



February 19, 2023

Mr. Robb Etnyre  
General Manager  
Truckee-Tahoe Airport  
10356 Truckee Airport Road  
Truckee, California 96161

Subject: Truckee-Tahoe Airport  
Reconstruction of Existing Runway 2-20 with Airfield Marking and Lighting  
Construction Management Services  
Proposal for Professional Engineering Services

Dear Mr. Etnyre:

Truckee Tahoe Airport District proposes to complete the Reconstruction of Existing Runway 2-20, including Airfield Marking and Lighting at the Truckee Tahoe Airport. The estimated construction cost of this project is approximately \$4,975,000.

We are pleased to present herewith our proposal for providing engineering services during bid and award, during construction and final project closeout, and resident engineering, testing, and inspection services for this project.

The engineering scope for this project has been broken down into three phases:

- Phase 1 – Engineering Support During Bidding and Contract Award
- Phase 2 – Engineering Design During Construction and Final Project Closeout
- Phase 3 – Construction Management

We have summarized below the scope of work for each phase of engineering.

Phase 1 - Engineering Support During Bidding and Contract Award

- ◆ Assist District in distributing final plans and specifications to prospective contractors.
- ◆ Participate in a pre-bid meeting for all prospective contractors.
- ◆ Respond to any questions and comments from prospective contractors.
- ◆ Preparation of required addenda.
- ◆ Assist District in awarding contract including preparation of Abstract of Bids, evaluation of bids, and preparation of application for AIP funding.

Phase 2 - Engineering Design Services During Construction and Project Closeout

- ◆ Participate in a pre-construction conference.
- ◆ Provide engineering surveillance of all construction operations, including attendance at weekly construction meetings, preparation of any change orders required, preparation of contractor pay estimates, preparation of F.A.A. reimbursement requests, review of all contractor submittals, preparation of final as-constructed drawings and final engineer’s report, and coordination of updating the ALP to show as constructed conditions.

Phase 3 - Construction Management - The Contractor will be required to furnish material submittals for all materials proposed for use on the project, provide all Quality Control Testing and Inspection during the construction of this project, and meet all requirements of the plans and specifications.

The Engineer will provide all Quality Assurance Testing and Inspection, which will include the following:

- ◆ Furnish qualified Resident Engineer to review and monitor all construction activities. Provide all testing and inspection required as included in the quality assurance program including providing technicians and inspectors as required.
- ◆ Provide all testing and inspection required as included in the quality assurance program including providing technicians and inspectors as required.
- ◆ Provide surveying services as required.
- ◆ Provide traffic safety inspectors and Safety Plan implementation.
- ◆ Review and approve all contractor’s quality control testing and inspection.

The engineering fees for this project are summarized below:

|   |                  |
|---|------------------|
| Phase 1 – Support During Bid and Award    | \$ 12,000        |
| Phase 2 – Engineering During Construction | 96,000           |
| Phase 3 – Construction Management         | <u>246,000</u>   |
| Total – Not to Exceed                     | <u>\$354,000</u> |

A breakdown of estimated engineering fees for this project is attached as Table No. 1.

The total engineering fee for this project is a not to exceed at standard hourly rates of \$354,000.

We include herewith two signed copies of Supplemental Services Agreement No. 1 covering this work. If this is satisfactory to the District, please have the Supplemental Services Agreement approved and provide us with a copy for our files.

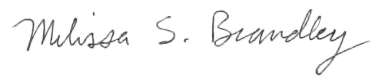
Mr. Robb Etnyre

-3-

Date

We appreciate the opportunity of presenting this proposal and look forward to working with you on this project.

Very truly yours,

A handwritten signature in cursive script that reads "Melissa S. Brandley".

Melissa Brandley

RDB:aw  
Enclosures

**TABLE NO. 1**

**TRUCKEE TAHOE AIRPORT**

**RECONSTRUCT EXISTING RUNWAY 2-20 WITH AIRFIELD MARKING AND LIGHTING (PHASE 2)**

**BREAKDOWN OF ENGINEERING FEES**

**Phase 1 - Engineering Support During Bidding and Contract Award**

|   |       |         |    |        |    |          |           |    |           |
|---|-------|---------|----|--------|----|----------|-----------|----|-----------|
| Principal Engineer                                | 16.0  | Hrs @   | \$ | 300.00 | \$ | 4,800.00 |           |    |           |
| Senior Design Engineer                            | 20.0  | Hrs @   |    | 180.00 |    | 3,600.00 |           |    |           |
| Junior Engineer                                   | 10.0  | Hrs @   |    | 120.00 |    | 1,200.00 |           |    |           |
| Project Administrator                             | 10.0  | Hrs @   |    | 100.00 |    | 1,000.00 |           |    |           |
| Clerical  | 10.0  | Hrs @   |    | 85.00  |    | 850.00   |           |    |           |
| Mileage   | 500.0 | Miles @ |    | 0.655  |    | 327.50   |           |    |           |
| Postage and Other Expenses                        |       |         |    |        |    | 500.00   |           |    |           |
| <i>Total Phase 1 - Bidding and Contract Award</i> |       |         |    |        |    | \$       | 12,277.50 |    |           |
|   |       |         |    |        |    |          | Use       | \$ | 12,000.00 |

**Phase 2 - Engineering Design During Construction and Final Project Closeout**

|  |         |         |    |        |    |           |           |  |           |
|--|---------|---------|----|--------|----|-----------|-----------|--|-----------|
| Principal Engineer                                     | 185.0   | Hrs @   | \$ | 300.00 | \$ | 55,500.00 |           |  |           |
| Senior Engineer  | 100.0   | Hrs @   |    | 180.00 |    | 18,000.00 |           |  |           |
| Junior Engineer  | 75.0    | Hrs @   |    | 120.00 |    | 9,000.00  |           |  |           |
| Project Administrator                                  | 80.0    | Hrs @   |    | 100.00 |    | 8,000.00  |           |  |           |
| Clerical   | 40.0    | Hrs @   |    | 85.00  |    | 3,400.00  |           |  |           |
| Mileage  | 2,000.0 | Miles @ |    | 0.655  |    | 1,310.00  |           |  |           |
| <i>Total Phase 2 - Engineering During Construction</i> |         |         |    |        |    | \$        | 95,210.00 |  |           |
|  |         |         |    |        |    |           | Use       |  | 96,000.00 |

**Phase 3 - Construction Management**

|  |         |         |    |        |    |            |            |  |                      |
|--|---------|---------|----|--------|----|------------|------------|--|----------------------|
| Resident Engineer                              |         |         |    |        |    |            |            |  |                      |
| Regular Hours                                  | 595.0   | Hrs @   | \$ | 190.00 | \$ | 113,050.00 |            |  |                      |
| Overtime Hours                                 | 140.0   | Hrs @   |    | 285.00 |    | 39,900.00  |            |  |                      |
| Senior Inspector                               |         |         |    |        |    |            |            |  |                      |
| Regular Hours                                  | 128.0   | Hrs @   |    | 180.00 |    | 23,040.00  |            |  |                      |
| Overtime Hours                                 | 30.0    | Hrs @   |    | 270.00 |    | 8,100.00   |            |  |                      |
| Apprentice                                     |         |         |    |        |    |            |            |  |                      |
| Regular Hours                                  | 112.0   | Hrs @   |    | 95.00  |    | 10,640.00  |            |  |                      |
| Overtime Hours                                 | 28.0    | Hrs @   |    | 142.50 |    | 3,990.00   |            |  |                      |
| Certified Asphalt Testing Lab                  |         |         |    |        |    | 20,000.00  |            |  |                      |
| Certified Concrete Testing Lab                 |         |         |    |        |    | 5,000.00   |            |  |                      |
| Vehicle Rental                                 | 85.0    | Days @  |    | 50.00  |    | 4,250.00   |            |  |                      |
| Mileage  | 2,750.0 | Miles @ |    | 0.655  |    | 1,801.25   |            |  |                      |
| Per Diem                                       | 68.0    | Days @  |    | 230.00 |    | 15,640.00  |            |  |                      |
| <i>Total Phase 3 - Construction Management</i> |         |         |    |        |    |            | 245,411.25 |  |                      |
|  |         |         |    |        |    |            | Use        |  | 246,000.00           |
| <b><i>Total Engineering Services</i></b>       |         |         |    |        |    |            |            |  | <b>\$ 354,000.00</b> |