

RESOLUTION NO. 2861

A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF PAYSON, ARIZONA, ("OWNER") APPROVING AND AUTHORIZING TASK ORDER "A" TO THE PROFESSIONAL SERVICES AGREEMENT WITH ARMSTRONG CONSULTANTRS, INC., (ENGINEER).

WHEREAS, pursuant to A.R.S. § 9-237, the Common Council has the power to appoint officers including the town engineer and other officers deemed necessary by the common council; and

WHEREAS, pursuant to A.R.S. § 9-239, the Common Council has the power to prescribe the duties and compensation of all officers of the town. The council may appoint, from time to time, officers and agents of the town whose appointment is not provided for in this article; and

WHEREAS, pursuant to A.R.S. § 9-240 (A) and (B), the Common Council shall have control of the finances of the municipal corporation and shall appropriate money and provide for the payment of its debts and expenses; and

WHEREAS, the Town issued a Request for Qualifications (RFQ) on September 25, 2014 for Engineering Design and Construction Management Services for the Municipal Airport. On November 20, 2014 Mayor and Council authorized and approved the contract with Engineer; and

WHEREAS, the Parties desire to approve and to incorporate Task Order "A" to the Professional Services Agreement between Owner and Engineer that will further describe the services of Engineer under the Scope of Work at Payson Airport and ADOT No.E5S1X; and

WHEREAS, the Armstrong Consultants, Inc., c/o Denis Corsi (President) 2345 S. Alma School Road, Ste. 208 Mesa, AZ 85210 will perform Design and Construction Admin Services and will be compensated at a sum certain of \$47,444.00.

NOW, THEREFORE, THE MAYOR AND TOWN COUNCIL OF THE TOWN OF PAYSON, ARIZONA, DO HEREBY RESOLVE AS FOLLOWS:

Section 1. That Task Order "A" to Professional Services Agreement between Owner and Engineer is approved and authorized in the amount of \$47,444.00 and incorporated by reference as if set out in full therein..

Prepared by Town of Payson Legal Department

HMF:drs June 11, 2015 (4:03PM)

2861 Approving Armstrong Task Order A re Airport

JUN 18 2015 G.B.*

Section 2. That Kenny J. Evans, Mayor of the Town of Payson, is authorized to execute Task Order A in substantially the form attached hereto as Exhibit A.

Section 3. That the Town and the Acting Town Manager are authorized to take such other and further actions as may be necessary or appropriate to carrying out the intent of this Resolution.

PASSED AND ADOPTED BY THE MAYOR AND TOWN COUNCIL OF THE TOWN OF PAYSON, ARIZONA, this 18th day of June, 2015, by the following vote:

AYES _____ NOES _____ ABSTENTIONS _____ ABSENT _____

Kenny J. Evans, Mayor

ATTEST:

APPROVED AS TO FORM:

Silvia Smith, Town Clerk



Hector M. Figueroa, Town Attorney

EXHIBIT A

to Resolution No. 2861

**TASK ORDER A
TO
PROFESSIONAL SERVICES AGREEMENT
BETWEEN OWNER AND ENGINEER,
DATED _____, 2015**

FURTHER DESCRIPTION OF SERVICES OF ENGINEER

1. This Task Order is made a part of and incorporated by reference into the Professional Services Agreement made on December 19, 2014 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

Element 1 - Taxiway A1 and Taxiway A2 Infield Drainage Repair

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

Design

Phase 1	Preliminary Design	\$18,370
Phase 2	Final Design	\$5,120
Design Survey		\$3,734

Bidding Services \$3,910

Total Design and Bidding Services \$31,134

Construction Services \$16,310

Engineering Total \$47,444

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

ENGINEER:
ARMSTRONG CONSULTANTS, INC.

Kenny Evans, Mayor

Dennis Corsi, President

Payson Airport
Task Order A

1

Armstrong Consultants, Inc

to review the progress of the design and discuss construction details, proposed time frame of the construction and special requirements of the project. It is anticipated that there will be one meeting with the Owner and ADOT-MPD Aeronautics Group.

2. Prepare project scope of work and contract. This includes establishing the scope of work through meeting with the Owner and ADOT-MPD Aeronautics Group. This also includes drafting the contract for work to be done by the Engineer for the Owner. Prepare preliminary cost estimates and schematic design for each element of the project.
3. Prepare ADOT grant schedules and reimbursement requests during design. This includes preparing the grant schedules on the last three (3) pages of the grant application and the processes associated with it. It also includes preparing the grant reimbursement requests for the Owner's approval.
4. Preparing requirements for the geotechnical investigations, for element 1, establishing the limits of the work area and scheduling time for testing to be completed are each part of this item. Field-testing will consist of sampling soil and verifying soil classification and strength.
 - a. This task includes determining the type and amount of testing needed to adequately design all aspects of this project.
 - b. The Scope will be prepared and submitted to subconsultants for determining proposed fees.
5. Preparing requirements for the design survey for all elements, establishing the limits of the work area and scheduling time for surveying to be completed are each part of this item.
 - a. This task includes preparing the limits of work and time schedule for the topographical surveying for all projects.
 - b. The Scope will be prepared and submitted to subconsultants for determining proposed fees.
6. Analyze topographic and site survey data, including establishment of project control points. Prepare the data for use with computer modeling. Included are the following separate tasks:
 - a. Input raw survey data into the computer program in order to sort data into company standard layers for efficient analysis.
 - b. Sort all data points by layers and description for computer modeling.
 - c. Prepare LDD network (surface model) of existing ground contours, pavement edges, electrical equipment, drainage features and other miscellaneous entities.

- d. Generate three-dimensional contour model from TIN.
 - e. Prepare surface for pavement profiles, grading and/or paving cross sections and drainage features.
7. Prepare an overall construction safety and phasing plan in order to maximize project constructability.
8. Evaluate local conditions:
- a. Inventory local material suppliers, sources, and capabilities.
 - b. Evaluate drainage alternatives.
9. Complete a soils investigation, soils report, and provide recommendations including:
- a. Field Exploration
 - i. Obtain three (3) soil borings in the new pipe location with one (1) being in pavement. The laboratory testing shall be conducted on the boring in the pavement.
 - b. Laboratory Testing

<u>Test</u>	<u>Number of Tests</u>
-200 sieve analysis	3 each
In place moisture density	3 each
Atterburgs	1 each
Swell/Consolidation	1 each
CBR & Proctors	1 each
Sulfates	1 each
.02mm gradations	1 each
10. Analyze pavement and soils testing data. The Engineer will analyze the data, consisting of the following tasks:
- a. Generate geotechnical conclusions
 - b. Prepare pavement data and soil information for incorporation within the contract documents.
11. Prepare 30% construction plan packages. Construction plans will be prepared depicting all of the work involved for Element 1 - Taxiway A1 and Taxiway A2 Infield Drainage Repair. The following list of drawings will be used as a guideline. Drawings may be added or deleted during the design phase if required.

DESCRIPTION		Project 1
a	Cover sheet- project title, project/grant number, funding agencies, index to drawings, project key and vicinity maps	1 Sheet
b	Survey Control Map, Summary of Approximate Quantities, General Notes and Legends, where applicable	1 Sheet
c	Construction Safety and Phasing Plan- This plan will identify all phasing and construction and safety notes for the project. It will identify to the Contractor the sequencing of work.	1 Sheets
d	Grading and Drainage Plan	1 Sheet
e	Typical Sections and Details	1 Sheet
TOTAL SHEET COUNT		5 Sheets

12. Prepare 30% contract document packages. The Engineer will prepare the contract documents including invitation for bids, instructions to bidders, proposal, equal employment opportunity clauses and applicable wage rates, construction contract agreement, performance bond, payment bond, general and special provisions. Preparation will include establishing the location for the bid opening and description of the work schedule. Contract documents will be prepared as early as possible during the design phase and submitted to the Owner and ADOT-MPD Aeronautics Group.

13. Prepare 30% technical specification packages. The Engineer will assemble the technical specifications necessary for the intended work. Standard FAA specifications will be utilized where possible. Additional specifications will be prepared to address work items or material that is not covered by the FAA specifications.

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-208	Crushed Aggregate Base Course
Item P-401	Plan Mix Bituminous Pavements
Item P-620	Runway and Taxiway Painting
Item D-701	Pipe for Storm Sewers and Culverts
Item T-901/908	Seeding/Mulching

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

Item Special-10 Aircraft Tiedowns
Item Special-28 Install Rock Riprap

14. Prepare drainage analysis and storm drainage design. This task will consist of verifying the storm drainage and/or subsurface drainage systems in accordance with the FAA Advisory Circular 150/5320-5C, *Airport Drainage*.
15. Prepare 30% engineer's design report packages. During the preparation of the construction plans and specifications, an engineer design report will be prepared. The report will include the summary of the project, pavement, drainage design, schedule and cost estimate for the completion of the project. The design report will follow the current FAA Airports guidance.
16. Solicit comments on preliminary design from ADOT-MPD Aeronautics Group including attending 30% review meeting.

PHASE 2 - FINAL DESIGN FOR ELEMENT 1

In the final design phase, the designer will provide well-defined construction requirements, with selected bid alternatives as appropriate to allow competitive construction bids. Construction schedules will be closely coordinated with weather conditions to minimize interference with airport operations.

Activities include:

Final Design

1. Incorporate engineering phase design comments and respond as necessary to requests for additional information.
2. Calculate Estimated Quantities. The Engineer will calculate all necessary quantities for the various work items in each Element.
3. Prepare Estimate of Probable Construction Cost for each Element. Using the final quantities calculated following the completion of the plans and specifications, the Engineer will prepare the construction cost estimate. The estimate will be based on information obtained from previous projects, contractors, material suppliers and other databases available.
4. Prepare engineer's design report. During the preparation of the construction plans and specifications, an engineer design report will be prepared. The report will include the summary of the project, pavement, drainage design, schedule and cost estimate for the completion of the project. The design report will follow the current FAA Airports guidance where applicable.
5. Prepare and submit 100% final plans and specifications. Copies will be submitted to ADOT-MPD Aeronautics Group and Owner. A final set of plans, specifications, and contract documents will be prepared which incorporates revisions, modifications and corrections determined during the review process.

BIDDING SERVICES

1. Assist the Owner with the advertisement for bids, attend prebid conference at the airport, issue any addenda required and interpretation of the project requirements.
2. Provide technical assistance during bidding.
3. The Owner will conduct the bid opening.
4. The Owner will prepare an abstract of bids and make recommendation for award.
5. Assist in award notification to successful bidder and notify and return bid bonds to the unsuccessful bidders.

CONSTRUCTION SERVICES

During the construction phase of the project, the designer will assist the Airport to monitor and document progress for quality and cost control. Review contractor payment requests, quality control and acceptance testing, establish necessary survey control, continually inform the Owner of project progress and problems, complete the quality assurance (QA) test summary, conduct the final project inspection, and complete the final project report.

Activities include:

1. Coordinate construction contract agreement, review bonds, insurance certificates, construction schedules, etc.
2. Review and accept the Contractor's Safety Plan Compliance Document prior to issuing the Notice to Proceed.
3. No AGIS survey requirements are to be conducted as a part of this contract or project.
4. Conduct pre-construction conference.
5. Provide review of all submittals for materials to be used on the project. Review all shop drawings items as required during construction.
6. Provide technical assistance and recommendations to the airport during construction.
7. Provide interim inspection to monitor and document construction progress for Element 1, confirm conformance with schedules, plans and specifications, measure and document construction pay quantities, document significant conversations or situations, document input or visits by local authorities, etc.

8. Prepare change orders and supplemental agreements, if required. All coordination of change orders will be provided by the Engineer.
9. Prepare and submit weekly inspection reports. Reports will be submitted to the ADOT-MPD Aeronautics Group and Sponsor.
10. Prepare and confirm monthly payment requests. Payment requests will be reviewed for accuracy with contractor. Prepare sponsor reimbursement requests.
11. Conduct final project inspection with the Owner and the contractor. Invitations will be sent to ADOT-MPD Aeronautics Group. Any punch list items will be noted and coordinated with the contractor for necessary action.
12. Prepare record drawings and a final project report. The final report will follow the current FAA Final Report guidance. ADOT-MPD Aeronautics Group and the Sponsor will each receive one copy.