

COUNCIL DECISION REQUEST

SUBJECT: Engineering Design and Construction Management for Airport AWOS

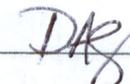
MEETING DATE: 7-19-12

SUBMITTED BY: LaRon Garrett, Asst. Town Mgr. 

SUBMITTAL TO AGENDA
APPROVED BY TOWN MANAGER

AMOUNT BUDGETED: \$250,000

EXPENDITURE REQUIRED: \$40,670.60



EXHIBITS (If Applicable, To Be Attached): Copy of Attachment B

POSSIBLE MOTION

I move to approve Attachment 'B' to the Professional Services Agreement between The Town of Payson and Armstrong Consultants, Inc. to provide design and construction management services for the installation of a new Automated Weather Observation System at the Payson Airport for \$40,670.60 and authorize the Mayor to sign all necessary documents.

SUMMARY OF THE BASIS FOR POSSIBLE MOTION:

In January, 2010 the Town entered into a multi-year agreement with Armstrong Consultants, Inc. to provide engineering design and construction management services for the Payson Airport. The various projects with a specific Scope of Services are attached to the standard agreement as funding becomes available. The funding for this project is from a Federal Aviation Administration Grant. The FAA grant pays 90% of the project costs, with ADOT paying 5% and the Town paying 5%. The grant this year from the FAA is to replace the Towns Automated Weather Observation System (AWOS). This system provides up to the minute weather for pilots flying in the Payson area. The existing AWOS was installed in the mid 1990's. It is currently outdated and the suppliers are having problems finding the necessary parts to keep it in operation.

Armstrong has proposed to provide the provide design and construction management services for the installation of a new Automated Weather Observation System at a new location at the Payson Airport for \$40,670.60 per the attached Scope of Services.

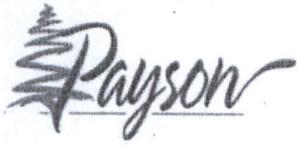
PROS:

Replacing the AWOS will provide increased safety for the flying public now and many years into the future.

CONS:

None.

JUL 19 2012 I.2*



COUNCIL DECISION REQUEST

FUNDING:

Acct: 260-5-4445-00-8510	Budget: 250,000	Available: 250,000	Expense: 40,670.60	Remaining: 209,329.94
Acct:	Budget:	Available:	Expense:	Remaining:
Acct:	Budget:	Available:	Expense:	Remaining:

FM: Hope A. Cubitt

Date: 7-10-12

**ATTACHMENT B
TO
PROFESSIONAL SERVICES AGREEMENT
BETWEEN OWNER AND ENGINEER,
DATED JUN 29, 2012**

FURTHER DESCRIPTION OF SERVICES OF ENGINEER

1. This Attachment is made a part of and incorporated by reference into the Professional Services Agreement made on January 21, 2010 between the **TOWN OF PAYSON, ARIZONA (Owner)** and **ARMSTRONG CONSULTANTS, INC., (Engineer)** providing for professional engineering services. The Services of Engineer as described in Section 1 of the Agreement are amended or supplemented as indicated below and the time periods for the performance of certain services are stipulated as indicated below.

2. **WORK PROGRAM** - Attached
3. **FEES** - The fee will be as noted below. (lump sum)

Project #1 – Install AWOS III PT

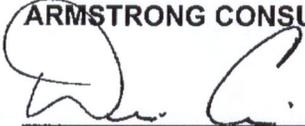
Engineering Services	\$ 40,670.60
----------------------	--------------

Any travel shall be reimbursable by ADOT only within the rules and costs in accordance with the State of Arizona Travel Policy. Monthly invoicing of the fee noted above will be based upon a percentage of the lump sum total fee.

**OWNER:
TOWN OF PAYSON, ARIZONA**

Kenny Evans, Mayor

**ENGINEER:
ARMSTRONG CONSULTANTS, INC.**



Dennis Corsi, President

**SCOPE OF WORK
PAYSON MUNICIPAL AIRPORT
AIP # 3-04-0027-18-2012**

This project consists of:

Project #1 – Install AWOS III PT

The existing AWOS is out of date. The installation of a new AWOS will greatly aid the safe flight of aircraft into and out of the Payson Municipal Airport. It will provide accurate and immediate access to current weather conditions at all times of the day. This Scope of Work is intended to provide Engineering Services for the procurement and installation of an AWOS that is NADIN ready and in accordance with Advisory Circular 150/5220-16D and Program Guidance Letter (PGL) 08-05.

Estimated Construction Costs are: \$250,000

Anticipated Contract Construction period: 30 Calendar days*

*The fee for the engineering services may be renegotiated if the contract construction period changes.

ENGINEERING SERVICES

Activities include:

1. Prepare project scope of work and fee estimate worksheets.
2. Prepare benefit cost analysis in accordance with Program Guidance Letter 08-05
3. Coordinate with Owner, FAA, ADOT/MPD – Aeronautics Group and local users to minimize impacts in day-to-day operations.
4. Prepare preliminary cost estimates and schematic design for each element of the project.
5. Complete the FAA Categorical Exclusion environmental checklist.
6. Prepare project Construction Safety and Phasing Plan.
7. Prepare and submit FAA Form 7460-1.
8. Assist the Owner with preparation of the FAA grant application and ADOT/MPD – Aeronautics Group grant agreement sections for milestones and cash flow.

9. It is anticipated that six (6) visits to the site will be completed. The first visit will be conducted to obtain information necessary for the design, ie determine location for installation of computer equipment, access to electrical power and telephone service.
10. Coordination with electrical company and phone company.
11. Establish DBE plan and goals.
12. Develop 30%, 100% and As Bid review plans, specifications and design report. The following list of drawings will be used as a guideline. Drawings may be added or deleted as necessary during the design process.

<u>Description</u>	<u>Project 1</u>
a. Cover Sheet – project title, project/grant number, funding agencies, index to drawings, project key and vicinity maps	1 sheet
b. Survey Control Map, Quantities, General Notes	1 sheet
c. Construction Operations Plan, Safety Plan and Phasing Plan – This plan will identify all construction phasing and safety notes for the project. It will identify, to the Contractor, the sequencing of work	2 sheets
d. AWOS Layout & Details	1 sheets
e. Electrical Details, Layout and 1 Line Diagram	1 sheet
Plan Set Total – Project 1	6 sheets

The standard specifications to be utilized may include the following items:

Item P-151	Clearing and Grubbing
Item P-152	Excavation and Embankment
Item P-610	Structural Portland Cement Concrete
Item L-108	Airport Underground Cable
Item L-110	Airport Underground Electrical Duct & Conduits
Item L-126	Automated Weather Observing System

The added technical specifications may include but not be limited to the following items:

Item Special-1	Mobilization
Item Special -2	Removals
Item Special -6	Watering

13. Upon concurrence of the 100% documents by the FAA and ADOT/MPD – Aeronautics Group, the Engineer will assist the Owner with advertising and interpretation of project requirements.

14. Assist with pre-bid conference and bid opening. Issue addenda, prepare an abstract of bids and issue a written award recommendation.
15. Upon concurrence of the award recommendation by the FAA and ADOT/MPD – Aeronautics Group, the Engineer will assist in the award notification to successful bidder and notify and return bid bonds to the unsuccessful bidders.
16. Review bonds, construction contract, insurance certificates, construction schedules, etc.
17. Conduct pre-construction conference and prepare meeting notes.
18. Prepare notice to proceed document.

During construction the Engineer will:

19. Provide technical assistance and recommendations to the Airport during construction.
20. Provide review of submittals and shop drawings during construction.
21. Review contractor's weekly certified payroll.
22. Prepare change orders and supplemental agreements, if required.
23. Review contractor's monthly payment requests and prepare monthly FAA and ADOT/MPD – Aeronautics Group reimbursement request.
24. Conduct an interim and final project inspection (fifth and sixth visits) with airport personnel, the FAA, ADOT/MPD – Aeronautics Group and the contractor.
25. Prepare record drawings and final project report.

The schedule is anticipated to be as follows:

Consultant Contract Execution –	Completed
Scope of Work Approval	June 19, 2012
Fees Approval –	June 19, 2012
Start Design –	June 19, 2012
Submit 30% Design Review Set -	June 22, 2012
Complete Design, Submit for 100% Review –	July 2, 2012
Advertise for Bids –	July 19, 2012
Open Bids –	August 2, 2012
Prepare Award Memo –	TBD
Award Construction Contract -	TBD