

Special Meeting - Dickinson Municipal Airport Authority – May 20th, 2021

Order of Business

I. **CALL TO ORDER:** Chairman Jeff Moore called the meeting to order at 4:00pm.

II. **ROLL CALL**

Chairman:	Jeff Moore	Present
Vice Chairman:	Shawn Soehren	Present
Secretary/Treasurer:	Markus Powell	Not Present
Commissioner:	Jon Frantsvog	Present
Commissioner:	Bruce Burke	Present

Also, Present:

Airport Manager	Kelly Braun
Mead & Hunt Engineer	Rod Senn
Ebeltoft Sickler	Randall Sickler
KLJ Engineer	Charlie Baker

III. **REGULAR AGENDA**

1. **ITEMS REQUIRING BOARD ACTION**

A. **Bid Award – Install Runway 14-32 FAA NAVAIDS – Muth Electric, Inc.**

Discussion: Ebeltoft Sickler, Randall Sickler explained the bid proposal instructions. The bidder has a 24-hour opportunity to remove the bid after bid opening. Muth Electric did not remove their bid within the 24-hour time of the bid opening on April 27th, 2021. Muth Electric Inc. sent a letter dated May 5th, 2021, requesting their bid be removed because of a cost line item being missed. In terms of the bid instructions the airport board authority has the option to accept Muth Electric bid proposal. Muth Electric Inc. then has 10 days to accept or not accept the contract. If Muth Electric Inc. chooses to accept the bid award, then the airport would move forward with the contract with Muth Electric Inc. If Muth Electric Inc. decided not to accept the bid award, then the airport board authority has the option to rebid the project or move on to the next lowest responsible bidder. The airport board authority would have an opportunity to make a claim with Muth Electric, Inc. bid bond. Commissioner Frantsvog asked if Muth Electric Inc. could request a change order after accepting the bid award to remedy the missed line item. KLJ Engineer, Charlie Baker stated that Muth Electric Inc. could submit a change order request, but the airport would not be obligated to honor the request. Commissioner Burke asked if the airport board authority made a claim for the Muth Electric, Inc. bid bond then how much money would the airport be anticipating. Mr. Sickler stated it depends on how Muth Electric Inc. responds to the bid bond claim. Airport Manager, Kelly Braun stated the bond is for 5% of the bid amount. Mr. Baker stated the bid bond amount would be around \$57,956.71.

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Motion: “I move to approve the bid proposal submitted by Muth Electric, Inc. dated April 27th, 2021, be accepted and the bid award be presented to Muth Electric, Inc. and authorize the airport chairman to sign all associated documents. In the event Muth Electric, Inc. does not timely return a signed contract as required in the bid documents, and otherwise comply with the terms of the bid documents, then the Bid Proposal of Strata Corp., the next best qualified bidder, be accepted and a bid award be presented to Strata Corp.”– Bruce Burke

Seconded: Jon Frantsvog
Bruce Burke-Aye, Jon Frantsvog-Aye, Shawn-Nay, Jeff-Aye

B. Bid Award – Install Runway 14-32 FAA NAVAIDS – Martin Construction, Inc.

Discussion: The board authority discussed the inflation of prices of the bid compared to the estimated costs from the engineer.

Motion: “I move to approve the Bid Proposal submitted by Martin Construction, Inc. dated April 27, 2021, be awarded to Martin Construction, Inc. and authorize the airport chairman to sign all associated documents.” –Jon Frantsvog

Seconded: Shawn Soehren
Motion Carried Unanimously

VI. ADJOURNMENT

1. Motion to Adjourn Airport Board Meeting – Bruce Burke
Seconded: Jon Frantsvog
Motion Carried Unanimously – Meeting Adjourned at 4:33pm on May 20th, 2021.

OFFICIAL MINUTES PREPARED BY:

Laurie Kasian, Airport Administrative Officer

APPROVED BY:

Municipal Airport Authority

Date: _____