

On June 4, 2018 the City of Wauchula Airport Advisory Board met for its regular meeting at 1:30 p.m. in the Commission Chambers, Suite 105 of Historic City Hall located at 225 East Main Street, Wauchula, Florida.

Board members present were Chairman Lavon Cobb, Ward Grimes and Steve Johnson. Members absent were Vice-Chairman Michael Gillispie and Trez Vining.

Also present were Assistant City Manager Olivia Minshew and City Clerk Holly Smith.

Cobb declared a quorum and called the meeting to order.

Approval of the Agenda

Johnson motioned to approve the agenda, seconded by Grimes
With no discussion, Cobb called for all in favor, all responded aye.
For those opposed no response. Motion carried.

Approval of the Minutes of September 5, 2017

Grimes motioned to approve the September 5th Minutes, seconded by Johnson.
With no discussion, Cobb called for all in favor, all responded aye.
For those opposed no response. Motion carried.

Discuss RFQ 18-01 Professional Engineering Services for the Airport

Cobb asked Minshew if any RFQ's were received. Minshew replied we did and the current contract is with Avcon and it is about to expire. She continued by explaining the advertisement and the RFQ process. Minshew stated several phone calls and emails were received, so we know other engineering firms did see the RFQ. However, we did only receive one response and that was from Avcon. Staff at this time is making a recommendation to ask the Commission to enter into negotiations and ultimately a contract with Avcon. She stated even though there was only one respondent the RFQ was advertised accordingly and staff does not have any issues with entering into another contract with Avcon. Johnson asked if it was a yearly contract. Minshew replied it will be a 3 year with a 2 - one year renewal; ultimately it could be up to 5 years. She stated most of the City's professional engineering contracts have the same terms. Johnson asked if they are paid a yearly fee or by project. Minshew replied it is based on per project. Cobb stated Avcon usually gives an estimate on how much a project will cost. Mr. Russ Holliday of Avcon replied yes that is correct, we will do an estimate and the fees are based on the construction cost estimate. Holliday continued explaining how the fees are broken out. Cobb commended Holliday and Avcon on a great job they have done, but did question why more bids were not received. Minshew stated in previous years we might have received four proposals. Cobb replied we use to receive more, why did we only receive one this time. Minshew stated the RFQ is basically the same as it was previously. Cobb replied it is probably expensive for an engineering firm to compile all the information into a proposal. Holliday replied it is ten to twelve thousand dollars to put together a bid proposal packet. Minshew stated the size of our airport and the amount of work done there may play a major factor. Cobb stated he did not have a problem with retaining Avcon as the engineering firm for the airport. Cobb asked for a motion to retain Avcon as our Professional Engineers for another 3 years. Johnson made a motion, seconded by Grimes. With no discussion, Cobb called for all in favor, all responded aye. For those opposed no response. Motion carried.

Project Updates

Runway – Holliday began by thanking the Board for their vote of confidence in Avcon and himself. Holliday stated there is a set back with the start date. He stated the contractor is C.W. Roberts, the project manager is Charley Taylor and the electrical sub-contractor is Pruitt. Pruitt was unable to get all

of the materials ordered in such a fashion to shut the runway down in the 60 day window. Holliday stated we did give the option to shut the runway down intermittently with prior notice. He stated the runway cannot be close for more than 60 days total, for the entire duration of the project. Holliday stated the contractor would prefer to start in July rather than June. He stated that would be better for him because it would allow him to be there for the inspection, especially for the paving portion. The start date will now be July 16th. We have them signed and notice to proceed and they are locked into that date and cannot back out now. Cobb asked if the airport was going to be closed continuous or close and open back up. Holliday replied they will close and open back up. He stated he felt it would not take more than 3 weeks to mill and pave it. Certainly after the paving is done and the 30 day curing period which is required prior to full marking, you will have a 30 day period which the airport will be open. If the electrical crew can keep up with the paving crew and get all the runway lights in and get out of the safety area at the same time the paving crew can, the sooner the runway will open back up. Holliday stated he still needs to get a completed construction schedule from Charley and once he receives that he will forward it onto staff and they can get copies to the Board. Holliday stated he did talk to Miguel Martinez with FAA and the final paperwork is being wrapped up. Cobb asked what are the liquidated damages if the contractor goes past the 60 days. Holliday stated he thought it was five hundred dollars per day, he stated he would double check that amount. Cobb replied it is not good when you shut down a runway especially when you only have one. Holliday stated talking with Charley he seems confident they will not have any problem with the timeframe. He added Charley was the contractor that built the original runway back in the late 80's or early 90's. Holliday asked if there were any other questions regarding the runway project. Grimes asked when he expected to receive the construction schedule. Holliday replied hopefully in a couple of days. Discussion was had on the weather during the construction timeframe.

Increased activity at the airport was discussed. Cobb asked if the jumpers were at the airport yet. Minshew replied no and we cannot get any communication out of them. Holliday stated he had been trying to contact Mr. Ledbetter but has been unsuccessful. Minshew stated Ledbetter has made no contact with us either. She stated it may be possible there are some internal business conflicts. Minshew stated she would send him an email and see if he would respond.

Automated Weather Observing System (AWOS)

Holliday stated if you remember Gillispie and Vining had requested an Automated Weather Observing System (AWOS) 3 two years ago and it was placed in the CIP. It was accepted by FAA and FDOT. We went to an AWOS 2 because FAA's new rules require an AWOS 3 to have a vented cost analysis (VCA) and it would cost the airport more money. Holliday stated they felt it would be more beneficial to go with an AWOS 2 which does not require a VCA. FAA declined to pay for the AWOS 2 because Avcon's design fees were below the minimum threshold. Holliday stated we approached Wendy Sands at DOT and she said we will give you all the money, 100% grant. He stated it will not cost the City anything. Holliday stated DOT has supported the airport like no other airport he has seen. Minshew stated we have been very blessed. Holliday stated we are starting the design phase and it is a two part project. The design will be split from the construction. We will design the project one year and construct the project in another year. Holliday stated there may be two or three bidders on this project because they are so specialized. Cobb asked if the AWOS was 24hour reporting and how updated is the weather. Cobb stated he was unclear as to how it worked. He asked was it being fed information or obtaining all of its own. Holliday stated it is obtaining all of its own information and reporting it out. Cobb stated so it will have the current wind speed and visibility. Holliday replied yes. Cobb asked how it reports visibility. Holliday stated it will shoot a laser. Holliday stated it measures barometric pressure, wind speed and precipitation. He did not think it had a lightening indicator on it. If you go to the FAA

website and type in AWOS 2 it will tell you all the features it has. Holliday stated it is an exciting project because it is interesting to see the Board make a decision of what they want on the airport and see it happen. Cobb stated it is a major safety feature. Cobb asked how someone can get the information. Holliday stated by phone and website.

Comments from the Board

Cobb welcomed Avcon for another 3 years and asked Holliday if he was going to continue being the project manager. Holliday stated he was going to continue as the City's project manager.

Comments from the Public

There was no public present for comment.

With no further business to discuss, Cobb adjourned the meeting at 2:04 p.m.

Lavon Cobb, Chairman

City Clerk Holly Smith