

**CROSSVILLE MEMORIAL AIRPORT – WHITSON FIELD
RUNWAY 26 PAPI REPLACEMENT - CONSTRUCTION PHASE SERVICES**

Work Authorization Number 07-22

Date: March 19, 2022

Atkins No. 1000xxxx
(Project Identification No.)

It is agreed to undertake the following work pursuant to the terms and condition of the Agreement For Professional Airport Services between the City of Crossville (OWNER) and Atkins (ENGINEER) dated the 13th day of June 2019, and which is incorporated herein by reference and whose terms and conditions shall govern and control this Contract unless stated herein.

Scope of Services:

The ENGINEER shall provide professional services for the *Runway 26 Precision Approach Path Indicator (PAPI) Replacement – Construction Phase Services* at the Crossville Memorial Airport – Whitson Field (the Project). Services of the ENGINEER are more particularly described in Attachment A, “Engineer’s Scope of Services”.

Time of Performance:

The services of the ENGINEER under this Work Authorization No. 07-22 shall commence when the OWNER has executed this Work Authorization and all services and work required shall be rendered and completed by the ENGINEER in a timely manner as follows:

1. Construction phase services are expected to begin in June 2022 with issuance of the conformed set of construction contract documents and review of the construction contractor’s material and equipment submittals.
2. Based on the 30-calendar day construction period, the project is anticipated to be complete in August 2022 (except for the FAA Flight Check). Project closeout is anticipated to immediately follow the completion of construction.

The OWNER may grant extensions of time to the ENGINEER for the performance and completion of services and work under this Work Authorization if there are delays due to circumstances reasonably beyond the control of the ENGINEER.

Compensation:

The OWNER shall compensate the ENGINEER under the herein described Scope of Services a lump sum amount of **Thirteen thousand Eight Hundred Eighty-One dollars (\$13,881.00)** for Basic Services as estimated by the ENGINEER and set forth in Attachment B, "Engineer's Estimate of Compensation Basic Services". Progress payments to the ENGINEER for Basic Services shall be by an estimate of percent complete.

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

OWNER: **City of Crossville**

ENGINEER: **Atkins**



Date: _____

Date: 3/19/2022

ATTACHMENT A

ENGINEER'S SCOPE OF SERVICES WORK AUTHORIZATION No. 07-22

RUNWAY 26 PAPI REPLACEMENT – CONSTRUCTION PHASE SERVICES

TAD Project No. TBD at the CROSSVILLE MEMORIAL AIRPORT – WHITSON FIELD

PROJECT DESCRIPTION AND GENERAL SCOPE OF SERVICES

The project is the continuation of Work Authorization 05-21 which involved the design and bid phase services to replace the Runway 26 four box Precision Approach Path Indicator (PAPI) system with FAA-approved LED-style units on concrete pads at the Airport. The Services provided with Work Authorization 07-22 is intended to address the construction phase services as outlined below. Given the involvement of OWNER personnel to support this project, no resident inspection or material testing is included with this limited effort.

I. BASIC SERVICES

1. **CONSTRUCTION ADMINISTRATION PHASE**
 - A. Prepare conformed documents incorporating addendum(s), if any issued during the bidding phase, and final contract documents to be issued for construction.
 - B. Consult with and advise OWNER and act as his representative as provided in the Contract Documents.
 - C. Review and approve (or take other appropriate action in respect of) Shop Drawings as that term is defined in the Contract Documents and samples, the result of tests and inspections and other data which each Contractor is required

ATTACHMENT A

to submit, but only for conformance with the design concept of the Project and compliance with the information given in the Contract Documents (Such review and approval or other action shall not extend to means, methods, sequences, techniques or procedures of construction or to safety precautions and programs incident thereto); determine the acceptability of substitute materials and equipment proposed by Contractor(s); and receive and review (for general content as required by the Specifications) maintenance and operating instructions, schedules, guarantees, bonds and certificates of inspection which are to be assembled by Contractor(s) in accordance with the Contract Documents. It is agreed herein that the ENGINEER will not be required to review more than two submittals from the Contractor for each item requiring a submittal without additional compensation.

- D. Value engineering evaluations will be considered a submittal for that particular item and evaluation will be limited to review of conformance to design concept and acceptability of the proposed item to the Project and all of its parts in the same manner as any other submittal.
- E. Issue necessary interpretations and clarifications of the Contract Documents and in connection therewith prepare change orders as required; notify OWNER of the need for any special inspection or testing of the work and advise OWNER of the cost thereof and; upon approval, to require special inspection or testing of the work; act as initial interpreter of the requirements of the Contract Documents and judge of the acceptability of the work thereunder and make recommendations on all claims of Contractor(s) relating to the acceptability of the work or the interpretation of the requirements of the Contract Documents pertaining to the execution and progress of the work. ENGINEER shall not be liable for the results of any such interpretations or recommendations rendered by him in good faith.
- F. Based on ENGINEER's on-site observations as an experienced and qualified design professional, and from information provided by the OWNER's

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Representative and/or survey data, determine the amounts owing to Contractor(s) and recommend in writing payments to Contractor(s) in such amounts. Such recommendations of payment will constitute a representation to OWNER, based on such observations and review, that the work has progressed to the point indicated, and that, to the best of ENGINEER's knowledge, information and belief, the quality of such work is in accordance with the Contract Documents (subject to a final evaluation upon completion, to the results of any subsequent tests called for in the Contract Documents, and to any qualifications stated in his recommendation), and that payment of the amount recommended is due Contractor(s).

- G. Conduct an inspection to determine if the Project is substantially complete and a final inspection to determine if the work has been completed in accordance with the Contract Documents and if each Contractor has fulfilled all of his obligations thereunder so that ENGINEER may recommend, in writing, final payment to the Contractor(s) and may give written notice to OWNER and the Contractor(s) that the work is acceptable (subject to any conditions therein expressed), but any such recommendation and notice shall be subject to the limitations expressed in paragraph F above.
- H. ENGINEER shall not be responsible for the acts or omissions of any Contractor, or subcontractor, or any of the Contractor(s)' or subcontractors' agents or employees or any other persons (except ENGINEER's own employees and agents) at the site or for otherwise performing any of the Contractor(s)' work; however, nothing contained in the above paragraphs 5A through 5G, inclusive, shall be construed to release ENGINEER from liability for failure to properly perform duties undertaken by him in the Contract Documents.
- I. The ENGINEER will utilize drawings and information provided by the Contractor to prepare for the OWNER a set of record drawings showing as-constructed conditions of Project. Deliverables to consist of one 11"x17" hardcopy set of prints along with electronic copies in Adobe (pdf) format and AutoCAD sources

ATTACHMENT A

files. A copy of the above deliverables will also be provided to the TDOT Aeronautics Division, with the AutoCAD source files converted to Microstation format.

II. SPECIAL SERVICES

1. MATERIALS TESTING FOR QUALITY ASSURANCE

Not included.

2. CONSTRUCTION OBSERVATION

Not included.

IV. OWNER'S RESPONSIBILITIES

OWNER shall:

- A. Provide all criteria and full information as to OWNER's requirements for the Project, including design objectives and constraints, space, capacity and performance requirements, flexibility and expendability, and any budgetary limitations; and furnish copies of all design and construction standards which OWNER will require to be included in the drawings and specifications.
- B. Assist ENGINEER by placing at his disposal all available information pertinent to the Project including previous reports and any other data relative to design or construction of the Project.
- C. Furnish to ENGINEER upon his request, as required for performance of ENGINEER's Scope of Services, any existing available data in the OWNER's possession prepared by the OWNER or by others, including without limitation core borings, probes and subsurface explorations, hydrographic surveys, laboratory tests and inspections of samples, materials and equipment; appropriate professional interpretations of all of the foregoing; environmental assessment and impact statements; property, boundary, easement, right-of-way, topographic and utility surveys; property description; zoning, deed and other land use restriction; and other special data or consultations, all of which ENGINEER may rely upon in performing his services.

ATTACHMENT A

- D. Arrange for access to and make all provisions for ENGINEER to enter upon public and private property as required for ENGINEER to perform his services.
- E. Examine all studies, reports, sketches, drawings, specifications, proposals and other documents presented by ENGINEER, obtain advice as OWNER deems appropriate and render in writing decisions pertaining thereto within a reasonable time so as not to delay the services of ENGINEER.
- F. Furnish approvals and permits from all governmental authorities having jurisdiction over the Project and such approvals and consents from others as may be necessary for completion of the Project with the assistance of the ENGINEER and pay any permit fees.
- G. Provide such accounting, independent cost estimating, and insurance counseling services as may be required for the Project, such legal services as OWNER may require pertaining to the Project.
- H. Give prompt written notice to ENGINEER whenever OWNER observes or otherwise becomes aware of any development that affects the scope or timing of ENGINEER's services, or any defect in the work of Contractor(s).
- I. Bear all costs incident to compliance with the requirements of this Section.

END OF ATTACHMENT A

ATTACHMENT B

CROSSVILLE MEMORIAL AIRPORT - WHITSON FIELD
 RUNWAY 26 PAPI REPLACEMENT - CONSTRUCTION PHASE SERVICES
 TAD PROJECT No. TBD

CONSULTANT'S ESTIMATE OF COMPENSATION
 March 19, 2022

PROJECT PHASE / TASK	ATKINS LABOR TOTAL	EXPENSES	SUBCONSULT. FEE	TOTAL FEE (\$)
CONSTRUCTION ADMINISTRATION				
ATKINS	\$12,814.00	\$ 1,067.00		\$13,881.00
Non-DBE Firms:				
None			\$	-
DBE Firms:				
None			\$	-
BASIC SERVICES TOTALS	\$ 12,814.00	\$ 1,067.00	\$ -	\$ 13,881.00

SPECIAL SERVICES -

Expenses:

Miscellaneous Permitting / Printing		\$0.00		\$0.00
Sub-total Expenses:		\$0.00		\$0.00

Special Services:

Resident Project Representative (Not Included)		\$	-	\$	-	
Material Testing for Quality Assurance (Not Included)		\$	-	\$	-	
Survey for As-Builts (Contractor to Provide)		\$	-	\$	-	
Subtotal:	\$	-	\$	-	\$	-

SPECIAL SERVICES TOTALS	\$	-	\$0.00	\$0.00	\$0.00
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TOTAL COMBINED						
BASIC SERVICES + SPECIAL SERVICES TOTALS	\$	12,814.00	\$	1,067.00	\$	13,881.00

LABOR DETAIL

**CROSSVILLE MEMORIAL AIRPORT - WHITSON FIELD
 RUNWAY 26 PAPI REPLACEMENT - CONSTRUCTION PHASE SERVICES
 TAD PROJECT No. TBD**

**CONSULTANT'S ESTIMATE OF COMPENSATION
 March 19, 2022**

I. BASIC SERVICES

ITEM NO.	TASK	PROGRAM MANAGER	SENIOR ENGINEER I	SENIOR ELECTRICAL ENGINEER I	JUNIOR ELECTRICAL ENGINEER II	CADD DESIGNER I	ADMIN ASSISTANT
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CONSTRUCTION ADMINISTRATION

1	Preconstruction Meeting, preparation, agenda, meeting minutes	2	6	4			
2	Submittal Reviews			4	8		
3	Requests for Information and Change Orders			2	2		
4	General Project Monitoring (2 hrs / week x 4 weeks)		8	4			
5	Pay Quantity Validation and Invoice Processing		2				
6	Periodic Site Visits (assume 1)		8				
7	Punchlist / Final Inspection Site Visits		8	16			
8	Closeout Documents, As-Builts		2	4		2	2
9	General Project Administration	2					2
	TOTAL HOURS:	4	34	34	10	2	4
	LABOR RATE	\$255.00	\$130.00	\$176.00	\$90.00	\$125.00	\$60.00
	EXTENDED TOTAL:	\$1,020.00	\$4,420.00	\$5,984.00	\$900.00	\$250.00	\$240.00
	ATKINS LABOR SUBTOTAL:						\$12,814.00

**CROSSVILLE MEMORIAL AIRPORT - WHITSON FIELD
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**CONSULTANT'S ESTIMATE OF COMPENSATION
EXPENSE DETAIL**

Reference Task No.	Trip Purpose	Construction Phase				
		No. of out of town Personnel	No. of Rental Car Days	No. Of Company Truck Trips	No. of Airfare Trips (RDU/BNA)	No. of Overnight Stays
	Pre-Construction Conference	1	1	1		
	Periodic Site Visit	1	1	1		
	Punchlist / Final Inspection Site Visit	1	1	1	1	1
	Total Trips:	3	3	3	1	1

Item No.	Item	Unit	Est. Unit Cost	Miles/Trip Sheets/Set, etc.	Construction Phase	
					No. of Trips/Sets/Units	Total Est. Cost
1	Airfare for Airfield Electrical Specialist	Each	\$ 500.00		1	\$ 500.00
2	Hotel (GSA Rate + Local Hotel Taxes)	Each	\$ 170.00		1	\$ 170.00
3	Meals & Incidentals (GSA Rate)	Day	\$ 59.00		3	\$ 177.00
4	Rental Car / Company Truck	Day	\$ 45.00		3	\$ 135.00
5	Plan Set / Spec Printing (IFC Set)	Sheet	\$ 0.48	11	4	\$ 21.12
6	Color Plan Sheet Printing	Sheet	\$ 3.42	11	0	\$ -
7	Contract Book Printing	Sheet	\$ 0.08	350	2	\$ 56.00
8	Contract Book Binding (per 100 pages thickness)	Each	\$ 1.00	4	2	\$ 8.00
	Subtotal:					\$ 1,067.12
	TOTAL TRAVEL EXPENSES (Rounded):					\$ 1,067.00