

# MEMO



To **Carson City Airport Authority**  
From **Jim Clague**  
Date **March 4, 2016**

**Subject Carson City Airport Authority Meeting for 3-09-2016**

The following is a status summary of the projects in which ATKINS is involved:

## **1. North Apron Reconstruction AIP No. 3-32-0004-30 (pending)**

The proposed work includes the reconstruction of the existing pavement and constructing miscellaneous drainage improvements at the Carson City Airport. The construction includes earthwork, pulverizing the existing pavement, providing approximately 37,870 square yards of a 10.5-inch soil-cement base course, approximately 3,460 square yards of a 6-inch soil-cement base course, approximately 38,610 square yards of 4-inches of asphalt concrete, 2,490 square yards of 10.5-inch PCC pavement, saw cut control joints, 24-inch concrete encased slotted drain pipe, new drainage inlets, new storm drain pipe, installation of tie-down anchors, pavement striping, installation of apron lighting, the replacement of the perimeter fence with 6-foot chain link fence having barbed wire extensions on top, and installation of barbed wire extensions on the existing fence. There are three deductive alternatives in this project that may be implemented if necessary to keep the project within the available budget. Deductive Alternative #1 eliminates the improvements to the fencing, Deductive Alternative #2 eliminates the apron lighting, and Deductive Alternative #3 eliminates the improvements to the Access Road.

### **Bid Opening**

The bid opening for this project was held on Friday, March 4, 2016 and four bids were received. All bid proposals were complete and contained all required information. Additionally, there were no mathematical errors from any of the bidders for the Base Bid. The attached table summarizes the bids that were received for this project.

The FAA has indicated that they have programmed \$2,892,188 for the Carson City Airport in 2016. That amount equates to \$3,085,000 for this project (\$2,892,188 from the FAA and \$192,812 from the Airport). After subtracting the estimated cost for airport administration (\$20,148) and the not-to-exceed cost for construction management (\$297,500), there is \$2,767,352 available for the construction cost.

### **Bid Protest**

The bid documents allow for a deadline of noon on Wednesday, March 9<sup>th</sup> for any bidders to file a bid protest. Should there be a bid protest, it may be necessary to delay the award of the construction contract to another Airport Authority meeting until the protest has been resolved.

**Construction Contract Award**

The bid submitted by Granite Construction Company is mathematically correct and all required documents were correctly completed and included in their bid proposal. Since the bid received from Granite Construction Company for the Base Bid is within the funding limit, the implementation of the deductive alternatives will not be necessary. Therefore, the bid submitted by Granite Construction Company for the Base Bid is the lowest responsive bid.

*It is recommended that the construction contract be awarded to Granite Construction Company in the amount \$2,352,352.00 for the Base Bid contingent on FAA approval and receiving a grant offer from the FAA to fund the project.*

**Construction Management**

For discussion and possible action, attached is Task No. 5 for a not-to-exceed amount of \$297,500 for Atkins to provide construction management, inspection, and materials testing during the construction of the project. The fee is based on attending and conducting the pre-construction meeting; attending and conducting weekly construction meetings; providing quality assurance surveying services; providing quality assurance materials testing during construction; and providing contract administration and inspection of the construction for the duration of the construction period. See the attached Task No. 5.

*It is recommended to approve Task No. 5 with Atkins to provide construction management during this project for an amount not-to-exceed \$297,500 contingent on FAA approval and receiving a grant offer from the FAA to fund the project.*

**Grant Application**

The following are the various costs associated with the project which will be included in the grant application. The project costs include an approximate cost for airport administration, the not-to-exceed cost for construction management, and the construction cost based on the lowest responsive bid.

<b>CATEGORY</b>	<b>COST</b>
Airport Administration (includes single audit)	\$20,148
Construction Management (Atkins)	\$297,500
Construction Cost	\$2,352,352
<b>TOTAL</b>	<b>\$2,670,000</b>
<b>FAA SHARE (93.75%)</b>	<b>\$2,503,125</b>
<b>SPONSOR'S SHARE (6.25%)</b>	<b>\$166,875</b>

*It is recommended that the Airport Authority authorize the Chairman to submit a grant application to the FAA for \$2,503,125 in federal funding.*

**Grant Offer**

After receipt of the grant application, the FAA evaluates the request and will process it through FAA headquarters in Washington D.C. It is anticipated that the FAA will make the grant offer sometime in June or July 2016. The usual procedure to accept a grant from the FAA is for the Airport Authority to authorize acceptance of the grant offer and for the Carson City Board of Supervisors to approve the acceptance before the grant offer is signed. This item will be put on the agenda for the next available Board of Supervisors meeting, but action on the item is contingent on acceptance of the grant offer by the Airport Authority. This action by the Board of Supervisors will authorize the Mayor to accept the grant offer.

*It is recommended that the Airport Authority authorize acceptance of the FAA grant offer in the approximate amount of \$2,503,125 to be signed by the Mayor of Carson City.*

# CARSON CITY AIRPORT ~ REHABILITATE NORTH APRON

BID SUMMARY 3/4/2016

COMPANY NAME:	GRANITE CONSTRUCTION	SIERRA NEVADA CONSTRUCTION	Q & D CONSTRUCTION	SPANISH SPRINGS CONSTRUCTION	ENGINEERS ESTIMATE
BASE BID	<u>\$ 2,352,352.00</u>	\$ 2,784,007.00	\$ 2,850,000.00	\$ 3,073,444.00	\$ 2,982,480.25
BASE BID W/ DED. ALT. #1	<u>\$ 2,327,803.50</u>	\$ 2,760,804.00	\$ 2,826,030.50	\$ 3,036,979.10	\$ 2,934,645.25
BASE BID W/ DED. ALT. #2	<u>\$ 2,170,752.00</u>	\$ 2,599,267.00	\$ 2,662,360.00	\$ 2,886,204.00	\$ 2,806,480.25
BASE BID W/ DED. ALT. #3	<u>\$ 2,316,176.10</u>	\$ 2,739,847.20	\$ 2,804,531.90	\$ 3,028,874.15	\$ 2,937,220.00
BASE BID W/ DED. ALT. #1 & #2	<u>\$ 2,146,203.50</u>	\$ 2,576,064.00	\$ 2,638,390.50	\$ 2,849,739.10	\$ 2,758,645.25
BASE BID W/ DED. ALT. #1 & #3	<u>\$ 2,291,627.60</u>	\$ 2,716,644.20	\$ 2,780,562.40	\$ 2,992,409.25	\$ 2,889,385.00
BASE BID W/ DED. ALT. #2 & #3	<u>\$ 2,134,576.10</u>	\$ 2,555,107.20	\$ 2,616,891.90	\$ 2,841,634.15	\$ 2,761,220.00
BASE BID W/ DED. ALT. # 1 & #2 & #3	<u>\$ 2,110,027.60</u>	\$ 2,531,904.20	\$ 2,592,922.40	\$ 2,805,169.25	\$ 2,713,385.00

**CARSON CITY AIRPORT AUTHORITY  
AND  
ATKINS NORTH AMERICA, Inc. (ENGINEER)**

**TASK No. 5**

**ENGINEERING DESIGN SERVICES FOR THE  
REHABILITATE NORTH APRON  
AIP No. 3-32-0004-30**

**1. Introduction**

This task consists of providing construction management services for the reconstruction of the North Apron. Construction management services include the preparation of “issued for construction” documents, attending and conducting a pre-construction meeting, submittal review, quality assurance materials testing, quality assurance surveying, contract administration, inspection, record drawings, the final report, and assistance with the closeout of the project.

The proposed work includes the reconstruction of the existing pavement and constructing miscellaneous drainage improvements at the Carson City Airport. The construction includes earthwork, pulverizing the existing pavement, providing approximately 37,870 square yards of a 10.5-inch soil-cement base course, approximately 3,460 square yards of a 6-inch soil-cement base course, approximately 38,610 square yards of 4-inches of asphalt concrete, 2,490 square yards of 10.5-inch PCC pavement, saw cut control joints, 24-inch concrete encased slotted drain pipe, new drainage inlets, new storm drain pipe, installation of tie-down anchors, pavement striping, installation of apron lighting, the replacement of the perimeter fence with 6-foot chain link fence having barbed wire extensions on top, and installation of barbed wire extensions on the existing fence.

This project is depicted on the Airport Layout Plan, the Airport Capital Improvement Program, and received NEPA clearance in July 2013. Therefore, this project is eligible for federal funding from the FAA.

This task is entered into pursuant to the Master Agreement between the parties and is subject to any terms and conditions not inconsistent herewith.

**2. SCOPE OF WORK**

Provide construction management services for the above mentioned airport improvements. See Attachment “A” for the Hourly Rate Fee Schedule, Attachment “B” for the detailed scope of work, and Attachment “C” for a breakdown of the fee estimate.

**3. FEES AND METHOD OF PAYMENT**

Construction management services will be performed on a time and materials basis for a fee not-to-exceed \$297,500, of which the FAA share is \$278,906 and the Authority’s share

is \$18,594. See itemized fee estimate, Attachment "C". Invoices will be submitted monthly for work completed the previous month. Fees for the construction management, inspection, and materials testing for these projects are not included and will be negotiated at a later date.

Fees associated with the application for Use Permits, Building Permits, and/or Corps of Engineers permits are not included. Carson City Airport Authority will provide any fees required by the County, utility companies, the State of Nevada, or any other agency.

Time and Materials charges shall be based upon the 2016 Fee Schedule set forth in Attachment A.

Services for this task will be performed as stated herein and under the Agreement for Engineering and Airport Consulting Services dated August 21, 2013. This task shall also amend the terms and conditions in the Agreement for Engineering Services to incorporate applicable grant assurances required by the Federal Aviation Administration.

Dated \_\_\_\_\_, 2016

ATTEST:

Carson City Airport Authority:

By: \_\_\_\_\_  
Tim Rowe  
Airport Manager

By: \_\_\_\_\_  
Karl Hutter  
Chairman

ATTEST:

Atkins North America, Inc.

By:  \_\_\_\_\_  
Brian Fitzgerald  
Senior Project Engineer

By:  \_\_\_\_\_  
Jim Clague  
Senior Project Manager

**ATTACHMENT A**  
**ATKINS**  
**2016 HOURLY RATE FEE SCHEDULE**

**OFFICE PERSONNEL**

Project Principal	\$200.00/hr.
Senior Project Manager	\$185.00/hr.
Environmental Group Manager	\$125.00/hr.
Project Manager	\$150.00/hr.
Associate Project Manager	\$140.00/hr.
Senior Project Engineer	\$112.00/hr.
Staff Engineer	\$100.00/hr.
Scientist/Planner II	\$85.00/hr.
Scientist/Planner I	\$65.00/hr.
Designer	\$75.00/hr.
Intern	\$45.00/hr.
Senior Clerical	\$75.00/hr.
Clerical	\$55.00/hr.
Project Controls	\$150.00/hr.
Hydrologist	\$120.00/hr.

**SURVEY PERSONNEL**

Senior Survey Project Manager	\$165.00/hr.
Survey Project Manager	\$120.00/hr.
Senior Survey Technician	\$105.00/hr.
Survey Technician	\$85.00/hr.

\* *Survey crew rates include all standard survey equipment*

**CONSTRUCTION INSPECTION PERSONNEL**

Construction Manager	\$140.00/hr.
Sr. Inspector	\$110.00/hr.
Sr. Inspector (Overtime)	\$130.00/hr.
Project Inspector	\$95.00/hr.
Project Inspector (Overtime)	\$105.00/hr.
Inspector's Truck	\$1,500/month
Per Diem	\$934/week

**EQUIPMENT**

Mileage	\$0.54/mi.
---------	------------

**OUTSIDE SERVICES**

Cost + 10%

**NOTES:**

Time spent on projects in litigation, in depositions and providing expert testimony will be charged at the standard rate times 1.5.

# **ATTACHMENT B**

## **TASK No. 5**

### **ENGINEERING SERVICES FOR REHABILITATE NORTH APRON at the CARSON CITY AIRPORT**

#### **SCOPE OF SERVICES**

#### **ATTACHMENT B SCOPE OF SERVICES**

The ENGINEER agrees to provide required engineering and related services for the OWNER's PROJECT. The services to be provided are as follows:

#### **A. CONSTRUCTION MANAGEMENT SERVICES**

During the construction of the Project, it will be necessary to provide contract administration, inspection, and materials testing. It is anticipated that the following tasks will be required during the construction of the project:

1. The ENGINEER shall revise the existing plans and specifications to provide "Issued For Construction" documents, which include any design changes resulting from any addendums that were issued during the bidding phase. The plans shall also be revised in accordance with any of the three deductive alternatives that may be included in the contract award.
2. The ENGINEER shall attend and conduct a pre-construction conference. The ENGINEER shall prepare minutes of the pre-construction conference.
3. The ENGINEER shall review and approve, for conformance with the design concept, all required material submittals furnished by the Contractor.
4. The ENGINEER shall provide quality assurance materials testing to ensure compliance with the plans and specifications at the testing frequency established by the specifications for the contract period called for in the contract documents.
5. The ENGINEER shall interpret the intent of the drawings and specifications to protect the OWNER against defects and deficiencies in the construction by the Contractor.
6. The ENGINEER shall provide general engineering review of the work of the Contractor as construction progresses to ascertain that the Contractor is conforming to the design concept.



7. The ENGINEER shall attend and conduct periodic construction meetings with representatives of the contractor and the Owner during the construction period.
8. The ENGINEER shall cooperate and work closely with the representatives of the Federal Aviation Administration and the OWNER.
9. The ENGINEER shall review the Contractor's application for progress and final payments and, when approved, submit same to the OWNER for payment.
10. The ENGINEER shall prepare any necessary contract change orders for approval by the OWNER on a timely basis.
11. The ENGINEER shall provide contract administration and full-time inspection during the project.
12. The ENGINEER shall conduct a final inspection of the project with the FAA, the OWNER and the Contractor. The ENGINEER shall note deficiencies in the construction and shall direct the Contractor to correct the deficiencies.
13. The ENGINEER shall provide to the OWNER a final engineer's report and a set of record drawings for the completed project.
14. The ENGINEER shall revise the Airport Layout Plan to show the project as existing.

**ATTACHMENT "C"**  
**CARSON CITY AIRPORT**  
**NORTH APRON REHABILITATION**

**AIP No. 3-32-0004-30**

**ENGINEERING SERVICES FEE ESTIMATE**

2/9/2016

**C. CONSTRUCTION MANAGEMENT SERVICES**

Provide construction management during the construction of the project to ensure conformance with the plans and specifications. Construction will require 17 weeks, however 18 weeks have been used for budgeting purposes.

**1. CONFORMED PLANS AND SPECIFICATIONS**

Revise the plans and specifications in accordance with any addendums issued during the bidding phase to provide "For Construction" documents. The plans will also incorporate any changes resulting from the use of any of the three deductive alternatives.

Senior Project Manager	24 hrs. @	\$185 /hr. =	\$4,440	
Senior Project Engineer	40 hrs. @	\$112 /hr. =	\$4,480	
				<u>\$8,920</u>

**2. PRE-CONSTRUCTION CONFERENCE**

Attend and conduct a pre-construction conference in Carson City and prepare minutes of the meeting.

Senior Project Manager	4 hrs. @	\$185 /hr. =	\$740	
Senior Project Engineer	8 hrs. @	\$112 /hr. =	\$896	
Project Inspector	4 hrs. @	\$110 /hr. =	\$440	
Mileage	50 miles @	\$0.540 /mi. =	\$27	
				<u>\$2,103</u>

**3. SUBMITTAL REVIEW**

Review material submittals and shop drawings for the project.

Senior Project Manager	8 hrs. @	\$185 /hr. =	\$1,480	
Senior Project Engineer	16 hrs. @	\$112 /hr. =	\$1,792	
Senior Clerical	2 hrs. @	\$75 /hr. =	\$150	
				<u>\$3,422</u>

**4. MATERIALS TESTING**

Perform field and laboratory testing during construction. Materials testing will be performed in accordance with the specifications to provide quality assurance.

Eastern Sierra Engineering			\$63,180	
				<u>\$63,180</u>

## 5. GRADE CONTROL

The contractor is responsible for providing construction stakes during the construction of the project. ATKINS will verify invert elevations for storm drains and the elevation of the aggregate base course during each phase of construction. The Senior Survey Project Manager and Senior Survey Technician will perform office calculations during the verification process.

Senior Survey Project Manager	4 hrs. @	\$165 /hr. =	\$660
Senior Survey Technician	64 hrs. @	\$105 /hr. =	\$6,720
Survey Technician	40 hrs. @	\$85 /hr. =	\$3,400
Mileage	250 miles @	\$0.540 /mi. =	\$135
			<u>\$10,915</u>

## 6. CONTRACT ADMINISTRATION

Provide contract administration during the project. Assume an average 5-hours per week for the Senior Project Manager and 16-hours per week for the Senior Project Engineer during a 18-week construction period. Also assume weekly construction meetings and a final inspection (19 site visits). Assume 4 hours per site visit with roundtrip mileage equal to 50 miles.

Senior Project Manager	166 hrs. @	\$185 /hr. =	\$30,710
Senior Project Engineer	364 hrs. @	\$112 /hr. =	\$40,768
Mileage	950 miles @	\$0.540 /mi. =	\$513
			<u>\$71,991</u>

## 7. CONSTRUCTION INSPECTION

Provide full-time inspection during the construction of the project. Assume 50-hours per week during a 18-week construction period. Per diem is based on standard federal rates.

Project Inspector	720 hrs. @	\$110 /hr. =	\$79,200
Overtime	180 hrs. @	\$130 /hr. =	\$23,400
Truck	5 Months @	\$1,500 /mo. =	\$7,500
Per Diem	18 Weeks @	\$934 /wk. =	\$16,812
			<u>\$126,912</u>

## 8. ELECTRICAL CONSTRUCTION ADMINISTRATION

PK Electric will review electrical submittals and provide consultation during construction of the apron lighting .

PK Electric			<u>\$2,420</u>
			<u>\$2,420</u>

## 9. RECORD DRAWINGS, FINAL REPORT, UPDATE ALP, AND PROJECT CLOSEOUT

Prepare record drawings, the final report, update the ALP to show the project as existing, and closeout the project. Coordinate with the FAA as necessary during the construction of the project.

Senior Project Manager	16 hrs. @	\$185 /hr. =	\$2,960
Senior Project Engineer	40 hrs. @	\$112 /hr. =	\$4,480
Miscellaneous Expenses			\$197
			<u>\$7,637</u>

**CONSTRUCTION MANAGEMENT TOTAL** **\$297,500**

FAA Share 93.75% \$278,906.25

CXP Share 6.25% \$18,593.75