

To **Carson City Airport Authority**
From **Brian Fitzgerald**
Date **September 12, 2017**

Subject Carson City Airport Authority Meeting for September 20, 2017

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

1. Rehabilitate Taxiways A and D AIP No. 3-32-0004-32 (pending)

For discussion and possible action, attached is Task No. 7 to provide design services for the Rehabilitate Taxiways A & D project. The design of the taxiways will include crack seal, pavement rejuvenation and new striping. Atkins will provide the design and bidding services for a total fee not-to-exceed \$26,900. This fee is approximately 9.5% of the estimated project cost (\$305,000) and is well within industry standards for a project of this size and magnitude. The FAA share of the design and bidding services is \$286,000 and the Airport's share is \$19,000. See the attached Task No. 7.

It is recommended to approve Task No. 7 with Atkins to provide design services for this project for an amount not-to-exceed \$26,900.

2. North Apron Reconstruction AIP No. 3-32-0004-30

The close out documents are in process and I expect to have the final report sent to the FAA by the end of the month.

3. Airport Master Plan Update AIP No. 3-32-0004-31

The project is gearing up with an inventory gathering session to take place the 27th through the 29th at the airport. Informal meetings with the Airport Staff and tenants may occur at this time.

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

TASK No. 7

**ENGINEERING DESIGN AND BIDDING SERVICES FOR THE
NORTH APRON RECONSTRUCTION
AIP No. 3-32-0004-32**

1. Introduction

This task consists of design services for the rehabilitation of Taxiway A and Taxiway D and associated connectors. It is anticipated that the work will be performed in two phases that will include rack sealing, pavement rejuvenation, and new striping. Also included are bidding services for the construction. This project is depicted on the Airport Layout Plan, the Airport Capital Improvement Program, and received NEPA clearance in June 2017. 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 design and bidding 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

Design services will be performed on a time and materials basis for a fee not-to-exceed \$23,877.00 and bidding services will be performed on a time and materials basis for a fee not-to-exceed \$3,023.00. The total fee for engineering services will be \$26,900.00, of which the FAA share is \$25,219.00 and the Authority's share is \$1,681. 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 2017 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 _____, 2017

ATTEST:

Carson City Airport Authority:

By: _____
Brian Vowell
Airport Manager

By: _____
Linda Law
Chairman

ATTEST:

Atkins North America, Inc.

By: _____
Brian Fitzgerald
Senior Project Engineer

By: _____
James Duke, III
Vice President, Sector Manager

ATTACHMENT A
ATKINS
2017 HOURLY RATE FEE SCHEDULE

OFFICE PERSONNEL

Project Principal	\$200.00/hr.
Senior Project Manager	\$180.00/hr.
Environmental Group Manager	\$125.00/hr
Project Manager	\$150.00/hr.
Associate Project Manager	\$140.00/hr.
Project Engineer	\$115.00/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

Survey Group Manager	\$165.00/hr.
Survey Project Manager	\$120.00/hr.
Senior Survey Technician	\$95.00/hr.
Survey Technician	\$70.00/hr.
1 Person Survey Crew	\$105.00/hr.*
2 Person Survey Crew	\$190.00/hr.*

* Survey crew rates include all standard survey equipment

CONSTRUCTION INSPECTION PERSONNEL

Construction Manager	\$140.00/hr.
Sr. Inspector	\$100.00/hr.
Sr. Inspector (Overtime)	\$125.00/hr.
Project Inspector	\$90.00/hr.
Project Inspector (Overtime)	\$105.00/hr.
Inspector's Truck	\$1,500/month
Inspector's Phone	\$100/month

EQUIPMENT

Mileage	\$0.535/mi.
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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.

Personnel rates shown in the above fee schedule apply to project charges during calendar year 2017. On January 1st of each subsequent year, labor rates invoiced on projects may be increased to reflect annual cost of labor increases not to exceed 5%.

ATTACHMENT B

TASK No. 7

ENGINEERING SERVICES FOR THE NORTH APRON RECONSTRUCTION at the CARSON CITY AIRPORT

SCOPE OF SERVICES

A. DESIGN SERVICES

1. A comprehensive geotechnical investigation will be performed for the proposed projects.
2. The aerial mapping from the Master Plan Update will be used for this project.
3. The Engineer shall perform supplemental surveys as necessary to properly design the projects.
4. The Engineer shall prepare improvement plans for the proposed projects. The Engineer shall submit the improvement plans to Carson City Airport Authority and the Federal Aviation Administration for review and approval. The Engineer shall make revisions in accordance with the review comments.
5. The Engineer shall prepare contract documents and technical specifications for the proposed projects. The Engineer shall submit the contract documents and technical specifications to Carson City Airport Authority and the Federal Aviation Administration for review and approval. The Engineer shall make revisions in accordance with the review comments.
6. The Engineer shall perform field reviews at the airport as necessary to properly design the project.
7. The Engineer shall provide coordination and attend meetings as necessary with all affected agencies and utility companies.
8. The Engineer shall prepare detailed cost estimates for the projects.
9. The Engineer shall perform an in-house review of the improvement plans, contract documents and technical specifications to provide quality assurance (QCAP). The review will be performed by a separate Atkins aviation group located in another office. The Engineer shall revise the plans, contract

documents and technical specifications in accordance with the QCAP review.

10. The Engineer shall prepare a Design Report in accordance with FAA requirements.
11. The Engineer shall prepare a Construction Safety Plan in accordance with FAA requirements.

B. BIDDING SERVICES

1. The Engineer shall furnish the final plans, contract documents and technical specifications to potential bidders, material suppliers, and other interested parties via email. Hard copies will be provided to the Carson City Airport. Additional copies, if required, will be billed to Carson City Airport Authority at the Engineer's cost.
2. The Engineer shall attend and conduct a mandatory pre-bid meeting with prospective bidders at the airport for the project.
3. The Engineer shall attend and conduct the bid opening and prepare a tabulation of the bid proposals, analyze the bids, and make recommendations for awarding a contract for construction.
4. The Engineer shall assist Carson City Airport Authority in executing the contract with the successful bidder. The Engineer shall prepare booklets with copies of the executed contract, technical specifications, and plans.
5. The Engineer shall revise the plans, contract documents and technical specifications in accordance with any addendums to create the "Issued for Construction" plan sets.

ATTACHMENT C
CARSON CITY AIRPORT
NORTH APRON RECONSTRUCTION
ENGINEERING SERVICES FEE ESTIMATE
9/11/2017

10. PROJECT COORDINATION AND MEETINGS

Provide coordination and attend meetings with the Airport, Airport Tenants, Carson City, and the FAA.

Project Engineer	8.0	hrs. @	\$115 /hr. =	\$920	
Mileage	100.0	miles @	\$0.535 /mile =	\$54	
				<u>\$974</u>	

12. QUANTITIES and COST ESTIMATES

Prepare detailed cost estimates for each phase of the project.

Project Manager	1.0	hrs. @	\$150 /hr. =	\$150	
Project Engineer	4.0	hrs. @	\$115 /hr. =	\$460	
				<u>\$610</u>	

13. QUALITY CONTROL REVIEW

Review the plans and specifications in accordance with the Atkins QCAP process. Also provide sufficient time to make revisions per the review comments. A separate Atkins aviation group will perform the QCAP review.

Engineering Manager	2.0	hrs. @	\$180 /hr. =	\$360	
Project Engineer	4.0	hrs. @	\$115 /hr. =	\$460	
				<u>\$820</u>	

14. DESIGN REPORT

Prepare a design report for the project in accordance with FAA requirements.

Project Manager	1.0	hrs. @	\$150 /hr. =	\$150	
Project Engineer	4.0	hrs. @	\$115 /hr. =	\$460	
				<u>\$610</u>	

15. CONSTRUCTION MANAGEMENT PLAN

A construction management plan is not necessary for this project.

				<u>\$0</u>	
				<u>\$0</u>	

16. CONSTRUCTION SAFETY PLAN

Prepare a construction safety plan report for the project in accordance with FAA requirements.

Project Manager	1.0	hrs. @	\$150 /hr. =	\$150	
Project Engineer	4.0	hrs. @	\$115 /hr. =	\$460	
				<u>\$610</u>	

DESIGN SERVICES TOTAL \$23,877

ATTACHMENT C
CARSON CITY AIRPORT
NORTH APRON RECONSTRUCTION
ENGINEERING SERVICES FEE ESTIMATE
9/11/2017

B. BIDDING SERVICES

Provide bidding services for the project

1. DISTRIBUTE PLANS AND SPECIFICATIONS

Distribute plans and specifications to potential bidders and issue addendums, if necessary.

Project Manager	1.0 hrs. @	\$150 /hr. =	\$150
Project Engineer	4.0 hrs. @	\$115 /hr. =	\$460
Miscellaneous Expenses			\$9
			\$619

2. PRE-BID MEETING

Attend and conduct a mandatory pre-bid meeting with potential bidders at the Carson City Airport.

Project Engineer	6.0 hrs. @	\$115 /hr. =	\$690
Mileage	50.0 miles @	\$0.535 /mile =	\$27
			\$717

3. BID OPENING

Attend and conduct the bid opening at the Carson City Airport. Also prepare a bid summary.

Project Engineer	4.0 hrs. @	\$110 /hr. =	\$440
Mileage	50.0 miles @	\$0.535 /mile =	\$27
			\$467

4. CONSTRUCTION CONTRACT

Assist in the award and execution of the construction contract.

Project Manager	1.0 hrs. @	\$150 /hr. =	\$150
Project Engineer	4.0 hrs. @	\$115 /hr. =	\$460
			\$610

5. PLAN REVISIONS

Revise the plans and specifications in accordance with any addendums and prepare "Issued For Construction" plan sets.

Project Manager	1.0 hrs. @	\$150 /hr. =	\$150
Project Engineer	4.0 hrs. @	\$115 /hr. =	\$460
			\$610

BIDDING SERVICES TOTAL **\$3,023**

SUMMARY OF ENGINEERING SERVICES FEE	
DESIGN SERVICES	\$23,877
BIDDING SERVICES	\$3,023
TOTAL	\$26,900

FAA SHARE 93.75%	\$25,219
SPONSOR'S SHARE 6.25%	\$1,681

CARSON CITY AIRPORT

SEAL & STRIPE TAXIWAYS A & D PRELIMINARY PROJECT ESTIMATE

09/12/17

ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT
1	Mobilization/Demobilization (Approximately 10%)	1	L.S.	\$ 20,000.00	\$ 20,000.00
2	Airport Safety and Security	1	L.S.	\$ 5,000.00	\$ 5,000.00
3	Crack Sealing	13,614	L.F.	\$ 1.25	\$ 17,017.50
4	GSB-88 Seal	108,912	S.Y.	\$ 1.25	\$ 136,140.00
5	6" Solid Yellow Striping	20,000	L.F.	\$ 1.00	\$ 20,000.00
6	12" Dashed Intermediate Hold Bars	520	L.F.	\$ 10.00	\$ 5,200.00
CONSTRUCTION SUBTOTAL					\$ 203,358.00

Contingency (15%)	\$ 31,000
Construction Cost 2017	\$ 234,000
Construction Cost 2018 (Adjusted Cost Basis @ 3% per year)	\$ 240,000
Engineering Design (approx. 12%)	\$ 29,000
Construction Management (approx. 15%)	\$ 36,000
Total Project Cost	\$ 305,000
FAA Share (93.75%)	\$ 285,938
Sponsor Share (6.25%)	\$ 19,063