

DRAFT

MINUTES

Monday, October 14, 2013
10:00 A.M.

Manistee County Blacker Airport
Conference Room

Members Present: Paul Schulert, Chairperson; Ross Spencer, Vice-Chairperson; Mark Bergstrom; Alan Marshall; Dale Picardat; Brook Shafer; and Thom Smith

Members Absent: Mark Bergstrom

Others Present: Barry Lind, Airport Manager; George Saylor, Airport Legal Counsel; Russell Pomeroy, Airport Treasurer; Bob Nelesen, Prein & Newhof; Meg LeDuc, Manistee News Advocate; and Rachel Nelson, Airport Authority Secretary

Paul Schulert, Chairperson, called the meeting to order at 10:00 A.M. Roll was taken by the Secretary.

Mr. Lind requested that an FAA letter and bid discussion be added to the agenda under New Business.

There was a motion by Mr. Shafer, supported by Mr. Bergstrom, to approve the meeting agenda with the FAA letter and bid discussion added under New Business. Motion carried by unanimous vote.

There was no public comment.

The Chairman confirmed that each member had received a copy and had an opportunity to review the minutes from the regular meeting of the Airport Authority held on Monday, September 9, 2013, and the special meeting held on October 2, 2013.

There was a motion by Mr. Marshall, supported by Mr. Shafer, to approve the Airport Authority regular meeting minutes of Monday, September 9, 2013, and the Airport Authority special meeting minutes of Wednesday, October 2, 2013, as presented. Motion carried by unanimous vote.

The Budget Committee met on September 13, 2013, and will be meeting again on October 18, 2013. They are continuing to work on a 5 year capital improvement plan, which includes items that are not eligible for federal funding and therefore not included in the 10 year FAA capital improvement plan.

The Promotion Committee met and discussed a new advertising program. They are happy with the progress that has been made and are recommending starting to work on a new contract with RightSide Design. MDOT has installed four new signs for the airport.

There was a motion by Mr. Spencer, supported by Mr. Smith, to instruct the Airport Director to enter into negotiations with RightSide Design for a contract for advertising for the 2014 calendar year.

A roll call vote was taken:

Yeas: 7 (Schulert; Spencer; Bergstrom; Marshall; Picardat; Shafer; Smith)

Nays: 0

Absent: 0

Motion carried.

The Rules and Regulations Committee met and is recommending that a simple contract be created to start charging the 10% fee for those doing business at the airport. Mr. Shafer will prepare a document for Mr. Saylor to review.

The Authority next reviewed the September 2013 Accounts Payable Report (APPENDIX A). The State of Michigan payment is the airport license renewal; the West Coast Farm Services payment is for tractor repairs; and the Napa Auto Parts payment is for tractor repair parts.

There was a motion by Mr. Bergstrom, supported by Mr. Marshall, to approve the September 2013 Accounts Payable Report and authorize payment of the outstanding invoices totaling \$35,411.19.

A roll call vote was taken:

Yeas: 7 (Schulert; Spencer; Bergstrom; Marshall; Picardat; Shafer; Smith)

Nays: 0

Absent: 0

Motion carried.

The Authority also reviewed the September 2013 Financial Statement (APPENDIX B), which includes a Balance Sheet, a Statement of Revenue and Expenses, and a running account of the Passenger Facility Charges collected.

There was a motion by Mr. Picardat, supported by Mr. Smith, to approve the September 2013 Financial Statement. Motion carried by unanimous vote.

The Orchard Beach Aviation rent information was also provided (APPENDIX C).

Mr. Pomeroy stated that Mr. Wilson will be at the next meeting to make a presentation on the FY 2011/12 audit.

Mr. Lind reported that there were no airport incidents, however, a hangar door was severely damaged by a flight student. The insurance company has been contacted and repair quotes are being received.

Mr. Lind presented a report on airfares which compares flights from Manistee, Traverse City, Grand Rapids, and Muskegon for travel in November 2013 (APPENDIX D). Mr. Lind presented information on airplane passenger numbers for 2013 as well as the previous five years (APPENDIX E).

Mr. Lind stated that all 2013 and 2012 airport inspection items are now closed out.

Mr. Lind stated that he received a request from an individual to put traps near the pond that is on airport property, but outside the fence. Mr. Saylor stated that if the Airport Authority would like to allow this, a recreational lease could be created which would include hold harmless language. There was concern about setting a precedent, and it was noted that if this was allowed, there should be signs posted that state that trapping is only allowed by a permit from the airport.

There was a motion by Mr. Shafer, supported by Mr. Spencer, that upon signage on the property, individuals can apply for a permit through the Airport Director to trap on airport property during the current trapping season, and that the permit can be revoked at any time.

A roll call vote was taken:

Yeas: 3 (Shafer; Schulert; Spencer)

Nays: 4 (Marshall; Picardat; Smith; Bergstrom)

Absent: 0

Motion failed.

Mr. Nelesen stated that the entire airfield paint marking was able to be completed at once and did not have to be phased. The updated signage is not yet completed, and is an item that will be discussed under New Business. The construction of the SRE building is postponed to spring, and therefore, the snow removal equipment will not be delivered until after the building has been constructed. A grant from the State will also be discussed under New Business for the sand storage building.

CFM is still waiting on DOT approval for daily service. This delay is now having a significant impact since it is hard to meet the demand with a 19 seat aircraft and only four flights per week. The last contact received from the US-DOT was a month ago and indicated that a "show cause order" had been drafted but was awaiting legal approval. With the current government shutdown, no progress can be expected.

Service continues to be reliable, with September being the first "perfect" month of service on record. Demand remains strong into October, with many sold out flights. The schedule has been extended from November to January 2014 (4 days per week).

Mr. Lind presented four charts (APPENDIX F). The yield is the average price per seat.

Mr. Lind stated that it is a slow part of the year for marketing. New signs have been installed in the terminal to better direct people. There have been minor updates to the website and the Facebook and Google campaigns continue. There has been Synergy (local radio) sports sponsorship, and WTCM radio spots ran through early October. A new TV spot for the fall started running in late September. The fall fly and golf package is ending, which was a joint effort with Manistee National. The packages can be hard to coordinate and market, but more is learned each time. A winter package with Crystal Mountain is being worked on, and hopefully there will be others in the future.

Mr. Nelesen will be meeting with the Tribal Council this afternoon to discuss the trees that need to be cut.

The Authority next discussed a \$15,000 State grant for the construction of the sand storage building (APPENDIX G). The building will be a concrete pad with walls and a tarp cover. The \$15,000 total grant includes a 5% local match of \$750. Mr. Saylor has reviewed the contract.

There was a motion by Mr. Spencer, supported by Mr. Marshall, to approve the Michigan Department of Transportation Contract for a State/Local Airport Project, Contract No. 2014-0018, and to authorize the Airport Authority Chair to execute the contract.

A roll call vote was taken:

Yeas: 7 (Schulert; Spencer; Bergstrom; Marshall; Picardat; Shafer; Smith)

Nays: 0

Absent: 0

Motion carried.

The Authority reviewed an Addendum to the contract with Prein & Newhof for the construction phase of the building project (APPENDIX H). After discussion,

There was a motion by Mr. Spencer, supported by Mr. Smith, to approve Amendment No. 1 to the Agreement for Professional Engineering Service dated May 1, 2013, with Prein & Newhof, and to authorize the Airport Authority Chair to execute the amendment.

A roll call vote was taken:

Yeas: 7 (Smith; Shafer; Picardat; Marshall; Bergstrom; Spencer; Schulert)

Nays: 0

Absent: 0

Motion carried.

Mr. Spencer amended his motion to be the most recent version of Amendment No. 1, which does not include language for the Sand Storage Construction.

A roll call vote was taken:

Yeas: 7 (Schulert; Spencer; Bergstrom; Marshall; Picardat; Shafer; Smith)

Nays: 0

Absent: 0

Motion carried.

There was discussion regarding the creation of an Executive Committee, which could set up a procedure for the Airport Director's performance review. Mr. Schulert appointed himself, Mr. Spencer, and Mr. Smith to be on the Executive Committee.

There was a motion by Mr. Bergstrom, supported by Mr. Marshall, to confirm the Airport Authority Chair's appointment of Mr. Schulert, Mr. Spencer, and Mr. Smith to the Executive Committee. Motion carried by unanimous vote.

Mr. Lind stated that since it's 6 months from the end of the contract between the DOT and Public Charters, it's a good time for the Airport Authority to decide whether or not to continue with the Alternate Essential Air Service (AEAS) program. Mr. Lind reminded the Authority of the reasoning for choosing the AEAS program, and stated that he doesn't feel the EAS atmosphere has changed at all.

The Authority next reviewed a letter from the FAA to the County Board Chair (APPENDIX I).

There was a motion by Mr. Picardat, supported by Mr. Smith, to support, along with the County, the request for the FAA to recognize the Airport Authority as a sponsor for future FAA grant agreements.

Mr. Lind stated that the updated airfield signage is not currently part of the FAA grant projects, but is a fundable FAA project. This project needs to be completed as soon as possible, so it was put out for bids and three were received. Mr. Lind has a verbal commitment that this project will be reimbursed by the FAA, but in the meantime, the project can be paid for from the Capital Improvement Fund. Prein & Newhof and the MDOT are recommending J. Ranck Electric, Inc., be hired for the project at a cost of \$4,400.

There was a motion by Mr. Picardat, supported by Mr. Bergstrom, to hire J. Ranck Electric, Inc., for the airfield sign panels at a cost not to exceed \$4,400.

A roll call vote was taken:

Yeas: 7 (Spencer; Schulert; Smith; Shafer; Picardat; Marshall; Bergstrom)

Nays: 0

Absent: 0

Motion carried.

With there being no further business to come before the Authority, the meeting was adjourned at approximately 12:30 P.M.

Respectfully submitted,

Rachel Nelson, Airport Authority Secretary

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MANISTEE COUNTY BLACKER AIRPORT

SEPTEMBER 2013 ACCOUNTS PAYABLE

CHECK #	VENDOR NAME	AMOUNT
	BARRY LIND	\$ 3,400.00
	CONSUMERS ENERGY	\$ 1,334.58
	A T & T	\$ 52.94
	MICHCON (DTE ENERGY)	\$ 27.95
	MIKA MEYERS BECKETT & JONES	\$ 580.75
	NAPA AUTO PARTS	\$ 680.10
	ACE HARDWARE	\$ 5.90
	FASTENAL	\$ 343.75
	DIRECT TV	\$ -
	PIPER MCCREDIE AGENCY	\$ -
	BLARNEY CASTLE	\$ -
	JACKPINE BUSINESS CENTER	\$ 16.97
	WEST COAST FARM SERVICES	\$ 210.75
	PRIMARY AIRPORT SERVICES	\$ -
	STATE OF MICHIGAN	\$ 100.00
	TOTAL	\$ 6,753.69
	ADVERTISING INVOICES	
	CADILLAC AREA CHAMBER OF COMMERCE	\$ 220.00
	YELLOW BOOK	\$ 10.46
	RIGHTSIDE DESIGN, LLC	\$ 8,516.66
	WKLA RADIO	\$ 99.00
	CHARTER MEDIA	\$ -
	ORCHARD BEACH AVIATION	\$ 702.13
	TOTAL	\$ 9,548.25
	ORCHARD BEACH AVIATION	\$ 19,109.25
	REGULAR HOURS	330 @ 16.50 5,445.00
	MAINTENANCE HOURS	86.5 @ 16.50 1,427.25
	PART 139 LABOR	12,200.00
	INTERNET	37.00
	GRAND TOTAL	\$ 35,411.19

APPENDIX B

MANISTEE COUNTY BLACKER AIRPORT

SEPTEMBER 2013 REVENUE & EXPENSES				BUDGET REMAINING		0%
INCOME:	PREVIOUS MONTH	CURRENT MONTH	YEAR-TO DATE	ANNUAL BUDGET	BALANCE \$	%
FEDERAL GRANT - AEAS	\$ 110,226.00	\$ 346,670.00	\$ 1,526,364.00	\$ 2,009,960.00	\$ 483,596.00	24%
HANGER RENTAL	\$ 2,100.00	\$ 2,100.00	\$ 23,322.94	\$ 28,600.00	\$ 5,277.06	18%
LANDING FEES - PUBLIC CHARTERS	\$ 17,594.89	\$ 17,594.89	\$ 211,138.68	\$ 210,000.00	\$ (1,138.68)	-1%
LANDING FEES - GENERAL AVIATION	\$ 126.00	\$ 171.00	\$ 648.00	\$ 1,250.00	\$ 602.00	48%
AUTO RENTAL SPACE	\$ -	\$ -	\$ 2,712.64	\$ 5,000.00	\$ 2,287.36	46%
OFFICE RENT	\$ 970.00	\$ 1,065.00	\$ 11,660.00	\$ 12,600.00	\$ 940.00	7%
COUNTY OF MANISTEE	\$ 9,583.00	\$ 9,587.00	\$ 115,000.00	\$ 115,000.00	\$ -	0%
CONTRIBUTIONS-MARKETING	\$ -	\$ -	\$ -	\$ 25,000.00	\$ 25,000.00	100%
PASSENGER FACILITY CHARGES	\$ -	\$ -	\$ 4,770.00	\$ 25,000.00	\$ 20,230.00	81%
FUEL SALES	\$ 1,836.75	\$ 1,380.13	\$ 10,998.71	\$ 10,000.00	\$ (998.71)	-10%
SIGN LEASE	\$ -	\$ -	\$ 2,800.00	\$ 3,800.00	\$ 1,000.00	26%
MISCELLANEOUS	\$ 112.00	\$ 12.00	\$ 124.00	\$ 1,000.00	\$ 876.00	100%
TOTAL INCOME	\$ 142,548.64	\$ 378,580.02	\$ 1,909,538.97	\$ 2,447,210.00	\$ 537,671.03	22%
EXPENSES:						
AEAS CONTRACT-PUBLIC CHARTER	\$ 110,226.00	\$ 346,670.00	\$ 1,523,364.00	\$ 2,009,960.00	\$ 486,596.00	24%
PERSONNEL - MANAGEMENT	\$ 3,400.00	\$ 3,400.00	\$ 40,800.00	\$ 41,000.00	\$ 200.00	0%
PERSONNEL - OP & MAINT	\$ 19,971.50	\$ 19,072.25	\$ 230,464.00	\$ 240,000.00	\$ 9,536.00	4%
DUES & FEES	\$ -	\$ -	\$ 635.00	\$ 800.00	\$ 165.00	21%
SUPPLIES	\$ 283.14	\$ 360.72	\$ 2,455.96	\$ 3,000.00	\$ 544.04	18%
UTILITIES	\$ 1,609.08	\$ 1,399.53	\$ 27,285.65	\$ 32,000.00	\$ 4,714.35	15%
FUEL	\$ -	\$ -	\$ 8,724.20	\$ 9,000.00	\$ 275.80	3%
REPAIRS & MAINTENANCE	\$ 1,961.91	\$ 896.75	\$ 15,495.52	\$ 15,000.00	\$ (495.52)	-3%
CONTRACTED SERVICES	\$ 201.45	\$ -	\$ 904.05	\$ 1,700.00	\$ 795.95	47%
LEGAL	\$ 322.00	\$ 580.75	\$ 6,537.75	\$ 4,000.00	\$ (2,537.75)	-63%
AUDIT	\$ -	\$ -	\$ 1,700.00	\$ 2,000.00	\$ 300.00	15%
ADVERTISING	\$ 11,436.10	\$ 9,548.25	\$ 71,408.66	\$ 34,000.00	\$ (37,408.66)	0%
TELEPHONE	\$ 127.95	\$ 52.94	\$ 737.71	\$ 300.00	\$ (437.71)	####
INSURANCE	\$ -	\$ -	\$ 20,799.87	\$ 21,000.00	\$ 200.13	1%
TRAINING (FIRE FIGHTER)	\$ -	\$ -	\$ -	\$ -	\$ -	0%
EQUIPMENT	\$ -	\$ -	\$ -	\$ 4,450.00	\$ 4,450.00	0%
BOOKKEEPING	\$ -	\$ -	\$ -	\$ 3,000.00	\$ 3,000.00	100%
PFC EXPENSES	\$ -	\$ -	\$ 4,363.00	\$ 25,000.00	\$ 20,637.00	100%
MISCELLANEOUS	\$ 150.00	\$ 100.00	\$ 982.69	\$ 1,000.00	\$ 17.31	2%
	\$ 149,689.13	\$ 382,081.19	\$ 1,956,658.06	\$ 2,447,210.00	\$ 490,551.94	20%
EXCESS REVENUE OVER/(UNDER) EXPENDITURES	\$ (3,501.17)		\$ (47,119.09)			
BALANCE ON HAND - AIRPORT FUND						
BEGINNING BALANCE 09/01/2013	\$ 51,333.04					
SEPTEMBER RECEIPTS	\$ 361,496.75					
AUGUST DISBURSEMENTS	<u>\$ (149,689.13)</u>					
	<u>\$ 263,140.66</u>					

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MANISTEE COUNTY BLACKER AIRPORT

SEPTEMBER 2013 BALANCE SHEET

ASSETS	9/30/2013	8/31/2013
CASH	\$ 263,140.66	\$ 51,333.04
CASH - PFC ACCOUNT	\$ 80,987.50	\$ 80,987.50
ACCOUNTS RECEIVABLE		
PUBLIC CHARTERS	\$ 70,379.56	\$ 52,784.67
AUTO RENTAL	\$ -	\$ -
MISC.	\$ 2,103.13	\$ 2,614.75
TOTAL ASSETS	\$ 416,610.85	\$ 187,719.96
LIABILITIES	9/30/2013	8/31/2013
ACCOUNTS PAYABLE - TRADE	\$ 382,081.19	\$ 149,689.13
ACCOUNTS PAYABLE - COUNTY	\$ -	\$ -
PREPAID HANGER RENT	\$ -	\$ -
TOTAL LIABILITIES	\$ 382,081.19	\$ 149,689.13
FUND BALANCE	\$ 34,529.66	\$ 38,030.83
TOTAL LIABILITIES AND FUND BALANCE	\$ 416,610.85	\$ 187,719.96

PASSENGER FACILITY CHARGES COLLECTED THROUGH 09/30/2013	\$ 93,109.82
STATE OF MICHIGAN (PARKING LOT & T-HANGERS)	\$ (7,625.00)
CONSUMERS ENERGY	\$ (313.50)
STATE OF MICHIGAN (PARKING LOT & T-HANGERS)	\$ 313.50
TRANSFER OF PUBLIC IMPROVEMENT FUNDS	\$ 683.39
MANISTEE COUNTY ROAD COMMISSION	\$ (817.71)
STATE OF MICHIGAN (RAMP AREAS)	\$ (4,363.00)
PFC FUNDS AVAILABLE	\$ 80,987.50

AUTO RENTAL REVENUE BY COMPANY THROUGH 09/30/2013

ENTERPRISE CAR RENTALS	\$ -
MOWERY LEASING & RENTAL	\$ 2,712.64
GWK AGENCY	\$ -
TOTAL	\$ 2,712.64

ORCHARD BEACH AVIATION**September 2013****RENT**

OFFICE	\$340.00	
HANGER	\$200.00	
FUEL	\$1380.13	
DIESEL FUEL	\$0.00	
T-SHIRT SALES	\$12.00	(1 @ \$12)
LANDING FEES		
TWIN	\$9.00	(1 @ \$9)
JET	\$162.00	(9 @ \$18)
TOTAL	\$2103.13	
100	1883.2 Gal	
JET	7809.5 Gal	
TOTAL	9692.7 Gal	
General	6638.8 Gal @ .15 = 995.82	
PublicCharters	1000.0 Gal @ .15 = 150.00	
PublicCharters	982.5 Gal @ .08 = 78.60	
PublicCharters	0.0 Gal @ .02 = 0.00	
Orchard Beach	1000.0 Gal @ .15 = 150.00	
Orchard Beach	71.4 Gal @ .08 = 5.71	
DIESEL	0.0 Gal	

November Travel as of 10/13/13

Best Fares

	MBL	TVC	GRR	MKG
Atlanta (ATL)	378 WN	312 AA	346 DL	446 UA
Boston (BOS)	322 WN	337 AA	328 UA	464 UA
Chicago (MDW or ORD)	120 P1	290 AA	312 AA	284 UA
Dallas (DFW)	396 WN	312 AA	348 DL	466 UA
Denver (DEN)	298 F9	559 AA	313 UA	466 UA
Houston (HOU)	455 WN	391 AA	531 UA	392 UA
Kansas City (MCI)	360 DL	337 AA	362 AA	456 UA
Las Vegas (LAS)	419 F9	331 UA	279 UA	487 UA
Los Angeles (LAX)	448 WN	312 AA	393 UA	350 UA
Minneapolis (MSP)	278 DL	337 AA	337 AA	412 UA
New York Area (NYC)	380 WN	337 AA	237 AA	456 UA
Orlando (MCO)	452 WN	270 DL	310 DL	494 UA
Philadelphia (PHL)	506 WN	333 AA	354 UA	446 UA
Phoenix (PHX)	384 F9	337 AA	307 UA	493 UA
Portland (PDX)	396 F9	316 AA	504 UA	366 UA
San Diego (SAN)	430 F9	312 AA	464 DL	358 UA
San Francisco (SFO)	461 WN	441 AA	393 UA	364 UA
Seattle (SEA)	384 F9	312 AA	393 UA	370 UA
St Louis (STL)	320 WN	202 DL	182 UA	412 UA
Washington DC Area (WAS)	412 WN	334 DL	240 UA	446 UA

Average Fare	\$379.95	\$335.60	\$346.65	\$421.40
Change from last month	-\$88.10	-\$90.95	-\$36.25	-\$27.15
Change from two months ago	-\$30.00	-\$83.25	-\$19.40	-\$1.25
Fares Pulled 10/13/13 for travel 11/14/13 - 11/21/13				

Best Fares +7 days parking

	MBL	TVC	GRR	MKG
Atlanta (ATL)	378 WN	352 AA	400 DL	474 UA
Boston (BOS)	322 WN	377 AA	382 UA	492 UA
Chicago (MDW or ORD)	120 P1	330 AA	366 AA	312 UA
Dallas (DFW)	396 WN	352 AA	402 DL	494 UA
Denver (DEN)	298 F9	599 AA	367 UA	494 UA
Houston (HOU)	455 WN	431 AA	585 UA	420 UA
Kansas City (MCI)	360 DL	377 AA	416 AA	484 UA
Las Vegas (LAS)	419 F9	371 UA	333 UA	515 UA
Los Angeles (LAX)	448 WN	352 AA	447 UA	378 UA
Minneapolis (MSP)	278 DL	377 AA	391 AA	440 UA
New York Area (NYC)	380 WN	377 AA	291 AA	484 UA
Orlando (MCO)	452 WN	310 DL	364 DL	522 UA
Philadelphia (PHL)	506 WN	373 AA	408 UA	474 UA
Phoenix (PHX)	384 F9	377 AA	361 UA	521 UA
Portland (PDX)	396 F9	356 AA	558 UA	394 UA
San Diego (SAN)	430 F9	352 AA	518 DL	386 UA
San Francisco (SFO)	461 WN	481 AA	447 UA	392 UA
Seattle (SEA)	384 F9	352 AA	447 UA	398 UA
St Louis (STL)	320 WN	242 DL	236 UA	440 UA
Washington DC Area (WAS)	412 WN	374 DL	294 UA	474 UA

Average Fare	\$379.95	\$375.60	\$400.65	\$449.40
Change from last month	-\$88.10	-\$90.95	-\$36.25	-\$27.15
Change from two months ago	-\$30.00	-\$83.25	-\$19.40	-\$1.25

Parking Fees for one week are \$0 at Manistee, \$40 at Traverse City, \$54 at Grand Rapids, \$28 at Muskegon

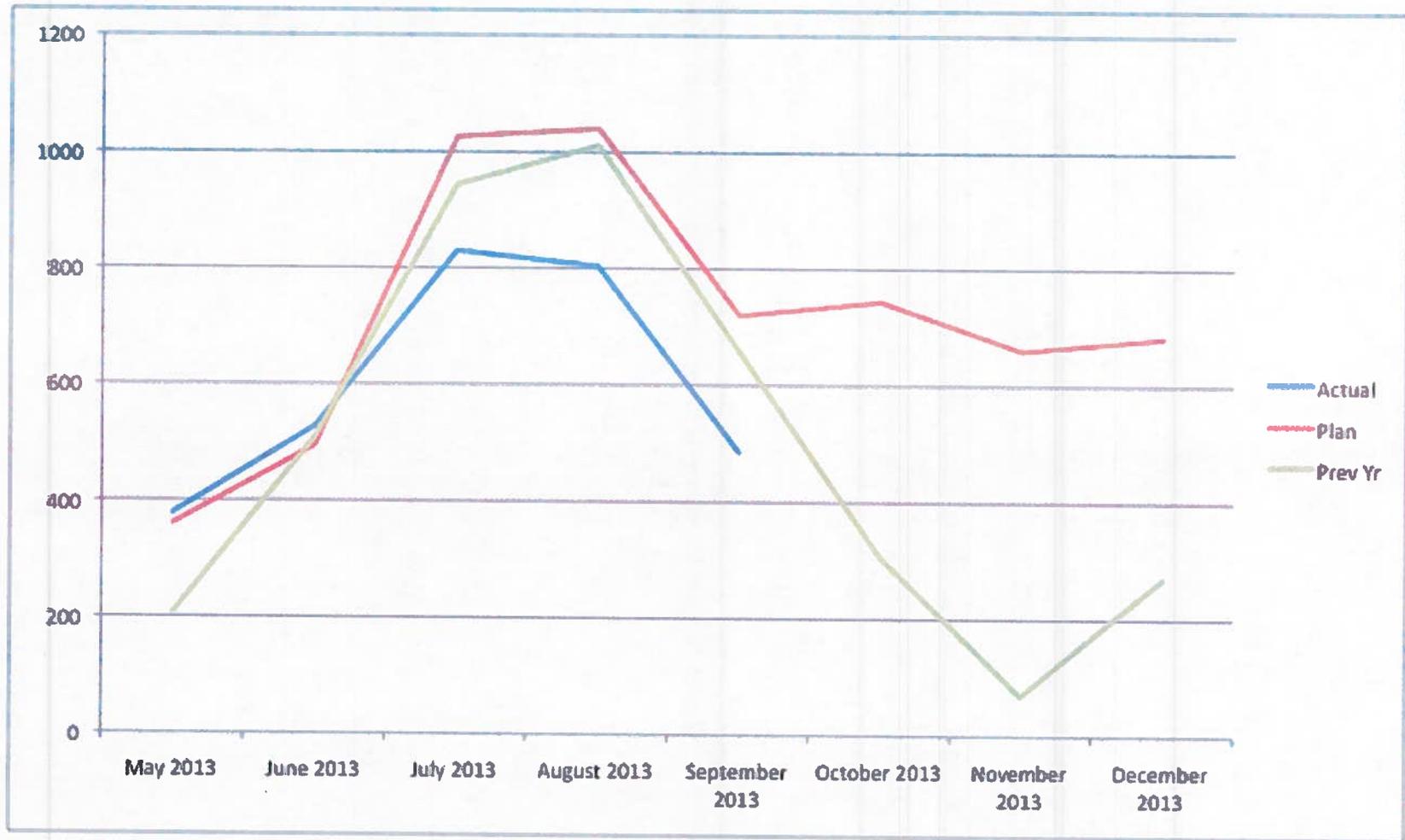
Manistee County Blacker Airport

	2008		2009		2010		2011		2012		2013	
	Out/In	Total	Out/In	Total	Out/In	Total	Out/In	Total	Out/In	Total	Out/In	Total
Jan	MW 234/169	403	GL 138/106	244	GL 212/145	357	GL 201/169	370	F9 523/366	889	134/126	260
Feb	215/200	413	112/93	205	196/150	346	202/194	396	462/431	893	128/120	248
Mar	213/200	413	149/139	288	216/231	447	225/215	440	112/176	288	162/173	335
Apr	18/38	56	119/140	259	272/255	527	47/171 F9 486/389	1193	0/0	0	158/158	316
May	0/0	0	184/180	364	263/302	565	1454/1525	2979	P1 71/58	129	189/189	378
Jun	GL 94/113	207	166/213	379	311/366	677	1206/1342	2548	234/250	484	239/288	527
Jul	278/301	579	388/439	827	521/551	1072	1595/1568	3163	465/467	932	421/409	830
Aug	300/293	593	429/359	788	482/395	877	1833/1567	3400	497/500	997	391/413	804
Sep	219/190	409	285/293	578	240/233	473	1332/1234	2566	362/297	659	248/237	485
Oct	173/174	347	282/275	557	270/246	516	1024/1004	2028	150/149	299		
Nov	168/166	334	257/269	526	236/242	478	722/715	1437	36/33	69		
Dec	159/122	281	228/279	507	194/235	429	674/798	1472	131/138	269		
Total		4035		5522		6764		21992		5908		4183

	2008		2009		2010		2011		2012		2013	
	Cancel/Delay	Ontime										
Jan			13%/25%	62%	23%/22%	55%	15%/38%	48%	12%/8%	80%	0%/15%	85%
Feb			18%/16%	66%	13%/32%	55%	15%/28%	58%	6%/11%	83%	6%/16%	78%
Mar			8%/11%	79%	11%/19%	70%	21%/19%	60%	14%/8%	78%	0%/0%	100%
Apr			10%/16%	74%	13%/17%	70%	***	***	***	***	0%/3%	97%
May			2%/10%	88%	12%/10%	78%	3%/25%	72%	0%/10%	90%	0%/6%	94%
Jun			7%/18%	75%	6%/26%	68%	6%/20%	74%	0%/6%	94%	0%/3%	97%
Jul			4%/16%	80%	5%/19%	76%	0%/37%	63%	0%/7%	93%	0%/19%	81%
Aug			2%/12%	86%	4%/5%	91%	0%/36%	64%	0%/8%	92%	2%/16%	82%
Sep			0%/9%	91%	18%/16%	66%	0%/23%	77%	0%/5%	95%	0%/0%	100%
Oct	11%/31%	57%	10%/8%	81%	15%/13%	72%	1%/5%	94%	0%/22%	78%		
Nov	13%/32%	55%	3%/10%	87%	16%/16%	68%	2%/11%	87%	0%/5%	95%		
Dec	36%/44%	20%	25%/39%	36%	32%/25%	43%	2%/15%	83%	0%/11%	89%		

APPENDIX E

Passengers vs Plan 10/14/13



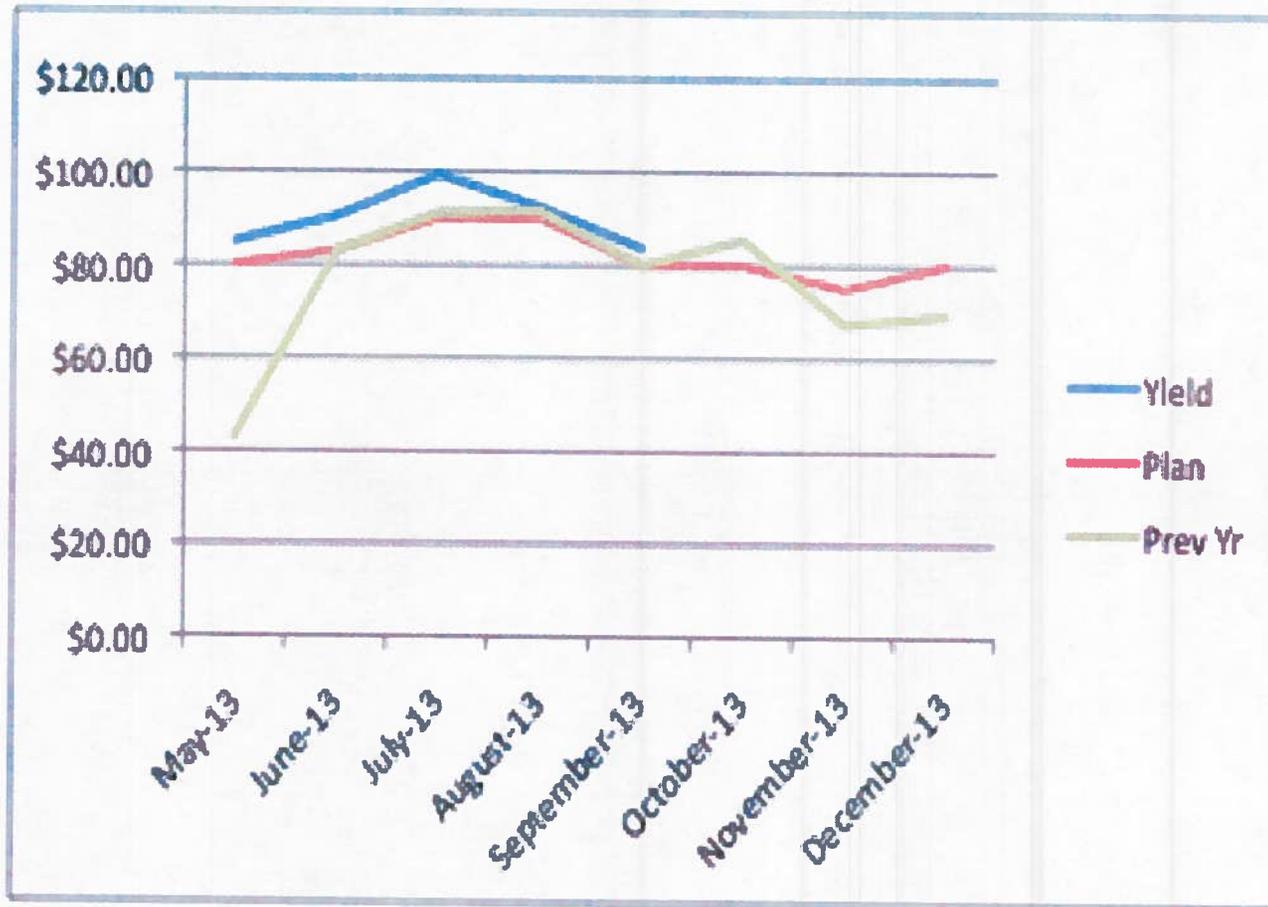
APPENDIX F

Revenue vs Plan 10/14/13

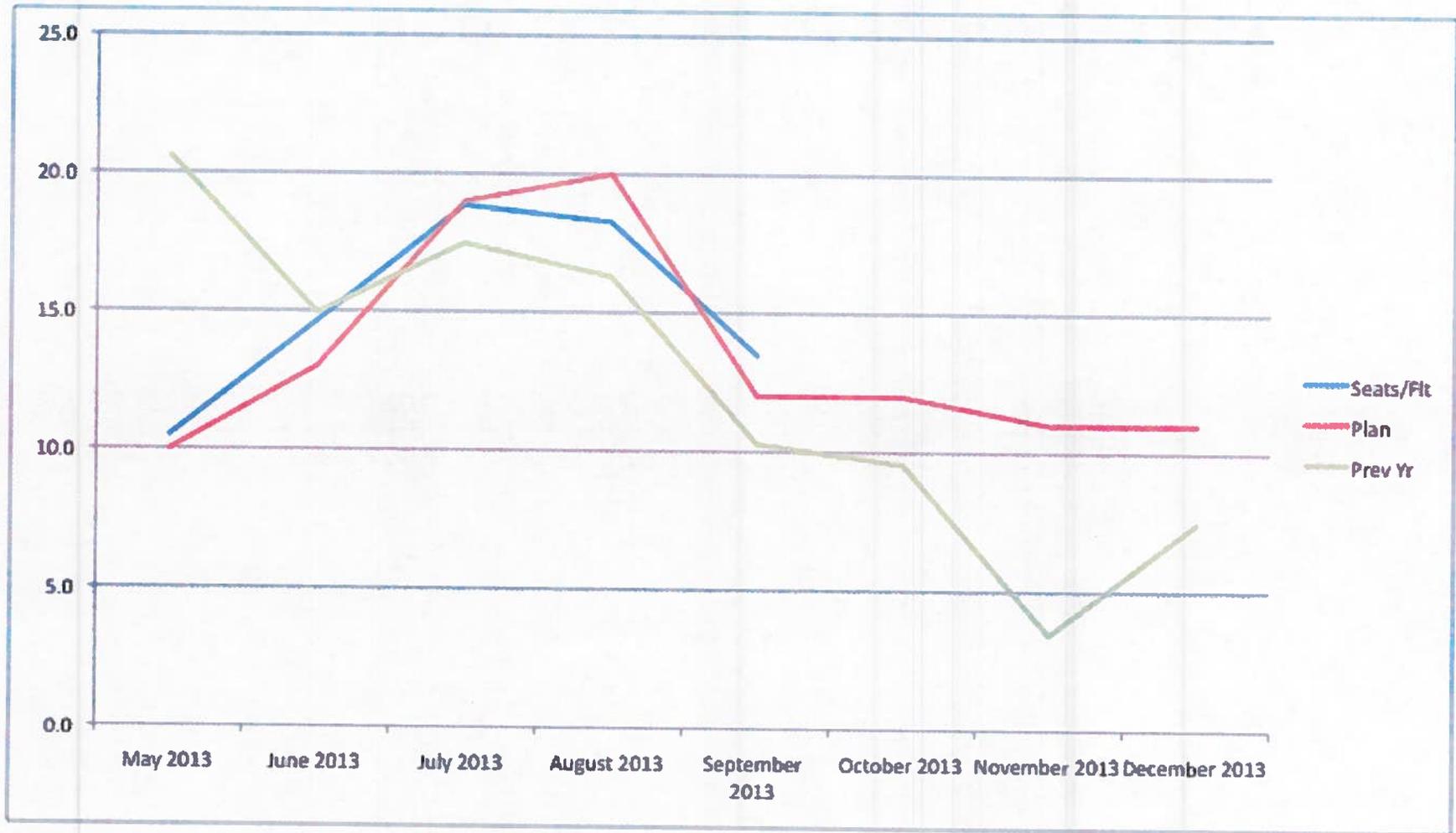


F-2

Yield vs Plan 10/14/13



Seats Per Flight vs Plan 10/14/13



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MICHIGAN DEPARTMENT OF TRANSPORTATION
MANISTEE BLACKER AIRPORT AUTHORITY
CONTRACT FOR A STATE/LOCAL
AIRPORT PROJECT

THIS CONTRACT is made and entered into this date of _____ by and between the Michigan Department of Transportation, hereinafter referred to as the "DEPARTMENT," and Manistee Blacker Airport Authority, hereinafter referred to as the "SPONSOR," for the purpose of fixing the rights and obligations of the parties in agreeing to the following undertaking at Manistee County Blacker Airport, whose associated city is Manistee, Michigan, hereinafter referred to as the "PROJECT," described in detail in Exhibit 1, dated September 30, 2013, attached hereto and made a part hereof.

PROJECT DESCRIPTION: Construct sand storage building.

WITNESSETH:

NOW, THEREFORE, the parties agree that:

1. The term "PROJECT COST," as used herein, is defined in Attachment(s) 1, attached hereto and made a part hereof. PROJECT COST will also include administrative costs incurred by the DEPARTMENT in connection with the PROJECT. Administrative costs incurred by the SPONSOR are not eligible PROJECT COSTS.

THE SPONSOR WILL:

2. Pledge sufficient funds to meet its obligations as outlined in this Contract.
3. With regard to audits and record-keeping,
 - a. The SPONSOR will establish and maintain accurate records, in accordance with generally accepted accounting principles, of all expenses incurred for which payment is sought or made under this Contract, said records to be hereinafter referred to as the "RECORDS." Separate accounts will be established and maintained for all costs incurred under this Contract.

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- b. The SPONSOR will comply with the provisions of 1951 PA 51; MCL 247.660h; MSA 9.1097 (10i).
 - c. The SPONSOR will maintain the RECORDS for at least three (3) years from the date of final payment made by the DEPARTMENT under this Contract. In the event of a dispute with regard to the allowable expenses or any other issue under this Contract, the SPONSOR will thereafter continue to maintain the RECORDS at least until that dispute has been finally decided and the time for all available challenges or appeals of that decision has expired.
 - d. The DEPARTMENT or its representative may inspect, copy, or audit the RECORDS at any reasonable time after giving reasonable notice.
 - e. If any part of the work is subcontracted, the SPONSOR will assure compliance with subsections (a), (b), (c), and (d) above for all subcontracted work.
4. Provide and will require its subcontractors to provide access by the DEPARTMENT or its representatives to all technical data, reports, and documents pertaining to this Contract. Copies of technical data, reports, and other documents will be provided by the SPONSOR or its subcontractors to the DEPARTMENT upon request. The SPONSOR agrees to permit representatives of the DEPARTMENT to inspect the progress of all PROJECT work at any reasonable time. Such inspections are for the exclusive use of the DEPARTMENT and are not intended to relieve or negate any of the SPONSOR's obligations and duties contained in this Contract. All technical data, reports, and documents will be maintained for a period of three (3) years from the date of final payment.
5. In the performance of the PROJECT, by itself, by a subcontractor, or by anyone acting on its behalf, the SPONSOR agrees that it will comply with any and all state, federal, and applicable local statutes, ordinances, and regulations. The SPONSOR further agrees to obtain all permits that are applicable to the entry into and the performance of this Contract.

THE DEPARTMENT WILL:

- 6. Make final accounting to the SPONSOR upon completion of the PROJECT, pay all PROJECT COSTS, and complete all necessary audits. Any excesses or deficiencies will be returned to or billed to the SPONSOR.

IT IS FURTHER AGREED:

- 7. The PROJECT COST participation is estimated to be as shown below and as in the attached Exhibit 1. The PROJECT COST participation given in Exhibit 1 is to be considered an estimate. The actual DEPARTMENT and SPONSOR shares of the PROJECT COST will be determined at the time of financial closure of the PROJECT.

	Dollar Amount
Maximum DEPARTMENT Share	\$14,250.00
SPONSOR Share	<u>\$750.00</u>
Estimated PROJECT COST	\$15,000.00

- 8. The PROJECT COST will be met in part by contributions from the DEPARTMENT. The DEPARTMENT funds will be applied to the PROJECT COST at a rate of 95% for those items eligible for state participation, in an amount not to exceed the maximum obligation shown in Section 7 or the revised maximum obligation set forth in a budget letter, as set forth in Section 10, as applicable. Any items of PROJECT COST not funded with DEPARTMENT funds will be the sole responsibility of the SPONSOR.

DEPARTMENT funds in this Contract made available through legislative appropriation are based on projected revenue estimates. The DEPARTMENT may reduce the amount of this contract if the revenue actually received is insufficient to support the appropriation under which this contract is made.

- 9. The SPONSOR agrees the costs reported to the DEPARTMENT for this Contract will represent only those items that are properly chargeable in accordance with this Contract. The SPONSOR also certifies that it has read the Contract terms and has made itself aware of the applicable laws, regulations, and terms of this Contract that apply to the reporting of costs incurred under the terms of this Contract.

- 10. The PROJECT COST shown in Section 7 includes the maximum obligation of DEPARTMENT funds under this Contract. The maximum obligation of DEPARTMENT funds may be adjusted to an amount less than the maximum amount shown in Section 7 through a budget letter issued by the DEPARTMENT. A budget letter will be used when updated cost estimates for the PROJECT reflect a change in the amount of funds needed to fund all PROJECT COSTS. The budget letter will be signed by the Administrator of the Airports Division of the Office of Aeronautics.

A budget letter may also be used to add or delete work items from the PROJECT description, provided that the costs do not exceed the maximum obligations set forth in Section 7. If the PROJECT COST exceeds the maximum obligations shown in Section 7, the PROJECT scope will have to be reduced or a written amendment to this Contract will have to be awarded by the parties to provide additional funds before the work is started.

- 11. In the event it is determined by the DEPARTMENT that there will be either insufficient funds or insufficient time to properly administer such funds for the entire PROJECT or

portions thereof, the DEPARTMENT, prior to advertising or authorizing work performance, may cancel the PROJECT or any portion thereof by giving written notice to the SPONSOR. In the event this occurs, this Contract will be void and of no effect with respect to the canceled portion of the PROJECT. Any SPONSOR deposits on the canceled portion less PROJECT COST incurred on the canceled portions will be refunded following receipt of a letter from the SPONSOR requesting excess funds be returned or at the time of financial closure, whichever comes first.

The DEPARTMENT will not participate in the PROJECT COST incurred on the canceled portions of the PROJECT, and Section 8 will not be construed to require the DEPARTMENT's participation in the canceled portion.

12. Payment of or reimbursement to the SPONSOR of any cost by the DEPARTMENT will not constitute a final determination by the DEPARTMENT of the allowability of such cost and will not constitute a waiver by the DEPARTMENT of any violation of the terms of this Contract committed by the SPONSOR. The DEPARTMENT will make final determination as to allowability only after final audit of the PROJECT.
13. All agreements and/or contracts or supply requisitions involving DEPARTMENT funds will comply with Title 49, CFR Part 18, incorporated herein by reference as if the same were repeated in full herein.
14. In the event that an audit performed by or on behalf of the DEPARTMENT indicates an adjustment to the costs reported under this Contract or questions the allowability of an item of expense, the DEPARTMENT will promptly submit to the SPONSOR a Notice of Audit Results and a copy of the audit report, which may supplement or modify any tentative findings verbally communicated to the SPONSOR at the completion of an audit.

Within sixty (60) days after the date of the Notice of Audit Results, the SPONSOR will (a) respond in writing to the responsible Bureau of the Department indicating whether or not it concurs with the audit report, (b) clearly explain the nature and basis for any disagreement as to a disallowed item of expense, and (c) submit to the DEPARTMENT a written explanation as to any questioned or no opinion expressed item of expense, hereinafter referred to as the "RESPONSE." The RESPONSE will be clearly stated and will provide any supporting documentation necessary to resolve any disagreement or questioned or no opinion expressed item of expense. Where the documentation is voluminous, the SPONSOR may supply appropriate excerpts and make alternate arrangements to conveniently and reasonably make that documentation available for review by the DEPARTMENT. The RESPONSE will refer to and apply the language of the Contract. The SPONSOR agrees that failure to submit a RESPONSE within the sixty (60) day period constitutes agreement with any disallowance of an item of expense and authorizes the DEPARTMENT to finally disallow any items of questioned or no opinion expressed cost.

The DEPARTMENT will make its decision with regard to any Notice of Audit Results and RESPONSE within one hundred twenty (120) days after the date of the Notice of

Audit Results. If the DEPARTMENT determines that an overpayment has been made to the SPONSOR, the SPONSOR will repay that amount to the DEPARTMENT or reach agreement with the DEPARTMENT on a repayment schedule within thirty (30) days after the date of an invoice from the DEPARTMENT. If the SPONSOR fails to repay the overpayment or reach agreement with the DEPARTMENT on a repayment schedule within the thirty (30) day period, the SPONSOR agrees that the DEPARTMENT will deduct all or a portion of the overpayment from any funds then or thereafter payable by the DEPARTMENT to the SPONSOR under this Contract or any other agreement or payable to the SPONSOR under the terms of 1951 PA 51, as applicable. Interest will be assessed on any partial payments or repayment schedules based on the unpaid balance at the end of each month until the balance is paid in full. The assessment of interest will begin thirty (30) days from the date of the invoice. The rate of interest will be based on the Michigan Department of Treasury common cash funds interest earnings. The rate of interest will be reviewed annually by the DEPARTMENT and adjusted as necessary based on the Michigan Department of Treasury common cash funds interest earnings. The SPONSOR expressly consents to this withholding or offsetting of funds under those circumstances, reserving the right to file a lawsuit in the Court of Claims to contest the DEPARTMENT's decision only as to any item of expense the disallowance of which was disputed by the SPONSOR in a timely filed RESPONSE.

- 15. This Contract will be in effect from the date of award through three (3) years. Any change to the term of this Contract will be by award of a prior written amendment to this Contract by the parties.
- 16. Any approvals, reviews, and inspections of any nature by the DEPARTMENT will not be construed as a warranty or assumption of liability on the part of the DEPARTMENT. It is expressly understood and agreed that any such approvals are for the sole and exclusive purposes of the DEPARTMENT, which is acting in a governmental capacity under this Contract, and that such approvals are a governmental function incidental to the grant that is the subject of this Contract.

Any approvals, reviews, and inspections by the DEPARTMENT will not relieve the SPONSOR of its obligations hereunder, nor are such approvals, reviews, and inspections provided by the DEPARTMENT to be construed as a warranty as to the propriety of the SPONSOR's performance, but are undertaken for the sole use and information of the DEPARTMENT.

- 17. In connection with the performance of PROJECT work under this Contract, the parties (hereinafter in Appendix A referred to as the "contractor") agree to comply with the State of Michigan provisions for "Prohibition of Discrimination in State Contracts" as set forth in Appendix A, attached hereto and made a part hereof. The parties further covenant that they will comply with the Civil Rights Act of 1964, being P.L. 88-352, 78 Stat. 241, as amended, being Title 42 USC Section 1971, 1975a-1975d, and 2000a-2000h-6, and the Regulations of the United States Department of Transportation (49 CFR Part 21) issued pursuant to said Act, including Appendix B, attached hereto and made a part hereof, and

will require similar covenants on the part of any contractor or subcontractor employed in the performance of this Contract.

- 18. In accordance with 1980 PA 278; MCL 423.321 *et seq*; MSA 17.458(22), *et seq*, the SPONSOR, in the performance of this Contract, will not enter into a contract with a subcontractor, manufacturer, or supplier listed in the register maintained by the United States Department of Labor of employers who have been found in contempt of court by a federal court of appeals on not less that three (3) occasions involving different violations during the preceding seven (7) years for failure to correct an unfair labor practice, as prohibited by Section 8 of Chapter 372 of the National Labor Relations Act, 29 USC 158. The DEPARTMENT may void this Contract if the name of the SPONSOR or the name of a subcontractor, manufacturer, or supplier utilized by the SPONSOR in the performance of this Contract subsequently appears in the register during the performance period of this Contract.
- 19. In any instance of dispute and/or litigation concerning the PROJECT, the resolution thereof will be the sole responsibility of the parties to the contract that is the subject of the controversy. It is understood and agreed that any legal representation of the SPONSOR in pursuing the resolution of any dispute and/or litigation will be the responsibility of the SPONSOR.
- 20. The DEPARTMENT and the FAA will not be subject to any obligations or liabilities by contractors of the SPONSOR or their subcontractors or any other person not a party to the contract without their specific consent and notwithstanding their concurrence in or approval of the award of any contract or subcontract or the solicitation thereof.
- 21. Each party to this Contract will remain responsible for any claims arising out of that party's performance of this Contract as provided by this Contract or by law.

This Contract is not intended to increase or decrease either party's liability for or immunity from tort claims.

This Contract is not intended to nor will it be interpreted as giving either party a right of indemnification, either by contract or at law, for claims arising out of the performance of this Contract.

- 22. With regard to claims based on goods or services that were used to meet the SPONSOR's obligation to the DEPARTMENT under this Contract, the SPONSOR hereby irrevocably assigns its right to pursue any claims for relief or causes of action for damages sustained by the State of Michigan or the DEPARTMENT due to any violation of 15 USC, Sections 1 - 15, and/or 1984 PA 274, MCL 445.771 - .788, excluding Section 4a, to the State of Michigan or the DEPARTMENT.

The SPONSOR shall require any subcontractors to irrevocably assign their rights to pursue any claims for relief or causes of action for damages sustained by the State of Michigan or the DEPARTMENT with regard to claims based on goods or services that

were used to meet the SPONSOR's obligation to the DEPARTMENT under this Contract due to any violation of 15 USC, Sections 1 - 15, and/or 1984 PA 274, MCL 445.771 - .788, excluding Section 4a, to the State of Michigan or the DEPARTMENT as a third-party beneficiary.

The SPONSOR shall notify the DEPARTMENT if it becomes aware that an antitrust violation with regard to claims based on goods or services that were used to meet the SPONSOR's obligation to the DEPARTMENT under this Contract may have occurred or is threatened to occur. The SPONSOR shall also notify the DEPARTMENT if it becomes aware of any person's intent to commence, or of commencement of, an antitrust action with regard to claims based on goods or services that were used to meet the SPONSOR's obligation to the DEPARTMENT under this Contract.

23. In case of any discrepancies between the body of this Contract and any exhibit(s) hereto, the body of the Contract will govern.

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- 24. This Contract will become binding on the parties and of full force and effect upon signing by the duly authorized representatives of the SPONSOR and the DEPARTMENT and upon adoption of a resolution approving said Contract and authorizing the signature(s) thereto of the respective representative(s) of the SPONSOR, a certified copy of which resolution will be sent to the DEPARTMENT with this Contract, as applicable, and with the approval of the State Administrative Board.

IN WITNESS WHEREOF, the parties have caused this Contract to be awarded.

MANISTEE BLACKER AIRPORT AUTHORITY

BY: _____
Title:

MICHIGAN DEPARTMENT OF TRANSPORTATION

BY: _____
Title: Department Director

EXHIBIT 1

MANISTEE COUNTY - BLACKER AIRPORT
MANISTEE, MICHIGAN

State/Local
Contract No. M 51-01-C62

September 30, 2013

	Federal	State	Local	Total
<u>ADMINISTRATION</u>	\$0	\$475	\$25	\$500
DEPARTMENT-AERO	\$0	\$475	\$25	\$500
<u>ENVIRONMENTAL</u>	\$0	\$0	\$0	\$0
<u>DESIGN</u>	\$0	\$0	\$0	\$0
<u>CONSTRUCTION</u>	\$0	\$12,788	\$673	\$13,461
Construct Sand Storage Building	\$0	\$11,538	\$607	\$12,145
AERO - Construction	\$0	\$475	\$25	\$500
CONSULTANT - Construction	\$0	\$775	\$41	\$816
<u>CONTINGENCIES</u>	\$0	\$987	\$52	\$1,039
Construction Contingency	\$0	\$987	\$52	\$1,039
TOTAL PROJECT BUDGET	\$0	\$14,250	\$750	\$15,000

MAC Approval: 9/11/13

ATTACHMENT 1**SUPPLEMENTAL PROVISIONS FOR CONTRACTS INVOLVING
CONSTRUCTION WORK AT ALL CLASSIFICATIONS OF AIRPORTS
FOR WHICH THE DEPARTMENT OPENS BIDS AND AWARDS THE CONTRACTS**

1. The "PROJECT COST" is defined as the cost of all work necessary to complete the items identified in the body of this Contract as the PROJECT, including the costs of preliminary engineering, design engineering, construction engineering and supervision, architectural work, surveying, environmental studies and reports, airport layout plan updates relating to the PROJECT, and advertising for and receiving bids.
2. The SPONSOR will select a consultant to perform each element of the PROJECT that requires expertise. All consultant contracts will be between the SPONSOR and the consultant. Consultant contracts will be submitted to the DEPARTMENT for review and approval. Any such approvals will not be construed as a warranty of the consultant's qualifications, professional standing, ability to perform the work being contracted, or financial integrity. The SPONSOR will not execute a consultant contract nor authorize the consultant to proceed prior to receiving written approval of the contract from the DEPARTMENT. Any change to the consultant contract will require prior written approval from the DEPARTMENT. In the event the consultant contract is terminated, the DEPARTMENT will be given immediate written notice by the SPONSOR.
3. The DEPARTMENT is authorized by the SPONSOR pursuant to this Contract to advertise and to award the contract for the construction work in the name of the SPONSOR in accordance with the following:
 - a. Prequalification of bidders will be determined by the DEPARTMENT in accordance with the "Administrative Rules Governing the Prequalification of Bidders for Highway and Transportation Construction Work."
 - b. Prior to advertising the construction work for receipt of bids, the SPONSOR may delete any portion or all of the PROJECT work.
 - c. If after receipt of bids for the construction work, the SPONSOR gives notice of circumstances that affect its ability to proceed, the DEPARTMENT, on behalf of the SPONSOR and with the concurrence of the FAA, if applicable, will reject the bids.
 - d. In the event of the rejection of all bids, any costs incurred by the DEPARTMENT will be deemed to be PROJECT COSTS.

- e. Upon receipt of bids, the DEPARTMENT, on behalf of the SPONSOR, will select the most responsive bid in accordance with the DEPARTMENT's applicable "General Provisions for Construction of Airports." The DEPARTMENT will then prepare a "Recommendation to Award" and submit it to the FAA, if applicable, and the SPONSOR. The DEPARTMENT will forward the contract documents to the contractor and then to the SPONSOR for execution.
 - f. The DEPARTMENT is authorized to receive, hold, and return proposal guarantees on behalf of and in the name of the SPONSOR pursuant to the requirements enumerated in the DEPARTMENT's applicable "General Provisions for Construction of Airports."
 - g. In the event of the forfeiture of a proposal guaranty, in accordance with the DEPARTMENT's applicable "General Provisions for Construction of Airports," and upon receipt of a request from the SPONSOR, the DEPARTMENT will forward to the SPONSOR the forfeited proposal guaranty.
 - h. The DEPARTMENT is authorized to receive performance and lien bonds and certificates of insurance on behalf of and in the name of the SPONSOR pursuant to the requirements enumerated in the DEPARTMENT's applicable "General Provisions for Construction of Airports."
 - i. The SPONSOR, upon presentation of the contract documents by the DEPARTMENT, and subject to the possible implementation of the exceptions provided in paragraphs b and c above, will execute and return the appropriate documents on or before a date to be set by the DEPARTMENT in accordance with the DEPARTMENT's applicable "General Provisions for Construction of Airports."
 - j. Upon receipt of the executed contract documents from the SPONSOR, the DEPARTMENT will award the contract.
4. The DEPARTMENT is authorized by the SPONSOR, pursuant to this Contract, to approve subcontracts between the prime contractor and the subcontractor on behalf of the SPONSOR. Any such approvals will not be construed as a warranty of the subcontractor's qualifications, professional standing, ability to perform the work being subcontracted, or financial integrity.
5. Should termination of a construction contract pursuant to Section 80-09 of the DEPARTMENT's applicable "General Provisions for Construction of Airports" occur, the DEPARTMENT will be given immediate written notice by the SPONSOR.

- 6. Any changes to the PROJECT plans and specifications made after receipt of bids will require prior written approval from the DEPARTMENT and the FAA, if applicable. The SPONSOR or its representative may request such changes by initiating a contract modification to the construction contract in accordance with the "General Provisions for Construction of Airports" and the DEPARTMENT's "Project Engineer's Manual" for airport construction. Any contract modification determined to be significant by the DEPARTMENT will require a prior written amendment to this Contract.

In the event that during the course of PROJECT construction it becomes necessary to exceed estimated quantities of materials or labor, and it is not reasonable to obtain prior consent from the DEPARTMENT without interrupting an ongoing construction activity, the SPONSOR's on-site supervisor may approve such overruns and the DEPARTMENT may share in the costs of such overruns only if all of the following conditions are met:

- a. The construction, including such overruns, remains in conformity with the PROJECT plans and specifications as revised.
 - b. Such overruns do not exceed ten percent (10%) of that category within the PROJECT plans and specifications as revised.
 - c. The SPONSOR or its representative immediately notifies the DEPARTMENT of such overruns and the estimated costs thereof.
 - d. Such on-site approval is necessary for continuity in construction, and obtaining approval prior to proceeding would cause a material interruption in the PROJECT that would result in a significant increase in costs.
- 7. Any work or material that is determined by the DEPARTMENT not to be in conformity with the plans, specifications, and contract documents will be ineligible for reimbursement with federal and state participating funds or will be subject to a price adjustment approved by the DEPARTMENT and the FAA, if applicable.
 - 8. Upon completion of the work in each construction contract and acceptance thereof by the SPONSOR, the SPONSOR or its designated representative will give immediate written notice to the DEPARTMENT.
 - 9. The SPONSOR will operate and maintain in a safe and serviceable condition the airport and all facilities thereon and connected therewith that are necessary to serve the aeronautical users of the airport, other than facilities owned or controlled by the United States or the State of Michigan, for a period of twenty (20) years from the effective date of this Contract and will not permit any activity thereon that would interfere with its use for airport purposes,

provided, however, that nothing herein will be construed as requiring the maintenance, repair, restoration, or replacement of any structure or facility that is substantially damaged or destroyed due to any act of God or other condition or circumstance beyond the control of the SPONSOR.

The airport will be maintained in full operating condition on a year-round basis, in accordance with the general utility licensing requirements set forth by the Michigan Aeronautics Commission in its rules and regulations. During this period, the airport will not be abandoned or permanently closed without the express written permission of the DEPARTMENT.

- 10. Should the SPONSOR desire to abandon, close, sell, or otherwise divest itself of the airport or any portion thereof, the SPONSOR agrees to provide to the DEPARTMENT prior written notice of such intent giving the DEPARTMENT, for a period of one hundred eighty (180) days after receipt of such notice, a first right to purchase at fair market value the airport and all facilities thereon. Fair market value will be determined by an independent appraisal of such properties.

The notice of intent and first right to purchase will be provided via registered or certified mail, return receipt, postage prepaid, addressed to the Executive Administrator of the Office of Aeronautics, Michigan Department of Transportation.

- 11. The SPONSOR will, either by the acquisition and retention of easements or other interests in or rights for the use of land or airspace or by the adoption and enforcement of zoning regulations, prevent the construction, erection, alteration, and/or growth of any structure, tree, or other object in the approach areas of the runways of the airport that would constitute an obstruction to air navigation according to the criteria or standards prescribed in the FAA Advisory Circulars.
- 12. For a period of twenty (20) years, the SPONSOR will make the airport available as an airport for public use for all types, kinds, and classes of aeronautical use on fair and reasonable terms and without unjust discrimination. Rates charged to aeronautical users will be determined based on the cost to the SPONSOR of providing the facility. In any agreement, contract, lease, or other arrangement under which a right or privilege at the airport is granted to any person, firm, or corporation to conduct or engage in an approved non-aeronautical activity, the SPONSOR will charge fair market value for the right to conduct such activity. During this period, all revenues generated by the airport for aeronautical and non-aeronautical activities will be expended for the capital or operating costs of the airport, the local airport system, or other local facilities that are owned or operated by the SPONSOR and are directly and substantially related to the actual air transportation of passengers or property.

13. In any agreement, contract, lease, or other arrangement under which a right or privilege at the airport is granted to any person, firm, or corporation to conduct or engage in any aeronautical activity for furnishing services to the public at the airport, the SPONSOR will insert and enforce provisions requiring the contractor to:
 - a. Furnish said services on a fair, reasonable, and not unjustly discriminatory basis to all users thereof; and
 - b. Charge fair, reasonable, and not unjustly discriminatory prices for each unit or service, provided that the contractor may be allowed to make reasonable and nondiscriminatory discounts, rebates, or other similar types of price reductions to volume purchasers.

**APPENDIX A
PROHIBITION OF DISCRIMINATION IN STATE CONTRACTS**

In connection with the performance of work under this contract; the contractor agrees as follows:

1. In accordance with Public Act 453 of 1976 (Elliott-Larsen Civil Rights Act), the contractor shall not discriminate against an employee or applicant for employment with respect to hire, tenure, treatment, terms, conditions, or privileges of employment or a matter directly or indirectly related to employment because of race, color, religion, national origin, age, sex, height, weight, or marital status. A breach of this covenant will be regarded as a material breach of this contract. Further, in accordance with Public Act 220 of 1976 (Persons with Disabilities Civil Rights Act), as amended by Public Act 478 of 1980, the contractor shall not discriminate against any employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment or a matter directly or indirectly related to employment because of a disability that is unrelated to the individual's ability to perform the duties of a particular job or position. A breach of the above covenants will be regarded as a material breach of this contract.
2. The contractor hereby agrees that any and all subcontracts to this contract, whereby a portion of the work set forth in this contract is to be performed, shall contain a covenant the same as hereinabove set forth in Section 1 of this Appendix.
3. The contractor will take affirmative action to ensure that applicants for employment and employees are treated without regard to their race, color, religion, national origin, age, sex, height, weight, marital status, or any disability that is unrelated to the individual's ability to perform the duties of a particular job or position. Such action shall include, but not be limited to, the following: employment; treatment; upgrading; demotion or transfer; recruitment; advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.
4. The contractor shall, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, national origin, age, sex, height, weight, marital status, or disability that is unrelated to the individual's ability to perform the duties of a particular job or position.
5. The contractor or its collective bargaining representative shall send to each labor union or representative of workers with which the contractor has a collective bargaining agreement or other contract or understanding a notice advising such labor union or workers' representative of the contractor's commitments under this Appendix.
6. The contractor shall comply with all relevant published rules, regulations, directives, and orders of the Michigan Civil Rights Commission that may be in effect prior to the taking of bids for any individual state project.

7. The contractor shall furnish and file compliance reports within such time and upon such forms as provided by the Michigan Civil Rights Commission; said forms may also elicit information as to the practices, policies, program, and employment statistics of each subcontractor, as well as the contractor itself, and said contractor shall permit access to the contractor's books, records, and accounts by the Michigan Civil Rights Commission and/or its agent for the purposes of investigation to ascertain compliance under this contract and relevant rules, regulations, and orders of the Michigan Civil Rights Commission.

8. In the event that the Michigan Civil Rights Commission finds, after a hearing held pursuant to its rules, that a contractor has not complied with the contractual obligations under this contract, the Michigan Civil Rights Commission may, as a part of its order based upon such findings, certify said findings to the State Administrative Board of the State of Michigan, which State Administrative Board may order the cancellation of the contract found to have been violated and/or declare the contractor ineligible for future contracts with the state and its political and civil subdivisions, departments, and officers, including the governing boards of institutions of higher education, until the contractor complies with said order of the Michigan Civil Rights Commission. Notice of said declaration of future ineligibility may be given to any or all of the persons with whom the contractor is declared ineligible to contract as a contracting party in future contracts. In any case before the Michigan Civil Rights Commission in which cancellation of an existing contract is a possibility, the contracting agency shall be notified of such possible remedy and shall be given the option by the Michigan Civil Rights Commission to participate in such proceedings.

9. The contractor shall include or incorporate by reference, the provisions of the foregoing paragraphs (1) through (8) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Michigan Civil Rights Commission; all subcontracts and purchase orders will also state that said provisions will be binding upon each subcontractor or supplier.

Revised June 2011

Appendix B
(Aeronautics)

CIVIL RIGHTS ACT OF 1964, TITLE VI - 49 CFR PART 21
CONTRACTUAL REQUIREMENTS

During the performance of this contract, the contractor, for itself, its assignees and successors in interest (hereinafter referred to as the "contractor") agrees as follows:

1. **Compliance with Regulations.** The contractor will comply with the Regulations relative to nondiscrimination in federally assisted programs of the Department of Transportation (hereinafter "DOT") Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this contract.
2. **Nondiscrimination.** The contractor, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurement of materials and leases of equipment. The contractor will not participate either directly or indirectly in the discrimination prohibited by section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulations.
3. **Solicitation for Subcontracts, Including Procurement of Materials and Equipment.** In all solicitations either by competitive bidding or negotiation made by the contractor for work to be performed under a subcontract, including procurement of materials of leases of equipment, each potential subcontractor or supplier will be notified by the contractor of the contractor's obligations under this contract and the Regulations relative to nondiscrimination on the grounds of race, color, or national origin.
4. **Information and Reports.** The contractor will provide all information and reports required by the Regulations or directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Sponsor or the Federal Aviation Administration (FAA) to be pertinent to ascertain compliance with such Regulations, orders, and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish this information, the contractor will so certify to the sponsor of the FAA, as appropriate, and will set forth what efforts it has made to obtain the information.
5. **Sanctions for Noncompliance.** In the event of the contractor's noncompliance with the nondiscrimination provisions of this contract, the sponsor will impose such contract sanctions as it or the FAA may determine to be appropriate, including, but not limited to:

- a. Withholding of payments to the contractor under the contract until the contractor complies, and/or
 - b. Cancellation, termination, or suspension of the contract, in whole or in part.
6. **Incorporation of Provisions.** The contractor will include the provisions of paragraphs 1 through 5 in every subcontract, including procurement of materials and leases of equipment, unless exempt by the Regulations or directive issued pursuant thereto. The contractor will take such action with respect to any subcontract or procurement as the sponsor or the FAA may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, however, that in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the contractor may request the Sponsor to enter into such litigation to protect the interests of the sponsor and, in addition, the contractor may request the United States to enter into such litigation to protect the interests of the United States.

H-2

ATTACHMENT "E"

Scope of Work/Services Snow Removal Equipment Building Expansion & Sand Storage Construction Construction Phase Services Manistee County Blacker Airport

General

The project includes Construction Phase (2) services listed in Article 1 of the Contract as amended in "Construction Phase Scope of Work".

Construction Phase Scope of Work

Professional services fees are based on a construction schedule of 100 calendar days as stated in the contract documents. Fees are further based on the following:

Task 1 – Administration

1. General project administration
2. Contract document processing
3. Pay Applications
4. Weekly Inspection reports.

Task 2 – Meetings

1. Attend and conduct pre-construction, punch-list, and final inspection meeting.
2. Attend and conduct bi-weekly progress meetings.

Task 3 – Construction Staking

1. Provide initial control and project layout.

Task 4 – Materials Testing / Field Testing

1. Contractor is required to provide field and materials testing by independent lab.
2. Consultant shall review and process testing documentation.

Task 5 – Supplemental Services

1. Supplemental Planning
2. Foundation design modifications to provide for Contractor's building design.

Task 6 – Office Coordination

1. Contractor coordination
2. Processing of requests for information and submittals

Task 7 – Field Observation (limited)

1. General field observation will be accomplished during progress meetings.
2. Milestone field observation to be completed for building foundations and site paving, as well as architectural, mechanical, and electrical (by subconsultant).

Task 8 – Project Closeout

1. Preparation of electronic final submission report as described in MDOT Project Final Closeout Checklist distributed by email on Nov. 17, 2011 and modified as shown below:
 - a. Environmental clearance
 - b. Airspace info/safety phasing plan comments
 - c. Federal grant (primary sites)
 - d. Consultant agreements
 - e. Sub-consultant agreements
 - f. Pre-construction meeting minutes & attendance sheet
 - g. Material certifications
 - h. Shop drawings/catalog cuts
 - i. Project progress schedule
 - j. Test reports
 - k. Processing of Pay Applications
 - l. Record of contract time (including start & completion dates)
 - m. Stop/Start orders
 - n. Post Certification of Sub-Contract Compliance
 - o. Sponsor acceptance
 - p. Final inspection notes/attendance sheet/punch list
 - q. Important correspondence (as determined by the Engineer at the time of report creation)*
 - r. Engineer's estimate
 - s. Notice to proceed
 - t. Estimates/Contract Modifications
 - u. Any items important to the project (as determined by the Engineer at the time of report creation)*

* indicates modification to item from MDOT checklist.
2. Submittal of paper copy record plans to MDOT and Sponsor
3. Electronic submission of Airport Layout Plan updated for this project.

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Prein&Newhof

COST PRICE ANALYSIS ATTACHMENT "C"

PREIN & NEWHOF
3355 EVERGREEN DRIVE, NE
GRAND RAPIDS, MI 49525

DATE: June 11, 2013
Manistee County Blacker Airport
Manistee, MI

P&N Job No. 2120582

Snow Removal Equipment Building Expansion & Sand Storage Construction - Construction Phase

I. LABOR COST	RATE PER HOUR	OVERHEAD PER HOUR (179.7%)	TOTAL HOUR COST	ESTIMATED HOURS	TOTAL ESTIMATED COST
SENIOR PROJECT MANAGER	\$ 38.00	\$ 68.29	\$ 106.29	228	\$ 24,233.21
SENIOR ENGINEER	\$ 33.00	\$ 59.30	\$ 92.30	120	\$ 11,076.12
SENIOR CADD TECHNICIAN	\$ 36.00	\$ 64.69	\$ 100.69	0	\$ -
SENIOR SURVEYOR	\$ 38.00	\$ 68.29	\$ 106.29	4	\$ 425.14
SURVEYOR	\$ 26.00	\$ 46.72	\$ 72.72	16	\$ 1,163.55
OFFICE TECHNICIAN	\$ 20.00	\$ 35.94	\$ 55.94	20	\$ 1,118.80
TOTAL LABOR COST:					\$ 38,016.82
II. FIXED FEE (11% OF TOTAL LABOR COST)					\$ 4,181.85
III. OTHER DIRECT COST:					
A. MILEAGE:	2700	MILES @ \$	0.60 / MILE		\$ 1,620.00
B. TRAVEL:	6	DAYS @ \$	120.00 / DAY		\$ 720.00
C. PRINTING:					
24"x 36" BLUE/BLACKLINE COPIES:	40	SHEETS @ \$	2.00 / SHEET		\$ 80.00
8.5" x 11" BLACKLINE COPIES:	1,000	SHEETS @ \$	0.15 / SHEET		\$ 150.00
8.5" x 11" COLOR COPIES:		SHEETS @ \$	0.50 / SHEET		\$ -
11" x 17" BLACKLINE COPIES:	40	SHEETS @ \$	0.30 / SHEET		\$ 12.00
11" x 17" COLOR COPIES:		SHEETS @ \$	1.00 / SHEET		\$ -
DATA TRANSFER TO CD'S:	1	DISKS @ \$	30.00 / DISK		\$ 30.00
MATERIALS	1	LS @ \$	224.33		\$ 224.33
TOTAL ESTIMATED DIRECT COST:					\$ 2,836.33
Outside Services					
Century A&E					\$ 13,965.00
TOTAL ESTIMATED FEES:					\$ 59,000.00

EXHIBIT C-1 Prein&Newhof Detailed Time and Expense Estimate
Project Name Snow Removal Equipment Building Expansion & Sand Storage Construction - Construction Phase

Task #	Task Description	HOURS BY LABOR CATEGORY							Sub-Task HOURS	Sub-Task LABOR
		Senior Project Manager	Senior Engineer	Senior CADD Technician	Senior Surveyor	Surveyor	Office Technician	Hourly Rate-->		
		\$ 101.91	\$ 88.50	\$ 96.55	\$ 101.91	\$ 69.73	\$ 53.64			
	Task List									
1	Admin								\$ -	
	Buy American	8						8	\$ 815	
	Pay Apps	10						10	\$ 1,019	
	Project Management	16						16	\$ 1,631	
	Weekly Inspection Reports	16						16	\$ 1,631	
2	Meetings								\$ -	
	Preconstruction	16						16	\$ 1,631	
	Progress (bi-weekly)	68						68	\$ 6,930	
	Punchlist	10						10	\$ 1,019	
	Final	10						10	\$ 1,019	
3	Survey				4	16		20	\$ 1,523	
4	Materials Testing								\$ -	
5	Supplemental Services								\$ -	
	Supplemental Planning	12	12				4	28	\$ 2,499	
	Supplemental Engineering	10	24				8	42	\$ 3,572	
									\$ -	
6	Office Coordination								\$ -	
	Submittals	8	8					16	\$ 1,523	
	RFIs	4	8					12	\$ 1,116	
	Contractor coordination	20						20	\$ 2,038	
7	Field Observation								\$ -	
	Foundations		30					30	\$ 2,655	
	Paving		10					10	\$ 885	
									\$ -	
8	Project Closeout								\$ -	
	Report	16	4				8	28	\$ 2,414	
	As-Builts	4	16					20	\$ 1,824	
	ALP Update		8					8	\$ 708	
									\$ -	
		Hours	228	120	-	4	16	20	388	
	Target Budget	Dollars	\$23,235	\$10,620	\$0	\$408	\$1,116	\$1,073	\$ 36,452	

5-H

H-6

Nelesen, Bob

From: Matthew Tipping <mtipping@centuryae.com>
Sent: Wednesday, June 05, 2013 7:29 AM
To: Nelesen, Bob
Cc: Jannet Muizelaar
Subject: Blacker Airport SRE Building Expansion - Const. Phase Support Proposal

Bob:

Based on our conversation about Century A&E's involvement in the construction phase portion of this project, Here is what I am proposing for our scope of work:

SCOPE OF WORK:

1. Attend the Preconstruction Meeting at the airport (just me)
2. Attend two progress meetings (TBD – I will attend)
3. Site visits to observe the quality of work and adherence to the design documents
 - a. Assuming one for architect, mechanical (electrical included above in item 2)
4. Final site inspection at substantial completion – Arch, Mech & Elect.
5. Review submittals related to Arch & MEP.
6. Assist P&N with evaluation of contractor proposed design modifications & answering contractor RFIs.
7. Assist P&N with review pay applications as necessary
8. Develop a punch list at project substantial completion for A & MEP items
9. Update drawings with contractor field redline as-built set.

Fee: \$13,965.00 T&M NTE.

Regards,

Matthew A. Tipping, P.E.
Partner / Senior Electrical Engineer

CENTURY A&E
Facilities Design

277 Crahen Avenue NE
Grand Rapids, Michigan 49525
616.456.5227 - T
616.456.5228 - F
mtipping@centuryae.com
www.centuryae.com

From: Nelesen, Bob [<mailto:bnelesen@preinnewhof.com>]
Sent: Tuesday, June 04, 2013 10:22 AM
To: Matthew Tipping
Subject: Manistee SREB CA SOW

Matt,

H-7

CENTURY A&E

Facilities Design

COST PRICE ANALYSIS

ATTACHMENT "C2"

FIRM
ADDRESS
CITY, STATE ZIP

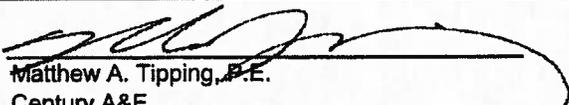
DATE: June 7, 2013
Manistee County Blacker Airport
Manistee, MI

P&N Job No. 2120582
Sub Job No. PNG074

Snow Removal Equipment Building Expansion & Sand Storage Construction - Construction Phase

I. LABOR COST	RATE PER HOUR	OVERHEAD PER HOUR	TOTAL HOUR COST	ESTIMATED HOURS	TOTAL ESTIMATED COST
Full Time (*)		1.5			
Contract Employee (**)		0.6			
Principal		\$0.00	\$0.00		\$ -
Senior Project Manager*	\$41.21	\$61.82	\$103.03	22	\$ 2,266.55
Architect**	\$50.00	\$30.00	\$80.00	37	\$ 2,960.00
Mechanical*	\$40.59	\$60.89	\$101.48	31	\$ 3,145.73
Senior Electrical*	\$41.21	\$61.82	\$103.03	31	\$ 3,193.78
Senior CADD Technician*	\$27.12	\$40.68	\$67.80	5	\$ 339.00
					\$ -
					\$ -
TOTAL LABOR COST:					\$ 11,905.05
II. FIXED FEE (11% OF TOTAL LABOR COST)					\$ 1,309.56
III. OTHER DIRECT COST:					
A. MILEAGE:	1330	MILES @ \$	0.565 / MILE		\$ 751.45
B. TRAVEL:		DAYS @	/ DAY		\$ -
C. PRINTING: 24"x 36" MYLAR:		SHEETS @	/ SHEET		\$ -
24"x 36" BLUE/BLACKLINE COPIES:		SHEETS @	/ SHEET		\$ -
8.5" x 11" BLACKLINE COPIES:		SHEETS @	/ SHEET		\$ -
8.5" x 11" COLOR COPIES:		SHEETS @	/ SHEET		\$ -
11" x 17" BLACKLINE COPIES:		SHEETS @	/ SHEET		\$ -
11" x 17" COLOR COPIES:		SHEETS @	/ SHEET		\$ -
DATA TRANSFER TO CD'S:		DISKS @	/ DISK		\$ -
TOTAL ESTIMATED DIRECT COST:					\$ 751.45
Outside Services					\$ -
TOTAL ESTIMATED FEES:					\$ 13,966.06

AUTHORIZED BY:


Matthew A. Tipping, P.E.
Century A&E

6/10/2013
Date

H-9

MICHIGAN DEPARTMENT OF TRANSPORTATION
OFFICE OF AERONAUTICS

PROFESSIONAL SERVICES AGREEMENT APPROVAL

Date: 7/18/13	Airport: Manistee County Blacker Airport
To: Project File	Location: Manistee, MI
From: Project Management	Project No.: 3-26-0059-0513
Contract No.: FM-51-01-C61 & C62	Item No.:
Job Number:	Amendment No.: 1
Subject: Approval of consultant agreement	
Work Description: Snow Removal Equipment Building Expansion and Sand Storage Construction.	

Consultant: Prein & Newhof	
Agreement Amount: \$ \$59,000.00	Estimated Construction Cost: \$ \$391,383.00

PHASE	COST	L.S. OR COST	PROGRAM
Preliminary	\$	\$ <input type="checkbox"/> <input type="checkbox"/>	AIP <input checked="" type="checkbox"/>
Design	\$	\$ <input type="checkbox"/> <input type="checkbox"/>	S/L <input type="checkbox"/>
Construction	\$ 59,000.00	\$ <input checked="" type="checkbox"/> <input type="checkbox"/>	
Property Survey	\$	\$ <input type="checkbox"/> <input type="checkbox"/>	

The referenced agreement includes all mandatory clauses per FAA APP-510 Contract Writing Program through Version 2, dated 04/23/90. An independent cost analysis has been performed. The cost was found to be reasonable for the services to be provided.

This agreement is recommended to be approved for state and federal participation subject to the following conditions.

--

Brett D. B.
Project Manager, Project Management Unit

The referenced agreement is approved for state participation when a sponsor contract has been executed by the sponsor and MDOT and the Federal grant has been executed. This agreement is recommended for federal participation at such time as appropriate grants are executed with the airport sponsor and rates of participation established.

RWS
DBE Liaison

Carl Aldrich
Supervisor, Project Management Unit



U.S. Department
of Transportation
**Federal Aviation
Administration**

APPENDIX I

**Detroit Airports District Office
11677 South Wayne Road
Suite 107
Romulus, MI 48174**

September 25, 2013

The Honorable Jim Krolczyk, Chair
Manistee County Board of Commissioners
415 Third Street
Manistee, MI 49660

Dear Commissioner Krolczyk:

**Manistee County – Blacker Airport, Manistee, Michigan
Airport Sponsorship**

Approximately one month ago, the Federal Aviation Administration (FAA) learned Manistee County (the county) had transferred their interest in the airport property to the Manistee Blacker Airport Authority. In order to receive federal financial assistance for airport development under the Airport Improvement Program (AIP), an eligible airport sponsor must hold good title to the property or give assurance to the Secretary that good title will be acquired.

Title 49 U.S.C., Section 47106(b)(1) and Grant Assurance 4, *Good Title* states:

no project grant application for airport development may be approved by the Secretary until the Secretary is satisfied that the sponsor, a public agency, or the United States Government holds good title to the areas of the airport used or intended to be used for the landing, taking off, or surface maneuvering of aircraft, or gives assurance to the Secretary that good title will be acquired.

In the interim, the State of Michigan (MDOT) agreed to act as a co-sponsor on the grant recently issued, while the County works to resolve this sponsorship issue. In order for the airport to remain eligible for AIP funding, the FAA must receive confirmation of the County's re-acquisition of this property by March 31, 2014. If the County wishes to pursue transferring sponsorship of the airport to another eligible sponsor, please notify the Detroit Airports District Office of this intent by October 25, 2013. A transfer of airport sponsorship will require the intended sponsor to submit documentation necessary for the FAA to complete an eligibility assessment. If the transfer of sponsorship is the County's intent, this documentation must be submitted to the Detroit Airports District Office no later than December 31, 2013.

Should you have any questions please contact me at 734-229-2900.

Sincerely,

John L. Mayfield Jr.
Manager
Detroit Airports District Office

cc: Mike Trout, MDOT Aeronautics
Paul Schulert, Manistee County Airport Authority
Barry Lind, MBL Airport Director



APPENDIX J

RICK SCHNIDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF TRANSPORTATION
LANSING

KIRK T. SEUDLE
DIRECTOR

October 14, 2013

Barry Lind, Airport Manager
Manistee County Blacker Airport
2323 Airport Road
Manistee, MI 49660

Subject: Manistee County Blacker Airport
Contract No. FM 51-01-C67
Concurrence of Recommendation to Award

Dear Mr. Lind,

The Airports Division has reviewed the documentation submitted by Prein & Newhof on October 9, 2013 and concurs with the recommendation to award the contract as follows:

Project Description: Airfield Sign Panels
Contractor: J. Ranck Electric Inc.
Amount: \$4,400

This concurrence is contingent upon the Buy American Certificate either being satisfied as described in the original contract documents or by obtaining a waiver.

No payments will be made until MDOT has an executed sponsor contract in place. If you have any questions, feel free to contact me at (517) 335-9712.

Sincerely,

Brett Whitmore, Project Manager
Project Management Unit
Airports Division

CC: Bob Nelesen, Prein & Newhof

J-2

Prein&Newhof
Engineers ■ Surveyors ■ Environmental ■ Laboratories

October 9, 2013
New Airfield Signage Panels
P&N No.: 2120582

Mr. Barry Lind
Airport Manager
Manistee County Blacker Airport
2323 Airport Road
Manistee, MI 49660

RE: Bid Tabulation / Recommendation to Award

Dear Mr. Lind:

Please find enclosed for your use the bid tabulation for the subject small purchase procurement project. The contractor, J. Ranck Electric Inc., is low bidder in the amount of \$4,400.00. This amount is within the project budget. Accordingly, we recommend awarding the project to J. Ranck Electric Inc.

If you have any questions, please contact our office.

Sincerely,

Prein&Newhof



Robert J. Nelesen, P.E.

Enclosures: Project Bid Tabulation

c: Brett Whitmore – MDOT Aero

Bid Tabulation

Project:				1st	2nd	3rd	4th				
Manistee County Blacker Airport				Engineer's Estimate	J. Reink Electric Inc. 1993 Guizer Parkway Mt. Pleasant, MI 48858	A. J. Lutz Electric Inc. 1961 Pine Ridge Drive Kalamazoo, MI 49001	Lundquist Electric Inc. 2150 E. Grandville Dr., Suite A Whitefish, MI 49881				
Project Title: New Airfield Signage Panels											
Bid Date & Time: 10-07-2013 @ 11:59PM				Project #: 2120582							
Item No.	Description	Quantity	Unit	Unit Price	Total Amount	Unit Price	Total Amount	Unit Price	Total Amount	Unit Price	Total Amount
1	New Airfield Signage Panels	1.0	LS	\$5,000.00	\$5,000.00	\$1,700.00	\$1,700.00	\$1,700.00	\$4,700.00	\$5,450.00	\$5,450.00
Total Bid					\$5,000.00		\$1,700.00		\$4,700.00		\$5,450.00

* Denotes correction made by Engineer

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