



COUNCIL DECISION REQUEST

SUBJECT: Airport Engineering and Construction Management Consultant Services

MEETING DATE: 1-17-13

SUBMITTED BY: LaRon G. Garrett,  Asst. Town Manager

SUBMITTAL TO AGENDA
APPROVED BY TOWN MANAGER

AMOUNT BUDGETED: \$0

EXPENDITURE REQUIRED: \$0



EXHIBITS (If Applicable, To Be Attached): Request for Extension, Updated Fee Schedule, Notice of Acceptance

POSSIBLE MOTION

I move to approve a 1-year extension ending January 21, 2014 to the Town of Payson Engineering and Construction Management contract for the Payson Airport with Armstrong Consultants, Inc. and authorize the Mayor to sign all necessary documents.

SUMMARY OF THE BASIS FOR POSSIBLE MOTION:

In December, 2009, the Town selected Armstrong Consultants, Inc. to provide Engineering and Construction Management Services for the Payson Airport. The contract was for one year with a potential renewal annually for a maximum total contract period of five years. We are now in the fourth year of that five-year period. Article II of that original contract specifies that the consultant is to submit a request for renewal within 30 days of the expiration of the current contract. The renewal request is also to contain an updated fee schedule for hourly work valid for the renewal period. The design fee for specific projects will be based on a negotiated amount for that particular project. Armstrong Consultants, Inc. has submitted the renewal request as specified.

We are currently in the middle of a project to install a new Automated Weather Observation Station (AWOS) and will soon begin design on grading along the runway to meet safety requirements. Staff recommends the Town Council approve this renewal request and authorize the Mayor to sign all necessary documents,

PROS: This will allow the airport projects to continue as grant funding is available.

CONS: None

FUNDING:

Acct:	Budget:	Available:	Expense:	Remaining:
Acct:	Budget:	Available:	Expense:	Remaining:
Acct:	Budget:	Available:	Expense:	Remaining:

FM: _____ Date: _____

JAN 17 2013 I.1*

December 20, 2012

Mr. LaRon Garrett,
Public Works Director
Town of Payson, Arizona
303 N. Beeline Highway
Payson, Arizona 85541

RE: Professional Services Agreement Extension Request
Town of Payson - Payson Municipal Airport

Dear Mr. Garrett,

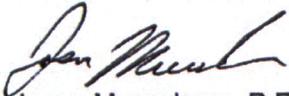
Thank you for the opportunity to continue serving the airport improvement needs of the Town of Payson. We are grateful for the trust and confidence you have placed in our firm and our desire is to continue building upon that foundation for many years to come.

At this time, the conditions of the Professional Services Agreement with the Town of Payson require that Armstrong Consultants, Inc. obtain an annual contract extension. This year's extension is due on January 21, 2013. Please accept this letter as our request for the 2013 extension.

Attached is a short draft letter, which could be used to extend our agreement. I have also attached a fee schedule for 2013. If you should have any questions please let us know.

Sincerely,

ARMSTRONG CONSULTANTS, INC.



Jason Musselman, P.E.
Director of Aviation Services - Arizona

/pas

Attachments: Draft PSA Extension letter
2013 Charge Out Rates

2013 Charge Out Rates

<u>Category</u>	<u>Rate Per Hour</u>
Principal	\$220.00
Project Manager	\$185.00
Project Engineer/Senior Planner	\$160.00
Staff Engineer/EIT	\$135.00
Staff Planner	\$125.00
Resident Inspector	\$105.00
CADD Technician	\$ 125.00
Clerical	\$50.00 - \$80.00
Pilot Ground Time	\$65.00
Pilot Flight Time	\$90.00
Airplane (Cessna P-210)	\$350.00



Town Hall (928) 474-5242
Fax (928) 472-7490

Town of Payson
Public Works Department
303 N. Beeline Highway
Payson, Arizona 85541-4306

January 18, 2013

Mr. Dennis Corsi, President
Armstrong Consultants, Inc.
861 Rood Ave
Grand Junction, CO 81501

RE: Professional Services Agreement Extension

Dear Dennis,

In accordance with Article 2 of the General Airport Technical Services Contract, 2009 between the Town of Payson and Armstrong Consultants, Inc. executed January 21, 2010, the Town of Payson hereby extends the provisions of this contract to January 21, 2014 per your request dated December 19, 2012. This action was approved by the Common Council of the Town of Payson at their January 17, 2013 regular meeting.

Sincerely,

Kenny J. Evans, Mayor
Town of Payson

Attest:

Silvia Smith, Town Clerk
Town of Payson