



## Airport Committee Meeting

### AGENDA

November 7, 2017

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I. CALL TO ORDER

II. MATTERS BEFORE COMMITTEE

1. [Approval - Apron Rehabilitation and Expansion Design Agreement](#)

III. ADJOURN



## Airport Committee Meeting

### AGENDA

November 7, 2017

**Item:**

Approval - Apron Rehabilitation and Expansion Design Agreement

**Department:**

**Additional Information:**

**Financial Impact:**

**Budgeted Item:**

**Recommendation / Request:**

Viewing Attachments Requires Adobe Acrobat. [Click here](#) to download.

Attachments / click to download

 [Apron Rehab Agreement](#)



**To:** Airport Committee, City Council

**From:** Chris Bailey, Central Services Manager

**Department:** Airport

**Date:** 10/30/17

**Description:** Approval is being sought for the execution of the Apron Rehabilitation and Expansion Design contract between the City of Monroe and Barge, Waggoner, Sumner, and Cannon, Inc. (BWSC) for \$74,230.00. This contract has been provided based on the approval of grant funding by the State. The City of Monroe will be responsible for five (5) percent of the existing proposal.

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**Budget Account/Project Name:** 2017 Airport CIP Budget

**Funding Source:** 2017 Airport CIP Budget

**Budget Allocation:** \$100,000.00

**Budget Available:** \$100,000.00

**Requested Expense:** \$74,230.00

**Company of Purchase:** Barge, Waggoner, Sumner, and Cannon, Inc.

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**Recommendation:**

Staff recommends that the Committee and Council APPROVE the request for the execution of the Apron Rehabilitation and Expansion Design contract between the City of Monroe and Barge, Waggoner, Sumner, and Cannon, Inc. (BWSC) for \$74,230.00. Original funding amounts were provided at \$54,000.00 by the State, but with requests, have been approved for the higher amount to further expand the scope of services provided for design.

**Background:**

It is the City of Monroe's practice to continually enhance and provide additional services at the Monroe-Walton County Airport through grant funding and City matched funds.

**Attachment(s):**

Contract – 4 pages

**EXHIBIT A**

**MONROE-WALTON COUNTY AIRPORT**

**MONROE, GEORGIA**

**WORK AUTHORIZATION NO.: 2017-01**

**APRON REHABILITATION AND EXPANSION DESIGN**

AP XXX-XXXX-XX(XXX) Walton  
(Project Identification No.)

October 11, 2017  
Date:

It is agreed to undertake the following work in accordance with the provisions of the Agreement between the **CITY OF MONROE** (OWNER) and **BARGE, WAGGONER, SUMNER and CANNON, INC.** (E/A) dated September 30, 2014.

Scope of Services:

See attached Work Scope document.

Time of Performance:

AE will complete all work items to meet or exceed GDOT's schedule for completion.

Compensation:

E/A will provide the following basic services (lump sum) at the indicated costs:

**Apron Rehabilitation and Expansion Design:**

Element 1 – Project Formulation	\$6,128.00
Element 2 – Survey	\$8,377.00
Element 3 – Geotechnical Investigation	\$8,580.00
Element 4 – Construction Plans	\$33,755.00
Element 5 – Contract Documents	\$3,259.00
Element 6 – Engineer's Design Report	\$1,261.00
Element 7 – DBE Plan	\$9,900.00
Element 8 – Coordination, Review, & Comments	\$2,970.00
 TOTAL PROJECT COSTS:	 \$74,230.00

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Agree as to Scope of Services, Time of Performance and Compensation:

**CITY OF MONROE**

**BARGE WAGGONER SUMNER &  
CANNON, INC.**

\_\_\_\_\_

\_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Witness: \_\_\_\_\_

Witness: \_\_\_\_\_

**Monroe-Walton County Airport  
Monroe, Georgia**

**EXHIBIT A**

**SCOPE OF WORK**

**ENGINEERING DESIGN FOR REHABILITATION AND EXPANSION OF  
THE AIRCRAFT PARKING APRON AND GRADING DESIGN FOR A  
PROPOSED T-HANGAR**

**GDOT Project Number APXXX-XXXX-XX(XXX) Walton County  
PID-TXXXXXX**

The City of Monroe will provide engineering design services for the following construction projects at the Monroe-Walton County Airport:

1. Rehabilitation of the existing aircraft parking apron
2. Design of apron expansion (as shown on the approved ALP Terminal Area Drawing)
3. Drainage design to route stormwater through a pipe culvert and fill in the ditch adjacent to the taxiway. The pipe will be placed and the ditch filled for the entire length of the proposed apron plus approximately 20'.

The Engineering Design Services will consist of the preparation of construction drawings and specifications necessary to complete the project, as well as, the necessary documents to advertise for bids, receive construction proposals, and award construction contract. The design services will include the following elements of work:

- **Element 1 – Project Formulation** shall include the preparation of work scope, fees, predesign/scoping meeting with GDOT, and funding assistance. Prepare and coordinate a FAA Categorical Exclusion Checklist (CATEX) for the rehabilitation of the existing apron and the proposed construction for the apron expansion. A FAA 7460 form and a Construction Safety Phasing Plan will also be prepared and submitted.
- **Element 2 – Survey Work** will consist of locating all relevant existing planimetric features (edges of pavements, drainage structures, lights, etc.) and obtaining existing contour information. The area southwest of the existing T-Hangars will be surveyed along with the existing apron, proposed area for apron expansion, and the drainage ditch to the west of the existing apron. The survey will also be used to maintain existing drainage patterns.
- **Element 3 – Geotechnical Investigation** will be conducted to determine the suitability of the existing material southwest of the existing T-Hangars to be used as “engineered fill”. Cores of the existing apron will be taken to determine the existing apron’s buildup and borings will be taken in the area of the apron expansion to determine CBR values.

- **Element 4 – Construction Plans** will consist of:
  1. Cover Sheet listing the name of the airport, description of the project, vicinity and location maps, project number, and index of drawings
  2. Project Layout Plan/General Notes/ etc
  3. Summary of Quantities with item number, specification numbers, description of work item, unit and quantity
  4. Construction Sequence and Safety Plan
  5. Grading Plan (for the apron area and the future T-Hangar area)
  6. NPDES Erosion Sedimentation and Pollution Control Plan (ESCPC) including the Comprehensive Monitoring Plan (if appropriate)
  7. Drainage plan & profile
  8. Marking Layout Plan
  9. Typical Sections and details as required
  
- **Element 5 – Contract Document** including the advertisement for bids, instructions to bidders, bid documents, contract documents, bid bond, performance bond, payment bond, and Federal Aviation Administration (FAA) and/or Georgia Department of Transportation (GDOT) specifications to include GDOT Special Provisions to published specifications. This element shall include preparation of an engineering cost estimate for the project. The plans and specifications will be a complete package ready to bid. Alternate bid schedules will be provided to match available funding. The apron markings and tie down layout will be “master planned” for the ultimate apron expansion.
  
- **Element 6 – Engineers/Design Report** – shall include a detailed description of the project construction, results of geotechnical investigation, design calculations, and discussion of rational for design decisions..
  
- **Element 7 – DBE Plan Update (3 Year Plan)** Under this phase, the ENGINEER will subcontract a qualified sub-consultant to develop a Disadvantaged Business Enterprise Plan update in accordance with 49 CFR, Part 26, associated with the Federal Aviation Administration for a three year period (FY18-FY20).
  
- **Element 8 - Coordination, Review and Comments** will be addressed after the 90 percent submittal to GDOT.

This project will be designed in accordance with the provisions of the Federal Aviation Administration (FAA) Advisory Circular 150/5300-13A. All construction details will conform to (FAA or GDOT Specifications and indicate published specification reference).

Deliverables will consist of an electronic set of Plans and Specifications to the GDOT for review and comment prior to the bidding phase. The final plans and specifications will be delivered to GDOT in electronic format to include PDF and Microstation files and (1) full size set of printed plans will be delivered to GDOT. Construction contract from GDOT will not be initiated until receipt of all deliverables.