



City Hall, 215 Sycamore St.  
Muscatine, IA 52761-3840  
(563) 262-4141  
Fax (563) 262-4142

## COMMUNITY DEVELOPMENT

Planning,  
Zoning,  
Building Safety,  
Construction Inspection Services,  
Public Health,  
Housing Inspections,  
Code Enforcement

## MEMORANDUM

**To:** Mayor and City Council Members  
**Cc:** Gregg Mandsager, City Administrator  
**From:** Steven Boka, Director of Community Development  
**Date:** September 30, 2011  
**Re:** Request to Accept Grant Amendment

**INTRODUCTION:** The Muscatine Municipal Airport annually submits a 5-year Capital Improvement Plan (CIP) as a part of the Airport Improvement Plan (AIP) that is required for the City to seek federal and state funding for improvements. Since the Muscatine Municipal Airport is a non-entitlement airport, the City must compete for state DOT funding with all other non-commercial airports.

**BACKGROUND:** Following an IDOT review, the City was notified that the state had approved the application to renovate the municipal hangar and t-hangar roofs, as requested. Funding under this program is provided by a split of 85% state and 15% local funding. As a result of recent bidding on the project, city staff requested consideration of an increase in the amount of funding from the state. On September 29<sup>th</sup>, the city received a proposed amendment to the current award that would increase state funding an additional \$3,910.00. If approved, the city share of 15% would also increase an additional \$690.00 to \$9,390.00. The resulting increase in funding would permit the city to award the Project with a total funding allocation of \$62,600.00 inclusive of engineering fees.

**RECOMMENDATION/RATIONALE:** To move this Project to award, it is necessary for the City Council to accept the grant amendment offered by the IDOT. It is recommended that the attached amendment to the grant award with the IDOT for the renovation of the municipal hangar and t-roof hangar be approved by the City Council during their October 6<sup>th</sup> meeting.

**BACKUP INFORMATION:**

1. IDOT letter
2. Agreement Addendum



# Iowa Department of Transportation

800 Lincoln Way, Ames, Iowa 50010

Phone: 515-239-1048

Fax: 515-233-7983

[Kay.thede@dot.iowa.gov](mailto:Kay.thede@dot.iowa.gov)

September 29, 2011

City of Muscatine  
Steve Boka  
215 Sycamore  
Muscatine, IA 52761

Dear Steve:

Enclosed are two copies of an amendment to the FY 2011 Airport Improvement (AIP) to rehabilitate the municipal hangar and t-hangar roof. The maximum amount eligible for reimbursement is increased to \$53,210, an increase of \$3,910 to cover the additional costs for construction. Please note that the additional engineering costs will not be allowed for additional funding. You have a lump sum contract to complete the services for this project.

As a reminder, projects under \$100,000 do not need a formal bidding process, but can use the competitive quotation process. Projects under \$47,000 can use local, informal procedures.

Please sign both copies of the amendment, keep one copy and return one copy to me as soon as you have signed it.

Please do not hesitate to call me at 515-239-1048 if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Kay Thede".

Kay Thede, Program Manager  
Office of Aviation

**AGREEMENT ADDENDUM**  
**FY 2011 Airport Improvement Program**

**Project Number: 9I-11-0MUT-100**  
**Contract #: 11397**

The following change shall be made to the agreement dated 8/5/2010 between the Iowa Department of Transportation and the City of Muscatine:

Item 2.02 shall be changed to read:

The Iowa DOT agrees to reimburse the SPONSOR 85% of the eligible project costs, not to exceed the maximum amount payable of **\$53,210**, incurred according to the terms of this agreement. Reimbursement will be made in whole dollar amounts only, rounded down. Final payment request may include documentation of unreimbursed amounts due to rounding, and final reimbursement will be made up to the contract amount in whole dollars.

**Sponsor:**

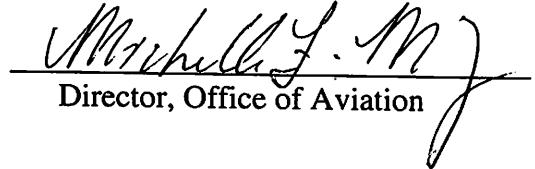
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Name/Title

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Date

**Iowa Department of Transportation**

  
Director, Office of Aviation

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9-29-11

Date