



COUNCIL DECISION REQUEST

SUBJECT: Airport Consultant Contract Extension

MEETING DATE: 1-4-16

SUBMITTED BY: LaRon Garrett, Town Manager

SUBMITTAL TO AGENDA
APPROVED BY TOWN MANAGER

AMOUNT BUDGETED: \$0

EXPENDITURE REQUIRED: \$0

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EXHIBITS (If Applicable, To Be Attached): Contract Extension Request, 2016 Fee Schedule

POSSIBLE MOTION

I move to approve the 1-year extension request to the on-call engineering and construction management contract with Armstrong Consultants, Inc. and authorize the Town Manager to notify the consultant of such approval.

SUMMARY OF THE BASIS FOR POSSIBLE MOTION:

On December 18, 2014 the Town Council approved an on-call engineering contract for airport engineering services with Armstrong Consultants. The contract was approved by the FAA and the ADOT Multimodal Planning Division Aeronautics Group. The contract was for 1 year with the provision that it could be extended in 1 year increments for a total of 5 years.

The contract renewal provision requires the consultant to annually submit a request for renewal and an updated fee schedule for the following year. Armstrong Consultants has submitted a request for the next 1-year extension and the 2016 fee schedule.

There are no professional fees associated with this extension. When a project is identified a Scope of Services and Professional Fee will be negotiated for that particular project. That negotiated Scope and Fee will be brought back to the Council with an Authorization for Services for that project.

PROS: This will allow Armstrong Consultants to continue to work on our airport projects.

CONS:

None

FUNDING:

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

FM: _____ Date: _____

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December 18, 2015

Mr. LaRon Garrett,
Assistant Town Manager
Town of Payson, Arizona
303 N. Beeline Highway
Payson, Arizona 85541

RE: Professional Services Agreement Extension Request
Town of Payson - Payson 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.

The conditions of the Professional Services Agreement with the Town of Payson require that Armstrong Consultants, Inc. obtain an annual contract extension. This will cover the period from December 19, 2015 to December 19, 2016. Please accept this letter as our request for the 2016 extension.

Attached is a short draft letter, which could be used to extend our agreement. I have also attached a fee schedule for 2016. If you should have any questions please let us know.

Sincerely,

ARMSTRONG CONSULTANTS, INC.

A handwritten signature in black ink, appearing to read "D.A.C.", is written over the printed name of Dennis A. Corsi.

Dennis A. Corsi, C.M.
President

Attachments: Draft PSA Extension letter
2016 Charge Out Rates

**Engineering Services
Labor and Expense Rate Schedule
2016**



Corporate Office:

861 Rood Avenue
Grand Junction, CO 81501
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F: 970.241.1769

Regional Office: New Mexico

2305 Renard Place SE, Suite 210
Albuquerque, NM 87106
T: 505.508.2192
F: 505.508.2795

Regional Office: Arizona

2345 S. Alma School Road, Suite 208
Mesa, AZ 85210
T: 602.803.7079
F: 480.632.0760

Effective Date: 1/1/2016

STAFF ALLOCATION FOR LABOR	<u>HOURLY RATE</u>
Principal	232.00
Department Manager/Senior PM	198.00
Project Manager	164.00
Project Engineer	127.00
Project Planner	121.00
Senior Drafter / Designer	118.00
Drafter	97.00
Construction Supervisor	155.00
Resident Inspector	118.00
Clerical / Intern	84.00