



**AIRPORT ADVISORY COMMITTEE**

**April 21st, 2023**

**8:15 A.M.**

**Fremont Municipal Airport Terminal Building  
West 23rd Street, Fremont, Nebraska**

1. Meeting called to order with Open Meetings Act announcement
2. Roll call.
3. Approval of the March 17th, 2023 meeting minutes
4. Update on Terminal Warranty work
5. Update on Runway Rehab Project plans and bidding
6. Update on Hangar Lease updating
7. Recommendation from the Board in regards to a contract amendment with Olsson for their design contract
8. Action Items to Discuss – None
9. Discussion of Maintenance Items
  - a. East side sidewalk is crumbling
  - b. Yard seeding and landscape
  - c. List from the city for hangar requirements for building your own personal hangar
  - d. Thought on resurfacing the east ramp and north/south taxiway during runway construction
  - e. Hangars coming in the future
10. Adjournment

*The agenda was distributed to the Mayor, City Council, and Advisory Committee members on **April 20<sup>th</sup>, 2023**. The official current copy is available at City Hall, 400 East Military, Public Works Department Office.*



**CITY OF**  
**FREMONT**  
**NEBRASKA**

*The Advisory Committee reserves the right to go into Executive Session when necessary. A copy of the Open Meeting Law is posted at the Airport terminal building for review by the public. The Board reserves the right to adjust the order of items on this ~~agenda~~*



**AMENDMENT NO. 2**

to

**AGREEMENT FOR CONSULTING SERVICES**

CITY OF FREMONT  
400 East Military Avenue  
Fremont, NE 68025-5141

Re: AMENDMENT TO CONSULTANT AGREEMENT  
CITY OF FREMONT  
Airport Improvement Program (AIP) Project No. 3-31-0029-016  
Olsson Project No. 022-04952

This amendment will revise the Agreement executed on October 11, 2022 and Amendment No. 1 executed on February 28, 2023 by amending Sections 2B item y (5) and 7 as described below:

Amend Section 2B item y (5) to include the following items:

**SECTION 2B: FINAL DESIGN PHASE – AMEND – EXHIBIT A ADDITIONS**

- y. Prepare and coordinate completion of Exhibit A – Property Map revisions with assistance from FAA and City of Fremont. Exhibit A update will comply with ARP SOP 3.0. Note: Timeline associated with the Exhibit A update will be dependent upon the subordinate agreement, title search, and grant history coordination and may not be completed prior to Grant Application.
  - (5) Coordinate with City and local title company to complete a title search and provide a title certificate. **Including: approximately 70 properties research with grantee, grantor, acquisition type, acquisition/release date, acreage, federal project, book/page, legal description.**
    - i. **Property owned in fee**
    - ii. **Airport Clear Zone Easement and all associated properties**
    - iii. **Avigation Easements**
    - iv. **Released property.**

**SECTION 7: FEES AND CHARGES**

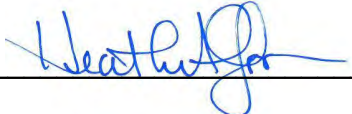
The Sponsor shall pay Olsson for the services described in this Agreement as follows:

**Section 2B: Final Design Phase – Amend – Exhibit A Additions.** Payment for the items included in Section 2B, Final Design Phase – Amend, shall be the lump sum of \$20,000 shown on Exhibit A2- Amend, attached, and made a part hereto. Payment shall be due monthly based on the percentage of work completed, except that 15% of the payment will be withheld until the Exhibit A is approved.

If this amendment is satisfactory, please sign in the space provided. Keep one copy and return two copies to Olsson. This proposed amendment is open for acceptance for thirty days from the date set forth above, unless changed by us in writing.

**OLSSON**

By 

By 

**CITY OF FREMONT**

By \_\_\_\_\_  
Attest

By \_\_\_\_\_  
Mayor

Date \_\_\_\_\_

**Summary of Engineering Costs**

Phase		Total Costs
Preliminary Design Contract	Preliminary Design	\$43,200.00
	Geotechnical Design and Petrographic Analysis	\$21,767.00
Amendment No. 1 Contract	Preliminary Design - Amend	\$5,100.00
	Final Design	\$219,700.00
	Bidding	\$16,600.00
	Construction (includes testing)	\$299,700.00
	Close Out Phase	\$15,100.00
Amendment No. 2 Contract	Final Design - Amend (Exhibit A)	\$20,000.00
		<b>\$641,167.00</b>

**EXHIBIT A2**  
**FINAL DESIGN PHASE (2B) - AMEND**  
**Fremont Municipal Airport 3-31-0029-016**

1. Direct Salary Costs

<u>Title</u>	<u>Total Direct Salary</u>	<u>Total</u>
	<u>Hours</u>	<u>Rate/Hour</u>
		<u>Costs (\$)</u>
Team Leader	4.0	\$84.90
Sr. Project Engineer	10.0	\$64.50
Project Engineer	0.0	\$47.70
Elec. or Mech. Engineer	0.0	\$71.10
Associate Engineer	0.0	\$38.80
Assistant Engineer	0.0	\$31.25
Registered Surveyor	0.0	\$53.50
Sr. Technician	32.0	\$33.00
Asst. Technician	0.0	\$27.50
Sr. Clerical	0.0	\$30.50

Total Direct Salary Costs: \$2,040.60

2. Labor and General & Administrative Overhead

Percentage of Direct Salary Costs\*\* 181.95% \$3,712.87

3. Fixed Fee: 15% of Items 1 & 2

\$863.02

4. Direct Nonsalary Expenses

Travel	- Miles @	\$0.625	\$0.00
Meals	- Days @	\$59.00	\$0.00
Motel	- Days @	\$96.00	\$0.00
Copies, Prints, Shipping			\$0.00
Title Company Expenses			<u>\$13,425.00</u>

Total Expenses: \$13,425.00

5. Subtotal of Items 1 - 4

\$20,041.49

6. Subcontract costs

\$0.00

7. Lump Sum Amount - Total Items 5 & 6

\$20,041.49

Rounded: \$20,000.00

\*\* For Item 2, the consultant should submit a statement of auditable overhead expenses, certified by the consultant's auditor, the sponsor's auditor, the state's auditor, or a Federal government auditor.

## STAFF REPORT

**TO:** Airport Advisory Committee

**FROM:** Justin Zetterman, P.E., Director of Public Works/City Engineer

**DATE:** April 21, 2023

**SUBJECT:** Runway 14/32 Rehabilitation Engineering Services Agreement Amendment

<b>Recommendation:</b> Recommend that City Council approve Resolution 2023-100 to amend engineering services contract with Olsson to provide updated Exhibit A – Airport Property Map.
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### Background:

On October 11, 2022, the City of Fremont entered into an agreement with Olsson for the completion of a preliminary engineering design and report for the rehabilitation of Runway 14/32 at the Fremont Municipal airport. The report was completed in December of 2022.

On February 28, 2023, the City Council approved a contract amendment with Olsson for the completion of final design, bid phase and construction phase activities for the rehabilitation of Runway 14/32. That work is nearing completion with a planned bid date of May 10, 2023 for the 2024 construction project.

As a part of their final approval of the plans, the Federal Aviation Administration (FAA) is requiring that an updated Exhibit A be provided prior to the issuance of the grant. To that end, Olsson has submitted a contract amendment in the amount of \$20,000 to complete the additional work.

Exhibit A is the Airport Property Map that is associated with the Airport Layout Plan (ALP). The map includes ownership information and easements. The work will include researching all parcel ownership and easements associated with the airport and its operations. A more detailed account of the items they will be researching can be found in the amendment document.

This amendment was presented to the Airport Advisory Committee on April 21, 2023.

### Fiscal Impact:

The professional services agreement amendment is in the amount of \$20,000.00. With this second amendment the contract amount with Olsson is \$641,167.00. The City of Fremont's share of the engineering services is 10% of the total cost or \$64,116.70.