

SUPPLEMENTAL AGREEMENT NO. 1

TO CONTRACT FOR PROFESSIONAL SERVICES BETWEEN THE CITY OF FOLEY AND VOLKERT, INC.

THIS SUPPLEMENTAL AGREEMENT, made and entered into this the ____ day of _____, 2020, by and between the City of Foley, 407 East Laurel Avenue, Foley, AL 36535 (hereinafter called the OWNER), and Volkert, Inc., 1110 Montlimar Drive, Mobile, AL 36609 (hereinafter called the CONSULTANT);

WITNESSETH, THAT:

WHEREAS, the Owner and the Consultant entered into an Agreement on the 4th day of February, 2020 (Original Contract) whereby the Consultant is to provide all necessary professional services associated with improvements to the Foley Municipal Airport, Foley, Alabama all as more specifically set forth in said Agreement, and

WHEREAS, the Owner now desires to proceed with professional services to accomplish the following Airport improvement project:

Rehabilitate North Apron

WHEREAS, the Consultant is agreeable to completing the required work for fees that are acceptable to the Owner and in accordance with the latest requirements of the FAA and State of Alabama for State funding of projects, and

NOW THEREFORE, it is hereby agreed between the parties hereto that the Original Contract be supplemented as follows:

SECTION I. BASIC SERVICES

The scope of basic services will include a preliminary phase, design phase, bid phase and construction administration.

The Engineer shall furnish and perform basic services as appropriate, as described in the General Provisions in the original contract and made a part of hereof for the following described project:

The existing asphalt surface of the north apron providing access from Taxiway A to the existing hangars and FBO located on the west side of the apron is weathered and raveling. Aggregates within the asphalt pavement are becoming dislodged causing FOD in areas where aircraft frequently operate creating safety concerns. This project will provide for the rehabilitation of the existing pavement. Rehabilitation will consist of milling the existing pavement, crack and joint repair, an asphalt overlay, and new markings.

SECTION II. SPECIAL SERVICES

The scope of special services will include Construction Observation and Inspection (CE&I) services, FAA Documentation, a Geotechnical Investigation and Material Testing, a Topographic Survey, and DBE Plan Update.

Construction Observation (CE&I):

Provide observation of construction by a Resident Project Representative (RPR) as outlined in the General Provisions.

Provide the Owner with assistance during construction phases as requested at the rates established in Attachment "A" and hourly rates for services as specified below in Section III, Method of Payment.

FAA Documentation:

Provide services to complete and submit standard FAA required documentation associated with the AIP grant program as described in the attached Attachment "A".

Geotechnical Investigation and Material Testing:

Provide geotechnical investigation services and material testing by subconsultant at the rates established in the attached Attachment "A", and hourly rates for Engineer's services as specified below in Section III, Method of Payment.

Topographic Survey:

Provide a topographic survey by subconsultant at the rates established in the attached Attachment "A", and hourly rates for Engineer's services as specified below in Section III, Method of Payment.

DBE Plan Update:

Provide DBE plan update services by subconsultant at the rates established in the attached Attachment "A", and hourly rates for Engineer's services as specified below in Section III, Method of Payment.

SECTION III. METHOD OF PAYMENT

The Consultant agrees to provide all services included in Section I, Basic Services, of this Supplemental Agreement at the lump sum amount of Thirty Six Thousand Three Hundred Twelve Dollars and Three Cents (\$36,312.03) as summarized in Attachment "A".

For all work associated with Special Services included in Section II, the Engineer will be compensated a fee consisting of direct salary as defined herein, plus Current ALDOT

audited rate for overhead, plus out-of-pocket expenses, plus profit at ten percent (10%) at the not to exceed amount of Forty Eight Thousand Nine Hundred Eight Dollars and Twenty Cents (\$48,908.20) as summarized in Attachment "A".

Direct salary is actual salary paid to each employee.

In addition to compensation computed above, reimbursement of actual cost shall be made for travel, subsistence, telephone, printing costs and other general out-of-pocket expenses required specifically for the contract.

The Owner will pay the Engineer for special services performed by subconsultants at the actual invoice amount. Consultant's time for assisting and coordinating the subconsultants' services will be billed as special services.

All work encompassed herein shall be accomplished in accordance with the requirements of the aforesaid Original Contract, and all requirements of said Agreement except as specifically modified by this Supplemental Agreement, shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Supplemental Agreement on the day and year first above written.

CITY OF FOLEY

Attest: _____
Name: _____
Title: _____

Name: John E. Koniar
Title: Mayor
Federal Employer ID # (Corporation): 63-6001263
Social Security # (Individual): _____

VOLKERT, INC.

Attest: _____
Name: Rita L. Barren
Title: Administrative Assistant

Name: _____
Title: _____

**SA No. 1
ATTACHMENT A**

ENGINEERING FEE PROPOSAL

FOR

PROFESSIONAL SERVICES

FOR

REHABILITATE NORTH APRON

AT

FOLEY MUNICIPAL AIRPORT

FOR THE

CITY OF FOLEY

FEBRUARY 2020

BY

VOLKERT

**FOLEY MUNICIPAL AIRPORT
PROJECT: REHABILITATE NORTH APRON**

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**FOLEY MUNICIPAL AIRPORT
PROJECT: REHABILITATE NORTH APRON**

SUMMARY OF ESTIMATED PROJECT

ENGINEERING SERVICES

• **BASIC SERVICES (LUMP SUM)**

- PRELIMINARY DESIGN PHASE..... \$3,995.34
- DESIGN PHASE \$15,891.02
- BID PHASE..... \$6,781.68
- CONSTRUCTION ADMINISTRATION PHASE \$9,643.99

SUB-TOTAL BASIC SERVICES:..... \$36,312.03

• **SPECIAL SERVICES (COST PLUS, NOT TO EXCEED)**

- CONSTRUCTION ENGINEERING & INSPECTION..... \$29,242.74
- FAA DOCUMENTATION \$7,852.96
- GEOTECHNICAL INVESTIGATION & MATERIAL TESTING \$5,250.00
- TOPOGRAPHIC SURVEY..... \$5,512.50
- DBE PLAN UPDATE..... \$1,050.00

SUB-TOTAL SPECIAL SERVICES: \$48,908.20

TOTAL ENGINEERING COST: \$85,220.23

ESTIMATED CONSTRUCTION COST..... \$341,250.00

FOLEY MUNICIPAL AIRPORT
PROJECT: REHABILITATE NORTH APRON

PROJECT SCOPE

The proposed project will provide for the engineering services to provide engineering design, bid coordination, construction engineering & inspection, construction administration, FAA documentation, geotechnical investigation and material testing, a topographic survey, and a DBE plan update for the rehabilitation of the North Apron at Foley Municipal Airport. The existing asphalt surface of the north apron providing access from Taxiway A to the existing hangars and FBO located on the west side of the apron is weathered and raveling. The existing pavement joints and cracks are opening causing aggregates within the asphalt pavement to become dislodged creating FOD in areas where aircraft frequently. This project will provide for the rehabilitation of the existing pavement. Rehabilitation will consist of milling the existing pavement, crack and joint repair, an asphalt overlay, and new markings. Construction limits include the areas described below:

- North Apron (approx. 310' x 180') and a portion of Taxiway A (310' x 35') along with the connector taxiways to Runway 18/36 up to the hold position markings.

BASIC SERVICES (Lump Sum)

Basic Services will include Preliminary Design Phase, Design Phase, Bid Phase, and Construction Administration Phase. An itemized list of services is anticipated:

- Preliminary Design Services:
 - Pre-Design Meeting & Site Visit
 - Scope Development
 - Environmental Evaluation (anticipated CAT-Ex)
- Design Services
 - Geotechnical Review & Pavement Design
 - Field Evaluation & Measurement of Cracks & Open Pavement Joints
 - Develop Construction Safety & Phasing Plan
 - Prepare and Submit FAA OE/AAA (7460-1)
 - Develop Project Layout
 - Develop Geometrics (Horizontal & Vertical Alignments)
 - Develop Typical Sections
 - Develop Plan and Profile
 - Develop Cross Sections
 - Develop Marking Plan
 - Develop Summary of Quantities
 - Develop General Plan Sheets
 - Develop Contract Documents
 - Develop General Specifications
 - Develop Technical Specifications
 - Develop Engineer's Report
 - QA/QC Contract Documents

FOLEY MUNICIPAL AIRPORT
PROJECT: REHABILITATE NORTH APRON

- FAA / ALDOT Submittals & Reviews (90%)
- Client Submittals & Review Meetings (90%)
- Peer and Constructability Reviews
- Bid Services
 - Coordinate Project Advertisement
 - Prepare & Distribute Bid Packets (Plans & Spec's)
 - Conduct Pre-Bid Meeting
 - Address Comments & Questions & Issue Addendums
 - Conduct Bid Opening
 - Evaluate & Reconcile Submitted Bids
- Construction Administration
 - Prepare Contract Documents & Issue For Construction Plans
 - Assist with Pre-Construction Meeting
 - Attend Weekly Status Meetings
 - Review Shop Drawings / Submittals
 - Attend Substantial Completion Inspection
 - Review Reports / Pay Estimates
 - Attend Final Inspection
 - Prepare & Issue Record Drawings, Close-Out Documents, etc.

SPECIAL SERVICES (Cost Plus with Not to Exceed)

Special Services will include Construction Engineering & Inspection (CE&I), FAA Documentation, Geotechnical Investigation & Material Testing, a Topographic Survey, and a DBE Plan Update. An itemized list of services is anticipated:

- Construction Engineering & Inspection (CE&I)
 - Perform Full-time, onsite inspection
 - Construction Operations Duration 30 Calendar Days
 - Total Project Duration 60 Calendar Days
 - Prepare and file Daily Reports
 - Prepare and Issue Weekly Status Reports
 - Conduct Weekly Status Meetings and provide minutes of meetings
- FAA Documentation
 - Prepare and Submit FY2020 Grant Application
 - Prepare and Submit FY2020 Grant Quarterly Reports and Monthly F-25's
 - Manage Statement of Distribution and Project Closeout Documents
 - Collect DBE Data Reporting Forms and Submit DBE Data to FAA
 - Prepare and Submit Grant Closeout Documents to FAA
- Geotechnical Investigation & Material Testing
 - Review Asphalt Submittals
 - Drill cores & soil borings from existing pavement
 - Monitor asphalt pavement production
 - Determine thickness and in-place density of pavement

FOLEY MUNICIPAL AIRPORT
PROJECT: REHABILITATE NORTH APRON

- Topographic Survey
 - Cross-sectional topographic survey of North Apron, a portion of Taxiway A, and connector taxiways
- DBE Plan Update
 - Perform an update to the existing DBE Plan to provide for a revised scope of work

BASIC SERVICES: ESTIMATED MAN-HOURS

PROJECT DESCRIPTION: REHABILITATE NORTH APRON

Task No.	BASIC SERVICES				
1	Preliminary Design Phase	Project Manager	Staff 2 Prof	Staff 1 Prof	Admin
1a	Pre-Design Meeting & Site Visit		8	8	
1b	Scope Development	1	2		
1c	Environmental Evaluation (CAT-Ex)		2	12	
	TOTAL PRELIM. DESIGN MAN-HOURS	1	12	20	0

2	Design Phase	Project Manager	Staff 2 Prof	Staff 1 Prof	Admin
2a	Geotech Review & Pavement Design		2	4	
2b	Field Evaluation & Measurement of Cracks & Open Pavement Joints		2	4	
2c	Develop Construction Safety & Phasing Plan		1	2	
2d	Prepare & Submit FAA 7460-1		1	2	
2e	Develop Project Layout		1	2	
2f	Develop Geometrics (Horizontal & Vertical Alignments)		1	2	
2g	Develop Typical Sections		1	2	
2h	Develop Plan and Profile		4	8	
2i	Develop Cross Sections		2	4	
2j	Develop Marking Plan		1	2	
2k	Develop Summary of Quantities		1	2	
2l	Develop General Plan Sheets		1	2	
2m	Develop Contract Documents		1	2	2
2n	Develop General Specifications		2	4	2
2o	Develop Technical Specifications		4	8	2
2p	Develop Engineer's Report	1	2	4	
2q	QA/QC Contract Documents	1	2		
2r	FAA / ALDOT Submittals & Reviews (90%)	2	4	8	2
2s	Client Submittals & Review Meetings (90%)	2	4	8	2
2t	Peer and Constructability Reviews	2	4	8	
	TOTAL DESIGN MAN-HOURS	8	41	78	10

BASIC SERVICES: ESTIMATED MAN-HOURS

PROJECT DESCRIPTION: REHABILITATE NORTH APRON

Task No.	BASIC SERVICES				
3	Bid Phase	Project Manager	Staff 2 Prof	Staff 1 Prof	Admin
3a	Coordinate Project Advertisement		1		4
3b	Prepare & Distribute Bid Packets			4	8
3c	Conduct Pre-Bid Meeting		8	8	2
3d	Address Comments & Questions & Issue Addendums		1	4	2
3e	Conduct Bid Opening		4	4	
3f	Evaluate & Reconcile Bids	1	4	4	4
	TOTAL BID MAN-HOURS	1	18	24	20

4	Construction Administration	Project Manager	Staff 2 Prof	Staff 1 Prof	Admin
4a	Prepare Contract Documents & Issue For Construction Plans		1	2	4
4b	Assist with Pre-Construction Meeting		4	4	
4c	Attend Weekly Status Meetings		8	16	
4d	Review Shop Drawings / Submittals		4	8	
4e	Attend Substantial Completion Inspection		4	4	
4f	Review Reports / Pay Estimates		2		8
4g	Attend Final Inspection		4	4	
4h	Prepare & Issue Record Drawings		1	4	2
	TOTAL CONST. ADMIN. MAN-HOURS	0	28	42	14

BASIC SERVICES: ESTIMATED COST

PROJECT DESCRIPTION: REHABILITATE NORTH APRON

Task No.	BASIC SERVICES			
1.	Preliminary Phase	Man-hour	Rate	Cost
Labor Costs				
	Project Manager	1	\$63.04	\$63.04
	Staff 2 Professional	12	\$49.95	\$599.40
	Staff 1 Professional	20	\$31.99	\$639.80
	Administrative Assistant	0	\$26.75	\$0.00
TOTAL DIRECT LABOR				\$1,302.24
	Combined Overhead		157.20%	\$2,047.12
	FCCM		0.580%	\$7.55
TOTAL LABOR COSTS				\$3,356.91
Out of Pocket Costs				
Travel Expenses (Mobile office to Foley) (51 Miles 1-way)	Trips	Miles	Rate	Cost
	2	102	\$0.575	\$117.30
TOTAL OUT OF POCKET				\$117.30
Total Preliminary Phase Costs				
Sub-Total				\$3,474.21
Operating Margin			15%	\$521.13
TOTAL PRELIMINARY PHASE COST				\$3,995.34

2.	Design Phase	Man-hour	Rate	Cost
Labor Costs				
Project Manager		8	\$63.04	\$504.32
Staff 2 Professional		41	\$49.95	\$2,047.95
Staff 1 Professional		78	\$31.99	\$2,495.22
Administrative Assistant		10	\$26.75	\$267.50
TOTAL DIRECT LABOR				\$5,314.99
Combined Overhead			157.20%	\$8,355.16
FCCM			0.580%	\$30.83
TOTAL LABOR COSTS				\$13,700.98
Out of Pocket Costs				
Travel Expenses (Mobile office to Foley) (51 Miles 1-way)		Trips	Miles	Rate
		2	102	\$0.575
TOTAL OUT OF POCKET				\$117.30
Total Design Phase Costs				
Sub-Total				\$13,818.28
Operating Margin			15%	\$2,072.74
TOTAL DESIGN PHASE COST				\$15,891.02

BASIC SERVICES: ESTIMATED COST

PROJECT DESCRIPTION: REHABILITATE NORTH APRON

Task No.	BASIC SERVICES			
3.	Bid Phase	Man-hour	Rate	Cost
Labor Costs				
	Project Manager	1	\$63.04	\$63.04
	Staff 2 Professional	18	\$49.95	\$899.10
	Staff 1 Professional	24	\$31.99	\$767.76
	Administrative Assistant	20	\$26.75	\$535.00
	TOTAL DIRECT LABOR			\$2,264.90
	Combined Overhead		157.20%	\$3,560.42
	FCCM		0.580%	\$13.14
	TOTAL LABOR COSTS			\$5,838.46
Out of Pocket Costs				
	Travel Expenses (Mobile office to Foley) (51 Miles 1-way)	Trips	Miles	Rate
		1	102	\$0.575
	TOTAL OUT OF POCKET			\$58.65
Total Bid Phase Costs				
	Sub-Total			\$5,897.11
	Operating Margin		15%	\$884.57
	TOTAL BID PHASE COST			\$6,781.68

LS

4.	Construction Administration	Man-hour	Rate	Cost
Labor Costs				
	Project Manager	0	\$63.04	\$0.00
	Staff 2 Professional	28	\$49.95	\$1,398.60
	Staff 1 Professional	42	\$31.99	\$1,343.58
	Administrative Assistant	14	\$26.75	\$374.50
	TOTAL DIRECT LABOR			\$3,116.68
	Combined Overhead		157.20%	\$4,899.42
	FCCM		0.580%	\$18.08
	TOTAL LABOR COSTS			\$8,034.18
Out of Pocket Costs				
	Travel Expenses (Mobile office to Foley) (51 Miles 1-way)	Trips	Miles	Rate
		6	102	\$0.575
	TOTAL OUT OF POCKET			\$351.90
Total Construction Administration				
	Sub-Total			\$8,386.08
	Operating Margin		15%	\$1,257.91
	TOTAL CONSTRUCTION ADMINISTRATION COST			\$9,643.99

LS

SPECIAL SERVICES: ESTIMATED MAN-HOURS

PROJECT DESCRIPTION: REHABILITATE NORTH APRON

Task No.	SPECIAL SERVICES (PERFORMED BY VOLKERT)				
1	Construction Engineering & Inspection (60 Calendar Days)	Const. Proj. Mgr.	RPR 2	RPR 1	Admin.
1a	Conduct Pre-Construction Meeting	4	4		
1b	Daily Periodic Site Visits	8	36	360	
1c	Prepare Contractor's Pay Estimates	2	4	4	12
1d	Conduct Final Inspection / Punch List	4	4	8	
1e	Prepare Record Drawings	1	4		
1f	Prepare Project Closeout Documentation	1	4		2
TOTAL CE&I MAN HOURS		20	56	372	14

2	FAA Documentation	Project Manager	Staff 2 Prof	Staff 1 Prof	Admin
FY2020 Grant Application					
2a	Prepare & Submit Grant Application Packet		1	4	8
2b	Review Meeting with Sponsor		4	4	
2c	Attend City Board Meeting		4		
Subtotal		0	9	8	8
FY2020 Grant Management					
2d	Prepare and Submit Grant Quarterly Reports		2		8
2e	Prepare and Submit Monthly Grant F-25 Invoice via ARGOS System		2		8
2f	Manage Statement of Distribution		2		12
2g	Grant Closeout Documents		2	4	4
Subtotal		0	8	4	32
FY2020 Grant FAA Annual DBE Reporting					
2h	Collect DBE Data Report Forms from Contractor		1		8
2i	Complete & Submit DBE Data to FAA via DBE-Connect Portal		1		4
Subtotal		0	2	0	12
TOTAL FAA DOC. MAN HOURS		0	19	12	52

SPECIAL SERVICES: ESTIMATED COST

PROJECT DESCRIPTION: REHABILITATE NORTH APRON

Task No.	SPECIAL SERVICES (PERFORMED BY VOLKERT)			
1.	Construction Engineering & Inspection (60 Calendar Days)	Man-hour	Rate	Cost
Labor Costs				
	Construction Project Manager	20	\$48.51	\$970.20
	Resident Project Representative 2	56	\$25.57	\$1,431.92
	Resident Project Representative 1	372	\$17.92	\$6,666.24
	Administrative Assistant	14	\$26.75	\$374.50
	TOTAL DIRECT LABOR			\$9,442.86
	Combined Overhead		157.20%	\$14,844.18
	FCCM		0.580%	\$54.77
	TOTAL LABOR COSTS			\$24,341.81
Out of Pocket Costs				
	Travel Expenses (Daphne office to Foley) (26 Miles 1-way)	Trips	Miles	Rate
		75	52	\$0.575
	TOTAL OUT OF POCKET			\$2,242.50
Total Construction Observation Costs				
	Sub-Total			\$26,584.31
	Operating Margin		10%	\$2,658.43
	TOTAL CONSTRUCTION ENGINEERING & INSPECTION COST			\$29,242.74
NTE				
2.	FAA Documentation	Man-hour	Rate	Cost
Labor Costs				
	Project Manager	0	\$63.04	\$0.00
	Staff 2 Professional	19	\$49.95	\$949.05
	Staff 1 Professional	12	\$31.99	\$383.88
	Administrative Assistant	52	\$26.75	\$1,391.00
	TOTAL DIRECT LABOR			\$2,723.93
	Combined Overhead		157.20%	\$4,282.02
	FCCM		0.580%	\$15.80
	TOTAL LABOR COSTS			\$7,021.75
Out of Pocket Costs				
	Travel Expenses (Mobile office to Foley) (51 Miles 1-way)	Trips	Miles	Rate
		2	102	\$0.575
	TOTAL OUT OF POCKET			\$117.30
Total FAA Documentation Costs				
	Sub-Total			\$7,139.05
	Operating Margin		10%	\$713.91
	TOTAL FAA DOCUMENTATION COST			\$7,852.96
NTE				

SPECIAL SERVICES: ESTIMATED COST

PROJECT DESCRIPTION: REHABILITATE NORTH APRON

Task No.	SPECIAL SERVICES (PERFORMED BY SUBCONSULTANTS)		
3.	Geotechnical Investigation & Material Testing	Rate	Cost
	Terracon Consultants, Inc.		\$5,000.00
	Volkert, Inc.	5%	\$250.00
	TOTAL GEOTECHNICAL SERVICES COST		\$5,250.00

NTE

4.	Topographic Survey	Rate	Cost
	Smith, Clark & Associates		\$5,250.00
	Volkert, Inc.	5%	\$262.50
	TOTAL TOPOGRAPHIC SURVEY COST		\$5,512.50

NTE

5.	DBE Plan Update	Rate	Cost
	Taffy Pippin Consulting, LLC		\$1,000.00
	Volkert, Inc.	5%	\$50.00
	TOTAL DBE PLAN UPDATE COST		\$1,050.00

NTE

January 23, 2020



Volkert, Inc.
1110 Montlimar Drive, Suite 1050
Mobile, AL 36670

Attn: Mrs. Jordan Stringfellow, P.E.
P: 251-342-1070
E: jordan.stringfellow@volkert.com

Re: **Proposal for Construction Materials Engineering and Testing Services
Foley Municipal Airport – Rehabilitate North Apron
Foley, Alabama
Terracon Proposal PEK201006**

Dear Mrs. Stringfellow:

Terracon Consultants, Inc. (Terracon) appreciates the opportunity to submit this proposal to provide engineering and Construction Materials Engineering and Testing (CMET) services for the above referenced project. The purpose of this study will be to assist in the rehabilitation of the north apron and provide CMET services during construction. This proposal outlines our understanding of the project and scope of services and provides estimated fees for our services.

A. PROJECT INFORMATION

The project will consist of the rehabilitation of the access taxiway at the municipal airport in Foley, Alabama.

Site Location

ITEM	DESCRIPTION
Location	Foley Municipal Airport in Foley, Alabama.
Current ground cover	Site is currently an operating general aviation airport.
Existing topography	Slightly rolling land.



Terracon Consultants, Inc. 6215 Rangeline Road, Suite 115 Theodore, Alabama 36582
P [251] 443 5374 F [251] 443 5377 terracon.com

Geotechnical



Environmental



Construction Materials



Facilities

Project Description

ITEM	DESCRIPTION
Structures	None anticipated
Grading	None anticipated
Cut and fill slopes	None anticipated
Free-standing retaining walls	None anticipated
Pavements	Mill and overlay existing pavements on north apron

Should any of the above information or assumptions be inconsistent with the planned construction, please let us know so that we may make any necessary modifications to this proposal.

B. SCOPE OF SERVICES

Based on our discussions with Mrs. Jordan Stringfellow and our experience with similar projects, we anticipate the scope of our services to include the following:

- Review Product Submittals.
- Drill cores from existing access taxiway pavement to determine pavement thickness
- Drill shallow soil borings in the pavement base to determine base thickness and type
- Monitor Asphalt Pavement Production.
- Determine thickness and in-place density of pavement.

We recommend that the scope of work described in this proposal be provided to the person(s) who will be responsible for scheduling our services so that they are aware of the services that are proposed. Our services specifically exclude job site safety responsibility and our services do not relieve any contractor/subcontractor from complying with project specifications.

We also recommend that a protocol for communicating observation and testing reports as well as resolving discrepancies be discussed at pre-construction meetings, typically attended by representatives of the Owner, Architect, Structural/Civil Engineer of Record, General Contractor (and any subcontractors the General Contractor believes appropriate).

Existing Asphalt Pavement Investigation

To examine the existing asphalt pavement of the north apron, we shall drill a total of two (2) cores from the pavement and two (2) shallow soil borings below the core locations in the pavement base to determine types and thicknesses.

Bulk samples will be collected at each location. Once the samples have been collected and classified in the field, they will be placed in appropriate sample containers for transport to our laboratory.

For safety purposes, all borings will be backfilled immediately after their completion. Excess soil cuttings and drilling fluids would be removed from the access taxiway and disposed of on the site. The boreholes will be backfilled with asphalt pavement cold patch upon completion and the area around the boreholes will be cleaned by sweeping and/or rinsing with water.

Asphalt Pavement Production

We anticipate the scope of asphalt-related observation and testing to include the items listed below.

- Provide a technician at the asphalt plant to monitor HMA production and to perform appropriate quality assurance testing on the HMA.
- Determine location and frequency of test cores in accordance with project plans and specifications. Monitor the contractor's core drilling operations and delivery of cores to the laboratory for testing.
- Perform appropriate tests on cores drilled from the in-place pavement overlay to determine mat and joint density.

Please verify our proposed scope of testing services with the governing municipality, architect, and structural engineer of record.

Coordination & Oversight/Reporting/Scheduling

We will designate a Project Engineer/Manager to oversee our scope of work for the project, review of product submittals, reports and field tests, and submit reports to the parties designated by the client. A Senior Engineer/Manager will be available to provide oversight and technical review, if required.

We request a copy of the current/revised drawings, details, and specifications, and any other clarifying or modifying communication that affect our portion of the work. We would also like the opportunity to attend pre-construction and periodic project meetings during which issues related to our scope of work may be discussed.

Field reports will be prepared with a draft copy available to designated site personnel upon request. After review by the Terracon Project Engineer/Manager, final reports will be emailed to the personnel designated by the client. A final reports package will be issued upon completion of the project. Laboratory test results are available within 24 hours of test completion and reports can be transmitted the following business day upon request.

Non-compliant tests or observations will be promptly reported to contractor personnel so corrective action can be taken and documented. Pre-designated project team members can be contacted following any uncorrected discrepancy or failing test, if requested.

Our services will be performed on an as-requested basis with scheduling by Volkert's field personnel. We request our services be scheduled a minimum of one working day in advance and two working days prior to the commencement of each category of activities. We will endeavor to schedule services on lesser notice, but may not always be able to meet the desired project schedule. All requests for periodic services should be submitted between 8:00 am and 4:00 pm, Monday through Friday. Messages left on the telephone voice mail outside of these hours on weekdays or on Saturday, Sunday and Holidays will be received the next business day.

C. COMPENSATION

Based on the anticipated project schedule information provided by Mrs. Jordan Stringfellow and the attached Table of Estimated Fees, we recommend an estimated base budget allowance of **\$5,000.00**. Please note our base budget allowance does not include any special inspections that may be required for this project.

Other services and associated fees can be provided at your request.

D. AUTHORIZATION

This proposal may be accepted by executing the standard Volkert/Terracon Agreement for Services (Agreement) and returning one executed copy along with this proposal to Terracon. You may authorize us by returning these documents via email (matt.ponder@terracon.com) or in person. This Agreement, including the limitations it contains, shall constitute the exclusive terms, conditions, and services to be performed for this project.

Again, we greatly appreciate the opportunity to provide this proposal for our services during construction. If you have any questions, please do not hesitate to contact us.

Sincerely,
Terracon Consultants, Inc.



Matthew R. Ponder, P.E.
Group Manager



Jeffrey W. Williams, P.E.
Senior Engineer

Attachments: Tables of Estimated Fees

**BUDGET ESTIMATE
CMT SERVICES
Rehabilitate North Apron
Foley Municipal Airport**

Terracon
PEK201006

DESCRIPTION	QUANTITY	UNIT	UNIT PRICES	TOTAL COSTS
FIELD SERVICES				
Field Technician, Site and Concrete Work (est. 0 days)	0	hour	\$60.00	\$0.00
Field Technician, Asphalt Plant (est. 3 days)	24	hour	\$60.00	\$1,440.00
Field Technician, Coring (est. 2 techs for 1 day)	16	hour	\$60.00	\$960.00
Coring Rig Mobilization	1	each	\$350.00	\$350.00
Drill and Patch Pavement Cores	2	each	\$90.00	\$180.00
Mileage	400	mile	\$0.65	\$260.00
			Subtotal	\$3,190.00
ESTIMATED SUBTOTAL FOR FIELD SERVICES				\$3,200.00
LABORATORY SERVICES				
Proctor Density Test	0	each	\$150.00	\$0.00
Soil Classification	2	each	\$115.00	\$230.00
Cure, test & report concrete cylinders	0	each	\$15.00	\$0.00
			Subtotal	\$230.00
ESTIMATED SUBTOTAL FOR LABORATORY SERVICES				\$250.00
ENGINEERING SERVICES				
Scope Development, Project Direction, Coordination, Consultation with Owner and Design Engineer, and Review of Test Reports				
Principal Engineer, P.E.	1.0	hour	\$130.00	\$130.00
Senior Project Engineer/Manager, P.E.	10.0	hour	\$120.00	\$1,200.00
Secretarial Services	4.0	hour	\$50.00	\$200.00
			Total	\$1,530.00
ESTIMATED SUBTOTAL FOR ENGINEERING SERVICES				\$1,550.00
ESTIMATED TOTAL FOR SCOPE OF SERVICE				\$5,000.00



January 21, 2020

Jordan Stringfellow, PE
Project Engineer
Volkert, Inc.
1110 Montlimar Dr.
Suite 1050
Mobile, AL 36609

RE: Foley Airport

Dear Jordan,

Smith, Clark & Associates is pleased to submit this proposal for surveying services associated with the survey of the property referenced above.

PROJECT

Topographic Survey of a portion of Fairhope Airport as depicted in KMZ provided with specific instructions as outlined in scope of services

BASIC SCOPE OF SERVICES

Locate edges of pavement (points to be spaced 25' to the back of existing radii) (Stop at holdlines on connector taxiways)
Locate a 25' x 25' grid on pavement
Locate slopes off edges of pavement (locate toe of slope, provide points 10' and 20' off eop)
Locate geotechnical core extractions
Locate any aircraft tie downs or cables
Locate any drainage structures
Locate any objects within 20' of edge of pavement (edge lights, fuel farm, buildings, drainage structures, etc.)
Locate and verify existing controls as provided

TOTAL FEE:

\$ 5250

SCHEDULE

We can start field work within one – two weeks of receipt of executed contract with an estimated time of two - three weeks to complete field work and drafting.



TERMS AND CONDITIONS

This proposal has been prepared with the express understanding that the selection of our firm to perform professional services is based upon the qualifications, experience, and reputation of the staff at Smith, Clark & Associates, L.L.C. (SC&A)

All services are based on our fee schedule available upon request, the figures in this proposal are estimates. In the case that the project will require additional time and exceeding our original estimate you will be notified, and we

will request authorization to continue with the project. If authorization to proceed is not granted, we will cease all work and bill for services rendered to date.

AUTHORIZATION

If this proposal meets your approval, please return an executed contract. Receipt of the executed contract will serve as our authorization to proceed. If you have any questions, please do not hesitate to contact us.

Sincerely,

Smith, Clark & Associates

2020.01.22
09:08:25-06'00'

Daniel Clark, PLS
Vice-President



January 24, 2020

Jordan Stringfellow, P.E.
Project Engineer
Volkert, Inc.
1110 Montlimar Dr., Suite 1050
Mobile, AL 36609

RE: DBE PLAN UPDATE/GOAL REVISION FY 2020
FOLEY MUNICIPAL AIRPORT
FOLEY, ALABAMA
LETTER OF AGREEMENT

Dear Ms. Stringfellow:

It is my understanding, that Volkert Inc. desires to engage a consultant to develop a Disadvantaged Business Enterprise Plan Update in accordance with 49 CFR, Part 26, associated with Federal Aviation Administration projects for FY 2020 at the Foley Municipal Airport, Foley, Alabama. Taffy Pippin Consulting, LLC is pleased to offer the following proposal to accomplish the above cited services.

Taffy Pippin Consulting, LLC will provide Volkert Inc. with a Disadvantaged Business Enterprise Plan in accordance with the provisions of 49 CFR Part 26, "Participation by Disadvantaged Business Enterprise in DOT Programs". Our services will include the following:

1. Provide a proposed legal advertisement for public input into proposed DBE goals within seven working days of the issuance of a "Notice to Proceed";
2. Develop Interim goals for DBE participation in FAA projects with its associated methodology to the City for coordination with FAA within seven working days following the issuance of a "Notice to Proceed";
3. Within seven working days, following final input from the public pertaining to proposed DBE goals, establish final goals and methodology for submission to the FAA;
4. Conduct stakeholder consultation;
5. Submit all document to the FAA through civil-rights-connect.

Volkert Inc. will provide Taffy Pippin Consulting, LLC with data on which to base the proposed and final DBE goals for this Project.

Taffy Pippin Consulting, LLC will be paid the lump sum of One Thousand Dollars (\$1,000.00); for revision of the FY 2020 DBE goal, which will include all out of pocket expenses. The documents will be provided to Volkert for coordination with the City and the Southern Region of the FAA, no later than twenty-one (21) working days following the issuance of a "Notice to Proceed".

If the above conditions and services are acceptable to you would you please indicate your acceptance below. Your acceptance will also act as our "Notice to Proceed" on this important project.

Following your acceptance, if you would retain one copy of this document for your file and forward one copy to Taffy Pippin Consulting, LLC it would be greatly appreciated.

Thank you for the privilege of offering these services to Volkert Inc. in the development of this important project, and should you have any questions please don't hesitate to call.

Sincerely,

A handwritten signature in black ink, appearing to read 'T. Pippin', with a stylized flourish at the end.

Taffy Valdez Pippin
Consultant

Accepted
Volkert Inc.

TVP:dp

MANHOUR ESTIMATE
DBE PLAN UPDATE
Revision of the FY 2020 DBE goal - Rehabilitation North Apron
DATE: January 24, 2020
PROJECT NAME: Foley Municipal Airport, Foley, Alabama

FY 2020

Category of Employee	Planner
Man-hours (MH)	8.5
Hourly Rate (HR)	\$47.00
Overhead Rate (OH)	121%
Profit Factor (PF)	15%
Direct Labor Rate (DL)	$HR + (HR \times OH) = DL$
	$\$47 + (\$47 \times 121\%) = \$103.87$
Total Direct Labor (TDL)	$MH \times DL = TDL$
	$8.5 \times \$103.87 = \882.90
Total Profit (TP)	$TDL + PF = TP$
	$\$882.90 \times 15\% = \132.44
Total cost (TC)	$TDL + TP = TC$
	$\$882.90 + \$132.44 = \$1015.34$