



# City of Kansas City, Missouri

## Docket Memo

Ordinance/Resolution #: 260005

Submitted Department/Preparer: Aviation

Revised 6/10/24

Docket memos are required on all ordinances initiated by a Department Director. More information can be found in [Administrative Regulation \(AR\) 4-1](#).

### Executive Summary

Authorizing the Director of the Aviation Department to enter into a \$1,338,600.00 construction contract with Brown & Root for the MKC Signage project at the Kansas City Downtown Airport – Wheeler Field (MKC).

### Discussion

The purpose of this project is to provide updated wayfinding signage, 2 monument signs, and GA Terminal building lettering at the Charels B. Wheeler Downtown Airport (MKC). The CUP approved for this project is 16% MBE and 16% WBE.

### Fiscal Impact

1. Is this legislation included in the adopted budget?  Yes  No
2. What is the funding source?  
Aviation fund - FY26-8300-627270-B-62240580 - MKC Signage
3. How does the legislation affect the current fiscal year?  
\$1,472,460.00
4. Does the legislation have a fiscal impact in future fiscal years? Please note the difference between one-time and recurring costs.  
No
5. Does the legislation generate revenue, leverage outside funding, or deliver a return on investment?  
No

### Office of Management and Budget Review

(OMB Staff will complete this section.)

1. This legislation is supported by the general fund.	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
2. This fund has a structural imbalance.	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
3. Account string has been verified/confirmed.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

### **Additional Discussion (if needed)**

Click or tap here to enter text.

### **Citywide Business Plan (CWBP) Impact**

1. View the [Adopted 2025-2029 Citywide Business Plan](#)
2. Which CWBP goal is most impacted by this legislation?  
Infrastructure and Accessibility (Press tab after selecting.)
3. Which objectives are impacted by this legislation (select all that apply):
  - Engage in thoughtful planning and redesign of existing road networks to ensure safety, access, and mobility of users of all ages and abilities.
  - Enhance the City's connectivity, resiliency, and equity through a better-connected multi-modal transportation system for all users.
  - Build on existing strengths while developing a comprehensive transportation plan for the future.
  - Develop environmentally sustainable infrastructure strategies that improve quality of life and foster economic growth.
  - Ensure adequate resources are provided for continued maintenance of existing infrastructure.
  - Focus on delivery of safe connections to schools.

### **Prior Legislation**

N/A

### **Service Level Impacts**

This project will increase the likelihood of maximizing use of all assets owned.

## Other Impacts

1. What will be the potential health impacts to any affected groups?  
Aviation Engineering has reviewed the Priorities in the Kansas City Community Health Improvement Plan (KC-CHIP) and does not identify any negative impacts.
2. How have those groups been engaged and involved in the development of this ordinance?  
The Community within the Kansas City, Missouri area has been consistently engaged and involved with the Aviation Department Master Plan, which contributes to this ordinance.
3. How does this legislation contribute to a sustainable Kansas City?  
Continuous reconstruction of infrastructure at Kansas City International Airport is vital to the continuous operation of the Airport and the city's economic vitality.
4. Does this legislation create or preserve new housing units?  
No (Press tab after selecting)

Click or tap here to enter text.

Click or tap here to enter text.

5. Department staff certifies the submission of any application Affirmative Action Plans or Certificates of Compliance, Contractor Utilization Plans (CUPs), and Letters of Intent to Subcontract (LOIs) to CREO prior to, or simultaneously with, the legislation entry request in Legistar.

Yes - I have submitted documents for CREO Review (Press tab after selecting)  
Please attach or copy and paste CREO's review.

### Contractor Utilization Plan Approval Form

e-Builder users: Approval Form must be completed and attached in PDF format where indicated. CUP/LOIs must be attached where indicated, or as supporting documents.

Prepared by:  
Sara Hurst

Date: 10/20/25

Contract/Project Number: 62240580	Project Name: MKC Signage
Developer/Prime: Brown & Root Industrial Services, LLC	Contact Name: Craig Cook
Address: 110 NW Parkway Dr., Bldg.#6 Riverside, MO 64150	Email: craig.cook@brownandroot.com

Full Contract Value: \$ 1,338,600.00

Funding:  City  State  Federal  CO-OP  Grant:  Other:

Project Requirements:  M/WBE  DBE  Section 3  N/A

Tax Incentive:  LCRA  TIF  PSEA  N/A  Other:

Prevailing Wage:  Yes  No

Davis-Bacon:  Yes  No

Construction Employment Program:  Yes: Workforce goals are 10% Minority & 2% Women. There are over 800 Workforce hours and project cost is \$300,000 or more.

No: Workforce hours are less than 800 and project cost is less than \$300,000.

Contract Goals:	Contractor Utilization Plan Achievement:
Self-Perform: ____%	Self-Perform: ____%
MBE: 15 %	MBE: 8.23 % 16 RAH
WBE: 15 %	WBE: 12.73 % 15 RAH
Non-certified firms: ____%	Non-certified firms: ____%

Contract Type (select one):  Construction  Design-Build  Design Professional  Professional Services  
 General Services  Facilities Maintenance/Repair/Renovation  Concessions  Co-operative  
 Revenue Sharing  Non-Municipal Agency  Other Goods & Services  Other \_\_\_\_\_

Project Manager: Katrina Bruce

Email: katrina.bruce@kcmo.org

Additional Information:

This document is submitted with all available facts. Intentionally falsifying this document or omitting pertinent facts is grounds for disciplinary action pursuant to KCMO Human Resources Rules & Policy Manual (eff. August 4, 2014).

#### FOR CIVIL RIGHTS & EQUAL OPPORTUNITY DEPARTMENT (CREO) USE ONLY:

The Contractor Utilization Plan is:

Approved  Disapproved

16 % MBE 15 % WBE \_\_\_\_\_ % DBE

The Request for Good Faith Efforts Waiver is:

Approved  Disapproved  Not Applicable

Appeal Sent to FICB or Incentive Agency?  Yes FICB \_\_\_\_\_ Incentive Agency  No

CREO Signature: Rebecca Amerson-Hagan Date: 12/10/2025

Comments:

GFE approved at 16/15 RAH

REO | Contractor Utilization Plan (CUP) MUST be submitted to FICB prior to being marked as Under Review. It cannot be submitted to FICB

6. Does this legislation seek to approve a contract resulting from an Invitation for Bid?

No(Press tab after selecting)

Click or tap here to enter text.

7. Does this legislation seek to approve a contract resulting from a Request for Proposal/Qualification (RFP/Q)?

No(Press tab after selecting)