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Memorandum

Date: 11/19/2021
To: Michele McPherson, City of Princeton
Bob Gerold, City of Princeton
Bryan Pearson, Knife River
Copy to: Kevin Ensor, File
From: John Glesne
RE: Princeton Municipal Airport
AIP #3-27-0081-018-2021
Reconstruct Taxiway A & Partial Connecting Taxiways and Install New Medium Intensity
Taxiway Lighting System.
Substantial Completion Inspection and Punchlist

Remarks

The substantial completion inspection was held for the above project at 11:00 AM CT on Thursday, November 18, 2021 at the Princeton Municipal Airport, Princeton, Minnesota. The attendees included Michele McPherson (City of Princeton), Bob Gerold (City of Princeton), Bryan Pearson (Knife River), Ben Melin (NEO Electrical), Kevin Ensor (KLJ), and John Glesne (KLJ). Below is a summary of the punchlist and prerequisites to final completion.

Punchlist Items are as follows:

1. Resweep pavements prior to taxiway opening.
2. Remove Airside Traffic Control items.
3. Install retroreflective markers (x2) along Taxiway A4 as indicated in the plans.
4. Remove existing retroreflective markers east of Taxiway A / Taxiway B intersection and place in electrical vault.
5. Install numbering tags on taxiway light stems.
6. Provide missing light head for spare taxiway light in electrical vault.
7. Remove or dispose of any remaining construction items in staging area.
8. Address asphalt seams at connections between mainline Taxiway A and connectors (planned for Spring 2022).
9. Fix any settlement areas along pavement edges and taxiway lights (planned for Spring 2022 as needed).
10. Remove biorolls in accordance with SWPPP requirements (planned for Spring 2022 as needed).
11. Install permanent taxiway markings (planned for Spring 2022).
12. Remove and restore staging area & access road, including any necessary topsoiling, seeding, mulching, etc. (planned for Spring 2022). This will need to be coordinated with KLJ and the City depending on when the existing recycled base material stockpile has been depleted.



Once all punchlist items are completed, a final project inspection will be scheduled. Any additional items identified at the inspection will be added to the punchlist.

In accordance with the specifications, the following are items to be completed as prerequisites to final acceptance:

1. Complete all punchlist items.
2. Supply O&M Manuals for new vault equipment.
3. Submit DBE Total Payment Affidavit.
4. Submit Withholding Affidavit for Contractors.
5. Submit SWPPP Notice of Termination – Time to be completed shall depend on turf establishment per requirements.
6. Submit Pit Release Statement (If Applicable).
7. Submit Record of FAA Contractor Project Payments and DBE Commitments.
8. Submit final testing report per FAA General Provision 60-02.
9. Remove remaining items from project staging area(s).
10. Submit final documentation per FAA General Provision 90-11.

Please contact me at 701-936-5184 or at john.glesne@kljeng.com with any questions. Thank you.