

**CROSSVILLE MEMORIAL AIRPORT
MAINTENANCE HANGAR REPAIRS
Work Authorization Number 01-19**

Date: August 19, 2019

Atkins No. 100000000
(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 *Maintenance Hangar Repairs* at the Crossville Memorial Airport (the Project). Services of the ENGINEER are more particularly described in Attachment A, “Engineer’s Scope of Services”.

Time of Performance:

The ENGINEER shall immediately begin work upon receipt of a fully executed Work Authorization and submit the Project Deliverables to the OWNER and the Tennessee Department of Transportation – Aeronautics Department (TAD) no later than 60 calendar days following receipt of an executed Work Authorization. In conducting the work the ENGINEER shall keep the OWNER informed as to the status of the project, anticipated activities, schedule changes, and any known problem areas by submitting weekly project progress reports. Submittal of final Project Deliverables shall be no later than 30 calendar days following receipt of OWNER/TAD comments.

Compensation:

The OWNER shall compensate the ENGINEER under the herein described Scope of Services a lump sum amount of **eighteen thousand six hundred and forty four dollars (\$18,644.00)** for Basic Services as estimated by the ENGINEER and set forth in Attachment B-1, “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: 8/19/2019

ATTACHMENT A

ENGINEER'S SCOPE OF SERVICES

WORK AUTHORIZATION NO. 01-19 MAINTENANCE HANGAR REPAIRS CROSSVILLE MEMORIAL AIRPORT August 19, 2019

PROJECT DESCRIPTION AND GENERAL SCOPE OF SERVICES

The proposed project is intended to provide designs services for the repair of the existing Maintenance Hangar at the Crossville Memorial Airport. The repairs to include hangar roof repair, asbestos abatement of hangar floor tiles, insulation repair, installation of interior protection panels and epoxy flooring.

Services included in are as follows:

- Architectural plans and details for the coating of the existing hangar roof to repair existing leaks.
- Architectural plans and details for the removal of existing asbestos hangar floor tiles.
- Identification of insulation repairs needed on the interior of the hangar.
- Architectural plans and details for the installation of interior protection panels and epoxy flooring.
- Structure bids to include at least one bid alternate to provide funding flexibility.
- Develop contract plans and technical specifications.
- Bid and award assistance
- Provide architects estimate needed for procurement of TDOT Aeronautics funding.
- Attendance to three meetings (kickoff meeting, 90% design review, and pre-bid conference)

Services not included are as follows:

- No additional asbestos or hazardous materials testing is included
- No construction administration or resident project representation is included under this contract.

I. BASIC SERVICES

1. DESIGN PHASE

- A. Furnish to OWNER such documents and design data as may be required for, and assist in the preparation of, the required documents so that OWNER may apply for approvals of such governmental authorities as have jurisdiction over design criteria applicable to the Project, and assist in obtaining such approvals by participating in submissions to and negotiations with appropriate authorities.
- B. Advise OWNER of any adjustments to the latest Project quantities caused by changes in scope or design requirements of the Project and furnish a revised opinion of probable quantities and opinion of probable construction cost based on the Drawings and Specifications.
- C. Prepare bid forms for review and approval as to form and concept by OWNER, its legal counsel and other advisors. As appropriate, the agreement and bond forms, general provisions, special provisions, (invitations to bid and instructions to bidders will be provided to the ENGINEER by the OWNER). All of the above documents, plus bid documentation, bond(s), and the drawings and specifications constitute the Contract Document.
- D. Furnish five copies of the above documents and present and review them with OWNER, State, and other interested parties.

2. BID AND AWARD PHASE

- A. Assist OWNER in advertising for and obtaining bids from prime contractors for construction, materials, equipment and services for the Project.
- B. Assist OWNER in conducting and attend a pre-bid conference at the Project site.
- C. Consult with and advise OWNER as to the acceptability of subcontractors and other persons and organizations proposed by the prime contractor(s) (hereinafter called "Contractor(s)") for those portions of the work as to which such acceptability is required by the bidding documents.
- D. Consult with and advise OWNER as to the acceptability of substitute materials and equipment proposed by Contractor(s) when substitution prior to the award of contracts is allowed by the bidding documents.

- E. Assist OWNER in evaluating bids or proposals and in assembling and awarding contracts.
- F. Recommend to the OWNER based on ENGINEER's review of the bids, the Contractor that is most responsive to the Project requirements.
- G. Prepare conformed documents incorporating addendum(s), if any issued during the bidding phase, and final contract documents to be issued for construction.

END OF ATTACHMENT A

ATTACHMENT B-1
Engineer's Estimate of Compensation
Basic Services

CSV Maintenance Hangar Rehab July 30, 2019
 TAD Number Project Number:

SECTION A : BASIC FEE FOR CROSSVILLE HANGER PROJECT	NUMBER OF SHEETS	NUMBER OF HOURS	HOURLY RATE UNIT COST	EXTENDED COST	TOTAL COST
1. DESIGN PHASE					
A. SR. PROJECT MANAGER		8	\$58.40	\$467.20	
B. PROJECT ENGINEER		8	\$34.35	\$274.80	
C. ARCHITECT PM (E16)			\$62.00	\$0.00	
D. ARCHITECT (A) (E11)			\$55.00	\$0.00	
E. STRUCTURAL			\$41.25	\$0.00	
F. STRUCTURAL			\$35.00	\$0.00	
G. MECHANICAL			\$40.05	\$0.00	
H. ELECTRICAL ENGINEER (EE)			\$47.90	\$0.00	
I. PLUMBING			\$44.00	\$0.00	
J. ADMINISTRATIVE ASSISTANT		30	\$20.60	\$618.00	
K. RESIDENT PROJECT REP. (RPR)			\$27.50	\$0.00	
DESIGN PHASE DIRECT LABOR:				\$1,360.00	
COMBINED OVERHEAD:		157.60%		\$2,143.36	
L. TOTAL PLAN SHEETS (50%)	SETS	3	\$2.50	\$90.00	
M. SHIPPING (50%)	SETS	0	\$45.00	\$0.00	
N. TOTAL SPEC SHEETS (90%)	SETS	3	\$0.10	\$30.60	
O. TOTAL PLAN SHEETS (90%)	SETS	0	\$2.50	\$0.00	
P. SHIPPING (90%)	SETS	0	\$45.00	\$0.00	
Q. TOTAL SPEC SHEETS (FINAL)	SETS	0	\$0.10	\$0.00	
R. TOTAL PLAN SHEETS (FINAL)	SETS	0	\$2.50	\$0.00	
S. SHIPPING (FINAL)	SETS	0	\$45.00	\$0.00	
T. TRIPS	MILES	0	\$0.540	\$0.00	
U. FLIGHTS		0	\$750.00	\$0.00	
V. TRAVEL SUBSTINENCE		0	\$50.00	\$0.00	
DESIGN PHASE EXPENSES:				\$120.60	
SUBTOTAL:					\$3,623.96
OPERATING MARGIN:		13%			\$471.11
FCCM (APPLIED TO DIRECT LABOR ONLY):		0.00%			\$0.00
TOTAL DESIGN PHASE:					\$4,095.00

ESTIMATED ADDITIONAL SERVICES	
SECTION B: ADDITIONAL DESIGN SERVICES	
1. ARCHITECTURAL (LAMBE & ASSOCIATES)	\$14,549.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
TOTAL SECTION B:	\$14,549.00

TOTAL BASIC ENGINEERING FEE (Sections A and B):	\$18,644.00
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