



TOWN OF ERIE

645 Holbrook Street
Erie, CO 80516

Town Council

Board Meeting Date: 6/27/2017

File #: 17-251, Version: 1

SUBJECT: CONSENT AGENDA

A Resolution Approving Armstrong Consultants, Inc. Consulting Agreement for Engineering Services for the Apron Rehabilitation Project at the Erie Municipal Airport in the amount of \$87,123.00.

DEPARTMENT: Public Works

PRESENTER: Gary Behlen, Public Works Director
Russell Pennington, Deputy Director of Public Works
Jason Hurd, Airport Manager

FISCAL INFORMATION:

Cost as Recommended: \$87,123
Balance Available: \$333,333
Budget Line Item Number: 530.70.110.605000.100142 (Airport Fund)
New Appropriation Required: NO

STAFF RECOMMENDATION: Approve Resolution awarding said contract, authorizing Staff to expend contracted and contingency funds.

SUMMARY AND BACKGROUND OF SUBJECT MATTER: Each year, Town Staff along with members of the Colorado Division of Aeronautics (CDOA) and the Federal Aviation Administration (FAA) develop a 6-year Capital Improvement Project (CIP) list. This list identifies a series of projects that can receive state and federal grant assistance in the coming years. The FAA allows the Airport Sponsor (the Town of Erie) to select a consultant to assist in the application for grant assistance, design of and management of the projects. This consultant will enter into a Professional Services contract with the Town that will be in effect for five years. The Erie Municipal Airport has used this contract process successfully in the past. Fees and scope of work are not identified in the Professional Services contract. The scope of work is identified in proposals prepared each year for each individual project and fees are negotiated prior to the grant application being submitted to the FAA. Scope of work, fees and grant terms are identified in the federal grant offers which must be accepted by the Board of Trustees.

Staff recommended and the Board of Trustees approved a contract with Armstrong Consultants, Inc. at the December 8, 2015 Board of Trustee meeting.

The first project listed on the 6 year Airport CIP Project list is the design and construction of a Snow Removal Equipment (SRE) Building. This project will go to bid in July, 2017. It is anticipated that the award of the construction project and the acceptance of the FAA grant will be brought to the Board of Trustees for approval in August, 2017.

The second project with Armstrong of which is the rehabilitation of the concrete apron. The apron has several groupings of concrete panels that are experiencing pavement failure. The damaged panels will be removed and replaced with new concrete panels. Aircraft tie-downs will be replaced in the current locations and tie-

downs that were previously removed and patched will be either repaired or removed. Staff has worked with Armstrong and the FAA to develop a Scope of Work and to negotiate a fee for Armstrong to design the concrete repair, perform bidding services, and to perform construction inspection during the construction of the project. If approved, design would begin in July with anticipation of construction occurring this fall.

Funds for this project will be a combination of grant funds from the FAA (90% of the project cost), matching funds from the Colorado Division of Aeronautics (CDOA) (5% of the project cost), matching funds from the Town of Erie Airport Enterprise Fund (5% of the project cost). The breakdown of the grant is as follows:

<i>Project</i>	<i>FAA</i>	<i>CDOA</i>	<i>Town</i>	<i>Total</i>
Apron Rehabilitation	\$ 300,00	\$ 16,667	\$ 16,667	\$ 333,333
Total	\$ 300,000	\$ 16,667	\$ 16,667	\$ 333,333

The Town of Erie has submitted a draft grant application to the FAA, but the grant offer will be based on bids. Once Armstrong has completed the design and received bids, the FAA will then make the grant offer which will be brought to the Board of Trustees for acceptance.

Attached to this agenda item is the Consulting Agreement, Scope of Work, and the Record of Negotiation with Armstrong. The FAA has reviewed and approved this Scope of Work. Airport Management and Town Staff recommends awarding the Consulting Agreement to Armstrong Consultants, Inc. in the amount of \$87,123.00.

Summary

Consultant Contract	\$ 87,123.00
<u>Contingency (10%)</u>	<u>\$ 8,677.00</u>
Total	\$ 95,800.00

Project Schedule

Notice of Award	June 28, 2017
Notice to Proceed	July, 2017
Anticipated Construction Completion	Fall, 2017

ATTACHMENTS:

- a. Consulting Agreement
- b. Record of Negotiation
- c. Resolution