



Polk County Aviation Authority Meeting

Thursday, April 10, 2025

5:00 PM

**Ankeny Regional Airport - Corporate/Terminal Hangar Building
3700 SE Convenience Blvd, Ankeny, Iowa**

INSTRUCTIONS TO JOIN ELECTRONIC MEETING:

Please join using this link:

<https://zoom.us/j/98294550961?pwd=MzdjTERQR1Y1SVNWOGhxWFd1b2FRUT09>

Or dial: +13126266799 Meeting ID: 982 9455 0961 Passcode: 5678

A. ROLL CALL

B. APPROVAL OF AGENDA

1. Consider motion to approve and accept the April 10, 2025 agenda without amendment.

C. PUBLIC FORUM

D. PUBLIC HEARING

1. PH 2025-02 Revised FY 2024-2025 Budget and the Proposed FY 2025-2026 Budget

Consider motion to close Public Hearing 2025-02.

Consider motion to adopt RESOLUTION approving the revised FY 2024-2025 Budget and the proposed FY 2025-2026 Budget.

2. PH 2025-03 Proposed Reconstruct Airport Entrance Roundabout and Terminal Parking Lot Project

Action D1-1. Consider motion to close Public Hearing 2025-03.

Action D1-2. Consider motion to receive and file bids received on April 1, 2025.

Action D1-3. Consider motion to adopt RESOLUTION awarding the construction contract to Jensen Builders, Ltd of Des Moines, Iowa, with a total of \$492,313.12 for the construction contract for the Reconstruct Airport Entrance Roundabout and Terminal Parking Lot Project.

E. FBO REPORTS

- Fuel Report
- Inspection Report
- Hangar tenant waiting list report
- Tenant concerns and response report

1. FBO Report & Waiting List

F. FINANCE / BUDGET REPORTS

G. CONSENT AGENDA ITEMS

CA - 1. Consider motion to approve the March 6, 2025 minutes.

CA - 2. Consider motion to adopt **RESOLUTION** authorizing the execution of a Farm Lease with Dennis Miller.

CA - 3. Consider motion to approve Task Order One-Payment #6 in the amount of \$1,582.91 to HDR Engineering, Inc. for services that include Professional Consulting Services.

CA - 4. Consider motion to approve Payment #29 in the amount of \$772.50 to McClure Engineering Company for services that include General On-Call Engineering Services.

CA - 5. Consider motion to approve Payment #16 in the amount of \$13,729.00 to McClure Engineering Company for services that includes Design & Bidding to Reconstruct Runway 18/36.

CA - 6. Consider motion to approve Payment #5 in the amount of \$12,995.65 to McClure Engineering Company for Site Work & Vertical Infrastructure – Phase 2 – Design and Bidding for the North Property Line Box Hangars.

CA - 7. Consider motion to approve Payment #6 in the amount of \$27,709.00 to McClure Engineering Company for Extend Runway 18: Design and Bidding Services.

CA - 8. Consider motion to approve Payment #4 in the amount of \$18,535.50 to McClure Engineering Company for the Reconstruct Airport Entrance Roundabout and Terminal Building Parking Lot project.

CA - 9. Consider motion to approve Bills and Transfer of Necessary Funds in the amount of \$203,874.64

CA - 10. Consider motion to approve April 2025 Financial Reports.

• APPROVAL OF CONSENT AGENDA ITEMS

1. Consent Agenda Items CA-1 through CA-10.

Consider motion to approve the recommendations for Consent Agenda Items CA-1 through CA-10.

H. REMOVED CONSENT AGENDA ITEMS:

I. OLD BUSINESS

J. NEW BUSINESS

1. Consider motion to approve the construction plans for Phase 2 of the State of Iowa - Department of Public Services Hangar on a portion of Phase 3 of the Taxiway D Hangar Development at the Ankeny Regional Airport.
2. Consider motion to adopt **RESOLUTION** authorizing the renewal of the Disadvantaged Business Enterprise Policy utilized on federally-funded Airport Capital Improvement Projects at the Ankeny Regional Airport for the years 2025 through 2027.
3. Consider motion to approve a proposal from Wood Roofing and Sheet Metal in the amount of \$21,660.00 for completing the T-Hangars Gutter Replacement Project - Phase 2 at the Ankeny Regional Airport.
4. Consider motion to approve a proposal from Van Maanen Electric, Inc. in the amount of \$2,130.00 to provide the labor and equipment needed to replace 15 wall-pack light fixtures on the outside of the tee hangar buildings.
5. Consider a motion to approve a proposal from Van Maanen Electric Inc. in an amount not to exceed \$2,080.00 to provide labor, materials and equipment to diagnose and repair the lighting circuit for the windsock lights.
6. Consider motion to adopt **RESOLUTION** authorizing the execution of Task Order No. 12 for construction administration services with McClure Engineering for the Rehabilitate Terminal Building Entrance and Parking Lot Project.
7. Consider motion to approve Change Order No. 1 with Eagle Sign Company increasing the contract amount by \$9,641.13 for an additional sign logo, additional landscaping and the beacon electrical hookup on the Construct Monument Signs Project.
8. Consider motion to adopt a **RESOLUTION** authorizing the application of a Federal Assistance Grant to partially finance the Reconstruct Airport Entrance Roundabout and Terminal Building Parking Lot Project (AIP GRANT No. 3-19-0132-034 BIL-AIG).

K. REPORTS

1. Engineering Report

- a. Runway 18/36 Extension Project - Include as a Bid Alternate with the Runway Reconstruction Project.
- b. North Box Hangars Phase 2 Project - Construction Schedule.

2. Staff Report

- a. 2026 Tee Hangar Lease Document - Proposed Revisions for Review

- b. Consider New Taxiway Designations as part of the Runway 18/36 Reconstruction.
- c. Televising Inspection of Storm Sewer Pipes under Pavement Dip on Runway 4/22.
- d. 2026 PCAA Maintenance Building Project - Schedule for Iowa DOT Grant Application
- e. May 2025 DC Partnership Trip - Airport Brochure.
- f. Runway 18/36 Extension - Status of Federal Funding Earmark.
- g. Goodyear Blimp - Possible Overnight Stay on June 24, 2025

3. Legal Counsel Report

4. Board Report

5. Chair Report

L. ADJOURNMENT

[MEET_FOOT]

PUBLIC HEARING 2025-02

5:00 P.M.

APRIL 10, 2025

**REVISED FY 2024-2025 BUDGET
AND THE PROPOSED FY 2025-2026 BUDGET FOR THE
POLK COUNTY AVIATION AUTHORITY**

Chairperson Jeff Wangsness:

“This is the time and place for a public hearing on the revised FY 2024-2025 Budget and the proposed FY 2025-2026 Budget.

Notice of this hearing was published in the Des Moines Register on March 28, 2025.”

ASK IF THERE IS ANYONE PRESENT WHO WISHES TO BE HEARD FOR OR AGAINST
THE PROPOSED BUDGETS?

After any comments from the audience, Chairperson states: “We need to take the following actions”

1. Consider **MOTION** to close Public Hearing 2025-02.
2. Consider **MOTION** to adopt Resolution approving the revised FY 2024-2025 Budget and the proposed FY 2025-2026 Budget.

RESOLUTION

RESOLUTION APPROVING THE REVISED FY 2024-2025 BUDGET AND THE PROPOSED FY 2025-2026 BUDGET

WHEREAS, the Polk County Aviation Authority (PCAA) is responsible to plan and prepare an annual budget; and

WHEREAS, as per Section 401.2 of the PCAA Board Policies, it is necessary to hold a Public Hearing to review and approve an annual budget; and

WHEREAS, the notice of Public Hearing was published in the Des Moines Register on March 28, 2025, in accordance with the Code of Iowa; and

WHEREAS, a Public Hearing regarding the PCAA revised FY 2024-2025 Budget and proposed FY 2025-2026 Budget, copies of which are hereto attached, was held at the regularly scheduled meeting of the Polk County Aviation Authority on Thursday, April 10, 2025.

NOW, THEREFORE, BE IT RESOLVED that the Polk County Aviation Authority hereby adopts the revised FY 2024-2025 Budget and proposed FY 2025-2026 Budget as presented; and

BE IT FURTHER RESOLVED that the Polk County Aviation Authority authorizes the administrative staff to take the appropriate steps to certify and provide a copy of the adopted budgets to each member municipality.

Passed and approved this 10th day of April, 2025.

Jeff Wangsness, Chairperson

ATTEST:

Diane Klemme, Recording Secretary

**Polk County Aviation Authority
Budget Document**

Polk County Aviation Authority		FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Adopted Budget	Revised FY 2025	Proposed FY 2026
TOTAL BEGINNING EQUITY		2,584,676	4,755,280	5,927,361	5,165,865	5,592,858	5,555,026
REVENUE							
MEMBER GOVERNMENT ASSESSMENTS	400	995,739	1,263,745	1,326,932	1,366,740	1,366,740	1,407,742
LEASE AND LICENSE FEE INCOME	401	201,755	212,680	228,702	249,000	213,000	135,000
INVESTMENT INCOME	402	5,979	111,349	282,039	139,000	218,000	181,000
FUEL FEE INCOME	403	51,295	52,371	43,702	49,000	53,000	49,000
INTEREST INCOME	404	16,515	18,690	14,405	-	-	-
OTHER REVENUE	407	2,632,370	226,650	100	-	6,206	-
FAA GRANT REIMBURSEMENT	504	59,000	-	224,283	14,658,417	10,200,010	12,861,175
STATE GRANT REIMBURSEMENT	505	312,682	-	565,200	350,000	611,923	400,000
TOTAL REVENUES		4,275,335	1,885,485	2,685,363	16,812,157	12,668,879	15,033,917
EXPENSES							
OFFSITE MANAGEMENT SERVICES	601	29,102	42,876	70,349	75,700	75,700	80,100
POSTAGE AND OFFICE SUPPLIES	602	562	1,325	1,516	1,300	1,800	1,900
ONSITE MANAGEMENT SERVICES	603	60,000	60,000	60,000	60,000	284,452	187,547
CONSULTING AND MANAGEMENT	604	-	-	11,835	-	9,651	-
FINANCIAL SERVICES	609	45	24	8	-	-	-
ADVERTISING AND PROMOTION	610	257	227	264	700	700	700
PUBLICATIONS	611	1,676	1,714	1,627	2,300	2,300	2,400
CONFERENCES AND SEMINARS	612	350	858	2,406	4,000	4,000	4,000
LEGAL SERVICES	613	20,685	14,040	20,390	24,000	32,000	34,000
AUDIT SERVICES	614	10,175	10,675	11,175	16,100	12,100	17,500
GENERAL INSURANCE	616	6,849	6,435	7,843	8,700	8,400	8,700
PROPERTY INSURANCE	617	35,506	35,066	38,518	46,000	50,700	61,000
PUBLIC OFFICIALS INSURANCE	618	1,460	1,402	1,467	1,600	3,000	3,600
MINOR EQUIPMENT	620	-	6,575	-	-	1,882	-
SNOW REMOVAL AND MOWING	630	59,292	89,550	87,557	106,000	108,000	108,000
REPAIRS & MAINTENANCE (General)	631	66,035	81,142	165,612	115,000	115,000	123,000
UTILITIES	640	5,049	5,915	5,566	7,600	6,000	6,600
AIRPORT PLANNING AND ENGINEERING	644	47,307	42,934	32,847	63,000	60,000	63,000
MISCELLANEOUS	645	92	-	-	100	100	100
NORTH PROPERTY LINE BOX HANGARS	703	-	103,794	1,366,478	1,264,350	944,473	-
MAINTENANCE STORAGE FACILITY	704	-	-	-	-	-	1,774,000
EXTEND RUNWAY 18	718	-	-	-	-	574,446	4,845,600
SOUTH TERMINAL TEE HANGARS	720	-	-	-	50,000	-	-
TAXIWAY D ACCESS ROAD AND UTILITIES	721	873,366	40,319	247,453	-	491,610	-
TAXIWAY REHAB AND RECONSTRUCTION	723	4,737	-	-	-	-	-
SOUTH CORPORATE TERMINAL	725	-	-	-	-	60,000	-
PROTECT RUNWAY 18 LAND ACQUISITION	726	6,675	-	-	-	-	-
SE CONVENIENCE BOULEVARD EXTENSION	728	4,111	-	-	-	-	-
RECONSTRUCT RUNWAY 18/36	729	27,400	168,533	788,273	14,737,130	9,044,474	8,092,500
AIRPORT SIGNING AND ENTRY IMPROVEMENTS	730	-	-	13,226	-	99,380	-
TERMINAL BUILDING ELEVATOR/LOBBY ADDITION	734	-	-	-	600,000	-	600,000
REMOVE AND REPLACE PAVEMENT	736	-	-	-	1,108,000	694,882	-
T-HANGAR GUTTER REPLACEMENT	738	-	-	85,456	-	21,660	-
TOTAL EXPENSES		1,260,731	713,404	3,019,866	18,291,580	12,706,710	16,014,247
DEBT SERVICE							
BOND/LOAN PRINCIPAL	660	844,000	-	-	-	-	-
TOTAL DEBT SERVICE		844,000	-	-	-	-	-
TOTAL CHANGE IN NET ASSETS		2,170,604	1,172,081	(334,503)	(1,479,423)	(37,832)	(980,330)
TOTAL ENDING EQUITY		4,755,280	5,927,361	5,592,858	3,686,442	5,555,026	4,574,696

PUBLIC HEARING 2025-03

5:00 P.M.

APRIL 10, 2025

**RECONSTRUCT AIRPORT ENTRANCE ROUNDABOUT AND
TERMINAL PARKING LOT PROJECT**

Chairperson Wangsness

“This is the time and place for a public hearing on the matter of the adoption of plans, specifications, form of contract and opinion of probable costs for the construction of certain public improvements described as the Reconstruct Airport Entrance Roundabout and Terminal Parking Lot project”.

Notice of this hearing was published in the Des Moines Register on March 28, 2025.

REPORT ON BIDS RECEIVED April 1, 10:30 A.M.

ASK IF THERE IS ANYONE PRESENT WHO WISHES TO BE HEARD FOR OR AGAINST THE PROPOSED PROJECT?

After any comments from the audience, Chairperson states: “We need to take the following actions”

1. Consider **MOTION** to close Public Hearing 2025-03.
2. Consider **MOTION** to receive and file report of bids received on April 1, 2025.
3. Consider **MOTION** to adopt **RESOLUTION** awarding the contract to Jensen Builders, Ltd of Des Moines, Iowa, with a total of \$492,313.12 for the construction contract for the Reconstruct Airport Entrance Roundabout and Terminal Parking Lot project.

RESOLUTION NO. 2025-

RESOLUTION AWARDING THE CONSTRUCTION CONTRACT TO JENSEN BUILDERS, LTD OF DES MOINES, IOWA, WITH A TOTAL OF \$492,313.12 FOR THE CONSTRUCTION CONTRACT FOR THE RECONSTRUCT AIRPORT ENTRANCE ROUNDABOUT AND TERMINAL PARKING LOT PROJECT

WHEREAS, at their March 6, 2025 meeting, the Polk County Aviation Authority authorized staff to publish a notice for a April 1, 2025 bid letting and to advertise and publish a notice to conduct a public hearing for the award of the construction contract for the Reconstruct Airport Entrance Roundabout and Terminal Parking Lot Project at the Ankeny Regional Airport, and

WHEREAS, the project engineers, McClure Engineers, have prepared the contract documents (plans, specifications and form of contract) and engineer's estimate for the project, and

WHEREAS, the bid letting was held on Tuesday April 1, 2025 at 10:30 AM using Qwest Electronic Bidding Services; and

WHEREAS, the results of the bid letting yielded eight competitive bids as follows:

	<u>Bid</u>
Jensen Builders Ltd.	\$ 492,313.12
King-Knutson Construction, Inc.	\$ 557,908.15
Absolute Group, Inc. =	\$ 569,966.75
Concrete Technologies, Inc. =	\$ 573,412.15
All Star Concrete, LLC =	\$ 575,776.50
Iowa Contracting, Inc. =	\$ 612,325.60
Elder Corporation =	\$ 614,950.00
Brothers Concrete =	\$ 659,539.00
Engineer's Estimate (McClure Engineers)	\$ 722,999.80

WHEREAS, an official notice of Public Hearing was published in the Des Moines Register in accordance with the Code of Iowa ; and

WHEREAS, a Public Hearing was held at the regularly scheduled meeting of the Polk County Aviation Authority on April 10, 2025 starting at 5:00 PM.

NOW THEREFORE, BE IT RESOLVED BY THE POLK COUNTY AVIATION AUTHORITY that the contract documents and engineer's estimate as prepared by McClure Engineers for the Reconstruct Airport Entrance Roundabout and Terminal Parking Lot Project be adopted.

BE IT FURTHER RESOLVED that the lowest responsive, responsible bid of Jensen Builders, Ltd. of Des Moines, Iowa in the amount of \$ 492,313.12 for the construction of the Reconstruct Airport Entrance Roundabout and Terminal Parking Lot Project as described in the plans and specifications heretofore adopted by this board for said project, after public hearing on published notice required by law, be and is hereby accepted and the project be awarded to Jensen Builders, Ltd.

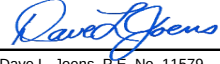
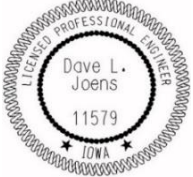
PASSED AND APPROVED, this 10th day of April, 2025.

POLK COUNTY AVIATION AUTHORITY

Jeff Wangsness, Chairperson

ATTEST:

Diane Klemme, Recording Secretary

BID TABULATION McCLURE CLIVE, IOWA DATE: APRIL 1, 2025 TIME: 10:30 A.M. For the construction of an improvement project described as: ANKENY REGIONAL AIRPORT: RECONSTRUCT AIRPORT ENTRANCE ROUNDABOUT AND TERMINAL PARKING LOT FAA BIL-AIG NO. 3-19-0132-034-2025 AT THE UNIT PRICES AND EXTENSIONS LISTED BELOW.																								
					ENGINEER'S ESTIMATE		Jensen Builders Ltd. Des Moines, IA		King-Knutson Construction Inc. Iowa Falls, IA		Absolute Group Inc. Granger, IA		Concrete Technologies - Grimes, IA		All Star Concrete, LLC Johnston, IA		Iowa Contracting Inc. Indianola, IA		Elder Corporation Des Moines, IA		Brothers Concrete Des Moines, IA		Stapes Concrete and Grading LLC St Charles, IA Rejected	
ITEM NO.	ITEM CODE	ITEM DESCRIPTION	QUANTITY	UNITS	UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION	UNIT PRICE	EXTENSION
BASE BID: DIVISION I																								
1	2010-D-1	TOPSOIL, ON-SITE, STRIP, SALVAGE, AND RESPREAD	200.0	CY	\$ 16.00	\$ 3,200.00	\$ 47.62	\$ 9,524.00	\$ 45.80	\$ 9,160.00	\$ 39.00	\$ 7,800.00	\$ 10.25	\$ 2,050.00	\$ 10.00	\$ 2,000.00	\$ 15.00	\$ 3,000.00	\$ 40.00	\$ 8,000.00	\$ 12.00	\$ 2,400.00		0.00
2	2010-E-0	EXCAVATION, CLASS 10	1,096.0	CY	\$ 12.00	\$ 13,152.00	\$ 15.75	\$ 17,262.00	\$ 15.25	\$ 16,714.00	\$ 8.00	\$ 8,768.00	\$ 10.25	\$ 11,234.00	\$ 10.00	\$ 10,960.00	\$ 6.00	\$ 6,576.00	\$ 15.75	\$ 17,262.00	\$ 8.50	\$ 9,316.00		0.00
3	2010-G-0	SUBGRADE PREPARATION, IDOT 4123, 12-INCH	5,327.0	SY	\$ 9.00	\$ 47,943.00	\$ 2.87	\$ 15,288.49	\$ 3.00	\$ 15,981.00	\$ 3.50	\$ 18,644.50	\$ 3.05	\$ 16,247.35	\$ 3.00	\$ 15,981.00	\$ 5.50	\$ 29,298.50	\$ 3.00	\$ 15,981.00	\$ 5.50	\$ 29,298.50		0.00
4	2010-I-0	GEOTEXTILE FABRIC	5,327.0	SY	\$ 3.80	\$ 20,242.60	\$ 1.75	\$ 9,322.25	\$ 1.75	\$ 9,322.25	\$ 1.50	\$ 7,990.50	\$ 5.10	\$ 27,167.70	\$ 5.00	\$ 26,635.00	\$ 4.00	\$ 21,308.00	\$ 4.25	\$ 22,639.75	\$ 6.50	\$ 34,625.50		0.00
5	2010-J-0	MODIFIED SUBBASE, 6-INCH	5,119.0	SY	\$ 13.00	\$ 66,547.00	\$ 9.78	\$ 50,063.82	\$ 9.40	\$ 48,118.60	\$ 10.50	\$ 53,749.50	\$ 11.25	\$ 57,588.75	\$ 11.00	\$ 56,309.00	\$ 13.50	\$ 69,106.50	\$ 14.25	\$ 72,945.75	\$ 11.50	\$ 58,868.50		0.00
6	2010-M-0	COMPACTION TESTING	1.0	LS	\$ 5,800.00	\$ 5,800.00	\$ 2,750.00	\$ 2,750.00	\$ 5,775.00	\$ 5,775.00	\$ 5,000.00	\$ 5,000.00	\$ 1,020.00	\$ 1,020.00	\$ 1,000.00	\$ 1,000.00	\$ 3,500.00	\$ 3,500.00	\$ 6,800.00	\$ 6,800.00	\$ 3,500.00	\$ 3,500.00		0.00
7	6010-E-0	INTAKE ADJUSTMENT, MINOR	4.0	EA	\$ 1,400.00	\$ 5,600.00	\$ 275.00	\$ 1,100.00	\$ 262.50	\$ 1,050.00	\$ 1,500.00	\$ 6,000.00	\$ 2,805.00	\$ 11,220.00	\$ 2,000.00	\$ 8,000.00	\$ 1,200.00	\$ 4,800.00	\$ 3,500.00	\$ 14,000.00	\$ 1,650.00	\$ 6,600.00		0.00
8	7010-A-0	PAVEMENT, PCC, 6-INCH	4,911.0	SY	\$ 76.00	\$ 373,236.00	\$ 51.66	\$ 253,702.26	\$ 58.25	\$ 286,065.75	\$ 56.75	\$ 278,699.25	\$ 51.50	\$ 252,916.50	\$ 54.00	\$ 265,194.00	\$ 63.00	\$ 309,393.00	\$ 54.00	\$ 265,194.00	\$ 68.50	\$ 336,403.50		0.00
9	7010-I-0	PCC PAVEMENT SAMPLES AND TESTING	1.0	LS	\$ 6,500.00	\$ 6,500.00	\$ 3,520.00	\$ 3,520.00	\$ 7,875.00	\$ 7,875.00	\$ 5,000.00	\$ 5,000.00	\$ 8,650.00	\$ 8,650.00	\$ 7,875.00	\$ 7,875.00	\$ 5,000.00	\$ 5,000.00	\$ 8,250.00	\$ 8,250.00	\$ 2,500.00	\$ 2,500.00		0.00
10	7030-A-0	REMOVAL OF SIDEWALK	309.0	SY	\$ 5.00	\$ 1,545.00	\$ 3.88	\$ 1,198.92	\$ 3.50	\$ 1,081.50	\$ 7.00	\$ 2,163.00	\$ 10.25	\$ 3,167.25	\$ 10.50	\$ 3,244.50	\$ 5.00	\$ 1,545.00	\$ 13.25	\$ 4,094.25	\$ 15.00	\$ 4,635.00		0.00
11	7030-E-0	SIDEWALK, PCC, 4-INCH	318.0	SY	\$ 72.00	\$ 22,896.00	\$ 80.27	\$ 25,525.86	\$ 86.30	\$ 27,443.40	\$ 72.00	\$ 22,896.00	\$ 61.25	\$ 19,477.50	\$ 83.00	\$ 26,394.00	\$ 65.00	\$ 20,670.00	\$ 68.00	\$ 21,624.00	\$ 60.25	\$ 19,159.50		0.00
12	7030-G-0	DETECTABLE WARNING	24.0	SF	\$ 100.00	\$ 2,400.00	\$ 34.65	\$ 831.60	\$ 47.25	\$ 1,134.00	\$ 40.00	\$ 960.00	\$ 60.25	\$ 1,446.00	\$ 60.00	\$ 1,440.00	\$ 55.00	\$ 1,320.00	\$ 63.50	\$ 1,524.00	\$ 55.00	\$ 1,320.00		0.00
13	7040-H-0	PAVEMENT REMOVAL	4,994.0	SY	\$ 5.00	\$ 24,970.00	\$ 4.71	\$ 23,521.74	\$ 4.55	\$ 22,722.70	\$ 7.00	\$ 34,958.00	\$ 10.25	\$ 51,188.50	\$ 10.50	\$ 52,437.00	\$ 5.00	\$ 24,970.00	\$ 9.00	\$ 44,946.00	\$ 13.50	\$ 67,419.00		0.00
14	8020-B-0	PAINTED PAVEMENT MARKINGS, SOLVENT/WATERBORNE	19.0	STA	\$ 300.00	\$ 5,700.00	\$ 256.40	\$ 4,871.60	\$ 246.75	\$ 4,688.25	\$ 235.00	\$ 4,465.00	\$ 240.00	\$ 4,560.00	\$ 235.00	\$ 4,465.00	\$ 100.00	\$ 1,900.00	\$ 250.00	\$ 4,750.00	\$ 150.00	\$ 2,850.00		0.00
15	8020-G-0	PAINTED SYMBOLS AND LEGENDS	4.0	EA	\$ 500.00	\$ 2,000.00	\$ 190.93	\$ 763.72	\$ 783.75	\$ 3,135.00	\$ 175.00	\$ 700.00	\$ 178.50	\$ 714.00	\$ 175.00	\$ 700.00	\$ 100.00	\$ 400.00	\$ 185.00	\$ 740.00	\$ 450.00	\$ 1,800.00		0.00
16	8030-A-0	TEMPORARY TRAFFIC CONTROL	1.0	LS	\$ 7,000.00	\$ 7,000.00	\$ 4,030.00	\$ 4,030.00	\$ 3,880.00	\$ 3,880.00	\$ 7,500.00	\$ 7,500.00	\$ 3,775.00	\$ 3,775.00	\$ 3,695.00	\$ 3,695.00	\$ 7,500.00	\$ 7,500.00	\$ 6,250.00	\$ 6,250.00	\$ 5,000.00	\$ 5,000.00		0.00
17	8040-A-0	TYPE A SIGN, SHEET ALUMINUM	6.0	EA	\$ 800.00	\$ 4,800.00	\$ 363.00	\$ 2,178.00	\$ 350.00	\$ 2,100.00	\$ 332.50	\$ 1,995.00	\$ 340.00	\$ 2,040.00	\$ 332.50	\$ 1,995.00	\$ 500.00	\$ 3,000.00	\$ 350.00	\$ 2,100.00	\$ 550.00	\$ 3,300.00		0.00
18	8040-X-X	SALVAGE AND RE-INSTALL CREW CAR SIGN	2.0	EA	\$ 300.00	\$ 600.00	\$ 290.00	\$ 580.00	\$ 278.50	\$ 557.00	\$ 265.00	\$ 530.00	\$ 270.00	\$ 540.00	\$ 265.00	\$ 530.00	\$ 300.00	\$ 600.00	\$ 280.00	\$ 560.00	\$ 350.00	\$ 700.00		0.00
19	9010-B-0	HYDRAULIC, SEEDING, FERTILIZING, AND MULCHING	0.3	AC	\$ 10,000.00	\$ 3,000.00	\$ 8,185.00	\$ 2,455.50	\$ 10,500.00	\$ 3,150.00	\$ 8,000.00	\$ 2,400.00	\$ 10,200.00	\$ 3,060.00	\$ 6,200.00	\$ 1,860.00	\$ 6,820.00	\$ 2,046.00	\$ 10,500.00	\$ 3,150.00	\$ 7,000.00	\$ 2,100.00		0.00
20	9040-A-1	SWPPP PREPARATION	1.0	LS	\$ 3,000.00	\$ 3,000.00	\$ 2,725.00	\$ 2,725.00	\$ 945.00	\$ 945.00	\$ 1,500.00	\$ 1,500.00	\$ 915.00	\$ 915.00	\$ 1,500.00	\$ 1,500.00	\$ 1,650.00	\$ 1,650.00	\$ 950.00	\$ 950.00	\$ 1,200.00	\$ 1,200.00		0.00
21	9040-A-2	SWPPP MANAGEMENT	1.0	LS	\$ 3,000.00	\$ 3,000.00	\$ 2,180.00	\$ 2,180.00	\$ 1,260.00	\$ 1,260.00	\$ 3,000.00	\$ 3,000.00	\$ 1,225.00	\$ 1,225.00	\$ 2,000.00	\$ 2,000.00	\$ 2,200.00	\$ 2,200.00	\$ 1,250.00	\$ 1,250.00	\$ 1,500.00	\$ 1,500.00		0.00
22	9040-D-1	FILTER SOCK, 12-INCH	1,200.0	LF	\$ 5.00	\$ 6,000.00	\$ 2.73	\$ 3,276.00	\$ 2.10	\$ 2,520.00	\$ 2.50	\$ 3,000.00	\$ 2.05	\$ 2,460.00	\$ 2.25	\$ 2,700.00	\$ 2.48	\$ 2,976.00	\$ 2.25	\$ 2,700.00	\$ 2.50	\$ 3,000.00		0.00
23	9040-D-2	FILTER SOCK, REMOVAL	1,200.0	LF	\$ 2.00	\$ 2,400.00	\$ 0.27	\$ 324.00	\$ 0.37	\$ 444.00	\$ 0.50	\$ 600.00	\$ 0.35	\$ 420.00	\$ 0.50	\$ 600.00	\$ 0.55	\$ 660.00	\$ 0.50	\$ 600.00	\$ 0.50	\$ 600.00		0.00
24	11010-A-1	CONSTRUCTION SURVEY	1.0	LS	\$ 7,500.00	\$ 7,500.00	\$ 3,815.00	\$ 3,815.00	\$ 5,420.00	\$ 5,420.00	\$ 7,000.00	\$ 7,000.00	\$ 3,575.00	\$ 3,575.00	\$ 5,160.00	\$ 5,160.00	\$ 3,850.00	\$ 3,850.00	\$ 3,675.00	\$ 3,675.00	\$ 6,600.00	\$ 6,600.00		0.00
25	11020-A-1	MOBILIZATION	1.0	LS	\$ 60,568.00	\$ 60,568.00	\$ 16,835.00	\$ 16,835.00	\$ 50,745.00	\$ 50,745.00	\$ 35,000.00	\$ 35,000.00	\$ 48,250.00	\$ 48,250.00	\$ 32,307.00	\$ 32,307.00	\$ 50,000.00	\$ 50,000.00	\$ 47,329.50	\$ 47,329.50	\$ 25,000.00	\$ 25,000.00		0.00
26	0000-999-A	CONCRETE PARKING STOP	4.0	EA	\$ 600.00	\$ 2,400.00	\$ 165.00	\$ 660.00	\$ 184.00	\$ 736.00	\$ 175.00	\$ 700.00	\$ 178.50	\$ 714.00	\$ 175.00	\$ 700.00	\$ 200.00	\$ 800.00	\$ 185.00	\$ 740.00	\$ 350.00	\$ 1,400.00		0.00
27	0000-999-B	LANDSCAPE ROCK	5.0	TON	\$ 200.00	\$ 1,000.00	\$ 310.00	\$ 1,550.00	\$ 141.75	\$ 708.75	\$ 300.00	\$ 1,500.00	\$ 138.00	\$ 690.00	\$ 260.00	\$ 1,300.00	\$ 260.00	\$ 1,300.00	\$ 150.00	\$ 750.00	\$ 55.00	\$ 275.00		0.00
		TOTAL DIVISION I				\$ 702,999.60		\$ 459,854.76		\$ 532,732.20		\$ 522,518.75		\$ 536,311.55		\$ 536,981.50		\$ 579,369.00		\$ 578,805.25		\$ 631,370.50		\$ 0.00
DIVISION II																								
28	2010-G-0	SUBGRADE PREPARATION, IDOT 4123, 12-INCH	69.0	SY	\$ 9.00	\$ 621.00	\$ 2.87	\$ 198.03	\$ 2.75	\$ 189.75	\$ 3.50	\$ 241.50	\$ 3.05	\$ 210.45	\$ 3.00	\$ 207.00	\$ 5.50	\$ 379.50	\$ 3.25	\$ 224.25	\$ 8.50	\$ 586.50		0.00
29	2010-I-0	GEOTEXTILE FABRIC	69.0	SY	\$ 3.80	\$ 262.20	\$ 1.75	\$ 120.75	\$ 1.70	\$ 117.30	\$ 2.00	\$ 138.00	\$ 4.10	\$ 282.90	\$ 4.00	\$ 276.00	\$ 4.00	\$ 276.00	\$ 5.00	\$ 345.00	\$ 6.50	\$ 448.50		0.00
30	2010-J-0	MODIFIED SUBBASE, 6-INCH	61.0	SY	\$ 13.00	\$ 793.00	\$ 9.78	\$ 596.58	\$ 9.40	\$ 573.40	\$ 10.50	\$ 640.50	\$ 12.25	\$ 747.25	\$ 12.00	\$ 732.00	\$ 13.50	\$ 823.50	\$ 15.50	\$ 945.50	\$ 13.50	\$ 823.50		0.00
31	7010-A-0	PAVEMENT, PCC, 6-INCH	54.0	SY	\$ 76.00	\$ 4,104.00	\$ 87.00	\$ 4,698.00	\$ 58.25	\$ 3,145.50	\$ 82.00	\$ 4,428.00	\$ 90.00	\$ 4,860.00	\$ 80.00	\$ 4,320.00	\$ 64.40	\$ 3,477.60	\$ 95.00	\$ 5,130.00	\$ 65.00	\$ 3,510.00		0.00
32	0000-999-C	DUMPSTER ENCLOSURE	1.0	LS	\$ 14,220.00	\$ 14,220.00	\$ 26,845.00	\$ 26,845.00	\$ 21,150.00	\$ 21,150.00	\$ 42,000.00	\$ 42,000.00	\$ 31,000.00	\$ 31,000.00	\$ 33,260.00	\$ 33,260.00	\$ 28,000.00	\$ 28,000.00	\$ 29,500.00	\$ 29,500.00	\$ 22,800.00	\$ 22,800.00		0.00
		TOTAL DIVISION II				\$ 20,000.20		\$ 32,458.36		\$ 25,175.95		\$ 47,448.00		\$ 37,100.60		\$ 38,795.00		\$ 32,956.60		\$ 36,144.75		\$ 28,168.50		\$ 0.00
		TOTAL DIVISION I + II				\$ 722,999.80		\$ 492,313.12		\$ 557,908.15		\$ 569,966.75		\$ 573,412.15		\$ 575,776.50		\$ 612,325.60		\$ 614,950.00		\$ 659,539.00		\$ 0.00
I hereby certify that the Bid Tabulation was prepared by me or under my direct supervision and that I am duly licensed Professional Engineer under the laws of the State of Iowa				By:  Dave L. Joens, P.E. No. 11579 My licence renewal is December 31, 2024																				

April 1, 2025

Mr. Paul Moritz
Airport Board Manager
Polk County Aviation Authority
410 West First St.
Ankeny, IA 50023

**Re: Ankeny Regional Airport
Reconstruct Airport Entrance Roundabout and Terminal Parking Lot
FAA Project No.: BIL-AIG NO. 3-19-0132-034-2025
Letter of Recommendation**

Dear Mr. Moritz:

McClure has reviewed the bids received April 1, 2025, for the *"Ankeny Regional Airport – Reconstruct Airport Entrance Roundabout and Terminal Parking Lot"* project. A total of nine (9) bids were received. All bids appear to be competitive, fair, and reasonable. The lowest responsive and responsible Bidder was Jensen Builders, Ltd., of Des Moines, IA. With all the necessary bid requirements being met, McClure recommends the contract in the amount of \$492,313.12 be awarded to Jensen Builders, Ltd. Please note that the Division II work is not eligible for FAA grant participation.

One bid was rejected and not read during the bid letting due to lack of signed Proposal Form. The addenda were also not acknowledged.

The contract amount includes awarding Division I and Division II:

Division I:	\$459,854.76
Division II:	\$ 32,458.36 – Ineligible for Federal Funding
Total:	\$492,313.12

We have enclosed a copy of the bid tabulation for your files. If you have any questions or require any additional information, please call me at (515) 669-1815.

Sincerely,

McCLURE



Dave L. Joens, P.E.
Project Manager

Enclosures: Bid Tab

FBO REPORT April 10th, 2025

FUEL SALES

02/26 - 03/25	2025 Gallons		2024 Gallons	Last Month
100LL	7,342.9		6,686.5	7,771.8
JET-A	28,379.0		31,180.0	30,291.0
Total Gallons	35,721.9		37,866.5	38,062.8
35,721.9 x \$.09/gallon=		\$ 3,214.97		

Self-Serve 100LL fuel sales: 1,923.3 gallons equaling 26% of total sales.

T-HANGARS

ACCOUNTS RECIEVABLE: Nothing to report.

LEASES: Nothing to report.

WAITING LIST: There are 87 people on the list, this is up 2 from last month. 35 people on the list do not currently have an airplane or live out of state and plan to move back to the area.

VIOLATIONS: Dave Kalwishky has started the follow up with the tenants with violations.

REPAIRS: E-02 – Main door, the East gust lock was not working. New cables had to be installed.

MISC: Nothing to report.

AIRFIELD

LIGHTING: Nothing to report.

MOWING: Nothing to report.

SNOW REMOVAL:

- 03/04/25: 2.7" of snow, no deice product was used. The warmer temperatures and the rain that preceded the snow allowed us to remove the snow with the snowplow and pickups.
- We have 2 ½ pallets of NAAC left which will give approximately 5 treatments of the airport. The treatment consists of runway 18/36, taxiways A, B, C, D and F, the main ramp and maintenance ramps. Depending upon the situation it could include Caseys' and ACME's ramps.
- We have 630 gallons of liquid deice product.

- Snow season recap: this season we had 33 alerts days where we were ready to handle the snow and ice, we ended up with 15 days we remediated snow and ice. The airport received 16.4” of snow and .2 of an inch of ice. 98 bags of NAAC were used along with 300 gallons of liquid deice.

WILDLIFE: Nothing to report.

MISC: Nothing to report.

Waiting List

(Note on Garage restriction: Per Amy Beattie: No hangar = no car storage. If they have a hangar we would not prohibit car storage for use coming and going from airport)

35 people do not have a plane to put in a hangar or live out of state but may return to Iowa.

Pos	Date Added	Name	Plane	Phone	E-Mail	Notes	Passes
T HANGAR							
1	12/6/2018	Derek Meyer	Looking	515-240-1077	meyer.derek3@gmail.com	11/5/21 Dave K - e-mailed Derek asking if he is still interested and what type of plane he has. 11/12/21 no plane, would like to stay on the list. 05/05/23 Dave K emailed Derek to see if he was still interested in being on the list and that if his name comes up and he doesn't have a plane the hangar will be offered to the next person in line. 05/08/23 Derek emailed back asking to see the lease to make sure he can comply with it. He did not indicate whether or not he has acquired a plane. 05/09/23 Dave K notified Derek that he is next on the list. Dave & Derek had a phone conversation and I explained that typically there is no subleasing to a friend. He will decide what to do when a hangar becomes available. 05/11/23 Derek emailed back and won't have a plane until next year, he would like to remain on the list. 04/09/24 Dave K emailed Derek to see if he's ready for a hangar, we have one that unexpectedly came open. Derek emailed back and will pass this time. The hangar did not become available so I did not increase the pass counter. 07/30/24 Dave K sent an email that we will have a hangar open up in September and if he is interested in it. He said he would pass at this time. 10/17/24 Dave K sent an email that we may have a hangar open up at the end of the year. I told him if he passed I would NOT increment the pass counter since we just had an opening a month ago. 10/18/24: Derek emailed back and said to skip him for now. 11/04/24: Dave K sent an email letting him know there should be three T Hangars becoming available in late 2025. 12/17/24: 12/17/24: Dave K sent an email letting him know that I have a hangar opening January 1st but I will not increment the skip counter this time, it will increment with the next hangar that comes available if he doesn't have a plane to put into it. 12/20/24: Another T hangar has come open, I am not going to increase the skip counter until the next available after January 1st, we've had three open up within the last month.	2
2	7/17/2019	Jeff Davis	Looking	515-444-7673	jeffreypaulhomes@gmail.com	11/5/21 Dave K talked to Jeff, he'd like to stay on the list as he may buy a plane in a year. 05/08/23 Dave K emailed Jeff to see if he was still interested in being on the list and that if his name comes up and he doesn't have a plane the hangar will be offered to the next person in line. 05/11/23 Jeff called Dave and said he doesn't have a plane yet but would like to remain on the list. 04/09/24 Dave K emailed Jeff to see if he's ready for a hangar provided the person(s) ahead of him pass, we have one that unexpectedly came open. 04/18/24: Dave K email Jeff again as I have not heard back from him. I told him if I don't get a response from him I am going to skip him if a hangar becomes available. Jeff emailed back stating he will need to pass this time. The hangar did not become available so I did not increase the pass counter. 07/30/24 Dave K sent an email that we will have a hangar open up in September and if he is interested in it. 08/06/24 Dave K never heard back from Jeff so I'm moving on to the next person. 10/17/24 Dave K sent an email that we may have a hangar open up at the end of the year. I told him if he passed I would NOT increment the pass counter since we just had an opening a month ago. 10/21/24 Dave K has not heard from Jeff so I am moving to the next person on the list. 11/04/24: Dave K sent an email letting him know there should be three T Hangars becoming available in late 2025. I decided to call Jeff, he saw my messages but has been busy and not replied. He is still contemplating what to do for a plane. I made sure that he understands that if he passes the next time he will go to the bottom of the list. 12/17/24: Dave K sent an email letting him know that I have a hangar opening January 1st but I will not increment the skip counter this time, it will increment with the next hangar that comes available if he doesn't have a plane to put into it. 12/20/24: Another T hangar has come open, I am not going to increase the skip counter until the next available after January 1st, we've had three open up within the last month.	2

3	8/28/2019	Dan Stull	Looking	515-447-2339	dan@Stullcompanies.com	05/08/23 Dave K emailed Dan to see if he was still interested in being on the list and that if his name comes up and he doesn't have a plane the hangar will be offered to the next person in line. 05/10/23 Dan e-mailed back and said he doesn't have a plane and may not have one by late summer, he would like to stay on the list. 04/09/24 Dave K emailed Dan to see if he's ready for a hangar provided the person(s) ahead of him pass, we have one that unexpectedly came open. 04/18/24: Dave K spoke with Dan today, he is going to pass. The hangar did not become available so I did not increase the pass counter. 07/30/24 Dave K sent an email that we will have a hangar open up in September and if he is interested in it. 08/06/24 Dave K never heard back from Dan so I'm moving on to the next person. 10/17/24 Dave K sent an email that we may have a hangar open up at the end of the year. I told him if he passed I would NOT increment the pass counter since we just had an opening a month ago. 10/21/24 Dave K has not heard from Dan so I am moving to the next person on the list. 11/04/24: Dave K sent an email letting him know there should be three T Hangars becoming available in late 2025. 12/17/24: Dave K sent an email letting him know that I have a hangar opening January 1st but I will not increment the skip counter this time, it will increment with the next hangar that comes available if he doesn't have a plane to put into it. 12/20/24: Another T hangar has come open, I am not going to increase the skip counter until the next available after January 1st, we've had three open up within the last month.	2
4	10/31/2019	Mike Callison	Cessna 172 N6922X	515-505-9111	mlcallison8@gmail.com	11/5/21 Dave K - Called Mike, he wants to stay on the list. 08/07/23 Mike said they have a 172 that will go into the hangar once it becomes available. The plane was donated and needs assembled. 04/09/24 Dave K emailed Mike to see if he's ready for a hangar provided the person(s) ahead of him pass, we have one that unexpectedly came open. 04/18/24: Dave K emailed Mike again as I have not heard back from him. I told him if I don't get a response from him I am going to skip him if a hangar becomes available. Mike emailed back with some questions about retaining his current position if he passes, I answered them. Mike emailed back and said he would pass this time. The hangar did not become available so I did not increase the pass counter. 07/30/24 Dave K sent an email that we will have a hangar open up in September and if he is interested in it. 08/06/24 Dave K never heard back from Mike so I'm moving on to the next person. 10/17/24 Dave K sent an email that we may have a hangar open up at the end of the year. I told him if he passed I would NOT increment the pass counter since we just had an opening a month ago. Mike emailed back and said to skip him for now. 11/04/24: Dave K sent an email letting him know there should be three T Hangars becoming available in late 2025. 12/17/24: I did not send anything to Mike as I know they don't have anything to put into the hangar. There have been some issues with one member causing parking issues and it's possibly Vintage Clubs leases will not be renewed for 2025. 12/20/24: Another T hangar has come open, I am not going to increase the skip counter until the next available after January 1st, we've had three open up within the last month. 03/19/25: Dave K sent the vintage club a text that there might be one opening up on April 1st and if they are interested in it if it does.	2
5	6/10/2020	Kayode Fajingbesi	Cessna 182	713-825-8262	Kay.Faji@yahoo.com	11/5/21 Dave K - emailed asking if he is still interested. 11/5/21 He emailed back that he would like to stay on the list. 12/17/24: I sent Kayode a text letting him know that H-05 is available as of January 1st if he wants it. 12/20/24: Dave K texted him that there is a T Hangar available, he said to skip him this time. I will set his skip counter to 1. 03/19/25: Dave K sent him and email that there might be one opening up on April 1st and if he's interested in it if it does. 03/24/25: He is not interested at this time and will stay at DSM, he did ask about the hangar size.	1

6	8/3/2020	John Paszek	RV-14 N615BJ	619-876-8164	paszekj@gmail.com	11/5/21 Dave K - emailed asking if he is still interested. Emailed back asking to remain on the list. May be moving to Denver in a year but unsure if that will be long term. 12/17/24: Dave K sent a text letting him know that I have a hangar opening January 1st and that he is number 3 on the list. 12/20/24: Dave K spoke to John, he is still living in Colorado, he asked to be skipped this time. 01/24/25: Dave K received a text from John, he is moving back to DSM this summer to work for the VA. He will take a hangar as soon as one opens up.	1
7	9/2/2020	Nate Booth	Looking	515-802-2385	nate@otis8.com	11/05/21: Dave K texted, he would like to remain on the list. 11/04/24: Dave K sent an email letting Nate know we have have three T Hangars opening up at the end of 2025. 12/20/24: Dave K had a conversation with Nate, he is going to pass this time if his name comes up. There are a couple of people ahead of him and it's likely they will take the two hangars that will become available. 12/21/24: The people ahead of him have passed so I'm incrementing his skip counter to 1.	1
8	10/9/2020	Brooks Woolson	looking	515-559-6875	brooks.woolson@gmail.com	11/6/21 Dave K talked to him, he'd like to stay on the list. 12/21/24: Dave K spoke to Brooks, he's not ready for a hangar so I am going to set his skip counter to 1.	1
9	11/5/2020	James Stogdill	Looking for Bonanza	515-240-7700	revjames.stog@gmail.com	12/07/21 - Dave K He called checking on his place on the list. 11/05/21 He e-mailed back on but never got added. I added him. 12/21/24: Dave K spoke to James, he is not ready for a hangar right now. He is hoping to look at a Bonanza between Christmas and New Year of the seller calls him back. There is no guarantee that he will get the plane so I am going to set his skip counter to 1.	1
10	11/20/2020	Todd Lenig	Looking Stearman	515-664-2451	tlenig@icloud.com	11/5/21 Dave K - emailed asking if he is still interested. Wrote back to keep him on the list. 12/21/24: Dave K spoke with Todd, he does not have a plane at the moment.	
11	4/5/2021	Jacob Greenfield	Building Sonex B	(319)-573-9783	greenfj17@gmail.com	11/5/21 Dave K - emailed asking if he is still interested. He wants to remain on the list.	
12	5/1/2021	Mike Hannam	Cessna Cardinal N2829X	515-556-7290	bigyellowjeep@msn.com	11/5/21 Dave K - emailed asking if he is still interested. He emailed back that he wants to stay on the list. 12/23/24: Dave K texted Mike to see what his interest is, if we get to his name this time around he will take the hangar.	
13	5/14/2021	Clay Wright	V Tail Bonanza	515-669-8969	claytonwright01@gmail.com	11/5/21 Dave K - emailed asking if he is still interested. 11/22/21 Dave k texted to see if he wanted to remain on the list. He texted back and would like to remain on the list.	
14	5/24/2021	Matt Ver Steeg	1946 Ercoupe 415-C	515-333-8787	mattversteeg@gmail.com	11/5/21 Dave K - emailed asking if he is still interested. He emailed back, he wants to stay on the list. He also has a Titan Tornado II SS.	
15	6/8/2021	Paul Peterson	Cessna 180	651-336-2041	fr8tdog@juno.com	11/5/21 Dave K - emailed asking if he is still interested. He emailed back, he wants to stay on the list.	
16	8/12/2021	David Hogan	RV6	949-410-5823	rv709rw@gmail.com	Called in, I told him to email me. Have not received email - Dan 11/22/21 Called Walter Aviation and spoke with Gretchen, she knows David. I asked her to pass my number along and for him to call me or I'll have to remove him from the list. 11/24/21 He replied back to stay on the list.	
17	8/16/2021	Todd Anderson	N714AT	515-419-9142	todd@4andersons.com	11/5/21 Dave K - emailed asking if he is still interested.	
18	8/23/2021	Kurt Wegge	LongEZ - N85LD	224-456-6092	123kwegge@gmail.com	11/5/21 Dave K - emailed asking if he is still interested. He emailed back, he wants to stay on the list.	
19	8/31/2021	Sam Marcsisak	looking	515-208-7946	sam@midioawelectric.com	11/5/21 Dave K - emailed asking if he is still interested. 11/08/21 emailed back asking to stay on list.	
20	8/31/2021	Chad Larson	PA32	515-202-2394	CDLChadmark@hotmail.com	Dave K - Chad sent Dave an e-mail per Jeff Wagsness. Dave e-mailed Chad back letting him know he's been added to the list. 11/5/21 Dave K - emailed asking if he is still interested. He emailed back to stay on the list.	
21	9/7/2021	Larry Plathe	looking - Malibu	515-508-1290	plathelarry@mchsi.com	11/5/21 Dave K - emailed asking if he is still interested.	
22	10/4/2021	Kolbe Stenoien	Looking C172 or A36	515-201-6542	stenoien2@gmail.com	11/5/21 Dave K - emailed asking if he is still interested. He emailed back that he wants to remain on the list.	
23	8/6/2018	Ben Sweet	Looking	515-231-9062	ben.sweet_84@yahoo.com	11/3/21 Dave K - e-mailed Ben asking if he is still interested and what type of plane he has. He e-mailed right back asking to be moved to the bottom on the list.	

24	11/29/2021	Nile Ackerman	RV-6	515-848-8075	nile.ackerman@gmail.com	11/29/21 Dave K - Request received. Previous T Hangar customer, lives in Colorado now. Will be moving back to Iowa.
25	1/11/2022	Tom Drew	Looking	515-490-4555	tdrew@drewlawfirm.com	01/11/22 - Dan Stull e-mailed Dave K asking to add Tom to the list. I sent Tom an e-mail that he has been added and his position on the list.
26	1/26/2022	Solar Flying Club	Looking	515-229-7016	djtonnema02@mac.com	01/26/22 - Dave K - Jeneanne e-mailed me asking to have Solar added to the list, I sent her their position on the list. 11/04/24: Dave K sent Doug and email that his name is now on the list since Jeneanne is no longer in the club.
27	1/28/2022	Paul Reinke	RANS S21 - Building	515-201-4762	preinke@energycontroltechnologies.com	01/28/22 - Dave K - Paul e-mailed asking to be put on the list.
28	2/3/2022	Dalton Headlee	Looking	515-975-3314	dalton.headlee@gmail.com	02/03/22 - Dave K - Dalton e-mailed asking to be put on the list.
29	3/3/2022	Ken King	Looking	515-350-6201	kennethscottking@gmail.com	03/03/22 - Dave K - Ken e-mailed asking to be put on the list.
30	3/16/2022	Adam Obrecht	Bonanza A36 N8261K	515-778-8964	aobrecht@aowealthadvisory.com	03/16/22 - Dave K - Adam e-mailed asking to be put on the list.
31	4/21/2022	Austin Lanphier	Piper Aztec N4636P	641-295-3058	lanphierproduce@gmail.com	04/21/22 - Dave K - Austin e-mailed asking to be put on the list.
32	4/28/2022	Marc Broer	Stinson 108	515-249-8511	skycoupe318@gmail.com	04/28/22 - Dave K - Marc e-mailed asking to be put on the list.
33	5/31/2022	John Kolbo	Bellanca Viking	402-681-0976	johnkolbo18@gmail.com	05/31/22 - Dave K - John e-mailed asking to be put on the list.
34	6/2/2022	Bill Bergren	Cessna 182	515-669-6331	bbergren1728@gmail.com	06/02/22 - Dave K - Bill e-mailed asking to be put on the list.
35	6/17/2022	Jeremy Sikes	Cessna 182	505-934-3244	flyabq@yahoo.com	06/17/22 - Dave K - Jeremy e-mailed asking to be put on the list.
36	6/17/2022	Chris Foster	Cherokee 160	515-505-5612	fosterlimo@aol.com	06/21/22 - Dave K - Chris e-mailed asking to be put on the list.
37	7/10/2022	Harold Petro	Cessna 140	515-402-1558	harleyguydsm@gmail.com	07/10/22 - Dave K - Harold e-mailed asking to be put on the list.
38	7/11/2022	Greg Jensen	Cherokee 235	515-291-3909	gregj@jcorpdesignbuild.com	07/11/22 - Dave K - Greg e-mailed asking to be put on the list.
39	7/19/2022	Raymond Kingery	Looking	515-450-7467	Raymond.Kingery@usss.dhs.gov	07/19/22 - Dave K - Raymond e-mailed asking to be put on the list. Won't be in the area until 2023/2024.
40	8/26/2022	Shaune Osborne	Looking	515-473-8903	leigh.osborne@mchsi.com	08/26/22 - Dave K - Shaune e-mailed asking to be put on the list.
41	9/6/2022	Nichole Needs	Cessna 150	515-518-7356	nichole.triplett@gmail.com	09/06/22 - Dave K - Nichole e-mailed asking to be put on the list.
42	9/7/2022	Gravis Alger	Cirrus SR22	515-650-1620	gravis.alger@gmail.com	09/07/22 - Dave K - Gravis e-mailed asking to be put on the list.
43	9/7/2022	David Switzer	Lancair Legacy N84V	772-332-2016	davefromcoulee@comcast.net	09/07/22 - Dave K - David e-mailed asking to be put on the list.
44	11/15/2023	Rocky Kinney	Cessna 150 N1713Q	515-867-7625	roc.kinney@gmail.com	11/15/23 Dave K received an e-mail from Rocky to be added to the list, I emailed his position back to him. 11/07/24: I found the request he put in back on 01/06/23 asking to be added. I talked with Paul Moritz and we concluded that Rocky should be moved to his rightful position, there was a clerical error on Dave's part that caused him not to be added when the request was made. Dave called and then emailed Rocky with the news of his advancement up the list.
44	2/14/2023	Wing It LLC	Piper Cherokee	515-313-5585	daves@exec1aviation.com	02/14/23 - Dave K - Dave e-mailed asking to be put on the list.
45	2/14/2023	Aaron Hopkins	Cessna 172	515-732-4133	aahopkins@gmail.com	02/14/23 - Dave K - Aaron e-mailed asking to be put on the list.
46	3/7/2023	Gabe Roth	Citabria	515-201-8569	groth9421@gmail.com	03/07/23 - Gabe e-mailed asking to be put on the list.
47	3/14/2023	Bob Folkestad	Citabria	515-314-2424	bobf@creativewerksinc.com	03/14/23 - Bob e-mailed asking to be put on the list.
48	4/6/2023	Jeff Vosberg	PA28-235 Pathfinder	515-351-0066	vosbergj@hotmail.com	04/06/23 - Jeff e-mailed asking to be put on the list.
49	4/11/2023	Joe Kirby	Cirrus SR22	319-270-9631	jokirby@bellevue.edu	04/11/23 - Joe e-mailed asking to be put on the list.

50	10/24/2018	Todd Slezak	Arrow III	319-210-3793	slezc corp@gmail.com	11/3/21 Dave K - email sent asking if he was still interested in a hangar. 11/5/21 Dave K sent a text asking about his interest. He texted back to stay on list. 09/22/22 Dave K e-mailed that he was next up and to verify that he wants to remain on the list. 05/05/23 Dave K emailed Todd letting him know he is next up and to verify he still wants a hangar. 05/08/23 Dave K texted Todd to see if he saw my email, he would like moved to the bottom of the list as he has a partnership in Ames. I asked him to send that back to me as an e-mail. 05/13/23 Todd emailed and said to move him to the back of the list.
51	6/12/2023	Corbin McClavy	Looking	515-612-5125	cbinmc@gmail.com	06/12/23 - Corbin e-mailed asking to be put on the list.
52	1/10/2020	Andy Maysent	Looking	515-231-1422	amaysent@mecresults.com	11/05/21 Dave K - texted asking if he is still interested. 11/06/21 texted back to remain on list. 06/13/23 Dave K - Andy emailed that he won't be buying a plane for 2 - 3 years and that I could move him to the bottom of the list.
53	12/23/2019	Ben Welch	Lancair, Robinson, C172	217-497-4992	bwelch54@msn.com	11/05/21 Dave K - emailed asking if he is still interested. He emailed back that he wants to stay on the list. 06/13/23 Dave K e-mailed Ben to see if he wanted to take a hangar when one becomes available. 06/22/23 Dave K notified Ben that J-05 is available starting July 1st. Ben e-mailed back asking questions about the hangar. 06/23/23 Dave K sent an e-mail answering the questions. 06/24/23 Dave K sent a follow-up e-mail to see if he has any additional questions. 06/25/23 Ben e-mailed back and will pass this time, they will be in NV for the next three years as his son and wife attend medical school. I told him I'd keep him on the list and move him to the bottom. Dave K found Ben was on the list two other times, those have been removed.
54	7/11/2023	Ryan White	Cessna	515-707-0124	ryanwhite72@gmail.com	07/11/23 Dave K received an e-mail from Ryan to be added to the list.
55	8/10/2023	Ryan Brosz	Building RV-14	641-420-2700	rbrosz@gmail.com	08/10/23 Dave K received an e-mail from Ryan to be added to the list.
56	9/20/2023	Patrick Murphy	Commander 114 N4722W	518-817-6847	22wcarpediem@gmail.com	09/20/23 Dave K received an e-mail from Patrick to be added to the list.
57	6/7/2017	Mike Hubbell	Phoenix motor glider	515-988-3646	mchubbell@gmail.com	11/5/21 Dave K - e-mailed Mike asking if he is still interested and what type of plane he has. 11/7/21 Dave K texted Mike the e-mail that was sent. He emailed back and would like to stay on the list. He has an SR22 and is thinking about adding a smaller plane, a car and a project in this hangar. 05/09/23 Dave K emailed Mike to let him know he was number four on the list and if he still wanted a hangar. Mike emailed back, he sold his SR22, the motor glider will be here in July or August. I let him know if he's not ready to move in when his name comes up we move to the next person on the list. 05/22/23 Dave K e-mailed Mike to let him know a hangar will be available July 1st. 06/26/23 Dave K e-mailed Mike that he is next up on the list and I should have a hangar available at the end of July. I told him if he has a firm delivery date on his plane we may be able to do something. 08/04/23 Dave K - I emailed Mike to see if he has an ETA on his plane as I may have a hangar opening soon. 08/07/23 Mike called (Kappy spoke to him) and said the plane has been shipped and will be here in 30 days, he can produce a BOL if needed. Dave emailed Mike that a BOL would be fine once a hangar come open and that I have one that should open this month. 08/28/23 Dave K emailed Mike to see if his plane was close to arriving and that the hangar he will be offered should open in the next 30 days or so. 09/25/23 Mike called Dave - He was expecting to take delivery in August or September but the delivery has been delayed until November. The plane is on the water or in customs waiting to be released, that was unclear to me. Mike has sent me the BOL so it seems legit, I don't doubt anything he is saying. He wanted to know if that was going to be an issue for him getting a hangar since he won't have the plane to put into it immediately. The plane will spend 4 - 5 months in Arizona (he goes there in the winter time). He is looking to purchase a second plane so eventually something will be here all year round. I've asked Paul Moritz for his thoughts. 10/26/23 Dave K called Mike to let him know I've got a hangar for him, his plane is not here yet, he's now being told November 9th. He now doesn't want to take the hangar because the plane won't be here for half the year, it'll be in Arizona with him and he doesn't feel right about that. He asked to be moved to the bottom of the list.
58	12/5/2023	Evan Reiman	Cirrus N906CT	515-218-0802	evanjreiman@gmail.com	12/5/23 Kappy R received an call from Evan she e-mailed the information to Dave K.

59	12/10/2023	Jesse Tischer	Cessna 205 N205HN	701-306-1920	jessegischer@gmail.com	12/10/23 Dave K received an e-mail from Jesse to be added to the list, I emailed his position back to him.
60	12/20/2023	Samuel Rankin	SR22 N119WZ	515-321-4199	sam@etchoutdoor.com	12/20/23 Dave K received an e-mail from Sam to be added to the list, I emailed his position back to him. 08/12/24 Dave K received an email from Sam with his aircraft information.
61	2/8/2024	Kent Lehs	Cessna 182 N6859M	515-669-2969	kentlehs@gmail.com	02/08/24 Dave K received an e-mail from Kent to be added to the list, I emailed his position back to him.
62	2/12/2024	Scott Moritz	Looking	515-344-2083	smoritz@clearairinc.com	02/08/24 Dave K received an e-mail from Scott to be added to the list, I emailed his position back to him.
63	3/21/2024	Jacob Anderson	Citabria	714-330-6642	jagraphix01@gmail.com	03/21/24 Dave K received an e-mail from Jacob to be added to the list, I emailed his position back to him.
64	4/10/2024	Christian Fitzgerald	Zenith 601XL-B N423DS	505-508-9808	cdfitzgerald95@gmail.com	04/10/24 Dave K received an e-mail from Christian asking to be added to the list, I emailed his position back to him.
65	4/14/2024	Jordon Elwell	Looking	515-240-4698	jelwell@midwestfoodslc.com	04/14/24 Dave K received an e-mail from Jordan asking to be added to the list, I emailed his position back to him.
66	4/18/2024	Curt Nelson	Piper Archer 180 N2501R	515-729-4227	CNELSON75@msn.com	04/18/24 Dave K received an e-mail from Curt asking to be added to the list, I emailed his position back to him. 08/28/24 Dave K received an e-mail from Curt with the info on the plane he now owns, he was looking when added to the list.
67	3/21/2016	CAP - Darrel Mullins	Looking / possible CAP plane	515-490-6779	darrelmullins@me.com	05/05/21 Dan - passes 11/05/21 Dave K - emailed asking if he is still interested. Wants to stay on list. 10/26/23 Dave K called Darrel to see if he is intersted, I left a voice mail and sent a text. 10/27/23 Dave K spoke with Darrel, he has a glider in Ames so moving that to IKV does not make sense. He is going to check with CAP leadership to see if they would like to move one of their planes here. When Darrel first got onto the list it was for him or CAP. 04/09/24 Dave K emailed Darrel to see if he's ready for a hangar provided the person(s) ahead of him pass, we have one that unexpectedly came open. 04/18/24: Dave K email Darrel again as I have not heard back from him. I told him if I don't get a response from him I am going to skip him if a hangar becomes available. Darrel emailed back and says CAP doesn't need the hangar so he'd like to be moved to the bottom of the list.
68	4/21/2024	Steven Chester	Bonanza N8570M	720-301-9197	stevengchester@hotmail.com	04/21/24 Dave K received an e-mail from Steven asking to be added to the list, I emailed his position back to him.
69	4/25/2024	Barb Spencer	Looking	515-664-7901	mrandsrskiwi@gmail.com	04/25/24 Dave K received an e-mail from Barb asking to be added to the list, I emailed her position back to her.
70	6/21/2024	Steve McClatchey	C172A N7689T	712-390-3607	smcclatchey51@gmail.com	06/21/24 Kappy spoke with Steve and she sent me his information.
71	8/23/2024	Arron Weeks	Lancair 235 N32TG	561-213-7614	aaron@weeksgrp.com	08/23/24 Dave K received a call from Aaron asking to be added to the list.
72	10/1/2024	Kirk Eno	Looking	319-321-6202	kirkeno@gmail.com	10/01/24 Dave K received a call from Kirk asking to be added to the list.
73	10/1/2024	Cody Christensen	Looking	515-291-7557	codyc8043@gmail.com	10/01/24 Dave K received a call from Cody asking to be added to the list.
74	10/3/2024	Brett Hoben	Looking	563-581-1144	bhoben@hotmail.com	10/01/24 Dave K received an email from Brett asking to be added to the list.
75	10/9/2024	Jeremy Whitver	Cessna 150 N5857G	515-480-6515	jeremy.whitver@gmail.com	10/09/24 Dave K received an email from Jeremy asking to be added to the list.
76	10/20/2024	Matthew Clark	Looking for a Cessna 150	515-468-1018	Matthewcla9@gmail.com	10/20/24 Dave K received an email from Matthew asking to be added to the list.
77	10/24/2024	Dalexis Carrion Estrada	Looking for a Bonanza C35	319-610-9350	dalexis15@hotmail.com	10/24/24 Dave K: Dalexis stopped in asking about space so I got his info and added him to the list.
78	12/9/2024	Aleah Voigt	Cessna 172 N172PR	218-616-4675	voigtaleah5@gmail.com	12/09/24 Dave K received an email from Aleah asking to be added to the list.
79	12/13/2024	Drew Smith	Looking	515-971-4886	Drew@armorelectriccompany.com	12/13/24 Dave K received an email from Drew asking to be added to the list.
80	12/19/2024	Mike Vesey	Cirrus SR22T N24WD	515-419-4909	mike@vesey.com	12/19/24 Dave K received an email from Mike asking to be added to the list.
81	12/28/2024	Scott Hogue	Grumman Yankee N9962L	515-779-2447	rshogue12@gmail.com	12/28/24: Dave K and Scott talked about his hangar (A-06), he has not had a plane in it for the year he had the hangar so he gave the hangar up and asked to be put back on the list.

82	1/15/2025	Mike Kanne	Comanche N9243P	507-440-0515	mjkanne@gmail.com	01/15/25: Dave K received a call from Mike asking to be added to the list.
83	1/21/2025	BruceVanderpool / Sara Allen	Looking	515-988-1457	bjvande59@gmail.com	01/21/25: Dave K received an email from Bruce asking to be added to the list.
84	2/24/2025	Jahmy Hindman	Looking Curris SR22	563-663-7193	HindmanJahmyJ@johndeere.com	02/24/25: Dave K received an email from Jahmy asking to be put on the list.
85	2/25/2025	Ted Quick	Looking for an Archer	515-270-0779	dianangg@yahoo.com	02/25/25: Dave K took a call from Ted, they are looking to purchase an Archer and are looking for hangar space. Diana 510-725-9256 and their son are checkride ready.
86	2/26/2025	Larry Chase	Cessna 182 N2070G	515-249-5263	Larry@paper-systems.com	02/26/25: Dave K received an email from Larry asking to be added to the waiting list.
87	3/25/2025	Mike callison	Stinson 108	515-505-9111	MLCallison8@gmail.com	03/25/25: Dave K received an email from Mike asking to be added to the waiting list.

SOUTH HANGAR						
1	2/17/2020	Jeff Brandt	D8 - C172	515-321-0155	brandtjd67@gmail.com	06/22/23 Dave K e-mailed Jeff to see if he's interested in the B-04 if it becomes available. 06/23/23 Jeff emailed back wanting to know who was going to fix the insulation and leaking roof. I told him I brought the issue to the airport manager and it's now out of my hands. I asked him to let me know if he wants it or not, if he doesn't I'll move to the next person on the list. 06/23/23 Jeff has decided he'll take the hangar when it becomes available. 08/28/23 Jeff spoke to Dave, he's not quite ready to move to a South facing hangar, after speaking with Dan Stull we saw no reason we couldn't swap Jeff and Scott Wallace who is currently number 2). 11/10/23 Dave K I sent Jeff an e-mail telling him there may be a South facing hangar opening January 1st. 11/15/23 Dave K I sent Jeff another e-mail stating if I don't hear back I will move to the next person. 08/23/24 Dave K sent an email with his position on the list and if he'd like to remain on it. He emailed back stating he'd like to remain on the list. 10/07/24 Dave K sent Jeff an email seeing if you'd like to look at D-01 is it become available. 10/10/24 Dave K received a reply from Jeff wondering when it will be available, I said as soon as the plane sells. 10/21/24 Dave K informed Jeff that the hangar will be available on November 1st. Jeff is going to pass on this one, he understands that if he doesn't take the next one he will go to the bottom of the list.
2	2/15/2016	Paul Reinke	E4 - Experimental	515-201-4762	preinke@energycontroltechnologies.com	Paul is building a plane that will eventually go in the hangar. 06/22/23 Dave K e-mailed to see if he's still interested in a South facing hangar when on becomes available. 11/15/23 Dave K sent an email asking if he wants to stay on the South facing list along with his position. 08/23/24 Dave K sent an email with his position on the list and if he'd like to remain on it.
3	12/27/2016	Dave Kalwishky	E10 - C182	515-314-7060	dave@kalwishky.com	12/15 Dianna: Declined A-2 and asked to stay on the list, but move to the bottom. 06/28/23 Dave K: passed, asked to stay on list. 06/22/23 Dave K asked himself if he wanted to stay on the South facing list and he said yes. 11/15/23 Dave K asked himself if he wanted to stay on the South facing list and he said yes. 08/23/24 Dave K asked himself if he wanted to stay on the South facing list and he said yes.
4	1/30/2017	Tony Palmer	A9 - C182	515-681-0446	onfinalflying@icloud.com	Dave K: contacted Tony to see if he's interested, he will get back to me tomorrow. Tony declined the hangar and asked to stay on the list. 06/22/23 Dave K e-mailed to see if he's still interested in a South facing hangar when on becomes available. 11/15/23 Dave K sent an email asking if he wants to stay on the South facing list along with his position. 08/23/24 Dave K sent an email with his position on the list and if he'd like to remain on it.

5	7/11/2023	Ryan White	A10 - RV6	515-707-0124	ryanwhite72@gmail.com	07/11/23 Dave K received an e-mail from Ryan to be added to the list. 11/15/23 Dave K sent an email asking if he wants to stay on the South facing list along with his position. He respond that he would like to stay on the list. 08/23/24 Dave K sent an email with his position on the list and if he'd like to remain on it. He emailed back stating he'd like to remain on the list.
6	10/24/2024	Nick Wynen	E-06 - Bonanza	515-965-9568	nixkiks1@gmail.com	10/24/24: Dave K: Nick stopped in and asked to be added to the South facing list.

GARAGE SPACE						
1	10/24/2018	Todd Slezak		319-210-3793	toddslezak@aol.com	11/10/23 Dave K: I sent Todd an e-mail letting him know he is next in line and I will have a garage opening up before the end of December. 11/15/23 Dave K: I sent Todd another e-mail stating if I don't hear back from him I will move to the next person on the list. 12/07/23 Dave K: I have not heard back from Todd so I offered the garage space to Bob.
2	8/18/2019	Dan Stull		515-447-2339	dan@stullcompanies.com	11/15/23 Dave K: I sent Dan an e-mail letting him know he is number two on the list. I have a garage opening up before the end of December and if the guy ahead of him passes he can have it if he's still interested. Dan got back to me saying he'd like to stay on the list.
3	10/28/2020	Marc Broer			skycoupe318@gmail.com	Only wants B-SE - Will Pass on all others.
4	10/28/2020	Ken Anderson				Only wants G-NW for door size - Will Pass on all others.
5	11/17/2020	Nic Rupiper		515-564-9715	nicholasrupiper@yahoo.com	11/15/23 Dave K: I sent Nic an e-mail with his current poistion and asking if he'd like to remain on the list. Nic got back to me saying he'd like to stay on the list.
6	4/6/2020	Jacob Greenfield	Building Aircraft	319-573-9783	greenfj17@gmail.com	12/07/23 Dave K: I sent Jacob an e-mail with his current poistion and asking if he'd like to remain on the list. 12/29/23 Dave K: Jacob emailed back that he would like to remain on the list.
7	7/7/2020	Todd Freeland		515-208-0819	todd@innovative-me.com	11/15/23 Dave K: I sent Todd an e-mail with his current poistion and asking if he'd like to remain on the list. He responded that he would like to reamin on the list.
8	2/3/2022	Dalton Headlee		515-975-3314	dalton.headlee@gmail.com	11/15/23 Dave K: I sent Dalton an e-mail with his current poistion and asking if he'd like to remain on the list. He responded back that he'd like to remain on the list. I sent a follow up email that says you must have a hangar or plane on the field to have a garage space and that I would keep him on the list as it moves very slowly, garages seldom become available. There has only been one in the three years I've been here. He responed back that he has a PA-12 project that would go in the garage until his name comes up on the hangar. I told him that will work.
9	5/15/2024	Quinn Fairchild	Store aircraft supplies	515-422-7966	fairchild.quinn@gmail.com	05/15/24: Quinn emailed asking to be put on the list. He will use the space for 1) store/erect my aviation supplies/maps, to 2) create an aviation study space (weather dependent), and in the event that I 3) join a aircraft partnership or win one of the 6 raffles (for single-engine aircraft) to 4) have an initial space for aircraft equipment for the aircraft I may win.

COMMUNITY HANGAR						
1	7/26/2023	Mike Hannam	Cessna Cardinal N2829X	515-556-7290	bigyellowjeep@msn.com	07/23/23 Mike emailed Dave K asking to be put onto the community hangar list. 04/30/24 Dave K sent an e-mail asking if he is still interested in space if it were to become available. Nate emailed back that he would lile to remain on the list, I let him know what the pricing is. 08/12/2024 Dave sent an e-mail asking if he's still interested in space as I may have an opening in a month.
2	8/12/2024	Sam Rankin	SR22 N118WZ	515-635-5296	sam@etchoutdoor.com	08/11/24 Sam emailed Dave looking for infomration, I asked if he'd like to be added to the list.
3	2/25/2025	Ted Quick	Looking for an Archer	515-270-0779	dianangg@yahoo.com	02/25/25: Dave K took a call from Ted, they are looking to purchase an Archer and are looking for hangar space. Diana 510-725-9256 and their son are checkride ready.
4	2/26/2025	Larry Chase	Cessna 182 N2070G	515-249-5263	Larry@paper-systems.com	02/26/25: Dave K received an email from Larry asking to be added to the waiting list.

BOX HANGAR - The numbers do not represent any kind of order. They exist so we know how many pilots are interested.						
1	11/9/2023	Bill Gardner	RV10 / Super Cub	515-240-2524	wggardner@att.net	11/09/23: Dave K - After the board meeting Bill asked to be out into this list. 06/12/24: Dave K sent an email to see if he's still interested in staying on the list. 06/26/24: Bill emailed back asking to remain on the list. 11/18/24: Dave K emailed stating there will be two more built next year and if they want to remain on this list. 11/19/24: Bill got back to me, he would like to remain on the list. 03/19/25: Dave K sent an email asking if they'd like to remain on the list, two more box hangars are being built this year.
2	1/24/2024	Chad Larson	Saratoga	515-202-2394	CDLChadmark@hotmail.com	01/24/24 Dave K: Chad called and asked to be put on the list. 06/11/24: Dave K sent an email to see if he's still interested in staying on the list. He'd like to remain on the list. 11/18/24: Dave K emailed stating there will be two more built next year and if they want to remain on this list. 03/19/25: Dave K sent an email asking if they'd like to remain on the list, two more box hangars are being built this year. Chad got back to me, he'd like to remain on the list.
3	4/30/2024	Kent Lehs	Cessna 182 N6859M	515-669-2969	kentlehs@gmail.com	04/30/24: Dave K - Kent was asking about these hangars today, I gave him the information that I have and said I can add him to the list of interested people. 06/11/24: Dave K sent an email to see if he's still interested in staying on the list. He'd like to remain on the list. 11/18/24: Dave K emailed stating there will be two more built next year and if they want to remain on this list. Kent got back to me, he would like to remain on the list. 03/19/25: Dave K sent an email asking if they'd like to remain on the list, two more box hangars are being built this year. Kent got back to me and asked to remain on the list.
4	6/1/2024	Greg Jensen	Cherokee 235	515-291-3909	greg.jensen@calibercompany.com	06/01/24: Dave K - Greg sent an email asking to be added to the list. 06/11/24: Dave K sent an email to see if he's still interested in staying on the list. He'd like to remain on the list. 11/18/24: Dave K emailed stating there will be two more built next year and if they want to remain on this list. 03/19/25: Dave K sent an email asking if they'd like to remain on the list, two more box hangars are being built this year.
5	6/11/2024	Nicholas Ashton	Cirrus Jet	515-444-8769	nicholas@energeoingenuity.com	06/11/24 Dave K: The plane is on order, he is looking for space either in our community hangar or a box hangar. 09/05/24 Dave K: Nicholas called and will not have a plane for 2 - 3 months, he understands that we will need to move on to someone else. I will keep him on the list. 11/18/24: Dave K emailed stating there will be two more built next year and if they want to remain on this list. The email bounced back as undeliverable. 03/19/25: Dave K sent an email asking if they'd like to remain on the list, two more box hangars are being built this year. The email came back as underliverable.
6	6/11/2024	Kyler Gifford	Looking for a Cessna 172	515-783-0064	kylergifford@gmail.com	06/11/24 Dave K: Kyler texted me and asked to be put on this list. 11/18/24: Dave K emailed stating there will be two more built next year and if they want to remain on this list. 03/19/25: Dave K sent an email asking if they'd like to remain on the list, two more box hangars are being built this year. Kyler got back to me, he'd like to remain on the list.
7	7/9/2024	Mitchel Sellers	Currently has Cirrus Looking at TBM700C2 or M600	515-707-3629	msellers@iowacomputergurus.com	07/09/24 Dave K: Mitch emailed asking to be put on the list. 09/06/24 Dave K spoke to Mitch a few weeks ago and he said he was going to pass at this time. 11/18/24: Dave K emailed stating there will be two more built next year and if they want to remain on this list. Mitch got back to me, he would like to remain on the list. 03/19/25: Dave K sent an email asking if they'd like to remain on the list, two more box hangars are being built this year. Mitch got back to me, he'd like to remain on the list.

8	7/9/2024	Mike Hannam	Cardinal N2829X	515-556-7290	bigyellowjeep@msn.com	07/09/24 Dave K: Mike emailed asking to be put on the list. 11/18/24: Dave K emailed stating there will be two more built next year and if they want to remain on this list. Mike got back to me, he would like to remain on the list. 03/19/25: Dave K sent an email asking if they'd like to remain on the list, two more box hangars are being built this year. Mike got back to me, he'd like to remain on the list. He has two single engine pistons he owns and he has access to a twin.
9	8/23/2024	David Switzer	Lancair Legacy N84V	772-332-2016	dfcdcf@comcast.net	08/23/24 Dave K: David called asking about the hangars, I let him know more would be built next year. He'd like to find a few people with smaller planes to go in with him to lease the hangar. 11/18/24: Dave K emailed stating there will be two more built next year and if they want to remain on this list. Kent got back to me, he would like to stay on the list. Mike got back to me, he would like to remain on the list. 03/19/25: Dave K sent an email asking if they'd like to remain on the list, two more box hangars are being built this year.
10	2/24/2025	Jahmy Hindman	Looking Curris SR22	563-663-7193	HindmanJahmyJ@johndeere.com	02/24/25: Dave K received an email from Jahmy asking to be put on the list. 03/19/25: Dave K sent an email asking if they'd like to remain on the list, two more box hangars are being built this year. 03/20/25: Jahmy got back to me and would like to remain on the list.

MINUTES OF THE POLK COUNTY AVIATION AUTHORITY (PCAA)
Thursday, March 6, 2025 - 5:00 PM
Ankeny Regional Airport, 3700 SE Convenience Blvd., Ankeny, Iowa

Acting Chairman Todd Ashby joined the meeting electronically and called the meeting to order at 5:00 PM. Board Members Dr. Paul Novak, Bill Gardner and Greg Johnson were in attendance. Chairman Jeff Wangsness was absent. Ryan Day (Exec 1) was in attendance. Jay Pudenz (McClure) was in attendance. Airport Board Manager Paul Moritz, City Attorney Erin Clanton, Administrative Services Director Jennifer Sease, and Recording Secretary Diane Klemme were also present.

Approval of Agenda

Board Member Gardner moved, second by Novak, to approve the agenda without amendment. Ayes: 4.

FBO Report

Ryan Day reviewed the FBO Report with the Board.

Finance / Budget Report

Gardner reported on the 3/6/24 listing of bills.

Consent Agenda Items

1. Approval of February 6, 2025 minutes.
2. **RESOLUTION 2025-08** approving 2025 lease agreements.
3. Retainage Payment to Eagle Sign Company for services that included construction of Monument Signs in the amount of \$3,006.08.
4. Task Order One-Payment #5 to HDR Engineering, Inc. for services that include Professional Consulting Services in the amount of \$849.27.
5. Payment #15 to McClure Engineering Company for services that includes Design & Bidding to Reconstruct Runway 18/36 in the amount of \$11,607.87.
6. Payment #3 to McClure Engineering Company for the Reconstruct Airport Entrance Roundabout and Terminal Building Parking Lot project in the amount of \$16,350.00.
7. Payment #5 to McClure Engineering Company for Extend Runway 18: Design and Bidding Services in the amount of \$43,564.50.
8. Payment #4 to McClure Engineering Company for Site Work & Vertical Infrastructure – Phase 2 – Design and Bidding for the North Property Line Box Hangars in the amount of \$17,808.40.
9. Payment #28 to McClure Engineering Company for services that include General On-Call Engineering Services in the amount of \$2,556.25.
10. Approval of Bills and Transfer of Necessary Funds, \$120,981.12.
11. Approval of March 2025 Financial Reports.

Approval of Consent Agenda Items

Board Member Gardner moved, second by Johnson, to approve Consent Agenda Items CA-1 through CA-11. Ayes: Gardner, Johnson, Ashby, Novak.

New Business

1. **RESOLUTION 2025-09** authorizing the Board Chairperson to sign the construction contract for the North Property Line Box Hangars – Phase 2 Project at the Ankeny Regional Airport. Johnson moved, second by Novak. Ayes: Johnson, Novak, Ashby, Gardner.
2. **RESOLUTION 2025-10** authorizing the execution of Task Order No. 09 for construction services with McClure Engineering for the North Property Line Box Hangars – Phase 2 Project in an amount not to exceed \$87,279.00. Johnson moved, second by Novak. Ayes: Johnson, Novak, Ashby, Gardner.
3. **RESOLUTION 2025-11** authorizing the execution of Task Order No. 10 with McClure Engineering for the design of the Instrument Landing System Relocation as part of the proposed Runway 18/36 Extension Project. Gardner moved, second by Novak. Ayes: Gardner, Novak, Ashby, Johnson.
4. **RESOLUTION 2025-12** granting an electric easement to MidAmerican Energy Company for the installation of an electric service and transformer to serve the Rick's Landing Hangar at the Ankeny Regional Airport. Novak moved, second by Johnson. Ayes: Novak, Johnson, Ashby, Gardner.
5. Motion to accept a proposal from Smith's Sewer Service in the amount of \$885.00 to video-inspect the three storm sewer pipes under Runway 4/22 at the identified dip in the runway pavement. Gardner moved, second by Johnson. Ayes: Gardner, Johnson, Ashby, Novak.
6. **RESOLUTION 2025-13** authorizing the execution of a Reimbursable Agreement with the Federal Aviation Administration for the design review of the Instrument Landing System Relocation as part of the proposed Runway 18/36 Extension. Johnson moved, second by Novak. Ayes: Johnson, Novak, Ashby, Gardner.
7. **RESOLUTION 2025-14** setting a public hearing on the Polk County Aviation Authority revised Fiscal Year 2024-2025 Budget and the proposed Fiscal Year 2025-2026 Budget (date of hrg: 4/10/25 @ 5:00 p.m.). Gardner moved, second by Johnson. Ayes: Gardner, Johnson, Ashby, Novak.
8. **RESOLUTION 2025-15** fixing a date for the hearing on the plans, specifications, opinion of probable cost and form of contract, taking of bids and awarding the construction contract for the Reconstruct Airport Entrance Roundabout and Terminal Parking Lot Project. Novak moved, second by Gardner. Ayes: Novak, Gardner, Ashby, Johnson.

Reports

- A. Engineering Report – Pudenz
 - a. Construct Monument Signs Project: Consider a change order to Eagle Signs to add graphics to the back side of the Interstate 35 sign
 - b. Update on the South Terminal Area Development – Preliminary Design by HDR
- B. Staff Report – Moritz
 - a. Tee Hangar Leases: Fire Extinguisher Requirement by Fire Marshal
 - b. Tee Hangar Leases: Possible Revision regarding fuel in portable cans
 - c. Tee Hangar Leases: Possible Revisions regarding Air-worthy Aircraft
 - d. 2025 Iowa Public Airports Association Annual Conference – April 15-17 in Okoboji
- C. Legal Counsel Report
- D. Board Report
- E. Chair Report

Adjournment

The meeting was adjourned at 5:51 p.m.

Attest: _____
Diane Klemme, Recording Secretary

Signed: _____
Todd Ashby, Acting Chairperson

Published in the Des Moines Register on the 14th day of March, 2025.

RESOLUTION

A RESOLUTION AUTHORIZING THE EXECUTION OF A FARM LEASE WITH DENNIS MILLER

WHEREAS, the Polk County Aviation Authority owns certain land, a portion of which Dennis Miller desires to lease for purposes of farming the land; and

WHEREAS, the Polk County Aviation Authority believes it to be in the best interest of the Authority for the land to be farmed; and

WHEREAS, the Polk County Aviation Authority, having reviewed the attached Farm Lease believes it to be in the best interest of the Aviation Authority to enter into said Lease.

NOW, THEREFORE, BE IT RESOLVED that the Polk County Aviation Authority hereby approves the attached Farm Lease with Dennis Miller.

BE IT FURTHER RESOLVED that the Chairman of the Polk County Aviation Authority is hereby authorized to execute said Lease.

Dated the 10th day of April, 2025.

Jeff Wangsness, Chairperson

ATTEST:

Diane Klemme, Recording Secretary



FARM LEASE - CASH OR CROP SHARES

THIS LEASE ("Lease") is made between Polk County Aviation Authority ("Landlord"), whose address for the purpose of this Lease is 410 West 1st Street, Ankeny, IA 50021 and Dennis Miller ("Tenant"), whose address for the purpose of this Lease is 2010 NW Pleasant Street, Ankeny, Iowa 50023.

THE PARTIES AGREE AS FOLLOWS:

1. **PREMISES AND TERM.** Landlord leases to Tenant the following real estate situated in Polk County, Iowa (the "Real Estate"):

To be determined and mutually agreed upon between the Landlord and Tenant for approximately 1.18 acres East of Four Mile Drive

and containing 1.18 total acres, more or less, with possession by Tenant for a term of 1 year(s) to commence on March 1, 2025, and end on February 28, 2026. The Tenant has had or been offered an opportunity to make an independent investigation as to the acres and boundaries of the premises. In the event that possession cannot be delivered within fifteen (15) days after commencement of this Lease, Tenant may terminate this Lease by giving the Landlord notice in writing.

2. **RENT.** Tenant shall pay to Landlord as rent for the Real Estate (the "Rent"):
Total annual cash rent of \$275.00 per acre payable, unless otherwise agreed, as follows: first one-half on 1st of July, 2025, second one-half on 1st of December, 2025. All Rent is to be paid to Landlord at the address above or at such other place as Landlord may direct in writing. Rent must be in Landlord's possession on or before the due date. Participation of this farm in any offered program by the U.S. Department of Agriculture or any state for crop production control or soil conservation, the observance of the terms and conditions of this program, and the division of farm program payments, requires Landlord's consent. Payments from participation in these programs shall be divided 0% Landlord 100% Tenant. Governmental cost-sharing payments for permanent soil conservation structures shall be divided 0% Landlord 100% Tenant. Crop disaster payments shall be divided 0% Landlord 100% Tenant.
3. **LANDLORD'S LIEN AND SECURITY INTEREST.** As security for all sums due or which will become due from Tenant to Landlord, Tenant hereby grants to Landlord, in addition to any statutory liens, a security interest as provided in the Iowa Uniform Commercial Code and a contractual lien in all crops produced on the premises and the proceeds and products thereof, all contract rights concerning such crops, proceeds and/or products, all proceeds of insurance collected on account of destruction of such crops, all contract rights and U.S. government and/or state agricultural farm program payments in connection with the above described premises whether such contract rights be payable in cash or in kind, including the proceeds from such rights, and any and all other personal property kept or used on the real estate that is not exempt from execution. Tenant shall

also sign any additional forms required to validate the security interest in government program payments.

Tenant shall not sell such crops unless Landlord agrees otherwise. Tenant shall notify Landlord of Tenant's intention to sell crop at least three (3) business days prior to sale of the crop (with business days being described as Monday through Friday, except any Iowa or federal holidays). Tenant shall pay the full rent for the crop year in which the crop is produced, whether due or not, at the time of sale pursuant to Landlord's consent to release Landlord's security interests. Upon payment in full Landlord shall release Landlord's lien on the crop produced in that crop year on the premises. The parties agree that by the Landlord releasing the lien as to the crop in one year, the Landlord in no way releases the lien or agrees to release the lien in any prior or subsequent year.

Tenant shall sign and deliver to Landlord a list of potential buyers of the crops upon which Landlord has been granted a security interest in this lease. Unless Landlord otherwise consents, Tenant will not sell these crops to a buyer who is not on the potential list of buyers unless Tenant pays the full rent due for the crop year to the Landlord at or prior to the date of sale. Landlord may give notice to the potential buyers of the existence of this security interest.

Landlord is further granted the power, coupled with an interest, to sign on behalf of Tenant as attorney-in-fact and to file one or more financing statements under the Iowa Uniform Commercial Code naming Tenant as Debtor and Landlord as Secured Party and describing the collateral herein specified. Tenant consents to the financing statement being filed immediately after execution of this Lease.

4. **INPUT COSTS AND EXPENSES.** Tenant shall prepare the Real Estate and plant such crops in a timely fashion as may be directed by Tenant. Tenant shall only be entitled to pasture or till those portions of the Real Estate designated by Landlord. All necessary machinery and equipment, as well as labor, necessary to carry out the terms of this lease shall be furnished by and at the expense of the Tenant. The following materials, in the amounts required by good husbandry, shall be acquired by Tenant and paid for by the parties as follows:

	% Landlord	% Tenant
(1) Fertilizer	0%	100.00%
(2) Lime and Trace Minerals	0%	100.00%
(3) Herbicide	0%	100.00%
(4) Insecticides	0%	100.00%
(5) Seeds	0%	100.00%
(6) Seed Cleaning	0%	100.00%
(7) Harvesting and/or Shelling Expense	0%	100.00%
(8) Grain Drying	0%	100.00%

(9) Grain Storage	0%	100.00%
(10) Other Expenses	0%	100.00%

5. **PROPER HUSBANDRY; HARVESTING OF CROPS; CARE OF SOIL, TREES, SHRUBS AND GRASS.** Tenant shall farm the Real Estate in a manner consistent with good husbandry, seek to obtain the best crop production that the soil and crop season will permit, properly care for all growing crops in a manner consistent with good husbandry, and harvest all crops on a timely basis. In the event Tenant fails to do so, Landlord reserves the right, personally or by designated agents, to enter upon the Real Estate and properly care for and harvest all growing crops, charging the cost of the care and harvest to the Tenant, as part of the Rent. Tenant shall timely control all weeds, including noxious weeds, weeds in the fence rows, along driveways and around buildings throughout the premises. Tenant shall comply with all terms of the conservation plan and any other required environmental plans for the leased premises. Tenant shall do what is reasonably necessary to control soil erosion including, but not limited to, the maintenance of existing watercourses, waterways, ditches, drainage areas, terraces and tile drains, and abstain from any practice which will cause damage to the Real Estate.

Upon request from the Landlord, Tenant shall by August 15 of each lease year provide to the Landlord a written listing showing all crops planted, including the acres of each crop planted, fertilizers, herbicides and insecticides applied showing the place of application, the name and address of the applicator, the type of application and the quantity of such items applied on the lease premises during such year.

Tenant shall distribute upon the poorest tillable soil on the Real Estate, unless directed otherwise by Landlord, all of the manure and compost from the farming operation suitable to be used. Tenant shall not remove from the Real Estate, nor burn, any straw, stalks, stubble, or similar plant materials, all of which are recognized as the property of Landlord. Tenant may use these materials, however, upon the Real Estate for the farming operations. Tenant shall protect all trees, vines and shrubbery upon the Real Estate from injury by Tenant's cropping operation or livestock.

Tenant shall maintain accurate yield records for the real estate, and upon request, during or after lease term, shall disclose to Landlord, all yield base information required for participation in government program

6. **DELIVERY OF GRAIN.** If this lease is a crop share lease, Tenant, without cost to Landlord, shall deliver Landlord's grain pursuant to request, at reasonable times, to the elevator at _____ or elsewhere at no further distant point.
7. **LANDLORD'S STORAGE SPACE.** If this lease is a crop share lease, Landlord reserves 0% of all crib and granary space for storage of the rent share crops.
8. **ENVIRONMENTAL.**
- a. Landlord. To the best of Landlord's knowledge to date:
 - i. Neither Landlord nor, Landlord's former or present tenants, are subject to any investigation concerning the premises by any governmental authority under any applicable federal, state, or local codes, rules, and regulations pertaining to air and water quality, the handling, transportation, storage, treatment, usage, or disposal of toxic or hazardous substances, air emissions, other environmental matters, and all zoning and other land use matters.

- ii. Any handling, transportation, storage, treatment, or use of toxic or hazardous substances that has occurred on the premises has been in compliance with all applicable federal, state, and local codes, rules, and regulations.
- iii. No leak, spill release, discharge, emission, or disposal of toxic or hazardous substances has occurred on the premises.
- iv. The soil, groundwater, and soil vapor on or under the premises is free of toxic or hazardous substances except for chemicals (including without limitation fertilizer, herbicides, insecticides) applied in conformance with good farming methods, applicable rules and regulations and the label directions of each chemical.

Landlord shall hold Tenant harmless against liability for removing solid waste disposal sites existing at the execution of this Lease, with the exception that Tenant shall be liable for removal of solid waste disposal sites to the extent that the Tenant created or contributed to the solid waste disposal site at any time.

Landlord shall assume liability and shall indemnify and hold Tenant harmless against any liability or expense arising from any condition which existed, whether known or unknown, at the time of execution of the lease which is not a result of actions of the Tenant or which arises after date of execution but which is not a result of actions of the Tenant.

Landlord shall disclose in writing to Tenant the existence of any known wells, underground storage tanks, hazardous waste sites, and solid waste disposal sites. Disclosure may be provided by a properly completed groundwater hazard statement to be supplemented if changes occur.

- b. Tenant. Tenant shall comply with all applicable environmental laws concerning application, storage and handling of chemicals (including, without limitation, herbicides and insecticides) and fertilizers. Tenant shall apply any chemicals used for weed or insect control at levels not to exceed the manufacturer's recommendation for the soil types involved. Farm chemicals may (not) be stored on the premises for more than one year. Farm chemicals for use on other properties may (not) be stored on this property. Chemicals stored on the premises shall be stored in clearly marked, tightly closed containers. No chemicals or chemical containers will be disposed of on the premises. Application of chemicals for agricultural purposes per manufacturer's recommendation shall not be construed to constitute disposal.

Tenant shall employ all means appropriate to insure that well or ground water contamination does not occur, and shall be responsible to follow all applicator's licensing requirements. Tenant shall install and maintain safety check valves for injection of any chemicals and/or fertilizers into an irrigation system (injection valve only, not main well check valve). Tenant shall properly post all fields (when posting is required) whenever chemicals are applied by ground or air. Tenant shall haul and spread all manure on appropriate fields at times and in quantities consistent with environmental protection requirements. Tenant shall not dispose of waste oil, tires, batteries, paint, other chemicals or containers anywhere on the premises. Solid waste may (not) be disposed of on the premises. Dead livestock may (not) be buried on the premises. If disposal of solid waste or burial of dead animals is permitted as stated in the previous two sentences, the disposal or burial shall be in compliance with all applicable environmental laws. Tenant shall not use waste oil as a means to suppress dust on any roads on or near the premises. No underground storage tanks, except

human waste septic systems that meet current codes, rules, and regulations, shall be maintained on the premises.

Tenant shall immediately notify Landlord of any chemical discharge, leak, or spill which occurs on premises. Tenant shall assume liability and shall indemnify and hold Landlord harmless for any claim or violation of standards which results from Tenant's use of the premises. Tenant shall assume defense of all claims, except claims resulting from Landlord's negligence, in which case each party shall be responsible for that party's defense of any claim. After termination, Tenant shall remain liable for violations which occurred during the term of this Lease.

In the absence of selection of an alternative where choices are provided in this paragraph 8b, the choice of the word "may" shall be presumed unless that presumption is contrary to applicable environmental laws and regulations.

9. **TERMINATION OF LEASE.** This Lease shall automatically renew upon expiration from year-to-year, upon the same terms and conditions unless either party gives due and timely written notice to the other of an election not to renew this Lease. If renewed, the tenancy shall terminate on March 1 of the year following, provided that the tenancy shall not continue because of an absence of notice in the event there is a default in the performance of this Lease. All notices of termination of this Lease shall be as provided by law.
10. **POSSESSION AND CONDITION AT END OF TERM.** At the termination of this Lease, Tenant will relinquish possession of the Real Estate to the Landlord. If Tenant fails to do so Tenant agrees to pay Landlord \$0.00 per day, as liquidated damages until possession is delivered to Landlord. At the time of delivery of the Real Estate to Landlord, Tenant shall assure that the Real Estate is in good order and condition, and substantially the same as it was when received by Tenant at the commencement of this Lease, excusable or insurable loss by fire, unavoidable accidents and ordinary wear, excepted.
11. **LANDLORD'S RIGHT OF ENTRY AND INSPECTION.** In the event notice of termination of this Lease has been properly served, Landlord may enter upon the Real Estate or authorize someone else to enter upon the Real Estate to conduct any normal tillage or fertilizer operation after Tenant has completed the harvesting of crops even if this is prior to the date of termination of the lease. Landlord may enter upon the Real Estate at any reasonable time for the purpose of viewing or seeding or making repairs, or for other reasonable purposes.
12. **VIOLATION OF TERMS OF LEASE.** If Tenant or Landlord violates the terms of this Lease, the other may pursue the legal and equitable remedies to which each is entitled. Tenant's failure to pay any Rent when due shall cause all unpaid Rent to become immediately due and payable, without any notice to or demand upon Tenant.
13. **REPAIRS.** Tenant shall maintain the fences on the leased premises in good and proper repair. Landlord shall furnish necessary materials for repairs that Landlord deems necessary within a reasonable time after being notified of the need for repairs. Tenant shall haul the materials to the repair site without charge to Landlord.
14. **NEW IMPROVEMENTS.** All buildings, fences and improvements of every kind and nature that may be erected or established upon the Real Estate during the term of the Lease by the Tenant shall constitute additional rent and shall inure to the Real Estate, becoming the property of Landlord unless the Landlord has agreed in writing prior to the

erection that the Tenant may remove the improvement at the end of the lease.

15. **WELL, WINDMILL, WATER AND SEPTIC SYSTEMS.** Tenant shall maintain all well, windmill, water and septic systems on the Real Estate in good repair at Tenant's expense except damage caused by windstorm or weather. Tenant shall not be responsible for replacement or installation of well, windmill, water and septic systems on the Real Estate, beyond ordinary maintenance expenses. Landlord does not guarantee continuous or adequate supplies of water for the premises.
16. **EXPENSES INCURRED WITHOUT CONSENT OF LANDLORD.** No expense shall be incurred for or on account of the Landlord without first obtaining Landlord's written authorization. Tenant shall take no actions that might cause a mechanic's lien to be imposed upon the Real Estate.
17. **NO AGENCY.** Tenant is not an agent of the Landlord.
18. **TELEVISION AND RADIO.** Tenant may install and remove, without causing material injury to the premises, Tenant's television reception antennas, microwave dishes, and radio reception and transmission antennas.
19. **ACCOUNTING.** The method used for dividing and accounting for the harvested grain shall be the customary and usual method used in the locale.
20. **ATTORNEY FEES AND COURT COSTS.** If either party files suit to enforce any of the terms of this Lease, the prevailing party shall be entitled to recover court costs and reasonable attorneys' fees.
21. **CHANGE IN LEASE TERMS.** The conduct of either party, by act or omission, shall not be construed as a material alteration of this Lease until such provision is reduced to writing and executed by both parties as addendum to this Lease.
22. **CONSTRUCTION.** Words and phrases herein, including the acknowledgment, are construed as in the singular or plural and as the appropriate gender, according to the context.
23. **NOTICES.** The notices contemplated in this Lease shall be made in writing and shall either be delivered in person, or be mailed in the U.S. mail, certified mail to the recipient's last known mailing address, except for the notice of termination set forth in Section 9, which shall be governed by the Code of Iowa.
24. **ASSIGNMENT.** Tenant shall not assign this Lease or sublet the Real Estate or any portion thereof without prior written authorization of Landlord.
25. **CERTIFICATION.** Tenant certifies that it is not acting, directly or indirectly, for or on behalf of any person, group, entity or nation named by any Executive Order or the United States Treasury Department as a terrorist, "Specially Designated National and Blocked Person" or any other banned or blocked person, entity, nation or transaction pursuant to any law, order, rule or regulation that is enforced or administered by the Office of Foreign Assets Control; and it is not engaged in this transaction, directly or indirectly on behalf of, or instigating or facilitating this transaction, directly or indirectly on behalf of, any such person, group, entity or nation. Tenant hereby agrees to defend, indemnify and hold harmless Landlord from and against any and all claims, damages, losses, risks, liabilities and expenses (including attorney's fees and costs) arising from or related to any breach of the foregoing certification.

DATED: 4-10-25.

TENANT:



Dennis Miller

LANDLORD:

Polk County Aviation Authority

Jeff Wangsness, Chairman

ATTEST:

Todd Ashby, Secretary

APPLICATION FOR PARTIAL PAYMENT OF CONTRACT



Project Title: PCAA - Professional Consulting Services (Task Order One)
Contractor: HDR Engineering Inc.
Address: 300 East Locust Street, Suite 210, Des Moines, IA 50309
Finance Budget Code: 644 **Finance Project Code:** N/A
Vendor Project or Invoice #: 10360971 **PO #:** N/A
Original Contract Date: October 6, 2022 **Vendor #:** N/A

Date of Board Meeting 6-Mar-25 **PAYMENT REQUEST #** 6 (On call)
PAYMENT PERIOD: From: 01/26/25 through: 02/22/25

Contract Summary

Original Contract Amount:	\$	42,000.00	
Net change by Change Orders:	\$	-	
Contract Amount to Date: (line 1 ± 2)	\$	42,000.00	
Total completed and stored to date:	\$	18,022.30	
Retainage: 0 % of Completed Work:	\$	-	
Total Earned less Retainage:	\$	18,022.30	
Less previous applications for payment:	\$	16,439.39	
SUBTOTAL	\$		1,582.91

OTHER CHARGES (Please attach an itemized list) \$ -

CURRENT PAYMENT DUE \$ 1,582.91

Balance to finish, including retainage: \$ 23,977.70

Contract Time Remaining (If applicable) N/A ##

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all the amounts have been paid by the Contractor for work for which previous Certificate(s) for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

Engineer/Consultant Approval: HDR Engineering Inc.
Firm Name

Signature: Jerry Searle Date: 3/5/2025

PCAA Approval:
Signature: Date:

City of Ankeny Staff Approval:
Signature: Date:

\$ 0.50 added to pay application# 5 to correct for error on prior pay application # 4.

Submit to: Paul Moritz; cc: Jennifer Sease, Terri Havens

Email: pmoritz@ankenyiowa.gov; jsease@ankenyiowa.gov; Phone: 515-965-6428 Fax: 515-965-6416
thavens@ankenyiowa.gov



Invoice

HDR Engineering Inc.
Omaha, NE 68106-2973
Phone: (402) 399-1000

Polk County Aviation Authority
410 West 1st Street
ANKENY, IA 50023

Reference Invoice Number with Payment

HDR Invoice No. 1200700357
Invoice Date 28-FEB-2025
Invoice Amount Due \$1,582.91
Payment Terms 30 NET

Remit To PO Box 74008202
Chicago, IL 60674-8202
ACH/EFT Payments Bank of America ML US
ABA# 081000032
Account# 355004076604

As-Needed Airport Consulting Services for matters related to the Ankeny Regional Airport (IKV)

Professional Services
From: 26-JAN-2025 To: 22-FEB-2025

Professional Services Summarization	Hours	Billing Rate	Amount
Accounting	1.00	92.78	92.78
Airport Planner	6.50	229.25	1,490.13
	7.50		\$1,582.91
Total Professional Services			\$1,582.91

Amount Due This Invoice (USD)	\$1,582.91
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Fee Amount	\$42,000.00
Fee Invoiced to Date	\$18,022.30
Fee Remaining	\$23,977.70

Invoice

HDR Invoice No. 1200700357
Invoice Date 28-FEB-2025

HDR Internal Reference Only	
Client Number	44511
Cost Center	10134
Project Number	10360971

APPLICATION FOR PARTIAL PAYMENT OF CONTRACT



Project Title: General On-Call Engineering Services
Contractor: McClure Engineering Company
Address: 1360 NW 121st St, Suite A, Clive, IA 50325
Finance Budget Code: 644 **Finance Project Code:** N/A
Vendor Project or Invoice #: 2022001042-000 **PO #** N/A
Original Contract Date: October 6, 2022 **Vendor #** N/A

Date of Board Meeting 10-Apr-25 **PAYMENT REQUEST #** 29
PAYMENT PERIOD: From: 01/26/25 through: 02/22/25

Contract Summary

Original Contract Amount:	\$	-
Net change by Change Orders:	\$	-
Contract Amount to Date: (line 1 ± 2)		\$80,449.72
Total completed and stored to date:		\$80,449.72
Retainage: 0 % of Completed Work:	\$	-
Total Earned less Retainage:		\$80,449.72
Less previous applications for payment:		\$79,677.22
SUBTOTAL	\$	772.50

OTHER CHARGES (Please attach an itemized list) \$ -

CURRENT PAYMENT DUE \$ 772.50

Balance to finish, including retainage: -

Contract Time Remaining (If applicable) N/A ##

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all the amounts have been paid by the Contractor for work for which previous Certificate(s) for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

Engineer/Consultant Approval: McClure Engineering Company
Signature: [Signature] Date: 3/14/2025

PCAA Approval:
Signature: _____ Date: _____

City of Ankeny Staff Approval:
Signature: _____ Date: _____

Work completed:
-Coordination with Contractor on preparation of proposal / quote to complete mud-jacking to help fix RWY 4-22 dip
-Coordination with pipe inspector Contractor complete televising of pipes under RWY 4-22

Paul Moritz, cc:Jennifer Sease
Email: PMoritz@Ankenyiowa.gov; jsease@ankenyiowa.gov Phone: 515-965-6420 Fax: 515-965-6416



1360 NW 121st Street
Clive, IA 50325

Paul Moritz
Polk County Aviation Authority
410 West First St
Ankeny, IA 50023

February 24, 2025
Project No: 2022001042-000
Invoice No: 29
Due Date: March 26, 2025

Project 2022001042-000 Ankeny Regional Airport - General On-Call Services

Professional Services from January 26, 2025 to February 22, 2025

Phase 163 General On-Call Services

	Hours	Rate	Amount	
Project Manager I	.25	185.00	46.25	
Team Leader	2.50	250.00	625.00	
Project Coordinator	.75	135.00	101.25	
Totals	3.50		772.50	
Total Labor				772.50
			Total this Phase	\$772.50
			Total Due this Invoice	\$772.50

Outstanding Invoices

Number	Date	Balance
28	1/27/2025	2,556.25
Total		2,556.25



1360 NW 121st Street
Clive, IA 50325

Paul Moritz
Polk County Aviation Authority
410 West First St
Ankeny, IA 50023

February 24, 2025
Project No: 2022001042-004
Invoice No: 16
Due Date: March 26, 2025

Project 2022001042-004 Ankeny Regional Airport: Reconstruct Runway 18/36: Design and Bidding

Professional Services from January 26, 2025 to February 22, 2025

Phase 1 Part I: Design and Bidding Services (AIP Eligible)

Billing Phase	Fee	Percent Complete	Earned	Previous Billing	Current Billing
Existing Conditions	3,220.00	100.00	3,220.00	3,220.00	0.00
AIP Grant Administration	7,950.00	95.00	7,552.50	7,552.50	0.00
Preliminary Design	8,180.00	100.00	8,180.00	8,180.00	0.00
30% Design	182,600.00	100.00	182,600.00	182,600.00	0.00
90% Design	457,477.00	100.00	457,477.00	457,477.00	0.00
Issued for Bid (100%)	64,670.00	30.00	19,401.00	6,467.00	12,934.00
Construction Permits	2,650.00	30.00	795.00	0.00	795.00
Advertise, Bidding, Contract Award	31,303.00	0.00	0.00	0.00	0.00
Project Closeout	1,800.00	0.00	0.00	0.00	0.00
Project Management and Coordination	48,660.00	95.00	46,227.00	46,227.00	0.00
Topographic Survey	3,655.00	100.00	3,655.00	3,655.00	0.00
Subcontractor - McFarland Johnson	32,700.00	0.00	0.00	0.00	0.00
Total Fee	844,865.00		729,107.50	715,378.50	13,729.00
Total Fee					13,729.00
Total this Phase					\$13,729.00

Phase 2 Part II: Design and Bidding Services (AIP Ineligible)

Billing Phase	Fee	Percent Complete	Earned	Previous Billing	Current Billing
Preliminary Design	3,880.00	50.00	1,940.00	1,940.00	0.00
Total Fee	3,880.00		1,940.00	1,940.00	0.00
Total Fee					0.00
Total this Phase					0.00

Project	2022001042-004	Ankeny - Reconst Runway 18/36 Design/Bid	Invoice	16
			Total Due this Invoice	\$13,729.00

Outstanding Invoices

Number	Date	Balance
15	1/27/2025	11,607.87
Total		11,607.87

PROGRESS REPORT

PROJECT #	2022001042-004		
PROJECT	ANKENY REGIONAL AIRPORT: RECONSTRUCT RUNWAY 18/36 - DESIGN AND BIDDING		
PRJ MNGR	JAY PUDENZ, P.E., LEED AP		
CLIENT	POLK COUNTY AVIATION AUTHORITY 410 WEST 1ST STREET ANKENY, IOWA 50021	Phone	515.965.6420
		Fax	
		Email:	pmoritz@ankenyiowa.gov

REPORT BY	JAY PUDENZ, P.E., LEED AP Email: jpudenz@mcclurevision.com		
REPORTING PERIOD	FEBRUARY 2025	NEXT REPORT	MARCH 2025

SUMMARY OF WORK DONE LAST PERIOD

- ✓ Completed QAQC review of 90% submittal and working through updates to submittal
- ✓ Finalized 90% design, including plans, specifications and 90% CSPP to Owner and FAA
- ✓ Started coordination of review of localizer relocation and glideslope critical area impacts into design, plans and specifications

FORECAST OF ACTIVITIES FOR NEXT PERIOD

- Complete update of 90% submittal working through updates to submittal, incorporating all QAQC comments
- Submit 90% design, including plans, specifications and 90% CSPP to Owner and FAA
- Coordinate with the Owner and items needed to items needed to finalize as we move forward from 90% to Issue for Bid Documents
Issue for Bid Documents
- Establish Bidding Schedule with the Owner and FAA
- Continue working through design of localizer relocation and glideslope critical area

VALUE ADDED SERVICES

- N/A

INPUT NEEDED

- N/A

Part I: Design and Bidding Services (AIP Eligible)

Phase 200 – Existing Conditions



Phase 300 – AIP Grant Administration



Phase 400 – Preliminary Design



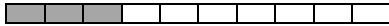
Phase 500.A – 30% Design



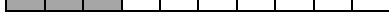
Phase 500.B – 90% Design



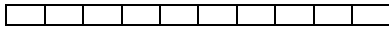
Phase 500.C – Issued for Bid (100%)



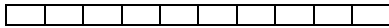
Phase 504 – Construction Permits



Phase 602 – Advertise, Bidding and Contract Award



Phase 800 – Project Closeout



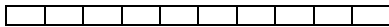
Phase 700 – Topographic Survey



Phase 850 – Project Management and Coordination



Phase 960 – Subcontractor - McFarland Johnson



Part II: Design and Bidding Services (AIP Ineligible)

Phase 400 – Preliminary Design



APPLICATION FOR PARTIAL PAYMENT OF CONTRACT



North Property Line Box Hangars (Site Work and Vertical Infrastructure) -
Project Title: Phase 2 - Design and Bidding
Contractor: McClure Engineering Company
Address: 1360 NW 121st St, Suite A, Clive, IA 50325
Finance Budget Code: 644 **Finance Project Code:** N/A
Vendor Project or Invoice #: 2022001042-008 **PO #** N/A
Original Contract Date: October 6, 2024 **Vendor #** N/A

Date of Board Meeting 10-Apr-25 **PAYMENT REQUEST #** 5
PAYMENT PERIOD: From: 01/26/25 through: 02/22/25

Contract Summary

Original Contract Amount:	\$	124,855.00	
Net change by Change Orders:	\$	-	
Contract Amount to Date: (line 1 ± 2)	\$	124,855.00	
Total completed and stored to date:	\$	114,527.15	
Retainage: 0 % of Completed Work:	\$	-	
Total Earned less Retainage:	\$	114,527.15	
Less previous applications for payment:	\$	101,531.50	
SUBTOTAL	\$		12,995.65

OTHER CHARGES (Please attach an itemized list) \$ -

CURRENT PAYMENT DUE \$ 12,995.65

Balance to finish, including retainage: \$ 10,327.85

Contract Time Remaining (If applicable) N/A ##

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all the amounts have been paid by the Contractor for work for which previous Certificate(s) for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

Engineer/Consultant Approval: McClure
Firm Name

Signature

3/14/2025

Date

PCAA Approval:

Signature

Date

City of Ankeny Staff Approval:

Signature

Date

Work Completed: See attached Progress Report.

Submit to: Nick Osborne, cc: Alexia Grgurich

Email: nosborne@ankenyiowa.gov; AGrgurich@AnkenyIowa.gov Phone: 515-965-6420 Fax: 515-965-6416



1360 NW 121st Street
Clive, IA 50325

Paul Moritz
Polk County Aviation Authority
410 West First St
Ankeny, IA 50023

February 24, 2025
Project No: 2022001042-008
Invoice No: 5
Due Date: March 26, 2025

Project 2022001042-008 Ankeny: North Property Line Box Hangars (Site Work and Vertical Infrastructure) -
Phase 2 - Design and Bidding

Professional Services from January 26, 2025 to February 22, 2025

Phase 1 Part I: AIP Site Work Design and Bidding Services

Billing Phase	Fee	Percent Complete	Earned	Previous Billing	Current Billing
Existing Conditions	1,364.00	100.00	1,364.00	1,364.00	0.00
Iowa DOT Grant Administration	639.00	95.00	607.05	479.25	127.80
Preliminary Design	4,005.00	100.00	4,005.00	4,005.00	0.00
90% Design	9,150.00	100.00	9,150.00	9,150.00	0.00
Issued for Bid (100%)	2,499.00	100.00	2,499.00	2,499.00	0.00
Construction Permits	6,265.00	95.00	5,951.75	1,879.50	4,072.25
Advertise, Bidding, Contract Award	5,535.00	100.00	5,535.00	4,704.75	830.25
Topographic Survey	2,774.00	100.00	2,774.00	2,774.00	0.00
Project Management and Coordination	6,142.00	95.00	5,834.90	4,606.50	1,228.40
Total Fee	38,373.00		37,720.70	31,462.00	6,258.70
Total Fee					6,258.70
Total this Phase					\$6,258.70

Phase 2 Part II: GAVI Vertical Infrastructure Design and Bidding Services

Billing Phase	Fee	Percent Complete	Earned	Previous Billing	Current Billing
Existing Conditions	1,364.00	100.00	1,364.00	1,364.00	0.00
Iowa DOT Grant Administration	639.00	95.00	607.05	479.25	127.80
90% Design	22,154.00	100.00	22,154.00	22,154.00	0.00
Issued for Bid (100%)	8,270.00	100.00	8,270.00	8,270.00	0.00
Construction Permits	6,544.00	90.00	5,889.60	3,272.00	2,617.60
Advertise, Bidding, Contract Award	5,535.00	100.00	5,535.00	4,704.75	830.25
Topographic Survey	2,774.00	100.00	2,774.00	2,774.00	0.00

Project	2022001042-008	Ankeny: N. Prop Line Box HGR-Ph 2 D/B				Invoice	5
Project Management and Coordination		6,142.00	90.00	5,527.80	4,606.50	921.30	
Subconsultants (Bluestone & OPN)		33,060.00	74.6673	24,685.00	22,445.00	2,240.00	
Total Fee		86,482.00		76,806.45	70,069.50	6,736.95	
		Total Fee					6,736.95
						Total this Phase	\$6,736.95
						Total Due this Invoice	\$12,995.65

Outstanding Invoices

Number	Date	Balance
4	1/27/2025	17,808.40
Total		17,808.40



PROGRESS REPORT

PROJECT # **2022001042-008**

PROJECT **ANKENY REGIONAL AIRPORT: NORTH PROPERTY LINE BOX HANGARS (SITE WORK AND VERTICAL INFRASTRUCTURE) - PHASE 2 – DESIGN AND BIDDING SERVICES**

PRJ MNGR **AUSTIN MORAN, P.E.**

CLIENT **POLK COUNTY AVIATION AUTHORITY** Phone **515.965.6420**
410 WEST 1ST STREET Fax
ANKENY, IOWA 50021 Email: **pmoritz@ankenyiowa.gov**

REPORT BY **AUSTIN MORAN, P.E.**
Email: **amoran@mcclurevision.com**

REPORTING PERIOD **February 2025** NEXT REPORT **March 2025**

SUMMARY OF WORK DONE LAST PERIOD

- ✓ Held Public Hearing
- ✓ Awarded contract
- ✓ Coordinated drafting of contract and bonds with awarded contractor
- ✓ Drafted Task Order for Construction Management, Administration, and Observation

FORECAST OF ACTIVITIES FOR NEXT PERIOD

- Schedule pre-construction meeting
- Distribute Issued for Construction Plans and Specs
- Review submittals
- Submit OE/AAA case study for construction
- Begin construction (completed by September 30, 2025)

VALUE ADDED SERVICES

- N/A

INPUT NEEDED

- N/A

Phase 1: Part I: AIP Site Work Design and Bidding Services

Existing Conditions



Iowa DOT Grant Administration



Preliminary Design



90% Design



Issued for Bid (100%)



Construction Permits



Advertise, Bidding and Contract Award



Topographic Survey



Project Management and Coordination



Phase 2: Part II: GAVI Vertical Infrastructure Design and Bidding Services

Existing Conditions



Iowa DOT Grant Administration



90% Design



Issued for Bid (100%)



Construction Permits



Advertise, Bidding and Contract Award



Topographic Survey



Project Management and Coordination



Subconsultants (Bluestone Engineering, LLC and OPN Architects)



Project Title:	Ankeny : Extend Runway 18 - Desing and Bidding Services		
Contractor:	McClure Engineering Company		
Address:	1360 NW 121st St, Suite A, Clive, IA 50325		
Finance Budget Code:	644	Finance Project Code:	N/A
Vendor Project or Invoice #:	2022001042-013	PO #	N/A
Original Contract Date:	September 5, 2024	Vendor #	N/A

Date Printed: 3/14/2025
Page 50 of 190



1360 NW 121st Street
Clive, IA 50325

Paul Moritz
Polk County Aviation Authority
410 West First St
Ankeny, IA 50023

February 24, 2025
Project No: 2022001042-013
Invoice No: 6
Due Date: March 26, 2025

Project 2022001042-013 Ankeny: Extend Runway 18 - Design and Bidding Services

Professional Services from January 26, 2025 to February 22, 2025

Phase 1 Part I: Design and Bidding Services

Billing Phase	Fee	Percent Complete	Earned	Previous Billing	Current Billing
Preliminary Design	5,620.00	100.00	5,620.00	5,620.00	0.00
30% Design	61,350.00	100.00	61,350.00	61,350.00	0.00
90% Design	124,560.00	100.00	124,560.00	112,104.00	12,456.00
Issued for Bid (100%)	23,210.00	30.00	6,963.00	0.00	6,963.00
Construction Permits	5,690.00	0.00	0.00	0.00	0.00
Advertise, Bidding, Contract Award	7,740.00	0.00	0.00	0.00	0.00
Project Management and Coordination	41,450.00	70.00	29,015.00	20,725.00	8,290.00
Subconsultants (Electrical Engineering)	15,987.00	0.00	0.00	0.00	0.00
Total Fee	285,607.00		227,508.00	199,799.00	27,709.00
Total Fee					27,709.00
Total this Phase					\$27,709.00

Phase 2 Part II: Additional Design and Bidding Services (If Necessary)

Billing Phase	Fee	Percent Complete	Earned	Previous Billing	Current Billing
AIP Grant Administration (If Necessary)	4,640.00	0.00	0.00	0.00	0.00
Total Fee	4,640.00		0.00	0.00	0.00
Total Fee					0.00
Total this Phase					0.00
Total Due this Invoice					\$27,709.00

Project	2022001042-013	Ankeny: Extend Runway 18 - D/B	Invoice	6
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Outstanding Invoices

Number	Date	Balance
5	1/27/2025	43,564.50
Total		43,564.50



PROGRESS REPORT

PROJECT # **2022001042-013**

PROJECT **ANKENY REGIONAL AIRPORT: EXTEND RUNWAY 18 – DESIGN AND BIDDING SERVICES**

PRJ MNGR **JAY PUDENZ, P.E., LEED AP**

CLIENT **POLK COUNTY AVIATION AUTHORITY** Phone **515.965.6420**
410 WEST 1ST STREET Fax
ANKENY, IOWA 50021 Email: **pmoritz@ankenyiowa.gov**

REPORT BY **JAY PUDENZ, P.E., LEED AP**
Email: **jpudenz@mcclurevision.com**

REPORTING PERIOD **FEBRUARY 2025** NEXT REPORT **MARCH 2025**

SUMMARY OF WORK DONE LAST PERIOD

- ✓ Completed QAQC review of 90% submittal and working through updates to submittal
- ✓ Finalized 90% design, including plans, specifications and 90% CSPP to Owner and FAA
- ✓ Started coordination of review of localizer relocation and glideslope critical area impacts into design, plans and specifications

FORECAST OF ACTIVITIES FOR NEXT PERIOD

- Complete update of 90% submittal working through updates to submittal, incorporating all QAQC comments
- Submit 90% design, including plans, specifications and 90% CSPP to Owner and FAA
- Coordinate with the Owner and items needed to items needed to finalize as we move forward from 90% to Issue for Bid Documents
Issue for Bid Documents
- Establish Bidding Schedule with the Owner and FAA
- Continue working through design of localizer relocation and glideslope critical area

VALUE ADDED SERVICES

- N/A

INPUT NEEDED

- N/A

Phase 1: Part I: Design and Bidding Services

Preliminary Design



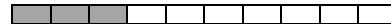
30% Design



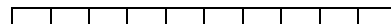
90% Design



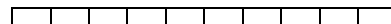
Issued for Bid (100%)



Construction Permits



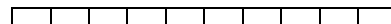
Advertise, Bidding and Contract Award



Project Management and Coordination

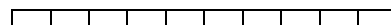


Subconsultants (Electrical Engineering)



Phase 2: Part II: Additional Design and Bidding Services (If Necessary)

AIP Grant Admin (If Necessary)



APPLICATION FOR PARTIAL PAYMENT OF CONTRACT



Reconstruct Airport Entrance Roundabout and Terminal Building Parking Lot -
Project Title: Design and Bidding
Contractor: McClure Engineering Company
Address: 1360 NW 121st St, Suite A, Clive, IA 50325
Finance Budget Code: 644 **Finance Project Code:** N/A
Vendor Project or Invoice #: 2022001042-007 **PO #** N/A
Original Contract Date: November 7, 2024 **Vendor #** N/A

Date of Board Meeting 10-Apr-25 **PAYMENT REQUEST #** 4
PAYMENT PERIOD: From: 01/26/25 through: 02/22/25

Contract Summary

Original Contract Amount:	\$	98,120.00	
Net change by Change Orders:	\$	-	
Contract Amount to Date: (line 1 ± 2)	\$	98,120.00	
Total completed and stored to date:	\$	80,536.50	
Retainage: 0 % of Completed Work:	\$	-	
Total Earned less Retainage:	\$	80,536.50	
Less previous applications for payment:	\$	62,001.00	
SUBTOTAL	\$	18,535.50	
OTHER CHARGES (Please attach an itemized list)	\$	-	
CURRENT PAYMENT DUE	\$	18,535.50	

Balance to finish, including retainage: \$ 17,583.50

Contract Time Remaining (If applicable) N/A ##

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all the amounts have been paid by the Contractor for work for which previous Certificate(s) for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

Engineer/Consultant Approval: McClure
Firm Name

Signature

3/1/2025

Date

PCAA Approval:

Signature

Date

City of Ankeny Staff Approval:

Signature

Date

Work Completed: See attached Progress Report.

Submit to: Paul Moritz, cc: Alexia Grgurich

Email: pmoritz@ankenyiowa.gov; AGrgurich@Ankenyiowa.gov Phone: 515-965-6420 Fax: 515-965-6416



1360 NW 121st Street
Clive, IA 50325

Paul Moritz
Polk County Aviation Authority
410 West First St
Ankeny, IA 50023

February 24, 2025
Project No: 2022001042-007
Invoice No: 4
Due Date: March 26, 2025

Project 2022001042-007 Ankeny: Reconstruct Airport Entrance Roundabout and Terminal Building Parking Lot - Design /Bidding

Professional Services from January 26, 2025 to February 22, 2025

Phase 1 Part I: Engineering Design/Bidding Services

Billing Phase	Fee	Percent Complete	Earned	Previous Billing	Current Billing
Existing Conditions	4,650.00	100.00	4,650.00	4,650.00	0.00
BIL-AIG Grant Administration	3,270.00	75.00	2,452.50	0.00	2,452.50
Preliminary Design	7,600.00	100.00	7,600.00	7,600.00	0.00
Soil Boring Coordination	1,410.00	100.00	1,410.00	1,410.00	0.00
30% Design	9,780.00	100.00	9,780.00	9,780.00	0.00
90% Design	33,630.00	95.00	31,948.50	23,541.00	8,407.50
Issued for Bid (100%)	5,180.00	60.00	3,108.00	0.00	3,108.00
Construction Permits	1,220.00	50.00	610.00	0.00	610.00
Advertise, Bidding, Contract Award	11,530.00	5.00	576.50	0.00	576.50
Topographic Survey	10,190.00	100.00	10,190.00	10,190.00	0.00
Project Management and Coordination	9,660.00	85.00	8,211.00	4,830.00	3,381.00
Total Fee	98,120.00		80,536.50	62,001.00	18,535.50
Total Fee					18,535.50
Total this Phase					\$18,535.50
Total Due this Invoice					\$18,535.50

Outstanding Invoices

Number	Date	Balance
3	1/27/2025	16,350.00
Total		16,350.00

PROGRESS REPORT

PROJECT # **2022001042-007**

PROJECT **ANKENY REGIONAL AIRPORT: RECONSTRUCT AIRPORT ENTRANCE ROUNDABOUT AND TERMINAL BUILDING PARKING LOT – DESIGN AND BIDDING SERVICES**

PRJ MNGR **DAVE JOENS, P.E.**

CLIENT **POLK COUNTY AVIATION AUTHORITY** Phone **515.965.6420**
410 WEST 1ST STREET Fax
ANKENY, IOWA 50021 Email: **pmoritz@ankenyiowa.gov**

REPORT BY **DAVE JOENS, P.E.**
Email: **djoens@mcclurevision.com**

REPORTING PERIOD **FEBRUARY 2025** NEXT REPORT **MARCH 2025**

SUMMARY OF WORK DONE LAST PERIOD

- ✓ Completed Preliminary Design
- ✓ Initiated 90% Design
- ✓ Document project questions and answers, maintain log
- ✓ Addressed FAA & Sponsor 30% Comments
- ✓ Updated Costs and Budget
- ✓ Continued Project Management

FORECAST OF ACTIVITIES FOR NEXT PERIOD

- Finalize IFB plans, specifications, opinion of probable construction cost, and project budget
- Perform QA/QC review by Sr. Airport Engineer
- Submit IFB project documents for Owner and FAA review
- Address Owner and FAA IFB Comments
- Incorporate comments following Owner's review and finalize Issued for Bid documents
- Obtain FAA & Owner's authorization to bid
- Advertise for Bids

VALUE ADDED SERVICES

- N/A

INPUT NEEDED

- N/A

Part 1: Design and Bidding Services

Existing Conditions



BIL-AIG Grant Administration



Preliminary Design



Soil Boring Coordination



30% Design



90% Design



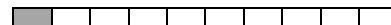
Issued for Bid (100%)



Construction Permits



Advertise, Bidding and Contract Award



Topographic Survey



Project Management and Coordination



**POLK COUNTY AVIATION AUTHORITY
LISTING OF BILLS TO BE APPROVED
FOR THE APRIL 10, 2025 BOARD MEETING**

Vendor	Amount	Date of Invoice	Description
Brick Gentry Law Firm	510.00	03/25/25	General legal services
Controlled Access of the Midwest, LLC	535.56	11/15/24	Equipment Installation and trip charge
Cryotech Deicing Technology	4,977.72	03/06/25	Cryotech E36 Blue LiquidRunway Deicer
Des Moines Register	15.60	02/28/25	February A/P, minutes
Elder Corporation	484.00	03/20/25	Snow removal services
Exec 1 Aviation	15,628.94	03/31/25	On-site management fee
HDR Engineering Inc.	1,582.91	2/28/2025	Professional services
McClure Engineering	772.50	02/24/25	Professional services
MidAmerican Energy	401.17	03/13/25	Lift station; Runway lights; Lighting services
Steven Jackson	150.00	03/31/25	Snow removal from sidewalks 2/12/25
Van Maanen Electric, Inc	1,054.00	01/27/25	Repair PAPI light sockets and lamps plus 2 extra PAPI bulbs
Total Airport Operations Fund	\$ 26,112.40		
McClure Engineering	12,995.65	02/24/25	North Property Line Box Hangers-Phase 2
McClure Engineering	27,709.00	02/24/25	Extend Runway 18: Design and Bidding Services
FAA	104,793.09	03/10/25	FAA Reimbursable Agreements - ACH pmt
McClure Engineering	13,729.00	02/24/25	Reconstruct Runway 18/36 Design and Bidding Engineering Professional Services
McClure Engineering	18,535.50	02/24/25	Reconstruct Airport Entrance Roundabout and Terminal Building Parking Lot - Design & Bidding
Total Capital Improvements Fund	\$ 177,762.24		
Grand Total	<u>\$ 203,874.64</u>		

See attachments for more information regarding:

Contractor/project costs

Snow removal costs, if applicable

Insurance renewal costs, if applicable

POLK COUNTY AVIATION AUTHORITY

Balance Sheet

As of March 31, 2025

Mar 31, 25

ASSETS

Current Assets

Checking/Savings

102 · FIRST NATIONAL BANK

4,712,709.10

Total Checking/Savings

4,712,709.10

Accounts Receivable

112 · ACCOUNTS RECEIVABLE

9,000.00

Total Accounts Receivable

9,000.00

Other Current Assets

113 · PRE-PAID EXPENSES

30,432.96

114 · LEASE RECEIVABLE

580,175.49

Total Other Current Assets

610,608.45

Total Current Assets

5,332,317.55

Fixed Assets

140 · NON-DEPRECIABLE ASSETS

6,956,965.27

141 · DEPRECIABLE ASSETS

27,022,208.05

180 · CONSTRUCTION IN PROGRESS

3,237,188.89

181 · ACCUMULATED DEPRECIATION

(19,266,195.63)

Total Fixed Assets

17,950,166.58

TOTAL ASSETS

23,282,484.13

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable

202 · ACCOUNTS PAYABLE

98,680.38

Total Accounts Payable

98,680.38

Other Current Liabilities

204 · RETAINAGE PAYABLE

8,286.76

206 · DEFERRED REVENUE

13,315.47

207 · HANGAR/LEASE ADVANCE DEPOSITS

17,820.28

209 · DEFERRED LEASE REVENUE

560,559.69

Total Other Current Liabilities

599,982.20

Total Current Liabilities

698,662.58

Total Liabilities

698,662.58

Equity

3000 · INVESTED IN CAPITAL ASSETS

17,431,139.06

3001 · UNRESTRICTED NET ASSETS

6,115,395.90

3003 · RESTRICTED FOR AIRPORT IMPROVE

(962,713.41)

Total Equity

22,583,821.55

TOTAL LIABILITIES & EQUITY

23,282,484.13

POLK COUNTY AVIATION AUTHORITY
Profit & Loss Budget vs. Actual
July 2024 through June 2025

	Jul '24 - Jun 25	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
400 · MEMBER GOVERNMENT ASSESSMENTS	1,366,739.82	1,366,740.00	(0.18)	100.0%
401 · LEASE AND LICENSE FEE INCOME	173,864.30	249,000.00	(75,135.70)	69.83%
403 · FUEL FEE INCOME	36,876.37	49,000.00	(12,123.63)	75.26%
404 · INTEREST INCOME	(4,356.00)	0.00	(4,356.00)	100.0%
407 · OTHER REVENUE	6,206.02	0.00	6,206.02	100.0%
Total Income	1,579,330.51	1,664,740.00	(85,409.49)	94.87%
Gross Profit	1,579,330.51	1,664,740.00	(85,409.49)	94.87%
Expense				
601 · OFFSITE MANAGEMENT SERVICES	40,873.84	75,700.00	(34,826.16)	54.0%
602 · POSTAGE & OFFICE SUPPLIES	277.39	1,300.00	(1,022.61)	21.34%
603 · ONSITE MANAGEMENT SERVICES	237,564.32	60,000.00	177,564.32	395.94%
604 · CONSULTING & MANAGEMENT	9,651.34	0.00	9,651.34	100.0%
610 · ADVERTISING & PROMOTION	171.31	700.00	(528.69)	24.47%
611 · PUBLICATIONS	1,158.60	2,300.00	(1,141.40)	50.37%
612 · CONFERENCES AND SEMINARS	750.88	4,000.00	(3,249.12)	18.77%
613 · LEGAL SERVICES	14,925.00	24,000.00	(9,075.00)	62.19%
614 · AUDIT SERVICES	12,050.00	16,100.00	(4,050.00)	74.85%
616 · GENERAL INSURANCE	6,312.21	8,700.00	(2,387.79)	72.55%
617 · PROPERTY INSURANCE	37,537.86	46,000.00	(8,462.14)	81.6%
618 · PUBLIC OFFICIALS INSURANCE	2,139.77	1,600.00	539.77	133.74%
620 · MINOR EQUIPMENT	1,882.20			
630 · SNOW REMOVAL & MOWING	47,624.46	106,000.00	(58,375.54)	44.93%
631 · REPAIRS & MAINTENANCE (General)	83,975.40	115,000.00	(31,024.60)	73.02%
640 · UTILITIES	4,054.27	7,600.00	(3,545.73)	53.35%
644 · AIRPORT PLANNING & ENGINEERING	28,140.81	63,000.00	(34,859.19)	44.67%
645 · MISCELLANEOUS	0.00	100.00	(100.00)	0.0%
703 · NORTH PROPERTY LINE BOX HANGARS	137,858.99	1,264,350.00	(1,126,491.01)	10.9%
718 · EXTEND RUNWAY 18	389,172.49	0.00	389,172.49	100.0%
720 · RUNWAY 4/22 RECONSTRUCTION	0.00	50,000.00	(50,000.00)	0.0%
721 · TAXIWAY D ACCESS ROAD	108,085.01	0.00	108,085.01	100.0%
729 · RECONSTRUCT & EXTEND RW 18/36	171,792.50	14,737,130.00	(14,565,337.50)	1.17%
730 · SIGNING AND ENTRY IMPROVEMENTS	72,225.94	0.00	72,225.94	100.0%
734 · ELEVATOR AND LOBBY ADDITION	0.00	600,000.00	(600,000.00)	0.0%
736 · REMOVE & REPLACE PAVEMENT	89,426.50	1,108,000.00	(1,018,573.50)	8.07%
Total Expense	1,497,651.09	18,291,580.00	(16,793,928.91)	8.19%
Net Ordinary Income	81,679.42	(16,626,840.00)	16,708,519.42	(0.49%)
Other Income/Expense				
Other Income				
402 · INVESTMENT INCOME	161,514.74	139,000.00	22,514.74	116.2%
504 · FAA GRANT REIMBURSEMENT	0.00	14,658,417.00	(14,658,417.00)	0.0%
505 · STATE GRANT REIMBURSEMENT	0.00	350,000.00	(350,000.00)	0.0%
Total Other Income	161,514.74	15,147,417.00	(14,985,902.26)	1.07%
Net Other Income	161,514.74	15,147,417.00	(14,985,902.26)	1.07%
Net Income	243,194.16	(1,479,423.00)	1,722,617.16	(16.44%)

POLK COUNTY AVIATION AUTHORITY

A/R Aging Summary

As of March 31, 2025

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
EXEC 1 AVIATION (F-09)	9,000.00	0.00	0.00	0.00	0.00	9,000.00
TOTAL	9,000.00	0.00	0.00	0.00	0.00	9,000.00

Sheet	Project Name	Contractors	Grant Eligible?	Original Contract Amount	Change orders & Non-Contract	Total Project Cost	Expenditures to date	Remaining Obligation	Retainage	Expected Grant Receipts	Grant Funds Received to date:	FY Completed	Grant diff
Sheet01	General Engineering - 2022 Agreement	McClure Engineering	EXP	80,449.72	-	80,449.72	80,449.72	-	-	-	-		-
Sheet08	General Planning - 2022 Agreement	HDR Engineering	EXP	42,000.00	-	42,000.00	18,022.30	23,977.70	-	-	-		-
Sheet03	Wildlife Hazard Mitigation	USDA, APHIS, General	EXP	53,000.00	(6,233.94)	46,766.06	39,766.06	7,000.00	-	-	-		-
Sheet11	Strengthen & Extend RW 18/36	McClure & HDR	FAA	438,521.00	27,217.80	465,738.80	437,536.80	28,202.01	-	224,283	224,283		-
Sheet22	North Property Line Box Hangars - Phase 1	McClure, Jensen Builders	laDOT	1,549,966.90	19,617.49	1,569,584.39	1,543,906.57	25,677.82	-	565,200	565,200		-
Sheet23	3-Year Vegetation Control Agreement	Perficut ('23-'25)	EXP	47,586.00	-	47,586.00	31,724.00	15,862.00	-	-	-		-
Sheet24	Taxiway D Apron and Access Roadway Paving-Phase 4	McClure & Concrete Tech	laDOT	733,200.85	14,203.85	747,404.70	732,153.76	15,250.94	5,280.68	-	-		-
Sheet25	Airport Brand Signing and Entry Improvements	McClure & 818, LLC	EXP	102,964.89	-	102,964.89	91,787.94	11,176.95	3,006.08	-	-		-
Sheet29	North Property Line Box Hangars - Phase 2	McClure, Jensen	laDOT	845,795.10	204.40	845,999.50	114,731.55	731,267.95	-	-	-		-
Sheet26	Reconstruct Runway 18/36	McClure/Foth	FAA	761,250.00	1,690.62	762,940.62	736,538.12	26,402.50	-	-	-		-
Sheet30	Extend Runway 18	McClure	FAA	385,039.00	-	385,039.00	318,500.00	66,539.00	-	-	-		-
Sheet31	Remove/Replace Pavement - Entrance Drive/Roundabout	McClure/OneBridge Locating	FAA	98,120.00	9,148.40	107,268.40	89,684.90	17,583.50	-	-	-		-
Sheet32	Runway 18 Localizer Relocation - Glideslope Impacts	McClure	FAA	84,614.00	-	84,614.00	104,793.09	(20,179.09)	-	-	-		-
Sheet33	South Corporate Terminal Area Development	HDR Engineering	EXP	60,000.00	-	60,000.00	-	60,000.00	-	-	-		-
Sheet27	T-Hangars Gutter Replacement Project	Wood Roofing & Sheet Metal Co.	EXP	73,256.40	12,200.00	85,456.40	85,456.40	-	-	-	-	FY24	-
Sheet28	Rotating Beacon Replacement	Van Maanen Electric, Inc	EXP	22,753.00	-	22,753.00	22,753.00	-	-	-	-	FY24	-
Sheet07	Taxiway D Apron and Access Roadway Paving-Phase 3	McClure, Concrete Tech	laDOT	736,490.90	41,046.73	777,537.63	777,537.63	-	-	312,682	312,682	FY24	-
Grayed out = Completed items, no new charges expected				13,515,537.14	2,018,415.93	15,533,953.07	14,524,352.53	1,008,761.28	8,286.76	5,702,871	5,702,871		-
									\$ 8,286.76		\$ -		
									^= 204 Retainage Pay		^ = 110 Grant AR		

24-25 Snow removal cost sum

FY24/25 TOTALS			FY23/24	
	Quantity	Cost		
Elder	107.25	\$ 17,931.50	\$ 39,243.25	45.69%
S Jackson	1.00	\$ 150.00	\$ -	0.00%
New Deal	-	\$ -	\$ 11,333.86	0.00%
Cryotech	-	\$ -	\$ 5,772.24	0.00%
Exec 1 Aviation	30.50	\$ 15,250.00	\$ 20,500.00	74.39%
	\$ 138.75	\$ 33,331.50	\$ 76,849.35	43.37%
	Quantity	Cost	Cost	
Labor	81.75	\$ 19,793.50	\$ 33,573.00	58.96%
Equipment	57.00	\$ 13,538.00	\$ 26,170.25	51.73%
Material	-	\$ -	\$ 17,106.10	0.00%
	\$ 138.75	\$ 33,331.50	\$ 76,849.35	43.37%
	Quantity	Cost	Cost	
Operations	138.75	\$ 33,331.50	\$ 76,849.35	43.37%
	\$ 138.75	\$ 33,331.50	\$ 76,849.35	43.37%

(Elder contract: year)

FY24/25 Hourly Rates			FY23/24	% Inc	Category
Elder	Manager	\$ 96.00	\$ 96.00	0.0%	Labor
Elder	Manager-OT	\$ 143.00	\$ 143.00	0.0%	Labor
Elder	Manager-DT	\$ 192.00	\$ 192.00	0.0%	Labor
Elder	Operator	\$ 82.00	\$ 82.00	0.0%	Labor
Elder	Operator-OT	\$ 124.00	\$ 124.00	0.0%	Labor
Elder	Operator-DT	\$ 164.00	\$ 164.00	0.0%	Labor
Elder	Mobilization of Equipment	\$ 7,500.00	\$ 7,500.00	0.0%	Equipment
Elder	Motor Grader	\$ 212.00	\$ 212.00	0.0%	Equipment
Elder	Wheel Loader	\$ 225.00	\$ 225.00	0.0%	Equipment
Elder	Blower	\$ 30.00	\$ 30.00	0.0%	Equipment
Elder	Pickup	\$ 25.00	\$ 25.00	0.0%	Equipment
Elder	Snow Plow	\$ 16.50	\$ 16.50	0.0%	Equipment
Elder	Tractor Mower w/Bld & Brm	\$ 137.00	\$ 137.00	0.0%	Equipment
Elder	Tractor Broom w/Blade	\$ 137.00	\$ 137.00	0.0%	Equipment
Exec 1 Aviation	Oshkosh Labor	\$ 500.00	\$ 500.00	0.0%	Labor
S Jackson	Oralabor	\$ 150.00	\$ 150.00	0.0%	Labor
Cryotech	Liquid	\$ 9.15	\$ 6.05	51.2%	Material
Cryotech	S&H	\$ 461.92		0.0%	Material
New Deal	Granular per bag	\$ 45.3636	\$ 49.00	-7.4%	Material
New Deal	Shipping per pallet	\$ 305.91	\$ 225.00	36.0%	Material
New Deal	Granular - 2ND		\$ 64.88	-100.0%	Material
New Deal	Shipping - 2ND ORDER	\$ 371.03	\$ 1,200.00	-69.1%	Material
Cryotech	Liquid		\$ 6.05	-100.0%	Material
Cryotech	S&H - 2ND	\$ 460.82		0.0%	Material
Cryotech	S&H		\$ 677.52	-100.0%	Material

Continued...2nd page

Provider	What	Inv. Date	Quantity/Hrs	Rate	Cost	Category
				\$ -	\$ -	
				\$ -	\$ -	
				\$ -	\$ -	
				\$ -	\$ -	

Provider	What	Inv. Date	Quantity/Hrs	Rate	Cost	Category
Elder	Mobilization of Equipment	11/11/24	1.00	\$ 7,500.00	\$ 7,500.00	Equipment
Exec 1 Aviation	Oshkosh Labor	12/02/24	3.00	\$ 500.00	\$ 1,500.00	Labor
Elder	Operator	12/02/24	5.75	\$ 82.00	\$ 471.50	Labor
Elder	Tractor Broom w/Blade	12/02/24	5.75	\$ 137.00	\$ 787.75	Equipment
Elder	Wheel Loader	12/02/24	5.75	\$ 225.00	\$ 1,293.75	Equipment
Exec 1 Aviation	Oshkosh Labor	12/12/24	3.00	\$ 500.00	\$ 1,500.00	Labor
Exec 1 Aviation	Oshkosh Labor	12/12/24	3.00	\$ 500.00	\$ 1,500.00	Labor
Exec 1 Aviation	Oshkosh Labor	12/13/24	4.00	\$ 500.00	\$ 2,000.00	Labor
Exec 1 Aviation	Oshkosh Labor	12/14/24	9.00	\$ 500.00	\$ 4,500.00	Labor
Exec 1 Aviation	Oshkosh Labor	12/15/24	1.00	\$ 500.00	\$ 500.00	Labor
Exec 1 Aviation	Oshkosh Labor	12/18/24	2.50	\$ 500.00	\$ 1,250.00	Labor
Elder	Tractor Broom w/Blade	12/12/24	2.75	\$ 137.00	\$ 376.75	Equipment
Elder	Pickup	12/12/24	2.75	\$ 25.00	\$ 68.75	Equipment
Elder	Pickup	12/14/24	2.00	\$ 25.00	\$ 50.00	Equipment
Elder	Operator	12/12/24	5.50	\$ 82.00	\$ 451.00	Labor
Elder	Manager	12/14/24	2.00	\$ 96.00	\$ 192.00	Labor
Exec 1 Aviation	Oshkosh Labor	01/02/25	5.00	\$ 500.00	\$ 2,500.00	Labor
Elder	Operator	01/02/25	8.50	\$ 82.00	\$ 697.00	Labor
Elder	Manager	01/02/25	6.00	\$ 96.00	\$ 576.00	Labor
Elder	Pickup	01/02/25	5.50	\$ 25.00	\$ 137.50	Equipment
Elder	Pickup	01/02/25	6.00	\$ 25.00	\$ 150.00	Equipment
Elder	Tractor Broom w/Blade	01/02/25	3.00	\$ 137.00	\$ 411.00	Equipment
Elder	Manager	02/05/25	4.00	\$ 96.00	\$ 384.00	Labor
Elder	Pickup	02/05/25	4.00	\$ 25.00	\$ 100.00	Equipment
Elder	Manager	02/06/25	3.50	\$ 96.00	\$ 336.00	Labor
Elder	Pickup	02/06/25	3.50	\$ 25.00	\$ 87.50	Equipment
Elder	Operator	02/12/25	11.00	\$ 82.00	\$ 902.00	Labor
Elder	Wheel Loader	02/12/25	11.00	\$ 225.00	\$ 2,475.00	Equipment
S Jackson	Oralabor	02/12/25	1.00	\$ 150.00	\$ 150.00	Labor
Elder	Manager	03/05/25	4.00	\$ 96.00	\$ 384.00	Labor
Elder	Pickup	03/05/25	4.00	\$ 25.00	\$ 100.00	Equipment
				\$ -	\$ -	
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				\$ -	\$ -	
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SITE PLAN
FOR
IAANG AIRCRAFT HANGAR

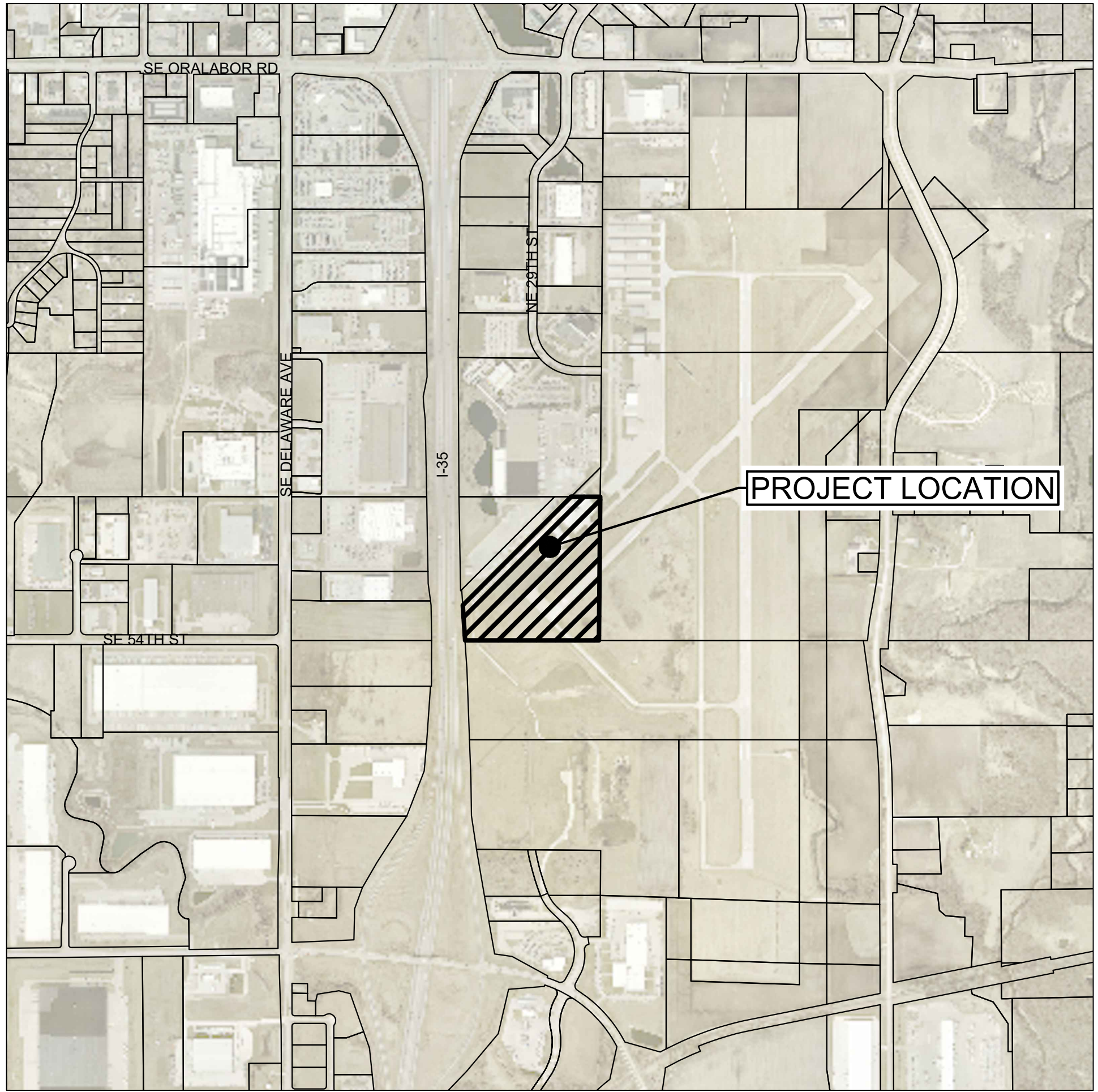
3754 SE CONVENIENCE BLVD
ANKENY MUNICIPAL AIRPORT
CITY OF ANKENY, POLK COUNTY, IOWA

OWNER
POLK COUNTY AVIATION AUTHORITY

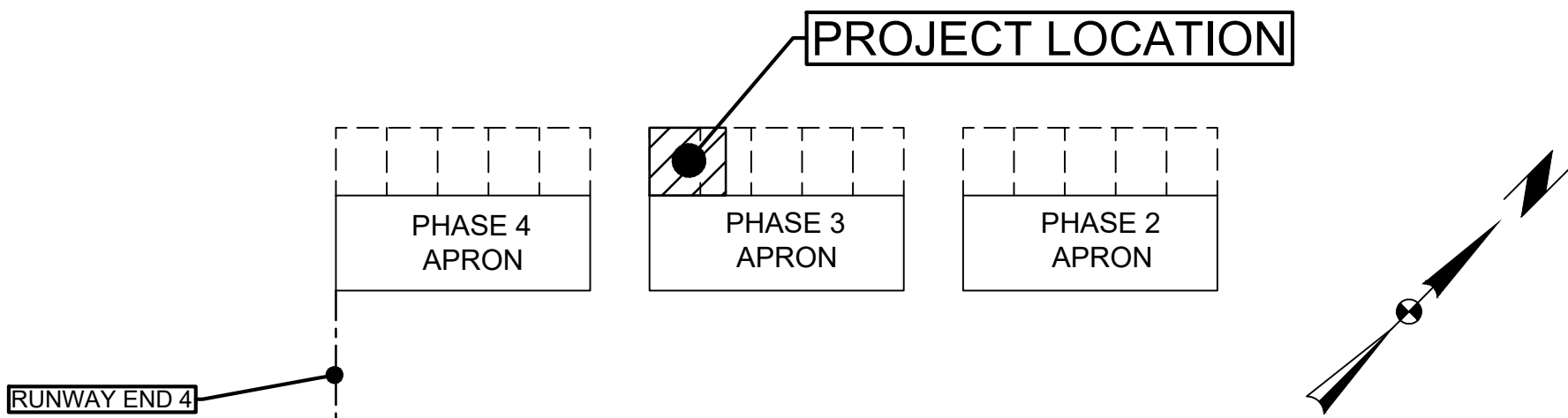
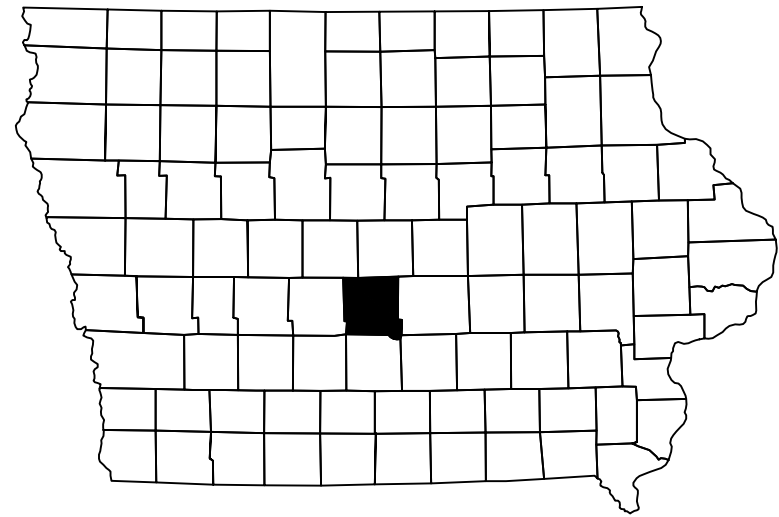
DEVELOPER / LESSEE
DCI GROUP / IAARNG
220 SE 6TH STREET, SUITE 6
DES MOINES, IA 50309
CONTACT: JARRAD BOEVER
PHONE: 515-480-8280

ENGINEER
SNYDER & ASSOCIATES, INC
2727 SW SNYDER BLVD
ANKENY, IA 50023
CONTACT: JUSTIN STROM
PHONE: 319-330-0303

BUILDING
OPN ARCHITECTS
100 COURT AVE. SUITE 100
DES MOINES, IA 50309
CONTACT: NATE STIELER
PHONE: 515-229-2766



VICINITY MAP



VICINITY MAP - TAXIWAY D DEVELOPMENT AREA

Sheet List Table

- C100 TITLE SHEET
- C101 PROJECT INFORMATION
- C200 DIMENSION AND UTILITY PLAN
- C300 GRADING AND EROSION CONTROL PLAN

IAANG AIRCRAFT HANGAR

TITLE SHEET

ANKENY, IOWA

SNYDER & ASSOCIATES, INC. | 2727 S.W. SNYDER BLVD
ANKENY, IOWA 50023
515-964-2020 | www.snyder-associates.com



Project No: 124.0965.01A

Sheet C100

Sheet C100

Project No: 124.0965.01A

REVISION

Engineer: JFS

Checked By: JFS

Date: MM-DD-YYYY

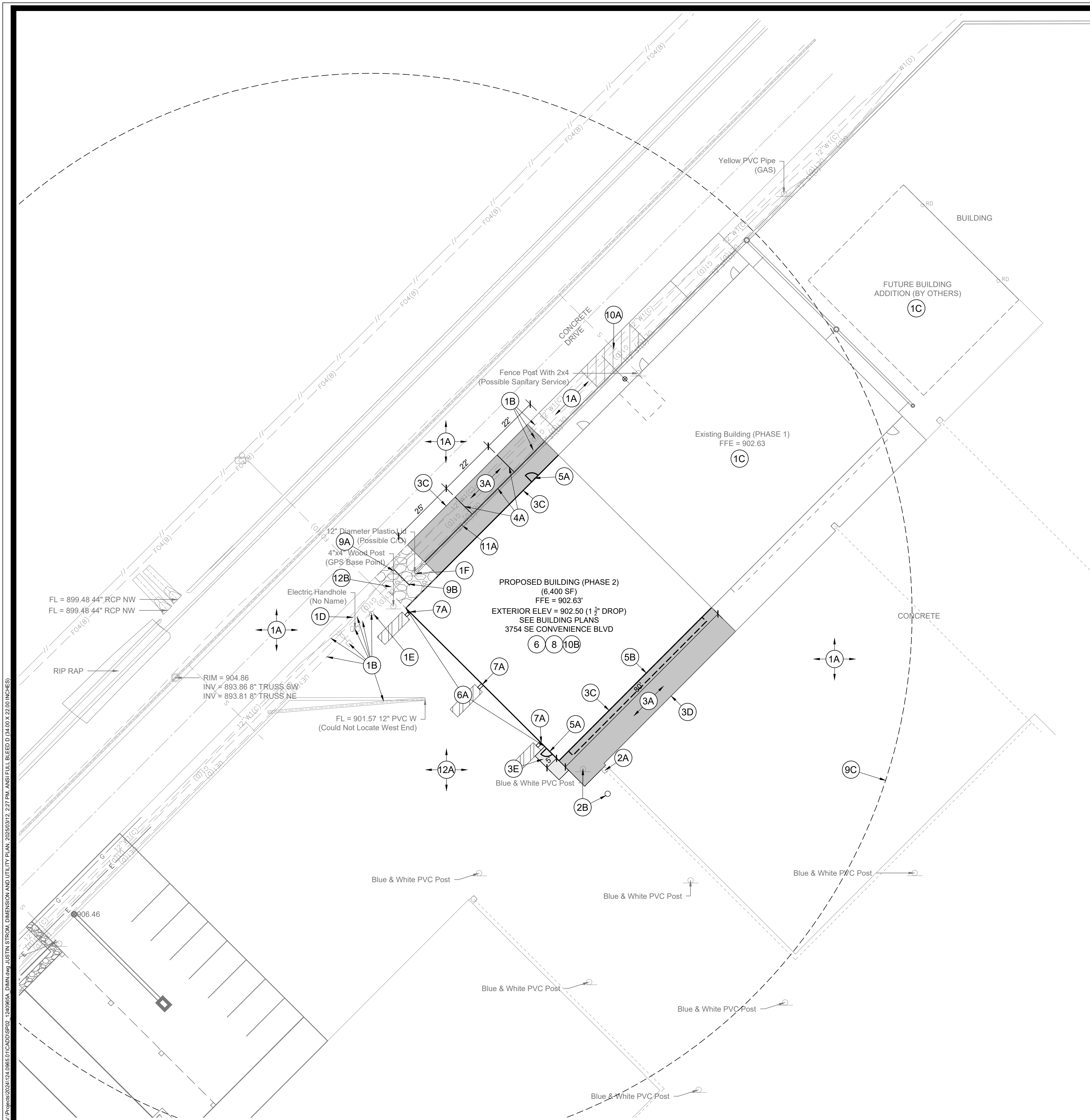
Scale: 1" = 1000'

T-R-S: TTN-RRW-SS

MARK

DATE

BY



DIMENSION AND UTILITY PLAN GENERAL NOTES

A. UTILITIES WARNING:

THE UTILITIES SHOWN HAVE BEEN LOCATED FROM FIELD SURVEY INFORMATION AND/OR RECORDS OBTAINED. THE SURVEYOR MAKES NO GUARANTEE THAT THE UTILITIES SHOWN COMPRISE ALL SUCH UTILITIES IN THE AREA, EITHER IN SERVICE OR ABANDONED. THE SURVEY FURTHER DOES NOT WARRANT THAT THE UTILITIES SHOWN ARE IN THE EXACT LOCATION INDICATED.

B. NOTIFY UTILITY OWNERS PRIOR TO BEGINNING ANY CONSTRUCTION. CONTRACTOR IS RESPONSIBLE FOR DETERMINING EXISTENCE, EXACT SIZE, TYPE, LOCATION AND DEPTH OF ALL UTILITIES. AVOID DAMAGE TO UTILITIES AND SERVICES DURING CONSTRUCTION. ANY DAMAGE DUE TO THE CONTRACTOR'S CARELESSNESS SHALL BE CORRECTED AT THE CONTRACTOR'S EXPENSE. COORDINATE AND COOPERATE WITH UTILITY COMPANIES DURING CONSTRUCTION.

C. THE CONTRACTOR SHALL PROTECT ALL EXISTING UTILITIES AND FEATURES WHICH ARE TO REMAIN. DAMAGE TO EXISTING UTILITIES OR SITE IMPROVEMENTS SHALL BE REPAIRED BY THE CONTRACTOR TO THE OWNER'S SPECIFICATIONS AT THE CONTRACTOR'S EXPENSE.

D. THE SITE CONTRACTOR SHALL BE RESPONSIBLE FOR LAYOUT VERIFICATION OF ALL SITE IMPROVEMENTS PRIOR TO CONSTRUCTION. CONTRACTOR TO CONSTRUCT ALL SITE IMPROVEMENTS AND UTILITIES IN ACCORDANCE WITH THE URBAN STANDARD SPECIFICATIONS FOR PUBLIC IMPROVEMENTS.

E. THE CONTRACTOR SHALL BE RESPONSIBLE FOR INSTALLING AND MAINTAINING TRAFFIC CONTROL IN ACCORDANCE WITH THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES 'MUTCD'. ALL PROPOSED SIGNS SHALL CONFORM TO THE 'MUTCD' MANUAL.

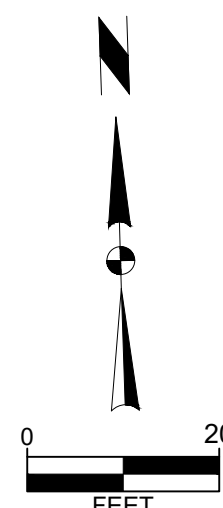
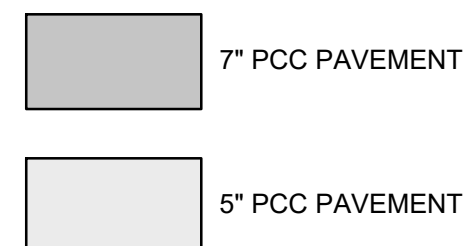
F. THE CONTRACTOR SHALL LOAD AND TRANSPORT ALL MATERIALS NOT DESIRABLE TO BE INCORPORATED INTO THE PROJECT TO AN APPROVED OFF-SITE WASTE SITE OR AS COORDINATED WITH THE AIRPORT MANAGER (PAUL MORITZ), SEE GRADING NOTES.

G. SAW-CUT AT TERMINATION TO FULL DEPTH ALL PAVEMENTS TO BE REMOVED.

DIMENSION AND UTILITY PLAN CONSTRUCTION NOTES

1. EXISTING FEATURES, PROTECT THE FOLLOWING:
 - A. PAVEMENTS TO REMAIN. ANY DAMAGE TO PAVEMENT SHALL BE REPAIRED AT CONTRACTORS EXPENSE.
 - B. PROTECT EXISTING UTILITIES. VERIFY LOCATION PRIOR TO CONSTRUCTION. ANY DAMAGE TO UTILITIES DUE TO CONSTRUCTION SHALL BE REPAIRED AT CONTRACTORS EXPENSE. ADJUST EXISTING UTILITIES WHEN REQUIRED TO MATCH PROPOSED GRADE.
 - C. EXISTING BUILDING.
 - D. EXISTING WATER VALVES.
 - E. EXISTING HYDRANT.
 - F. EXISTING 12" TYPE A CLEANOUT.
2. EXISTING FEATURES, REMOVE THE FOLLOWING:
 - A. REMOVE AND REPLACE SUBDRAIN CLEANOUTS AS NECESSARY.
 - B. RELOCATE EXISTING TAXIWAY EDGE MARKER OUTSIDE OF THE NEW PAVED AREA. LOCATE APPROXIMATELY 8' FROM ALL PAVEMENT EDGES TO MARKER TO MATCH EXISTING ADJACENT MARKERS.
3. PAVEMENTS, PROVIDE THE FOLLOWING:
 - A. 7" DEPTH PCC WITH 6" MODIFIED SUBBASE ON 12" SUBGRADE PREPARATION COMPACTED TO 95% STANDARD PROCTOR. (SIMILAR TO EXISTING CONCRETE APRON AND CONCRETE DRIVE)
 - B. PCC STOOP. REFER TO ARCHITECTURAL AND STRUCTURAL PLANS FOR DETAILS.
 - C. INSTALL EXPANSION JOINT.
 - D. CONNECT TO EXISTING APRON WITH FAA "TYPE-E DOWELED" CONNECTION. FOR 7" PAVEMENT, THIS JOINT REQUIRES 3/4 IN DOWEL, 18 IN. LONG, @ 12 IN. SPACING.
 - E. 5" DEPTH PCC SIDEWALK ON 6" SUBGRADE PREPARATION COMPACTED TO 95% STANDARD PROCTOR.
4. PAVEMENT MARKINGS, PROVIDE THE FOLLOWING:
 - A. 4" WIDE PAINTED PARKING STALL LINES, YELLOW.
5. BUILDING DOORS:
 - A. WALK DOOR. SEE BUILDING PLANS.
 - B. 70" WIDE HANGAR DOOR. SEE BUILDING PLANS.
6. REFER TO ARCHITECTURAL PLANS FOR DETAILED BUILDING CONSTRUCTION INFORMATION.
 - A. COORDINATE STEM WALL WITH STRUCTURAL FOUNDATION PLANS.
7. ROOF DRAINS. SEE ARCHITECTURAL AND MECHANICAL PLANS FOR DETAILS ON LOCATION, SIZE AND ELEVATION PRIOR TO CONSTRUCTION.
 - A. PROVIDE SPLASH BLOCKS AT ALL WEST SIDE ROOF DRAIN LOCATIONS AS REQUIRED WITH TEMPORARY ROLLED EROSION CONTROL PRODUCT.
8. COORDINATE ELECTRICAL AND GAS SERVICES WITH PROVIDER PRIOR TO CONSTRUCTION.
9. WATER SERVICES, PROVIDE THE FOLLOWING:
 - A. CONNECT 2" SERVICE LINE TO EXISTING 12" MAIN WITH TAPPING SLEEVE AND CURB STOP. CURB STOP SHALL BE PLACED IN CONCRETE, MIN 6" AROUND OUTSIDE OF CURB STOP.
 - B. CONNECT TO PROPOSED BUILDING SERVICE. COORDINATE WITH PLUMBING PLANS FOR EXACT SIZE, AND LOCATION PRIOR TO CONSTRUCTION.
 - C. 200' HYDRANT COVERAGE.
10. SANITARY SEWER SERVICES.
 - A. PHASE 1 SERVICE BY OTHERS.
 - B. CONNECT TO SANITARY SERVICE INTERNALLY. REFER TO MECHANICAL PLANS FOR DETAIL AND EXACT LOCATION.
11. STORM SEWER.
 - A. PROTECT EXISTING 12" STORM SEWER FROM FOUNDATION DESIGN. EXISTING STORM SEWER PIPE MAY BE WITHIN THE SUBGRADE PREPARATION AREA. PROTECT PIPE AND COMPACT SUBGRADE AS BEST AS CAPABLE.
12. LANDSCAPING, PROVIDE THE FOLLOWING
 - A. SEED ALL DISTURBED AREAS WITH TYPE 2 LAWN MIX.
 - B. LANDSCAPE ROCK WITH FABRIC AND EDGING.

PAVEMENT LEGEND

[illegible]

ANKENY, IOWA

2727 S.W. SNYDER BLVD
ANKENY, IOWA 50023
515-964-2020 | www.snyder-associates.com

SNYDER & ASSOCIATES, INC.

IAANG AIRCRAFT HANGAR

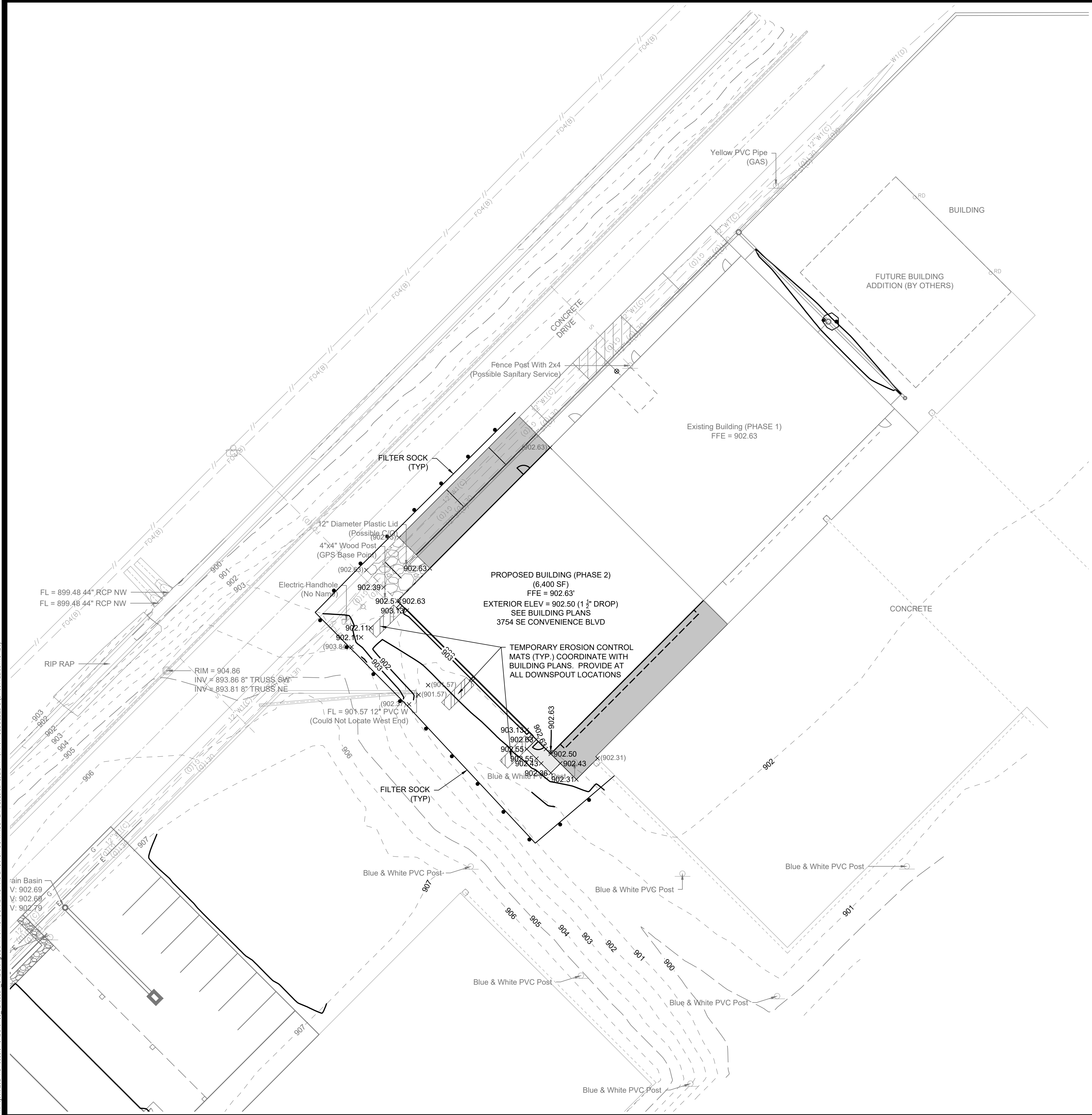
DIMENSION AND UTILITY PLAN



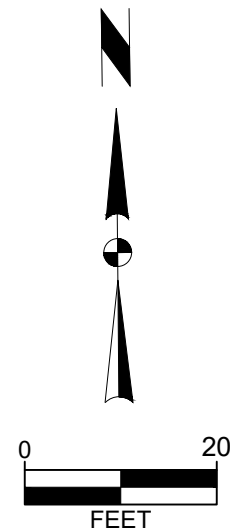
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- ### GRADING NOTES
1. CONTRACTOR TO STRIP AND STOCKPILE TOPSOIL ON ALL AREAS TO BE CUT OR FILLED. RESPREAD TO MINIMUM 6" DEPTH TO FINISH GRADES.
 2. ANY EXCESS CUT TO BE SPREAD ON SITE AS DIRECTED BY ENGINEER DURING CONSTRUCTION. COORDINATE WITH AIRPORT ON LOCATION OF EXCESS MATERIAL. PLACE TOPSOIL OVER ALL AREAS DISTURBED.
 3. EROSION CONTROL: SEED AND MULCH THE SITE AFTER ROUGH GRADING HAS BEEN COMPLETED. PLACE FILTER SOCK AND MAINTAIN IN PROBLEM AREAS AFTER GROUND COVER HAS BEEN ESTABLISHED. INSTALL TEMPORARY ROLLED EROSION CONTROL MATS IN FRONT OF SOUTHERN SPLASH BLOCKS. COMPLY WITH EROSION CONTROL LAW.
 4. THERE IS A LOCATION AT THE FAR SOUTH END OF THE AIRPORT WHERE EXCESS MATERIAL CAN BE SPOILED. IT IS ACCESSIBLE FROM INSIDE THE AIRPORT FENCE. COORDINATE WITH THE POLK COUNTY AVIATION AUTHORITY (PAUL MORITZ) AND EXEC 1 PERSONNEL TO UTILIZE THE SITE.

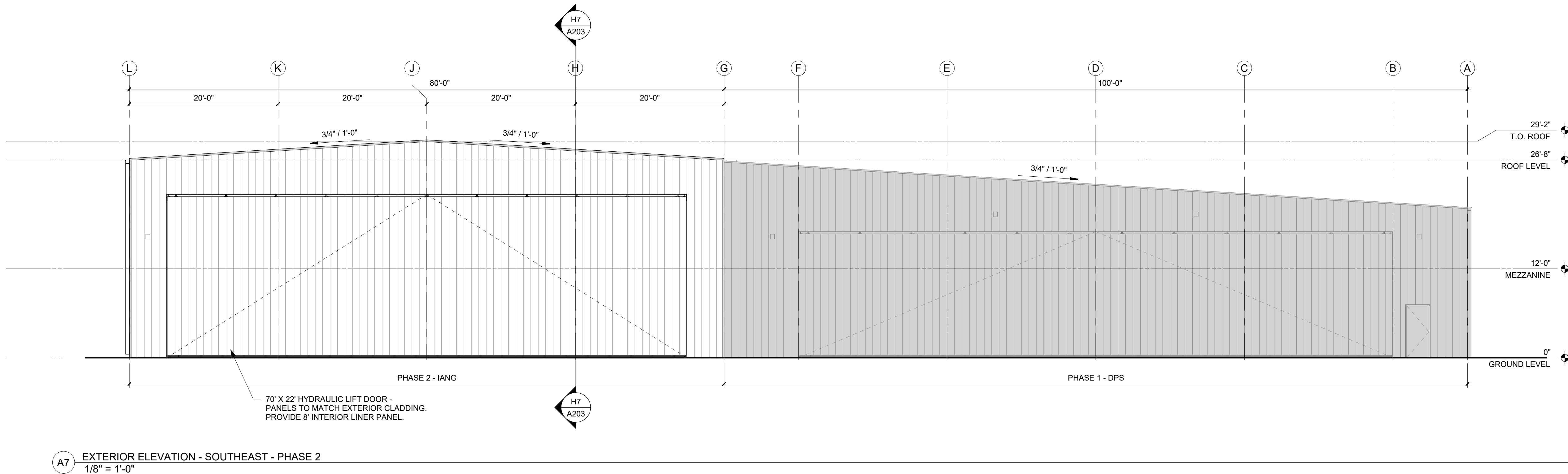
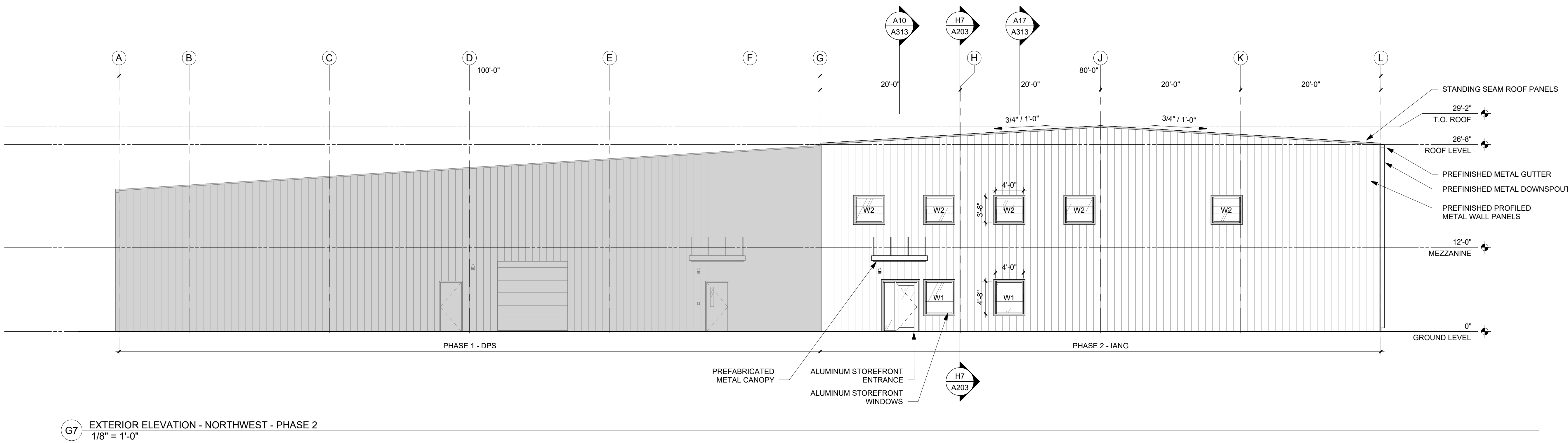
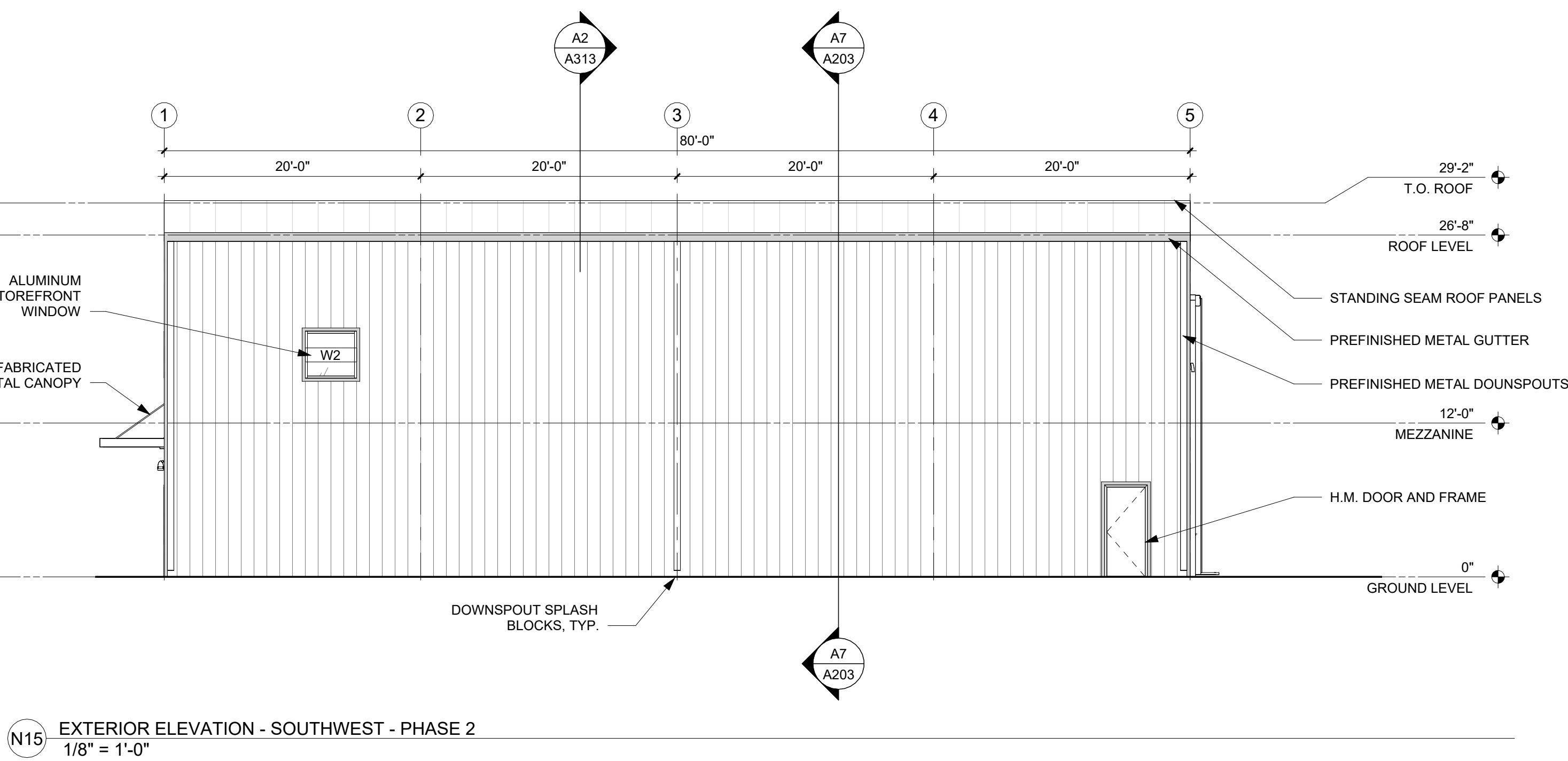
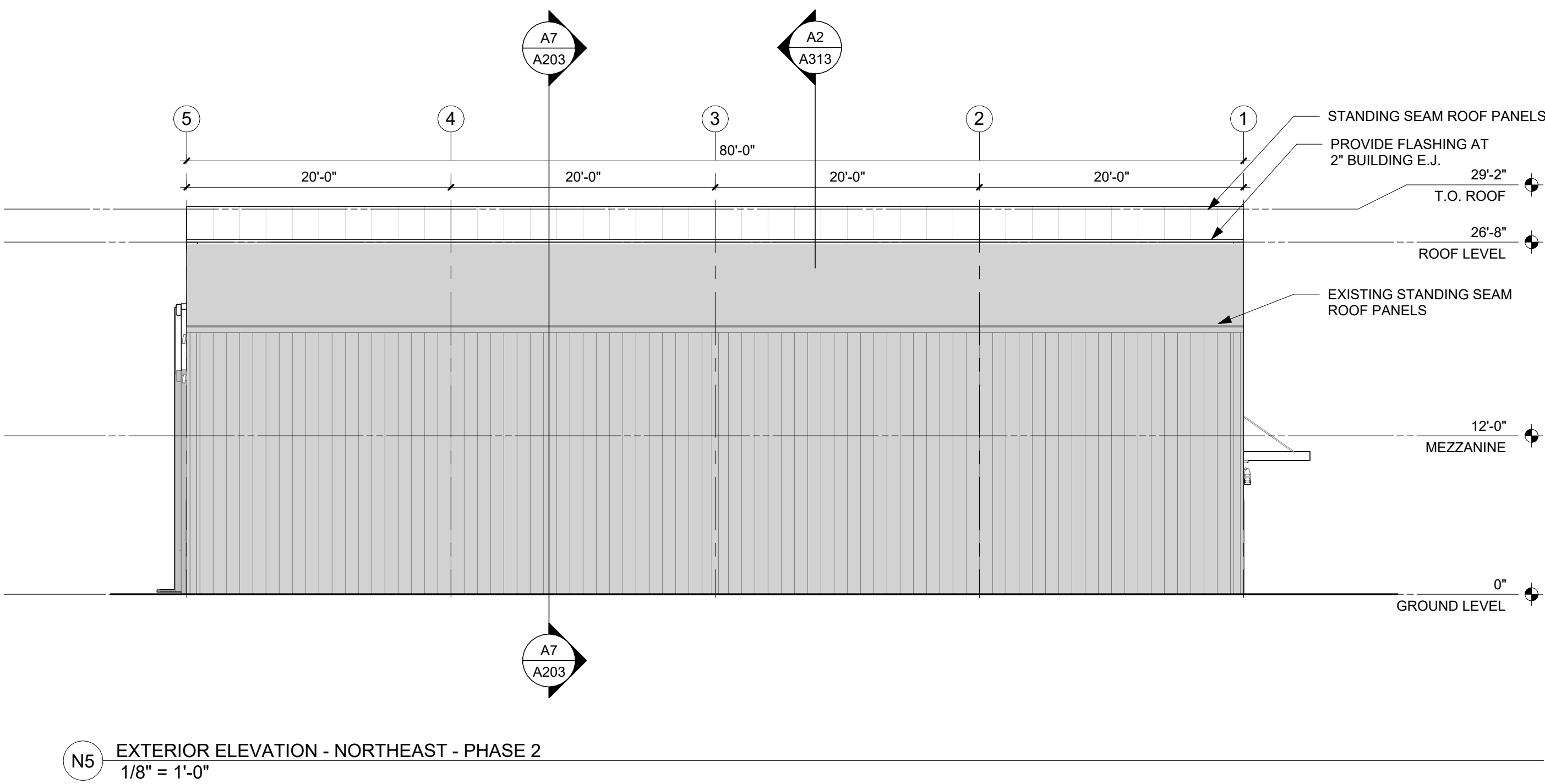


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GRADING AND EROSION CONTROL PLAN			
SNYDER & ASSOCIATES, INC.		2727 S.W. SNYDER BLVD ANKENY, IOWA 50023 515-364-2020 www.snyder-associates.com	
Project No: 124.0965.01A		Sheet C300	



SNYDER & ASSOCIATES

MARK	REVISION	DATE	BY
Engineer: JFS	Checked By: JFS	Scale: 1" = ##'	
Technician: TLS	Date: MM-DD-YYYY	T-R-S: TTN+RRW+SS	



RESOLUTION 2025 -

**A RESOLUTION AUTHORIZING THE RENEWAL OF THE
DISADVANTAGED BUSINESS ENTERPRISE POLICY UTILIZED ON
FEDERALLY-FUNDED ACIP PROJECTS AT THE ANKENY REGIONAL
AIRPORT FOR THE YEARS 2025 THROUGH 2027**

WHEREAS, the Polk County Aviation Authority (PCAA) annully utilizes Federal Aviation Administration Funds through the U.S. Department of Transportation (DOT) to complete specific Airport Capital Improvement Program (ACIP) projects at the Ankeny Regional Airport; and

WHEREAS, the PCAA maintains and follows a Disadvantaged Business Enterprise (DBE) program as established by the U.S. DOT to meet the requirements for utilizing the said federal funding; and

WHEREAS, the PCAA is required to follow the DBE Objectives and Policy Statement so that DBE firms have an equal opportunity to receive funding and particiapte in U.S. DOT-assisted construction contracts; and

WHEREAS, the DBE Policy must be renewed every three years so that the PCAA's practices stay current and within the objectives of the U.S. DOT; and

WHEREAS, the Federal DOT has designated a goal of 1.35% for DBE participation on federally-funded ACIP projects for the years 2025, 2026 and 2027at the Ankeny Regional Airport.

NOW, THEREFORE, BE IT RESOLVED that the Polk County Aviation Authority hereby authorizes the Chairperson to sign the Disadvantaged Business Enterprise Policy Statement as prepared by the U.S. Department of Transportation.

BE IT FURTHER RESOLVED that the Public Notice on the Disadvantaged Business Enterprise Policy Statement is hereby authorized to be published in a local newspapaer of general circulation.

BE IT FURTHER RESOLVED that the said Policy Statement be available for inpspection by the public at Ankeny City Hall for a period of 30 days after the publishing of the said Notice.

Dated, this 10th day of April, 2025.

Jeff Wangsness, Chairperson
Polk County Aviation Authority

ATTEST:

Diane Klemme, Recording Secretary

PUBLIC NOTICE

The **Polk County Aviation Authority** hereby announces its averaged fiscal year 2025, 2026, 2027 goal of 1.35% for Disadvantaged Business Enterprise (DBE) airport construction projects. The proposed goals and rationale is available for inspection between 8:00 a.m. and 5:00 p.m., Monday through Friday at **City of Ankeny City Hall, 410 W. 1st Street, Ankeny, IA 50023** for 30 days from the date of this publication. Comments on the DBE goal will be accepted for 45 days from the date of this publication and can be sent to the following:

Paul Moritz
Ankeny Regional Airport Manager
410 W. 1st Street
Ankeny, IA 50023

POLICY STATEMENT

Section 26.1, 26.23

Objectives/Policy Statement

The **Polk County Aviation Authority** has established a Disadvantaged Business Enterprise (DBE) Program in accordance with regulations of the U.S. Department of Transportation (DOT), 49 CFR Part 26.

The **Polk County Aviation Authority** has received Federal financial assistance from the Department of Transportation, and as a condition of receiving this assistance, the **Polk County Aviation Authority** has signed an assurance that it will comply with 49 CFR Part 26.

It is the policy of the **Polk County Aviation Authority** to ensure that DBEs as defined in Part 26, have an equal opportunity to receive and participate in DOT-assisted contracts. It is also our policy:

1. To ensure nondiscrimination in the award and administration of DOT – assisted contracts;
2. To create a level playing field on which DBEs can compete fairly for DOT-assisted contracts;
3. To ensure that the DBE Program is narrowly tailored in accordance with applicable law;
4. To ensure that only firms that fully meet 49 CFR Part 26 eligibility standards are permitted to participate as DBEs;
5. To help remove barriers to the participation of DBEs in DOT assisted contracts;
6. Promote the use of DBEs in all types of federally-assisted contracts and procurement activities;
7. To assist the development of firms that can compete successfully in the market place outside the DBE Program; and
8. Make appropriate use of the flexibility afforded to recipients of Federal financial assistance in establishing and providing opportunities for DBEs.

Mr. Paul Moritz, Airport Manager has been delegated as the DBE Liaison Officer. In that capacity, Mr. Paul Moritz is responsible for implementing all aspects of the DBE program. Implementation of the DBE program is accorded the same priority as compliance with all other legal obligations incurred by the **Polk County Aviation Authority** in its financial assistance agreements with the Department of Transportation.

The **Polk County Aviation Authority** has disseminated this policy statement to the Department of Transportation and all of the components of our organization. We have distributed this statement to DBE and non-DBE business communities that perform work for us on DOT-assisted contracts. We have distributed this statement to DBE and non-DBE business communities that perform work for us on DOT-assisted contracts.

Jeff Wangsness
Chair

Date

SUBPART A – GENERAL REQUIREMENTS

Section 26.1 Objectives

The objectives are found in the policy statement on the first page of this program.

Section 26.3 Applicability

The **Polk County Aviation Authority** is the recipient of Federal airport funds authorized by 49 U.S.C. 47101, *et seq.*

Section 26.5 Definitions

The **Polk County Aviation Authority** will use terms in this program that have the meaning defined in Section 26.5.

Section 26.7 Non-discrimination Requirements

The **Polk County Aviation Authority** will never exclude any person from participation in, deny any person the benefits of, or otherwise discriminate against anyone in connection with the award and performance of any contract covered by 49 CFR Part 26 on the basis of race, color, sex, or national origin.

In administering its DBE program, the **Polk County Aviation Authority** will not, directly or through contractual or other arrangements, use criteria or methods of administration that have the effect of defeating or substantially impairing accomplishment of the objectives of the DBE program with respect to individuals of a particular race, color, sex, or national origin.

Section 26.11 Record Keeping Requirements

Reporting to DOT: 26.11

You must continue to provide data about your DBE Program to the Department as directed by DOT operating administrations.

We will report DBE participation to DOT/FAA as follows:

We will transmit to FAA annually on December 1, the “Uniform Report of DBE Awards or Commitments and Payments” form, found in Appendix B of 49 CFR Part 26. We will also report the DBE Contractor firms contact information either on the FAA DBE Contractor’s Form or other similar format.

Bidders List: 26.11(c)

The **Polk County Aviation Authority** will create and maintain a bidders list. The purpose of the list is to provide as accurate data as possible about the universe of DBE and non-DBE contractors and subcontractors who seek to work on our DOT-assisted contracts for use in helping to set our overall goals. The bidders list will include the name, address, DBE and non-DBE status, age of firm, and annual gross receipts of firms. The recipient may obtain gross receipts information by asking each firm to indicate into what bracket it fits (e.g. less than \$1 million; \$1-3 million; \$3-6 million; \$6-10 million, etc.) rather than requesting an exact figure from the firm.

We will collect this information in the following ways:

The prime bidders shall report the names/address, and other pertinent information, of all firms who quote to them on subcontracts to the Commission; the prime bidder shall also report any requests the prime bidder makes to other firms quoting subcontracts.

Section 26.13 Federal Financial Assistance Agreement

The **Polk County Aviation Authority** has signed the following assurances, applicable to all DOT-assisted contracts and their administration:

Assurance: 26.13(a) - Each financial assistance agreement you sign with a DOT operating administration (or a primary recipient) must include the following assurance:

The **Polk County Aviation Authority** shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of any DOT-assisted contract or in the administration of its DBE program or the requirements of 49 CFR Part 26. The **Polk County Aviation Authority** shall take all necessary and reasonable steps under 49 CFR Part 26 to ensure nondiscrimination in the award and administration of DOT-assisted contracts. The **Polk County Aviation Authority's** DBE program, as required by 49 CFR part 26 and as approved by DOT, is incorporated by reference in this agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as a violation of this agreement. Upon notification to the **Polk County Aviation Authority** of its failure to carry out its approved program, the Department may impose sanctions as provided for under part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C. 3801 *et seq.*).

Contract Assurance: 26.13b

The **Polk County Aviation Authority** will ensure that the following clause is included in each contract we sign with a contractor and each subcontract the prime contractor signs with a subcontractor:

The contractor, sub recipient or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of DOT-assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as the **Polk County Aviation Authority** deems appropriate.

SUBPART B - ADMINISTRATIVE REQUIREMENTS

Section 26.21 DBE Program Updates

The **Polk County Aviation Authority** will receive grant(s) for airport planning or development totaling \$250,000 in a Federal fiscal year. We will continue to carry out this DBE Program until all funds from DOT financial assistance have been expended. We will provide to DOT updates representing significant changes in the program for approval.

The **Polk County Aviation Authority** is not eligible to receive DOT financial assistance unless DOT has approved our DBE Program and we are in compliance with it and this part. We will continue to carry out our program until all funds from DOT financial assistance have been expended.

Section 26.23 Policy Statement

The Policy Statement is elaborated on the first page of this DBE Program.

Section 26.25 DBE Liaison Officer (DBELO)

We have designated the following individual as our DBE Liaison Officer:

Paul Moritz
Ankeny Regional Airport Manager
410 W. 1st Street
Ankeny, IA 50023

In the event a new Ankeny Regional Airport Manager is hired they shall replace the above as the DBELO. The DBE program will be update in a timely manner to reflect such change.

In that capacity, the DBELO is responsible for implementing all aspects of the DBE program and ensuring that the **Polk County Aviation Authority** complies with all provision of 49 CFR Part 26. The DBELO has direct, independent access to the **Polk County Aviation Authority Chair** concerning DBE program matters. An organization chart displaying the DBELO's position in the organization is found in **Attachment 2** to this program.

The DBELO is responsible for developing, implementing and monitoring the DBE program, in coordination with other appropriate officials. The duties and responsibilities include the following:

1. Gathers and reports statistical data and other information as required by DOT.
2. Reviews third party contracts and purchase requisitions for compliance with this program.
3. Works with all departments to set overall annual goals.
4. Ensures that bid notices and requests for proposals are available to DBEs in a timely manner.
5. Identifies contracts and procurements so that DBE goals are included in solicitations (both race-neutral methods and contract specific goals) and monitors results.
6. Analyzes **Polk County Aviation Authority's** progress toward attainment and identifies ways to improve progress.
7. Participates in pre-bid meetings.
8. Advises the CEO\governing body on DBE matters and achievement.
9. Chairs the DBE Advisory Committee.
10. Determine contractor compliance with good faith efforts.
11. Provides DBEs with information and assistance in preparing bids, obtaining bonding and insurance.
12. Plans and participates in DBE training seminars.
13. Acts as liaison to the Uniform Certification Process in Iowa.
14. Provides outreach to DBEs and community organizations to advise them of opportunities.
15. Holds a current copy for public review of the Iowa DOT directory on certified DBEs.

Section 26.27 DBE Financial Institutions

It is the policy of the **Polk County Aviation Authority** to investigate the full extent of services offered by financial institutions owned and controlled by socially and economically disadvantaged individuals in the community, to make reasonable efforts to use these institutions, and to encourage prime contractors on DOT-assisted contracts to make use of these institutions.

To date we have identified the following institutions: There are currently no institutions on records as meeting the criteria.

Information on the availability of such institutions can be obtained from the DBE Liaison Officer.

Section 26.29 Prompt Payment Mechanisms

The **Polk County Aviation Authority** has established, as part of its DBE Program, a contract clause to require prime contractors to pay subcontractors for satisfactory performance of their contracts no later than 30 days from receipt of each payment you make to the prime contractor.

We will ensure prompt and full payment of retainage from the prime contractor to the subcontractor within 30 days after the subcontractor's work is satisfactorily completed. We will use one of the following methods to comply with this requirement:

Hold retainage from prime contractors and provide for prompt and regular incremental acceptances of portions of the prime contract, pay retainage to prime contractors based on these acceptances, and require a contract clause obligating the prime contractor to pay all retainage owed to the subcontractor for satisfactory completion of the accepted work within 30 days after your payment to the prime contractor.

The **Polk County Aviation Authority** will consider a subcontractor's work is satisfactorily completed when all the tasks called for in the subcontract have been accomplished and documented as required by the **Polk County Aviation Authority**. When the **Polk County Aviation Authority** has made an incremental acceptance of a portion of a prime contract, the work of a subcontractor covered by that acceptance is deemed to be satisfactorily completed.

The **Polk County Aviation Authority** will provide appropriate means to enforce the requirements of this section. These means include any and all means covered by state laws and regulations.

The **Polk County Aviation Authority** will include the following clause in each DOT-assisted prime contract:

The prime contractor agrees to pay each subcontractor under this prime contract for satisfactory performance of its contract no later than 30 days from the receipt of each payment the prime contractor receives from the **Polk County Aviation Authority**. The prime contractor agrees further to return retainage payments to each subcontractor within 30 days after the subcontractors work is satisfactorily completed. Any delay or postponement of payment from the above referenced timeframe may occur only for good cause following written approval of the **Polk County Aviation Authority**. This clause applies to both DBE and non-DBE subcontractors.

Section 26.31 Directory

The **Polk County Aviation Authority** uses the State of Iowa DBE directory, maintained by the State. The directory lists the firm's name, address, phone number, date of the most recent certification, and the type of work the firm has been certified to perform as a DBE. In addition, the directory lists each type of work for which a firm is eligible to be certified by using the most specific NAICS code available to describe each type of work.

The State of Iowa revises the Directory annually. The Directory may be found at http://www.iowadot.gov/civilrights/dbe_program.html.

Section 26.33 Over-concentration

The **Polk County Aviation Authority** has not identified that over-concentration exists in the types of work that DBEs perform.

Section 26.35 Business Development Programs

The **Polk County Aviation Authority** has not established a business development program.

Section 26.37 Monitoring Responsibilities

Polk County Aviation Authority implements and carries out appropriate mechanisms to ensure compliance with 49 CFR Part 26 program requirements by all program participants, including prompt payment, and describes and set forth these mechanisms in Polk County Aviation Authority DBE program.

Polk County Aviation Authority actively monitors participation by maintaining a running tally of actual DBE attainments (e.g., payments actually made to DBE firms), including a means of comparing these attainments to commitments.

Monitoring Payments to DBEs and Non-DBEs

Polk County Aviation Authority undertakes ongoing monitoring of prime payments to subcontractors over the course of any covered contract. Such monitoring activities will be accomplished through the following method(s):

- *Posting prime contractor payments to the **Airport's and City's** website to alert sub-contractors to the start of the 30-day clock for payment.*
- Specific DBE items will be highlighted on pay requests to allow DBE subcontractors to accurately track when payment is made.

Polk County Aviation Authority requires prime contractors to maintain records and documents of payments to subcontractors, including DBEs, for a minimum of three (3) years unless otherwise provided by applicable record retention requirements for the **Polk County Aviation Authority** financial assistance agreement, whichever is longer. These records will be made available for inspection upon request by any authorized representative of **Polk County Aviation Authority** or DOT. This reporting requirement extends to all subcontractors, both DBE and non-DBE.

- **Polk County Aviation Authority** proactively reviews contract payments to subcontractors including DBEs on a quarterly basis. Payment reviews will evaluate whether the actual amount paid to DBE subcontractors is equivalent to the amounts reported to the DBE sub-contractor by the prime contractor.

Prompt Payment Dispute Resolution

Polk County Aviation Authority will take the following steps to resolve disputes as to whether work has been satisfactorily completed for purposes of §26.29.

- Set up meeting with prime contractor, associated DBE sub-contractor, airport manager, and engineer (project manager, resident project representative)
- If the dispute is not resolved a meeting with the **Polk County Aviation Authority** for resolution may be needed.

Polk County Aviation Authority has established, as part of its DBE program, the following mechanism(s) to ensure prompt payment and return of retainage

- (1) Alternative dispute resolution (ADR)

- Contractor will be required to provide a *detailed alternative dispute resolution plan for city approval prior to the issuance of any notice to proceed.*

(2) A contract clause providing that the prime contractor will not be reimbursed for work performed by subcontractors unless and until the prime contractor ensures that the subcontractors are promptly paid for the work they have performed.

- Prime contractor will not be reimbursed for work performed by subcontractors unless and until the prime contractor ensures that the subcontractors are promptly paid for the work they have performed.

Prompt Payment Complaints

Complaints by subcontractors regarding the prompt payment requirements are handled according to the following procedure

- If affected subcontractor is not comfortable contacting prime directly regarding payment or unable to resolve payment discrepancies with prime, subcontractor should contact DBELO to initiate complaint.
- If filing a prompt payment complaint with the DBELO does not result in timely and meaningful action by the **Polk County Aviation Authority** to resolve prompt payment disputes, affected subcontractor may contact the responsible City Manager.
- Pursuant to Sec. 157 of the FAA Reauthorization Act of 2018, all complaints related to prompt payment will be reported in a format acceptable to the FAA, including the nature and origin of the complaint and its resolution.

Enforcement Actions for Noncompliance of Participants

Polk County Aviation Authority will provide appropriate means to enforce the requirements of §26.29. These means include:

- *In accordance with the contract, assessing liquidated damages against the prime contractor for each day beyond the required time period the prime contractor fails to pay the subcontractor*
- *Advise subcontractors of the availability of the payment and performance bond to assure payment for labor and materials in the execution of the work provided for in the contract*
- *Pay subcontractors directly and deduct this amount from the retainage owed to the prime*

Polk County Aviation Authority will actively implement the enforcement actions detailed above.

Monitoring Contracts and Work Sites

The **Polk County Aviation Authority** reviews contracting records and engages in active monitoring of work sites to ensure that work committed to DBEs at contract award or subsequently (e.g., as the result of modification to the contract) is actually performed by the DBEs to which the work was committed. Work site monitoring is performed by *project managers, consultant, etc.* Contracting records are reviewed by *project managers, consultant, etc.* **Polk County Aviation Authority** will maintain written certification that contracting records have been reviewed and work sites have been monitored for this purpose.

Section 26.39 Fostering small business participation.

The **Polk County Aviation Authority** has created a Small Business element to structure contracting requirements to facilitate competition by small business concerns, taking all reasonable steps to eliminate obstacles to their participation, including unnecessary and unjustified bundling of contract requirements that may preclude small business participation in procurements as prime contractors or subcontractors.

The small business element is incorporated as Attachment 10 to this DBE Program. The program elements will be actively implemented to foster small business participation. **Implementation of the small business element is required in order for Polk County Aviation Authority to be considered by DOT as implementing this DBE program in good faith.**

SUBPART C – GOALS, GOOD FAITH EFFORTS, AND COUNTING

Section 26.43 Set-asides or Quotas

The **Polk County Aviation Authority** does not use quotas in any way in the administration of this DBE program.

Section 26.45 Overall Goals

The **Polk County Aviation Authority** will establish an overall DBE goal covering a three-year federal fiscal year period if we anticipate awarding FAA funded prime contracts exceeding \$250,000 during any one or more of the reporting fiscal years within the three-year goal period. In accordance with Section 26.45(f) the **Polk County Aviation Authority** will submit its overall three-year DBE Goal to FAA by August 1 as required by the established schedule below.

49 CFR Part 26		All Airports -- 3-Year Overall DBE Goals		DUE: AUGUST 1
Airport Type	Region	Due	Period Covered	Next Goal Due
Large and Medium Hub Primary	All	2022	2023/2024/2025	2025 (2026/2027/2028)
Small Hub Primary	All	2023	2024/2025/2026	2026 (2027/2028/2029)
Non-Hub Primary	All	2024	2025/2026/2027	2027 (2028/2029/2030)
Non-Primary including GAs, Relievers, and State DOTs	Alaskan, Eastern, and Great Lakes	2022	2023/2024/2025	2025 (2026/2027/2028)
Non-Primary including GAs, Relievers, and State DOTs	New England, Northwest Mountain, and Southern	2023	2024/2025/2026	2026 (2027/2028/2029)
Non-Primary including GAs, Relievers, and State DOTs	Central, Southwest, and Western-Pacific	2024	2025/2026/2027	2027 (2028/2029/2030)

DBE goals will be established for those fiscal years we anticipate awarding DOT-assisted prime contracts exceeding \$250,000 during the three-year period. The DBE goals will be established in accordance with the 2-step process as specified in 49 CFR Part 26.45. If the **Polk County Aviation Authority** does not anticipate awarding more than \$250,000 in DOT-assisted prime contracts during any of the years within the three-year reporting period, we will not develop an overall goal; however this DBE Program will remain in effect and the **Polk County Aviation Authority** will seek to fulfill the objectives outlined in 49 CFR Part 26.1.

The first step is to determine the relative availability of DBEs in the market area, “base figure”. The second step is to adjust the “base figure” percentage from Step 1 so that it reflects as accurately as possible the DBE participation the recipient would expect in the absence of discrimination based on past participation, a disparity study and/or information about barriers to entry to past competitiveness of DBEs on projects.

In establishing the overall goal, the **Polk County Aviation Authority** will consult with minority, women’s and general contractor groups, community organizations, and other officials or organizations to obtain information concerning the availability of disadvantaged and non-disadvantaged businesses, the effects of discrimination

on opportunities for DBEs, and the **Polk County Aviation Authority** efforts to establish a level playing field for the participation of DBEs.

Following this consultation, we will publish a notice of the proposed overall goals, informing the public that the proposed goal and its rationale are available for inspection during normal business hours at **Ankeny Regional Airport, 410 W. 1st Street, Ankeny, IA 50023** for 30 days following the date of the notice, and informing the public that the **Polk County Aviation Authority** and DOT/FAA will accept comments on the goals for 45 days from the date of the notice. Notice will be issued in general circulation media and available minority- focus media and trade publications, websites. Normally, we will issue this notice by June 1 of the reporting period of the goal. The notice will include addresses to which comments may be sent and addresses including offices where the proposal may be reviewed.

Our overall three-year DBE Goal submission to DOT/FAA will include a summary of information and comments received, if any, during this public participation process and our responses.

We will begin using our overall goal on October 1 of the reporting period, unless we have received other instructions from DOT. If we establish a goal on a project basis, we will begin using our goal by the time of the first solicitation for a DOT-assisted contract for the project.

A description of the methodology to calculate the overall goal and the goal calculations can be found in **Attachment 5** to this program.

Section 26.47 Failure to meet overall goals.

The **Polk County Aviation Authority** will maintain an approved DBE Program and overall DBE goal, if applicable as well as administer our DBE Program in good faith to be considered to be in compliance with this part.

If the **Polk County Aviation Authority** awards and commitments shown on our Uniform Report of Awards or Commitments and Payments at the end of any fiscal year are less than the overall goal applicable to that fiscal year, we will do the following in order to be regarded by the Department as implementing your DBE Program in good faith:

- (1) Analyze in detail the reasons for the difference between the overall goal and our awards and commitments in that fiscal year;
- (2) Establish specific steps and milestones to correct the problems we have identified in our analysis and to enable us to meet fully your goal for the new fiscal year;
- (3) The **Polk County Aviation Authority** will submit, within 90 days of the end of the fiscal year, the analysis and corrective actions developed under paragraphs (c) (1) and (2) of this section to the FAA for approval.

Section 26.51(a-c) Breakout of Estimated Race-Neutral & Race-Conscious Participation

The breakout of estimated race-neutral and race-conscious participation can be found in Attachment 5 to this program.

Section 26.51(d-g) Contract Goals

The **Polk County Aviation Authority** will arrange solicitations, times for the presentation of bids, quantities, specifications, and delivery schedules in ways that facilitate participation by DBEs and other small businesses and by making contracts more accessible to small businesses, by means such as those provided under § 26.39.

If our approved projection under paragraph (c) of this section estimates that we can meet our entire overall goal for a given year through race-neutral means, we will implement our program without setting contract goals during that year, unless it becomes necessary in order meet our overall goal.

We will establish contract goals only on those DOT-assisted contracts that have subcontracting possibilities. We need not establish a contract goal on every such contract, and the size of contract goals will be adapted to the circumstances of each such contract (e.g., type and location of work, availability of DBEs to perform the particular type of work.)

We will express our contract goals as a percentage of the Federal share of a DOT-assisted contract.

Section 26.53 Good Faith Efforts Procedures

Demonstration of good faith efforts (26.53(a) & (c))

The obligation of the bidder/offeror is to make good faith efforts. The bidder/offeror can demonstrate that it has done so either by meeting the contract goal or documenting good faith efforts. Examples of good faith efforts are found in Appendix A to Part 26.

The **Polk County Aviation Authority** is responsible for determining whether a bidder/offeror who has not met the contract goal has documented sufficient good faith efforts to be regarded as responsive.

We will ensure that all information is complete and accurate and adequately documents the bidder/offeror's good faith efforts before we commit to the performance of the contract by the bidder/offeror.

Information to be submitted (26.53(b))

The **Polk County Aviation Authority** treats bidder/offers' compliance with good faith efforts' requirements as a matter of responsiveness – all bidders submit DBE information at the time of bid.

Responsiveness - Each solicitation for which a contract goal has been established will require all bidders/offerors to submit the following information at the time of bid:

1. The names and addresses of DBE firms that will participate in the contract;
2. A description of the work that each DBE will perform;
3. The dollar amount of the participation of each DBE firm participating;
4. Written and signed documentation of commitment to use a DBE subcontractor whose participation it submits to meet a contract goal;
5. Written and signed confirmation from the DBE that it is participating in the contract as provided in the prime contractors commitment and
6. If the contract goal is not met, evidence of good faith efforts.

Administrative reconsideration (26.53(d))

Within 7 business days of being informed by the **Polk County Aviation Authority** that it is not responsive because it has not documented sufficient good faith efforts, a bidder/offeror may request administrative reconsideration. Bidder/offerors should make this request in writing to the following reconsideration official: **Paul Moritz, Ankeny Regional Airport Manager, 410 W. 1st Street, Ankeny, IA 50023.**

The reconsideration official will not have played any role in the original determination that the bidder/offeror did not document sufficient good faith efforts.

As part of this reconsideration, the bidder/offeror will have the opportunity to provide written documentation or argument concerning the issue of whether it met the goal or made adequate good faith efforts to do so. The bidder/offeror will have the opportunity to meet in person with our reconsideration official to discuss the issue of whether it met the goal or made adequate good faith efforts to do. We will send the bidder/offeror a written decision on reconsideration, explaining the basis for finding that the bidder did or did not meet the goal or make adequate good faith efforts to do so. The result of the reconsideration process is not administratively appealable to the Department of Transportation.

Good Faith Efforts when a DBE is replaced on a contract (26.53(f))

The **Polk County Aviation Authority** will require a contractor to make good faith efforts to replace a DBE that is terminated or has otherwise failed to complete its work on a contract with another certified DBE, to the extent needed to meet the contract goal. We will require the prime contractor to notify the DBE Liaison officer immediately of the DBE's inability or unwillingness to perform and provide reasonable documentation.

In this situation, we will require the prime contractor to obtain our prior approval of the substitute DBE and to provide copies of new or amended subcontracts, or documentation of good faith efforts.

We will provide such written consent only if we agree, for reasons stated in our concurrence document, that the prime contractor has good cause to terminate the DBE firm. For purposes of this paragraph, good cause includes the following circumstances:

- (1) The listed DBE subcontractor fails or refuses to execute a written contract;
- (2) The listed DBE subcontractor fails or refuses to perform the work of its subcontract in a way consistent with normal industry standards. Provided however, that good cause does not exist if the failure or refusal of the DBE subcontractor to perform its work on the subcontract results from the bad faith or discriminatory action of the prime contractor;
- (3) The listed DBE subcontractor fails or refuses to meet the prime contractor's reasonable, non-discriminatory bond requirements.
- (4) The listed DBE subcontractor becomes bankrupt, insolvent, or exhibits credit unworthiness;
- (5) The listed DBE subcontractor is ineligible to work on public works projects because of suspension and debarment proceedings pursuant to 2 CFR Parts 180, 215 and 1,200 or applicable state law;
- (6) We have determined that the listed DBE subcontractor is not a responsible contractor;
- (7) The listed DBE subcontractor voluntarily withdraws from the project and provides to us written notice of its withdrawal;
- (8) The listed DBE is ineligible to receive DBE credit for the type of work required;
- (9) A DBE owner dies or becomes disabled with the result that the listed DBE contractor is unable to complete its work on the contract;
- (10) Other documented good cause that we have determined compels the termination of the DBE subcontractor. Provided, that good cause does not exist if the prime contractor seeks to terminate a DBE it relied upon to obtain the contract so that the prime contractor can self-perform the work for which the DBE contractor was engaged or so that the prime contractor can substitute another DBE or non-DBE contractor after contract award.

Before transmitting to us its request to terminate and/or substitute a DBE subcontractor, the prime contractor must give notice in writing to the DBE subcontractor, with a copy to us, of its intent to request to terminate and/or substitute, and the reason for the request.

The prime contractor must give the DBE five days to respond to the prime contractor's notice and advise us and the contractor of the reasons, if any, why it objects to the proposed termination of its subcontract and why we should not approve the prime contractor's action. If required in a particular case as a matter of public necessity (e.g., safety), we may provide a response period shorter than five days.

In addition to post-award terminations, the provisions of this section apply to pre-award deletions of or substitutions for DBE firms put forward by offerors in negotiated procurements.

If the contractor fails or refuses to comply in the time specified, our contracting office will issue an order stopping all or part of payment/work until satisfactory action has been taken. If the contractor still fails to comply, the contracting officer may issue a termination for default proceeding.

Sample Bid Specification:

The requirements of 49 CFR Part 26, Regulations of the U.S. Department of Transportation, apply to this contract. It is the policy of the **Polk County Aviation Authority** to practice nondiscrimination based on race, color, sex, or national origin in the award or performance of this contract. All firms qualifying under this solicitation are encouraged to submit bids/proposals. Award of this contract will be conditioned upon satisfying the requirements of this bid specification. These requirements apply to all bidders/offerors, including those who qualify as a DBE. A DBE contract goal of 1.35% percent has been established for this contract. The bidder/offeror shall make good faith efforts, as defined in Appendix A, 49 CFR Part 26 (attachment 1), to meet the contract goal for DBE participation in the performance of this contract.

The bidder/offeror will be required to submit the following information: (1) the names and addresses of DBE firms that will participate in the contract; (2) a description of the work that each DBE firm will perform; (3) the dollar amount of the participation of each DBE firm participating; (4) Written documentation of the bidder/offeror's commitment to use a DBE subcontractor whose participation it submits to meet the contract goal; (5) Written confirmation from the DBE that it is participating in the contract as provided in the commitment made under (4); and (6) if the contract goal is not met, evidence of good faith efforts.

Section 26.55 Counting DBE Participation

We will count DBE participation toward overall and contract goals as provided in 49 CFR 26.55. We will not count the participation of a DBE subcontract toward a contractor's final compliance with its DBE obligations on a contract until the amount being counted has actually been paid to the DBE.

SUBPART D – CERTIFICATION STANDARDS

Section 26.61 – 26.73 Certification Process

The **Polk County Aviation Authority** will use the certification standards of Subpart D of Part 26 to determine the eligibility of firms to participate as DBEs in DOT-assisted contracts. To be certified as a DBE, a firm must meet all certification eligibility standards. We will make our certification decisions based on the facts as a whole.

For information about the certification process or to apply for certification, firms should contact:

Margaret Muxfeldt
Clerical Assistant
Iowa DOT Office of Contracts
EEO Section
800 Lincoln Way
Ames, Iowa 50010
Telephone 515.239.1325
Margaret.muxfeldt@dot.iowa.gov

Our certification application forms and documentation requirements are found in Attachment 8 to this program.

SUBPART E – CERTIFICATION PROCEDURES

Section 26.81 Unified Certification Programs

The **Polk County Aviation Authority** is not an Unified Certification Program (UCP) at this time. The sole UCP certifying agency in Iowa is the Iowa DOT. The **Polk County Aviation Authority** will recognize any and all firms certified by Iowa DOT under the UCP as a DBE.

SUBPART F – COMPLIANCE AND ENFORCEMENT

Section 26.109 Information, Confidentiality, Cooperation

We will safeguard from disclosure to third parties information that may reasonably be regarded as confidential business information, consistent with Federal, state, and local law.

Notwithstanding any provision of Federal or state law, we will not release any information that may reasonably be construed as confidential business information to any third party without the written consent of the firm that submitted the information. This includes applications for DBE certification and supporting information. However, we will must transmit this information to DOT in any certification appeal proceeding under § 26.89 of this part or to any other state to which the individual's firm has applied for certification under § 26.85 of this part.

Monitoring Payments to DBEs

We will require prime contractors to maintain records and documents of payments to DBEs for three years following the performance of the contract. These records will be made available for inspection upon request by any authorized representative of the **Polk County Aviation Authority** or DOT. This reporting requirement also extends to any certified DBE subcontractor.

We will perform interim audits of contract payments to DBEs. The audit will review payments to DBE subcontractors to ensure that the actual amount paid to DBE subcontractors equals or exceeds the dollar amounts stated in the schedule of DBE participation.

ATTACHMENTS

Attachment 1	Regulations: 49 CFR Part 26 or website link
Attachment 2	Organizational Chart
Attachment 3	Bidder's List Collection Form
Attachment 4	DBE Directory or link to
Attachment 5	Overall Goal Calculations
Attachment 6	Demonstration of Good Faith Efforts or Good Faith Effort Plan - Form 1 & 2 for
Attachment 7	DBE Monitoring and Enforcement Mechanisms
Attachment 8	DBE Certification Application Form
Attachment 9	State's UCP Agreement
Attachment 10	Small Business Element Program

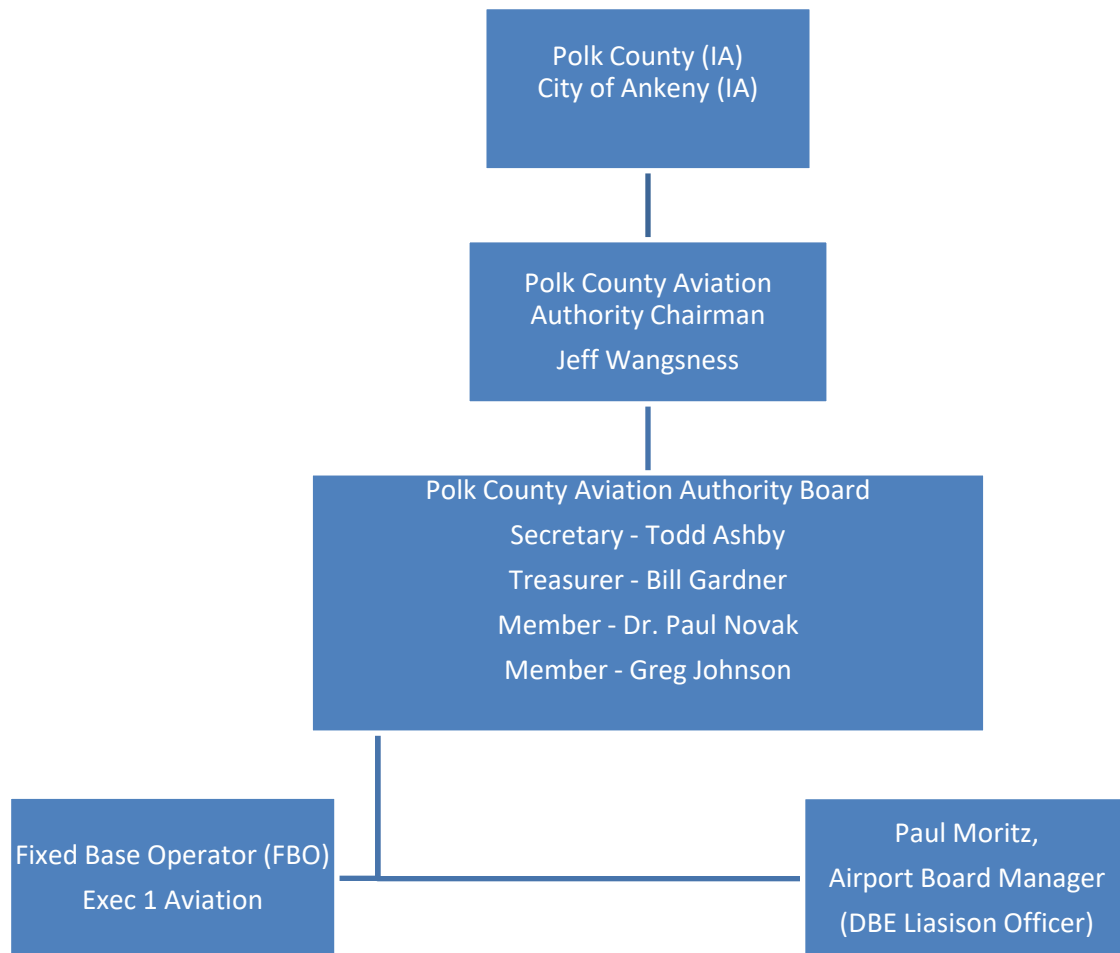
ATTACHMENT 1

DBE program regulations are codified in Title 49 of the Code of Federal Regulations, Part 26. They can be retrieved using the following link to the Electronic Code of Federal Regulations:

<https://www.ecfr.gov/current/title-49/subtitle-A/part-26>

ATTACHMENT 2

Organizational Chart of the Ankeny Regional Airport



ATTACHMENT 3
Bidder's List Collection Form

AIP PROJECT: _____
 AIPORT: _____
 LOCATION: _____

Note: § 26.11(c) requires Airport Sponsors to collect bidders list information from all bidders at the time of bid submittal, and to enter it into USDOT's designated system. The data must be collected for all firms who bid as prime contractors or subcontractors (successfully or not). The form below is NOT mandatory. If you use an electronic system to collect this information, you may instead provide a screenshot or other example showing how the system collects all the required data.

Prime Contractors and/or Subcontractors Bidding on the Project

Firm Name	Firm Address/ Phone #	DBE or Non-DBE Status (verify via State's UCP Directory)	NAICS Code(s) of Scope(s) Bid	Race/Sex of Majority Owner	Age of Firm	Annual Gross Receipts
				☐ Black American ☐ Hispanic American ☐ Asian-Pacific American ☐ Subcontinent Asian American ☐ Native American ☐ Non-minority Woman ☐ Other	☐ Less than 1 year ☐ 3 years ☐ 4-7 years ☐ 8-10 years ☐ More than 10 years	☐ Less than \$1 million ☐ \$1-3 million ☐ \$3-6 million ☐ \$6-10 million ☐ Over \$10 million
				☐ Black American ☐ Hispanic American ☐ Asian-Pacific American ☐ Subcontinent Asian American ☐ Native American ☐ Non-minority Woman ☐ Other	☐ Less than 1 year ☐ 3 years ☐ 4-7 years ☐ 8-10 years ☐ More than 10 years	☐ Less than \$1 million ☐ \$1-3 million ☐ \$3-6 million ☐ \$6-10 million ☐ Over \$10 million
				☐ Black American ☐ Hispanic American ☐ Asian-Pacific American ☐ Subcontinent Asian American ☐ Native American ☐ Non-minority Woman ☐ Other	☐ Less than 1 year ☐ 3 years ☐ 4-7 years ☐ 8-10 years ☐ More than 10 years	☐ Less than \$1 million ☐ \$1-3 million ☐ \$3-6 million ☐ \$6-10 million ☐ Over \$10 million
				☐ Black American ☐ Hispanic American ☐ Asian-Pacific American ☐ Subcontinent Asian American ☐ Native American ☐ Non-minority Woman ☐ Other	☐ Less than 1 year ☐ 3 years ☐ 4-7 years ☐ 8-10 years ☐ More than 10 years	☐ Less than \$1 million ☐ \$1-3 million ☐ \$3-6 million ☐ \$6-10 million ☐ Over \$10 million

Polk County Aviation Authority will collect bidders list information as described in § 26.11(c)(2) and enter it into the system designated by DOT. The purpose of the bidders list is to compile as accurate data as possible about the universe of DBE and non-DBE contractors and subcontractors who seek to work on our federally assisted contracts for use in helping you set your overall goals, and to provide the Department with data for evaluating the extent to which the objectives of § 26.1 are being achieved.

Polk County Aviation Authority will obtain the following bidders list information about all DBE and non-DBEs who bid as prime contractors and subcontractors on each of our federally assisted contracts:

- Firm name
- Firm Address including Zip code
- Firm's status as a DBE or non-DBE
- Race and sex information for the firm's majority owner
- NAICS code applicable to each scope of work the firm sought to perform in its bid
- Age of the firm
- Annual gross receipts of the firm. The gross receipts can be obtained by asking each firm to indicate into what gross receipts bracket they fit (e.g. less than \$1 million; \$1-3 million; \$3-6 million; \$6-10 million, etc) rather than requesting an exact figure from the firm.

Polk County Aviation Authority will collect the data from all bidders for our federally assisted contracts by requiring the information in paragraph (c)(2) of this section to be submitted with their bids or initial responses to negotiated procurements.

Polk County Aviation Authority will enter this data in the Department's designated system no later than December 1 following the fiscal year in which the relevant contract was awarded.

In the case of a "design-build" contracting situation where subcontracts will be solicited throughout the contract period as defined in a DBE Performance Plan pursuant to § 26.53(e), **Polk County Aviation Authority** will enter the data no later than December 1 following the fiscal year in which the design-build contractor awards the relevant subcontract(s).

ATTACHMENT 4

Iowa DBE Directory

The Iowa DBE directory The Iowa DBE directory is available online at
<https://secure.iowadot.gov/DBE/Home/Index/>

ATTACHMENT 5Section 26.45: Overall DBE Three-Year Goal Methodology**Name of Recipient:** Polk County Aviation Authority**Goal Period:** FY-2025-2026-2027 October 1, 2024 through September 30, 2027

DOT-assisted contract amount:	FY-2025	$\$848,745 + \$1,108,000 = \$1,956,745$
	FY-2026	$\$16,892,530 + 4,845,597 + 600,000 = \$22,338,127$
	FY-2027	$\$503,800$
Total		<u>$\\$24,803,127$</u>

Overall Three-Year Goal: **1.35%** average over the 3-year period, to be accomplished through 0.0% RC and **1.35%** RN

Total dollar amount to be expended on DBE's: \$334,842**Describe the Number and Type of Projects that the airport anticipates awarding:**

Projects Fiscal Year #1

- Reconstruct Runway 18-36-Design
- Reconstruct Entrance Roundabout and Terminal Parking Lot

Projects Fiscal Year #2

- Reconstruct Runway 18-36-Construction
- Extend Runway 18 and Relocate Localizer
- Terminal Building Elevator/Lobby Addition

Projects Fiscal Year #3

- Rehabilitate Main Apron

Market Area: *The entire state of Iowa has been identified as the market area due to contractors mobilizing great distances for certain projects.*

Step 1. Analysis: Actual relative availability of DBE's

Divide the total number of DBE's by the total number of All Firms = base figure for each project.

FY 2025**Reconstruct Runway 18-36-Design**

NAICS	Type of Work	Total DBE's	Total All Firms
541330	Engineering Services	8	391

DBE % = $8 / 391 = 2.05\%$

Reconstruct Entrance Roundabout and Terminal Parking Lot

NAICS	Type of Work	Total DBE's	Total All Firms
237310	Street Construction	21	152
238910	Site Preparation	12	704
238210	Electrical Contractors	0	883
339950	Sign Manufacturing	1	54
238110	Concrete Foundation	6	562
561730	Landscaping Services	9	1,233
541330	Engineering Services	8	391
541370	Surveying and Mapping	2	43
541380	Testing Laboratories	0	79
Total		59	4,101

DBE % = $59 / 4,101 = 1.44\%$

Total % = $(2.05\% + 1.44\%) / 2 = 1.52\%$

FY 2026**Reconstruct Runway 18-36-Construction**

NAICS	Type of Work	Total DBE's	Total All Firms
238910	Site Preparation	12	704
237310	Street Construction	21	152
237990	Heavy Construction	9	119
238110	Concrete Foundation	6	562
238210	Electrical Contractors	0	883
561730	Landscaping Services	9	1,233
541330	Engineering Services	8	391
339950	Sign Manufacturing	1	54
Total		66	4,098

DBE % = $66 / 4,098 = 1.61\%$

Extend Runway 18 and Relocate Localizer

NAICS	Type of Work	Total DBE's	Total All Firms
238910	Site Preparation	12	704
237310	Street Construction	21	152
237990	Heavy Construction	9	119
238110	Concrete Foundation	6	562
238210	Electrical Contractors	0	883
561730	Landscaping Services	9	1,233
541330	Engineering Services	8	391
339950	Sign Manufacturing	1	54
Total		66	4,098

DBE % = $66 / 4,098 = 1.61\%$

Terminal Building Elevator/Lobby Addition

NAICS	Type of Work	Total DBE's	Total All Firms
238210	Electrical Contractors	0	883
541330	Engineering Services	8	391
238290	Other Building Equipment Contractors	0	129
236220	Commercial and Institutional Building Construction		493
238110	Concrete Foundation	6	562
238350	Finish Carpentry Contractors	3	350
Total		17	2,808

DBE % = 17 / 2,808 = 0.61%

Total % = (1.61%+1.61%+0.61%) / 3 = 1.09%

FY 2027

Rehabilitate Main Apron

NAICS	Type of Work	Total DBE's	Total All Firms
237310	Street Construction	21	152
238910	Site Preparation	12	704
238210	Electrical Contractors	0	883
339950	Sign Manufacturing	1	54
238110	Concrete Foundation	6	562
561730	Landscaping Services	9	1,233
541330	Engineering Services	8	391
541370	Surveying and Mapping	2	43
541380	Testing Laboratories	0	79
Total		59	4,101

DBE % = 59 / 4,101 = 1.44%

Average of three years = (1.52%+1.09%+1.44%) / 3 = 1.35%

Step 2. Analysis: Adjustments to Step 1 base figure.

Not enough historical data on DBE participation is available to reference to make an adjustment to the Step 1 base figure; therefore, the **Polk County Aviation Authority** is adopting the Step 1 base figure as the overall goal for this three-year goal period. Further, there are no applicable disparity studies for the local market area or recent legal case information available from the Iowa DOT or related office to show any evidence of barriers to entry or competitiveness of DBEs in the state of Iowa.

Breakout of Estimated “Race Neutral” (RN) and “Race Conscious” (RC) Participation.

26.51(b) (1-9)

The recipient will meet the maximum feasible portion of its overall goal by using RN means of facilitating DBE participation.

1. Arranging solicitations, times for the presentation of bids, quantities, specifications, and delivery schedules in ways that facilitates DBE, and other small businesses, participation;
2. Providing technical assistance and other services;
3. Carrying out information and communications programs on contracting procedures and specific contract opportunities;
4. Implementing a supportive services program to develop and improve immediate and long-term business management, record keeping, and financial and accounting capability for DBE's and other small businesses;
5. Providing services to help DBE's and other small businesses improve long-term development, increase opportunities to participate in a variety of kinds of work, handle increasingly significant projects, and achieve eventual self-sufficiency;
6. Ensuring distribution of DBE directory, through print and electronic means, to the widest feasible universe of potential prime contractors;
7. Assist DBE's and other small businesses, to develop their capability to utilize emerging technology and conduct business through electronic media

The recipient estimates that in meeting its overall goal 1.35%, it will obtain 1.35% from RN participation and 0% through RC measures.

This breakout is based on:

The **Polk County Aviation Authority** has always set contract goals. The **Polk County Aviation Authority** will be attempting to achieve the new DBE three-year goal through RN means by not setting contract goals while encouraging DBE participation. At this time it is unknown if a goal of 1.35% is achievable through RN means.

The **Polk County Aviation Authority** will adjust the estimated breakout of RN and RC DBE participation as needed to reflect actual DBE participation (see Section 26.51(f)) and track and report RN and RC participation separately. For reporting purposes, RN DBE participation includes, but is not necessarily limited to, the following: DBE participation through a prime contract obtained through customary competitive procurement procedures; DBE participation through a subcontract on a prime contract that does not carry a DBE goal, DBE participation on a prime contract exceeding a contract goal and DBE participation through a subcontract from a prime contractor that did not consider a firm's DBE status in making the award.

PUBLIC PARTICIPATION

Consultation: Section 26.45(g)(1).

The **Polk County Aviation Authority** submits its overall DBE three-year goal to DOT on August 1 as required by the set schedule.

Before establishing the overall goal, the **Polk County Aviation Authority** consulted with the **Iowa DOT** without limiting consultation to these persons or groups, to obtain information concerning the availability of disadvantaged and non-disadvantaged businesses, the effects of discrimination on opportunities for DBEs, and the **Polk County Aviation Authority** efforts to establish a level playing field for the participation of DBEs

Following the consultation, we will publish a notice on the website for the City of Ankeny, Iowa of the proposed overall goal, informing the public that the proposed goal and its rationale are available for inspection during normal business hours at the airport administration building for 30 days following the date of the notice, and informing the public that the **Polk County Aviation Authority** and DOT will accept comments on the goals for 45 days from the date of the notice

Our overall goal submission to DOT will include a summary of information and comments received during this public participation process and our responses, if any.

No comments have been received.

Sample Public Notice Language:

PUBLIC NOTICE

The **Polk County Aviation Authority** hereby announces its averaged fiscal year 2025, 2026, 2027 goal of 1.35% for Disadvantaged Business Enterprise (DBE) airport construction projects. The proposed goals and rationale is available for inspection between 8:00 a.m. and 5:00 p.m., Monday through Friday at **City of Ankeny City Hall, 410 W. 1st Street, Ankeny, IA 50023** for 30 days from the date of this publication.

Comments on the DBE goal will be accepted for 45 days from the date of this publication and can be sent to the following:

Paul Moritz
Ankeny Regional Airport Manager
410 W. 1st Street
Ankeny, IA 50023

Contract Goals

The **Polk County Aviation Authority** will use contract goals to meet any portion of the overall goal that the recipient does not project being able to meet using RN means. Contract goals are established so that, over the period to which the overall goal applies, they will cumulatively result in meeting any portion of the recipient's overall goal that is not projected to be met through the use of RN means.

The **Polk County Aviation Authority** will establish contract goals only on those DOT-assisted contracts that have subcontracting possibilities. It need not establish a contract goal on every such contract, and the size of the contract goals will be adapted to the circumstances of each such contract (e.g., type and location of work and availability of DBE's to perform the particular type of work).

We will express our contract goals as a percentage *of the Federal share of a DOT-assisted contract*.

ATTACHMENT 6

Demonstration of Good Faith Efforts - Forms 1 & 2

[Forms 1 and 2 should be provided as part of the solicitation documents.]

FORM 1: DISADVANTAGED BUSINESS ENTERPRISE (DBE) UTILIZATION

The undersigned bidder/offeror has satisfied the requirements of the bid specification in the following manner (please check the appropriate space):

_____ The bidder/offeror is committed to a minimum of _____ % DBE utilization on this contract.

_____ The bidder/offeror (if unable to meet the DBE goal of _____ %) is committed to a minimum of _____ % DBE utilization on this contract and should submit documentation demonstrating good faith efforts.

Name of bidder/offeror's firm: _____

State Registration No. _____

By _____
(Signature) Title

FORM 2: LETTER OF INTENT

Name of bidder/offeror's firm: _____

Address: _____

City: _____ State: _____ Zip: _____

Name of DBE firm: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____

Description of work to be performed by DBE firm:

The bidder/offeror is committed to utilizing the above-named DBE firm for the work described above. The estimated dollar value of this work is \$ _____.

Affirmation

The above-named DBE firm affirms that it will perform the portion of the contract for the estimated dollar value as stated above and that the firm is DBE certified to perform the specific trades.

By _____
(Signature)

Date: _____

(Title)

If the bidder/offeror does not receive award of the prime contract, any and all representations in this Letter of Intent and Affirmation shall be null and void.

ATTACHMENT 7

DBE Monitoring and Enforcement Mechanisms

The **Polk County Aviation Authority** has available several remedies to enforce the DBE requirements contained in its contracts, including, but not limited to, the following:

1. Breach of contract action, pursuant to the terms of the contract;

In addition, the Federal government has available several enforcement mechanisms that it may apply to firms participating in the DBE problem, including, but not limited to, the following:

1. Suspension or debarment proceedings pursuant to 49 CFR Part 26
2. Enforcement action pursuant to 49 CFR Part 31
3. Prosecution pursuant to 18 USC 1001.

ATTACHMENT 8
DBE Certification Application Form

Any DBE seeking certification through the UCP should contact the following person to receive the proper forms:

Margaret Muxfeldt
Clerical Assistant
Iowa DOT Office of Contracts
EEO Section
800 Lincoln Way
Ames, Iowa 50010
Telephone 515.239.1325
Margaret.muxfeldt@dot.iowa.gov

ATTACHMENT 9
State's UCP Agreement

The **Polk County Aviation Authority** is not a registered UCP agency. Contact Peg at the following address to request a copy of the Iowa DOT's UCP Agreement:

Margaret Muxfeldt
Clerical Assistant
Iowa DOT Office of Contracts
EEO Section
800 Lincoln Way
Ames, Iowa 50010
Telephone 515.239.1325
Margaret.muxfeldt@dot.iowa.gov

ATTACHMENT 10
Small Business Element Program

1. Objective/Strategies

The **Polk County Aviation Authority** will foster small business participation by providing race-neutral small business goals on federally-assisted projects that do not have DBE goals.

2. Definition

For purposes of this program, small businesses are defined as those firms that meet the small business size standards defined in section 3 of the Small Business Act (SBA) and the SBA regulations implementing it (13 CFR Part 121). Small businesses must also not exceed the cap on average annual gross receipts specified in §26.65(b) and the SBA program personal net worth size limit.

3. Verification

The **Polk County Aviation Authority** must verify a firm's eligibility to participate in the SBE program element. First, to ensure that a firm is in fact eligible for a SBE contract and to minimize fraud and abuse, the **Polk County Aviation Authority** will outline eligibility requirements in bid documents. The **Polk County Aviation Authority** will then verify the eligibility of the apparent low bidder in meeting these requirements before the contract is awarded. A certified DBE is presumed eligible to participate in this small business program; the small business program complies with 49 CFR Part 26, Section 26.39.

4. Monitoring/Record Keeping

The **Polk County Aviation Authority** will track the total dollar amount and number of SBE contracts awarded each year and will monitor to help ensure to meet or exceed the race neutral portion of our three year overall DBE goal. When practical, the SBE contracts will be prime contracts.

5. Implementation Timeline

This small business participation element will be implemented within nine months of Federal Aviation Administration (FAA) approval.

6. Assurance

1. The development of this Small Business Program is authorized under state law.
2. Certified DBEs that meet the size criteria established under the program are presumptively eligible to participate in the **Polk County Aviation Authority** Small Business Program.
3. There will be no geographic preferences or limitation imposed on any federally-assisted procurement included in the **Polk County Aviation Authority** Small Business Program.
4. There will be no limits on the number of contracts awarded to firms participating in the program.
5. There will be no race or sex preferences imposed or allowed on any federally-assisted procurement included in the **Polk County Aviation Authority** Small Business Program.
6. The **Polk County Aviation Authority** will make every effort to avoid creating barriers to the use of new, emerging, or untried businesses.

Ankeny Regional Airport
T-Hangars Gutter Replacement Project - Phase 2
 Bid Tabulation - March 27, 2025

Item	Description	Unit	Wood Roofing and Sheet Metal			Septagon Construction		
			Quantity	Unit Price	Extension	Quantity	Unit Price	Extension
1	Mobilization	LS	1	\$0.00	\$0.00	1	\$9,000.00	\$9,000.00
2	6" Box Gutter, Furnish and Install	LF	600	\$28.50	\$17,100.00	600	\$25.00	\$15,000.00
3	Aluminum Downspout Replacments, 12' Length	EA	8	\$570.00	\$4,560.00	8	\$625.00	\$5,000.00
4	Downspout Rectangular Offset, Connection	EA	12	\$0.00	\$0.00	4	\$154.00	\$616.00
5	Downspout Elbows, 75°, w/Splashpads	EA	12	\$0.00	\$0.00	4	\$154.00	\$616.00
					\$21,660.00	\$30,232.00		

NOTE: Jensen Contractors and Academy Roofing received the Request for Bids but did not submit by the required deadline.



5225 NE 17th Street
Des Moines, IA 50313

515.244.2711

3/6/2025

**To: Dave Kalwishky / Paul Moritz
Ankeny Regional Airport
3700 SE Convenience Blvd.
Ankeny, Iowa 50021**

Re: WRS Project #25-70008: 2025 T-Hangars I & J Gutters & Downspouts

We propose to provide labor, materials, equipment & supervision to complete the following:

*Remove and Replace **Approx. 760 Lf (basis)** of Gutters & Downspouts at Specified Locations.*
TAX EXEMPT PROJECT

- Remove and dispose of existing gutters and downspouts at specified locations.
- Furnish & install new (enlarged) shop fabricated 22 ga. prefinished steel box gutters and downspouts.
 - Mfr / Material: Firestone/Elevate – Una-Clad Steel Sheet
 - Color: Standard colors as selected.
 - Thickness: 22 ga.
 - Length: 10' per stick basis
 - Finish: Kynar/PVDF/2 Coat
 - Finish Warranty: 35 yrs.
- Tie into existing field tile.
- Includes all trims, elbows, adapters, fasteners, sealants, shop fabrications, 16 ga clips, brackets, equipment and accessories for completion.
- All work done as per industry standards.
- Clean area and dispose of debris.

***Includes a two-year installer workmanship warranty.**

TOTAL COST: \$21,660.00 (excludes sales tax)

***Unit Cost: \$28.50/Lf**

- Any additional work not outlined above is excluded from this proposal.
- Any additional work approved by the property manager during the project will be on T & M basis

Accepted and Agreed: The prices and conditions herein this agreement are satisfactory and hereby accepted. You are authorized to proceed and schedule this project at the above-mentioned facility as specified. *(Must be signed by authorized persons, written approval via email is also acceptable)*

Authorized Person: _____

Date: _____

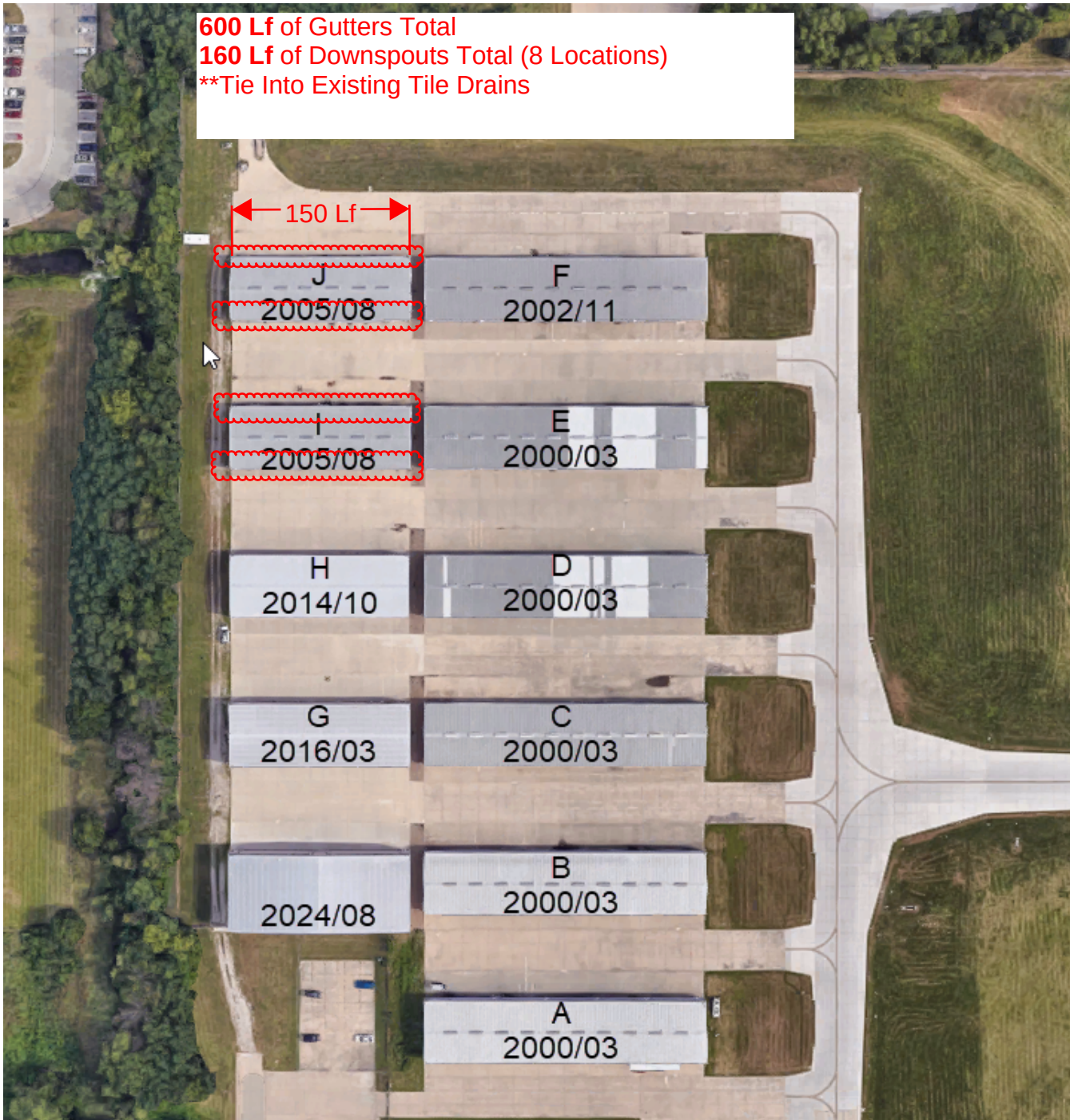
WRS Service Manager: _____

Date: _____

The WRS team looks forward to being of service!

Nick Ray – Sheet Metal Div. Manager - NRay@wrsia.com 515-499-3662

600 Lf of Gutters Total
160 Lf of Downspouts Total (8 Locations)
****Tie Into Existing Tile Drains**



Ankeny Airport Wall Pack Replacement

Description

- Install 15 wall packs on hanger buildings
- Airport will supply wall packs
- Van Maanen will dispose of old fixtures
- This price includes labor and the equipment lift

Price

- \$2,130.00

Thank you,



Nathan Van Maanen

BAKER ELECTRIC ELECTRICAL CONTRACTORS

515.288.6774 : www.bakerelectric.com
111 Jackson Avenue, Des Moines, Iowa 50315

24-hour service, every day of the week

Exec1 Aviation
3700 SE Convenience Blvd.
Ankeny, IA 50021

February 18, 2025

Att: Dave Kalwishky
C: 515-505-1059
E: Davek@exec1aviation.com

RE: Replace Exterior Hanger Lights

Baker Electric is pleased to provide the following proposal:

- Install (15) provided fixtures.
- Disposal of removed fixtures included.
- Lift or bucket truck included.

Cost for above: \$2,500.00

Scope Exclusions:

- Upgrades to existing electrical panels or conductors.
- Existing lighting circuits to be reused.
- All work to be performed during normal working hours.
- Any work outside above scopes.

Thank you for the opportunity to submit this proposal. Any consideration is greatly appreciated. Feel free to contact me with any questions or concerns.

Landon Beard

Landon Beard | Baker Electric, Inc.
Commercial Service Manager

☎Office: (515) 288-6774 ☎Mobile: (515) 202-9284

✉Email: lbeard@bakerelectric.com | www.BakerElectric.com

Due to the volatility of the commodity pricing on items such as aluminum, copper, crude oil, steel, PVC and zinc, Baker Electric Inc. reserves the right to adjust our proposed amount, either up or down, in accordance to market conditions and the effects of additional tariffs on manufactured goods and raw materials. All efforts have been made to reflect the current pricing levels in the preparation of our proposal which is valid for 30 days.



COMMERCIAL : INDUSTRIAL : RESIDENTIAL : CABLING : TRAFFIC : UNDERGROUND : SERVICE



Quotation

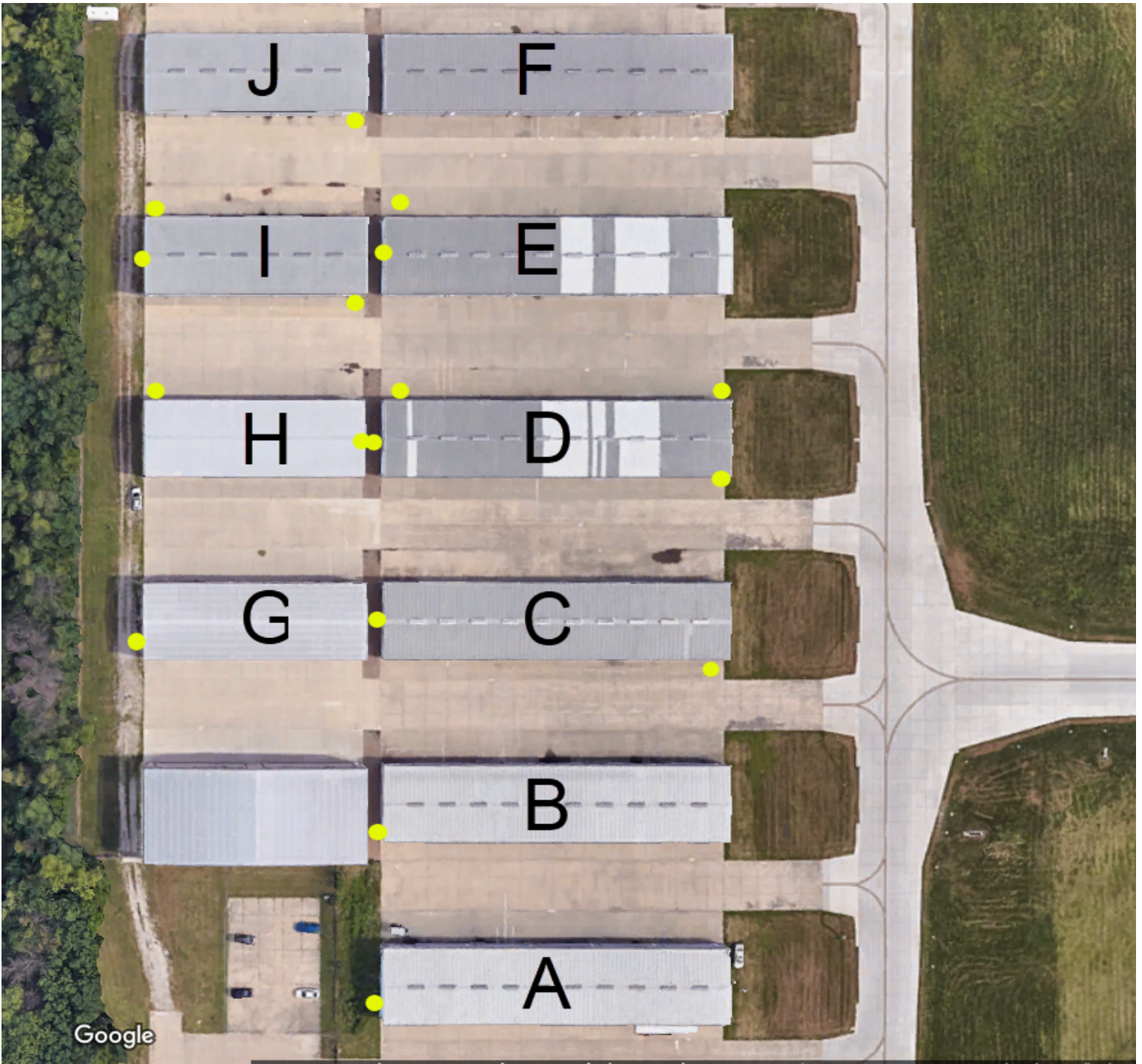
1751 Guthrie Avenue
Des Moines, IA 50316-2135
515-262-9609 Fax 515-262-9619

QUOTE DATE	QUOTE NUMBER
01/23/25	S013676523
ORDER TO: (3) VAN METER INC. 1751 Guthrie Avenue Des Moines, IA 50316-2135 515-262-9609 Fax 515-262-9619	
PAGE NO. 1	

QUOTE TO:
CASH SALE DES MOINES
DES MOINES, IA 50316

SHIP TO:
EXEC 1 AVAITION
DES MOINES, IA 50316

CUSTOMER NUMBER		CUSTOMER ORDER NUMBER		ORDERED BY		SALESPERSON		PRICE BR		SHIP BR	
1632		WALL LIGHTS				IA-W_HSE		3		10	
WRITER			SHIP VIA		TERMS			BID EXP DATE		FREIGHT ALLOWED	
John Jungling URB 2640			08 CITY CTRL 5		CREDIT CARD			See Below		No	
ORDER QTY		DESCRIPTION					UNIT PRICE		EXTENSION		
2ea		***** Shipping Instructions ***** * ***All credit card sales are final*** * * NO returns accepted. * ***** ATLAS-LIGHT WMS3-10L INDEPENDENCE SERIES - FULLY SELECTABLE 3;000-10;000 LUMEN LED MEDIUM WALL PACK W/ PC - BRONZE					217.135e		434.27		
<i>Wire, conduit, and Solar modules quoted prices valid for 24 hours. Quoted prices for other items valid 30 days, based on qtys supplied. Any nonstock item that is not returnable to the manufacturer may not be returned to Van Meter for a refund or credit. Any nonstock item that is returnable to the manufacturer may be returned to Van Meter for a credit, but subject to any restocking charges, based on the manufacturer's terms and conditions. Freight charges or applicable tax not included. All pricing on sales quotes and orders impacted by trade tariffs are subject to adjustment. Van Meter shall not be responsible for any failure to perform, or delay in performance of, its obligations resulting from COVID-19 pandemic or any future epidemic, and Buyer shall not be entitled to any damages resulting thereof. For complete terms and conditions as well as EEO Compliance regulations please go to the Van Meter, Inc. web site.</i>							Subtotal		\$434.27		
							SS&H CHGS		To be Determined		
							Tax		To be Determined		
							Amount Due		\$434.27		



Ankeny Airport

Description

- Quote to research and find the voltage issue at windsock. We propose not to exceed the quoted number below. Most likely we can find the issue quicker and will only charge man hours worked.

Price Breakdown

- 2 technicians x 16 hours each = \$2,080.00

Thank you,



Nathan Van Maanen

BAKER ELECTRIC ELECTRICAL CONTRACTORS

515.288.6774 : www.bakerelectric.com
111 Jackson Avenue, Des Moines, Iowa 50315

24-hour service, every day of the week

Exec1 Aviation
3700 SE Convenience Blvd.
Ankeny, IA 50021

February 24, 2025

Att: Dave Kalwishky
C: 515-505-1059
E: Davek@exec1aviation.com

RE: Windssock Troubleshoot/Repair

Baker Electric is pleased to provide the following proposal:

- Provide up to (16) hours labor to troubleshoot/provide diagnostics and repair lighting circuit.

T&M NTE cost for above: \$3,500.00

Scope Exclusions:

- Upgrades to existing electrical panels or conductors.
- All work to be performed during normal working hours.
- Any work outside above scopes.

Thank you for the opportunity to submit this proposal. Any consideration is greatly appreciated. Feel free to contact me with any questions or concerns.

Landon Beard

Landon Beard | Baker Electric, Inc.
Commercial Service Manager

☎ Office: (515) 288-6774 ☎ Mobile: (515) 202-9284

✉ Email: lbeard@bakerelectric.com | 🌐 www.BakerElectric.com

Due to the volatility of the commodity pricing on items such as aluminum, copper, crude oil, steel, PVC and zinc, Baker Electric Inc. reserves the right to adjust our proposed amount, either up or down, in accordance to market conditions and the effects of additional tariffs on manufactured goods and raw materials. All efforts have been made to reflect the current pricing levels in the preparation of our proposal which is valid for 30 days.



COMMERCIAL : INDUSTRIAL : RESIDENTIAL : CABLING : TRAFFIC : UNDERGROUND : SERVICE

RESOLUTION 2025-

**A RESOLUTION AUTHORIZING THE EXECUTION OF TASK ORDER NO. 12 FOR
CONSTRUCTION ADMINISTRATION SERVICES WITH McCLURE ENGINEERING
FOR THE REHABILITATE TERMINAL BUILDING ENTRANCE AND PARKING
LOT PROJECT**

WHEREAS, the Polk County Aviation Authority is responsible for the maintenance and expansion of the facilities at the Ankeny Regional Airport, including runways, taxiways and ramp areas and

WHEREAS, the PCAA Board acknowledges the need to reconstruct the seriously deteriorated pavements for the terminal building parking lot and the entrance/round-about at the Ankeny Regional Airport, and

WHEREAS, the PCAA will be receiving two Federal Bipartisan Infrastructure Law (BIL) grants from the Federal Aviation Administration (FAA) to partially fund the two pavement replacement projects, and

WHEREAS, the two projects are included in the current and proposed Airport Capital Improvements program with construction scheduled for FFY 2025, and

WHEREAS, McClure Engineering Company has prepared Task Order No. 12 which establishes the scope of the construction administration, observation and closeout services needed to construct the two pavement replacement projects as a single project for an amount not to exceed \$95,300.00.

NOW, THEREFORE, BE IT RESOLVED, that the Polk County Aviation Authority approves Task Order No. 12 for the construction administration services on the Rehabilitate Terminal Building Entrance and Parking Lot Project pending FAA concurrence, and further authorizes the Chairperson to sign the said task order.

Dated at Ankeny, Iowa, this 10th day of April, 2025.

Jeff Wangsness, Chairperson

ATTEST:

Diane Klemme, Recording Secretary

Project No.: 2022001042-012
Project Name: Reconstruct Airport Entrance Roundabout and Terminal Building Parking Lot: Construction Administration, Observation, & Closeout Services
Ankeny Regional Airport
Project Manager: Dave L. Joens, P.E.

TASK ORDER NO. 12
AGREEMENT FOR ENGINEERING SERVICES
ANKENY REGIONAL AIRPORT
ANKENY, IOWA

This **TASK ORDER NO. 10**, made on the _____ day of _____, 2025, under the terms and conditions established in the **MASTER AGREEMENT**, dated the 6th day of October, 2022, by and between **McClure of Clive, IA** (herein referred to as "**Consultant**") and the **Polk County Aviation Authority (PCAA)** (hereinafter referred to as "**Owner**"). Services shall be performed per the fees outlined in this Task Order. The **Consultant** shall provide engineering services at the request of the **Owner** which consists of the items listed below, located at the **Ankeny Regional Airport (IKV)**.

PROJECT DESCRIPTION:

CONSTRUCTION ADMINISTRATION, OBSERVATION, AND CLOSEOUT SERVICES
RECONSTRUCT AIRPORT ENTRANCE ROUNDABOUT AND TERMINAL BUILDING PARKING LOT
BIL-AIG 3-19-0132-034 (FY25)
ANKENY REGIONAL AIRPORT, ANKENY, IOWA

1. The **Owner** shall provide information, which shall set forth the **Owner's** objectives, schedule, constraints, budget with reasonable contingencies and other applicable criteria. (See Exhibit 'E' for **Owner's** responsibilities).
2. The **Consultant** shall provide the following services, including:

Part I. Construction Management, Administration, and Observation Services

Item	Included	Not Included
300. <u>Bipartisan Infrastructure Law (BIL-AIG) Administration</u>		
1. BIL-AIG 3-19-0132-034(FY25)		
a. Prepare BIL-AIG Grant Application		X
b. Prepare BIL-AIG Sponsor Certifications		X
c. Prepare BIL-AIG Outlay Requests on monthly basis (assume 3 requests)	X	
d. Prepare BIL-AIG Sponsor Quarterly Performance Reports (assume 4 QPR Reports)	X	
e. Prepare BIL-AIG Annual Financial Reports (SF-271 and SF-425 forms)	X	
504. <u>Construction Permits</u>		
1. Erosion Control Plan/Permit		
• Apply for NPDES Permit from DNR (Owner will be operator listed on permit).		X
• Prepare Storm Water Pollution Prevention Plan (SWPPP)		X
2. Iowa DOT Right-of-Way Permit		X
3. City Permits		X
4. County Permits		X
5. Other Permits, including Army Corps of Engineers Section 404 Permit		X
6. File and submit FAA OE/AAA Case Study		
• FAA Obstruction Evaluation/Airport Airspace Analysis (OE/AAA) Form		X
600. <u>Construction Administration</u>		
1. Prepare and Distribute Issued for Construction (IFC) Plans and Specifications.		
a. Hard Copies (3 - Owner, 3 - Engineer, 3 - Contractor : 7 - Half size, 3 - Full size)	X	
b. Digital Copies (PDF Copies to FAA, Owner, & Contractor; CAD files to Contractor)	X	
2. Distribute Construction Contracts, Review Insurance Certs, Bonds, Prepare NTP	X	
3. Schedule, Coordinate, and Conduct Pre-Construction Conference at Owner's location. Prepare agenda/minutes	X	
4. Provide general admin/engineering support to address construction issues (assume 4 months)	X	
5. Prepare Construction Management Program (CMP) per FAA AIP Sponsor Guide Section 1030		X
6. Visit site at appropriate stages of construction to observe the Contractor's work. (assume 8 total site visits by the Project Manager and/or the Project Engineer. These visits will be in addition to the progress meeting site visits.)	X	
7. Issue interpretations, clarifications, and Requests for Information (RFIs) (assume 2 RFIs).	X	
8. Review and approve Shop Drawings and maintain log.		
a. Contractor Safety Plan Compliance Document		X
b. Review FAA Specifications		X
c. Review Iowa DOT and SUDAS Specifications		
• 2010-D Topsoil	X	
• 2010-E Class 10 Excavation	X	
• 2010-G Sugrade Preparation	X	
• 2010-I Geotextile Fabric	X	
• 2010-J Modified Subbase, IDOT 4123	X	
• 2010-M Compaction Testing	X	
• 6010-E Intake Adjustment, Minor	X	
• 7010-A Pavement, 6"	X	
• 7010-I PCC Sampling and Testing	X	
• 7030-A Removal of Sidewalk	X	
• 7030-E PCC Sidewalk, 4"	X	
• 7030-G Detectable Warning	X	
• 7040-H Pavement Removal	X	
• 8020-B Painted Pavement Markings	X	

3. Payment to the **Consultant** shall be made on the following basis:

Section 3.1: Basis of Compensation

Part I: Construction Administration/Observation Services

- 3.1.1 For performing the Services identified within Part I, the **Owner** shall pay the **Consultant** an amount of payroll plus an overhead of **195.99%** for all office principals and employees engaged directly in the Services, plus a fixed fee, plus Reimbursable Expenses as further defined below and subconsultants (if any). The total compensation for Part I is based on the following estimate of costs:

Direct Payroll	\$22,631.00
Overhead (207.09%)	\$44,355.00
Fixed Fee	\$10,048.00
Reimbursable Expenses	\$1,766.00
Subconsultant Fees	\$0.00
Total Not to Exceed Amount	\$78,800.00

Part II: Project Closeout Services

- 3.1.2 For performing the Services identified within Part II, the **Owner** shall pay the **Consultant** a lump sum amount in accordance with the following:

800.	Project Closeout	Lump Sum	\$16,500
------	------------------	----------	-----------------

- 3.1.3 Adjustment of the upper limit may be made should the **Consultant** establish and the **Owner** agree that there has been, or is to be, a material change in the:
- (a) scope, complexity or character of the Services or the Project;
 - (b) conditions under which the Services are required to be performed; or
 - (c) duration of the Services, if a change in the Schedule warrants such adjustment.

Section 3.2: Additional Services

- 3.2.1 Any services rendered by the **Consultant** beyond those described in Part I shall be compensated on the following basis: In the event additional project construction observation services are required beyond **the outlined scope in Section 2**, the **Owner** shall compensate the **Consultant** on a time and materials basis, including an overhead rate of **195.99%** for all office principals and employees engaged directly in the services, plus 15% fixed fee based on loaded labor costs, plus expenses for all costs associated with providing construction services beyond the respective contract length.
- 3.2.2 The Engineers's estimate of the amount that will become payable for Additional Services is only an estimate. If it becomes apparent that this estimated compensation amount will be exceeded, the **Consultant** and **Owner** shall mutually negotiate in writing to additional compensation exceeding said estimated amount.

Section 3.3: Other Payment Provisions

- 3.3.1 Progress Payments: Payment to the **Consultant** shall be made on a monthly basis, within 30 days of invoice for work completed to date. Amounts unpaid 30 days after invoice date shall bear interest from the date payment is due at a rate of 1.5% per month compounded and shall include costs for attorney fees and other collection fees related to collecting fees for service. The amounts due for Additional Services will also be invoiced monthly.
- 3.3.2 Reimbursable Expense Definition: Reimbursable expenses include, but are not limited to, transportation, subsistence, reproduction of reports, drawings, specifications, and other Project documents, courier services, materials, supplies, equipment rental and other costs specific to the Project.

4. The **Consultant** shall perform the Services and deliver the related Documents (if any) according to the schedule outlined as follows:
- Issued for Construction Documents shall be available ten (10) calendar days after FAA approval of award of Construction Contract by **Owner**.
 - On-site construction services shall begin upon issuance of Notice-to-Proceed for Contractor to begin the project.
 - Project closeout shall be completed within 90 calendar days after final project acceptance.
5. This Agreement represents the entire and integrated Agreement between the **OWNER** and the **CONSULTANT**.

		Included	Not Included
Exhibit 'A'	Consultant Terms and Conditions Standard Agreement	X	
Exhibit 'B'	Hourly Rate Schedule		X
Exhibit 'C'	Project Exhibit	X	
Exhibit 'D'	Subconsultant(s) Contract		X
Exhibit 'E'	Owner's Responsibilities to Consultant	X	
Exhibit 'F'	Duties and Responsibilities of Resident Project Representative (RPR)	X	
Exhibit 'G'	Bid Tab	X	
Exhibit 'H'	Federal Provisions	X	
Exhibit 'I'	Estimated Costs for Consultant Services	X	

SPECIAL INSTRUCTIONS:

Under Part I, Task 603 is for coordination of QA Material Testing only. The Owner shall contract directly with an independent QA testing firm.

OWNER: Polk County Aviation Authority (PCAA)
Ankeny Regional Airport (IKV)
Ankeny, Iowa

CONSULTANT: McClure
Clive, Iowa

By: _____

By: _____

Name: _____

Name: Dave L. Joens, P.E.

Title: _____

Title: Project Manager

McCLURE ENGINEERING COMPANY
CONSULTANT STANDARD TERMS AND CONDITIONS
 (Effective 1/1/2025 through 12/31/2025)



- 1.0 ACCESS TO SITE:** The **Consultant** shall at all times have access to the Project site.
- 2.0 INFORMATION PROVIDED BY OTHERS:** The **Consultant** shall be entitled to rely upon the accuracy and completeness of data provided by the **Owner** and shall not assume liability for such data. The **Consultant** does not practice law, insurance or financing, therefore, the **Owner** shall furnish all legal, accounting and insurance counseling services as may be necessary to protect themselves at any time during the Project. **Owner** shall hold **Consultant** harmless from damages that may arise as a result of inaccuracies of information or data supplied by **Owner** or others to **Consultant**.
- 3.0 OWNERSHIP AND REUSE OF DOCUMENTS:** All documents are instruments of service, and **Consultant** shall retain an ownership and property interested therein (including the copyright and the right of reuse at the discretion of the **Consultant**) whether or not the Project is completed.
- 3.1 **Owner** may make and retain copies of documents for information and reference in connection with the use of the documents on the Project. **Consultant** grants **Owner** a limited license to use the documents on the Project, extensions of the Project, and for related uses of the **Owner**, subject to receipt by **Consultant** of full payment due and owing for all services relating to preparation of the documents, and subject to the following limitations: (1) **Owner** acknowledges that such documents are not intended or represented to be suitable for use on the Project unless completed by **Consultant**, or for use or reuse by **Owner** or others on extensions of the Project, on any other project, or for any other use or purpose, without written verification or adaptation by **Consultant**; (2) any such use or reuse, or any modification of the documents, without written verification, completion, or adaptation by **Consultant**, as appropriate for the specific purpose intended, will be at **Owner's** sole risk and without liability or legal exposure to **Consultant** or to its officers, directors, members, partners, agents, employees, and **Consultants**; (3) **Owner** shall indemnify and hold harmless **Consultant** and its officers, directors, members, partners, agents, employees, and **Consultants** from all claims, damages, losses, and expenses, including attorneys' fees, arising out of or resulting from any use, reuse, or modification of the documents without written verification, completion, or adaptation by **Consultant**; and (4) such limited license to **Owner** shall not create any rights in third parties.
- 3.2 If **Consultant** at **Owner's** request verifies the suitability of the documents, completes them, or adapts them for extensions of the Project or for any other purpose, then **Owner** shall compensate **Consultant** at an amount agreed upon by **Owner** and **Consultant**.
- 4.0 UNDERGROUND UTILITIES:** Due to the nature and uncertainty of the accuracy of data available for underground utilities, including drainage tile, and/or any information that may be supplied by the **Owner**, third parties, and/or research performed by the **Consultant** or its subcontractors, the **Owner** agrees to indemnify and hold harmless the **Consultant** for all claims, losses, costs and damages arising out of the location of underground utilities provided by the **Consultant** under this Agreement.
- 4.1 The **Owner** may choose to contract separately to have extensive investigations and research conducted if the **Owner** feels it necessary to have more accurate location of underground utilities confirmed.
- 5.0 SUBSURFACE CONDITIONS:** The **Consultant** may advise the **Owner** to conduct soil and/or subsurface testing and analysis to provide information to the **Owner**, **Consultant**, and contractor(s) as to the subsurface conditions that may generally be encountered during subsurface construction.
- 5.1 The **Consultant** cannot warrant or guarantee that the information provided is reflective of all subsurface conditions that may be encountered, or to the extent that subsurface conditions such as soil properties, groundwater, rock, etc., may vary from location to location throughout subsurface construction.
- 5.2 Any unexpected change or unforeseen subsurface conditions (including those that may be caused by weather conditions) will be addressed when encountered and may result in a change in construction price and/or schedule, and the **Consultant** shall be held harmless from issues arising out of these unseen subsurface conditions.
- 6.0 HAZARDOUS MATERIALS – INDEMNIFICATION:** The **Consultant** is not in the business of making environmental site assessments for purposes of determining the presence of any toxic, hazardous or other environmental damaging substances. The purpose of this provision is to be certain that the **Owner** is aware of the potential liability if toxic, hazardous or environmental damaging substances are found on or under the property. **Consultant** makes no representations regarding an environmental site assessment, relies upon **Owner** to have fully investigated the need and/or scope of such assessment and assumes no responsibility for the determination to make an environmental site assessment on the subject property.
- 7.0 OPINIONS OF PROBABLE COST:** **Consultant's** opinions (if any) of probable construction costs are to be made on the basis of **Consultant's** experience, qualifications, and general familiarity with the construction industry. However, because **Consultant** has no control over the cost of labor, materials, equipment, or services furnished by others, or over contractors' methods of determining prices, or over competitive bidding or market conditions, **Consultant** cannot and does not guarantee that proposals, bids, or actual construction costs will not vary from opinions of probable construction cost prepared by **Consultant**. If **Owner** requires greater assurance as to probable construction cost, then **Owner** agrees to obtain an independent, third-party cost estimate.
- 8.0 PROJECT FUNDING AND FINANCING:** It shall be the responsibility of the **Owner** to plan, organize, and secure funding to pay all costs associated with the project. The funding may include local financing and/or funding obtained through federal or state funding programs such as low interest loans, grants, etc. If the **Consultant** is retained to help apply and/or secure funding from internal or external funding agencies, the **Consultant** shall not be responsible for the acquisition of funding and makes no guarantee funding applications prepared by the **Consultant** will successfully secure funds.
- 8.1 If the **Owner** secures outside funding from any such programs, while the **Consultant** may be retained to help monitor and submit pay requests for loan or grant draws from the respective agencies, the **Consultant** shall not be responsible for the **Owner's** obligation to comply with any criteria required to use the funds, including responsibility for any funding match required by the **Owner**.
- 9.0 ADDITIONAL SERVICES:** It is not unusual for the **Owner** to request the **Consultant** to provide additional services or that additional work may be required to deal with a contractor during construction that was not foreseen at the time the original scope of work was agreed to when the **Consultant** contract was signed. The **Owner** recognizes the **Consultant** shall be entitled to additional compensation to coordinate such changes and schedules shall be adjusted accordingly. The **Consultant** may prepare drawings, specifications and other documents required to address the changes in the scope of work as necessary to satisfactorily complete the project.
- 10.0 BETTERMENT:** If the **Consultant** failed to include a component(s), or if during construction it is discovered a component(s) is required that was not in the **Consultant's** original plans or specifications, and that the component(s) is necessary to complete a satisfactory project, the **Consultant** shall not be responsible for paying the cost required to add such component(s) to the extent that such component(s) would have been required and included in the original construction documents.
- 10.1 In no event shall the **Consultant** be responsible for any cost or expense that provides betterment or that upgrades or enhances the value of the **Owner's** project if the component should have originally been included in the construction drawings and/or specifications.

11.0 SHOP DRAWING REVIEW: If, as part of this Agreement **Consultant** reviews contractor submittals, such as shop drawings, product data, samples and other data, as required by **Consultant**, these reviews and approvals shall be only for the limited purpose of checking for conformance with the design concept and the information expressed in the contract documents. This review shall not include review of the accuracy or completeness of details, such as quantities, dimensions, weights or gauges, fabrication processes, construction means or methods, coordination of the work with other trades or construction safety precautions, all of which are the sole responsibility of the contractor. **Consultant** shall not be responsible for any deviations from the contract documents not brought to the attention of **Consultant** in writing by the contractor. **Consultant** shall not be required to review partial submissions or those for which submissions of correlated items have not been received.

12.0 CONSTRUCTION OBSERVATION: If, as part of this Agreement, **Consultant** is providing construction observation services, **Consultant** shall visit the project at appropriate intervals during construction to become generally familiar with the progress and quality of the contractor's or subconsultant's work and to determine if the work is proceeding in general accordance with the Contract Documents. The **Consultant** is not a contractor and shall not at any time supervise, direct, control, or have authority over any of the contractor's and/or subconsultant's work.

12.1 **Consultant** shall not have authority over or be responsible for the means, methods, techniques, sequences, schedule, or procedures of construction selected or used by any contractor, or the safety precautions and programs incident thereto, for the security or safety at the site, nor for any failure of a contractor to comply with laws and regulations applicable to that contractor's furnishing and performing of its work.

12.2 **Consultant** shall not be responsible for the acts or omissions of any contractor

12.3 **Consultant** neither guarantees the performance of any contractor nor assumes responsibility for any contractor's failure to furnish and perform the work in accordance with the construction contract documents.

12.4 **Consultant** shall not be responsible for any decision made regarding the construction contract documents, or any application, interpretation, clarification, or modification of the construction contract documents, other than those made by the **Consultant** or its **Consultants**.

12.5 Unless otherwise specified in this Agreement, the **Owner** has not retained the **Consultant** to make detailed inspections or to provide exhaustive or continuous project review and observation services.

13.0 DESIGN WITHOUT CONSTRUCTION PHASE SERVICES: If **Consultant** is not retained for construction observation and/or on-site resident observation services, **Consultant** shall have no design, shop drawing review, or other obligations during construction, and **Owner** assumes all responsibility for the application and interpretation of construction contract documents, review and response to contractor claims, construction contract administration, processing of change orders and submittals, revisions to the construction contract documents during construction, construction observation and review, review of contractor's payment applications, and all other necessary construction phase administrative, engineering, surveying and professional services. **Owner** waives all claims against the **Consultant** that may be connected in any way to construction phase administrative, engineering, surveying or professional services.

14.0 MEDIA REPRESENTATIONS: The **Consultant** shall have the right to include photographic or artistic representations of the design of the Project among the **Consultant's** promotional and professional materials. The **Consultant** shall be given reasonable access to the completed Project to make such representations. However, the **Consultant's** materials shall not include the **Owner's** confidential or proprietary information. The **Owner** shall provide professional credit for the **Consultant** in the **Owner's** promotional materials for the Project. Notwithstanding anything to the contrary in the present agreement, the Parties' obligations outlined in this clause shall survive the termination of this Agreement for an indefinite term.

15.0 TERMINATION: This Agreement may be terminated by either party upon not less than seven days written notice should the other party fail substantially to perform in accordance with the terms of the Agreement through no fault of the party initiating the termination. This Agreement may be terminated by the **Owner** upon not less than seven days' written notice to the **Consultant** in the event the Project is permanently abandoned.

15.1 Failure of the **Owner** to make payments to the **Consultant** in accordance with the Agreement shall be considered substantial non-performance and cause for termination. If the **Owner** fails to make payment when due the **Consultant** for services, the **Consultant** may,

upon seven days' written notice to the **Owner**, suspend performance of services under this Agreement. Unless payment in full is received by the **Consultant** within seven days of the date of the notice, the suspension shall take effect without further notice.

15.2 In the event of a suspension of services, the **Consultant** shall have no liability to the **Owner** for delay or damage caused the **Owner** because of such suspension of services. In the event of termination not the fault of the **Consultant**, the **Consultant** shall be compensated for services performed prior to termination and all termination expenses. Termination expenses are in addition to compensation for Basic and Additional Services, and include expenses which are directly attributable to termination.

16.0 DISPUTE RESOLUTION: Claims, disputes or other matters in question between the parties to this Agreement arising out of or relating to this Agreement or breach thereof shall be subject to mediation unless each of the parties mutually agrees otherwise. No mediation arising out of or relating to this Agreement shall include, by consolidation, joinder or in any other manner, an additional person or entity not a party to this Agreement, except by written consent containing a specific reference to this Agreement signed by the **Owner**, **Consultant**, and any other person or entity sought to be joined. In no event shall the demand for mediation be made after the date when the institution of legal or equitable proceedings based upon such claim would be barred by the applicable statute of limitations. The award rendered in the mediation shall be non-binding.

17.0 LIMITATION OF LIABILITY: The **Consultant's** liability shall be limited to \$50,000.00 or the fee for the work performed, whichever is greater, or as specifically agreed to by separate agreement.

18.0 STANDARD OF CARE: In providing services under this Agreement, the **Consultant** shall perform in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances at the same time and in the same or similar locality.

19.0 PAYMENT: Amounts unpaid 30 days after invoice date shall bear interest from the date payment is due at a rate of 1.5% per month compounded and shall include costs for attorney fees and other collection fees related to collecting fees for service.

20.0 LIEN RIGHTS: **Consultant** retains all rights to mechanic's or design professional lien rights through the completion of the obligations of this agreement at the sole judgment of the **Consultant**.

21.0 WAIVERS: The **Owner** and the **Consultant** waive all rights against each other and against the contractors, **Consultants**, agents and employees of the other for damages, but only to the extent covered by property insurance during construction. The **Owner** and **Consultant** each shall require similar waivers from their contractors, **Consultants** and agents.

22.0 ASSIGNMENT: The **Owner** and **Consultant**, respectively, bind themselves, their partners, successors, assigns and legal representatives to the other party to this Agreement and to the partners, successors, assigns and legal representatives of such other party with respect to all covenants of this Agreement. Neither **Owner** nor **Consultant** shall assign this Agreement without the written consent of the other.

23.0 GOVERNING LAW: Unless otherwise provided, the Agreement shall be governed by the laws of the State of Iowa.

24.0 COMPLETE AGREEMENT: This Agreement represents the entire and integrated agreement between the **Owner** and **Consultant** and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement may be amended only by written instrument signed by both **Owner** and **Consultant**. Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the **Owner** or **Consultant**.

25.0 WAIVER OF CONSEQUENTIAL DAMAGES: **Consultant** and **Owner**, to the fullest extent permitted by law, waive claims against each other for any incidental, indirect, or consequential damages arising out of or relating to this Project or this Agreement. This mutual waiver shall include, but is not limited to loss of use, loss of profit, loss of business, loss of income, loss of reputation, or any other consequential damages that either party has incurred related to this Project.

EXHIBIT C

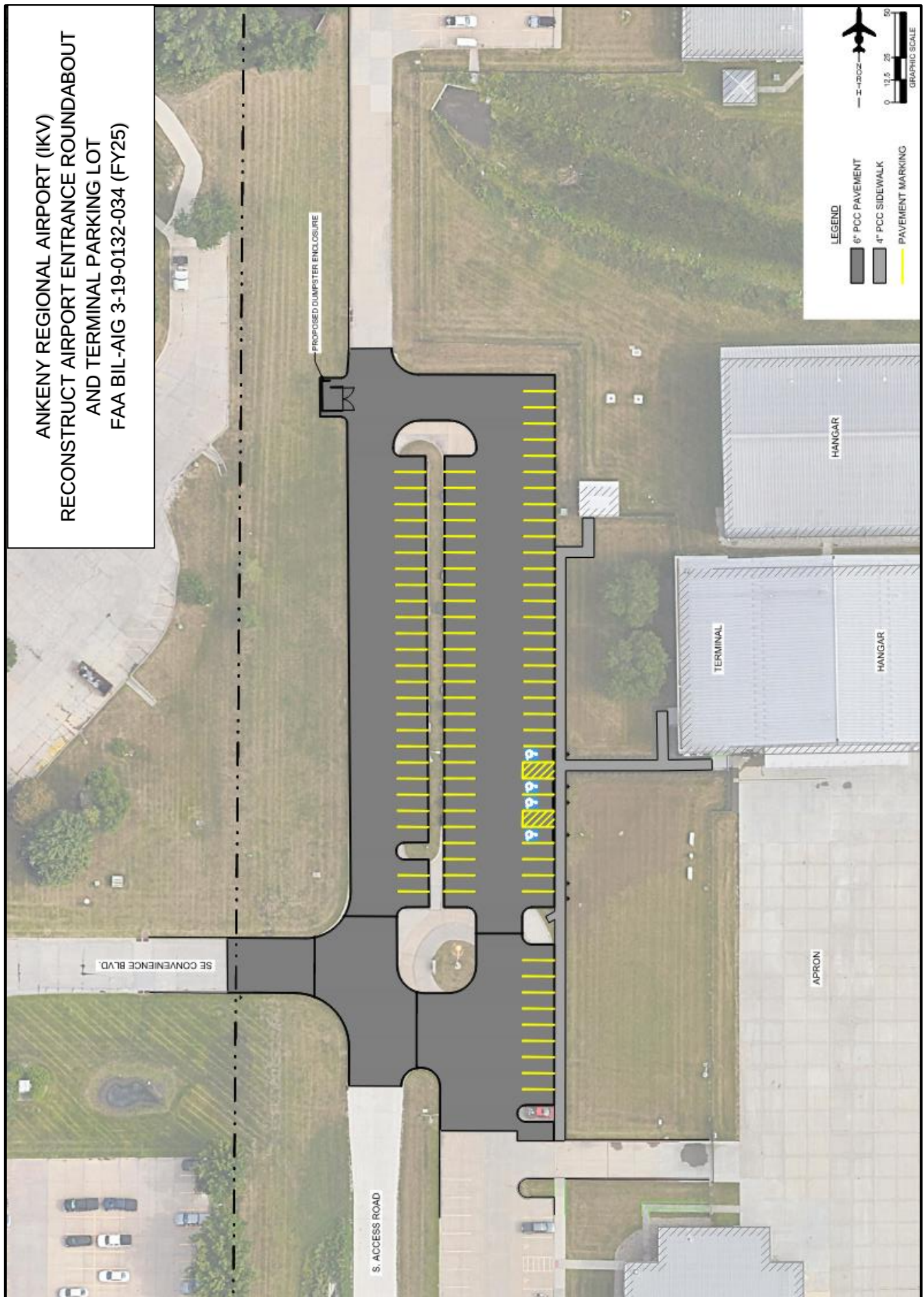
McCLURE ENGINEERING COMPANY

PROJECT EXHIBIT

IKV: RECONSTRUCT AIRPORT ENTRANCE ROUNDABOUT AND TERMINAL BUILDING PARKING LOT



ANKENY REGIONAL AIRPORT (IKV)
 RECONSTRUCT AIRPORT ENTRANCE ROUNDABOUT
 AND TERMINAL PARKING LOT
 FAA BIL-AIG 3-19-0132-034 (FY25)



McCLURE ENGINEERING COMPANY OWNER'S RESPONSIBILITIES



OWNER shall do the following in a timely manner so as not to delay the services of the **CONSULTANT**:

1. Designate in writing a person to act, as **OWNER'S** representative with respect to the services to be rendered under this Agreement. Such person shall have complete authority to transmit instructions, receive information, interpret and define **OWNER'S** policies and decisions with respect to **CONSULTANT'S** services for the Project.
2. Provide all criteria and full information as to **OWNER'S** requirements for the Project, including design objectives and constraints, space, capacity and performance requirements, flexibility and expendability, and any budgetary limitations; and furnish copies of all design and construction standards, which **OWNER** will require to be included in the drawings and specifications.
3. Assist **CONSULTANT** by placing at **CONSULTANT'S** disposal all available information pertinent to the Project including previous reports and any other data relative to design or construction of the Project.
4. Arrange for access to make all provisions for **CONSULTANT** to enter upon public and private property as required for **CONSULTANT** to perform services under this Agreement.
5. Examine all studies, reports, sketches, drawings, specifications, proposals and other documents presented by **CONSULTANT**, obtain advice of an attorney, insurance counselor and other consultants as **OWNER** deems appropriate for such examination and render in writing decisions pertaining thereto within a reasonable time so as not to delay the services of **CONSULTANT**.
6. Furnish approvals and permits from all governmental authorities having jurisdiction over the Project and such approvals and consents from others as may be necessary for completion of the Project.
7. Attend the prebid conference, bid opening, preconstruction conferences, construction progress and other job related meetings and substantial completion inspection and final payment inspection.
8. Give prompt written notice to **CONSULTANT** whenever **OWNER** observes or otherwise becomes aware of any development that affects the scope or timing of **CONSULTANT'S** services, or any defect or non-conformance in the work of any Contractor.
9. Arrange for financing and pay for services as agreed to in this Agreement.

EXHIBIT E

McCLURE ENGINEERING COMPANY OWNER'S RESPONSIBILITIES



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MCCLURE ENGINEERING COMPANY

A LISTING OF THE DUTIES, RESPONSIBILITIES, AND LIMITATIONS OF AUTHORITY
OF THE RESIDENT PROJECT REPRESENTATIVE (RPR)



CONSULTANT shall furnish a Resident Project Representative (RPR), assistants and other field staff to assist **OWNER** in observing performance of the Work of the Contractor.

Through on-site observations of the Work in progress and field checks of materials and equipment by the RPR and assistants, **CONSULTANT** shall endeavor to provide further protection for **OWNER** against defects and deficiencies in the Work; but, the furnishing of such services will not make **CONSULTANT** responsible for or give **CONSULTANT** control over construction means, methods, techniques, sequences, procedures, storm water runoff, erosion control, or for safety precautions or programs, or responsibility for **CONTRACTOR**'s failure to perform the Work in accordance with the Contract Documents.

The duties and responsibilities of the RPR are limited to those of **CONSULTANT** in **CONSULTANT**'S agreement with the **OWNER** and in the construction Contract Documents, and are further limited and described as follows:

1. GENERAL

RPR is **OWNER**'S agent at the site, will act as directed by and under the direction of **OWNER**, and will confer with **OWNER** regarding RPR's actions. RPR's dealings in matters pertaining to the on- site work shall in general be with **OWNER** and **CONTRACTOR** keeping **OWNER** advised as necessary. RPR's dealings with sub-contractors shall only be through or with the full knowledge and approval of **CONTRACTOR**.

2. DUTIES AND RESPONSIBILITIES OF RPR

- A. *Conferences and Meetings:* Attend meetings with **CONTRACTOR**, such as pre-construction conferences, progress meetings, job conferences and other project- related meetings.
 - i. Liaison:
 - 1. Serve as **OWNER**'S liaison with **CONTRACTOR**, working principally through **CONTRACTOR**'s superintendent and assist in understanding the intent of the Contract Documents; and assist **OWNER** in serving as **OWNER**'S liaison with **CONTRACTOR** when **CONTRACTOR**'s operations affect **OWNER**'S on-site operations.
 - 2. Assist in obtaining from **OWNER** additional details or information, when required for proper execution of the Work.
- B. Shop Drawings and Samples:
 - i. Receive samples that are furnished at the site by **CONTRACTOR** and notify **OWNER** of availability of samples for examination.
 - ii. Advise **OWNER** and **CONTRACTOR** of the commencement of any Work requiring a Shop Drawing or sample if the submittal has not been approved by **OWNER**.
- C. Review of Work, Rejection of Defective Work, Inspections and Tests:
 - i. Conduct on-site observations of the Work in progress to assist **OWNER** in determining if the work is in general proceeding in accordance with the Contract Documents.
 - ii. Report to **OWNER** whenever RPR believes that any Work is unsatisfactory, faulty or defective or does not conform to the Contract Documents, or has been damaged, or does not meet the requirements of any inspection, test or approval required to be made; and advise **OWNER** of Work that RPR believes should be corrected or rejected or should be uncovered for observation, or requires special testing, inspection or approval.
 - iii. Verify that tests, equipment and systems startups and operating and maintenance training are conducted in the presence of appropriate personnel and that **CONTRACTOR** maintains adequate records thereof; and observe, record and report to **OWNER** appropriate details relative to the test procedures and startups.
 - iv. Accompany visiting inspectors representing public or other agencies having jurisdiction over the Project, record the results of these inspections and report to **OWNER**.

- D. *Interpretation of Contract Documents:* Report to **OWNER** when clarifications and interpretations of the Contract Documents are needed and transmit to **OWNER** clarifications and interpretations as issued by **OWNER**.
- E. *Modifications:* Consider and evaluate CONTRACTOR's suggestions for modifications in Drawing or Specifications and report with RPR's recommendations to **OWNER**. Transmit to CONTRACTOR decisions as issued by **OWNER**.
- F. Records:
 - i. Maintain at the job site orderly files for correspondence, reports of job conferences. Shop Drawings and samples, reproductions of original Contract Documents including all Work Directive Changes, Addenda, Change Orders, Field Orders, and additional Drawings issued subsequent to the execution of the Contract. **OWNER'S** clarifications and interpretations of the Contract Documents, progress reports, and other Project related documents.
 - ii. Keep a diary or log book, recording CONTRACTOR hours on the job site, weather conditions, data relative to questions of Work Directive Changes, Change Orders or changed conditions, list of job site visitors, daily activities, decisions, observations in general and specific observations in more detail as in the case of observing test procedures; and send copies to **OWNER**.
 - iii. Record names, addresses and telephone numbers of all CONTRACTORS, subcontractors and major suppliers of materials and equipment.
- G. *Reports:*
 - i. Furnish **OWNER** periodic reports as required of progress of the Work and of CONTRACTOR's compliance with the progress schedule and schedule of Shop Drawing and sample submittals.
 - ii. Consult with **OWNER** in advance of schedule major tests, inspections or start of important phases of the Work.
 - iii. Draft proposed Change Orders and Work Directive Changes, obtaining backup material from CONTRACTOR and recommend to **CONSULTANT** Change Orders, Work Directive Changes and Field Orders.
 - iv. Report immediately to **OWNER** upon occurrence of any accident.
- H. *Payment Requests:* Review applications for payment with CONTRACTOR for compliance with the established procedure for their submission and forward with recommendations to **CONSULTANT**, noting particularly the relationship of the payment requested to the schedule of values. Work completed, and materials and equipment delivered at the site but not incorporated in the Work.
- I. *Certificates, Maintenance and Operation Manuals:* During the course of the Work, verify that certificates, maintenance and operation manuals and other data required to be assembled and furnished by CONTRACTOR are applicable to the items actually installed and in accordance with the Contract Documents, and have this material delivered to **OWNER** for review and forwarding to **OWNER** prior to final payment for the Work.
- J.

3. LIMITATIONS OF AUTHORITY

- A. Resident Project Representative:
 - i. Shall not authorize any deviation from the Contract Documents or substitution of materials or equipment, unless authorized by **OWNER**.
 - ii. Shall not exceed limitations of **OWNER'S** authority as set forth in the Contract Documents.
 - iii. Shall not undertake any of the responsibilities of CONTRACTOR, subcontractors or CONTRACTOR's superintendent.
 - iv. Shall not advise on, issue directions relative to or assume control over any aspect of the means, methods, techniques, sequences, storm water management, erosion control or other procedures of construction.
 - v. Shall not advise on, issue directions regarding or assume control over safety precautions and programs in connection with the Work.
 - vi. Shall not accept Shop Drawings or sample submittals from anyone other than CONTRACTOR.
 - vii. Shall not authorize **OWNER** to occupy the Project in whole or in part.
 - viii. Shall not participate in specialized field or laboratory tests or inspections conducted by other except as specifically authorized by **OWNER**.

EXHIBIT G

McCLURE ENGINEERING COMPANY

BID TAB

IKV: RECONSTRUCT AIRPORT ENTRANCE ROUNDABOUT AND TERMINAL BUILDING PARKING LOT



BID TABULATION TO BE INSERTED AFTER BID LETTING

EXHIBIT H

McCLURE ENGINEERING COMPANY

FEDERAL PROVISIONS

IKV: RECONSTRUCT AIRPORT ENTRANCE ROUNDABOUT AND TERMINAL BUILDING PARKING LOT



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FEDERAL CONTRACT PROVISIONS FOR A/E AGREEMENTS

ALL REFERENCES MADE HEREIN TO "CONTRACTOR", "PRIME CONTRACTOR",
"BIDDER", "OFFEROR", AND "APPLICANT" SHALL PERTAIN TO THE
ARCHITECT/ENGINEER (A/E).

ALL REFERENCES MADE HEREIN TO "SUBCONTRACTOR", "SUB-TIER CONTRACTOR"
OR "LOWER TIER CONTRACTOR" SHALL PERTAIN TO ANY SUBCONSULTANT UNDER
CONTRACT WITH THE A/E.

ALL REFERENCES MADE HEREIN TO "SPONSOR" AND "OWNER" SHALL PERTAIN TO
THE STATE, CITY, AIRPORT AUTHORITY OR OTHER PUBLIC ENTITY EXECUTING
CONTRACTS WITH THE A/E.

PROVISIONS APPLICABLE TO ALL CONTRACTS

ACCESS TO RECORDS AND REPORTS

Reference: 2 CFR § 200.334
2 CFR § 200.337
FAA Order 5100.38

The Contractor must maintain an acceptable cost accounting system. The Contractor agrees to provide the Owner, the Federal Aviation Administration and the Comptroller General of the United States or any of their duly authorized representatives access to any books, documents, papers and records of the Contractor which are directly pertinent to the specific contract for the purpose of making audit, examination, excerpts and transcriptions. The Contractor agrees to maintain all books, records and reports required under this contract for a period of not less than three years after final payment is made and all pending matters are closed.

CIVIL RIGHTS – GENERAL

Reference: 49 USC § 47123

In all its activities within the scope of its airport program, the Contractor agrees to comply with pertinent statutes, Executive Orders, and such rules as identified in Title VI List of Pertinent Nondiscrimination Acts and Authorities to ensure that no person shall, on the grounds of race, color, national origin (including limited English proficiency), creed, sex (including sexual orientation and gender identity), age, or disability be excluded from participating in any activity conducted with or benefiting from Federal assistance.

This provision is in addition to that required by Title VI of the Civil Rights Act of 1964.

CIVIL RIGHTS – TITLE VI ASSURANCES

Reference: 49 USC § 47123
FAA Order 1400.11

Title VI Solicitation Notice

The Sponsor, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 USC §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders or offerors that it will affirmatively ensure that for any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and no businesses will be discriminated against on the grounds of race, color, national origin (including limited English proficiency), creed, sex (including sexual orientation and gender identity), age, or disability in consideration for an award.

Title VI List of Pertinent Nondiscrimination Acts and Authorities

During the performance of this contract, the Contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the “Contractor”) agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

- Title VI of the Civil Rights Act of 1964 (42 USC § 2000d *et seq.*, 78 stat. 252) (prohibits discrimination on the basis of race, color, national origin);
- 49 CFR part 21 (Non-discrimination in Federally-Assisted programs of the Department of Transportation—Effectuation of Title VI of the Civil Rights Act of 1964);
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 USC § 4601) (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Section 504 of the Rehabilitation Act of 1973 (29 USC § 794 *et seq.*), as amended (prohibits discrimination on the basis of disability); and 49 CFR part 27 (Nondiscrimination on the Basis of Disability in Programs or Activities Receiving Federal Financial Assistance);
- The Age Discrimination Act of 1975, as amended (42 USC § 6101 *et seq.*) (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982 (49 USC § 47123), as amended (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987 (PL 100-259) (broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, the Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms “programs or activities” to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act of 1990 (42 USC § 12101, *et seq.*) (prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities) as implemented by U.S. Department of Transportation regulations at 49 CFR parts 37 and 38;
- The Federal Aviation Administration’s Nondiscrimination statute (49 USC § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);

- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations (ensures nondiscrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations);
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs [70 Fed. Reg. 74087 (2005)];
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 USC § 1681, et seq).

Nondiscrimination Requirements / Title VI Clauses for Compliance

Compliance with Nondiscrimination 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 (hereinafter includes consultants) will comply with the Title VI List of Pertinent Nondiscrimination Acts and Authorities, as they may be amended from time to time, 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, national origin (including limited English proficiency), creed, sex (including sexual orientation and gender identity), age, or disability in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The Contractor will not participate directly or indirectly in the discrimination prohibited by the Nondiscrimination Acts and Authorities, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR part 21.
3. **Solicitations for Subcontracts, including Procurements 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 procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by the Contractor of the contractor’s obligations under this contract and the Nondiscrimination Acts and Authorities on the grounds of race, color, or national origin.
4. **Information and Reports:** The Contractor will provide all information and reports required by the Acts, the Regulations, and 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 to be pertinent to ascertain compliance with such Nondiscrimination Acts and Authorities and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish the information, the Contractor will so certify to the Sponsor or the Federal Aviation Administration, as appropriate, and will set forth what efforts it has made to obtain the information.

5. **Sanctions for Noncompliance:** In the event of a Contractor's noncompliance with the non-discrimination provisions of this contract, the Sponsor will impose such contract sanctions as it or the Federal Aviation Administration may determine to be appropriate, including, but not limited to:
 - a. Withholding payments to the Contractor under the contract until the Contractor complies; and/or
 - b. Cancelling, terminating, or suspending a contract, in whole or in part.
6. **Incorporation of Provisions:** The Contractor will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations, and directives issued pursuant thereto. The Contractor will take action with respect to any subcontract or procurement as the Sponsor or the Federal Aviation Administration may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the Contractor becomes involved in, or is threatened with litigation by a subcontractor, or supplier because of such direction, the Contractor may request the Sponsor to enter into any litigation to protect the interests of the Sponsor. In addition, the Contractor may request the United States to enter into the litigation to protect the interests of the United States.

PROHIBITION ON CERTAIN TELECOMMUNICATIONS AND VIDEO SURVEILLANCE SERVICES OR EQUIPMENT

Reference: 2 CFR § 200, Appendix II(K)
2 CFR § 200.216

Contractor and Subcontractor agree to comply with mandatory standards and policies relating to use and procurement of certain telecommunications and video surveillance services or equipment in compliance with the National Defense Authorization Act [Public Law 115-232 § 889(f)(1)].

FEDERAL FAIR LABOR STANDARDS ACT (FEDERAL MINIMUM WAGE)

Reference: 29 USC § 201, et seq
2 CFR § 200.430

All contracts and subcontracts that result from this solicitation incorporate by reference the provisions of 29 CFR part 201, et seq, the Federal Fair Labor Standards Act (FLSA), with the same force and effect as if given in full text. The FLSA sets minimum wage, overtime pay, recordkeeping, and child labor standards for full and part-time workers.

The Contractor has full responsibility to monitor compliance to the referenced statute or regulation. The Contractor must address any claims or disputes that arise from this requirement directly with the U.S. Department of Labor – Wage and Hour Division.

OCCUPATIONAL SAFETY AND HEALTH ACT OF 1970

Reference: 20 CFR Part 1910

All contracts and subcontracts that result from this solicitation incorporate by reference the requirements of 29 CFR Part 1910 with the same force and effect as if given in full text. The employer must provide a work environment that is free from recognized hazards that may cause death or serious

physical harm to the employee. The employer retains full responsibility to monitor its compliance and their subcontractor's compliance with the applicable requirements of the Occupational Safety and Health Act of 1970 (29 CFR Part 1910). The employer must address any claims or disputes that pertain to a referenced requirement directly with the U.S. Department of Labor – Occupational Safety and Health Administration.

RIGHT TO INVENTIONS

Reference: 2 CFR Part 200, Appendix II(F)
37 CFR Part 401

Contracts or agreements that include the performance of experimental, developmental, or research work must provide for the rights of the Federal Government and the Owner in any resulting invention as established by 37 CFR part 401, Rights to Inventions Made by Non-profit Organizations and Small Business Firms under Government Grants, Contracts, and Cooperative Agreements. This contract incorporates by reference the patent and inventions rights as specified within 37 CFR § 401.14. Contractor must include this requirement in all sub-tier contracts involving experimental, developmental, or research work.

SEISMIC SAFETY

Reference: 49 CFR Part 41

In the performance of design services, the Consultant agrees to furnish a building design and associated construction specification that conform to a building code standard that provides a level of seismic safety substantially equivalent to standards as established by the National Earthquake Hazards Reduction Program (NEHRP). Local building codes that model their building code after the current version of the International Building Code (IBC) meet the NEHRP equivalency level for seismic safety. At the conclusion of the design services, the Consultant agrees to furnish the Owner a “certification of compliance” that attests conformance of the building design and the construction specifications with the seismic standards of NEHRP or an equivalent building code.

TAX DELINQUENCY AND FELONY CONVICTIONS

Reference: Section 8113 of the Consolidated Appropriations Act, 2022 (Public Law 117-103) and similar provisions in subsequent appropriations acts
DOT Order 4200.6 – Appropriations Act Requirements for Procurement and Non-Procurement Regarding Tax Delinquency and Felony Convictions

The Contractor certifies:

- 1) It is not a corporation that has any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability. A tax delinquency is any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted, or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability.

- 2) It is not a corporation that was convicted of a criminal violation under any Federal law within the preceding 24 months. A felony conviction is a conviction within the preceding twenty four (24) months of a felony criminal violation under any Federal law and includes conviction of an offense defined in a section of the U.S. code that specifically classifies the offense as a felony and conviction of an offense that is classified as a felony under 18 USC § 3559.

The Contractor agrees to incorporate the above certification in all lower tier subcontracts.

TRADE RESTRICTION CERTIFICATION

Reference: 49 USC § 50104
49 CFR Part 30

By submission of an offer, the Offeror certifies that with respect to this solicitation and any resultant contract, the Offeror:

- 1) is not owned or controlled by one or more citizens of a foreign country included in the list of countries that discriminate against U.S. firms as published by the Office of the United States Trade Representative (USTR);
- 2) has not knowingly entered into any contract or subcontract for this project with a person that is a citizen or national of a foreign country included on the list of countries that discriminate against U.S. firms as published by the USTR; and
- 3) has not entered into any subcontract for any product to be used on the Federal project that is produced in a foreign country included on the list of countries that discriminate against U.S. firms published by the USTR.

This certification concerns a matter within the jurisdiction of an agency of the United States of America and the making of a false, fictitious, or fraudulent certification may render the maker subject to prosecution under Title 18 USC § 1001.

The Offeror/Contractor must provide immediate written notice to the Owner if the Offeror/Contractor learns that its certification or that of a subcontractor was erroneous when submitted or has become erroneous by reason of changed circumstances. The Contractor must require subcontractors provide immediate written notice to the Contractor if at any time it learns that its certification was erroneous by reason of changed circumstances.

Unless the restrictions of this clause are waived by the Secretary of Transportation in accordance with 49 CFR § 30.17, no contract shall be awarded to an Offeror or subcontractor:

- 1) who is owned or controlled by one or more citizens or nationals of a foreign country included on the list of countries that discriminate against U.S. firms published by the USTR; or
- 2) whose subcontractors are owned or controlled by one or more citizens or nationals of a foreign country on such USTR list; or
- 3) who incorporates in the public works project any product of a foreign country on such USTR list.

Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render, in good faith, the certification required by this provision. The knowledge and information of a contractor is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

The Offeror agrees that, if awarded a contract resulting from this solicitation, it will incorporate this provision for certification without modification in all lower tier subcontracts. The Contractor may rely on the certification of a prospective subcontractor that it is not a firm from a foreign country included on the list of countries that discriminate against U.S. firms as published by USTR, unless the Offeror has knowledge that the certification is erroneous.

This certification is a material representation of fact upon which reliance was placed when making an award. If it is later determined that the Contractor or subcontractor knowingly rendered an erroneous certification, the Federal Aviation Administration (FAA) may direct through the Owner cancellation of the contract or subcontract for default at no cost to the Owner or the FAA.

VETERAN'S PREFERENCE

Reference: 49 USC § 47112(c)

In the employment of labor (excluding executive, administrative, and supervisory positions), the Contractor and all sub-tier contractors must give preference to covered veterans as defined within Title 49 United States Code Section 47112. Covered veterans include Vietnam-era veterans, Persian Gulf veterans, Afghanistan-Iraq war veterans, disabled veterans, and small business concerns (as defined by 15 USC § 632) owned and controlled by disabled veterans. This preference only applies when there are covered veterans readily available and qualified to perform the work to which the employment relates.

PROVISIONS APPLICABLE TO CONTRACTS EXCEEDING \$10,000

DISTRACTED DRIVING

Reference: Executive Order 13513
DOT Order 3902.10

In accordance with Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving", (10/1/2009) and DOT Order 3902.10, "Text Messaging While Driving", (12/30/2009), the Federal Aviation Administration encourages recipients of Federal grant funds to adopt and enforce safety policies that decrease crashes by distracted drivers, including policies to ban text messaging while driving when performing work related to a grant or subgrant.

In support of this initiative, the Owner encourages the Contractor to promote policies and initiatives for its employees and other work personnel that decrease crashes by distracted drivers, including policies that ban text messaging while driving motor vehicles while performing work activities associated with the project. The Contractor must include the substance of this clause in all sub-tier contracts exceeding \$10,000 that involve driving a motor vehicle in performance of work activities associated with the project.

EQUAL EMPLOYMENT OPPORTUNITY (EEO)

Reference: 2 CFR Part 200, Appendix II(C)
41 CFR § 60-1.4
41 CFR § 60-4.3
Executive Order 11246

Equal Opportunity Clause

During the performance of this contract, the Contractor agrees as follows:

- (1) The Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, gender identity, or national origin. The Contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, sexual orientation, gender identity, or national origin. Such action shall include, but not be limited to, the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff, or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.
- (2) The Contractor will, 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, sex, sexual orientation, gender identity, or national origin.
- (3) The contractor will not discharge or in any other manner discriminate against any employee or applicant for employment because such employee or applicant has inquired about, discussed, or disclosed the compensation of the employee or applicant or another employee or applicant. This provision shall not apply to instances in which an employee who has access to the compensation information of other employees or applicants as a part of such employee's essential job functions discloses the compensation of such other employees or applicants to individuals who do not otherwise have access to such information, unless such disclosure is in response to a formal complaint or charge, in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the employer, or is consistent with the contractor's legal duty to furnish information.
- (4) The Contractor will send to each labor union or representative of workers with which it has a collective bargaining agreement or other contract or understanding, a notice to be provided by the agency contracting officer, advising the labor union or workers' representative of the Contractor's commitments under this section 202 of Executive Order 11246 of September 24, 1965, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
- (5) The Contractor will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.
- (6) The Contractor will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by the rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the contracting agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.
- (7) In the event of the Contractor's noncompliance with the nondiscrimination clauses of this contract or with any such rules, regulations, or orders, this contract may be canceled,

terminated, or suspended in whole or in part and the Contractor may be declared ineligible for further Government contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.

- (8) The Contractor will include the provisions of paragraphs (1) through (8) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The Contractor will take such action with respect to any subcontract or purchase order as may be directed by the Secretary of Labor as a means of enforcing such provisions, including sanctions for noncompliance: *Provided*, however, that in the event the contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction, the Contractor may request the United States to enter into such litigation to protect the interests of the United States.

PROHIBITION OF SEGREGATED FACILITIES

Reference: 2 CFR Part 200, Appendix II(C)
41 CFR Part 60-1

- (a) The Contractor agrees that it does not and will not maintain or provide for its employees any segregated facilities at any of its establishments, and that it does not and will not permit its employees to perform their services at any location under its control where segregated facilities are maintained. The Contractor agrees that a breach of this clause is a violation of the Equal Employment Opportunity clause in this contract.
- (b) "Segregated facilities," as used in this clause, means any waiting rooms, work areas, rest rooms and wash rooms, restaurants and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees that are segregated by explicit directive or are in fact segregated on the basis of race, color, religion, sex, sexual orientation, gender identity, or national origin because of written or oral policies or employee custom. The term does not include separate or single-user rest rooms or necessary dressing or sleeping areas provided to assure privacy between the sexes.
- (c) The Contractor shall include this clause in every subcontract and purchase order that is subject to the Equal Employment Opportunity clause of this contract.

TERMINATION OF CONTRACT

Reference: 2 CFR Part 200, Appendix II(B)
FAA Advisory Circular 150/5370-10, Section 80-09

Termination for Convenience (Professional Services)

The Owner may, by written notice to the Consultant, terminate this Agreement for its convenience and without cause or default on the part of Consultant. Upon receipt of the notice of termination, except as explicitly directed by the Owner, the Contractor must immediately discontinue all services affected.

Upon termination of the Agreement, the Consultant must deliver to the Owner all data, surveys, models, drawings, specifications, reports, maps, photographs, estimates, summaries, and other documents and materials prepared by the Engineer under this contract, whether complete or partially complete.

Owner agrees to make just and equitable compensation to the Consultant for satisfactory work completed up through the date the Consultant receives the termination notice. Compensation will not include anticipated profit on non-performed services.

Owner further agrees to hold Consultant harmless for errors or omissions in documents that are incomplete as a result of the termination action under this clause.

Termination for Cause (Professional Services)

Either party may terminate this Agreement for cause if the other party fails to fulfill its obligations that are essential to the completion of the work per the terms and conditions of the Agreement. The party initiating the termination action must allow the breaching party an opportunity to dispute or cure the breach.

The terminating party must provide the breaching party seven (7) days advance written notice of its intent to terminate the Agreement. The notice must specify the nature and extent of the breach, the conditions necessary to cure the breach, and the effective date of the termination action. The rights and remedies in this clause are in addition to any other rights and remedies provided by law or under this agreement.

a) **Termination by Owner:** The Owner may terminate this Agreement for cause in whole or in part, for the failure of the Consultant to:

1. Perform the services within the time specified in this contract or by Owner approved extension;
2. Make adequate progress so as to endanger satisfactory performance of the Project; or
3. Fulfill the obligations of the Agreement that are essential to the completion of the Project.

Upon receipt of the notice of termination, the Consultant must immediately discontinue all services affected unless the notice directs otherwise. Upon termination of the Agreement, the Consultant must deliver to the Owner all data, surveys, models, drawings, specifications, reports, maps, photographs, estimates, summaries, and other documents and materials prepared by the Engineer under this contract, whether complete or partially complete.

Owner agrees to make just and equitable compensation to the Consultant for satisfactory work completed up through the date the Consultant receives the termination notice. Compensation will not include anticipated profit on non-performed services.

Owner further agrees to hold Consultant harmless for errors or omissions in documents that are incomplete as a result of the termination action under this clause.

If, after finalization of the termination action, the Owner determines the Consultant was not in default of the Agreement, the rights and obligations of the parties shall be the same as if the Owner issued the termination for the convenience of the Owner.

b) **Termination by Consultant:** The Consultant may terminate this Agreement for cause in whole or in part, if the Owner:

1. Defaults on its obligations under this Agreement;
2. Fails to make payment to the Consultant in accordance with the terms of this Agreement;

3. Suspends the project for more than one hundred eighty (180) days due to reasons beyond the control of the Consultant.

Upon receipt of a notice of termination from the Consultant, Owner agrees to cooperate with Consultant for the purpose of terminating the agreement or portion thereof, by mutual consent. If Owner and Consultant cannot reach mutual agreement on the termination settlement, the Consultant may, without prejudice to any rights and remedies it may have, proceed with terminating all or parts of this Agreement based upon the Owner's breach of the contract.

In the event of termination due to Owner breach, the Consultant is entitled to invoice Owner and to receive full payment for all services performed or furnished in accordance with this Agreement and all justified reimbursable expenses incurred by the Consultant through the effective date of termination action. Owner agrees to hold Consultant harmless for errors or omissions in documents that are incomplete as a result of the termination action under this clause.

PROVISIONS APPLICABLE TO CONTRACTS EXCEEDING \$25,000

DEBARMENT AND SUSPENSION

Reference: 2 CFR Part 180 (Subpart B)
2 CFR Part 200, Appendix II(H)
2 CFR Part 1200
DOT Order 4200.5
Executive Orders 12549 and 12689

Certification of Offeror/Bidder Regarding Debarment

By submitting a bid/proposal under this solicitation, the bidder or offeror certifies that neither it nor its principals are presently debarred or suspended by any Federal department or agency from participation in this transaction.

Certification of Lower Tier Contractors Regarding Debarment

The successful bidder, by administering each lower tier subcontract that exceeds \$25,000 as a "covered transaction", must confirm each lower tier participant of a "covered transaction" under the project is not presently debarred or otherwise disqualified from participation in this federally-assisted project. The successful bidder will accomplish this by:

1. Checking the System for Award Management at website: <http://www.sam.gov>.
2. Collecting a certification statement similar to the Certification of Offeror /Bidder Regarding Debarment, above.
3. Inserting a clause or condition in the covered transaction with the lower tier contract.

If the Federal Aviation Administration later determines that a lower tier participant failed to disclose to a higher tier participant that it was excluded or disqualified at the time it entered the covered transaction, the FAA may pursue any available remedies, including suspension and debarment of the non-compliant participant.

PROVISIONS APPLICABLE TO CONTRACTS EXCEEDING \$100,000

CONTRACT WORKHOURS AND SAFETY STANDARDS ACT REQUIREMENTS

Reference: 2 CFR Part 200, Appendix II(E)
2 CFR § 5.5(b)
40 USC § 3702
40 USC § 3704

1. Overtime Requirements.

No contractor or subcontractor contracting for any part of the contract work which may require or involve the employment of laborers or mechanics shall require or permit any such laborer or mechanic, including watchmen and guards, in any workweek in which he or she is employed on such work to work in excess of forty hours in such workweek unless such laborer or mechanic receives compensation at a rate not less than one and one-half times the basic rate of pay for all hours worked in excess of forty hours in such workweek.

2. Violation; Liability for Unpaid Wages; Liquidated Damages.

In the event of any violation of the clause set forth in paragraph (1) of this clause, the Contractor and any subcontractor responsible therefor shall be liable for the unpaid wages. In addition, such contractor and subcontractor shall be liable to the United States (in the case of work done under contract for the District of Columbia or a territory, to such District or to such territory), for liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer or mechanic, including watchmen and guards, employed in violation of the clause set forth in paragraph (1) of this clause, in the sum of \$29 for each calendar day on which such individual was required or permitted to work in excess of the standard workweek of forty hours without payment of the overtime wages required by the clause set forth in paragraph (1) of this clause.

3. Withholding for Unpaid Wages and Liquidated Damages.

The Federal Aviation Administration (FAA) or the Owner shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld, from any moneys payable on account of work performed by the contractor or subcontractor under any such contract or any other Federal contract with the same prime contractor, or any other federally-assisted contract subject to the Contract Work Hours and Safety Standards Act, which is held by the same prime contractor, such sums as may be determined to be necessary to satisfy any liabilities of such contractor or subcontractor for unpaid wages and liquidated damages as provided in the clause set forth in paragraph (2) of this clause.

4. Subcontractors.

The Contractor or subcontractor shall insert in any subcontracts the clauses set forth in paragraphs (1) through (4) and also a clause requiring the subcontractor to include these clauses in any lower tier subcontracts. The prime contractor shall be responsible for compliance by any subcontractor or lower tier subcontractor with the clauses set forth in paragraphs (1) through (4) of this clause.

LOBBYING AND INFLUENCING FEDERAL EMPLOYEES

Reference: 31 USC § 1352 – Byrd Anti-Lobbying Amendment
2 CFR Part 200, Appendix II(I)
49 CFR Part 20, Appendix A

Certification Regarding Lobbying

The Bidder or Offeror certifies by signing and submitting this bid or proposal, to the best of his or her knowledge and belief, that:

- (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the Bidder or Offeror, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

PROVISIONS APPLICABLE TO CONTRACTS EXCEEDING \$150,000

CLEAN AIR AND WATER POLLUTION CONTROL

References: 2 CFR Part 200, Appendix II(G)
42 USC § 7401, et seq
33 USC § 1251, et seq

Contractor agrees to comply with all applicable standards, orders, and regulations issued pursuant to the Clean Air Act (42 USC §§ 7401-7671q) and the Federal Water Pollution Control Act as amended (33 USC §§ 1251-1387). The Contractor agrees to report any violation to the Owner immediately upon discovery. The Owner assumes responsibility for notifying the Environmental Protection Agency (EPA) and the Federal Aviation Administration.

The Contractor must include this requirement in all subcontracts that exceed \$150,000.

PROVISIONS APPLICABLE TO CONTRACTS EXCEEDING \$250,000

BREACH OF CONTRACT TERMS

Reference: 2 CFR § 200 Appendix II(A)

Any violation or breach of terms of this contract on the part of the Contractor or its subcontractors may result in the suspension or termination of this contract or such other action that may be necessary to enforce the rights of the parties of this agreement.

Owner will provide Contractor written notice that describes the nature of the breach and corrective actions the Contractor must undertake in order to avoid termination of the contract. Owner reserves the right to withhold payments to Contractor until such time the Contractor corrects the breach or the Owner elects to terminate the contract. The Owner's notice will identify a specific date by which the Contractor must correct the breach. Owner may proceed with termination of the contract if the Contractor fails to correct the breach by the deadline indicated in the Owner's notice.

The duties and obligations imposed by the Contract Documents and the rights and remedies available thereunder are in addition to, and not a limitation of, any duties, obligations, rights and remedies otherwise imposed or available by law.

DISADVANTAGED BUSINESS ENTERPRISE

Reference: 49 CFR Part 26

Prime Contracts (Contracts Covered by a DBE Program)

Contract Assurance (49 CFR § 26.13)

The Contractor, subrecipient or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The Contractor shall carry out applicable requirements of 49 CFR part 26 in the award and administration of DOT-assisted contracts. Failure by the Contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as the recipient deems appropriate, which may include, but is not limited to:

- 1) Withholding monthly progress payments;
- 2) Assessing sanctions;
- 3) Liquidated damages; and/or
- 4) Disqualifying the Contractor from future bidding as non-responsible.

Prompt Payment (49 CFR § 26.29)

The prime contractor agrees to pay each subcontractor under this prime contract for satisfactory performance of its contract no later than thirty (30) calendar days from the receipt of each payment the prime contractor receives from Owner. The prime contractor agrees further to return retainage payments to each subcontractor within thirty (30) calendar days after the subcontractor's work is satisfactorily completed. Any delay or postponement of payment from the above referenced time frame may occur only for good cause following written approval of the Owner. This clause applies to both DBE and non-DBE subcontractors.

EXHIBIT I

McCLURE ENGINEERING COMPANY

ESTIMATED COST OF CONSULTANT SERVICES

IKV: RECONSTRUCT AIRPORT ENTRANCE ROUNDABOUT AND TERMINAL BUILDING PARKING LOT



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Exhibit I
PART I. CONSTRUCTION ADMINISTRATION AND OBSERVATION SERVICES
RECONSTRUCT AIRPORT ENTRANCE ROUNDABOUT AND TERMINAL BUILDING PARKING LOT
ANKENY REGIONAL AIRPORT
ANKENY, IOWA

I. Direct Salary Costs

Title	Hours	Rate	Cost
Principal In Charge	2	\$84.50	\$ 169
Project Manager II	96	\$75.39	\$ 7,237
Staff Engineer	70	\$36.07	\$ 2,525
Engineer Technician II	2	\$36.07	\$ 72
Survey Crew Chief	6	\$65.57	\$ 393
Resident Project Representative	275	\$41.91	\$ 11,525
Project Coordinator	22	\$32.23	\$ 709
Total	473		

Total Direct Salary Costs \$ 22,632

II. Labor and General Administrative Overhead*

Percentage of Direct Salary Costs 195.99% **\$ 44,357**

III. Subtotal (I+II) **\$ 66,989**

IV. Fixed Fee

15% of Item III **\$ 10,049**

V. Direct Non-Salary Expenses

8.5x11	1,800 pages	@ \$ 0.10 per page	\$ 180
11x17	360 pages	@ \$ 0.20 per page	\$ 72
Plots	0 pages	@ \$ 0.72 per page	\$ -
Reports	3 reports	@ \$ 75.00 per report	\$ 225
Postage	0 mailings	@ \$ 20.00 per mailing	\$ -
Vehicle Mileage	850 miles	@ \$ 0.70 per mile	\$ 595
Car Rental	0 days	@ \$ 100.00 per day	\$ -
Lodging	0 nights	@ \$ 110.00 per night	\$ -
Meals	69 meals	@ \$ 10.00 per meal	\$ 690

Total Direct Non-Salary Expenses \$ 1,762

VI. Additional Costs

Subconsultant - N/A **\$ -**

Total Subcontract Costs \$ -

VII. Total Cost Plus Fixed Fee (NTE) (III+IV+V+VI) **\$ 78,800**

*Overhead rate is fixed for the duration of this agreement

Exhibit I
PART II. PROJECT CLOSEOUT SERVICES
RECONSTRUCT AIRPORT ENTRANCE ROUNDABOUT AND TERMINAL BUILDING PARKING LOT
ANKENY REGIONAL AIRPORT
ANKENY, IOWA

I. Direct Salary Costs

Title	Hours	Rate	Cost
Principal In Charge	2	\$84.50	\$169
Project Manager II	38	\$75.39	\$2,865
Staff Engineer	19	\$36.07	\$685
Engineer Technician II	10	\$36.07	\$361
Survey Crew Chief	0	\$65.57	\$0
Resident Project Representative	11	\$41.91	\$461
Project Coordinator	8	\$32.23	\$258
Total	88		

Total Direct Salary Costs \$ 4,799

II. Labor and General Administrative Overhead*

Percentage of Direct Salary Costs 195.99% **\$ 9,406**

III. Subtotal (I+II) **\$ 14,205**

IV. Profit

15% of Item III **\$ 2,131**

V. Direct Non-Salary Expenses

8.5x11	290 pages	@	\$	0.10 per page	\$	29
11x17	110 pages	@	\$	0.20 per page	\$	22
Plots	0 pages	@	\$	0.72 per page	\$	-
Reports	0 reports	@	\$	75.00 per report	\$	-
Postage	0 mailings	@	\$	20.00 per mailing	\$	-
Vehicle Mileage	105 miles	@	\$	0.70 per mile	\$	74
Car Rental	0 days	@	\$	100.00 per day	\$	-
Lodging	0 nights	@	\$	110.00 per night	\$	-
Meals	4 meals	@	\$	10.00 per meal	\$	40

Total Direct Non-Salary Expenses \$ 165

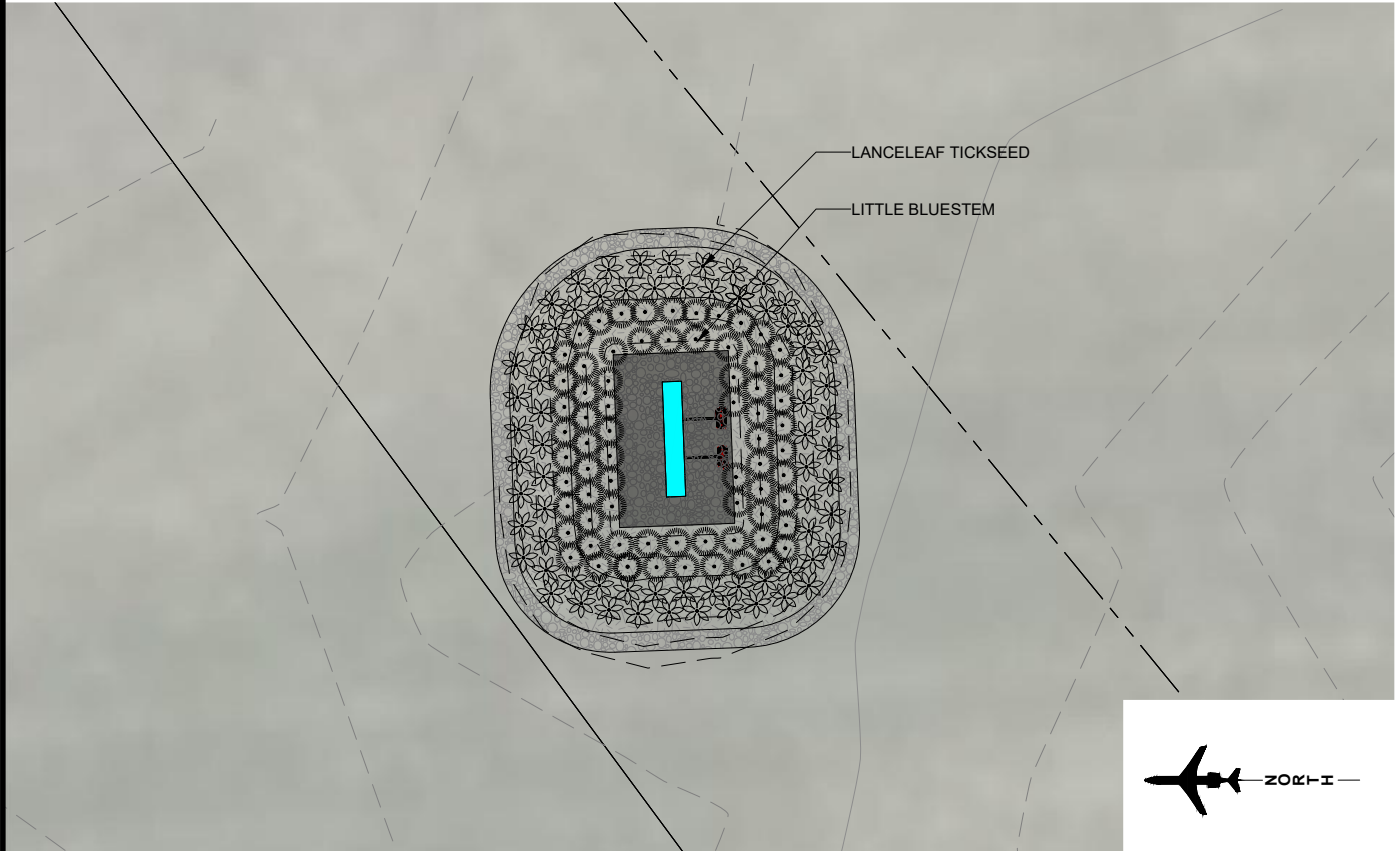
VI. Additional Costs

N/A

Total Subcontract Costs \$ -

VII. Total Lump Sum (III+IV+V+VI) **\$ 16,500**

*Overhead rate is fixed for the duration of this agreement



1 LANDSCAPE PLAN
1" = 5'-0"

LEGEND
PROPOSED MONUMENT SIGN LOCATION #2

0 2.5 5 10
GRAPHIC SCALE

PLANT SCHEDULE

SYMBOL	CODE	QTY	BOTANICAL / COMMON NAME	CONT
SHRUBS				
	SS	71	Schizachyrium scoparium 'Standing Ovation' / Standing Ovation Little Bluestem	1 qt
PERENNIALS				
	CL	71	Coreopsis lanceolata / Lanceleaf Tickseed	1 qt
GROUND COVERS				
	RR	114 sf	Rock Mulch / River Rock Mulch	SF
	WM	250 sf	Wood Mulch / Shredded Wood Mulch	SF



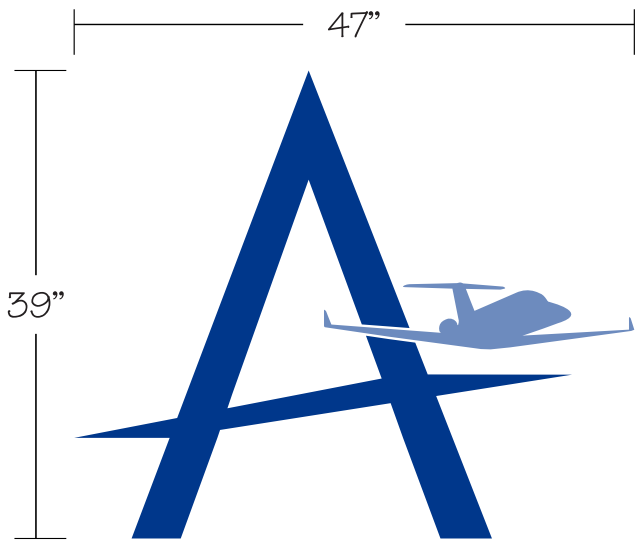
NOTICE:
McClure Engineering Co. is not responsible or liable for any issues, claims, damages, or losses (collectively, "Losses") which arise from failure to follow these Plans, Specifications, and the engineering intent they convey, or for Losses which arise from failure to obtain and/or follow the engineers' or surveyors' guidance with respect to any alleged errors, omissions, inconsistencies, ambiguities, or conflicts contained within the Plans and Specifications.

REVISIONS		

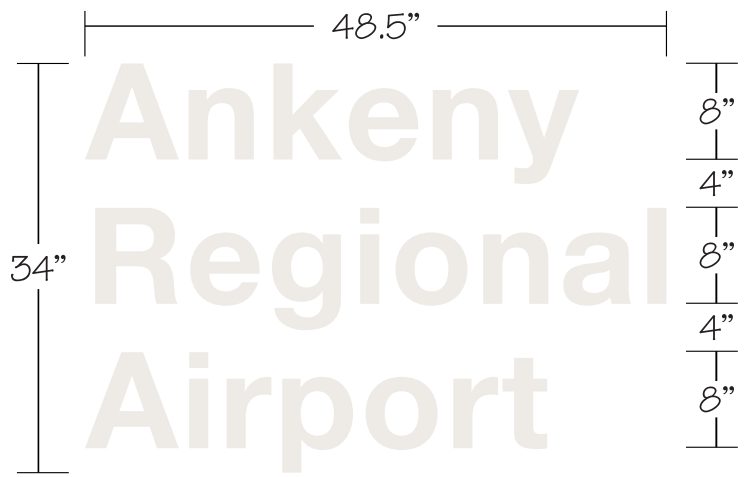
PROJECT INFO		
2022001042-010		
ENGINEER	DRAWN BY	CHECKED BY
JAP	TMD	CPC

ANKENY REGIONAL AIRPORT
CONSTRUCT MONUMENT SIGNS

LANDSCAPE PLAN AND DETAILS



3.25' x 3.9' = 12.7 SQ FT



2.83' x 4' = 11.3 SQ FT

NORTH ELEVATION



ELEVATION SCALE: APPROXIMATELY 3/8" = 1'



NAME: ANKENY REGIONAL AIRPORT - ANKENY, IA

SKETCH #: 0125-38729-00_ANKENYREGIONALAIRPORT

APPROVAL: X

DATE: X

SCALE: 3/4" = 1' | DESIGNER: CRN

SALES REP: JEFF FYE

REVISIONS:

THIS IS A CONCEPTUAL
DRAWING. FINAL PRODUCT
MAY VARY. THIS ARTWORK
IS PROPERTY OF
EAGLE SIGN CO. AND
MAY NOT BE REPRODUCED

Change Order 1



Project Title: Ankeny Airport - Construct Monument Signs
Contractor: Eagle Sign Company a DIV of Nagle Signs, Inc
Address: 605 SW 37TH St., Grimes IA 50111
Finance Budget Code: 644 **Finance Project Code:** N/A
Vendor Project or Invoice #: 2022001042-010 **PO #** N/A
Original Contract Date: September 9, 2024 **Vendor #** N/A

Change Order Number: 1

Change Order Date: April 2, 2025

Purpose of Change Order:

This purpose of Change Order No. 1 is to amend the contract documents to include the following items:
 (1) Furnish and install vinyl graphic on the north side of the Interstate Sign.
 (2) Furnish and install landscaping plantings around the Interstate Sign.
 (3) Complete electrical hookup of the Entrance Road Sign in the roundabout via the rotating beacon. This work was completed last winter.
 The change results in an **INCREASE** of \$9,641.13 to the contract total from \$74,124.89 to \$83,766.02.

Details of Change Order:

ITEM #	DESCRIPTION	UNITS	QUANTITY CHANGE	UNIT PRICE	EXTENDED PRICE
CO-1-1	Furnish and Install Graphics to North Side of Interstate Sign on Site	LS	1.0	\$ 1,475.00	\$ 1,475.00
CO-1-2	Landscaping Around Interstate Sign on Site	LS	1.0	\$ 7,801.13	\$ 7,801.13
CO-1-3	Hook Up Entrance Road Sign to Existing Beacon Circuit	LS	1.0	\$ 365.00	\$ 365.00
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -

Change Order Number 1 makes the following adjustments to the contract: **\$ 9,641.13**

Contractor Accepted: Eagle Sign Company a DIV of Nagle Signs, Inc

By: *Jeffrey T. [Signature]*
 Date: 4-2-25

Engineer Approved: McClure

By: *[Signature]*
 Date: 4/2/2025

City of Ankeny Staff Approval

By: _____

Title: _____ Date: _____

Owner Accepted: Polk County Aviation Authority

By: _____

Title: _____ Date: _____

Record of Change Orders

#	Date	Amount
Original Contract amount		\$74,124.89
1	4/2/2025	\$9,641.13
2		
3		
4		
5		
6		
7		
8		
Revised Contract amount:		\$83,766.02

Construction Time:	N/A
Days Adjustment:	N/A

Construction Time: No Change

RESOLUTION NO. 2025-

A RESOLUTION AUTHORIZING THE APPLICATION OF A FEDERAL ASSISTANCE GRANT TO PARTIALLY FINANCE THE RECONSTRUCT AIRPORT ENTRANCE ROUNDABOUT AND TERMINAL BUILDING PARKING LOT PROJECT (AIP GRANT NO. 3-19-0132-034 BIL-AIG)

WHEREAS, as a condition to receiving a Federal Aviation Administration grant for the Ankeny Regional Airport, the following provisions must be met:

- Approved 5-Year Capital Improvement Program (previously submitted),
- Approved Application for Federal Aviation Administration Grant Assistance
- Certification that the local match exists if the grant is awarded,
- Authorization to submit the proposed project for Federal Grants; and

WHEREAS, a FY2025 Grant Application for Federal Assistance for the Reconstruct Airport Entrance Roundabout and Terminal Building Parking Lot Project (AIP Grant No. 3-19-0132-034 BIL-AIG) at the Ankeny Regional Airport has been prepared and is ready for submittal to the FAA, to facilitate the process for obtaining the federal funding required to complete the project.

NOW THEREFORE, BE IT RESOLVED that the Polk County Aviation Authority authorizes the Airport Board Manager to sign and submit the Application for Federal Assistance and Grant Application (Form 424) for possible FY2025 Federal Assistance for the Reconstruct Airport Entrance Roundabout and Terminal Building Parking Lot Project (AIP Grant No. 3-19-0132-034 BIL-AIG) at the Ankeny Regional Airport and to certify that the local match is available for the project if the grant is awarded.

Passed and adopted this 10th day of April, 2025.

POLK COUNTY AVIATION AUTHORITY

Jeff Wangsness, Chairperson

Diane Klemme, Recording Secretary

Application for Federal Assistance SF-424

*1. Type of Submission:

☐ Preapplication

☒ Application

☐ Changed/Corrected Application

*2. Type of Application

☒ New

☐ Continuation

☐ Revision

* If Revision, select appropriate letter(s):

* Other (Specify)

*3. Date Received:

4. Applicant Identifier:

5a. Federal Entity Identifier:

3-19-0132-034-2025 BIL-AIG

*5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

*a. Legal Name: Polk County Aviation Authority

*b. Employer/Taxpayer Identification Number (EIN/TIN):

42-1336150

*c. UEI:

HB47TMEKAPN8

d. Address:

*Street 1: 401 W. 1st St.

Street 2:

*City: Ankeny

County/Parish: Polk

*State: IA

*Province:

*Country: USA: United States

*Zip / Postal Code 50023-1557

e. Organizational Unit:

Department Name:

Division Name:

f. Name and contact information of person to be contacted on matters involving this application:

Prefix: Mr. *First Name: Paul

Middle Name:

*Last Name: Moritz

Suffix:

Title: Airport Board Manager

Organizational Affiliation:

Polk County Aviation Authority

*Telephone Number: 515-965-6428

Fax Number: (515) 965-6416

*Email: PMoritz@Ankenylowa.gov

Application for Federal Assistance SF-424***9. Type of Applicant 1: Select Applicant Type:**

X: Other

Type of Applicant 2: Select Applicant Type:

Pick an applicant type

Type of Applicant 3: Select Applicant Type:

Pick an applicant type

*Other (Specify)

Airport Authority

***10. Name of Federal Agency:**

Federal Aviation Administration

11. Catalog of Federal Domestic Assistance Number:

20.106

CFDA Title:

Airport Improvement Program

***12. Funding Opportunity Number:**

Not applicable

*Title:

Not applicable

13. Competition Identification Number:

Not applicable

Title:

Not applicable

14. Areas Affected by Project (Cities, Counties, States, etc.):

Ankeny, Polk County, Iowa

***15. Descriptive Title of Applicant's Project:**

Reconstruct Airport Entrance Roundabout and Terminal Building Parking Lot

Attach supporting documents as specified in agency instructions.

Application for Federal Assistance SF-424**16. Congressional Districts Of:**

*a. Applicant: IA-003

*b. Program/Project: IA-003

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:

*a. Start Date: 07/01/2025

*b. End Date: 12/31/2025

18. Estimated Funding (\$):

*a. Federal	\$ 636,362
*b. Applicant	\$ 65,951
*c. State	\$ 0
*d. Local	\$ 0
*e. Other	\$ 0
*f. Program Income	\$ 0
*g. TOTAL	\$ 702,313

***19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- ☐ a. This application was made available to the State under the Executive Order 12372 Process for review on _____.
- ☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☒ c. Program is not covered by E.O. 12372.

***20. Is the Applicant Delinquent On Any Federal Debt?**☐ Yes ☒ No

If "Yes", explain:

21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U. S. Code, Title 218, Section 1001)

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: Mr. *First Name: Paul

Middle Name: _____

*Last Name: Moritz

Suffix: _____

*Title: Airport Board Manager

*Telephone Number: 515-965-6428

Fax Number: 515-965-6416

* Email: PMoritz@AnkenyIowa.gov

*Signature of Authorized Representative:

*Date Signed:

Application for Federal Assistance (Development and Equipment Projects)

PART II – PROJECT APPROVAL INFORMATION

Part II - SECTION A	
The term "Sponsor" refers to the applicant name provided in box 8 of the associated SF-424 form.	
Item 1. Does Sponsor maintain an active registration in the System for Award Management (www.SAM.gov)?	☒ Yes ☐ No
Item 2. Can Sponsor commence the work identified in the application in the fiscal year the grant is made or within six months after the grant is made, whichever is later?	☒ Yes ☐ No ☐ N/A
Item 3. Are there any foreseeable events that would delay completion of the project? If yes, provide attachment to this form that lists the events.	☐ Yes ☒ No ☐ N/A
Item 4. Will the project(s) covered by this request have impacts or effects on the environment that require mitigating measures? If yes, attach a summary listing of mitigating measures to this application and identify the name and date of the environmental document(s).	☐ Yes ☒ No ☐ N/A
Item 5. Is the project covered by this request included in an approved Passenger Facility Charge (PFC) application or other Federal assistance program? If yes, please identify other funding sources by checking all applicable boxes. ☐ The project is included in an <i>approved</i> PFC application. If included in an approved PFC application, does the application <i>only</i> address AIP matching share? ☐ Yes ☐ No ☐ The project is included in another Federal Assistance program. Its CFDA number is below.	
Item 6. Will the requested Federal assistance include Sponsor indirect costs as described in 2 CFR Appendix VII to Part 200, States and Local Government and Indian Tribe Indirect Cost Proposals? ☐ Yes ☒ No ☐ N/A If the request for Federal assistance includes a claim for allowable indirect costs, select the applicable indirect cost rate the Sponsor proposes to apply: ☐ De Minimis rate of 10% as permitted by 2 CFR § 200.414. ☐ Negotiated Rate equal to % as approved by (the Cognizant Agency) on (Date) (2 CFR part 200, appendix VII). <i>Note: Refer to the instructions for limitations of application associated with claiming Sponsor indirect costs.</i>	

PART II - SECTION B

Certification Regarding Lobbying

The declarations made on this page are under the signature of the authorized representative as identified in box 21 of form SF-424, to which this form is attached. The term "Sponsor" refers to the applicant name provided in box 8 of the associated SF-424 form.

The Authorized Representative certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the Sponsor, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the Authorized Representative shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(3) The Authorized Representative shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

PART II – SECTION C

The Sponsor hereby represents and certifies as follows:

1. Compatible Land Use – The Sponsor has taken the following actions to assure compatible usage of land adjacent to or in the vicinity of the airport:

There is no change in usage of land adjacent to the Airport. In addition, a height zoning ordinance is in place - Section 201.04, Airport Zone Height Limitations, of the City of Ankeny Zoning Ordinance.

2. Defaults – The Sponsor is not in default on any obligation to the United States or any agency of the United States Government relative to the development, operation, or maintenance of any airport, except as stated herewith:

The Sponsor is NOT in default.

3. Possible Disabilities – There are no facts or circumstances (including the existence of effective or proposed leases, use agreements or other legal instruments affecting use of the Airport or the existence of pending litigation or other legal proceedings) which in reasonable probability might make it impossible for the Sponsor to carry out and complete the Project or carry out the provisions of the Grant Assurances, either by limiting its legal or financial ability or otherwise, except as follows:

None

4. Consistency with Local Plans – The project is reasonably consistent with plans existing at the time of submission of this application) of public agencies that are authorized by the State in which the project is located to plan for the development of the area surrounding the airport.

Yes

5. Consideration of Local Interest – It has given fair consideration to the interest of communities in or near where the project may be located.

Yes

6. Consultation with Users – In making a decision to undertake an airport development project under Title 49, United States Code, it has consulted with airport users that will potentially be affected by the project (§ 47105(a)(2)).

Yes

7. Public Hearings – In projects involving the location of an airport, an airport runway or a major runway extension, it has afforded the opportunity for public hearings for the purpose of considering the economic, social, and environmental effects of the airport or runway location and its consistency with goals and objectives of such planning as has been carried out by the community and it shall, when requested by the Secretary, submit a copy of the transcript of such hearings to the Secretary. Further, for such projects, it has on its management board either voting representation from the communities where the project is located or has advised the communities that they have the right to petition the Secretary concerning a proposed project.

Not Applicable

8. Air and Water Quality Standards – In projects involving airport location, a major runway extension, or runway location it will provide for the Governor of the state in which the project is located to certify in writing to the Secretary that the project will be located, designed, constructed, and operated so as to comply with applicable and air and water quality standards. In any case where such standards have not been approved and where applicable air and water quality standards have been promulgated by the Administrator of the Environmental Protection Agency, certification shall be obtained from such Administrator. Notice of certification or refusal to certify shall be provided within sixty days after the project application has been received by the Secretary.

Not Applicable

PART II – SECTION C (Continued)

9. Exclusive Rights – There is no grant of an exclusive right for the conduct of any aeronautical activity at any airport owned or controlled by the Sponsor except as follows:

None

10. Land – (a) The sponsor holds the following property interest in the following areas of land, which are to be developed or used as part of or in connection with the Airport subject to the following exceptions, encumbrances, and adverse interests, all of which areas are identified on the aforementioned property map designated as Exhibit “A”. [1]

Parcels 3 and 4 as depicted on the current Exhibit A Property Map dated June 28, 2019 and prepared under AIP Grant No. 3-19-0132-025 is incorporated herein by reference.

The Sponsor further certifies that the above is based on a title examination by a qualified attorney or title company and that such attorney or title company has determined that the Sponsor holds the above property interests.

(b) The Sponsor will acquire within a reasonable time, but in any event prior to the start of any construction work under the Project, the following property interest in the following areas of land on which such construction work is to be performed, all of which areas are identified on the aforementioned property map designated as Exhibit “A”. [1]

N/A

(c) The Sponsor will acquire within a reasonable time, and if feasible prior to the completion of all construction work under the Project, the following property interest in the following areas of land which are to be developed or used as part of or in connection with the Airport as it will be upon completion of the Project, all of which areas are identified on the aforementioned property map designated as Exhibit “A”. [1]

N/A

¹ State the character of property interest in each area and list and identify for each all exceptions, encumbrances, and adverse interests of every kind and nature, including liens, easements, leases, etc. The separate areas of land need only be identified here by the area numbers shown on the property map.

PART III – BUDGET INFORMATION – CONSTRUCTION

SECTION A – GENERAL	
1. Assistance Listing Number:	20-106
2. Functional or Other Breakout:	Bipartisan Infrastructure Law - Airport Infrastructure Grant

SECTION B – CALCULATION OF FEDERAL GRANT			
Cost Classification	Latest Approved Amount (Use only for revisions)	Adjustment + or (-) Amount (Use only for revisions)	Total Amount Required
1. Administration expense			\$ 1,000
2. Preliminary expense			
3. Land, structures, right-of-way			
4. Architectural engineering basic fees			98,120
5. Other Architectural engineering fees			11,005
6. Project inspection fees			99,875
7. Land development			
8. Relocation Expenses			
9. Relocation payments to Individuals and Businesses			
10. Demolition and removal			
11. Construction and project improvement			492,313
12. Equipment			
13. Miscellaneous			
14. Subtotal (Lines 1 through 13)			\$ 702,313
15. Estimated Income (if applicable)			
16. Net Project Amount (Line 14 minus 15)			702,313
17. Less: Ineligible Exclusions (Section C, line 23 g.)			32,458
18. Subtotal (Lines 16 through 17)			\$ 669,855
19. Federal Share requested of Line 18			636,362
20. Grantee share			65,951
21. Other shares			
22. TOTAL PROJECT (Lines 19, 20 & 21)			\$ 702,313

SECTION C – EXCLUSIONS	
23. Classification (Description of non-participating work)	Amount Ineligible for Participation
a. Division II items (Dumpster enclosure, including associated site work)	\$ 32,458
b.	
c.	
d.	
e.	
f.	
g. Total	\$ 32,458

SECTION D – PROPOSED METHOD OF FINANCING NON-FEDERAL SHARE	
24. Grantee Share – Fund Categories	Amount
a. Securities	
b. Mortgages	
c. Appropriations (by Applicant)	
d. Bonds	
e. Tax Levies	
f. Non-Cash	
g. Other (Explain): Cash on Hand	33,493
h. TOTAL - Grantee share	\$ 33,493
25. Other Shares	Amount
a. State	
b. Other	
c. TOTAL - Other Shares	
26. TOTAL NON-FEDERAL FINANCING	\$ 65,951

SECTION E – REMARKS (Attach sheets if additional space is required)
The following items are incorporated by reference: Exhibit A dated June 28, 2019.

PART IV – PROGRAM NARRATIVE
(Suggested Format)

PROJECT: Reconstruct Airport Entrance Roundabout and Terminal Building Parking Lot

AIRPORT: Ankeny Regional Airport

1. Objective:

This Grant Application includes preliminary engineering / design / bidding / CA services and construction for the project "Reconstruct Airport Entrance Roundabout and Terminal Building Parking Lot" at Ankeny Regional Airport, Ankeny, Iowa.

2. Benefits Anticipated:

An improved vehicle parking lot will provide for the safe and convenient flow of passenger traffic, aviation fuel transports, and other public using the airport terminal facilities.

3. Approach: (See approved Scope of Work in Final Application)

The proposed scope includes improvements to reconstruct the airport entrance roundabout and the terminal building parking lot at the Ankeny Regional Airport.

Final design is completed. Bidding on the project will be April 1, 2025. Construction is anticipated to begin Fall 2025.

4. Geographic Location:

Ankeny Regional Airport, Ankeny, Iowa, Polk County, Iowa USA

5. If Applicable, Provide Additional Information:

6. Sponsor's Representative: (include address & telephone number)

Paul Moritz, Airport Board Manager, Polk County Aviation Authority
Ankeny Regional Airport, 410 W. 1st St., Ankeny, IA 50021
PH 515-965-6428

Construction Project Final Acceptance Airport Improvement Program Sponsor Certification

Sponsor: Polk County Aviation Authority

Airport: Ankeny Regional Airport

Project Number: 3-19-0132-034-2025 BIL-AIG

Description of Work: Reconstruct Airport Entrance Roundabout and Terminal Building Parking Lot

Application

49 USC § 47105(d), authorizes the Secretary to require me certification from the sponsor that it will comply with the statutory and administrative requirements in carrying out a project under the Airport Improvement Program. General standards for final acceptance and close out of federally funded construction projects are in 2 CFR § 200.343 – Closeout and supplemented by FAA Order 5100.38. The sponsor must determine that project costs are accurate and proper in accordance with specific requirements of the grant agreement and contract documents.

Certification Statements

Except for certification statements below marked not applicable (N/A), this list includes major requirements of the construction project. Selecting “Yes” represents sponsor acknowledgment and confirmation of the certification statement. The term “will” means Sponsor action taken at appropriate time based on the certification statement focus area, but no later than the end of the project period of performance. This list is not comprehensive and does not relieve the sponsor from fully complying with all applicable statutory and administrative standards. The source of the requirement is referenced within parenthesis.

1. The personnel engaged in project administration, engineering supervision, project inspection, and acceptance testing were or will be determined to be qualified and competent to perform the work (Grant Assurance).
☒ Yes ☐ No ☐ N/A
2. Construction records, including daily logs, were or will be kept by the resident engineer/construction inspector that fully document contractor’s performance in complying with:
 - a. Technical standards (Advisory Circular (AC) 150/5370-12);
 - b. Contract requirements (2 CFR part 200 and FAA Order 5100.38); and
 - c. Construction safety and phasing plan measures (AC 150/5370-2).☒ Yes ☐ No ☐ N/A
3. All acceptance tests specified in the project specifications were or will be performed and documented. (AC 150/5370-12).
☒ Yes ☐ No ☐ N/A

4. Sponsor has taken or will take appropriate corrective action for any test result outside of allowable tolerances (AC 150/5370-12).
☒ Yes ☐ No ☐ N/A
5. Pay reduction factors required by the specifications were applied or will be applied in computing final payments with a summary made available to the FAA (AC 150/5370-10).
☒ Yes ☐ No ☐ N/A
6. Sponsor has notified, or will promptly notify the Federal Aviation Administration (FAA) of the following occurrences:
- a. Violations of any federal requirements set forth or included by reference in the contract documents (2 CFR part 200);
 - b. Disputes or complaints concerning federal labor standards (29 CFR part 5); and
 - c. Violations of or complaints addressing conformance with Equal Employment Opportunity or Disadvantaged Business Enterprise requirements (41 CFR Chapter 60 and 49 CFR part 26).
- ☒ Yes ☐ No ☐ N/A
7. Weekly payroll records and statements of compliance were or will be submitted by the prime contractor and reviewed by the sponsor for conformance with federal labor and civil rights requirements as required by FAA and U.S. Department of Labor (29 CFR Part 5).
☒ Yes ☐ No ☐ N/A
8. Payments to the contractor were or will be made in conformance with federal requirements and contract provisions using sponsor internal controls that include:
- a. Retaining source documentation of payments and verifying contractor billing statements against actual performance (2 CFR § 200.302 and FAA Order 5100.38);
 - b. Prompt payment of subcontractors for satisfactory performance of work (49 CFR § 26.29);
 - c. Release of applicable retainage upon satisfactory performance of work (49 CFR § 26.29); and
 - d. Verification that payments to DBEs represent work the DBE performed by carrying out a commercially useful function (49 CFR §26.55).
- ☒ Yes ☐ No ☐ N/A
9. A final project inspection was or will be conducted with representatives of the sponsor and the contractor present that ensure:
- a. Physical completion of project work in conformance with approved plans and specifications (Order 5100.38);
 - b. Necessary actions to correct punch list items identified during final inspection are complete (Order 5100.38); and
 - c. Preparation of a record of final inspection and distribution to parties to the contract (Order 5100.38);
- ☒ Yes ☐ No ☐ N/A
10. The project was or will be accomplished without material deviations, changes, or modifications from approved plans and specifications, except as approved by the FAA (Order 5100.38).
☒ Yes ☐ No ☐ N/A

11. The construction of all buildings have complied or will comply with the seismic construction requirements of 49 CFR § 41.120.

☒ Yes ☐ No ☐ N/A

12. For development projects, sponsor has taken or will take the following close-out actions:

- a. Submit to the FAA a final test and quality assurance report summarizing acceptance test results, as applicable (Grant Condition);
- b. Complete all environmental requirements as established within the project environmental determination (Order 5100.38); and
- c. Prepare and retain as-built plans (Order 5100.38).

☒ Yes ☐ No ☐ N/A

13. Sponsor has revised or will revise their airport layout plan (ALP) that reflects improvements made and has submitted or will submit an updated ALP to the FAA no later than 90 days from the period of performance end date. (49 USC § 47107 and Order 5100.38).

☒ Yes ☐ No ☐ N/A

Attach documentation clarifying any above item marked with "No" response.

Sponsor's Certification

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and additional documentation for any item marked "no" is correct and complete.

Executed on this 10th day of April, 2025.

Name of Sponsor: Polk County Aviation Authority

Name of Sponsor's Authorized Official: Paul Moritz

Title of Sponsor's Authorized Official: Airport Board Manager

Signature of Sponsor's Authorized Official:

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

Drug-Free Workplace Airport Improvement Program Sponsor Certification

Sponsor: Polk County Aviation Authority

Airport: Ankeny Regional Airport

Project Number: 3-19-0132-034-25 BIL-AIG

Description of Work: Reconstruct Airport Entrance Roundabout and Terminal Building Parking Lot

Application

49 USC § 47105(d) authorizes the Secretary to require certification from the sponsor that it will comply with the statutory and administrative requirements in carrying out a project under the Airport Improvement Program (AIP). General requirements on the drug-free workplace within federal grant programs are described in 2 CFR part 182. Sponsors are required to certify they will be, or will continue to provide, a drug-free workplace in accordance with the regulation. The AIP project grant agreement contains specific assurances on the Drug-Free Workplace Act of 1988.

Certification Statements

Except for certification statements below marked as not applicable (N/A), this list includes major requirements of the construction project. Selecting "Yes" represents sponsor acknowledgement and confirmation of the certification statement. The term "will" means Sponsor action taken at appropriate time based on the certification statement focus area, but no later than the end of the project period of performance. This list is not comprehensive and does not relieve the sponsor from fully complying with all applicable statutory and administrative standards. The source of the requirement is referenced within parenthesis.

1. A statement has been or will be published prior to commencement of project notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the sponsor's workplace, and specifying the actions to be taken against employees for violation of such prohibition (2 CFR § 182.205).

☒ Yes ☐ No ☐ N/A

2. An ongoing drug-free awareness program (2 CFR § 182.215) has been or will be established prior to commencement of project to inform employees about:

- a. The dangers of drug abuse in the workplace;
- b. The sponsor's policy of maintaining a drug-free workplace;
- c. Any available drug counseling, rehabilitation, and employee assistance programs; and
- d. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

☒ Yes ☐ No ☐ N/A

3. Each employee to be engaged in the performance of the work has been or will be given a copy of the statement required within item 1 above prior to commencement of project (2 CFR § 182.210).

☒ Yes ☐ No ☐ N/A

4. Employees have been or will be notified in the statement required by item 1 above that, as a condition employment under the grant (2 CFR § 182.205(c)), the employee will:

- a. Abide by the terms of the statement; and
- b. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction.

☒ Yes ☐ No ☐ N/A

5. The Federal Aviation Administration (FAA) will be notified in writing within 10 calendar days after receiving notice under item 4b above from an employee or otherwise receiving actual notice of such conviction (2 CFR § 182.225). Employers of convicted employees must provide notice, including position title of the employee, to the FAA (2 CFR § 182.300).

☒ Yes ☐ No ☐ N/A

6. One of the following actions (2 CFR § 182.225(b)) will be taken within 30 calendar days of receiving a notice under item 4b above with respect to any employee who is so convicted:

- a. Take appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; and
- b. Require such employee to participate satisfactorily in drug abuse assistance or rehabilitation programs approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency.

☒ Yes ☐ No ☐ N/A

7. A good faith effort will be made, on a continuous basis, to maintain a drug-free workplace through implementation of items 1 through 6 above (2 CFR § 182.200).

☒ Yes ☐ No ☐ N/A

Site(s) of performance of work (2 CFR § 182.230):

Location 1

Name of Location: Ankeny Regional Airport

Address: 3700 SE Convenience Blvd., Ankeny, IA 50021

Location 2 (if applicable)

Name of Location:

Address:

Location 3 (if applicable)

Name of Location:

Address:

Attach documentation clarifying any above item marked with a "No" response.

Sponsor's Certification

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and additional documentation for any item marked "no" is correct and complete.

Executed on this 10th day of April, 2025.

Name of Sponsor: Polk County Aviation Authority

Name of Sponsor's Authorized Official: Paul Moritz

Title of Sponsor's Authorized Official: Airport Board Manager

Signature of Sponsor's Authorized Official: _____

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

Equipment and Construction Contracts Airport Improvement Sponsor Certification

Sponsor: Polk County Aviation Authority

Airport: Ankeny Regional Airport

Project Number: 3-19-0132-034-25 BIL-AIG

Description of Work: Reconstruct Airport Entrance Roundabout and Terminal Building Parking Lot

Application

49 USC § 47105(d) authorizes the Secretary to require certification from the sponsor that it will comply with the statutory and administrative requirements in carrying out a project under the Airport Improvement Program (AIP). General procurement standards for equipment and construction contracts within Federal grant programs are described in 2 CFR §§ 200.317-200.326. Labor and Civil Rights Standards applicable to the AIP are established by the Department of Labor (www.dol.gov) AIP Grant Assurance C.1—General Federal Requirements identifies all applicable Federal Laws, regulations, executive orders, policies, guidelines and requirements for assistance under the AIP. Sponsors may use state and local procedures provided the procurement conforms to these federal standards.

This certification applies to all equipment and construction projects. Equipment projects may or may not employ laborers and mechanics that qualify the project as a “covered contract” under requirements established by the Department of Labor requirements. Sponsor shall provide appropriate responses to the certification statements that reflect the character of the project regardless of whether the contract is for a construction project or an equipment project.

Certification Statements

Except for certification statements below marked as not applicable (N/A), this list includes major requirements of the construction project. Selecting “Yes” represents sponsor acknowledgement and confirmation of the certification statement. The term “will” means Sponsor action taken at appropriate time based on the certification statement focus area, but no later than the end of the project period of performance. This list is not comprehensive and does not relieve the sponsor from fully complying with all applicable statutory and administrative standards. The source of the requirement is referenced within parenthesis.

1. A written code or standard of conduct is or will be in effect prior to commencement of the project that governs the performance of the sponsor’s officers, employees, or agents in soliciting, awarding and administering procurement contracts (2 CFR § 200.318).

☒ Yes ☐ No ☐ N/A

2. For all contracts, qualified and competent personnel are or will be engaged to perform contract administration, engineering supervision, construction inspection, and testing (Grant Assurance C.17).
☒ Yes ☐ No ☐ N/A
3. Sponsors that are required to have a Disadvantage Business Enterprise (DBE) program on file with the FAA have included or will include clauses required by Title VI of the Civil Rights Act and 49 CFR Part 26 for Disadvantaged Business Enterprises in all contracts and subcontracts.
☒ Yes ☐ No ☐ N/A
4. Sponsors required to have a DBE program on file with the FAA have implemented or will implement monitoring and enforcement measures that:
- a. Ensure work committed to Disadvantaged Business Enterprises at contract award is actually performed by the named DBEs (49 CFR § 26.37(b));
 - b. Include written certification that the sponsor has reviewed contract records and has monitored work sites for performance by DBE firms (49 CFR § 26.37(b)); and
 - c. Provides for a running tally of payments made to DBE firms and a means for comparing actual attainments (i.e. payments) to original commitments (49 CFR § 26.37(c)).
- ☒ Yes ☐ No ☐ N/A
5. Sponsor procurement actions using the competitive sealed bid method (2 CFR § 200.320(c)). was or will be:
- a. Publicly advertised, allowing a sufficient response time to solicit an adequate number of interested contractors or vendors;
 - b. Prepared to include a complete, adequate and realistic specification that defines the items or services in sufficient detail to allow prospective bidders to respond;
 - c. Publicly opened at a time and place prescribed in the invitation for bids; and
 - d. Prepared in a manner that result in a firm fixed price contract award to the lowest responsive and responsible bidder.
- ☒ Yes ☐ No ☐ N/A
6. For projects the Sponsor proposes to use the competitive proposal procurement method (2 CFR § 200.320(d)), Sponsor has requested or will request FAA approval prior to proceeding with a competitive proposal procurement by submitting to the FAA the following:
- a. Written justification that supports use of competitive proposal method in lieu of the preferred sealed bid procurement method;
 - b. Plan for publicizing and soliciting an adequate number of qualified sources; and
 - c. Listing of evaluation factors along with relative importance of the factors.
- ☒ Yes ☐ No ☐ N/A
7. For construction and equipment installation projects, the bid solicitation includes or will include the current federal wage rate schedule(s) for the appropriate type of work classifications (2 CFR Part 200, Appendix II).
☒ Yes ☐ No ☐ N/A

8. Concurrence was or will be obtained from the Federal Aviation Administration (FAA) prior to contract award under any of the following circumstances (Order 5100.38D):

- a. Only one qualified person/firm submits a responsive bid;
- b. Award is to be made to other than the lowest responsible bidder; and
- c. Life cycle costing is a factor in selecting the lowest responsive bidder.

☒ Yes ☐ No ☐ N/A

9. All construction and equipment installation contracts contain or will contain provisions for:

- a. Access to Records (§ 200.336)
- b. Buy American Preferences (Title 49 U.S.C. § 50101)
- c. Civil Rights - General Provisions and Title VI Assurances(41 CFR part 60)
- d. Federal Fair Labor Standards (29 U.S.C. § 201, et seq)
- e. Occupational Safety and Health Act requirements (20 CFR part 1920)
- f. Seismic Safety – building construction (49 CFR part 41)
- g. State Energy Conservation Requirements - as applicable(2 CFR part 200, Appendix II)
- h. U.S. Trade Restriction (49 CFR part 30)
- i. Veterans Preference (49 USC § 47112(c))

☒ Yes ☐ No ☐ N/A

10. All construction and equipment installation contracts exceeding \$2,000 contain or will contain the provisions established by:

- a. Davis-Bacon and Related Acts (29 CFR part 5)
- b. Copeland “Anti-Kickback” Act (29 CFR parts 3 and 5)

☒ Yes ☐ No ☐ N/A

11. All construction and equipment installation contracts exceeding \$3,000 contain or will contain a contract provision that discourages distracted driving (E.O. 13513).

☒ Yes ☐ No ☐ N/A

12. All contracts exceeding \$10,000 contain or will contain the following provisions as applicable:

- a. Construction and equipment installation projects - Applicable clauses from 41 CFR Part 60 for compliance with Executive Orders 11246 and 11375 on Equal Employment Opportunity;
- b. Construction and equipment installation - Contract Clause prohibiting segregated facilities in accordance with 41 CFR part 60-1.8;
- c. Requirement to maximize use of products containing recovered materials in accordance with 2 CFR § 200.322 and 40 CFR part 247; and
- d. Provisions that address termination for cause and termination for convenience (2 CFR Part 200, Appendix II).

☒ Yes ☐ No ☐ N/A

13. All contracts and subcontracts exceeding \$25,000: Measures are in place or will be in place (e.g. checking the System for Award Management) that ensure contracts and subcontracts are not awarded to individuals or firms suspended, debarred, or excluded from participating in federally assisted projects (2 CFR parts 180 and 1200).

☒ Yes ☐ No ☐ N/A

14. Contracts exceeding the simplified acquisition threshold (currently \$250,000) include or will include provisions, as applicable, that address the following:

- a. Construction and equipment installation contracts - a bid guarantee of 5%, a performance bond of 100%, and a payment bond of 100% (2 CFR § 200.325);
- b. Construction and equipment installation contracts - requirements of the Contract Work Hours and Safety Standards Act (40 USC 3701-3708, Sections 103 and 107);
- c. Restrictions on Lobbying and Influencing (2 CFR part 200, Appendix II);
- d. Conditions specifying administrative, contractual and legal remedies for instances where contractor or vendor violate or breach the terms and conditions of the contract (2 CFR §200, Appendix II); and
- e. All Contracts - Applicable standards and requirements issued under Section 306 of the Clean Air Act (42 USC 7401-7671q), Section 508 of the Clean Water Act (33 USC 1251-1387, and Executive Order 11738.

☒ Yes ☐ No ☐ N/A

Attach documentation clarifying any above item marked with "No" response.

Sponsor's Certification

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and additional documentation for any item marked "no" is correct and complete.

Executed on this 10th day of April, 2025.

Name of Sponsor: Polk County Aviation Authority

Name of Sponsor's Authorized Official: Paul Moritz

Title of Sponsor's Authorized Official: Airport Board Manager

Signature of Sponsor's Authorized Official:

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

Project Plans and Specifications

Airport Improvement Program Sponsor Certification

Sponsor: Polk County Aviation Authority

Airport: Ankeny Regional Airport

Project Number: 3-19-0132-034-2025 BIL-AIG

Description of Work: Reconstruct Airport Entrance Roundabout and Terminal Building Parking Lot

Application

49 USC § 47105(d) authorizes the Secretary to require certification from the sponsor that it will comply with the statutory and administrative requirements in carrying out a project under the Airport Improvement Program (AIP). Labor and civil rights standards applicable to AIP are established by the Department of Labor (www.dol.gov/). AIP Grant Assurance C.1—General Federal Requirements identifies applicable federal laws, regulations, executive orders, policies, guidelines and requirements for assistance under AIP. A list of current advisory circulars with specific standards for procurement, design or construction of airports, and installation of equipment and facilities is referenced in standard airport sponsor Grant Assurance 34 contained in the grant agreement.

Certification Statements

Except for certification statements below marked as not applicable (N/A), this list includes major requirements of the construction project. Selecting “Yes” represents sponsor acknowledgement and confirmation of the certification statement. The term “will” means Sponsor action taken at appropriate time based on the certification statement focus area, but no later than the end of the project period of performance. This list is not comprehensive and does not relieve the sponsor from fully complying with all applicable statutory and administrative standards. The source of the requirement is referenced within parenthesis.

1. The plans and specifications were or will be prepared in accordance with applicable federal standards and requirements, so that no deviation or modification to standards set forth in the advisory circulars, or FAA-accepted state standard, is necessary other than those explicitly approved by the Federal Aviation Administration (FAA) (14 USC § 47105).
☒ Yes ☐ No ☐ N/A
2. Specifications incorporate or will incorporate a clear and accurate description of the technical requirement for the material or product that does not contain limiting or proprietary features that unduly restrict competition (2 CFR §200.319).
☒ Yes ☐ No ☐ N/A

3. The development that is included or will be included in the plans is depicted on the current airport layout plan as approved by the FAA (14 USC § 47107).
☒ Yes ☐ No ☐ N/A
4. Development and features that are ineligible or unallowable for AIP funding have been or will be omitted from the plans and specifications (FAA Order 5100.38, par. 3-43).
☒ Yes ☐ No ☐ N/A
5. The specification does not use or will not use "brand name" or equal to convey requirements unless sponsor requests and receives approval from the FAA to use brand name (FAA Order 5100.38, Table U-5).
☒ Yes ☐ No ☐ N/A
6. The specification does not impose or will not impose geographical preference in their procurement requirements (2 CFR §200.319(b) and FAA Order 5100.38, Table U-5).
☒ Yes ☐ No ☐ N/A
7. The use of prequalified lists of individuals, firms or products include or will include sufficient qualified sources that ensure open and free competition and that does not preclude potential entities from qualifying during the solicitation period (2 CFR §319(d)).
☒ Yes ☐ No ☐ N/A
8. Solicitations with bid alternates include or will include explicit information that establish a basis for award of contract that is free of arbitrary decisions by the sponsor (2 CFR § 200.319(a)(7)).
☒ Yes ☐ No ☐ N/A
9. Concurrence was or will be obtained from the FAA if Sponsor incorporates a value engineering clause into the contract (FAA Order 5100.38, par. 3-57).
☒ Yes ☐ No ☐ N/A
10. The plans and specifications incorporate or will incorporate applicable requirements and recommendations set forth in the federally approved environmental finding (49 USC §47106(c)).
☒ Yes ☐ No ☐ N/A
11. The design of all buildings comply or will comply with the seismic design requirements of 49 CFR § 41.120. (FAA Order 5100.38d, par. 3-92)
☐ Yes ☐ No ☒ N/A
12. The project specification include or will include process control and acceptance tests required for the project by as per the applicable standard:
- a. Construction and installation as contained in Advisory Circular (AC) 150/5370-10.
☒ Yes ☐ No ☐ N/A

b. Snow Removal Equipment as contained in AC 150/5220-20.

☐ Yes ☐ No ☒ N/A

c. Aircraft Rescue and Fire Fighting (ARFF) vehicles as contained in AC 150/5220-10.

☐ Yes ☐ No ☒ N/A

13. For construction activities within or near aircraft operational areas(AOA):

a. The Sponsor has or will prepare a construction safety and phasing plan (CSPP) conforming to Advisory Circular 150/5370-2.

b. Compliance with CSPP safety provisions has been or will be incorporated into the plans and specifications as a contractor requirement.

c. Sponsor will not initiate work until receiving FAA's concurrence with the CSPP (FAA Order 5100.38, Par. 5-29).

☐ Yes ☐ No ☒ N/A

14. The project was or will be physically completed without federal participation in costs due to errors and omissions in the plans and specifications that were foreseeable at the time of project design (49 USC §47110(b)(1) and FAA Order 5100.38d, par. 3-100).

☒ Yes ☐ No ☐ N/A

Attach documentation clarifying any above item marked with "No" response.

Sponsor's Certification

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and additional documentation for any item marked "no" is correct and complete.

Executed on this 10th day of April, 2025.

Name of Sponsor: Polk County Aviation Authority

Name of Sponsor's Authorized Official: Paul Moritz

Title of Sponsor's Authorized Official: Airport Board Manager

Signature of Sponsor's Authorized Official: _____

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

Selection of Consultants

Airport Improvement Program Sponsor Certification

Sponsor: Polk County Aviation Authority

Airport: Ankeny Regional Airport

Project Number: 3-19-0132-034-2025 BIL-AIG

Description of Work: Reconstruct Airport Entrance Roundabout and Terminal Building Parking Lot

Application

49 USC § 47105(d) authorizes the Secretary to require certification from the sponsor that it will comply with the statutory and administrative requirements in carrying out a project under the Airport Improvement Program (AIP). General requirements for selection of consultant services within federal grant programs are described in 2 CFR §§ 200.317-200.326. Sponsors may use other qualifications-based procedures provided they are equivalent to standards of Title 40 chapter 11 and FAA Advisory Circular 150/5100-14, Architectural, Engineering, and Planning Consultant Services for Airport Grant Projects.

Certification Statements

Except for certification statements below marked as not applicable (N/A), this list includes major requirements of the construction project. Selecting "Yes" represents sponsor acknowledgement and confirmation of the certification statement. The term "will" means Sponsor action taken at appropriate time based on the certification statement focus area, but no later than the end of the project period of performance. This list is not comprehensive and does not relieve the sponsor from fully complying with all applicable statutory and administrative standards. The source of the requirement is referenced within parenthesis.

1. Sponsor acknowledges their responsibility for the settlement of all contractual and administrative issues arising out of their procurement actions (2 CFR § 200.318(k)).
☒ Yes ☐ No ☐ N/A
2. Sponsor procurement actions ensure or will ensure full and open competition that does not unduly limit competition (2 CFR § 200.319).
☒ Yes ☐ No ☐ N/A
3. Sponsor has excluded or will exclude any entity that develops or drafts specifications, requirements, or statements of work associated with the development of a request-for-qualifications (RFQ) from competing for the advertised services (2 CFR § 200.319).
☒ Yes ☐ No ☐ N/A

4. The advertisement describes or will describe specific project statements-of-work that provide clear detail of required services without unduly restricting competition (2 CFR § 200.319).
- ☒ Yes ☐ No ☐ N/A
5. Sponsor has publicized or will publicize a RFQ that:
- a. Solicits an adequate number of qualified sources (2 CFR § 200.320(d)); and
- b. Identifies all evaluation criteria and relative importance (2 CFR § 200.320(d)).
- ☒ Yes ☐ No ☐ N/A
6. Sponsor has based or will base selection on qualifications, experience, and disadvantaged business enterprise participation with price not being a selection factor (2 CFR § 200.320(d)).
- ☒ Yes ☐ No ☐ N/A
7. Sponsor has verified or will verify that agreements exceeding \$25,000 are not awarded to individuals or firms suspended, debarred or otherwise excluded from participating in federally assisted projects (2 CFR § 180.300).
- ☒ Yes ☐ No ☐ N/A
8. A/E services covering multiple projects: Sponsor has agreed to or will agree to:
- a. Refrain from initiating work covered by this procurement beyond five years from the date of selection (AC 150/5100-14); and
- b. Retain the right to conduct new procurement actions for projects identified or not identified in the RFQ (AC 150/5100-14).
- ☒ Yes ☐ No ☐ N/A
9. Sponsor has negotiated or will negotiate a fair and reasonable fee with the firm they select as most qualified for the services identified in the RFQ (2 CFR § 200.323).
- ☒ Yes ☐ No ☐ N/A
10. The Sponsor's contract identifies or will identify costs associated with ineligible work separately from costs associated with eligible work (2 CFR § 200.302).
- ☒ Yes ☐ No ☐ N/A
11. Sponsor has prepared or will prepare a record of negotiations detailing the history of the procurement action, rationale for contract type and basis for contract fees (2 CFR § 200.318(i)).
- ☒ Yes ☐ No ☐ N/A
12. Sponsor has incorporated or will incorporate mandatory contract provisions in the consultant contract for AIP-assisted work (49 U.S.C. Chapter 471 and 2 CFR part 200 Appendix II)
- ☒ Yes ☐ No ☐ N/A

13. For contracts that apply a time-and-material payment provision (also known as hourly rates, specific rates of compensation, and labor rates), the Sponsor has established or will establish:

- a. Justification that there is no other suitable contract method for the services (2 CFR §200.318(j));
- b. A ceiling price that the consultant exceeds at their risk (2 CFR §200.318(j)); and
- c. A high degree of oversight that assures consultant is performing work in an efficient manner with effective cost controls in place 2 CFR §200.318(j)).

☒ Yes ☐ No ☐ N/A

14. Sponsor is not using or will not use the prohibited cost-plus-percentage-of-cost (CPPC) contract method. (2 CFR § 200.323(d)).

☒ Yes ☐ No ☐ N/A

Attach documentation clarifying any above item marked with "no" response.

Sponsor's Certification

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and additional documentation for any item marked "no" is correct and complete.

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

Executed on this 10th day of April, 2025.

Name of Sponsor: Polk County Aviation Authority

Name of Sponsor's Authorized Official: Paul Moritz

Title of Sponsor's Authorized Official: Airport Board Manager

Signature of Sponsor's Authorized Official: _____

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

Certification and Disclosure Regarding Potential Conflicts of Interest Airport Improvement Program Sponsor Certification

Sponsor: Polk County Aviation Authority

Airport: Ankeny Regional Airport

Project Number: 3-19-0132-034-2025 BIL-AIG

Description of Work: Reconstruct Airport Entrance Roundabout and Terminal Building Parking Lot

Application

Title 2 CFR § 200.112 and § 1201.112 address Federal Aviation Administration (FAA) requirements for conflict of interest. As a condition of eligibility under the Airport Improvement Program (AIP), sponsors must comply with FAA policy on conflict of interest. Such a conflict would arise when any of the following have a financial or other interest in the firm selected for award:

- a) The employee, officer or agent,
- b) Any member of his immediate family,
- c) His or her partner, or
- d) An organization which employs, or is about to employ, any of the above.

Selecting "Yes" represents sponsor or sub-recipient acknowledgement and confirmation of the certification statement. Selecting "No" represents sponsor or sub-recipient disclosure that it cannot fully comply with the certification statement. If "No" is selected, provide support information explaining the negative response as an attachment to this form. This includes whether the sponsor has established standards for financial interest that are not substantial or unsolicited gifts are of nominal value (2 CFR § 200.318(c)). The term "will" means Sponsor action taken at appropriate time based on the certification statement focus area, but no later than the end of the project period of performance.

Certification Statements

1. The sponsor or sub-recipient maintains a written standards of conduct governing conflict of interest and the performance of their employees engaged in the award and administration of contracts (2 CFR § 200.318(c)). To the extent permitted by state or local law or regulations, such standards of conduct provide for penalties, sanctions, or other disciplinary actions for violations of such standards by the sponsor's and sub-recipient's officers, employees, or agents, or by contractors or their agents.

☒ Yes ☐ No

2. The sponsor's or sub-recipient's officers, employees or agents have not and will not solicit or accept gratuities, favors or anything of monetary value from contractors, potential contractors, or parties to sub-agreements (2 CFR § 200.318(c)).

☒ Yes ☐ No

3. The sponsor or sub-recipient certifies that it has disclosed and will disclose to the FAA any known potential conflict of interest (2 CFR § 1200.112).

☒ Yes ☐ No

Attach documentation clarifying any above item marked with "no" response.

Sponsor's Certification

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and have the explanation for any item marked "no" is correct and complete.

Executed on this 10th day of April, 2025.

Name of Sponsor: Polk County Aviation Authority

Name of Sponsor's Authorized Official: Paul Moritz

Title of Sponsor's Authorized Official: Airport Board Manager

Signature of Sponsor's Authorized Official:



I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

TEE HANGAR LEASE

Agreement made by and between the Polk County Aviation Authority (PCAA), 410 West First Street, Ankeny, Iowa 50023, herein referred to as Lessor, and _____, having a principal address at _____, herein referred to as Lessee.

Primary Phone: _____ Alternate Phone: _____

E-mail: _____

Airplane Make and Model: _____

Type of Aircraft: ☐ Single-engine ☐ Multi-engine ☐ Jet ☐ Helicopter ☐ Glider ☐ Other: _____

Airplane Identification Number: N-_____

Is this aircraft sometimes stored at another airport? ☐ No ☐ Yes

If "Yes", approximately what percent of time will it be kept at the Ankeny Regional Airport? _____ %

SECTION ONE – HANGAR AND GROUND SPACE

Lessor leases to Lessee that portion of the airport premises described as follows: Hangar # _____, together with the other improvements currently located on such premises.

Lessee shall not park cars, vans, trucks or other vehicles on the Airport other than in designated parking areas or in the leased premises while Lessee is flying its aircraft. Lessee's right to drive on the Airport property shall be governed by City of Ankeny, Polk County Aviation Authority and United States Homeland Security statutes, regulations, rules and directives.

SECTION TWO – TERM

Subject to earlier termination as provided below in this agreement, the initial term of this agreement shall be the period commencing on _____, **2026** and ending on **December 31, 2026**.

In the event Lessee requests early Lease termination, Lessee will be required on the date of requesting Lease termination to: (1) not be in default under the Lease; and (2) tender a check for three months rental payments or the remainder of the Lease term, whichever is less. Provided, however, in the event that a replacement Lessee is found for the hangar Lessee shall be required to pay rental payments only until commencement of the term of the replacement Lessee.

SECTION THREE – RENTALS AND CHARGES

At the time of execution of this Lease Agreement, Lessee shall pay to Lessor the sum of **Two Hundred Dollars (\$200.00)** to be held and disbursed as a rental deposit.

Upon the termination of this Lease, absent any damages beyond the normal wear and tear to the leased premises, failure to return keys requiring an expense to rekey, and absent any default or violation of the provisions of this Lease which allows Lessor to retain all or part of the security deposit, Lessor shall refund Lessee's security deposit in accordance with applicable state and local laws. In the absence of any state or local laws regarding the returning of security deposits, and upon the above conditions being met, Lessor shall refund Lessee's security deposit within thirty (30) days of the date of termination of this Lease. Also, in the absence of any state or local laws, if Lessee gives Lessor an incorrect or incomplete forwarding address, or if Lessee does not give Lessor a forwarding address, and Lessor is unable, after reasonable investigation, to determine Lessee's new mailing address within sixty (60) days from the date of termination of the Lease, the security deposit shall become the unconditional property of the Lessor.

Lessee agrees to pay Lessor for the exclusive use of the Tee-hangar the sum of **Two Thousand Four Hundred Dollars (\$2,400.00) per annum, computed at the rate of Two Hundred Dollars (\$200.00) per month.** Rentals under this section shall

be paid in advance in monthly installments due and payable no later than the first day of each month, and if not received by said date are delinquent.

In the event of continued possession by Lessee, beyond the expiration of its tenancy (and absent a written agreement by both parties for an extension of this lease, or for a new lease) Lessee shall pay rent in a monthly amount equal to One Hundred Fifty Percent (150%) of the monthly rental amount.

In the event the leased premises or the means of access thereto shall be damaged by fire or other cause, the rent shall not abate, provided that the hangar is not rendered untenable by such damage. In the event the leased premises is rendered untenable and the Lessor elects to repair it the rent shall abate for the period during which such repairs are being made, provided the damage was not caused by the acts or omissions of Lessee, its employees, agents or invitees, in which case the rent shall not abate.

SECTION FOUR – PROHIBITED ACTS

- a. Lessee shall not use the leased premises to compete in any way with any service offered by a Fixed Base Operator (FBO) located on the airport, including flight instructions, air charter, fuel or oil sales and maintenance, except Lessee may use the leased premises for maintenance performed by Lessee upon Lessee's aircraft.
- b. Lessee shall only utilize the leased hangar space for aeronautical uses as defined in Section Six. Indefinite storage of nonoperational aircraft within a hangar is prohibited.
- c. Lessee shall not use the leased premises for storage of aircraft fuel, gasoline or any other flammable or combustible materials except for that fuel which is in the Lessee's aircraft when it is housed on the leased premises and no more than five gallons of aircraft fuel or gasoline in closed containers.
- d. Lessee shall not use the leased premises for storage of lubricating oil except for that lubricating oil which is in the Lessee's aircraft when it is housed on the leased premises and no more than two (2) cases of lubricating oil in closed containers.
- e. Lessee shall not store on the leased premises cleaning solvents including corrosives of a quantity greater than two gallons. All such solvents and corrosives must be contained within a nonflammable cabinet.
- f. All oxygen, acetylene or other compressed air tanks within the leased premises must be secured to prevent tipping/falling over.
- g. Cutting torches and welders are not prohibited from storage within the leased premises, but they must be operated only outside of the leased premises.
- h. No open flames devices, including but not limited to propane or kerosene heaters, are allowed on the leased premises.
- i. Lessee shall commit no waste on the leased premises and further agrees that no waste material, rags, or refuse of any kind or character will be allowed to accumulate in or about the premises.
- j. Lessee shall not erect or permit any signs upon the leased premises, and shall make no alteration to the premises unless approved in writing by the Lessor.
- k. Lessee acknowledges that Lessor must have access to the leased premises at all times. No personal or double locks shall be installed on the leased premises. Lessee shall use only airport-issued locks to lock or secure the leased premises. Keys shall be returned upon termination of the Lease.
- l. Lessee shall not incur damage to the leased premises; reasonable wear and tear excepted.

SECTION FIVE – MAINTENANCE AND UTILITIES

- a. Lessor shall provide electricity to the leased premises. Provided, however, electricity shall be used for lights, electric heater, air compressor and refrigerator only. Lessor reserves the right to assess an additional fee for consumption of utilities by Lessee beyond normal requirements as determined by the Lessor.

- b. Lessee shall provide for and supply at its expense all janitorial service with respect to the interior of the leased premises used exclusively by Lessee, and Lessee shall, at its own expense, keep the interior of the leased premises in good condition, in a clean and orderly manner at all times, free from litter, trash and debris.

SECTION SIX – AERONAUTICAL USES OF LEASED SPACE

- a. The leased premises must be used for an aeronautical purpose unless otherwise approved by the PCAA Board of Directors. Aeronautical purposes for hangars as defined by the FAA include:
1. Storage of active aircraft.
 2. Final assembly of aircraft under construction.
 3. Non-commercial construction of amateur-built or kit-built aircraft.
 4. Maintenance, repair, or refurbishment of aircraft, but not the indefinite storage of nonoperational aircraft.
 5. Storage of aircraft handling equipment e.g. tow bars, glider tow equipment, workbenches, tools and materials used in the servicing, maintenance, repair or outfitting of aircraft.
- b. Non-aeronautical items may be stored within the leased premises provided that the said items do not interfere with the aeronautical use of the leased premises. In order to be compliant, items may not: (i) impede the movement of the aircraft in or out of the hangar, (ii) displace the aeronautical contents of the hangar, (iii) impede access to aircraft or other aeronautical contents of the hangar, (iv) be used for the conduct of a non-aeronautical business, or (v) be stored in violation of any other provision of the lease or airport rules and regulations.
- c. Nonoperational aircraft are allowed within the leased premises while the Lessee is actively assembling, repairing, or refurbishing the said aircraft. Active construction of non-commercial or kit-built aircraft is also permitted.
- d. The PCAA conducts annual hangar and garage inspections in accordance with Section Eleven. If, during those inspections, the PCAA determines that the aircraft within the leased premises is non-operational, the Lessee will be directed to provide to the Airport Manager a written status report every six months stating the progress of the lessee's efforts to assemble, repair, refurbish, reconstruct or otherwise construct the nonoperational aircraft so that it eventually becomes operational. The requirement to provide a status report will be dismissed when the aircraft becomes operational.
- e. The status reports will be reviewed by the PCAA Board at their regular monthly meetings. If, in the opinion of the Board, the Lessee is not making positive progress on the maintenance, repair, or refurbishment of the aircraft, the Board may choose to deem the aircraft as permanently non-operational. If so, the Lessee will be given a period of months to make the aircraft operational or replace it in the leased premises with an operational aircraft owned by the Lessee. If not, the Lessee shall be found to be in default and the lease will be subject to termination in accordance with Section Ten.

SECTION SEVEN – STATUTES, ORDINANCES, LICENSES, RULES AND REGULATIONS

Lessee shall obtain, at its expense, all necessary licenses and permits. Lessee shall comply with all federal, state and local laws and ordinances. Further, Lessee shall comply with all the terms and conditions of any bonds used to acquire any airport property and with all rules and regulations promulgated by Lessor.

Lessee shall at all times comply with all applicable federal, state and local environmental laws and regulations with regard to the Ankeny Regional Airport.

Lessee shall indemnify, defend and hold Lessor harmless against and with respect to any and all damages, claims, losses, liabilities, fines, penalties, and expenses of any kind, including without limitation, reasonable legal and consulting expenses (including attorney and expert fees and the costs of litigation before any court or agency), incurred by Lessor or which are asserted against or imposed upon Lessor by any other party (including without limit any governmental entity) to the extent the event or environmental condition was caused or contributed to by Lessee's activities on or use of the Airport.

SECTION EIGHT – INSURANCE AND WAIVER

Lessee shall, at Lessee's expense, keep Lessee's aircraft insured with adequate insurance at all times during the

effective dates of this Lease and shall likewise be solely responsible for securing at its own expense whatever insurance coverage it may desire on the contents of the leased premises. With this Lease, Lessee shall deliver to the Lessor certificates or binders evidencing the existence of the required insurance.

Lessor assumes no responsibility for loss of use, damage or destruction of personal property or injuries to persons occasioned by Lessee's use of the leased premises. Lessee's signature below is a waiver of any liability on the part of Lessor to Lessee and/or its invitees arising out of Lessee's occupancy and/or use of the leased premises.

SECTION NINE – INDEMNIFICATION OF LESSOR

Lessee agrees to pay Lessor, indemnify Lessor and hold Lessor harmless against any and all liability for injuries to persons or damage to property caused by Lessee's negligent use of or occupancy of the leased premises or caused by the negligence of any Lessee's employees, officers, agents, guests or invitees; provided, however, that Lessee shall not be liable for any injury, damage, or loss occasioned by the negligence of Lessor or its agents or employees and provided further that Lessor shall give to Lessee prompt and timely notice of any claim made or suit instituted which in any way directly or indirectly, contingent or otherwise, affects or might affect Lessee, and Lessee shall have the right to compromise and defend the suit to the extent of its own interest, and Lessee shall do the same regarding prompt and timely notice.

To the extent permitted by law, Lessee hereby releases Lessor, its elected and appointed officials, its agents, employees and volunteers and others working on behalf of the Lessor, from and against any and all liability or responsibility to Lessee or anyone claiming through or under Lessee by way of subrogation or otherwise, for any loss or damage to property caused by fire or any other casualty and for any Lessee liability or workers compensation loss. This provision shall be applicable and in full force and effect only with respect to loss or damage occurring during the term of this Agreement. Lessee's policies of insurance shall contain a clause or endorsement to the effect that such release shall not adversely affect or impair such policies or prejudice the right of Lessee to recover thereunder.

SECTION TEN – TERMINATION BY LESSOR

If Lessee fails to make any payment due under this agreement within ten (10) days of the date on which such payment is due, or cure any other event of default within ten (10) days, Lessor, at its option, may terminate this agreement and take possession of so much of Lessee's personal property as is reasonably necessary to secure payments of the amounts due and unpaid. Lessor shall also have the right to immediately terminate this agreement in the event Lessee performs or allows to be performed any prohibited activities on the premises.

SECTION ELEVEN – INSPECTION BY LESSOR

Lessor or its agent may enter the premises now or hereafter leased exclusively to Lessee at any reasonable time for any purpose necessary or incidental to the performance of its obligations under this Agreement, and to assure the safety of other Tee-hangar Lessees and airport users.

Lessor shall maintain the building and appurtenances; provided however, that Lessor shall not be obligated to make repairs occasioned by the negligent uses or action of Lessee; including but not limited to Lessee's alteration of the hangar door opener. If Lessor determines that the necessary repairs are the result of Lessee's negligence, Lessor shall notify Lessee in writing and Lessee shall have thirty (30) days within which to complete the repairs. If the repair is not completed in the allotted time, Lessor may have the damage repaired and bill Lessee for the cost.

SECTION TWELVE – ASSIGNMENT AND SUBLETTING

Lessee shall not at any time assign or sublet its rights under this agreement or any part thereof without the written consent of Lessor. No such assignment or subletting shall release Lessee from its obligations to pay any and all of the rentals and charges set forth in this agreement.

SECTION THIRTEEN – SUBORDINATION

This agreement shall be subordinate to the provisions of any existing or future agreement between Lessor and the United States and/or the State of Iowa relative to the operation or maintenance of the airport, the execution of which has been or may be required as a condition precedent to the expenditure of federal or state funds for the development of the airport.

SECTION FOURTEEN – NOTICE

All notices and other communications given pursuant to this Lease shall be in writing and shall be (1) mailed by first class, United States Mail, postage prepaid, certified, with return receipt requested, and addressed to the parties hereto at the address specified next to their signature block, (2) hand delivered to the intended address, (3) sent by facsimile transmission, followed by a confirmatory letter, or (4) sent by electronic transmission, followed by a confirmatory letter. A copy of all notices to Lessee shall be delivered in one of the afore described methods to:

LESSOR:

Polk County Aviation Authority _____

c/o Exec 1 Aviation _____

3700 SE Convenience Blvd _____

Ankeny, Iowa 50021 _____

e-mail: **hangar@exec1aviation.com** _____

LESSEE:

Name: _____

Address: _____

City, State Zip: _____

e-mail: _____

All notices shall be effective upon delivery to the address of the addressee. The parties hereto may change their addresses by giving notice thereof to the other in conformity with this provision.

LESSOR:

Name: **Polk County Aviation Authority** _____

Signed: _____

Title: _____ **Chairperson** _____

Date: _____

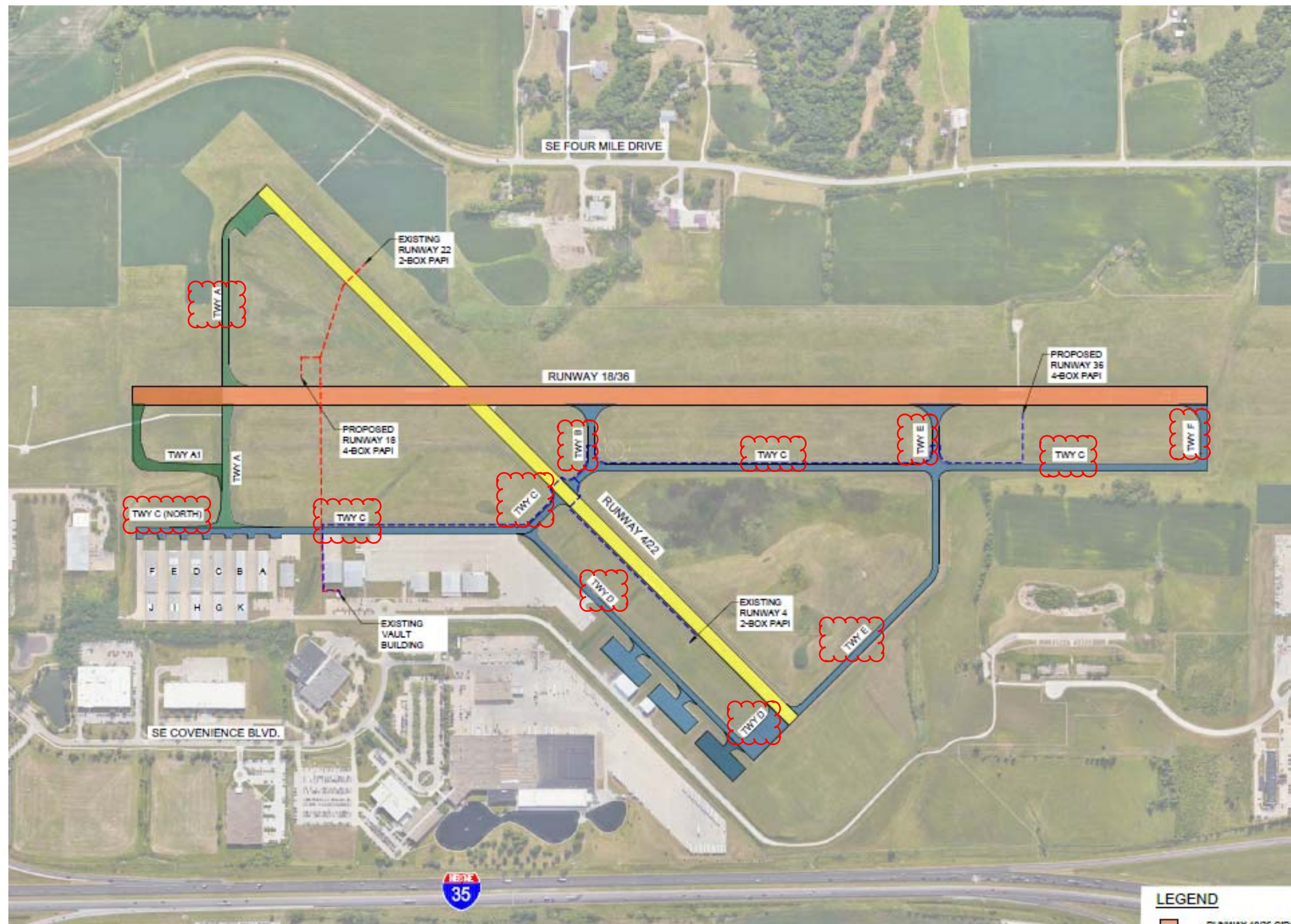
LESSEE:

Name: _____

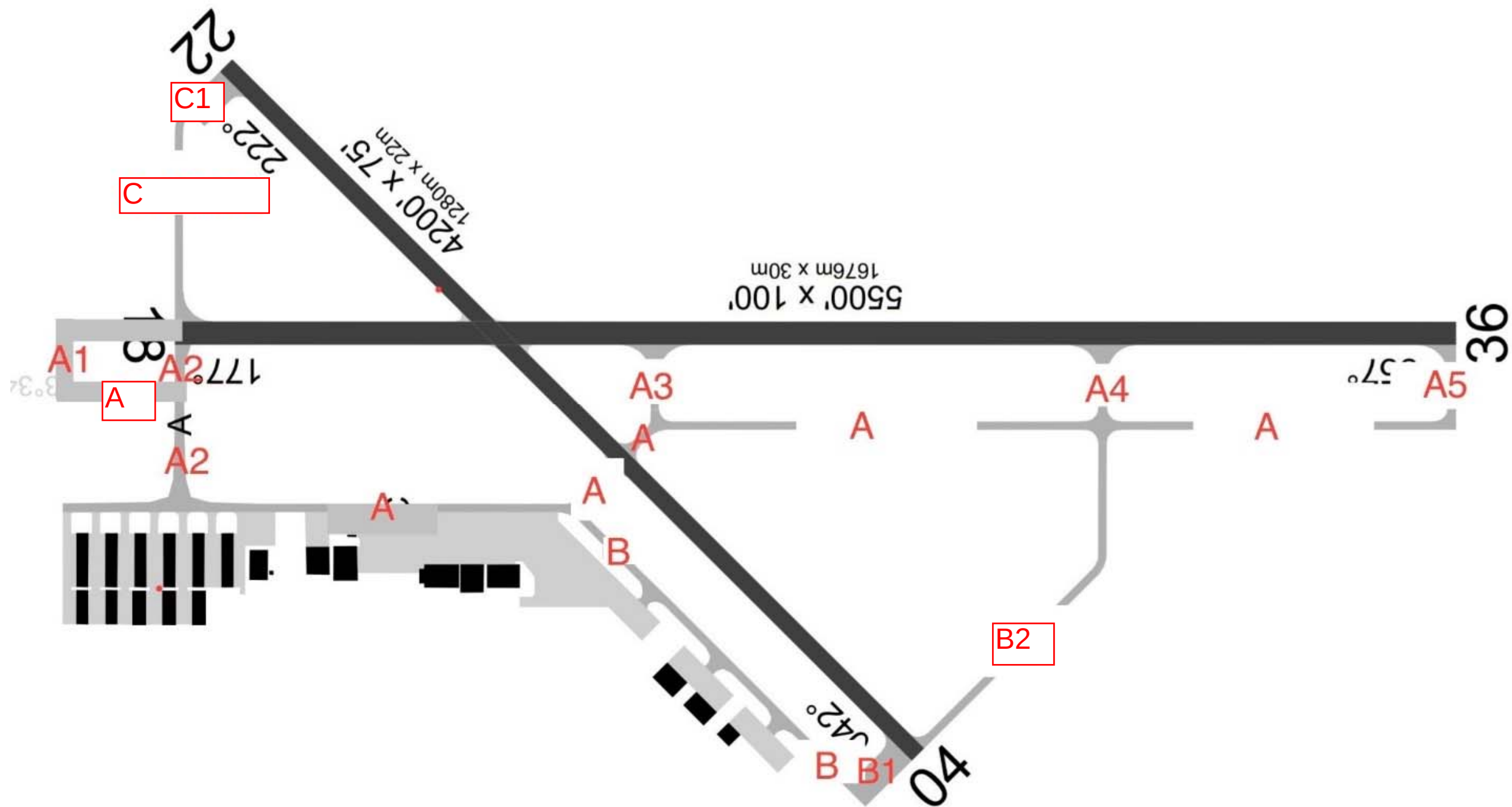
Signed: _____

Title: _____

Date: _____



*Existing Sign Designations with new A1 designator
with bubbles over new taxiway / taxilane designations*



Potential New Designations



Contact Information

Paul Moritz, PE
Airport Manager
Polk County Aviation Authority
pmoritz@ankenyiowa.gov
515.965.6428

Jeff Wangsness
PCAA Chairperson
410 W 1st Street
Ankeny, IA 50023
jwangsness@citrucking.com

PCAA Board Members

Mr. Jeff Wangsness (Ankeny)
Mr. Todd Ashby (Ankeny)
Dr. Paul Novak (Polk County)
Mr. Bill Gardner (Polk County)
Mr. Greg Johnson (Polk County/Ankeny)



Current Projects



Environmental Assessment - Runway 18/36 Extension



Final Engineering Design and Bidding - Runway 18/36 Reconstruction



Taxiway D Box Hangar Development



North Property Line Box Hangars - Phase 1

Polk County Aviation Authority

The Ankeny Regional Airport (IKV) is located within the city limits of Ankeny, Iowa within the Des Moines metropolitan area. Ankeny is one of the fastest growing cities in the country as the population has increased at the rate of 5-6 persons per day since the year 2000. The airport is operated by the five-member Polk County Aviation Authority (PCAA) Board, which is comprised of representatives from the City of Ankeny and Polk County.

The Ankeny Regional Airport is the designated reliever airport for Des Moines International (DSM) and is the third busiest airport in Iowa. Use is robust at Iowa's largest general aviation airport, with heavy business traffic and popular charter services being offered. There are significant aircraft storage facilities at the airport, which support 104 based aircraft. However the PCAA Board is cognizant of the need to expand storage facilities to meet the demands of the strong expanding economy within Ankeny and the Des Moines metropolitan area.

- The airport has 84 tee hangars and there is additional limited private and public box hangar space at the airport. Even with these facilities, there is a waiting list of over 60 pilots who would lease hangar space if it were available.
- The PCAA maintains and updates an extensive Airport Capital Improvements Program annually. The focus of the ACIP is to address improving and expanding the facility:
- » Address the need for additional aircraft storage by constructing infrastructure to support privately-owned box hangars along the west side of the airport. Three of those box hangars are already constructed. When the four phases are completed, there will be 8-10 additional box hangar pads available for construction by private companies or individuals.
 - » The PCAA is also addressing the storage need by constructing authority-owned hangars. Two new box hangars are currently available for leasing and three more are planned.
 - » Reconstruct and extend the main runway by 500 feet. The PCAA acquired two properties located just to the north of the end of Runway 18, to protect the runway and preserve the ability to extend it by 500 feet. The ACIP includes the full reconstruction and extension of Runway 18/36 so that the airport can accommodate a larger class of aircraft in the future.
 - » Phased development of the South Corporate Access / Terminal area. With continued growth of business and services at the airport, the Board is aware that expansion of the existing terminal area is not possible. So this open south area will be developed as a second terminal facility possibly including a terminal building, hangars, aprons, taxiways, fuel farm, mechanic services, etc.

Ankeny Regional Airport Development Strategy



Overview of Current Projects

Environmental Assessment for Runway 18/36 and the Future South Terminal Area: The environmental assessment (EA) is needed to facilitate the reconstruction and extension of Runway 18/36. Having the environmental work completed early will simplify the runway extension project. The scope of this work also includes the assessment of the future anticipated South Terminal Area. This environmental work will be funded with 90% Federal/10% Local Funds. An approval from the FAA was received in March 2024.

Reconstruct Runway 18/36 (Design/Bidding): As part of the 18/36 runway reconstruction envisioned for 2025, this phase of the project will produce design and bidding documents for full reconstruction of Runway 18/36 and full replacement of the High Intensity Runway Lighting (HIRL) system. It is anticipated that the \$920,000 cost will be funded 90% Federal/10% Local.

North Property Line Box Hangars – Phase 1: Utilities, paving and building structures to construct a row of box hangars along the north line of the airport property. Phase 1, which includes the infrastructure and the first two box hangars is nearing completion and is planned to be ready for occupancy by Summer 2024. This project was awarded Iowa DOT AIP and GAVI grants for approximately 50% of project funding.

Taxiway D Box Hangar Development – Phase 4: This is the final phase of the apron and access roadway paving to support the development of privately-owned box hangars along the west side of the airport. This project was awarded in March and began construction in April 2024. It is anticipated to be completed by July 2024. This approximately \$750,000 project is projected to be funded 50% Local/50% State.

Planned/Scheduled Projects

2024 / Remove and Replace Entrance Drive and Parking Lot: The pavement near the entrance to the airport has been steadily deteriorating. The PCAA has submitted this project for consideration under the Bipartisan Infrastructure Law (BIL) Grant Funding. Estimated cost is \$1,040,000.

2025 / Reconstruct Runway 18/36: This project covers the construction phase of the project to reconstruct Runway 18/36 including full replacement of the High Intensity Runway Lightening (HIRL) system. This project has an estimated cost of \$16,100,000 and is anticipated to be funded 90% Federal/10% Local.

2026 / Extend Runway 18/36 (Design/Bidding): Design and bidding documents for the 500’ extension of the runway after the above full reconstruction is completed. Upon project completion, the runway will have a 6,000’ total length to support a larger class of aircraft. This project has an estimated cost of \$3,900,000. The PCAA is submitting a Community Project Fund (CPF) application for 90% of the project cost.

2027 / Phase 1 South Terminal Tee Hangars: Two 10-unit bays of tee hangars with associated taxilanes, apron and vehicular access as the initial phase of the South Terminal Development. Estimated cost is \$1.7 Million. An application for partial State GAVI and AIP funding is anticipated.

