



City of Riverton
Regular Council Meeting
Tuesday, October 18, 2022 at 7:00 pm
Riverton City Hall Council Chambers
816 N Federal Blvd.
Riverton, WY 82501

At 6:45 P.M. on Tuesday, October 18, 2022, the Finance Committee will meet in the City Hall Council Chambers to consider bills to be paid. This meeting is open to the public.

- 1) Call to order.
 - 2) Pledge of Allegiance.
 - 3) Invocation.
 - 4) Roll call: Ward I: Kyle Larson, Dean Peranteaux
Ward II: Karla Borders, Kristy K. Salisbury
Ward III: Mike Bailey, Lindsey Cox
 - 5) Declaration of quorum.
 - 6) Approval of the Agenda.
 - 7) Communication from the Floor – Citizen’s Comments.
 - 8) Consent Agenda:
 - Approval of the Minutes – October 4, 2022 Regular Council Meeting.
 - Approval of the Minutes – October 4, 2022 Executive Session.
 - Approval of the Minutes – October 18, 2022 Finance Committee Meeting.
 - Approval of the Finance Committee Recommendations – October 18, 2022.
 - Approval on the Municipal Court Report for the Month of September 2022.
 - 9) Wyoming Off-Road Racers Association – Ice Racing Events.
 - 10) Bid Award: City Hall Roof Top Unit (RTU-1) Replacement.
 - 11) Bid Award: Airport Taxiway Rehabilitation.
- Reports and Comments:
- 12) Council Committee Reports and Council Members’ Roundtable.
 - 13) City Administrator’s Report.
 - 14) Mayor’s Comments.
 - 15) Executive Session – Personnel.
 - 16) Adjourn.

RIVERTON CITY COUNCIL
Minutes of the
Regular Council Meeting
Held October 4, 2022
7:00 PM

The regular meeting of the Riverton City Council was held on the above date and time, duly convened by Mayor Richard P. Gard at 7:00 p.m. City Council Members present were Karla Borders, Lindsey Cox, Dean Peranteaux, Kyle Larson, and Kristy K. Salisbury. Council Member Borders led the pledge of allegiance; and Council Member Larson conducted the invocation.

Roll call was conducted. Council Member Larson motioned, seconded by Council Member Peranteaux to excuse Council Member Bailey from tonight's meeting. Motion passed unanimously. Mayor Gard declared a quorum of the Council.

City Staff present were: City Clerk/Human Resource Director Kristin S. Watson, City Administrator Kyle J. Butterfield, Interim Public Works Director Brian Eggleston, Police Chief Eric Murphy, Finance Director Mia Harris, Community Development Director Michael Miller, and Administrative Assistant Tisha Tuttle.

Approval of the Agenda – Council Member Borders moved, seconded by Council Member Cox to approve the agenda as presented. Motion passed unanimously.

Communication from the Floor – Greg Tallabas and Carol Harper discussed the community watch program and their goal for growth and continued momentum. The next community watch meeting will be held on October 13, 2022, at Riverton City Hall. Tom Earhart addressed the Council about weeds around the City, in particularly weeds at City owned properties. Mr. Erhart also referenced speeders being a safety issue in his neighborhood and requested more enforcement of the speed limits around town. Ron Warpness, Daryl Leonhardt, and Jamie Weliever presented road use information from the property owners of Cessna Drive, noting the condition of Cessna Drive and requesting regular maintenance of the roadway.

Consent Agenda – City Clerk/Human Resource Director Kristin S. Watson read the consent agenda items by title only: Approval of the Minutes – September 20, 2022 Regular Council Meeting; Approval of the Minutes – September 20, 2022 Executive Session Meeting; Approval of the Minutes – October 4, 2022 Finance Committee Meeting; Approval of the Finance Committee Recommendations – October 4, 2022, claims to be paid in the amount of \$277,460.61, payroll & liabilities for 9/23/22 in the amount of \$481,104.45, for a total of \$758,565.06. Council Member Borders moved, seconded by Council Member Salisbury to approve the consent agenda as presented. Motion passed with Council Member Peranteaux abstaining from Traveling Computers and Wyonet claims.

Fiscal Year 2022 Financial Non-Attest Audit Preparation Service – Finance Director Mia Harris reported on the proposals received for the audit preparation services, and the financial statement and compliance reporting. Mrs. Harris communicated the requirements of Wyoming Statute 16-4-121, which states that the governing body of each municipality shall cause to be made an annual audit of the financial affairs and transactions of all funds and activities of the city for each fiscal year. In addition, the audit preparation services must be completed by a consultant independent from the auditing firm. Council Member Larson moved, seconded by Council Member Cox to approve Wade Hirschi, CPA, PC, to perform the city's audit preparation services for the fiscal year ending 2022 to include the option for annual renewal. Motion passed unanimously.

Fiscal Year 2022 Financial Audit Service Request for Proposals – Council Member Peranteaux moved, seconded by Council Member Salisbury to approve Clinger Hagerman, LLC to perform the City's financial statement and compliance reporting services for the fiscal year ending 2022, to include the option for annual

renewal. Motion passed unanimously.

Assignment of Hangar Ground Lease – City Administrator Kyle J. Butterfield reported on the status of an airport hangar ground lease and the request received from Mr. Timothy Smith to divest his interest in the lease entirely to Mr. Bill Chupka. Council Member Cox moved, seconded by Council Member Peranteaux to approve the assignment of the rights, privileges, uses, or interest in the ground lease agreement between the City of Riverton and Bill Chupka and Timothy Smith to Bill Chupka. Motion passed unanimously.

Ground Lease Agreement: Radio Tower for Fremont County – City Administrator Kyle J. Butterfield reported on the proposal from Fremont County for a ground lease agreement to erect a new communications tower and associated equipment. Council Member Borders moved, seconded by Council Member Cox to approve the ground lease agreement between the City of Riverton and Fremont County for the installation and operation of emergency communications equipment, with the condition of the re-accommodation and relocation of existing equipment at the proposed lease site. Motion passed, with Council Member Peranteaux abstained from the vote.

Central Wyoming Regional Airport Air Service Update – City Administrator Kyle J. Butterfield gave an update on Central Wyoming Regional Airport air service, including Air Service Partnership with SkyWest, Performance Update, Mechanics of Regional Air Service, and State of the Industry. Within those topics, Mr. Butterfield reported on the company SkyWest as a whole, and reviewed updated statistics for the airport and its growth. There was no action taken.

Council Committee Reports & Council Members' Roundtable – Council Member Salisbury spoke highly of the new playground equipment at Sunset Park. Council Member Peranteaux reported on the Fremont County 25 Rec board meeting. Council Member Cox mentioned that the Key Club is now accepting donations for their annual turkey drive. Council Member Borders mentioned events happening around Riverton that can be found at GoRiverton.com.

City Administrator Report – City Administrator Kyle J. Butterfield reported on the 10,000 enplanements for Central Wyoming Regional Airport. Mr. Butterfield also reported that Sunset Drive is completely paved as of tonight. The upcoming FORCC meeting is scheduled for October 10, 2022 at 11:00 a.m. Mr. Butterfield reported that there are currently six applicants for the Public Works Director. The City has begun recruiting for a new Public Defender, as the current Public Defender has given their notice. The annual Halloween open house will be held on Monday, October 31, 2022, 3:00 – 4:30 p.m.

Mayor's Comments – Mayor Gard commented on the following meetings or events he attended: farmers markets on Saturday and Wednesday, Riverton Peace Mission candlelight vigil at City Hall, Wind River Visitor Council meeting, FCAG, Fall Harvest Festival, Officials for Kids fundraiser, RECDA, Circles USA, meeting with staff, Job Corps sign on ceremony for students, Riverton Homecoming parade, Snyder's Realty grand opening, Main Street Farmers Market Shop grand opening, and sidewalk replacement projects taking place thanks to a collaboration with Job Corps students.

Executive Session – Council Member Larson moved, seconded by Council Member Cox to convene into executive session for the purpose of Real Estate and Personnel. Motion passed unanimously at 8:27 PM. Mayor Gard invited City Administrator Kyle J. Butterfield, City Clerk/Human Resource Director Kristin S. Watson, and the City's Real Estate Consultant George Piplica to attend. Later Mr. Piplica left the Executive Session and Finance Director Mia Harris was invited into Executive Session at 8:48 p.m. Council Member Cox moved, seconded by Council Member Salisbury to reconvene into regular session. Motion passed unanimously at 9:37 p.m. There were no action items from the executive sessions.

Adjourn – There being no further business to come before the Council, Mayor Gard adjourned the Regular Council Meeting at 9:38 p.m. There was no objection from the Council.

CITY OF RIVERTON, WYOMING

Richard P. Gard Mayor

ATTEST:

Kristin S. Watson
City Clerk/Human Resource Director


Publication Date:

**RIVERTON MUNICIPAL COURT
REPORT**

**CASH RECEIPTING
AUGUST 26 THROUGH SEPTEMBER 29, 2022**

TOTAL DOCKETS FOR SEPTEMBER 107									
	TOTAL	ADMIN			CREDIT				TOTAL
DATE	RECVD	FEES	FINES	COSTS	CARD	BOND	VCF	REST	RECVD
8/26-9/1/22	\$ 3,773.50	\$ 4.00	\$ 1,882.50	\$ 40.00	\$ 797.00	\$ 950.00	\$ 100.00		\$ 3,773.50
9/2-9/8/22	\$ 3,829.75	\$ 1,440.00	\$ 769.75		\$ 1,545.00	\$ 75.00			\$ 3,829.75
9/9-9/15/22	\$ 2,565.75	\$ 2.00	\$ 1,141.75	\$ 20.00	\$ 527.00	\$ 875.00			\$ 2,565.75
9/16-9/22/22	\$ 3,213.75	\$ 6.00	\$ 899.75	\$ 20.00	\$ 1,957.00	\$ 310.00		\$ 21.00	\$ 3,213.75
9/26-9/29/22	\$ 3,465.75	\$ 6.00	\$ 1,359.75	\$ 10.00	\$ 1,920.00		\$ 170.00		\$ 3,465.75
SUB TOTAL	\$ 16,848.50	\$ 1,458.00	\$ 6,053.50	\$ 90.00	\$ 6,746.00	\$ 2,210.00	\$ 270.00	\$ 21.00	\$ 16,848.50
VCF	\$ 570.00	\$100 PD W/ CC 8/31, \$100 PD W/ CC 9/7, \$100 PD W/ CC 9/28							
REST	\$ 171.00	\$150 PD W/ CC 9/6							
BOND M	\$ 2,210.00								
OVER PAY									
BCK GRNDS									
E Shoshone	\$ 120.00								
WRC	\$ 160.00								
TOTAL	\$ 14,177.50								
							JUDGE MCKEE		

CITY COUNCIL STAFF REPORT

TO: His Honor the Mayor and Members of the City Council
FROM: Kyle J. Butterfield, City Administrator 
DATE: October 18, 2022
SUBJECT: Wyoming Off-Road Racing Association

Recommendation: The City Council approves a Memorandum of Understanding (MOU) between the City of Riverton and the Wyoming Off-Road Racers Association (WORRA) authorizing the use of the ponds located 2581 E Monroe Avenue for ice racing.

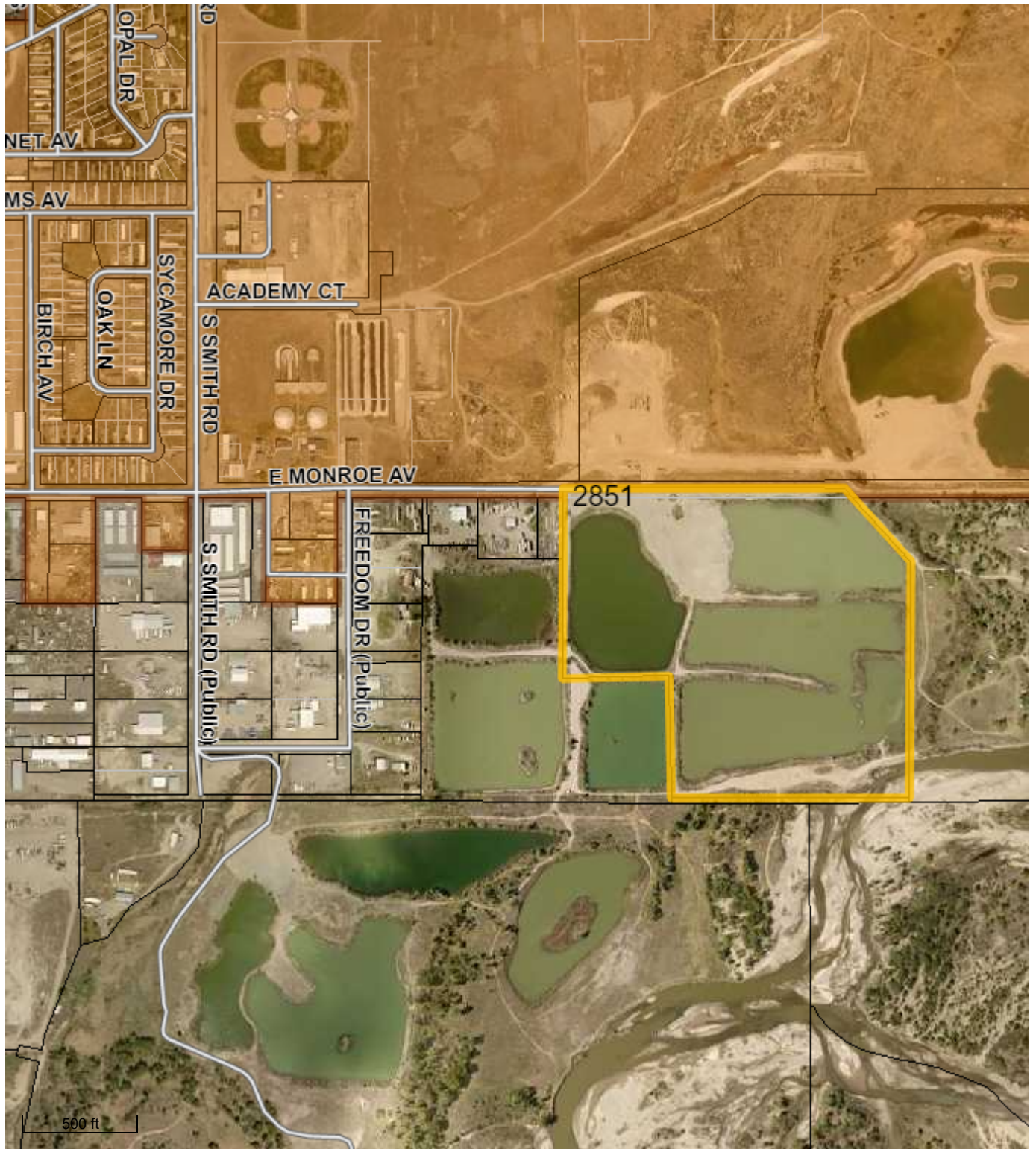
Background: The City of Riverton owns a parcel of land in an unincorporated part of Fremont County located at 2851 E Monroe Avenue. The parcel is 38.65 acres and has several ponds located thereon (see attached map). The ponds are the result of previous mining activities.

Discussion: WORRA was founded in 2017 and promotes off-road motorcycle racing throughout the State of Wyoming. The association has a local club located in Riverton and has been involved in putting together ice racing events on Boysen Reservoir. These races are very popular and resemble those that were part of the Wild West Winter Carnival from previous years.

WORRA recently approached city staff requesting use of the ponds at 2851 E Monroe Avenue for ice racing events this winter. The association has enjoyed the use of Boysen Reservoir, but believe the local ponds will be a better fit for the events. First, the ponds are more stable and will freeze sooner than the reservoir. Second, the local ponds are more accessible for local spectators. Finally, the association believes that by bringing the races closer to town, Riverton will see increased patronage of local restaurants, gas stations, and other commercial centers.

The attached MOU outlines the responsibilities of WORRA and the city in order to authorize ice races at the ponds located at 2851 E Monroe.

Budget Impact: There is no budget impact associated with this action.



Fremont County provides this map for display purposes only and invokes its sovereign and governmental immunity in allowing access to or use of this data, and makes no warranties as to the validity, and assumes no liability associated with the use or misuse of this information.

printed 10/13/2022

Proposed Location for WORRA
Ice Racing Events

Lot and Parcel Lines

To whom it may concern,

I am writing you on behalf of WORRA (Wyoming Off-road Racers Assoc). WORRA was founded in 2017 and primarily promote Off Road motorcycle racing around the great state of Wyoming with the help of local clubs.

For the last four years we have also been involved with putting together ice racing again on Boysen Res. As some of you may remember “back in the day” the Wild West Winter Carnival and the Ice Races were a very popular part of the weeks activities.

We are asking for your consideration to make available the ponds at the end of East Monroe Ave.

This location would be beneficial to the City of Riverton, our racers, spectators, and WORRA.

Below are few of those benefits:

1. The ponds are more stable. They will freeze sooner and allow us to put together a more firm schedule. Our current situation using Boysen it is hard to predict the freeze up. We have racers traveling from all over the state and neighboring states to race. With the unpredictable nature of Boysen it is hard for them to make plans.
2. We feel it will be more accessible for local spectators. While driving out to Boysen is far from an expedition it does still take time and effort to get out there. The in town location will be a lot more convenient.
3. Racers will patronize local restaurants, gas stations, etc. Our racers coming from the eastern parts of the state typically will not make their way into town after the races on Boysen. They may stop in Shoshoni and grab snacks or bring their own food and beverage on the way home. With drawing racers into actual downtown it opens a lot of options up for these needs.

F.A.Q.

WORRA is fully insured and has in place a robust waiver all racers sign. Our insurance policy and waiver cover any and all entities involved with the races.

We have classes for all ages and skill levels. The littlest racers (PeeWee) race for free.

Ice race classes include Motorcycle, ATV, UTV, in both traction added and non traction added.

All race vehicles have to pass a tech inspection to assure they are in safe operating condition.

Strict rules are enforced pertaining to protective gear. Helmets and all gear are to be worn and time while operating vehicles.

No Pit riding is allowed

Thank you for your consideration,

Jerod Jardine

WORRA

944 East A Street

Casper WY

82601

(307)851-2724 cell

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (“**MOU**”) is made and entered into this ___ day of _____, 2022, by and between the City of Riverton, Wyoming (the “**City**”), a Wyoming Municipality, and the Wyoming Off-Road Racing Association (the “**Association**”). The parties may collectively be referred to herein as the “**Parties**,” and individually, as a “**Party**.”

RECITALS

WHEREAS, the City is the owner of certain real property, as described in “**Exhibit A**”, located at 2851 E Monroe Avenue, Riverton, Wyoming (the “**Property**”); and

WHEREAS, the Property has several ponds that are open to the public and available for recreation; and

WHEREAS, the Association desires to utilize the Property in the winter season for motorcycle ice racing events; and

WHEREAS, the City desires to accommodate the Association’s request.

AGREEMENT

NOW, THEREFORE, in consideration of the above and of the mutual promises herein contained, the sufficiency of which is acknowledged, the Parties hereby agree as follows:

1. The Association has the right to access and utilize the Property to administer and run recreational motorcycle ice racing events.
2. The Association will comply with guidelines, rules, or regulations common and standard to motorcycle ice racing events in order to promote the health, safety and general welfare of participants and spectators.
3. The Association shall procure and pay for a policy of comprehensive general liability and property damage insurance for its activities and name the City as an additional insured under the policy.
4. The Association assume liability for damage to property of, or personal injury to, its directors, officers, agents, employees, invitees and guests arising out of, or in connection with, its use of the Property; and to the extent permitted by applicable law, shall indemnify, defend and save harmless the City from any and all liabilities, actions, claims, suits, losses, damages, damage to property, and injuries to persons, of whatsoever kind or

nature resulting from or arising out of any acts of commission or omission by the Association, its agents, employees or customers, or arising from or out of the Association's occupation or use of the Property or privileges granted.

5. The Association agrees to obtain the approval of the City prior to making alterations to the Property.
6. The Association shall submit to the City its anticipated schedule of events or other required uses of the Property, with dates and times, by Decemer 1st of each year this MOU is in effect. It shall additionally provide updates to the submitted schedule when changes occur after the aforementioned date. Upon review, the City will notify the Association of any scheduling conflicts that may exist with other organizations authorized to use the Property. It shall be the responsibility of the Association to resolve any scheduling conflicts with other organizations. If a conflict cannot be resolved by the Association and another organization, the City shall determine in its sole discretion which organization has the right to use the Property on the date or time in conflict.
7. The Association shall police trash on and around the Property and deposit debris into trash receptacles provided by the City. The Association will also routinely inspect the Property and immediately notify the City of any hazards or potentials hazards and take all necessary actions to eliminate the hazards. If the City determines the Association is not sufficiently policing trash or eliminating hazards as they relate to their ice racing events, it will put the Association on notice and require the Association to immediately correct any deficiencies. If after being placed on notice the Association does not make corrections, the City shall nullify and void this MOU and shall immediately terminate all rights and obligations associated therewith.
8. The City may make available its equipment, and the personnel to operate it, to perform maintenance on the Property with reasonable advanced notification from the Association and according to the availability of City equipment and personnel.
9. The term of this MOU commences on the date of execution and shall be for one year unless terminated in writing by either Party and shall automatically renew thereafter for succeeding one-year terms until terminated by either Party.
10. This MOU is not intended to, and shall not be construed to, confer a benefit on any third party or create any right or power for a third party to bring an action to enforce any of its terms. This agreement shall not be construed as creating or constituting a partnership or joint venture between the Parties. Neither Party has any authority to act for any other Party as an agent, partner, or joint venture as a result of the agreement. Neither Party has any authority whatsoever to bind the other Party to any other agreement, promises, or undertakings.

11. This MOU may be amended only by written instrument duly signed and executed by the Association and the City.
12. Either Party may terminate this MOU upon thirty days written notice. Upon termination, the Association shall remove at its sole cost and expense the improvements installed on the Property pursuant to this MOU.
13. If, in the sole opinion of City, the Property, or any part thereof, is required for a different use or purpose, the City shall have right to expedite the termination of this MOU and require the Association to remove its improvements within a period determined reasonable at the time. If the improvements are not removed during the prescribed period, the City shall cause them to be removed.
14. The construction, interpretation and enforcement of this MOU shall be governed by the laws of the State of Wyoming. The courts of the State of Wyoming shall have jurisdiction over any action arising out of this MOU and the Parties, and the venue shall be the Ninth Judicial District, Fremont County, Wyoming. The Parties intend and agree that the City does not waive governmental immunity by entering into this Contract, and specifically retain immunity and all defenses available to them pursuant to W.S. §1-39-101 et. Seq and all other state law.
15. Neither Party may assign its rights or delegate the performance of any duty under this agreement, by operation of law or otherwise, without the prior written consent of the other Party. The terms of this MOU will be binding on all successors-in-interest of each Party.
16. The Parties hereto agree that this MOU represents the entire agreement of the Parties and all prior negotiations, discussions, and agreements have been incorporated herein.
17. In the event of a dispute between the Parties as to the language of this MOU or the construction or meaning of any term hereof, this MOU will be deemed to have been drafted by the Parties in equal parts so that no presumptions or inferences concerning its terms or interpretation may be construed against any Party to this MOU.
18. This MOU may be executed in any number of counterparts, each of which may be deemed an original and all of which together shall constitute one and the same instrument, and facsimiles shall be deemed originals.

Remainder of Page Left Intentionally Blank

IN WITNESS WHEREOF, the Parties have executed this MOU effective as of the date first set forth above.

CITY OF RIVERTON

Richard P. Gard, Mayor DATE: _____

Attested: _____ DATE: _____
Kristin Watson, City Clerk, City of Riverton

WYOMING OFF-ROAD RACERS ASSOCIATION

[NAME] [TITLE] DATE: _____

STATE OF WYOMING)
) ss.
COUNTY OF FREMONT)

The foregoing instrument was acknowledged before me by _____
known to me to be the person that executed the within instrument as the Party therein named, this
___ day of _____, 2022.

Witness my hand and official seal.

Notary Public

My Commission Expires: _____

CITY COUNCIL STAFF REPORT

TO: His Honor the Mayor and Members of the City Council

FROM: John Watson, Facilities/Inspections Manager

THROUGH: Kyle J. Butterfield, City Administrator

DATE: October 18, 2022

SUBJECT: Bid Award – City Hall Roof Top Unit (RTU) 1 Replacement

Recommendation: The City Council awards the City Hall Roof Top Unit (RTU) No. 1 Replacement Project to Sheet Metal Specialties of Casper Wyoming in the amount of \$277,200.

Background: During the annual budget planning meetings in the spring of 2022, staff presented information about the condition of RTU No.1. It is a 28 year old unit and has recently had significant maintenance and service issues. There are seven RTUs at City Hall. RTU No. 1 is the largest unit (50 tons) and covers the majority of the facility. When it goes offline, there are significant heating, ventilation, and cooling issues at City Hall. At the May 20, 2022 Special Council Meeting, the Governing Body approved the Fiscal Year 22-23 Budget, which included a capital expenditure in the Facilities Upgrades & Improvements for the replacement of the RTU No. 1.

Discussion: Staff prepared specifications and bid documents for the City Hall Roof Top Unit (RTU) No.1 Replacement Project. Pursuant to statutory requirements, a request for bid proposals was advertised three times in the Riverton Ranger. Seven HVAC contractors attended a mandatory pre-bid meeting on September 7, 2022. Two bids were received by the deadline, and were opened at 10:00 AM on September 22, 2022 with the following results:

Contractor Name	Total Bid
Sheet Metal Specialties	\$277,200
Summit Sheet Metal	\$380,000


Staff reviewed each bid for responsiveness to bid specifications and additionally requested a legal review of the submitted bids. The apparent low bidder, Sheet Metal Specialties was determined responsive to specifications and bid requirements.

Budget Impact: The FY23 budget for the City Hall Roof Top Unit (RTU) No. 1 Replacement Project is \$200,000. In order to award the project, staff reviewed ways to cover the \$77,200 overage and discovered several areas of savings to offset the overage. Specifically, \$55,433 from the general fund capital budget (savings from equipment and other projects.) and \$31,900 of supplemental funding planned in the airport fund capital budget for the taxiway project.



CITY COUNCIL STAFF REPORT

TO: His Honor the Mayor and Members of the City Council

THROUGH: Kyle J. Butterfield, City Administrator 

DATE: October 18, 2022

SUBJECT: Bid Award – Taxiway A, C1, and D Rehabilitation

Recommendation: The City Council awards Schedule I and Schedule II of the Taxiway A, C1, and D Rehabilitation project to Simon Construction in the amount of \$6,712,970.

Background: Pavements associated with Taxiways A, C1, and D at Central Wyoming Regional Airport are reaching the end of their useful life and require replacement. Federal and state grant funds were secured in FY20 to design a rehabilitation project for these deteriorating pavements. The design includes the full-depth and partial-depth replacement of 5,000 linear feet of Taxiway A, located between Taxiways A2 and A4, and the rehabilitation of Taxiway D between Taxiway A and Runway 10/28. The project also includes the relocation of the supplemental wind cone located adjacent to Runway 28. The current, non-standard location of the cone was identified in a recent FAA inspection. On December 21, 2021, the City Council adopted Resolutions 1441 and 1442 supporting the application of federal and state grants to rehabilitate the above described project.

Discussion: Jviation, the airport’s consulting firm, prepared specification and bid documents for the Taxiway A, C1, and D Rehabilitation project. A request for bid proposals was advertised in the Riverton Ranger, Casper Star Tribune, and Denver Daily Journal on July 14, July 21, and July 28, 2022. Upon advertisement, Jviation notified several contractors to solicit interest in the project. There were three prime contractors who were plan holders for the project. All three prime contractors attended the pre-bid meeting. Two bids were received and publically opened on August 16, 2022 with the following results:

	Engineer’s Estimate	Simon Construction	Century Companies
Schedule I	\$4,658,625.00	\$6,664,180.00	\$8,349,962.50
Schedule II	\$40,675.00	\$48,790.00	\$81,500.00
TOTAL	\$4,699,300.00	\$6,712,970.00	\$8,431,462.50

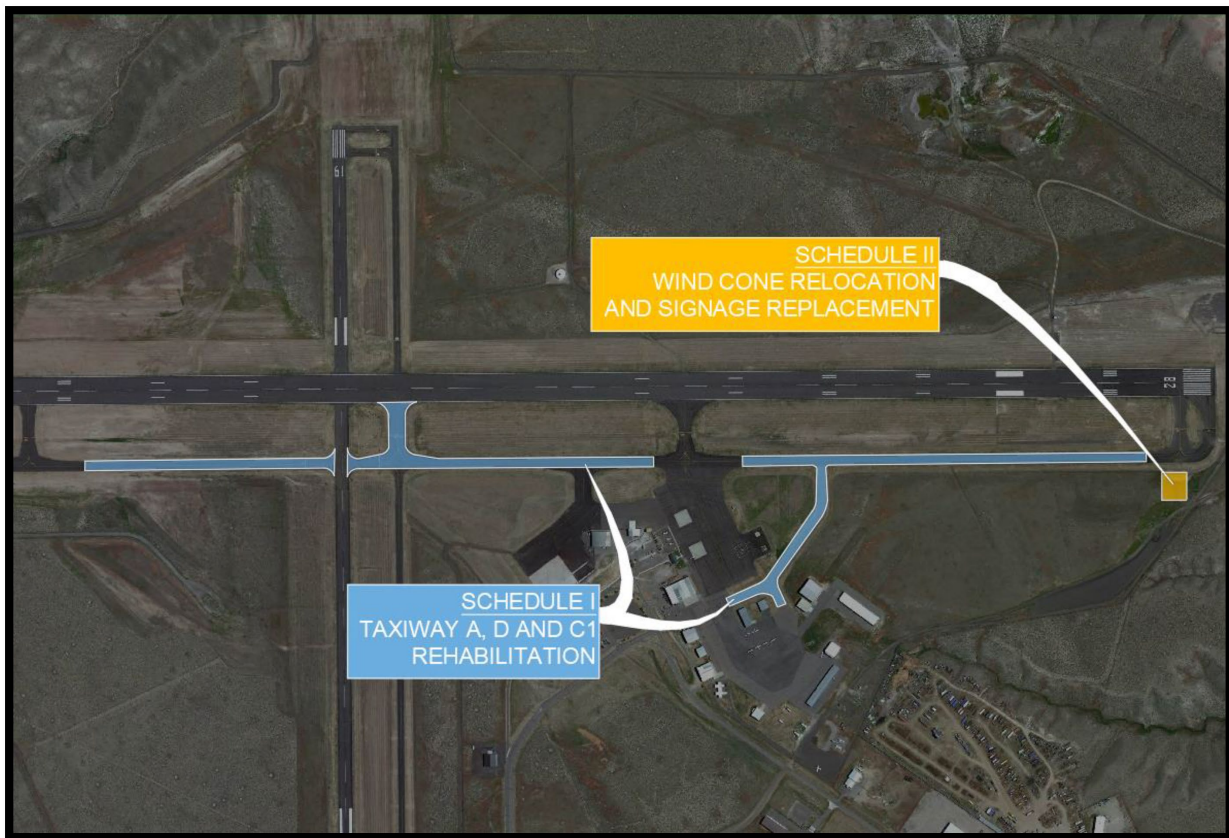
Jviation reviewed the bids for responsiveness to specifications and bid documents. Attached is their recommendation of award.

Budget Impact: The lowest responsible bid for the Taxiway A, C1, and D Rehabilitation project is \$2,013,670 above the engineer’s estimate and is over budget. In order to cover this overage, staff has

worked with the FAA and state to increase the previously requested grant amounts necessary to complete the project. Staff has also worked to cover the required local match for the project. The table below outlines the various funding sources to pay the construction and construction management services for the project.

CITY OF RIVERTON	WYDOT GRANT	FEDERAL AIP GRANT	FEDERAL DISC. AIP GRANT	FEDERAL BIL GRANT	TOTAL
\$88,857	\$133,284	\$2,332,118	\$3,571,111	\$1,000,000	\$7,125,370

The FY23 budget was adopted to utilize \$31,973.00 of supplemental funding to match the grants supporting the Taxiway A, C1, and D Rehabilitation project. Staff is proposing to forego the use of supplemental funding and instead utilize revenue generated from the recent sale of property near the airfield. Proceeds of the sale were \$104,244 and sufficient to cover the above outlined match of \$88,857. Staff is also looking at the use of revenue generated from passenger facility charges to support the city’s share of the taxiway project.



October 10, 2022

Mr. Paul Griffin
Airport Manager
Central Wyoming Regional Airport
4830 Airport Road
Riverton, Wyoming 82501

Subject: Central Wyoming Regional Airport
Riverton, Wyoming
AIP Project No. 3-56-0024-045-2018
WYDOT Project No. ARIW32B/C
Schedule I: Taxiway A, D, and C1 Rehabilitation
Schedule II: Wind Cone Relocation and Signage Replacement
Letter of Recommendation

Dear Mr. Griffin:

Bid proposals for the above referenced project were received and opened on August 16, 2022, at Riverton City Hall. Two prime contractors submitted formal bids. The bid proposals for this project consisted of two schedules of work.

The bids were tabulated for mathematical correctness and summarized in the following table:

	Engineer's Estimate	Simon Construction	Century Companies
Schedule I	\$4,658,625.00	\$6,664,180.00	\$8,349,962.50
Schedule II	\$40,675.00	\$48,790.00	\$81,500.00
TOTAL	\$4,699,300.00	\$6,712,970.00	\$8,431,462.50

Our office has reviewed the bid proposal from Simon Construction for compliance with the Instruction to Bidders. Simon submitted the required forms, including the Contract Proposal, Bid Bond, Contractor Information Sheet, Subcontractor/Material Supplier List, Disadvantaged Business Utilization Commitment, DBE Participation Form, Equal Employment Opportunity Report Statement, Buy America Certification, Buy America Waiver Request, Buy America Conformance Listing, Certification of Offeror/Bidder Regarding Tax Delinquency and felony Convictions, Contractor's Statement of Qualifications, Bid Proposal, and acknowledgment of the four project addendums. Included in the statement of qualifications was evidence of competency to perform the work, consisting of a summary of their past experience, a list of key personnel and their resumes, and evidence of financial responsibility, as per the requirements set forth by the Contract Documents.

The DBE goal for this project is 3.3%. Simon was able to list 3.67% DBE participation on the project. Simon proposes to accomplish this goal by subcontracting with the DBE firms of Hudson Inc. (milling), Straight Stripe Painting, JBI Trucking, and B&B Aggregates.

Simon Construction and their proposed sub-contractors were vetted against the System for Award Management's Excluded Parties List System, and no negative records were found.

We have reviewed the prime contractor's qualifications and consider this firm capable of completing the desired construction project. Simon Construction's bid of \$6,712,970 for Schedules I and II is approximately 42.8% higher than the Engineer's Estimate.

The comparatively high bid price received from Simon is attributed to a number of factors. The first factor being the current state of the industry. A majority of the projects that have bid in the region have provided higher than normal unit costs due to lack of supply experienced in the wake of COVID. An additional factor in the higher costs was the fact that the two plants that produce asphalt in the vicinity of Riverton are not able to supply asphalt for this project. This forced the bidders to include a provision for bringing in a mobile batch plant, which increased the project cost by a significant percentage. With these justifications in mind, it has been determined that the unit costs provided for this project were found to be fair and reasonable within the current market.

Advertisements for bid were placed in the: Riverton Ranger, Casper Star Tribune, and Denver Daily Journal on July 14, July 21, and July 28, 2022. Upon advertisement, Jviation notified several contractors to solicit interest in the project. There were three prime contractors who were plan holders for the project. All three prime contractors attended the pre-bid meeting.

Based on the information provided by Simon Construction, we recommend that the City of Riverton award the construction project to Simon in the amount of \$6,664,180.00 for Schedule I and \$48,790.00 for Schedule II, subject to FAA and WYDOT concurrence and available funding. It should be noted that FAA/WYDOT concurrence does not constitute any waiver of the contractual obligations specified in the contract documents and construction drawings required by the contractor.

The following documents have been enclosed for your records:

Plan Holder's List
Tabulation of Bids

If you need additional information, please feel free to contact us.
Sincerely,



Alex Nodich, P.E.
Project Manager

Enclosures

cc: Rebecca Wersal, FAA Denver - ADO
Tim Dolan, WYDOT Aeronautics
Kyle Butterfield, City Administrator, City of Riverton

CENTRAL WYOMING REGIONAL AIRPORT

RIVERTON, WYOMING

AIP PROJECT NUMBER: 3-56-0024-053/054-2022

WYDOT PROJECT NO. ARI001C and D

BID OPENING

DATE: TUESDAY, AUGUST 16, 2022

TIME: 1:00 P.M. (LOCAL TIME)

Schedule I - Taxiway A, C1, and D Rehabilitation**Schedule II - Wind Cone Relocation and Signage Replacement**

BID SUMMARY ITEM	Engineer's Estimate	Simon Construction	Century Companies
Contract Proposal	√	√	√
Received Addendum 1	√	√	√
Received Addendum 2	√	√	√
Received Addendum 3	√	√	√
Received Addendum 4	√	√	√
Bid Bond	√	√	√
Contractor Information	√	√	√
Subcontractor/Material Supplier List	√	√	√
Disadvantaged Business Utilization Commitment	√ - 3.3%	√ - 3.67%	√ - 5.01%
DBE Participation Form	√	√	√
Equal Employment Opportunity Report Statement	√	√	√
Buy American Certification	√	√	√
Certificate of Buy American Compliance	√	√	√
Buy American Waiver Request (if applicable)	√	√	√
Buy American Conformance Listing (if applicable)	√	√	√
Certification of Offeror/Bidder Regarding Tax	√	√	√
Contractor's Statement of Qualifications	√	√	√
Schedule I Bid Proposal	\$ 4,658,625.00	\$ 6,664,180.00	\$ 8,349,962.50
Schedule II Bid Proposal	\$ 40,675.00	\$ 48,790.00	\$ 81,500.00
TOTAL - ALL SCHEDULES	\$ 4,699,300.00	\$ 6,712,970.00	\$ 8,431,462.50

SCHEDULE I				Engineer's Estimate		Simon Construction		Century Companies	
Item No.	Description	Unit	Estimated Quantity	Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost
C-100a	Contractor Quality Control Program (CQCP)	LS	1	\$ 50,000.00	\$ 50,000.00	\$ 1,100,000.00	\$ 1,100,000.00	\$ 287,500.00	\$ 287,500.00
C-105a	Mobilization (10% Max)	LS	1	\$ 418,970.00	\$ 418,970.00	\$ 660,000.00	\$ 660,000.00	\$ 830,000.00	\$ 830,000.00
P-101a	Asphalt Pavement Removal 3 to 7 Inch (Full Depth)	SY	33,350	\$ 12.00	\$ 400,200.00	\$ 5.00	\$ 166,750.00	\$ 20.00	\$ 667,000.00
P-101b	Asphalt Pavement Removal (Partial Depth)	SY	2,960	\$ 15.00	\$ 44,400.00	\$ 4.00	\$ 11,840.00	\$ 9.00	\$ 26,640.00
P-101c	Crack Repair	LF	500	\$ 8.00	\$ 4,000.00	\$ 25.00	\$ 12,500.00	\$ 9.00	\$ 4,500.00
P-101e	Remove Rock Rip Rap	SY	125	\$ 35.00	\$ 4,375.00	\$ 67.00	\$ 8,375.00	\$ 45.00	\$ 5,625.00
P-101f	Remove Inlet	EA	2	\$ 3,500.00	\$ 7,000.00	\$ 13,000.00	\$ 26,000.00	\$ 3,750.00	\$ 7,500.00
P-101g	Remove 18" RCP	LF	170	\$ 50.00	\$ 8,500.00	\$ 135.00	\$ 22,950.00	\$ 100.00	\$ 17,000.00
P-152a	Unclassified Excavation	CY	9,860	\$ 18.00	\$ 177,480.00	\$ 28.00	\$ 276,080.00	\$ 36.00	\$ 354,960.00
P-152b	Muck Excavation	CY	3,860	\$ 35.00	\$ 205,100.00	\$ 20.00	\$ 117,200.00	\$ 40.00	\$ 234,400.00
P-152c	Embankment (Subgrade Prep)	CY	12,300	\$ 15.00	\$ 184,500.00	\$ 12.00	\$ 147,600.00	\$ 5.00	\$ 61,500.00
P-152d	Embankment (Shouldering)	CY	530	\$ 15.00	\$ 7,950.00	\$ 55.00	\$ 29,150.00	\$ 68.00	\$ 36,040.00
P-209a	Crushed Aggregate Base Course	CY	8,200	\$ 80.00	\$ 656,000.00	\$ 100.00	\$ 820,000.00	\$ 130.00	\$ 1,066,000.00
P-209b	Separation Geotextile	SY	35,830	\$ 5.00	\$ 179,150.00	\$ 4.00	\$ 143,320.00	\$ 3.75	\$ 134,362.50
P-401a	Asphalt Surface Course	TON	13,950	\$ 120.00	\$ 1,674,000.00	\$ 155.00	\$ 2,162,250.00	\$ 220.00	\$ 3,069,000.00
P-603a	Emulsified Asphalt Tack Coat	GAL	6,960	\$ 5.00	\$ 34,800.00	\$ 5.00	\$ 34,800.00	\$ 7.00	\$ 48,720.00
P-620a	Permanent Waterborne Pavement Marking	SF	7,500	\$ 1.25	\$ 9,375.00	\$ 4.00	\$ 30,000.00	\$ 6.00	\$ 45,000.00
P-620b	Type I Reflective Media for Airfield Marking	LB	850	\$ 1.50	\$ 1,275.00	\$ 2.00	\$ 1,700.00	\$ 1.50	\$ 1,275.00
P-620c	Temporary Waterborne Pavement Marking	SF	7,500	\$ 1.50	\$ 11,250.00	\$ 4.00	\$ 30,000.00	\$ 5.00	\$ 37,500.00
P-620d	Surface Painted Hold Position Signs - Methacrylate	SF	1,420	\$ 9.00	\$ 12,780.00	\$ 20.00	\$ 28,400.00	\$ 35.00	\$ 49,700.00
P-620e	Obliterate Markings	SF	107	\$ 5.00	\$ 535.00	\$ 26.00	\$ 2,782.00	\$ 30.00	\$ 3,210.00
P-620f	Reflectivity Readings	LS	1	\$ 2,500.00	\$ 2,500.00	\$ 1,000.00	\$ 1,000.00	\$ 1,500.00	\$ 1,500.00
D-701a	Type V RCP 18 Inch	LF	190	\$ 180.00	\$ 34,200.00	\$ 200.00	\$ 38,000.00	\$ 290.00	\$ 55,100.00
D-701b	24 Inch CMP	LF	10	\$ 200.00	\$ 2,000.00	\$ 750.00	\$ 7,500.00	\$ 410.00	\$ 4,100.00
D-701c	Type III RCP 24 Inch	LF	24	\$ 165.00	\$ 3,960.00	\$ 370.00	\$ 8,880.00	\$ 300.00	\$ 7,200.00
D-751a	Install New Storm Inlet	EA	1	\$ 15,000.00	\$ 15,000.00	\$ 30,000.00	\$ 30,000.00	\$ 26,000.00	\$ 26,000.00
D-751b	Cap Storm Pipe in Existing Inlet	EA	1	\$ 1,000.00	\$ 1,000.00	\$ 3,000.00	\$ 3,000.00	\$ 4,500.00	\$ 4,500.00
D-751c	Modify Existing Storm Inlet for New 18" Type V RCP	EA	1	\$ 5,000.00	\$ 5,000.00	\$ 8,000.00	\$ 8,000.00	\$ 4,500.00	\$ 4,500.00
DR-01a	Type M Grouted RipRap - Sheet C351	SY	45	\$ 100.00	\$ 4,500.00	\$ 600.00	\$ 27,000.00	\$ 485.00	\$ 21,825.00
DR-01b	Outfall Restoration No. 1 - Sheet C351	LS	1	\$ 12,000.00	\$ 12,000.00	\$ 25,700.00	\$ 25,700.00	\$ 6,000.00	\$ 6,000.00
DR-01c	Outfall Restoration No. 2 - Sheet C351	LS	1	\$ 15,000.00	\$ 15,000.00	\$ 40,000.00	\$ 40,000.00	\$ 6,000.00	\$ 6,000.00
T-901a	Seeding with Hydromulch	ACRE	5	\$ 3,000.00	\$ 15,000.00	\$ 2,600.00	\$ 13,000.00	\$ 4,500.00	\$ 22,500.00
T-905a	Place Topsoil - Obtained on Site or Removal from Stockpile	CY	2,130	\$ 35.00	\$ 74,550.00	\$ 24.00	\$ 51,120.00	\$ 50.00	\$ 106,500.00
L-108b	Install #8 AWG, L-824C, 5000V, Wire	LF	13,700	\$ 2.50	\$ 34,250.00	\$ 3.00	\$ 41,100.00	\$ 6.00	\$ 82,200.00
L-108c	Install #6 AWG, Bare Copper Counterpoise Including Ground Rods and Terminations	LF	10,850	\$ 2.50	\$ 27,125.00	\$ 6.00	\$ 65,100.00	\$ 11.00	\$ 119,350.00
L-110a	Install 1-2" PVC Duct, Direct Earth Buried	LF	10,850	\$ 14.00	\$ 151,900.00	\$ 16.00	\$ 173,600.00	\$ 35.00	\$ 379,750.00
L-110b	Install 1-2" PVC Duct, Concrete Encased	LF	120	\$ 30.00	\$ 3,600.00	\$ 61.00	\$ 7,320.00	\$ 85.00	\$ 10,200.00
L-110c	Remove Existing 2" Duct	LF	10,000	\$ 1.50	\$ 15,000.00	\$ 7.00	\$ 70,000.00	\$ 15.00	\$ 150,000.00
L-115a	Remove Electrical Junction Box, Complete	EA	1	\$ 100.00	\$ 100.00	\$ 405.00	\$ 405.00	\$ 800.00	\$ 800.00
L-125a	Remove Base Mounted Taxiway Edge Light, Complete	EA	80	\$ 200.00	\$ 16,000.00	\$ 384.00	\$ 30,720.00	\$ 650.00	\$ 52,000.00
L-125b	Reinstall Existing L-861T Taxiway Edge Light, Complete	EA	80	\$ 750.00	\$ 60,000.00	\$ 1,200.00	\$ 96,000.00	\$ 1,900.00	\$ 152,000.00
L-125c	Install L-861T(L) Taxiway Edge Light, Complete	EA	21	\$ 800.00	\$ 16,800.00	\$ 2,000.00	\$ 42,000.00	\$ 3,000.00	\$ 63,000.00
L-125d	Remove Retroreflective Marker, Complete	EA	58	\$ 100.00	\$ 5,800.00	\$ 60.00	\$ 3,480.00	\$ 95.00	\$ 5,510.00
L-125e	Reinstall Existing Retroreflective Marker, Complete	EA	33	\$ 300.00	\$ 9,900.00	\$ 132.00	\$ 4,356.00	\$ 215.00	\$ 7,095.00
L-125f	Remove Runway Light In-Pavement, Complete	EA	2	\$ 400.00	\$ 800.00	\$ 576.00	\$ 1,152.00	\$ 950.00	\$ 1,900.00
L-125g	Remove L-858 Taxiway Guidance Sign, Complete	EA	10	\$ 1,500.00	\$ 15,000.00	\$ 865.00	\$ 8,650.00	\$ 1,500.00	\$ 15,000.00
L-125h	Reinstall L-858 Taxiway Guidance Sign on New Concrete Pad, Size 2, 2 Module, Complete	EA	4	\$ 2,000.00	\$ 8,000.00	\$ 3,300.00	\$ 13,200.00	\$ 5,500.00	\$ 22,000.00
L-125i	Reinstall L-858 Taxiway Guidance Sign on New Concrete Pad, Size 2, 3 Module, Complete	EA	6	\$ 3,000.00	\$ 18,000.00	\$ 3,700.00	\$ 22,200.00	\$ 6,000.00	\$ 36,000.00
TOTAL SCHEDULE I				\$	4,658,625.00	\$	6,664,180.00	\$	8,349,962.50

SCHEDULE II				Engineer's Estimate		Simon Construction		Century Companies	
Item No.	Description	Unit	Estimated Quantity	Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost
C-105a	Mobilization (10% Max)	LS	1	\$ 3,700.00	\$ 3,700.00	\$ 3,940.00	\$ 3,940.00	\$ 8,000.00	\$ 8,000.00
P-101d	Removal of Wind Cone	EA	3	\$ 1,000.00	\$ 3,000.00	\$ 1,000.00	\$ 3,000.00	\$ 1,500.00	\$ 4,500.00
T-901a	Seeding with Hydromulch	ACRE	1	\$ 3,000.00	\$ 3,000.00	\$ 2,600.00	\$ 2,600.00	4,500	\$ 4,500.00
L-107a	Reinstall Existing Wind Cone on New Foundation, Complete	LS	1	\$ 10,000.00	\$ 10,000.00	\$ 6,000.00	\$ 6,000.00	\$ 8,000.00	\$ 8,000.00
L-107b	Install New Wind Cone on Existing Base, Complete	EA	2	\$ 5,000.00	\$ 10,000.00	\$ 7,000.00	\$ 14,000.00	\$ 14,000.00	\$ 28,000.00
L-108b	Install #8 AWG, L-824C, 5000V, Wire	LF	1,000	\$ 2.50	\$ 2,500.00	\$ 4.00	\$ 4,000.00	\$ 5.00	\$ 5,000.00
L-108c	Install #6 AWG, Bare Copper Counterpoise Including Ground Rods and Terminations	LF	350	\$ 2.50	\$ 875.00	\$ 4.00	\$ 1,400.00	\$ 5.00	\$ 1,750.00
L-110a	Install 1-2" PVC Duct, Direct Earth Buried	LF	350	\$ 14.00	\$ 4,900.00	\$ 21.00	\$ 7,350.00	\$ 35.00	\$ 12,250.00
L-115a	Remove Electrical Junction Box, Complete	EA	1	\$ 100.00	\$ 100.00	\$ 900.00	\$ 900.00	\$ 1,500.00	\$ 1,500.00
L-115b	Install L-867B Junction Box, Complete	EA	2	\$ 800.00	\$ 1,600.00	\$ 1,700.00	\$ 3,400.00	\$ 2,500.00	\$ 5,000.00
L-125j	Adjust Existing Guidance Sign from 3 Modules to 2 Modules, I	EA	1	\$ 1,000.00	\$ 1,000.00	\$ 2,200.00	\$ 2,200.00	\$ 3,000.00	\$ 3,000.00
TOTAL SCHEDULE II				\$	40,675.00	\$	48,790.00	\$	81,500.00