

ITEM #: 14
DATE: 04-14-20

COUNCIL ACTION FORM

**SUBJECT: FY 2020/21 AIRPORT IMPROVEMENTS (ELECTRICAL VAULT) –
ADDENDUM NO. 1 TO PROFESSIONAL SERVICES AGREEMENT**

BACKGROUND:

On February 11, 2020, the City Council approved a professional services agreement with Bolton & Menk, Inc. of Ames, Iowa, for the design and construction observation/inspection for relocation of the electrical vault at the Ames Airport from the old terminal building to a stand-alone, above ground, outside vault. This will upgrade to modern, efficient equipment and allow for easier maintenance. The vault design contract was in an amount not to exceed \$64,000. **The selection of Bolton & Menk as the airport consultant included utilizing their services for the next five-year Airport Improvement Program projects.**

Since February, the consultant, City Staff, and FAA staff have been working on the design of the electrical vault. **The FAA recently informed the City and the consultant of the availability of additional Federal Grant funding (90% Federal, 10% Local share).** This additional funding would allow the City of Ames to get an early start on the on the design of the planned replacement of runway and taxiway lighting (programmed in the 2020-2025 CIP). Most of the airfield lighting at the Airport was initially built in the late 1970s and early 1980s, and over the last two years have seen a significant decrease in reliability and increase in maintenance costs due to the age of the infrastructure.

In order to take advantage of this additional funding, Bolton & Menk would conduct additional design work (all eligible under the existing grant) and include the additional replacement of airfield lighting as a bid-alternate in the original electrical vault plans. The FAA's suggested target for additional funds is estimated to be around \$300,000. The plans are anticipated to City Council for approval at the April 28, 2020 meeting.

The additional design and construction observation/inspection for the airfield lighting is part of Addendum No. 1 in the amount not to exceed \$46,200 (Federal share = \$41,580, Local share = \$4,620). Local share for Airport projects comes from the Airport Construction Fund. The electrical vault project is budgeted for \$397,600, and with the additional \$346,200 in design and construction for the runway lighting, the estimated total budget would be \$743,800 (Federal share = \$699,420, Local share = \$74,380). **With the current balance of the Airport Construction Fund being \$131,823, there are sufficient funds to cover the required local share of \$74,380 for the vault relocation and the runway lighting project, as well.**

It should be noted that all professional services for FAA grants are required to use Federally audited hourly rates, including any overhead and direct expenses, to ensure Local jurisdictions are getting quality work at fair-market pricing.

ALTERNATIVES:

1. Approve Addendum No.1 to the Professional Service Agreement with Bolton & Menk, Inc. of Ames, Iowa. Thereby making the total contract in the amount not to exceed \$110,200.
2. Reject the addendum.

CITY MANAGER'S RECOMMENDED ACTION:

Securing additional grant funding for replacement of airfield lighting, will not only improve the safety and operations of the Airport, but is expected to significantly reduce the maintenance cost of some of the Airport's oldest infrastructure. Additional design work under this design contract is required to access the funding.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, as noted above.



**BOLTON
& MENK**

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March 16, 2020

Damion Pregitzer
City of Ames
515 Clark Avenue
Ames, IA 50010

RE: Addendum No. 1 to Work Order No. 1
Taxiway A Lighting, Ames Municipal Airport
BMI Project No. T51.120222

Dear Mr. Pregitzer,

Bolton & Menk, Inc., is pleased to present this proposal for professional engineering services for the proposed lighting improvements to the Taxiway A at the Ames Municipal Airport, Ames IA. This Addendum 1 to Work Order No. 1 will define our scope of work and provide you with an estimate of the cost for these services.

Project Information:

The project will include new LED taxiway lighting for Taxiway A. This work will be bid as part of the Electrical Vault improvements as Bid Alternates No. 1 and No. 2. FAA has indicated that they will likely have additional grant funds at 90% to cover these additional improvements, although the exact amount of available funds is unknown at this time. The bid will be set up to allow for adjustments in the quantity of work to match available funds at the time of the grant request.

Scope of Services:

This work will follow the scope of services described in Work Order No. 1 as well as the Master Agreement and are incorporated by reference herein.

Assumptions:

1. Lighting will be LED Medium Intensity Taxiway Lighting (MITL's), base-mounted, with all cable in conduit, for longevity and ease of maintenance year-round.
2. Lighted signage will be tied into appropriate lighting circuits, but no new signage will be considered nor added to the existing sign system at this time.
3. The portion of Taxiway A that will be included in this project will extend from Runway 13/31 to the south end of Runway 1/19. The north portion of Taxiway A north of Runway 13/31 will be re-lighted in a future project. For this project, tie-in to the existing system will be completed at the north end of each accepted bid alternate, and the existing system will be used beyond the tie-in point.
4. Based on accepted bid alternates, regulator sizing for the Taxiway A light system may be adjusted for appropriate sizing. For initial sizing of regulators, the Taxiway A system will be sized based on the inclusion of both bid alternates.



Fees:

TASK 1 – DESIGN AND BIDDING SERVICES	\$ 27,200.00 (Lump Sum)
TASK 2 – CONSTRUCTION ENGINEERING	\$ 19,000.00 (Hourly, Not-to-Exceed)
TOTAL AUTHORIZED FEE	\$ 46,200.00

Funding Layout:

Estimated Federal Share (90%)	\$ 41,580.00
Estimated Local Share (10%)	\$ 4,620.00

Bolton & Menk, Inc. puts a high priority on ensuring that our company’s efforts are consistent with our clients’ needs. Please review this document, the fee schedule and the attached terms and conditions. Contact me at (952) 890-0509 if you have any questions. If you find this proposal acceptable, please return me a signed and dated copy of this document.

Sincerely,
BOLTON & MENK, INC.



Ron Roetzel, P.E.
Aviation Group Manager

Enclosures:
Fee Analysis

cc: Carl Byers, Project Manager

I hereby accept the terms defined in this letter proposal and on the attached pages.

Signature

Date



ADDENDUM NO. 1 TO WORK ORDER NO. 1

PROJECT FEE ESTIMATE

CLIENT: Ames Municipal Airport									DATE:	3/16/2020
PROJECT: Taxiway A Lighting									PREPARED BY:	RR/CB
Task	Task Description	Estimated Person Hours Required							Totals	
		Sr. Eng.	Sr. Eng.	Design Eng.	Eng. Tech.	Surveyor	Planner	Admin.		
1	Design & Bid Administration									
1.1	Project Scoping	4	4	0	0	0	1	0	9	
1.2	Project Meetings and Coordination	6	16	0	0	0	0	0	22	
1.3	Topographical Survey	0	0	0	0	0	0	0	0	
1.4	Aeronautical Survey	0	0	0	0	0	0	0	0	
1.5	Geotechnical Investigation	0	0	0	0	0	0	0	0	
1.6	Project Layout Sheet	0	0	6	0	0	0	0	6	
1.7	FAA Design Report and Form 5100	0	0	0	0	0	0	0	0	
1.8	Construction Safety and Phasing Plan Update (CSPP)	0	0	4	0	0	0	0	4	
1.9	Modification of Airport Design Standards	0	4	4	0	0	0	0	8	
1.10	Prepare 90% Plans, Specs., and Cost Est.	0	16	36	0	0	0	8	60	
1.11	Prepare Final Plans, Specs., and Cost Est.	0	12	16	0	0	0	0	28	
1.12	Prepare Construction Management Plan	0	0	0	0	0	0	0	0	
1.13	Prepare Disadvantaged Business Plan (DBE)	0	0	0	0	0	0	16	16	
1.14	Prepare Advertisement for Bids and Bid Docs	0	2	0	0	0	0	4	6	
1.15	Respond to Bidders Questions	0	8	0	0	0	0	0	8	
1.16	Prepare and Distribute Addendums	0	4	4	0	0	0	0	8	
1.17	Bid Opening	0	0	0	0	0	0	0	0	
1.18	Bid Review and Bid Tabulation	0	1	4	0	0	0	6	11	
1.19	Prepare Recommendation for Award	0	0	2	0	0	0	2	4	
1.20	Prepare Grant Application	0	2	0	0	0	0	8	10	
1.21	Environmental Review, CATEX	0	0	0	0	0	0	0	0	
	Total Person Hours	10	69	76	0	0	1	44	200	
	Total Direct Labor Cost	\$600.00	\$3,450.00	\$2,660.00	\$0.00	\$0.00	\$40.00	\$1,100.00	\$7,850.00	
	Overhead	\$1,204.68	\$6,926.91	\$5,340.75	\$0.00	\$0.00	\$80.31	\$2,208.58	\$15,761.23	
	Subtotal Labor Cost								\$23,611.23	
	Fixed Fee x Subtotal Labor Cost								\$3,541.68	
	Total Task 1 (Fixed Lump Sum)								\$27,152.91	
	Direct Expenses									
	Total Expenses Task 1								\$0.00	
	Subtotal Task 1								\$27,152.91	
									ROUNDED TASK 1: \$27,200.00	
2	Construction Administration									
2.1	Pre-Construction Meeting	4	4	0	0	0	0	0	8	
2.2	Initial Construction Layout	0	0	0	0	2	0	0	2	
2.3	Prepare Construction Management Plan (QAMP)	0	0	0	0	0	0	0	0	
2.4	Prepare Contract Manuals	0	0	4	0	0	0	4	8	
2.5	Construction Management Services	0	20	0	0	0	0	0	20	
2.6	Resident Project Representative Services									
	Number of Days	0	10	0	0	1	0	0		
	Hours Per Day	10	4		10	4	10	10		
	Total Hours	0	40	0	0	4	0	0	44	
2.7	Final Inspection and Documentation	0	4	8	0	0	0	0	12	
2.8	As-Built Plans	0	2	8	0	4	0	0	14	
2.9	Prepare Construction Management Report	0	0	0	0	0	0	0	0	
2.10	Update Airport Layout Plan	0	0	0	0	0	0	0	0	
2.11	Project Closeout	0	4	8	0	0	0	4	16	
	Total Person Hours	4	74	28	0	10	0	8	124	
	Total Direct Labor Cost	\$240.00	\$3,700.00	\$980.00	\$0.00	\$380.00	\$0.00	\$200.00	\$5,500.00	
	Overhead	\$481.87	\$7,428.86	\$1,967.64	\$0.00	\$762.96	\$0.00	\$401.56	\$11,042.90	
	Subtotal Labor Cost								\$16,542.90	
	Fixed Fee x Subtotal Labor Cost								\$2,481.44	
	Total Task 2 (Cost Plus a Fixed Fee, NTE)								\$19,024.34	
	Direct Expenses									
	Total Expenses Task 2								\$0.00	
	Subtotal Task 2								\$19,024.34	
									ROUNDED TASK 2: \$19,000.00	
									TOTAL PROJECT FEE \$46,200.00	