

SOUTH CENTRAL REGIONAL AIRPORT AGENCY

Meeting of the Board

June 6, 2019 - 7:00 p.m.

Pella Public Safety Complex

614 Main Street

Agenda

1. Call to Order
2. Approval of the April 2, 2019 minutes
3. Call to the public (limited to 3 minutes per person)
4. Resolution No. 32 entitled "Approving Amendment #2 for Task Order #1 with HDR Engineering, Inc."
5. Resolution No. 33 entitled "Approving Amendment #1 for Task Order #2 with HDR Engineering, Inc."
6. Motion to go into Closed Session under Code of Iowa; Chapter 21 Section 5 sub paragraph 1. j. To discuss the purchase or sale of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property or reduce the price the governmental body would receive for that property. The minutes and the audio recording of a session closed under this paragraph shall be available for public examination when the transaction discussed is completed
7. Action may be taken on any item discussed in Closed Session after the Closed Session
8. Staff reports
9. Discussion of next meeting date/time
10. Adjourn

South Central Regional Airport Agency
Meeting Minutes
April 2, 2019

Committee Members Present: Dr. David Barnes, Pamela Blomgren, Kevin Gaul, James Hansen, Sid Pinney, and Joe Warrick. Absent: None

SCRAA Staff Present: Mike Nardini, Pella City Administrator, Mike Schrock, Oskaloosa City Manager, and Matt Brick, SCRAA Legal Counsel.

Meeting called to order by Chairman Hansen at 6:00 p.m. in the Oskaloosa Council Chambers, 220 South Market Street, Oskaloosa, Iowa.

It was moved by Gaul, seconded by Blomgren to approve the February 28, 2019 minutes. Motion carried 6-0.

Chairman Hansen opened the call to the public. Comments were received from two members of the public, Mr. Danny Nugteren, and Mr. John Bandstra.

It was moved by Hansen, seconded by Blomgren to enter into Closed Session under Code of Iowa; Chapter 21 Section 5 sub paragraph 1. j. To discuss the purchase or sale of particular real estate only where premature disclosure could be reasonably expected to increase the price the governmental body would have to pay for that property or reduce the price the governmental body would receive for that property. The minutes and the audio recording of a session closed under this paragraph shall be available for public examination when the transaction discussed is completed. Motion carried 6-0 at 6:04PM.

It was moved by Hansen, seconded by Blomgren to exit the Closed Session under Code of Iowa; Chapter 21 Section 5 sub paragraph 1. j. Motion carried 6-0. SCRAA back into open session at 6:50PM.

It was moved by Hansen, seconded by Blomgren to approve the Resolution entitled, "Resolution Establishing Fair Market Value of Property for the South Central Regional Airport." Motion carried 6-0.

No staff reports presented.

Future meeting date for the SCRAA to be determined.

The meeting adjourned at 6:54 p.m.

Minutes prepared by Mike Schrock

ITEM NO: 4

SUBJECT: Resolution Approving Amendment #2 for Task Order #1 with HDR Engineering, Inc.

DATE: June 6, 2019

BACKGROUND:

This resolution approves Amendment #2 for Task Order #1 with HDR Engineering, Inc.

As background, Task Order #1 was originally approved for the purpose of conducting a public information meeting to satisfy Iowa Code Chapter 6B requirements for governmental projects planning to acquire agricultural property.

Amendment #2 under consideration is for the purpose of general planning and engineering services conducted by HDR Engineering including time spent working with the Mahaska County Board of Supervisors as well as general work not associated with other task orders.

The estimated not-to-exceed fees for Amendment #2 total \$19,930.

If approved, below is the updated summary of the fees for Task Order #1:

Original Task Order \$24,749

Amendment #1 34,006

Amendment #2 19,930

Task Order #1 \$78,685

ATTACHMENTS: Resolution, Amendment #2

REPORT PREPARED BY: Staff

RECOMMENDED ACTION: Approve resolution

RESOLUTION NO. 32

RESOLUTION APPROVING AMENDMENT #2 FOR TASK ORDER #1 WITH HDR ENGINEERING, INC.

WHEREAS, the South Central Regional Airport Agency (SCRAA) approved Task Order #1 for conducting a public information meeting with HDR Engineering, Inc. on December 13, 2017 with a not-to-exceed fee total of \$24,749; and

WHEREAS, the SCRAA approved Amendment #1 to Task Order #1 for the purpose of general project services on October 29, 2018 with a not-to-exceed amount of \$34,006; bringing the total fees for Task Order #1 to a not-to-exceed amount of \$58,755; and

WHEREAS, Amendment #2 to Task Order #1 is for the purpose of covering an additional budget necessary for miscellaneous planning and engineering services on an as-needed basis; and

WHEREAS, the proposed fees by HDR Engineering, Inc. for Amendment #2 to Task Order #1 shall not exceed \$19,930, bringing the total fees for Task Order #1 to a not-to-exceed amount of \$78,685.

NOW, THEREFORE, it is hereby resolved by the Board of the SCRAA that the proposed Amendment #2 to Task Order #1 be approved. The Board Chairperson is hereby authorized to execute the proposed amendment on behalf of the SCRAA.

Passed and approved this 6th day of June, 2019.

Jim Hansen, Chairperson

ATTEST:

Joe Warrick, Secretary/Treasurer

AMENDMENT 2 TO TASK ORDER NO. 1

THIS AMENDMENT #2 TO Task Order No. 1 is made by and between South Central Regional Airport Agency (SCRAA) (“OWNER”) and HDR Engineering, Inc. (HDR) (“ENGINEER”).

WHEREAS, OWNER and ENGINEER entered into Task Order No. 1, dated January 18, 2018; and

WHEREAS, OWNER and ENGINEER wish to amend Task Order No. 1 as contained herein.

OWNER and ENGINEER hereby agree as follows:

1.1 Task Order No. 1 is hereby amended as follows:

Section 2.0 Scope of Work shall be modified to include the following:
Additional Planning and Engineering tasks

IN WITNESS WHEREOF, the parties hereto have executed this Amendment #2 to Task Order No. 1 and accept all of the modifications contained herein, this ____ day of _____, 2019.

“OWNER”

“ENGINEER”

BY: _____

BY: Jason L. Kjenstad

NAME: _____

NAME: Jason Kjenstad

TITLE: _____

TITLE: Vice President

ITEM NO: 5

SUBJECT: Resolution Approving Amendment #1 for Task Order #2 with HDR Engineering, Inc.

DATE: June 6, 2019

BACKGROUND:

This resolution approves Amendment #1 for Task Order #2 with HDR Engineering, Inc.

As background, Task Order #2 was originally approved for the purpose of satisfying all procedural requirements for release and disposal of federally obligated land.

Amendment #1 under consideration is for the purpose of conducting an additional appraisal as required by the Federal Aviation Administration (FAA) for the Oskaloosa release.

The estimated not-to-exceed fees for Amendment #1 total \$4,500.

If approved, below is the updated summary of the fees for Task Order #2:

Original Task Order	\$81,162.23
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<u>Amendment #1</u>	<u>4,500.00</u>
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Task Order #2	\$85,662.23
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ATTACHMENTS: Resolution, Amendment #1

REPORT PREPARED BY: Staff

RECOMMENDED ACTION: Approve resolution

RESOLUTION NO. 33

RESOLUTION APPROVING AMENDMENT #1 FOR TASK ORDER #2 WITH HDR ENGINEERING, INC.

WHEREAS, the South Central Regional Airport Agency (SCRAA) approved Task Order #2 for the purpose of satisfying all procedural requirements for release and disposal of federally obligated land with HDR Engineering, Inc. on December 13, 2017 with a not-to-exceed fee total of \$81,162.23; and

WHEREAS, Amendment #1 to Task Order #2 is for the purpose of satisfying the additional appraisal as required by the Federal Aviation Administration (FAA) for the Oskaloosa release; and

WHEREAS, the proposed fees by HDR Engineering, Inc. for the amendment is a not-to-exceed cost of \$4,500, bringing the total fees for Task Order #2 to a not-to-exceed amount of \$85,662.23.

NOW, THEREFORE, it is hereby resolved by the Board of the SCRAA that the proposed Amendment #1 to Task Order No. 2 be approved. The Board Chairperson is hereby authorized to execute the proposed amendment on behalf of the SCRAA.

Passed and approved this 6th day of June, 2019.

Jim Hansen, Chairperson

ATTEST:

Joe Warrick, Secretary/Treasurer

AMENDMENT TO TASK ORDER NO. 2

THIS AMENDMENT TO Task Order No. 2 is made by and between South Central Regional Airport Agency (SCRAA) (“OWNER”) and HDR Engineering, Inc. (HDR) (“ENGINEER”).

WHEREAS, OWNER and ENGINEER entered into Task Order No. 2, dated December 13, 2017; and

WHEREAS, OWNER and ENGINEER wish to amend Task Order No. 2 as contained herein.

OWNER and ENGINEER hereby agree as follows:

1.1 Task Order No. 2 is hereby amended as follows:

Section 2.0 Scope of Work shall be modified to include the following:
Additional appraisal for the proposed release of real estate at the Oskaloosa Municipal as now required by FAA. Additional cost to complete the work is \$4,500.00

IN WITNESS WHEREOF, the parties hereto have executed this Amendment to Task Order No. 2 and accept all of the modifications contained herein, this ____ day of _____, 2019.

“OWNER”

BY: _____

NAME: _____

TITLE: _____

“ENGINEER”

BY: Jason L. Kjenstad

NAME: Jason Kjenstad

TITLE: Vice President