

April 7, 2020

VIA E-MAIL

Ms. Rachel Keith
Project & Risk Manager/EMA Director
City of Foley
407 East Laurel Avenue
Foley, Alabama 36530

AIP No. 3-01-0031-018-2020
Contract No. 1054900.190
Project No. 1054901.190 - Rehabilitate North Apron
at Foley Municipal Airport
Foley, Alabama

RE: Supplemental Agreement No. 1 - Amendment No. 1
ALDOT Audit Changes (Letter Agreement)

Dear Ms. Keith:

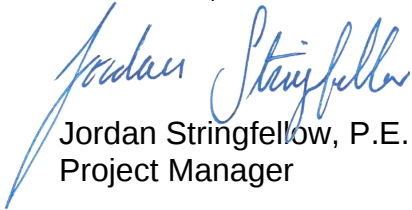
The Supplemental Agreement No. 1, dated March 10, 2020, between the City of Foley and Volkert, Inc. has been reviewed by the Alabama Department of Transportation for audit accuracy and acceptable overhead and labor rates. Due to this review, some adjustments needed to be made to the contract. The changes are as follows:

Project No.		Original Cost	Audited Total	Difference
1059401.19	Preliminary Phase	\$ 3,995.34	\$ 2,671.18	\$(1,324.16)
	Design Phase	\$15,891.02	\$16,611.07	\$ 720.05
	Bid Phase	\$ 6,781.68	\$ 7,041.93	\$ 260.25
	Construction Administration	\$ 9,643.99	\$10,025.39	\$ 381.40
	Construction Engineering & Inspection	\$29,242.74	\$29,658.48	\$ 415.74
	FAA Documentation	\$ 7,852.96	\$ 8,052.61	\$ 199.65
	Geotech Investigation & Material Testing	\$ 5,250.00	\$ 5,250.00	\$ -
	Topographic Survey	\$ 5,512.50	\$ 5,512.50	\$ -
	DBE Plan Update	\$ 1,050.00	\$ 1,050.00	\$ -
	TOTAL:	\$85,220.23	\$85,873.16	\$ 652.93

If you find the corrections acceptable, please sign page 2 and return a copy to Volkert for our records.

Please call if you have any questions.

Sincerely,
VOLKERT, INC.



Jordan Stringfellow, P.E.
Project Manager

/rlb

Attachment

CITY OF FOLEY

John E. Koniar, Mayor

Date: _____

VOLKERT, INC.



Harold Eubanks, P.E.
Civil / Aviation Manager

Date: 4-9-2020

Amendment No. 1

SA No. 1

ATTACHMENT A

ENGINEERING FEE PROPOSAL

FOR

PROFESSIONAL SERVICES

FOR

REHABILITATE NORTH APRON

AT

FOLEY MUNICIPAL AIRPORT

FOR THE

CITY OF FOLEY

AIP No. 3-01-0031-018-2020

APRIL 2020

BY

VOLKERT

Amendment No. 1
FOLEY MUNICIPAL AIRPORT
PROJECT: REHABILITATE NORTH APRON

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Amendment No. 1

FOLEY MUNICIPAL AIRPORT

PROJECT: REHABILITATE NORTH APRON

SUMMARY OF ESTIMATED PROJECT

ENGINEERING SERVICES

• **BASIC SERVICES (LUMP SUM)**

o PRELIMINARY DESIGN PHASE.....	\$2,671.18
o DESIGN PHASE	\$16,611.07
o BID PHASE.....	\$7,041.93
o CONSTRUCTION ADMINISTRATION PHASE	<u>\$10,025.39</u>

SUB-TOTAL BASIC SERVICES:..... \$36,349.57

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

o CONSTRUCTION ENGINEERING & INSPECTION.....	\$29,658.48
o FAA DOCUMENTATION	\$8,052.61
o GEOTECHNICAL INVESTIGATION & MATERIAL TESTING	\$5,250.00
o TOPOGRAPHIC SURVEY.....	\$5,512.50
o DBE PLAN UPDATE.....	<u>\$1,050.00</u>

SUB-TOTAL SPECIAL SERVICES: \$49,523.59

TOTAL ENGINEERING COST:..... \$85,873.16

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

Amendment No. 1

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:**
 - o Pre-Design Meeting & Site Visit
 - o Scope Development
- **Design Services**
 - o Geotechnical Review & Pavement Design
 - o Field Evaluation & Measurement of Cracks & Open Pavement Joints
 - o Develop Construction Safety & Phasing Plan
 - o Prepare and Submit FAA OE/AAA (7460-1)
 - o Develop Project Layout
 - o Develop Geometrics (Horizontal & Vertical Alignments)
 - o Develop Typical Sections
 - o Develop Plan and Profile
 - o Develop Cross Sections
 - o Develop Marking Plan
 - o Develop Summary of Quantities
 - o Develop General Plan Sheets
 - o Develop Contract Documents
 - o Develop General Specifications

Amendment No. 1

FOLEY MUNICIPAL AIRPORT

PROJECT: REHABILITATE NORTH APRON

- o Develop Technical Specifications
- o Develop Engineer's Report
- o QA/QC Contract Documents
- o FAA / ALDOT Submittals & Reviews (90%)
- o Client Submittals & Review Meetings (90%)
- o Peer and Constructability Reviews
- **Bid Services**
 - o Coordinate Project Advertisement
 - o Prepare & Distribute Bid Packets (Plans & Spec's)
 - o Conduct Pre-Bid Meeting
 - o Address Comments & Questions & Issue Addendums
 - o Conduct Bid Opening
 - o Evaluate & Reconcile Submitted Bids
- **Construction Administration**
 - o Prepare Contract Documents & Issue for Construction Plans
 - o Assist with Pre-Construction Meeting
 - o Attend Weekly Status Meetings
 - o Review Shop Drawings / Submittals
 - o Attend Substantial Completion Inspection
 - o Review Reports / Pay Estimates
 - o Attend Final Inspection
 - o 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)**
 - o Perform Full-time, onsite inspection
 - Construction Operations Duration 30 Calendar Days
 - Total Project Duration 60 Calendar Days
 - o Prepare and file Daily Reports
 - o Prepare and Issue Weekly Status Reports
 - o Conduct Weekly Status Meetings and provide minutes of meetings
- **FAA Documentation**
 - o Prepare and Submit FY2020 Grant Application
 - o Prepare and Submit FY2020 Grant Quarterly Reports and Monthly F-25's

Amendment No. 1

FOLEY MUNICIPAL AIRPORT

PROJECT: REHABILITATE NORTH APRON

- o Manage Statement of Distribution and Project Closeout Documents
 - o Collect DBE Data Reporting Forms and Submit DBE Data to FAA
 - o Prepare and Submit Grant Closeout Documents to FAA
- **Geotechnical Investigation & Material Testing**
 - o Review Asphalt Submittals
 - o Drill cores & soil borings from existing pavement
 - o Monitor asphalt pavement production
 - o Determine thickness and in-place density of pavement
- **Topographic Survey**
 - o Cross-sectional topographic survey of North Apron, a portion of Taxiway A, and connector taxiways
- **DBE Plan Update**
 - o Perform an update to the existing DBE Plan to provide for a revised scope of work

Amendment No. 1

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		
	TOTAL PRELIM. DESIGN MAN-HOURS	1	10	8	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

Amendment No. 1

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	\$64.25	\$64.25
	Staff 2 Professional	10	\$52.95	\$529.50
	Staff 1 Professional	8	\$33.50	\$268.00
	Administrative Assistant	0	\$26.75	\$0.00
TOTAL DIRECT LABOR				\$861.75
	Combined Overhead		157.20%	\$1,354.67
TOTAL LABOR COSTS				\$2,216.42
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				\$2,333.72
Operating Margin			15%	\$332.46
FCCM			0.580%	\$5.00
TOTAL PRELIMINARY PHASE COST				\$2,671.18

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2.	Design Phase	Man-hour	Rate	Cost
Labor Costs				
	Project Manager	8	\$64.25	\$514.00
	Staff 2 Professional	41	\$52.95	\$2,170.95
	Staff 1 Professional	78	\$33.50	\$2,613.00
	Administrative Assistant	10	\$26.75	\$267.50
TOTAL DIRECT LABOR				\$5,565.45
	Combined Overhead		157.20%	\$8,748.89
TOTAL LABOR COSTS				\$14,314.34
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			\$14,431.64
	Operating Margin		15%	\$2,147.15
	FCCM		0.580%	\$32.28
TOTAL DESIGN PHASE COST				\$16,611.07

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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	\$64.25	\$64.25
	Staff 2 Professional	18	\$52.95	\$953.10
	Staff 1 Professional	24	\$33.50	\$804.00
	Administrative Assistant	20	\$26.75	\$535.00
	TOTAL DIRECT LABOR			\$2,356.35
	Combined Overhead		157.20%	\$3,704.18
	TOTAL LABOR COSTS			\$6,060.53
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			\$6,119.18
	Operating Margin		15%	\$909.08
	FCCM		0.580%	\$13.67
	TOTAL BID PHASE COST			\$7,041.93

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4.	Construction Administration	Man-hour	Rate	Cost
Labor Costs				
	Project Manager	0	\$64.25	\$0.00
	Staff 2 Professional	28	\$52.95	\$1,482.60
	Staff 1 Professional	42	\$33.50	\$1,407.00
	Administrative Assistant	14	\$26.75	\$374.50
	TOTAL DIRECT LABOR			\$3,264.10
	Combined Overhead		157.20%	\$5,131.17
	TOTAL LABOR COSTS			\$8,395.27
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			\$8,747.17
	Operating Margin		15%	\$1,259.29
	FCCM		0.580%	\$18.93
	TOTAL CONSTRUCTION ADMINISTRATION COST			\$10,025.39

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Amendment No. 1

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

Amendment No. 1

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	\$26.58	\$1,488.48
	Resident Project Representative 1	372	\$18.38	\$6,837.36
	Administrative Assistant	14	\$26.75	\$374.50
	TOTAL DIRECT LABOR			\$9,670.54
	Combined Overhead		157.20%	\$15,202.09
	TOTAL LABOR COSTS			\$24,872.63
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			\$27,115.13
	Operating Margin		10%	\$2,487.26
	FCCM		0.580%	\$56.09
	TOTAL CONSTRUCTON ENGINEERING & INSPECTION COST			\$29,658.48

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2.	FAA Documentation	Man-hour	Rate	Cost
Labor Costs				
	Project Manager	0	\$64.25	\$0.00
	Staff 2 Professional	19	\$52.95	\$1,006.05
	Staff 1 Professional	12	\$33.50	\$402.00
	Administrative Assistant	52	\$26.75	\$1,391.00
	TOTAL DIRECT LABOR			\$2,799.05
	Combined Overhead		157.20%	\$4,400.11
	TOTAL LABOR COSTS			\$7,199.16
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			\$7,316.46
	Operating Margin		10%	\$719.92
	FCCM		0.580%	\$16.23
	TOTAL FAA DOCUMENTATION COST			\$8,052.61

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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

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

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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

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Volkert, Inc. and the City of Foley			
Airport Proposal Workpaper - Rehabilitate North Apron			
Foley Municipal Airport			
Pre-Award Analysis performed by Alex Hetzel, ALDOT External Auditor , IFE by Frank Farmer			
This workpaper completed on: March 31, 2020			
Reviewed by: John Whiteside			
Classification	Hours	Audited Average Base Hr. Rate	Extended Audited Total
Preliminary Phase			
Project Manager	1	64.25	64.25
Staff 2 Professional	10	52.95	529.50
Staff 1 Professional	8	33.50	268.00
Administrative Assistant	0	26.75	-
Total Direct Labor			861.75
Combined Overhead	157.20%		1,354.67
Sub-total			2,216.42
Operating Margin	15%		332.46
Direct Costs - Printing, Shipping, Equipment			-
Direct Costs - Mileage		2*102*\$0.575/mile	117.30
FCCM	0.58%		5.00
Total Preliminary Phase			2,671.18
Design Phase			
Project Manager	8	64.25	514.00
Staff 2 Professional	41	52.95	2,170.95
Staff 1 Professional	78	33.50	2,613.00
Administrative Assistant	10	26.75	267.50
Total Direct Labor			5,565.45
Combined Overhead	157.20%		8,748.89
Sub-total			14,314.34
Operating Margin	15%		2,147.15
Direct Costs - Printing, Shipping, Equipment			-
Direct Costs - Mileage		2*102*\$0.575/mile	117.30
FCCM	0.58%		32.28
Total Design Phase			16,611.07
Bid Phase			
Project Manager	1	64.25	64.25
Staff 2 Professional	18	52.95	953.10
Staff 1 Professional	24	33.50	804.00
Administrative Assistant	20	26.75	535.00
Total Direct Labor			2,356.35
Combined Overhead	157.20%		3,704.18
Sub-total			6,060.53
Operating Margin	15%		909.08
Direct Costs - Printing, Shipping, Equipment			-
Direct Costs - Mileage		1*102*\$0.575/mile	58.65
FCCM	0.58%		13.67
Total Bid Phase			7,041.93
Construction Administration			
Project Manager	0	64.25	-
Staff 2 Professional	28	52.95	1,482.60
Staff 1 Professional	42	33.50	1,407.00
Administrative Assistant	14	26.75	374.50
Total Direct Labor			3,264.10
Combined Overhead	157.20%		5,131.17
Sub-total			8,395.27
Operating Margin	15%		1,259.29
Direct Costs - Printing, Shipping, Equipment			-
Direct Costs - Mileage		6*102*\$0.575/mile	351.90
FCCM	0.58%		18.93
Total Construction Administration			10,025.39
CE&I			
Construction Project Manager	20	48.51	970.20
RPR 2	56	26.58	1,488.48
RPR 1	372	18.38	6,837.36
Administrative Assistant	14	26.75	374.50
Total Direct Labor			9,670.54
Combined Overhead	157.20%		15,202.09
Sub-total			24,872.63
Operating Margin	10%		2,487.26
Direct Costs - Printing, Shipping, Equipment			-
Direct Costs - Mileage		75*52*\$0.575/mile	2,242.50
FCCM	0.58%		56.09
Total CE&I			29,658.48
FAA Documentation			
Project Manager	0	64.25	-
Staff 2 Professional	19	52.95	1,006.05
Staff 1 Professional	12	33.50	402.00
Administrative Assistant	52	26.75	1,391.00
Total Direct Labor	0		2,799.05
Combined Overhead	157.20%		4,400.11
Sub-total			7,199.16
Operating Margin	10%		719.92
Direct Costs - Printing, Shipping, Equipment			-
Direct Costs - Mileage		2*102*\$0.575	117.30
FCCM	0.58%		16.23
Total FAA Documentation			8,052.61
Sub-consultants			
Terracon Consultants, Inc.			5,000.00
Sub-consultant Management Fee	5%		250.00
Smith, Clark & Associates			5,250.00
Sub-consultant Management Fee	5%		262.50
Taffy Pippin Consulting, LLC			1,000.00
Sub-consultant Management Fee	5%		50.00
Total Sub-consultants			11,812.50
Total Proposal			85,873.15