

**TRUCKEE TAHOE AIRPORT DISTRICT (DISTRICT)
AND
ATKINS NORTH AMERICA (ENGINEER)**

TASK No. 8

**CONSTRUCTION MANAGEMENT SERVICES
FOR THE
APRON LIGHTING AND SEGMENTED CIRCLE**

1. DESCRIPTION OF PROJECT

The proposed work includes the replacement of the existing light assemblies on the existing steel poles with “dark sky” light assemblies. Also included is the replacement of the existing segmented circle with a new segmented circle and lighted wind cone.

The project includes replacing apron lights and light poles at various locations at the airport. The work includes removing five existing wooden light poles and replacing them with steel poles; removing, relocating, and replacing one existing steel pole, and replacing a total of thirty-four apron lights with new units. The existing conduit will be re-used and new wire will be installed to operate the lights.

The project also includes the removal and replacement of the existing segmented circle and the lighted windcone with a new segmented circle and an internally lit windcone. This work includes a new foundation and electrical connection for the wind cone, a new segmented circle, and grading within and around the segmented circle.

2. SCOPE OF WORK

Provide construction management services for the project. See Attachment A for the Hourly Rate Fee Schedule, Attachment B for the detailed scope of work, and Attachment C for a breakdown of the fee estimate.

3. FEES AND METHOD OF PAYMENT

Construction management will be performed on a time and expense basis for a fee not-to-exceed \$38,320. See the itemized fee estimate, Attachment C. Invoices will be submitted monthly for work completed the previous month.

Fees associated with the application for Use Permits and/or Building Permits are not included. The Truckee Tahoe Airport District will provide any fees required by the Town of Truckee, the Truckee Donner PUD, Nevada County, or Placer County.

Time and Expense charges shall be based on the Fee Schedule set forth in Attachment A.

Engineer shall maintain accurate and detailed books and time records for each billable hour or item, showing work performed, the person performing the work, or other cost details, and shall attach copies of the same to invoices. Engineer shall keep said books and records for at least thirty-six (36) months following the date District is invoiced for charges associated with said books and records and for so long thereafter as may be required for District to complete any audit or examination begun within such 36-month period. Each invoice shall become binding upon District three (3) years after payment unless within such three (3) year period District shall cause a special audit to be commenced.

The acceptance and payment by District of invoices shall be without prejudice to District's right to an examination of Engineer's books and records in order to verify the amount of Engineer's charges.

At any reasonable time within three (3) years after receipt of any invoice by Engineer, and upon fifteen (15) days prior written notice to Engineer, District may cause a special audit to be made of Engineer's books and records relating to this Task. Except as provided below, the cost of such audit shall be paid by District. Any such special audit shall be performed by a certified public accountant, public accountant, or person experienced in auditing engineering services, selected by District. If it shall be determined as a result of such audit that there has been an overpayment, then such overpayment shall become immediately due and payable with interest at the rate of ten percent (10%) per annum from the date when the invoice was paid. If the aforementioned overpayment is in excess of ten percent (10%) for the period covered by the audit, Engineer shall also pay to District the cost of the audit.

Services for this task will be performed as stated herein and under the Agreement for Engineering Services dated October 23, 2008.

TRUCKEE TAHOE AIRPORT DISTRICT

Dated : _____

Kevin Smith, General Manager

ATKINS NORTH AMERICA

Dated : _____

Jim Dodson, Vice President

ATTACHMENT A
ATKINS NORTH AMERICA
2012 HOURLY RATE FEE SCHEDULE

OFFICE PERSONNEL

Project Principal	\$200.00/hr.
Group Manager	175.00/hr.
Environmental Project Manager	100.00/hr
Project Manager	150.00/hr.
Associate Project Manager	140.00/hr.
Project Engineer	110.00/hr.
Staff Engineer	100.00/hr.
Scientist/Planner II	85.00/hr
Scientist/Planner I	65.00/hr
Designer	75.00/hr.
Intern	45.00/hr.
Senior Clerical	75.00/hr.
Clerical	55.00/hr.
Project Controls	150.00/hr.
Hydrologist	120.00/hr

SURVEY PERSONNEL

Survey Group Manager	\$165.00/hr.
Survey Project Manager	\$120.00/hr.
Senior Survey Technician	\$90.00/hr.
Survey Technician	\$80.00/hr.
1 Person Survey Crew	\$105.00/hr.*
2 Person Survey Crew	\$180.00/hr.*

* Survey crew rates include all standard survey equipment

CONSTRUCTION INSPECTION PERSONNEL

Construction Manager	\$140.00/hr.
Sr. Inspector	\$100.00/hr.
Sr. Inspector (Overtime)	\$135.00/hr.
Inspector's Truck	\$1,500/month
Inspector's Phone	\$100/month

EQUIPMENT

Mileage	\$0.555/mi.
Photocopies (8-1/2" x 11" B&W)	0.04/page
Photocopies (8-1/2" x 11" Color)	0.21/page
Photocopies (11" x 17" B&W)	0.08/page
Photocopies (11" x 17" Color)	0.32/page
22"x34" B&W Prints	3.00/sheet
Mylar 10.00/sheet	

OUTSIDE SERVICES

Cost + 10%

NOTES:

Time spent on projects in litigation, in depositions and providing expert testimony will be charged at the standard rate times 1.5.

ATTACHMENT B

APRON LIGHTING AND SEGMENTED CIRCLE

SCOPE OF SERVICES

A. CONSTRUCTION MANAGEMENT

During the construction of the improvements, it will be necessary to provide construction management services. It is anticipated that the following tasks will be required during the construction of the project:

1. The Engineer shall attend and conduct a pre-construction conference. The Engineer shall prepare minutes of the pre-construction conference.
2. The Engineer shall review and approve, for conformance with the design concept, all required material submittals furnished by the Contractor.
3. The Engineer shall provide quality assurance materials testing to ensure compliance with the plans and specifications and the testing frequency established by the specifications for the contract period called for in the contract documents.
4. The Truckee Tahoe Airport District will provide daily inspection during the construction of the project. The Engineer will provide part-time inspection by the electrical engineering subconsultant.
5. The Engineer shall interpret the intent of the drawings and specifications to protect the Owner against defects and deficiencies in the construction by the Contractor.
6. The Engineer shall provide general engineering review of the work of the Contractor as construction progresses to ascertain that the Contractor is conforming to the design concept.
7. The Engineer will provide quality assurance surveys to verify that subgrade and base course meet plan elevations. The Contractor will be responsible for construction staking.
8. The Engineer shall attend and conduct a weekly construction meeting with representatives of the Contractor and the Owner during the construction period.
9. The Engineer shall provide contract administration during the project.
10. The Engineer shall review the Contractor's application for progress and final

payments and, when approved, submit same to the Owner for payment.

11. The Engineer shall prepare any necessary contract change orders for approval by the Owner.
12. The Engineer shall conduct a final inspection of the project with the Owner and the Contractor. The Engineer shall note deficiencies in the construction and shall direct the Contractor to correct the deficiencies.
13. The Engineer shall provide to the Owner a final engineer's report and a final set of record drawings for the completed project.

ATTACHMENT "C"

TRUCKEE TAHOE AIRPORT

APRON LIGHTING and SEGMENTED CIRCLE

AIP No. 3-06-0262-26

ENGINEERING SERVICES FEE ESTIMATE

31-Jul-12

A. CONSTRUCTION MANAGEMENT SERVICES

Provide construction management during the construction of the project to ensure conformance with the plans and specifications. The contract period will be 40 calendar days, which equates to approximately 6 weeks.

1. PRE-CONSTRUCTION CONFERENCE

Attend and conduct a pre-construction conference in Truckee and prepare minutes of the meeting.

Group Manager	4.0	hrs. @	\$175 /hr. =	\$700
Staff Engineer	4.0	hrs. @	\$100 /hr. =	400
Senior Clerical	4.0	hrs. @	\$75 /hr. =	300
Mileage	90.0	miles @	\$0.555 /mi. =	50
				<u>50</u>
				<u>\$1,450</u>

2. SUBMITTAL REVIEW

Review material submittals and shop drawings for the project.

Group Manager	1.0	hrs. @	\$175 /hr. =	\$175
Staff Engineer	8.0	hrs. @	\$100 /hr. =	800
Senior Clerical	2.0	hrs. @	\$75 /hr. =	150
				<u>150</u>
				<u>\$1,125</u>

3. MATERIALS TESTING

Perform field and laboratory testing during construction. Materials testing will be performed in accordance with the specifications to provide quality assurance.

Construction Materials Engineers				<u>\$5,420</u>
				<u>\$5,420</u>

4. GRADE CONTROL

Verify that the subgrade and aggregate base course conforms to planned elevations.

The contractor is responsible for providing construction stakes during the construction of the project.

Assume one field trip for subgrade and one field trip for the aggregate base course. Also assume the survey crew will remain onsite to re-check grades for any necessary adjustments from the initial grade check.

Professional Land Surveyor	2.0	hrs. @	\$160 /hr. =	\$320
Senior Survey Technician	4.0	hrs. @	\$90 /hr. =	360
2-man Survey Crew	16.0	hrs. @	\$180 /hr. =	2,880
				<u>2,880</u>
				<u>\$3,560</u>

5. CONTRACT ADMINISTRATION

Provide contract administration during the project. Assume an average 4-hours per week for the Group Manager and 8-hours per week for the Staff Engineer during a 6-week construction period. Assume weekly construction meetings for the Staff Engineer including a final inspection (7 trips). Assume bi-weekly meetings during construction by the Group Manager including a final inspection (4 trips). Assume site visits at 6 hours and roundtrip mileage equal to 90 miles.

Group Manager	48.0	hrs. @	\$175 /hr. =	\$8,400	
Staff Engineer	90.0	hrs. @	\$100 /hr. =	9,000	
Mileage	630	miles @	\$0.555 /mi. =	<u>350</u>	
					<u><u>\$17,750</u></u>

6. CONSTRUCTION INSPECTION

The TTAD will provide inspection during this project.

	<u>\$0</u>	
		<u><u>\$0</u></u>

7. ELECTRICAL CONSTRUCTION ADMINISTRATION AND INSPECTION

Provide part-time electrical inspection and testing during the construction of the project. Prepare record drawings for electrical work and prepare the electrical portion of the final report.

Dinter Engineering		<u>\$4,600</u>	
			<u><u>\$4,600</u></u>

8. LIGHTING CONSULTATION

Provide expert lighting consultation during the construction of the project. Services include a nighttime inspection and aiming adjustments with the contractor.

California Architectural Lighting		<u>\$2,360</u>	
			<u><u>\$2,360</u></u>

9. RECORD DRAWINGS, FINAL REPORT, UPDATE ALP, AND PROJECT CLOSEOUT

Prepare record drawings, the final report, update the ALP to show the project as existing, and closeout the project.

Group Manager	2.0	hrs. @	\$175 /hr. =	\$350	
Staff Engineer	16.0	hrs. @	\$100 /hr. =	1,600	
Prints, copies, telephone, miscellaneous, etc.				<u>105</u>	
					<u><u>\$2,055</u></u>

CONSTRUCTION MANAGEMENT TOTAL **\$38,320**

FAA Share 90% \$34,488

Sponsor's Share 10% \$3,832