR SHALL PROVIDE, INSTALL, AND MAINTAIN ALL TRAFFIC CONTROL DEVICES AS NECESSARY.

7. ALL TEMPORARY ACCESS, STORAGE AREAS AND ROADS SHALL BE RESTORED TO ORIGINAL CONDITION, INCLUDING TOPSOILING, SEEDING, ETC., AFTER USE BY THE CONTRACTOR.

6. VEHICULAR TRAFFIC LOCATED IN OR CROSSING ACTIVE MOVEMENT AREAS MUST HAVE A WORKING TWO-WAY RADIO CONTACT WITH AIRPORT OPERATIONS OR BE ESCORTED BY A PERSON IN RADIO CONTACT. THE DRIVER, THROUGH PERSONAL OBSERVATION, SHOULD CONFIRM THAT NO OTHER VEHICLES, PERSONS OR EQUIPMENT ARE ENTERING AIRPORT PROPERTY. NO GATES ARE TO BE LEFT OPENED AND UNATTENDED.

5. ALL EQUIPMENT WORKING ON THE AIRPORT CONSTRUCTION SITE MUST HAVE A ROTATING BEACON AND/OR WARNING FLAG. THE VEHICLE EQUIPMENT HEIGHT MORE THAN 20 FEET AND NOTIFY THE ENGINEER AND OWNER A MINIMUM OF 72 HOURS IN ADVANCE OF ANY PROPOSED CONSTRUCTION THAT REQUIRE EQUIPMENT WITH HEIGHTS OF 20 FEET OR MORE THAT THE APPLICABLE NOTICE TO AIRPORT (UNICORN) SIGN MAY BE ILLUSION.

4. THE EXPECTED MAXIMUM HEIGHT OF CONSTRUCTION EQUIPMENT IS 20 FEET AT ANY LOCATION. THE CONTRACTOR SHALL VERIFY ANY CONSTRUCTION EQUIPMENT HEIGHT AFTER REVIEW AND NOTIFY THE ENGINEER WITHIN 24 HOURS IN ADVANCE OF ANY EQUIPMENT THAT REQUIRE EQUIPMENT WITH HEIGHTS OF 20 FEET OR MORE THAT THE APPLICABLE NOTICE TO AIRPORT (UNICORN) SIGN MAY BE ILLUSION.

3. ALL CONSTRUCTION EQUIPMENT SHALL BE PARKED IN DESIGNATED STAGING/STORAGE AREAS WHEN NOT IN USE OR OVERNIGHT. ALL BUILDING SHALL BE LOCKED WHEN NOT IN USE.

2. CONTRACTOR SHALL PROVIDE ALL TRAFFIC CONTROL DEVICES AS NECESSARY.

1. THE CONTRACTOR SHALL COMPLY WITH ALL REQUIREMENTS SET FORTH IN THE FAA REGULATIONS "OPERATIONAL SAFETY ON AIRPORTS DURING CONSTRUCTION", WHICH IS INCLUDED IN THE PROJECT MANUAL APPENDIX. CONSTRUCTION SAFETY SHALL BE DISCUSSED DURING THE PRE-CONSTRUCTION MEETING AND AT WEEKLY PROJECT MEETINGS.
NEW PIPING (NEW JET FUEL PIPING TO TIE INTO EXISTING JET FUEL VAULT AND CABINETS - SCHEMATIC BY AREA ONLY IS SHOWN) (SEE DETAIL SHEET C6)

EXISTING PIPING TO BE RELOCATED TO THE EAST

REMOVE AVGAS CARD READER AT EXISTING LOCATION

REMOVE JET A CARD READER AT EXISTING LOCATION

EXISTING JET A TANK

EXISTING AVGAS TANK

12,000 GALLON JET A TANK

NEW PIPING (NEW JET FUEL PIPING TO TIE INTO EXISTING JET FUEL VAULT AND CABINETS - SCHEMATIC BY AREA ONLY IS SHOWN)
1. Joint sealant to be JFR (Jet-Fuel Resistant) for equipment pad and fuel transfer areas.
2. South edge of new PCC slab shall be immediately adjacent to existing fuel piping vaults. (See supplemental specs)
3. Install silt fence or wattles as required to prevent silt on adjacent pavement.
4. Hydraulically seed/mulch all disturbed areas.
BOLLARD NOTES:
- MATERIAL: 6" O.D. STEEL, 1/4" WALL
- WEIGHT: 16.69 LBS PER FOOT
- FINISH: PRIMED & PAINTED SHERWIN-WILLIAMS #5493 TRAFFIC YELLOW

NOTES:
1. SUBGRADE AND GRANULAR BASE SHALL EXTEND BEYOND EDGE OF PAD 12" (MIN) IN ALL DIRECTIONS
2. CONTRACTOR SHALL FIELD VERIFY DIMENSIONS BEFORE BEGINNING WORK
3. EQUIPMENT TO BE ANCHORED TO CONCRETE SLAB WITH POST-INSTALLED ANCHORS
4. SEE PROJECT SPECIFICATIONS FOR ADDITIONAL INFORMATION
5. REINFORCEMENT SHALL BE #5 REBAR AT 18" ON CENTER EACH WAY. GRADE 60 MATERIAL LAPPED 30 BAR DIAMETERS AT ALL SPLICES.
6. CONTRACTOR SHALL GROUT BETWEEN ENCLOSURE FRAME MEMBERS/TANK SADDLES & SLAB WITH NON-SHRINK GROUT.