



**TO:** Mayor Shaun Sipma  
Members of the City Council

**FROM:** Rick Feltner, Airport Director

**DATE:** April 20, 2020

**SUBJECT: FAA 2020 AIRPORT IMPROVEMENT PROGRAM (AIP) GRANT OFFER**

**I. RECOMMENDED ACTION**

1. Recommend acceptance of the 2020 AIP Grant Offer from the FAA, once received; and
2. Authorize the Mayor and the City Attorney to sign any necessary documentation.

**II. DEPARTMENT CONTACT PERSONS**

Rick Feltner, Airport Director 857-4724

**III. DESCRIPTION**

A. Background

The FAA is in the process of programming Minot International Airport’s 2020 Airport Improvement Program grant funding. It is anticipated that a grant offer will be received in mid-June. In order to make the most of the summer construction season, the Airport is requesting that the City Council pre-approve the grant award as well as the associated budget amendment, and authorize the Mayor and the City Attorney to sign the documents when the offer is officially made by the FAA. Per the CARES Act, the grant offer will reflect the FAA’s commitment to fund 100 % of the Airport’s AIP projects in 2020. There will be no local or state share required for AIP improvements in 2020. The Airport’s 2020 AIP project consists of Phase I of the Reconstruction and Expansion of the Cargo Apron and a portion of Taxiway Echo.

Acceptance of this grant obligates the Airport and the City to comply with all of the terms and conditions in the offer and in the Project Application.

B. Proposed Project

1. Reconstruction and Expansion of Cargo Apron and portion of Taxiway Echo, Phase I

C. Consultant Selection

NA

**IV. IMPACT:**

Strategic Impact:

AIP grants are the primary source of funding for Airport capital projects. Through a partnership with the FAA, the Airport identifies and prioritizes projects, determines the scope, and manages the delivery process.

Service/Delivery Impact:

As noted in the Grant Application:

- Reconstruction and Expansion of Cargo Apron and Taxiway Echo:
  - Replace deteriorating pavement, strengthen pavement section and expand for future needs
  - Reconstruct apron approximately 3,800 square yards
  - Expand apron approximately 14,000 square yards
  - Reconstruct Taxiway approximately 300 square yards
  - Construct new taxiway approximately 1,000 feet

Fiscal Impact:

The project described above has been previously approved by City Council and included in the 2020 budget.

Project Costs and Funding

Budgeted Project Costs:

Reconstruct, Expand Cargo	\$3,359,466
Total	\$3,359,229*

Project Funding:

Federal Share	\$3,359,229
City Share	0
State Share	0
Total	\$3,359,229*

\*Project costs and funding are based on existing engineering estimates of probable cost for both Phase I and Phase II. The final funding amount received with the 2020 FAA Grant Offer will directly correlate to bid prices received for Phase I. Phase II of the project will receive FAA funding in 2021 so work on that phase will not begin until then.

**V. ALTERNATIVES**

Alt 1. Council could recommend that this grant be rejected and these projects be cancelled or delayed.

Alt 2. Council could wait until the grant offer is officially made by the FAA and approve acceptance of funds at a later date.

**VI. TIME CONSTRAINTS**

Approval will allow projects to begin immediately.

**VII. LIST OF ATTACHMENTS**

1. 2020 Grant Application
2. Cargo Apron Layout