AGENDA ITEM or FINAL CONTRACT REVIEW SUBMITTAL FORM

Agenda Item: Base Agreement; Engineering Services

Action Requested: Board of County Commissioners' Signature

Parties to the Agreement: Gunnison County and Jviation, Inc.

Term Begins: **Term Ends:** **Grant Contract #:**

Summary:

Agreement to retain Jviation, Inc. to provide engineering services and outlined scope to fog seal the runway 06/24, taxiway A, and aprons. Funded by the CDOT grant 20-GUC-01 and local funds.

Fiscal Impact: Included in CIP

Submitted by: Stephanie Williams **Submitter's Email Address:** swilliams@gunnisoncounty.org

Finance Review: (●) Required ( ) Not Required

Comments:
No concerns, this project is included in the 2020 adopted budget with engineering costs included sufficient to cover this agreement. ln

Reviewed by: GUNCOUNTY1\lNienhueser Discharge Date: 8/19/2020

County Attorney Review: (●) Required ( ) Not Required

Comments:
ok db 8/27/20

Reveiwed by: GUNCOUNTY1\dBaumgarten Discharge Date: 8/27/2020 Certificate of Insurance Required Yes (●) No ( )

County Manager Review:

Comments:

Reveiwed by: GUNCOUNTY1\mbirnie Discharge Date: 8/27/2020

(●) Consent Agenda ( ) Regular Agenda ( ) Worksession Time Allotted: 0

Agenda Date: 9/1/2020

Revised April 2015

BASE AGREEMENT
BETWEEN
JVIATION, INC.
AND
GUNNISON COUNTY AND
THE GUNNISON-CRESTED BUTTE REGIONAL AIRPORT
GUNNISON, COLORADO

Gunnison County (the "Sponsor"), agrees to retain the firm of Jviation, Inc. (the "Engineer") to perform the scope of engineering services as outlined below at the Gunnison Crested Butte Regional Airport (the "Site"). The term of this Base Agreement (the "Agreement") shall become effective upon execution by the parties and will remain in effect for one (1) year or as terminated in accordance with the terms below.

SECTION 1. PROJECT LIST

1.1 This Agreement is for engineering services at the Site, which may include the following items (collectively, the "Project"):

CDAG Project No. 20-GUC-01 – Fog Seal Runway 6/24, Taxiway A and Aprons

SECTION 2. SCOPE OF SERVICES

The engineering services to be provided in connection with the Project are described in the attached Exhibit A(such services collectively, when and as specified in Amendments and SOWs, the "Services").

2.1 Basic Services. Engineer shall:

2.1.1 Assist the Sponsor in the preparation of the pre-application, program sketch, program narrative, and engineer's estimate, required statements and notifications, the environmental documentation, and state and regional reviews as required.

2.1.2 Consult/coordinate with the airport authority, airport staff, the Colorado Department of Transportation Aeronautics Division, users, city, county, and other interested parties;

2.1.3 Planning, procuring, and/or preparing necessary, field investigations, and architectural and engineering studies required for design considerations;

2.1.4 Prepare preliminary Plans and Specifications and cost estimates for the design and construction;

2.1.5 Prepare and submit final Plans and Specifications and other contract documents for approval by the Sponsor and (as required) to the Colorado Department of Transportation Aeronautics Division prior to advertising for bids;

2.1.6 Prepare a design engineer's report, including estimates of final quantities and opinion of probable construction costs. The report will be submitted with the final Plans and Specifications to the Sponsor and when applicable to the Colorado Department of Transportation Aeronautics Division ;

2.1.7 Prepare Construction Safety and Phasing Plan (CSPP);

2.1.8 Coordinate the establishment of bid proposals into schedules to allow flexibility of award to match the funds available;

2.1.9 Provide complete sets of approved Plans and Specifications and other contract documents for bidding the project;

2.1.10 Assist with the bid opening and processing of bid documents and make recommendations to the Sponsor for award of contract schedules;

2.2 Special Services. The Engineer may also provide the following special Services:

2.2.1 Construction administration, including administering proposed construction activity.

2.3 Field Engineering Services. This Section 2.3 shall apply only if engineering coordination services are included within an Exhibit A. In such case, Engineer shall arrange for and conduct a pre-construction conference, and shall provide complete resident engineering coordination of the construction work on the Project, with sufficient qualified inspectors, who shall be present during all construction operations, to observe that construction is accomplished in accordance with the Plans and Specifications. It is expressly understood that the term "engineering coordination" does not mean that the Engineer will assume any responsibility that replaces in any way the duties and authority of a construction superintendent or other contractor charged with responsibility for the construction operation, including ways or means of construction or job site safety.

2.3.1 The Engineer, in carrying out his or her responsibilities for engineer coordination, shall endeavor to guard the Sponsor against defects and deficiencies in the permanent work constructed by the contractor, but does not in any way guarantee the performance of the contractor. The provisions of this Section 2.3 do not limit or modify Engineer's duty to act in accordance with the professional standards set forth in Section 7 below.

2.3.2 Whenever the Engineer considers it necessary or advisable in endeavoring to guard the Sponsor against defects and deficiencies in the work constructed by the contractor, the Engineer shall have the authority to provide surveys and to observe and check surveys conducted by the contractor.

2.3.3 The Engineer shall conduct materials tests required by the Colorado Department of Transportation Aeronautics Division and observe and evaluate all such tests made by the contractor in the field and in the laboratory as necessary in accordance with the Plans and Specifications. Copies of all test reports will be furnished to the Sponsor and the Colorado Department of Transportation Aeronautics Division. Test results will be available within 24 hours of receipt.

2.3.4 The Engineer shall act as the Sponsor's agent during construction to protect the Sponsor's interest and shall have the authority to recommend to the Sponsor that the construction be stopped if not in accordance with the Plans and Specifications. The Engineer will furnish the Sponsor and the Colorado Department of Transportation Aeronautics Division a weekly construction progress and inspection report if requested.

2.3.5 The Engineer shall prepare all addition and deletion change orders and supplemental agreements as required. After acceptance of a construction contract by the contractor, copies will be submitted to the Sponsor and the Colorado Department of Transportation Aeronautics Division for approval and signature before proceeding with the work.

2.3.6 The Engineer shall prepare periodic estimates during the construction of the Project and shall prepare the final estimate when the work is completed. Periodic estimates shall be submitted regularly to the Sponsor for the concurrence and submittal to the Colorado Department of Transportation Aeronautics Division for payment requests.

2.3.7 The Engineer shall construction submittal; and prepare and maintain necessary records of construction progress.

2.3.8 When the Project has been completed and is ready for final acceptance, the Engineer shall arrange for inspection of the finished work by the Colorado Department of Transportation Aeronautics Division, the Sponsor, the contractor, and the Engineer, following which the final estimate for the work will be considered by the Sponsor.

2.3.9 Upon acceptance of the Project, the Engineer shall prepare record drawings, including any field surveying required to compute final quantities, and a construction engineering report, and shall provide the Sponsor and the Colorado Department of Transportation Aeronautics Division with one (1) set of reproducible record drawings, one electronic copy and one (1) copy of the construction report. These documents shall be provided in both hard copy and in an acceptable electronic format to the Sponsor.

2.3.10 On completion of the Project, the Engineer shall prepare and supply the Sponsor with an airport pavement maintenance program for the improvements constructed under the Project.

SECTION 3. COMPENSATION AND PAYMENT

The Sponsor agrees to pay the Engineer for the services listed in the following manner:

PART A - BASIC SERVICES

DESIGN

Preliminary Design .....Lump sum of $6,405.00
Design ..... Lump sum of $28,680.00

BIDDING

Bidding.....Lump sum of $6,205.00

TOTAL BASIC SERVICES ..... Lump sum of $41,290.00

Method of payment shall be as follows:

If work is abandoned, or terminated, after obtaining approval by the Sponsor and the Colorado Department of Transportation Aeronautics Division of the final construction plans and specifications, the Sponsor shall reimburse up to 100 percent of the total lump sum as listed under PART A, and 100 percent of the invoiced costs for soils and pavement investigations, topographic surveys, and hydrological studies, or other studies as listed under PART B.

PART B - SPECIAL SERVICES

CONSTRUCTION ADMINISTRATION

Construction Administration ..... Lump Sum of $10,530.00
Post Construction ..... Lump Sum of $5,680.00
On-Site Construction Coordination ..... Lump Sum of $32,439.00

TOTAL CONSTRUCTION ADMINISTRATION ..... Lump Sum of $48,649.00

TOTAL ..... Lump Sum of $89,939.00

Method of payment shall be as follows:

For services rendered under PART B - SPECIAL SERVICES, the Sponsor agrees to make monthly payments based upon the work performed by the Engineer, up to 90 percent of the total contract. The final ten percent of the fee shall be due and payable when the project final inspection and the construction report have been completed, and when reproducible Record Drawings have been submitted to the Sponsor and when the revised Airport Layout Plan has been approved by the Colorado Department of Transportation Aeronautics Division or when the construction work has terminated. The Record Drawings and Construction Report shall be submitted within a period of 90 days from end of construction period.

3.1 Method of Compensation. Exhibit B identifies the Services, the type of compensation, the applicable rates, and the reimbursable expenses.

3.1.1 For performance of Services included as "Lump Sum" items, which shall be defined and delineated in advance, payment to the Engineer will be made on the basis of a lump sum. The agreed lump sum shall represent full payment for all payroll, overhead, profit, and other direct non-salary expenses as hereinafter described. The lump sum will neither increase nor decrease unless there is a Change in Scope (as defined below). In that event, the lump sum would be subject to re-negotiation, and Engineer will prepare and submit a supplemental Amendment for Sponsor's approval.

3.2 Expenses. Sponsor shall pay all publishing costs for advertisements of notices, public hearings, requests for bids, and other similar items; shall pay for all permits and licenses that may be required by local, state, or federal authorities; and shall secure the necessary land, easements, and rights-of-way required for the Project.

3.3 Payment Schedule.

3.3.1 For performance of the Services described in this Agreement, Sponsor shall pay the compensation set forth in monthly increments over the period of performance of the Services, based on percentage completed unless other specific payment schedules are mutually agreed to and set forth.

3.3.2 Payments for all Services performed pursuant to this executed Agreement shall be due within thirty (30) days after the receipt of invoices. If the Sponsor disputes any portion of an invoice, it shall not be relieved of the responsibility of paying the undisputed portion thereof.

3.4 Changes in Scope.

3.4.1 It is mutually understood and agreed that the Sponsor will compensate Engineer for Services resulting from significant changes in general scope of the Project or its design, including changes in size, complexity, project schedules, character of construction, revisions to previously accepted studies, reports, design documents for contract documents and for preparation of documents for separate bids (collectively, "Changes in Scope"), only when:

(A) Such revisions are due to causes beyond the Engineer's control,

(B) The Sponsor has authorized the additional work in an executed Amendment.

3.4.2 Compensation for such extra work when authorized by the Sponsor shall be established in each Amendment.

SECTION 4. CONTRACT DOCUMENTS

4.1 For purposes of this Agreement, the "Plans and Specifications" means all engineering designs, plans, drawings, specifications, and other reports that the Engineer delivers to the Sponsor in connection with the Project.

4.2 Technical Information. The Sponsor shall make available to the Engineer all technical data that is in the Sponsor's possession including maps, surveys, property descriptions, borings, and other information required by the Engineer and relating to the Site, the Project, and the Services.

4.3 Approval of Plans and Specifications. The Sponsor shall cooperate with the Engineer in the approval of the Plans and Specifications, or should any part of such Plans and Specifications be disapproved, shall make a timely decision in order that no undue expense will be caused the Engineer because of lack of decisions. If the Engineer is caused to incur other expenses such as extra drafting, due to changes ordered by the Sponsor after completion and approval of the plans and specifications, the Engineer shall be equitably paid for such extra expenses and services involved.

4.4 Construction Cost Opinion. Upon request by Sponsor, the Engineer shall prepare an opinion of probable construction costs, representing Engineer's reasonable judgment as a design professional (a "Cost Report"). Such Cost Report shall be provided for Sponsor's internal use and guidance only, and under no circumstances does Engineer guarantee the accuracy of the Cost Report as compared to contractor bids or actual cost to the Sponsor. Sponsor acknowledges that Engineer has no control over the actual costs of labor or materials, or over competitive bidding or market conditions.

4.5 Ownership of Plans. The original Plans and Specifications shall remain the property of the Engineer. However, reproducible copies of drawings and copies of other pertinent data will be made available to the Sponsor upon request. The Sponsor may not reuse the Plans and Specifications for any purpose other than the Project except upon (A) prior written consent of Engineer, and (B) Sponsor's agreement to indemnify, defend and hold Engineer harmless for any liability resulting from such reuse.

4.6 Delivery of Plan. The Engineer shall deliver to the Sponsor: (A) one (1) hard-copy of the final Plans and Specifications, and (B) the final Plans and Specifications in electronic form, in a reproducible and modifiable format as reasonably requested by the Sponsor (such as, for example, AutoCAD, MicroStation or other computer aided design files).

SECTION 5. INSURANCE

5.1 The Engineer shall procure and maintain at its expense during the term of this Agreement the following insurance from insurance companies authorized to do business in the State in which the Site is located, covering all operations and services under this Agreement performed by Engineer.

5.1.1 Worker's compensation and Employer's Liability insurance in accordance with the provisions of applicable law.

5.1.2 Commercial general liability in amounts not less than $387,000 for an injury to one person in any single occurrence, and $1,093,000 for an injury to two or more persons in any single occurrence for bodily injury, personal injury, and property damage with endorsements to include contractual liability. Engineer shall name Sponsor as Additional Insured for ongoing operations, to the extent permitted by law. Coverage shall be primary.

5.1.3 Automobile liability, bodily injury and property damage with a limit of $387,000 for an injury to one person in any single occurrence and $1,093,000 for an injury to two ro more persons in any single occurrence for owned, hired and non-owned autos.

5.1.4 Professional liability insurance in amounts not less than $1 million per claim and annual aggregate.

5.2 The Engineer shall furnish to the Sponsor a certificate or certificates of insurance showing compliance with this Section 6.

5.2.1 To the extent commercially available to Engineer from its current insurance company, insurance policies required under subsection shall contain a provision that the insurance company or its designee must give the Sponsor written notice transmitted in paper or electronic format: (a) 30 Days before coverage is non-renewed by the insurance company and (b) within 10 Business Days after cancelation of coverage by the insurance company.

SECTION 6. STANDARD OF CARE

6.1 The Services shall be performed in accordance with that degree of care and skill ordinarily exercised by members of the engineering profession, performing similar services in the same locality, and under the same or similar circumstances and conditions as of the date that such Services are performed. Engineer's sole liability to Sponsor for any non-conforming Services or work shall be to correct the defective item.

6.2 The remedies provided above are the Sponsor's sole remedies for any failure of Engineer to comply with its obligations. Correction of any nonconformity or reimbursement to Sponsor in the manner and for the period of time provided above shall constitute complete fulfillment of all the liabilities of the Engineer for defective or nonconforming Services, whether the claims of the Sponsor are based in contract, in tort (including negligence and strict liability), or otherwise with respect to or arising out of work performed hereunder.

SECTION 7. FORCE MAJEURE

Any delay or failure of engineer in the performance of its required obligations hereunder shall be excused if and to the extent caused by acts of God, war, riot, strike, fire, storm, flood, windstorm, discovery or uncovering of hazardous or toxic materials or causes beyond the reasonable control of the Engineer, provided that prompt written notice of such delay or suspension given by the Engineer

to the Sponsor. Upon receipt of said notice, if necessary, the time for performing shall be extended for a period of time reasonably necessary to overcome the effect of such delays and Engineer shall be reimbursed for the cost of such delays.

SECTION 8. TERMINATION

8.1 Termination by Sponsor. Upon five (5) business days written notice to Engineer, Sponsor may terminate the Engineer's right to proceed further with the Project and Services under this Agreement or any Amendment. In the event of such termination, Sponsor may take possession of the Project in such manner as Sponsor may deem expedient, but Engineer shall not be liable to the Sponsor for any excess cost of completion of any Services, Sponsor shall reimburse the Engineer for all costs associated with the cessation of Services, plus that portion of the Services performed prior to the date of such termination, and Sponsor shall thereafter assume all obligations, commitments, or other liabilities that the Engineer shall have theretofore incurred or made in connection with its performance of the Services and for which Engineer has not been paid and released.

8.2 Termination by Engineer. If work on the Project shall be delayed for more than 30 calendar days of account of one or more of the occurrences set forth in Section 8, or if Sponsor shall fail to pay the Engineer in accordance with the terms of Section 3, the Engineer may, at its option, upon five (5) business days written notice to Sponsor, terminate this Agreement. In the event of any such termination, Sponsor shall reimburse the Engineer for all costs of performance of the Services as the Engineer may have incurred on account of such delays. Sponsor shall thereafter assume all obligations, commitments, or other liabilities that Engineer shall have previously incurred or made in connection with its performance of the Services and for which the Engineer has not been paid and released.

8.3 Termination Without Cause. Either party may terminate this Agreement upon thirty (30) days prior written notice to the other party. In the case of such termination, Engineer shall be paid for all Services performed prior to the termination date.

SECTION 9. LIABILITY

9.1 Indemnification. Engineer agrees to indemnify, defend and hold harmless Sponsor, its Commissioners, agents and employees of and from any and all liability, claims, liens, demands, actions and causes of action whatsoever (including reasonable attorney's and expert's fees and costs) arising out of or related to any loss, cost, damage or injury, including death, of any person or damage to property of any kind caused by the misconduct or negligent acts, errors or omissions of Engineer or its employees, subcontractors or agents in connection with this Agreement.

This provision shall survive any termination or expiration of this Agreement with respect to any liability, injury or damage occurring prior to such termination or expiration.

9.2 Damages Waiver. Neither party to this Agreement shall be liable to the other for any indirect, incidental, consequential, exemplary, punitive or special damages or loss of income, profit or savings of any party, including third parties, arising directly or indirectly from the parties' relationship under this Agreement or applicable law, including claims based on contract, equity, negligence, intended conduct, tort, or otherwise (including breach of warranty, negligence, and strict liability in tort).

SECTION 10. MISCELLANEOUS

10.1 Interpretation. In this Agreement, unless a clear contrary intention appears, (a) words used with initial-capitalized letters shall have the definitions set forth herein, (b) the term "or" shall not be used in an exclusive manner, (c) reference to any gender includes each other gender; (d) reference to any agreement, document, or instrument means such agreement, document, or instrument as amended or modified and in effect from time to time in accordance with the terms thereof; (e) "including" (with any correlative meaning "include") means including without limitation the generality of any description preceding such term; and (f) the headings in this Agreement are inserted for convenience only and shall not affect the meaning or interpretation of this Agreement.

10.2 Notices. All notices, reports, records, or other communications which are required or permitted to be given to the parties under this Agreement shall be sufficient in all respects if given in writing and delivered in person, by facsimile, by electronic mail (return receipt requested), overnight courier, or by certified mail, to the receiving party at the following address:

If to Sponsor: Gunnison County
200 East Virginia, Gunnison, CO 81230
Attention: Rick Lamport
Telephone: 970 642-7388
Email: rlamport@gunnisoncounty.org

If to Engineer: Jviation, Inc.
900 S. Broadway, Ste. 350, Denver, CO 80209
Attention: Jesse Erickson, PE
Telephone: 720-544-6516
Email: jesse.erickson@jviation.com

or to such other address as such party may have given to the other by notice pursuant to this Section. Notice shall be deemed given on the date of delivery.

10.3 Disputes. This Agreement is made under and shall be governed by and construed in accordance with the internal laws of the State of Colorado. Any controversy or claim arising out of or related to this Agreement shall be resolved by binding arbitration in accordance with the then-effective rules of the American Arbitration Association ("AAA") and limited discovery shall be permitted. Upon notification by a party of such party's intention to arbitrate a dispute (the "Notice Date"), each party shall select one arbitrator, and the two arbitrators so chosen shall select one arbitrator. Each of the arbitrators chosen shall be impartial and independent of the parties. If a party fails to select an arbitrator within twenty days after delivery of the Notice Date, or if the arbitrators chosen fail to select a third arbitrator within twenty days after being chosen, then any party may in writing request the judge of the United States District Court closest to Gunnison County, Colorado senior in term of service to appoint the arbitrator or arbitrators. Each arbitration hearing shall be held at a place in Gunnison County, Colorado acceptable to a majority of the arbitrators. The decision of a majority of the arbitrators shall be reduced to writing and shall be binding on the parties. Judgment upon the award rendered by a majority of the arbitrators may be entered and execution had in any court of competent jurisdiction or application may be made to such court for a judicial acceptance of the award and an order of enforcement. The charges and expenses of the arbitrators shall be allocated as determined by the arbitrators.

10.4 Severability. The provisions of the Agreement are severable, and, if any provision shall be determined to be illegal or unenforceable, such determination shall in no manner affect any other provision hereof, and the remainder of this Agreement shall remain in full force and effect, provided

however, that the intention and essence of this contract may still be accomplished and satisfied. In the event that any provision of the Agreement is held to be unenforceable or invalid by any court of competent jurisdiction, Engineer and Sponsor shall negotiate an equitable adjustment in the provisions of this Agreement to preserve the purpose of this contract and maintain the allocation or risk, liabilities and obligations originally agreed upon.

10.5 Governing Law. The terms of this Agreement shall be construed and interpreted under, and all respective rights and duties of the parties shall be governed by, the laws of the State of Colorado.

10.6 Entire Agreement. This Agreement constitutes the entire agreement between the parties and the terms and conditions hereof were negotiated between the parties on an arms-length basis and no obligation or covenant of good faith or fair dealing shall be implied or interpreted as conferring upon either party any right, duty, obligation or benefit other than expressly set forth herein. No modifications or amendments to this Agreement shall be valid unless agreed to by the parties in writing and signed by their authorized representatives.

10.7 Warranties – Exclusion or Limitation. Except as specifically provided in this Agreement, Engineer does not make, give or extend, and the Sponsor waives, any warranties, representations or guarantees of any kind or nature, express or implied, arising by law, statute, in contract, civil liability or tort, or otherwise, concerning the transaction which is the subject of the Plans and Specifications or the Services, including any performance guaranty and any implied warranty as to merchantability or fitness for a particular purpose or arising from a course of dealing or usage of trade as to any equipment, materials, or work furnished under this Agreement.

10.8 Successors; Assignment. This Agreement shall be binding upon each party and its successors and assigns. Neither the Sponsor nor the Engineer shall assign, sublet, or transfer its interest in this contract without the written consent of the other.

10.9 Counterparts and Facsimile or Electronic Signatures. This Agreement may be executed in two or more counterparts, each of which shall be deemed an original and all of which, taken together, shall constitute one agreement. A facsimile or other electronically delivered signature to this Agreement shall be deemed an original and binding upon the party against whom enforcement is sought.

10.10 Independent Contractor. In carrying out its obligations and activities under this Agreement, Engineer is acting as an independent contractor and not as an agent, partner, joint venture or employee of Sponsor. Engineer does not have any authority to bind Sponsor in any manner whatsoever.

Engineer acknowledges and agrees that Engineer is not entitled to: (i) unemployment insurance benefits; or (ii) Workers Compensation coverage, from Sponsor. Further, Engineer is obligated to pay federal and state income tax on any moneys paid it related to the services.

10.11 Discrimination. The Contractor agrees to not discriminate against any person or class of persons by reason of age, race, color, sex, creed, religion, disability, national origin, sexual orientation or political affiliation in providing any services or in the use of any facilities provided for the public in any manner prohibited by Part 21 of the Regulations of the Office of the Secretary of Transportation. Contractor shall further comply with the letter and spirit of the Colorado Anti-Discrimination Act of 1957, as amended, and any other laws and regulations respecting discrimination in unfair employment practices. Additionally, Contractor shall comply with such enforcement procedures as any governmental authority might demand that Gunnison County take for the purpose of complying with any such laws and regulations.

10.12 Immigration Compliance Certification.

a. Contractor certifies that Contractor does not and will not knowingly contract with or employ illegal aliens to work under this Agreement.

b. Contractor certifies that Contractor has required its subcontractors to certify that they do not knowingly contract with or employ illegal aliens to work under this Agreement.

c. Contractor certifies that it has attempted to verify the eligibility of its employees and subcontractors to work through the Basic Pilot Employment Verification Program administered by the Social Security Administration and Department of Homeland Security.

d. Contractor agrees to comply with all reasonable requests made in the course of an investigation under C.R.S. 8-17.5-102 by the Colorado Department of Labor and Employment.

e. Contractor agrees to comply with the provisions of C.R.S. 8-17.5-101 et seq.

10.13 ADA Compliance. The Contractor represents and warrants to Gunnison County that at all times during the performance of this Agreement no qualified individual with a disability shall, by reason of such disability, be exclude from participation in, or denied benefits of the service, programs, or activities performed by the Contractor, or be subjected to any discrimination by the Contractor upon which assurance Gunnison County relies.

10.14 Public Record. To the extent not prohibited by state or federal law, this Agreement is potentially subject to public release through the Colorado Open Records Act.

[Signature Page Follows]

The parties executed this Base Agreement as of this ___ day of _____, 2020.

SPONSOR:
Gunnison County

ATTEST:

By: _____

_____

Name: _____

Title: _____

ENGINEER:
Jviation, Inc.

By: _____

Name: Jason Virzi, PE

Title: Office Manager

Exhibit A
to
Base Agreement

Scope of Work

See attached.

SCOPE OF WORK
FOR
GUNNISON-CRESTED BUTTE REGIONAL AIRPORT
Gunnison, Colorado
CDAG Project No. 20-GUC-01
Fog Seal Runway 6/24, Taxiway A and Aprons

This project will consist of preparing Construction Plans, Contract Documents, Technical Specifications, and Engineer's Design Memorandum, along with Bidding, Construction Administration, Post Construction, and On-Site Construction for the Project: Fog Seal Runway 6/24, Taxiway A and Aprons at the Gunnison-Crested Butte Regional Airport. For the remainder of this scope the Gunnison-Crested Butte Regional Airport is indicated as "Sponsor" and Jviation, Inc. is indicated as "Engineer". The approximate construction cost of this project is $500,000, which will be funded by a CDOT Aeronautics grant.

This scope of work is for the consulting services provided by the Engineer for the Sponsor. See Exhibit No. 1 below for the project location.

EXHIBIT NO. 1

DESCRIPTION

Runway 6/24, Taxiway A, the eight connector taxiways, and the apron areas are all candidates for a fog seal. Fog sealing the asphalt pavements will help to maintain them until funding is available for a full rehabilitation/reconstruction project. The existing pavement markings will be covered during the fog seal and a new application of paint will be applied after the fog seal is complete. The Engineer will work with the Sponsor to develop and administer the bidding and construction documents. The project will be funded under a state grant and local bidding and procurement processes will be utilized. Final limits of work to be completed will be dependent on bid pricing and funding availability.

The engineering fees for this project will be broken into two parts. **Part A-Basic Services** includes**;** 1) Preliminary Design Phase, 2) Design Phase, 3) Bidding Phase, and reimbursable costs during Design and Bidding and **Part B-Special Services,** which includes**;** 4) Construction Administration Phase, 5) Post Construction Phase, 6) On-Site Construction Coordination Phase or Field Engineering, and reimbursable costs during Construction. Parts A and B and the six phases are described in more detail below.

PART A - BASIC SERVICES consists of the Preliminary Design Phase, Design Phase and Bidding Phase, all invoiced on a lump sum basis**.**

1.0 Preliminary Design Phase

1.1 Coordinate and Attend Meetings with the Sponsor and CDOT Aeronautics. Meetings with the Sponsor and CDOT will take place to determine critical project dates, establish the proposed design schedule, and to review environmental component(s). Various meetings during the design phase will also be conducted to review the progress of the design, discuss construction details and proposed time frame of construction and identify any special requirements for the project. It is anticipated that there will be a minimum of two meetings with the Sponsor and/or CDOT throughout the course of the design.

1.2 Prepare Project Scope of Work and Contract. This task includes establishing the scope of work through meetings outlined above. Fees will be negotiated with the Sponsor. This task also includes drafting the contract for the work to be completed by the Engineer for the Sponsor once negotiations are complete.

1.3 Provide Project Coordination. The Engineer shall provide project management and coordination services to ensure the completion of the design. These duties include:

- Time the Engineer spends planning, organizing, securing and scheduling resources, and providing instruction to staff to meet project objectives as defined in the approved scope of work.
- The Engineer will analyze the budget semi-monthly to ensure budget and staffing needs are on track to meet design schedules within budget.
- Additional items to be accomplished include compiling and sending additional information requested from the office to related parties, maintaining project files as necessary and other items necessary in day to day project coordination.
- The Engineer will prepare and submit monthly invoicing.

The Engineer will complete the following tasks:

- Provide the Sponsor with a monthly Project Status Report (PSR), in writing, reporting on Engineer's progress and any problems that may arise while performing the work. The PSR must include an update of the project schedule, as described in this section, when schedule changes are expected.
- Submit for acceptance and maintain, a design schedule detailing the scheduled performance of the work.
- Create and maintain a Quality Control Checklist (QCC) for the project. The QCC shall include personnel, project milestone checking and peer review procedures at each phase of the project.

1.4 Review Existing Documents. The Engineer will gather and review existing available documentation that may be relevant to the project, including, but not limited to, record drawings (as-builts), design reports, final reports, and previous surveys. The Engineer may use relevant information from this review to coordinate the design for the project

1.5 Coordinate Environmental Documentation. This project will fully take place on improved, paved surfaces. CDOT Aeronautics is funding the project and no federal grant funds will be utilized. Therefore, no NEPA action or FAA coordination will be required for this project. The environmental exhibit will be created and referenced throughout this project. The final environmental exhibit will be reviewed by the Engineer's environmental planner to ensure conformance with environmental requirements.

TASK 1 DELIVERABLES	TO STATE/FAA	TO SPONSOR
1.2 Scope of Work and Draft Contract for the Sponsor		✓
1.4 Design Schedule, Project Status Report and Monthly Invoicing		✓
1.5 Environmental Documentation	✓	✓

TASK 1 MEETINGS/SITE VISITS	LOCATION/ATTENDEES/DURATION
1.1 Meeting to discuss project Scope of Work.	• One (1) Project Manager, Assume one (1) hour via teleconference (2 meetings)

2.0 Design Phase

2.1 Prepare Existing Airfield Pavement Inventory. This task includes reviewing record drawings and state PCI values to catalog the size and condition of the pavement within the project site.

2.2 Prepare Preliminary Contract Documents. This task includes preparing the Preliminary Contract Documents, Certification of Non-Segregated Facilities, Equal Employment Opportunity Report Statement, Certification Statement Regarding Undocumented Individuals, General Provisions, and FAA AC 150/5370-2G, *Operational Safety on Airports during Construction*. Also included in the Preliminary Contract Documents and covered under separate tasks below, are the Construction Safety and Phasing Plan, Technical Specifications and Special Provisions. Preliminary Contract Documents will be prepared as early as possible during the design phase and submitted to the Sponsor for review.

2.3 Prepare Construction Safety and Phasing Plan (CSPP). This task includes meeting with the Sponsor to discuss the current operations of the airport to assist in determining how the proposed construction phasing of the project will affect these operations. From these meetings, a complete Construction Safety and Phasing Plan (CSPP) will be developed to ensure safety compliance when coordinating construction activities and airport operations. The CSPP will be developed in accordance with the requirements of FAA AC 150/5370-2 (Current Edition), *Operational Safety on Airports during Construction.* A construction phasing plan that meets the requirements of the AC and operational needs of the airport will be developed and included in the Contract Documents. This plan will also identify any nighttime work, continuous working times, or other unusual conditions that could affect the contractor's normal progress on the project. The draft CSPP will be submitted at 90% complete for ADO review. Upon preliminary approval from the ADO, the CSPP will be submitted to FAA for OE/AAA coordination. This plan will also identify any nighttime work, continuous working times, or other unusual conditions that could affect the contractor's normal progress on the project.

2.4 Prepare Preliminary Construction Plans. This task includes preparing the following list of construction plans for the project. Additional plans may be added during the design phase as needed:

Plan Name/Description	Number of Sheets
Cover Sheet	1
Index of Drawings, Summary of Approximate Quantities and General Notes	1
Survey Control Plan	1
Safety Plan	1
Construction Layout Plan	1
Construction Phasing Plan	4
Environmental Requirements and Details	1
Pavement Marking Plan	8
Pavement Marking Details	2
Total Sheet Count	**20**

2.5 Prepare Preliminary Technical Specifications. This task includes assembling the technical specifications necessary for the project. Standard FAA specifications will be utilized where possible, with the guidance from FAA AC 150/5370-10 (Current Edition)*, Standard Specifications for Construction of Airports*. Additional specifications will be prepared to address work items for materials that are not covered by the standard FAA specifications. The standard specifications to be utilized shall include, but are not limited to, the following:

- Item C-105 Mobilization
- Item P-101 Preparation/Removal of Existing Pavements
- Item P-608 Emulsified Asphalt Seal Coat
- Item P-620 Runway and Taxiway Marking

2.6 Prepare Preliminary Special Provisions. This task includes preparing the preliminary Special Provisions to address, or expound on, site conditions that require additional clarification. These include, but are not limited to: Haul Roads, Airport Security, Radio Communications, Work Schedule, Contractor's Quality Control Program, Sequencing of the Work, Closure of Air Operations Areas, Accident Prevention, Underground Cables/Utilities, Insurance, Indemnification, Sales and Use Taxes, Permits and Compliance with Laws, Executed Contracts, Subletting or Assigning of Contracts, Qualification of Disadvantaged Business Enterprises, Liquidated Damages,

2.7 Compile/Submit FAA Form 7460. This task includes preparing and submitting the required FAA Form 7460 on the Sponsor's behalf. The anticipated use of equipment during construction requires an FAA Form 7460 to be sent to the FAA a minimum of 45 days prior to the start of construction for approval. The Engineer will prepare exhibits to illustrate the project limits and temporary construction equipment height.

2.8 Calculate Estimated Quantities. This task includes calculating all necessary quantities for the various work items. Quantities must be consistent with the specifications and acceptable quantity calculation practices.

2.9 Prepare Estimate of Probable Construction Cost. Using the final quantities calculated following the completion of the construction 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 available databases.

2.10 Prepare Engineer's Design Memorandum. During the preparation of the plans and specifications, a design memorandum will be prepared. The memorandum will include the summary of the project, schedule for the completion of the design, bidding and construction the work and a description of the work. The Engineer's cost estimate will be included with the memorandum. One copy of the final Engineer's Design Memorandum will be sent to the Sponsor and CDOT Aeronautics.

2.11 Review Plans at 90% Complete. During various stages of completion of the design, the Engineer will submit a set of Construction Plans, Specifications and Contract Documents to the Sponsor for their review. Meetings will be scheduled for periodic reviews, including a 90% plans-in-hand review.

2.12 Provide In-House Quality Control. The Engineer has an established quality control program that will provide both experienced and thorough reviews of all project submittals and will also provide engineering guidance to the design team throughout design development from an experienced senior-level Professional Engineer.

Prior to each review set of Construction Plans, Specifications, Contract Documents, and Design Memorandum being submitted to the Sponsor and CDOT Aeronautics, a thorough in-house quality control review of the documents will be conducted. This process will include an independent review of the Construction Plans, Specifications, Contract Documents, and Design Memorandum being submitted, by a licensed Professional Engineer other than the Engineer who performed the design of the project. Comments will be offered by the Engineer that performed the review and revisions to the Construction Plans, Specifications, Contract Documents, and Design Memorandum accordingly.

In addition to the 90% review, the Engineer's in-house quality control program also provides engineering guidance to the design team throughout the project design in an attempt to steer the project in a manner that provides the best engineering judgment.

At the 90% design review, the independent review will re-evaluate the CATEX boundary.

2.13 Prepare and Submit Construction Plans, Specifications, Contract Documents, and Engineer's Design Memorandum. A final set of Construction Plans (11" x 17"), Specifications, Contract Documents and the Engineer's Design Memorandum will be prepared and submitted to the Sponsor and CDOT Aeronautics. These documents incorporate all revisions, modifications and corrections determined during the final review. Paper and electronic copies will be provided.

TASK 2 DELIVERABLES	TO STATE/FAA	TO SPONSOR
2.2 Preliminary Contract Documents for Sponsor's Review		✓
2.3 CSPP at 90% Complete	✓	✓
2.7 FAA Form 7460	✓	✓
2.11 90% Construction Plans, Specifications, Contract Documents, and Engineer's Design Memorandum		✓
2.13 Final Construction Plans, Specifications, Contract Documents, and Engineer's Design Memorandum	✓	✓

TASK 2 MEETINGS/SITE VISITS	LOCATION/ATTENDEES/DURATION
2.11 Plan Review at 90% complete.	• One (1) Project Manager, Assume two (2) hours via teleconference (1 meeting)

3.0 Bidding Phase

3.1 Provide Bid Assistance. The Engineer will assist the Sponsor, as needed, with any required bidding documents such as: project advertisement in the Denver Daily Journal and Gunnison Country Times, solicit for bids to potential contractors and plan rooms. The Engineer will coordinate the project advertisement(s) and request reimbursement from the Sponsor as a pass-through cost during invoicing.

3.2 Prepare Addenda. Any necessary addenda will be issued to clarify and modify the project, as required, and based on questions or comments that may arise from potential contractors during the bidding process. Any necessary addenda will be reviewed with the Sponsor and CDOT Aeronautics prior to being issued. The addenda will meet all design and construction standards, as required.

3.3 Consult with Prospective Bidders. During the bidding process, the Engineer shall be available to clarify bidding issues with contractors and suppliers and for consultation with the various entities associated with the project.

3.4 Attend Bid Opening. The Engineer shall attend the bid opening for the project, which will be conducted by the Sponsor.

3.5 Review Bid Proposals. Upon the opening of submitted bid proposals by the Sponsor, the Engineer shall review all the bid proposals submitted. A cost analysis of the bid prices will be completed and tabulated; the contractor's qualifications to perform the work will be included, including review of suspension and debarment rules on the www.Sam.gov website, verification of proposed DBE subcontractors, Buy American compliance analysis/review, and project funding review. Inclusion of bid guarantee, acknowledgement of addenda and licensure verification in Colorado shall be completed.

3.6 Prepare Recommendation of Award. The Engineer shall prepare a Recommendation of Award for the Sponsor to accept or reject the bids received with a summary of the items listed in Task 3.5. If rejection is recommended, the Engineer will supply an explanation for their recommendation and possible alternative actions the Sponsor can pursue to complete the project.

TASK 3 DELIVERABLES	TO STATE/FAA	TO SPONSOR
3.1 Required Bidding Documents	✓	✓
3.2 Addenda	✓	✓
3.5 Bid Tabulations		✓
3.6 Recommendation of Award	✓	✓

TASK 3 MEETINGS/SITE VISITS	LOCATION/ATTENDEES/DURATION
3.4 Attend Bid Opening	• One (1) Project Manager, Assume two (2) hours via teleconference (1 meeting)

EX Reimbursable Costs during Design

This section includes reimbursable items such as auto rental, mileage, lodging, per diem and other miscellaneous expenses incurred in order to complete **Part A – Basic Services**.

PART B - SPECIAL SERVICES consists of the construction administration phase, post-construction coordination phase and on-site construction coordination phase (invoiced on a lump sum basis).

4.0 Construction Administration Phase

4.1 Prepare Construction Contract and Documents. The Engineer shall prepare the Notice of Award, Notice to Proceed and Contract Agreements, including bonds and insurance documents, which will be updated to include all addenda items issued during bidding, for the Sponsor's approval and signatures. Three copies will be submitted to the successful Contractor for their signatures.

The Engineer will ensure the construction contracts are in order, the bonds have been completed, and the Contractor has been provided with adequate copies of the Construction Plans, Specifications and Contract Documents, which will be updated to include all addenda items issued during bidding.

4.2 Provide Project Coordination. The Engineer shall provide project management and coordination services to ensure the completion of the design. These duties include:

- Time the Engineer spends planning, organizing, securing and scheduling resources, and providing instruction to staff to meet project objectives as defined in the approved scope of work.
- Additional items to be accomplished include compiling and sending additional information requested from the office to related parties, maintaining project files as necessary and other items necessary in day to day project coordination.
- The Project Manager will review progress reports weekly and monthly.
- Assist with change orders and supplemental agreements as necessary. All change orders and supplemental agreements will be coordinated with the Sponsor prior to execution.
- Clerical staff shall prepare the quantity sheets, testing sheets, construction report format, etc.
- Office engineering staff, CAD personnel and clerical staff shall be required to assist the Field Personnel as necessary during construction. Specific tasks to be accomplished include providing secondary engineering opinions on issues arising during construction, maintaining project files as necessary and various other tasks necessary in the day-to-day operations.
- The Engineer will prepare and submit monthly invoicing.

4.3 Prepare/Conduct Pre-Construction Meeting. The Engineer will conduct a pre-construction meeting prior to the commencement of construction. As a part of this meeting, the Engineer will also discuss the environmental plan sheet, surveyed areas, and environmental commitments. The meeting will be held at the airport and will include the Sponsor, Contractor, subcontractors and airport tenants affected by the project.

4.4 Review Contractor's Safety Plan Compliance Document. This task includes the review and to comment on the Contractor's Safety Plan Compliance Document (SPCD) as required per FAA AC 150/5370-2 (Current Edition), *Operational Safety on Airports during Construction.* The Engineer shall review to ensure that all applicable construction safety items are addressed and meet the requirements of AC 150/5370-2 (Current Edition) and the Contract's Construction Safety and Phasing Plan (CSPP). The intent of the SPCD is to detail how the Contractor will comply with the CSPP. Following award of the project to the successful Contractor and prior to the issuance of the Notice to Proceed, the Engineer will review the SPCD, provide comments and ultimately approval of the document. It is anticipated that the document will require at least one re-submittal by the Contractor to address any missing information. The SPCD will be submitted to the Engineer for approval at least 14 days prior to the issuance of the Notice to Proceed to the Contractor. An approved copy of the SPCD shall be provided to the CDOT Aeronautics.

4.5 Prepare Requests for Reimbursement. This task includes preparing a summary of project costs for Sponsor reimbursement of eligible expenses incurred on a monthly basis. The Engineer will submit the completed form along with appropriate supporting documentation to the Sponsor for review and approval. Upon approval, the Engineer or the Sponsor will submit the completed forms and supporting documentation for reimbursement. It is estimated there will be three RFRs for expenses incurred during the construction and closeout phase of the project.

4.6 Perform Site Visits During Construction. The Project Manager shall make on-site visits, as required, throughout the duration of the project. As of now, it is estimated that the Project Manager will be required to make a minimum of one site visit to the project.

TASK 4 DELIVERABLES	TO STATE/FAA	TO SPONSOR
4.1 Notice of Award, Notice to Proceed and Contract Agreement	✓	✓
4.1 Issue Construction Plans, Specifications and Contract Documents	✓	✓
4.2 Monthly Invoice and Monthly PSR		✓
4.2 Pay Request Review Documentation		✓
4.2 Change Orders/Supplemental Agreements	✓	✓
4.3 Pre-Construction Agenda and Meeting Minutes		✓
4.4 Review and Approval of SPCD and Final SPCD	✓	✓
4.5 Request for Reimbursement		✓

TASK 4 MEETINGS/SITE VISITS	LOCATION/ATTENDEES/DURATION
4.3 Conduct Pre-Construction Meeting	• One (1) Project Manager, Assume two (2) hours via teleconference (1 meeting) • One (1) Construction Manager, Assume two (2) hours plus travel time to/from Denver, CO to Gunnison, CO (1 meeting)
Perform Site Visits During Construction	• One (1) Project Manager, Assume four (4) hours plus travel time to/from Denver, CO to Gunnison, CO (1 trip)

5.0 *Post Construction Coordination Phase*

5.1 Prepare Clean-up Item List. The Engineer will ensure the Contractor has removed all construction equipment and construction debris from the airport, that all access points have been re-secured (fences repaired, gates closed and locked, keys returned, etc.) and the site is clean.

5.2 Prepare Engineering Record Drawings. The Engineer will prepare the record drawings indicating modifications made during construction. An electronic and paper copy of the record drawings will be sent to the CDOT Aeronautics.

5.3 Prepare Final Construction Report. The Engineer will prepare the final construction report to meet the applicable CDOT Aeronautics closeout checklist requirements.

5.4 Summarize Project Costs. The Engineer will be required to obtain all administrative expenses, engineering fees and costs, testing costs and construction costs associated with the project and assemble a total project summary. The summary will be analyzed with the associated project funding.

TASK 5 DELIVERABLES	TO STATE/FAA	TO SPONSOR
5.1 Clean-up List		✓
5.2 Record Drawings	✓	✓
5.3 Final Construction Report	✓	✓
5.4 Project Cost Summary	✓	✓

TASK 5 MEETINGS/SITE VISITS	LOCATION/ATTENDEES/DURATION
5.1 Conduct Final Inspection	• One (1) Construction Manager, Assume two (2) hours while onsite for Phase 6 (1 meeting)

6.0 On-Site Construction Coordination Phase

This phase will consist of providing one full time Construction Manager. It shall be the responsibility of the Construction Manager to facilitate sufficient on-site construction coordination to ensure that the project is completed according to good construction practice and the Project Manager's direction. It is estimated that it will take **19 calendar days** to complete construction of the project.

6.1 Provide Resident Engineering. The Construction Manager will work approximately **12 hours per day**. It is assumed that the Construction Manager will be able to complete all daily project documentation in the course of their shift and that total inspection on-site time is anticipated to be **19 calendar days**. It is assumed that the Contractor will work **seven (7) days** a week during the construction period **resulting in 19 working days**.

The following tasks will be performed during the course of a typical day's shift during construction:

- Review and approve construction submittals, consisting of the plans and material submittal data received from the Contractor.
- Review copies of the survey data and other construction tasks for general compliance with the construction documents.
- Coordinate, review and provide a response to construction and general project Request for Information (RFIs).
- Prepare and process change orders.
- Review and coordinate revisions by the Contractor for quality control and quality assurance testing firm submittals performed as part of the quality assurance testing required by the project specifications.
- Maintain record of the progress of construction and review the quantity records with the Contractor on a periodic basis.
- Prepare the periodic cost estimates and review the quantities with the Contractor. The Engineer, Sponsor and Contractor will resolve discrepancies or disagreements with the Contractor's records. The periodic cost estimate will also include all other costs associated with the project (administrative costs, engineering, any miscellaneous costs). After compiling all costs, the Engineer will then submit the periodic cost estimate to the Sponsor for payment.
- Maintain daily logs of the construction activities for the duration of time on site which includes the Construction Project Daily Inspection Checklist as required by the CSPP and SPCD. Verify that restricted areas, roads, staging areas, stockpiles, borrow/waste areas, etc. are all remaining within the areas cleared under environmental documentation.

TASK 6 DELIVERABLES	TO STATE/FAA	TO SPONSOR
6.1 Coordinate Submittal Reviews		✓
6.1 Coordinate RFIs		✓
6.1 Change Orders	✓	✓
6.1 Payroll Reviews		✓
6.1 Quality Assurance/Quality Control Results Compilation	✓	✓
6.1 Periodic Cost Estimates		✓

EX Reimbursable Costs during Construction This section includes reimbursable items such as auto rental, mileage, lodging, per diem, travel and other miscellaneous costs incurred in order to complete **Part B – Special Services**.

Assumptions

The scope of services described previously is based on the following assumptions of responsibilities by the Engineer and Sponsor.

1. It is anticipated there will be a minimum number of trips and site visits to the airport to facilitate the completion of the various phases listed in this scope.

2. The Sponsor will coordinate with tenants as required to facilitate field evaluations and construction.

3. The Engineer will utilize the following plan standards for the project:

   - Plans will be prepared using the Engineer's standards, unless the Sponsor provides its own standards upon Notice to Proceed.
   - Plan elevations will be vertical datum NAVD 88 derived from the existing control network.
   - Plan coordinates will be based on horizontal datum NAD 83/2011 State Plane Coordinates derived from the existing control network.
   - All plans will be stamped and signed by a registered Colorado Professional Engineer, or Professional Land Surveyor, as required.
   - Plans prepared by subconsultants will be prepared using the same base maps, the same coordinate systems and the same plan layout and format as plans prepared by the Engineer.

4. The Engineer will utilize the following assumptions when preparing the project manual for bidding and construction of the project:

   - The project manual Contract Documents will be developed jointly by the Sponsor and the Engineer.
   - The Engineer is responsible for developing the contents of the document and including the Front-End documents which will be supplied by the Sponsor.
   - FAA General Provisions and required contract language will be used.

5. The Engineer must maintain records of design analyses and calculations consistent with typical industry standards, as required by the FAA, for a period of three years after the project is closed by the FAA.

6. Because the Engineer has no control over the cost of construction-related labor, materials, or equipment, the Engineer's opinions of probable construction costs will be made on the basis of experience and qualifications as a practitioner of his/her profession. The Engineer does not guarantee that proposals for construction, construction bids, or actual project construction costs will not vary from Engineer's estimates of construction cost.

7. It is assumed that a project audit will not be performed. If a project audit occurs, the Engineer is prepared to assist the Sponsor in gathering and preparing the required materials for the audit. This work will be negotiated with the Sponsor, should the need occur, and payment will be on a time and material basis.

Exhibit B
to
Base Agreement

Engineering Fees

See attached.

AIRPORT: Gunnison-Crested Butte Regional Airport
FUNDING NUMBER: CDAG: 20-GUC-01
PROJECT NAME: Fog Seal Runway 6/24, Taxiway A and Aprons
DATE: August 4, 2020

JVIATION®

FEE BREAKDOWN

Labor Category	Total Hours		Billing Rate		Total Cost
1.0 Preliminary Design Phase (Lump Sum)					
Principal	2 hrs.	x	$ 275.00 /hr	= $	550.00
Quality Control Manager	0 hrs.	x	$ 215.00 /hr	= $	-
Project Manager III	25 hrs.	x	$ 195.00 /hr	= $	4,875.00
Construction Manager I	0 hrs.	x	$ 115.00 /hr	= $	-
Planner III	2 hrs.	x	$ 160.00 /hr	= $	320.00
Designer III	0 hrs.	x	$ 175.00 /hr	= $	-
CADD Tech II	0 hrs.	x	$ 105.00 /hr	= $	-
Project Coordinator II	2 hrs.	x	$ 120.00 /hr	= $	240.00
Support III	4 hrs.	x	$ 105.00 /hr	= $	420.00
SUBTOTAL	**35** hrs.		**SUBTOTAL**	**$**	**6,405.00**
Reimbursables					
Auto Rental	0 Day	x	$ 70.00 /Day=	$	-
Mileage	0 Mi	x	$ 0.575 /Mi=	$	-
Lodging + Tax & Fees	0 Day	x	$ 145.00 /Day=	$	-
Per Diem	0 Day	x	$ 76.00 /Day=	$	-
Travel & Airline Costs	0 Trip	x	$ 500.00 /Trip=	$	-
			SUBTOTAL	**$**	**-**
			SUBTOTAL	**$**	**6,405.00**

LABOR HOUR BREAKDOWN

TASK		LABOR CATEGORY									
		Principal	Quality Control Manager	Project Manager III	Construction Manager I	Planner III	Designer III	CADD Tech II	Project Coordinator II	Support III	Phase Item Costs
1.0	**Preliminary Design Phase (Lump Sum)**										
1.1	Coordinate and Attend Meetings with the Sponsor and CDOT Aeronautics			2							$ 390.00
1.2	Prepare Project Scope of Work and Contract	1		4					2		$ 1,295.00
1.3	Provide Project Coordination	1		16						4	$ 3,815.00
1.4	Review Existing Documents			2							$ 390.00
1.5	Coordinate Environmental Documentation			1		2					$ 515.00
TOTALS		**2**	**0**	**25**	**0**	**2**	**0**	**0**	**2**	**4**	$ 6,405.00

Labor Category	Total Hours		Billing Rate		Total Cost
2.0 Design Phase (Lump Sum)					
Principal	0 hrs.	x	$ 275.00 /hr	= $	-
Quality Control Manager	16 hrs.	x	$ 215.00 /hr	= $	3,440.00
Project Manager III	41 hrs.	x	$ 195.00 /hr	= $	7,995.00
Construction Manager I	0 hrs.	x	$ 115.00 /hr	= $	-
Planner III	0 hrs.	x	$ 160.00 /hr	= $	-
Designer III	70 hrs.	x	$ 175.00 /hr	= $	12,250.00
CADD Tech II	43 hrs.	x	$ 105.00 /hr	= $	4,515.00
Project Coordinator II	4 hrs.	x	$ 120.00 /hr	= $	480.00
Support III	0 hrs.	x	$ 105.00 /hr	= $	-
SUBTOTAL	**174** hrs.		**SUBTOTAL**	**$**	**28,680.00**
Reimbursables					
Auto Rental	0 Day	x	$ 70.00 /Day=	$	-
Mileage	0 Mi	x	$ 0.575 /Mi=	$	-
Lodging + Tax & Fees	0 Day	x	$ 145.00 /Day=	$	-
Per Diem	0 Day	x	$ 76.00 /Day=	$	-
Travel & Airline Costs	0 Trip	x	$ 500.00 /Trip=	$	-
			SUBTOTAL	**$**	**-**
			SUBTOTAL	**$**	**28,680.00**

TASK		LABOR CATEGORY									
		Principal	Quality Control Manager	Project Manager III	Construction Manager I	Planner III	Designer III	CADD Tech II	Project Coordinator II	Support III	Phase Item Costs
2.0	**Design Phase (Lump Sum)**										
2.1	Prepare Existing Airfield Pavement Inventory			4							$ 780.00
2.2	Prepare Preliminary Contract Documents			2			16				$ 3,190.00
2.3	Prepare Construction Safety and Phasing Plan (CSPP)			2			8				$ 1,790.00
2.4	Prepare Preliminary Construction Plans										
	Cover Sheet			1				1			$ 300.00
	Index of Drawings, Summary of Approximate Quantities, and General Notes			1				1			$ 300.00
	Survey Control Plan			1				2			$ 405.00
	Safety Plan			1				1			$ 300.00
	Construction Layout Plan			1				4			$ 615.00
	Construction Phasing Plan			4				12			$ 2,040.00
	Environmental Requirements and Details			1				2			$ 405.00
	Pavement Marking Plan/Details			2				12			$ 1,650.00
2.5	Prepare Preliminary Technical Specifications			8			16				$ 4,360.00
2.6	Prepare Preliminary Special Provisions			1			4				$ 895.00
2.7	Compile/Submit FAA Form 7460								4		$ 480.00
2.8	Calculate Estimated Quantities						4				$ 700.00
2.9	Prepare Estimate of Probable Construction Cost			2			4				$ 1,090.00
2.10	Prepare Engineer's Design Memorandum			4			8				$ 2,180.00
2.11	Review Plans at 90% Complete			2			2				$ 740.00
2.12	Provide In-House Quality Control		16								$ 3,440.00
2.13	Prepare and Submit Const. Plans, Specs., Cont. Docs., and Design Memo			4			8	8			$ 3,020.00
TOTALS		**0**	**16**	**41**	**0**	**0**	**70**	**43**	**4**	**0**	$ 28,680.00

Labor Category	Total Hours		Billing Rate			Total Cost
3.0 Bidding Phase (Lump Sum)						
Principal	0 hrs.	x	$ 275.00	/hr	= $	-
Quality Control Manager	0 hrs.	x	$ 215.00	/hr	= $	-
Project Manager III	15 hrs.	x	$ 195.00	/hr	= $	2,925.00
Construction Manager I	0 hrs.	x	$ 115.00	/hr	= $	-
Planner III	0 hrs.	x	$ 160.00	/hr	= $	-
Designer III	16 hrs.	x	$ 175.00	/hr	= $	2,800.00
CADD Tech II	0 hrs.	x	$ 105.00	/hr	= $	-
Project Coordinator II	4 hrs.	x	$ 120.00	/hr	= $	480.00
Support III	0 hrs.	x	$ 105.00	/hr	= $	-
SUBTOTAL	**35** hrs.		**SUBTOTAL**		**$**	**6,205.00**
Reimbursables						
Auto Rental	0 Day	x	$ 70.00	/Day=	$	-
Mileage	0 Mi	x	$ 0.575	/Mi=	$	-
Lodging + Tax & Fees	0 Day	x	$ 145.00	/Day=	$	-
Per Diem	0 Day	x	$ 76.00	/Day=	$	-
Travel & Airline Costs	0 Trip	x	$ 500.00	/Trip=	$	-
			SUBTOTAL		**$**	**-**
			SUBTOTAL		**$**	**6,205.00**

TASK		LABOR CATEGORY									
		Principal	Quality Control Manager	Project Manager III	Construction Manager I	Planner III	Designer III	CADD Tech II	Project Coordinator II	Support III	Phase Item Costs
3.0	**Bidding Phase (Lump Sum)**										
3.1	Provide Bid Assistance			1					2		$ 435.00
3.2	Prepare Addenda			2			4		2		$ 1,330.00
3.3	Consult with Prospective Bidders			2			4				$ 1,090.00
3.4	Attend Bid Opening			4							$ 780.00
3.5	Review Bid Proposals			4			4				$ 1,480.00
3.6	Prepare Recommendation of Award			2			4				$ 1,090.00
TOTALS		**0**	**0**	**15**	**0**	**0**	**16**	**0**	**4**	**0**	$ 6,205.00

Labor Category	Total Hours		Billing Rate			Total Cost
4.0 Construction Administration Phase (Lump Sum)						
Principal	0 hrs.	x	$ 275.00	/hr	= $	-
Quality Control Manager	0 hrs.	x	$ 215.00	/hr	= $	-
Project Manager III	32 hrs.	x	$ 195.00	/hr	= $	6,240.00
Construction Manager I	14 hrs.	x	$ 115.00	/hr	= $	1,610.00
Planner III	0 hrs.	x	$ 160.00	/hr	= $	-
Designer III	4 hrs.	x	$ 175.00	/hr	= $	700.00
CADD Tech II	0 hrs.	x	$ 105.00	/hr	= $	-
Project Coordinator II	8 hrs.	x	$ 120.00	/hr	= $	960.00
Support III	4 hrs.	x	$ 105.00	/hr	= $	420.00
SUBTOTAL	**62** hrs.		**SUBTOTAL**		**$**	**9,930.00**
Reimbursables						
Auto Rental	2 Day	x	$ 70.00	/Day=	$	140.00
Mileage	800 Mi	x	$ 0.575	/Mi=	$	460.00
Lodging + Tax & Fees	0 Day	x	$ 145.00	/Day=	$	-
Per Diem	0 Day	x	$ 76.00	/Day=	$	-
Travel & Airline Costs	0 Trip	x	$ 500.00	/Trip=	$	-
			SUBTOTAL		**$**	**600.00**
			SUBTOTAL		**$**	**10,530.00**

TASK		LABOR CATEGORY									
		Principal	Quality Control Manager	Project Manager III	Construction Manager I	Planner III	Designer III	CADD Tech II	Project Coordinator II	Support III	Phase Item Costs
4.0	**Construction Administration Phase (Lump Sum)**										
4.1	Prepare Construction Contract and Documents			2			4		2		$ 1,330.00
4.2	Provide Project Coordination			12					6		$ 3,060.00
4.3	Prepare/Conduct Pre-Construction Meeting			4	10						$ 1,930.00
4.4	Review Contractor's Safety Plan Compliance Document			2	4						$ 850.00
4.5	Prepare Requests for Reimbursement			2						4	$ 810.00
4.6	Perform Site Visits During Construction			10							$ 1,950.00
TOTALS		**0**	**0**	**32**	**14**	**0**	**4**	**0**	**8**	**4**	$ 9,930.00

Labor Category	Total Hours		Billing Rate			Total Cost
5.0 Post Construction Coordination Phase (Lump Sum)						
Principal	0 hrs.	x	$ 275.00	/hr	= $	-
Quality Control Manager	0 hrs.	x	$ 215.00	/hr	= $	-
Project Manager III	14 hrs.	x	$ 195.00	/hr	= $	2,730.00
Construction Manager I	22 hrs.	x	$ 115.00	/hr	= $	2,530.00
Planner III	0 hrs.	x	$ 160.00	/hr	= $	-
Designer III	0 hrs.	x	$ 175.00	/hr	= $	-
CADD Tech II	4 hrs.	x	$ 105.00	/hr	= $	420.00
Project Coordinator II	0 hrs.	x	$ 120.00	/hr	= $	-
Support III	0 hrs.	x	$ 105.00	/hr	= $	-
SUBTOTAL	**40** hrs.		**SUBTOTAL**		**$**	**5,680.00**
Reimbursables						
Auto Rental	0 Day	x	$ 70.00	/Day=	$	-
Mileage	0 Mi	x	$ 0.575	/Mi=	$	-
Lodging + Tax & Fees	0 Day	x	$ 145.00	/Day=	$	-
Per Diem	0 Day	x	$ 76.00	/Day=	$	-
Travel & Airline Costs	0 Trip	x	$ 500.00	/Trip=	$	-
			SUBTOTAL		**$**	**-**
			SUBTOTAL		**$**	**5,680.00**

TASK		LABOR CATEGORY									
		Principal	Quality Control Manager	Project Manager III	Construction Manager I	Planner III	Designer III	CADD Tech II	Project Coordinator II	Support III	Phase Item Costs
5.0	**Post Construction Coordination Phase (Lump Sum)**										
5.1	Prepare Clean-up Item List			1	4						$ 655.00
5.2	Prepare Engineering Record Drawings			1	2			4			$ 845.00
5.3	Prepare Final Construction Report			8	16						$ 3,400.00
5.4	Summarize Project Costs			4							$ 780.00
TOTALS		**0**	**0**	**14**	**22**	**0**	**0**	**4**	**0**	**0**	$ 5,680.00

Labor Category	Total Hours		Billing Rate		Total Cost
6.0 On-Site Construction Coordination Phase (Lump Sum)					
Construction Manager I	228 hrs.	x	$ 115.00 /hr	= $	26,220.00
SUBTOTAL	**228** hrs.		**SUBTOTAL**	**$**	**26,220.00**
Reimbursables					
Auto Rental	19 Day	x	$ 70.00 /Day=	$	1,330.00
Mileage	1200 Mi	x	$ 0.575 /Mi=	$	690.00
Lodging + Tax & Fees	19 Day	x	$ 145.00 /Day=	$	2,755.00
Per Diem	19 Day	x	$ 76.00 /Day=	$	1,444.00
Travel & Airline Costs	0 Trip	x	$ 500.00 /Trip=	$	-
			SUBTOTAL	**$**	**6,219.00**
			SUBTOTAL	**$**	**32,439.00**

TASK		LABOR CATEGORY									
		Construction Manager I									Phase Item Costs
6.0	**On-Site Construction Coordination Phase (Lump Sum)**										
	Estimated Calendar Days from Scope of Work	19									
	Estimated Working Days/Week from Scope of Work	7									
	Total Days Scoped for Resident Engineering	19									
	Estimated Hours/Day from Scope of Work	12									
6.1	Provide Resident Engineering	228									$ 26,220.00
	TOTALS	**228**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	$ 26,220.00

	Phase Fee	Reimbursable Costs	Total Cost
PART A - BASIC SERVICES (LUMP SUM)			
1.0 Preliminary Design Phase (Lump Sum)	$ 6,405.00	$ -	$ 6,405.00
2.0 Design Phase (Lump Sum)	$ 28,680.00	$ -	$ 28,680.00
3.0 Bidding Phase (Lump Sum)	$ 6,205.00	$ -	$ 6,205.00
SUBTOTAL	$ 41,290.00	$ -	$ 41,290.00
PART B - SPECIAL SERVICES (LUMP SUM)			
4.0 Construction Administration Phase (Lump Sum)	$ 9,930.00	$ 600.00	$ 10,530.00
5.0 Post Construction Coordination Phase (Lump Sum)	$ 5,680.00	$ -	$ 5,680.00
6.0 On-Site Construction Coordination Phase (Lump Sum)	$ 26,220.00	$ 6,219.00	$ 32,439.00
SUBTOTAL	$ 41,830.00	$ 6,819.00	$ 48,649.00
TOTAL	**$ 83,120.00**	**$ 6,819.00**	**$ 89,939.00**