



COUNCIL DECISION REQUEST

SUBJECT: Airport Consultant Contract Extension

MEETING DATE: 11-3-16

SUBMITTED BY: LaRon Garrett,  Town Manager

SUBMITTAL TO AGENDA
APPROVED BY TOWN MANAGER

AMOUNT BUDGETED: \$0

EXPENDITURE REQUIRED: \$0



EXHIBITS (If Applicable, To Be Attached): Contract Extension Request, 2017 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 2017 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: _____



October 18, 2016

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

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

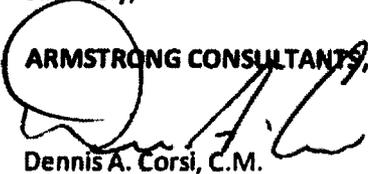
Dear Mr. Garrett,

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 during the life of this five-year contract, which expires on December 19, 2019. This extension will cover the period from December 19, 2016 to December 19, 2017. Please accept this letter as our request for the 2017 extension.

Attached is a short draft letter, which could be used to extend our agreement. I have also attached a fee schedule for 2017. If you should have any questions, please let us know.

Sincerely,

A handwritten signature in black ink, appearing to read "Dennis A. Corsi", is written over a circular stamp. The stamp contains the text "ARMSTRONG CONSULTANTS, INC." in a bold, uppercase font.
ARMSTRONG CONSULTANTS, INC.

Dennis A. Corsi, C.M.
President

Attachments: Draft PSA Extension letter
2017 Charge Out Rates

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F: 970.241.1769

Denver
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Street, Suite 400

Centennial, CO 80112
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2345 S. Alma School Road, Suite 208

Mesa, AZ 85210
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F: 480.632.0760

New Mexico
2305 Renard Place SE, Suite 210

Albuquerque, NM 87106
T: 505.508.2192
F: 505.508.2795

Effective Date: 1/1/2017

STAFF ALLOCATION FOR LABOR	<u>HOURLY</u> <u>RATE</u>
Principal	232.00
Department Manager/Senior PM	198.00
Project Manager	167.00
Project Engineer	130.00
Project Planner	124.00
Senior Drafter / Designer	121.00
Drafter	99.00
Construction Supervisor	158.00
Resident Inspector	121.00
Clerical	87.00