

Fairfield County Airport Authority Board Meeting
3430 Old Columbus Rd NW
Carroll, Ohio 43112
Minutes for July 8, 2019

Meeting to order

Glenn Burns called the meeting to order at 6:00 p.m. with the Pledge of Allegiance. Board Members present at the meeting were Glenn Burns, Bill Fagan, Bill McNeer, Jon Kochis, and Rick Szabrak. Board members absent were Pat Ferguson and Michael Kaper. Also present were Staci Knisley, Greg Heaton, James Shadd, Benjamin Riggs, and Al Moyer.

Opportunity for the Public to Address the Board

None.

Approval of Minutes for the June 10, 2019 meeting

On motion of Bill McNeer and second of Rick Szabrak, the Fairfield County Airport Authority Board voted to approve the minutes from the June 10, 2019 meeting.

Voting aye thereon: McNeer, Szabrak, Burns, Fagan, and Kochis

Absent were: Ferguson and Kaper

Motion passed.

Historical Aircraft Squadron (HAS) update

Mr. Moyer reported that they built a rack for the snow blower. He ordered a part for the front loader of the existing bucket. They are still having trouble with mats on the taxi lights even after raising the mower. They are still chewing up mats with the mowers. The problems are related to the hooks.

Mr. Kochis stated that it needs to be determined if the problem is with the contractor or with the Airport. It is possible that they missed installing some of the hooks.

Mr. Heaton will follow-up with the contractor.

Sundowner Aviation/Airport Manager Update – Monthly Board Report

Mr. Shadd reviewed monthly fuel sales and hangar status. Fuel sales are up this month. The hangars are full. There is still 3 people on the hangar waiting list. The fuelmaster system was installed today. The 3-line display is still on backorder until August. The Smart Cards will not work until a new encoder part they ordered comes in. The part was \$367. For July's fuel reports, there will be 2 separate reports. One will come from the old fuelmaster and the other will be the new fuelmaster as of July 8.

Mr. Shadd reported that the transmission went out on the old tractor that pulled the fuel cart. Sundowner Aviation purchased a gator utility vehicle to pull the fuel cart. He asked if the Board would be willing to compensate them for the gator. The purchase price was \$6,200.

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Mr. Kochis stated that the fuel cart is owned by the Airport Board. Sundowner Aviation makes a profit off the sales from the fuel cart per their contract. He asked that they submit a proposal but at this point he does not recommend compensation for the gator.

Standing Committee Updates:

1. **Airport Improvement – Jon Kochis**

a. **Greg Heaton with Crawford Murphy Tilly, Inc. (CMT) Engineer’s Report**

Mr. Heaton reviewed the Engineer’s report with the Board. See attached to minutes.

Mr. Heaton reported that the FAA Supplemental Grant request was unsuccessful. The FAA has another half a billion dollars in Fiscal Year (FY) 2019 that could be used for future projects. There are discussions that will continue until 2020.

b. **Approval of agreement with CMT to provide bid and construction phase engineering services for reconstruction of Taxiway D with a not to exceed of \$62,000 depending on receipt of the 2019 FAA grant**

On motion of Jon Kochis and second of Bill Fagan, the Fairfield County Airport Authority Board voted to approve the agreement with CMT to provide bid and construction phase engineering services for reconstruction of Taxiway D with a not to exceed of \$62,000 depending on receipt of the 2019 FAA grant. (See attached to minutes)

Voting aye thereon: Kochis, Fagan, Burns, McNeer and Szabrak

Absent were: Ferguson and Kaper

Motion passed.

c. **Approval of bid award to Strawser Paving in the amount of \$526,654.50 to reconstruct Taxiway D depending on receipt of the 2019 FAA grant**

On motion of Jon Kochis and second of Bill McNeer, the Fairfield County Airport Authority Board voted to approve the bid award to Strawser Paving in the amount of \$526,654.50 depending on receipt of the 2019 FAA grant. (See attached to minutes)

Voting aye thereon: Kochis, McNeer, Burns, Fagan, and Szabrak

Absent were: Ferguson and Kaper

Motion passed.

d. Approval of authorization of the President's signature or the Vice President's signature on future documents relating to the 2019 FAA grants

On motion of Jon Kochis and second of Rick Szabrak, the Fairfield County Airport Authority Board voted to approve the authorization of the President's signature or the Vice President's signature on future documents relating to the 2019 FAA grants.

Voting aye thereon: Kochis, Szabrak, Burns, McNeer, and Fagan
Absent were: Ferguson and Kaper
Motion passed.

e. Paving Projects

Mr. Kochis reviewed the paving projects. It is estimated that the projects will be approximately \$69,000.

Mr. McNeer recommended that the project be bid out due to the \$50,000 threshold.

Mr. Kochis will work with CMT to get the Invitation to Bid (ITB) proposal out for paving.

f. Mowing/Snow Removal Contract

Mr. Kochis is meeting with HAS on Wednesday regarding the proposed mowing and snow removal contract. After the meeting he will review with the Prosecutor's Office. He recommends that the contract be approved at the next meeting. He also recommends that it is approved retroactively as of June 1, 2019. It will be reviewed and amended yearly once approved.

g. RPZ Tree Trimming
Nothing new to report.

h. Storm Water Rehab

- South Field

Mr. Kochis reported that there are 3 sink holes in the south field. He has marked them. He believes it's a pipeline issue. It does go back to an off-site easement. We have a drainage easement all the way down the crack. All the water drains to the tile. This is the least of our priorities, but we realize it needs addressed.

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- East-end

Mr. Kochis reported that Kull Excavating started on the East-end today. This is the installation of 2 sub-surface waterways. After completed, grass will be seeded.

Mr. Kochis asked HAS to mark any sink holes that they see while mowing.

- i. Local Funded Capital Projects

Mr. Kochis reported that the committee met to discuss locally funded projects. They would like to build a storage building where the current helipad is. The storage building would have approximately a 6-year payback by freeing up the 2 hangars that currently store our equipment. The project including the concrete is estimated just over \$50,000. Mr. Kochis will work on an ITB that will include the construction of the building and the concrete.

Mr. Moyer reminded the Board that there is a loft in one of the hangars. It would severely restrict a larger aircraft.

Mr. Szabrak recommended that the Airport sign be added to the side of the new building. A few trees will need cleared first.

- j. Hangar J

Mr. Kochis reported that Hangar J has a leak. There is a piece of metal that covers the corner of the eave. He checked the roof and the seals. He yanked out all of the wet cardboard from the leak.

Mr. Shadd said the issue has been resolved.

- k. Quarterly Stormwater Visual Inspection

The inspection was completed on June 11, 2019. See attached to minutes.

Mr. Shadd reported that Mr. Rooney did one also.

Ms. Knisley asked that any inspections that Sundowner completes should be sent to her.

2. Community Relations – Michael Kaper (absent) & Rick Szabrak

Nothing new to report.

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3. **Facilities and Grounds – Michael Kaper (absent) & Bill Fagan**

Nothing new to report.

4. **FBO Liaison – Pat Ferguson (absent)**

Nothing new to report.

5. **Finance - Glenn Burns**

a. **Financial Reports**

The Board reviewed the following financial reports:

- 2019 Budget Projection & YTD report
- 2019 Expense Detail
- Purchase Order list
- Fuel Smart Card accounts
- Utility cost report

b. **Payment of Bills**

Approval for payment of bills totaling \$ 18,992.87

On motion of Bill Fagan and second of Jon Kochis, the Fairfield County Airport Authority Board voted to approve the payment of bills totaling \$ 18,992.87. (See invoice summary attached to minutes)

Voting aye thereon: Fagan, Kochis, Burns, McNeer, and Szabrak

Absent were: Ferguson and Kaper

Motion passed.

6. **Security – Jon Kochis & Bill McNeer**

Nothing new to report.

7. **Tenant Relations – Glenn Burns & Bill Fagan**

a. **Rent Status Spreadsheet**

The Board reviewed the rent status spreadsheet.

Ms. Knisley reported that she made a few phone calls and letters to tenants who were past due. During Real Estate Tax season, it is possible that checks have been applied to the Treasurer's Office Tax bills. She will follow-up with the Treasurer's Office.

b. **Hangar J lease renewal**

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Mr. Kochis reported that he is almost finished with the contract. It will be sent to the Prosecutor's Office to be reviewed soon.

c. Client Survey

Mr. Rush vacated his hangar in June and filled out the client survey.

8. Web – Bill McNeer & Rick Szabrak

Mr. Szabrak reported that Bob Competti from Innerphase will be sending pictures of the Anniversary Celebration. He will upload to the website once received.

Old Business

a. Bridge behind R Hangars

Mr. Kochis reported that Doug Majors may be interested.

b. Engineer contract with CMT

Mr. Kochis reported that the contract is being reviewed by the Prosecutor's Office.

c. Allowing Investors to build T-hangars with a county land lease

Mr. Kochis reported that the future planning committee met to discuss long range future projects. The committee recommended that if there is a need for hangars, then the Board should build the hangars.

Mr. Szabrak recommended that if there is a good return on investment (ROI), then capital monies should be used. If it does not make sense to use capital, then investors may be an option. We are running numbers to see what makes more sense.

Mr. Kochis stated that the next step is to bring a proposal to the full Board of options including what style and where should the hangars be located. Once the Board decides on an option, we will have to bring the proposal to the Board of Commissioners. They would fund the new hangars if the capital is not enough.

Mr. Kochis reported that the committee also talked about the update to the master plan. On paper the 13/31 runway is still on the list. The committee would like to remove the 13/31 runway from the list. Eventually they will have CMT in on their discussions.

New Business

None

Informational Items

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- Final Determination from FAA relating to the 50th Anniversary Celebration

The Final Determination letter from the FAA was received.

Dr. Burns stated that he has heard lots of positive comments about the celebration.

Mr. Szabrak recommended that if the Board wants to look at doing annually, that they hire someone to coordinate. HAS is not interested in putting in the time next year. We learned a lot this year. It brought a lot of attention. He will reach out to a few people that would be good at coordinating the event and get an estimated cost.

Dr. Burns stated that is much less of a financial risk holding a similar event like we had than a bull blown Airshow.

Calendar of upcoming events and other important dates

The Board reviewed the following calendar of upcoming events and other dates:

- Aviation Insurance expires 12/31/19
Mr. Kochis recommended that another Board member take on the research. Mr. Ferguson would like to step down.
- HAS lease agreement w/Commissioners expires on 12/31/19
Mr. Kohis reported that the agreement is likely to expire at the end of the year naturally.
- HAS authorization for use of 3 unoccupied hangars expires 12/31/19
- Storm Water Plan – Review and Approve annually – February 2020
- FBO agreement expires 12/31/2020
- Doug Majors Noxious Weed Control agreement expires 12/31/2020
- Legal Services agreement with County Prosecutor expires 12/31/2021
- FAA lease for space expires 9/30/2022
- Lease with Board of Commissioners to operate facilities expires on 11/16/2022

Adjournment

On motion of Bill McNeer and second of Jon Kochis, the Fairfield County Airport Authority Board voted to adjourn at 7:13 p.m.

Next meeting is Monday, August 12, 2019 at 6:00 pm at the Airport Terminal

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Meeting minutes for the July 8, 2019 meeting were approved on August 12, 2019

Aye
Glenn Burns

Aye
Bill Fagan

Aye
Rick Szabrak

Absent
Jon Kochis

Aye
Michael Kaper

Aye
William McNeer

Aye
Pat Ferguson

Staci A. Knisley
Staci A. Knisley, Airport Clerk

**Fairfield County Airport Authority
Board Meeting, July 8, 2019**

Engineer's Summary Report

1. FY 18 ODOT Aviation Grant Project
Taxiway B Lighting Rehab – Project completed
Final Reimbursements?
2. FAA FY18 Grant – Construct Taxiway D
3. FY 19 ODOT Aviation Grant – Rehabilitate Terminal Apron
Pre-construction meeting anticipated early August for late August start based on conversations with Contractor.
Low bidder – B&B Sealing LLC dba DuraSeal \$185,907.50
4. FAA Supplemental Grant Update – Update on FY 19 Supplemental Monies status
5. FY 19 FAA AIP Grant Application
Project bids were received on May 31. Low bidder: Strawser Paving at \$526,654.50
Grant app submitted to FAA in total amount \$588,654.50 (\$529,789.00 federal, \$29,432.73 ODOT and \$29,432.77 LHQ)
FAA has expressed intent to award grant with additional monies to fund project.
6. ODOT FY20 – Grant application made for Apron B, C1 Rehab. On May 1.
Award announcements expected by July 15th.
 - a. Approximate \$16 M in requests for approx. \$4 M in monies.
7. Action Items: Request award of Taxiway D Construction award to Strawser Paving in amount of \$526,654.50 dependent upon receipt of FAA grant award.

Request approval of Taxiway D Construction Phase Engineering Services Contract award for \$62,000.00 dependent upon receipt of grant award.

2019 STANDARD AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT made between Fairfield County Airport Authority, whose address is 3430 Old Columbus Road, Carroll, Ohio, 43112, hereinafter called the CLIENT and Crawford, Murphy & Tilly, Inc., Consulting Engineers, 2750 West Washington Street, Springfield, Illinois 62702, hereinafter called the ENGINEER.

WITNESSETH, that whereas the CLIENT desires the following described professional engineering, land surveying or architectural services:

Provide Bid and Construction Phase Engineering Services for Reconstruct Taxiway D at Fairfield County Airport.

NOW THEREFORE, the ENGINEER agrees to provide the above described services and the CLIENT agrees to compensate the ENGINEER for these services in the manner checked below:

- On a time and expense basis in accordance with the attached Schedule of Hourly Charges which is subject to change at the beginning of each calendar year. Reimbursable direct expenses will be invoiced at cost. Professional or Subconsultant services performed by another firm will be invoiced at cost plus ten percent.
- At the lump sum amount of \$_____.

IT IS MUTUALLY AGREED THAT, payment for services rendered shall be made monthly in accordance with invoices rendered by the ENGINEER.

IT IS FURTHER MUTUALLY AGREED:

The cost for this work will not exceed \$62,000.00 without written authorization of the Client and a corresponding change in the scope of services attached.

The CLIENT and the ENGINEER each binds himself, his partners, successors, executors, administrators and assignees to each other party hereto in respect to all the covenants and agreements herein and, except as above, neither the CLIENT nor the ENGINEER shall assign, sublet or transfer any part of his interest in this AGREEMENT without the written consent of the other party hereto. This AGREEMENT, and its construction, validity and performance, shall be governed and construed in accordance with the laws of the State of Illinois. This AGREEMENT is subject to the General Conditions attached hereto.

IN WITNESS WHEREOF, the parties hereto have affixed their hands and seals this 8th day of July, 2019.

CLIENT:

ENGINEER:

Fairfield Co. Airport Authority
(Client Name)

CRAWFORD, MURPHY & TILLY, INC.

[Signature]
(Signature)

[Signature]
(Signature)

Glenn R. Burns
(Name and Title)

Greg Heaton, Vice President
(Name and Title)

7-8-19
Date

July 8, 2019
Date

CMT Job No. _____

Approved as to legal form:

[Signature]
Joshua S. Horacek
Assistant Prosecuting Attorney

STANDARD GENERAL CONDITIONS
Crawford, Murphy & Tilly, Inc.

1. Standard of Care

In performing its professional services hereunder, the ENGINEER will use that degree of care and skill ordinarily exercised, under similar circumstances, by members of its profession practicing in the same or similar locality. No other warranty, express or implied, is made or intended by the ENGINEER'S undertaking herein or its performance of services hereunder.

2. Reuse of Document

All documents including Drawings and Specifications prepared by ENGINEER pursuant to this Agreement are instruments of service. They are not intended or represented to be suitable for reuse by CLIENT or others on extensions of the Project or on any other project. Any reuse without written verification or adaptation by ENGINEER for the specific purpose intended will be at CLIENT'S sole risk and without liability or legal exposure to ENGINEER; and ~~CLIENT shall indemnify and hold harmless ENGINEER from all claims, damages, losses and expenses including attorneys' fees arising out of or resulting therefrom.~~ CLIENT agrees that CLIENT will not bring any suit or claim against ENGINEER for damages resulting from the use of plans developed by ENGINEER by a third-party without the express written approval of ENGINEER for use of the plans by the third-party.

3. Termination

This Agreement may be terminated by either party upon seven days prior written notice. In the event of termination, the ENGINEER shall be compensated by the client for all services performed up to and including the termination date, including reimbursable expenses, and for the completion of such services and records as are necessary to place the ENGINEER'S files in order and/or to protect its professional reputation.

4. Parties to the Agreement

The services to be performed by the ENGINEER under this Agreement are intended solely for the benefit of the CLIENT. Nothing contained herein shall confer any rights upon or create any duties on the part of the ENGINEER toward any person or persons not a party to this Agreement including, but not limited to any contractor, subcontractor, supplier, or the agents, officers, employees, insurers, or sureties of any of them.

5. Construction and Safety

The ENGINEER shall not be responsible for the means, methods, procedures, techniques, or sequences of construction, nor for safety on the job site, nor shall the ENGINEER be responsible for the contractor's failure to carry out the work in accordance with the contract documents.

6. Payment

Payment for services rendered shall be made monthly in accordance with invoices rendered by the ENGINEER. If payment is to be on a lump sum basis, monthly payments will be based on the portion of total services completed during the month. ~~Invoices, or any part thereof, which are not paid within 30 days after the date of issue shall bear interest at the rate of 1 1/2% for each month or fraction thereof from the date 30 days after issue to time of payment. CLIENT will pay on demand all collection costs, legal expenses and attorneys' fees incurred or paid by ENGINEER in collecting payment, including interest, for services rendered.~~

7. Indemnification for Release of Pollutants

~~If this project does not involve pollutants, this provision will not apply. This provision may not be deleted if the project involves pollutants.~~

~~If, due to the nature of the service covered under this Agreement including the potential for damages arising out of the release of pollutants, CLIENT agrees that in the event of one or more suits or judgments against ENGINEER in favor of any person or persons, or any entity, for death or bodily injury or loss of or damage to property or for any other claimed injury or damages arising from services performed by ENGINEER, CLIENT will indemnify and hold harmless ENGINEER from and against liability to CLIENT or to any other persons or entities irrespective of Engineer's compensation and without limitation. It is understood that the total aggregate liability of ENGINEER arising from services performed by ENGINEER shall in no event exceed \$50,000 or the total compensation received under this agreement whichever is greater, irrespective of the number of or amount of such claims, suits, or judgments.~~

8. Risk Allocation Check box if this does not apply

The total liability, in the aggregate, of the ENGINEER and ENGINEER'S officers, directors, employees, agents and consultants, and any of them, to CLIENT and anyone claiming by, through or under CLIENT, for any and all injuries, claims, losses, expenses or damages arising out of the ENGINEER'S services, the project or this agreement, including but not limited to the negligence, errors, omissions, strict liability or breach of contract of ENGINEER or ENGINEER'S officers, directors, employees, agents or consultants, or any of them, shall not exceed the total compensation received by ENGINEER under this agreement, or the total amount of \$50,000, whichever is greater.

CRAWFORD, MURPHY & TILLY, INC.
STANDARD SCHEDULE OF HOURLY CHARGES
JANUARY 1, 2019

Classification	Regular Rate
Principal	\$ 220
Project Engineer II Project Architect II Project Manager II Project Environmental Specialist II	\$ 210
Project Engineer I Project Architect I Project Manager I Project Environmental Specialist I Project Structural Engineer I	\$ 185
Sr. Structural Engineer II	\$ 170
Sr. Technician II	\$ 155
Aerial Mapping Specialist	\$ 150
Sr. Engineer I Sr. Architect I Sr. Structural Engineer I Land Surveyor	\$ 145
Technical Manager II Environmental Specialist III	\$ 135
Sr. Technician I	\$ 130
Sr. Planner I GIS Specialist Engineer I Architect I Structural Engineer I	\$ 125
Environmental Specialist II Technician II	\$ 110
Planner I Technical Manager I Environmental Specialist I Technician I Project Administrative Assistant	\$ 90
Administrative/Accounting Assistant	\$ 50

If the completion of services on the project assignment requires work to be performed on an overtime basis, labor charges above are subject to a 15% premium. These rates are subject to change upon reasonable and proper notice. In any event this schedule will be superseded by a new schedule effective January 1, 2020.

Out of pocket direct costs will be added at actual cost for blueprints, supplies, transportation and subsistence and other miscellaneous job-related expenses directly attributable to the performance of services. A usage charge may be made when specialized equipment is used directly on the project.

Subconsultant services furnished to CMT by another company will be invoiced at actual cost, plus ten percent.

TASK 2
Construction Phase Services

1. Conduct a Pre-Construction Conference with the Authority, Airport and Contractor. CMT will prepare and distribute the meeting agenda, and prepare the meeting minutes.
2. Review Contractor's shop drawings, certifications and test results for general conformance with construction documents.
3. Respond to Contractor's Request for Information (RFIs)
4. Prepare and track project bulletins to address design changes, RFIs, and project Change Orders as may be required.
5. Provide part-time (3 days per week on average) construction observation services to observe and monitor the construction work for compliance with the contract documents. The consultant shall review contractor quality control reports; maintain reports; project photos; and monitor and track quantities for the project. The anticipated construction observation performance period for this project is 31 days.
6. On a weekly basis, if needed, provide to the Authority and Airport status reports on the project schedule and quantities used to date versus the projected schedule and quantities. Including a projected value to project completion.
7. Review and approve Contractor pay requests.
8. Participate in the final inspection. Document all punch list items and provide follow-up coordination to help ensure that all punch list items are completed within 30 calendar days.
9. Prepare record of final quantities and provide "Record" drawings on AutoCAD Release 2014 or later based on redline drawings supplied by the Contractor(s) construction markups. The "Record" drawings will be provided to the City within 30 calendar days of CMT's receipt of the redline drawings. The "Record" drawings will be provided on computer discs and one (1) "hard copy" set of drawings

TASK 3

AGIS Survey and Submission

This Scope of Services has been developed to allow completion of the following task items:

1. Provide a Survey and Quality Control Plan.
2. Establish or validate Airport Geodetic Control.
3. Field Survey
4. Verify data through established Quality Control Procedures.
5. Provide Final Report.

TASK 4

As-Built ALP Update

1. Provide an updated ALP deliverable of appropriate sheets revised to reflect existing conditions. Anticipated sheet revisions include:
 - a. Existing Airport Layout Drawing
 - b. Interim Airport Layout Drawing
 - c. Future Airport Layout Drawing
 - d. Airport Data Tables
 - e. Terminal Area Plan
 - f. Airport Airspace Drawing
 - g. Approach Surface Drawings
 - h. Vicinity Aerial
 - i. Property Line Map

CRAWFORD, MURPHY & TILLY, INC.
 CONTRACT ATTACHMENT - EXHIBIT A - 2019 PROFESSIONAL SERVICES COST ESTIMATE
 Fairfield County Airport Authority
 CLIENT
 Reconstruct Taxiway D - Bid and Construction
 PROJECT NAME
 18065001.06
 CMT JOB NO.

Prep By BDC
 DATE 06/20/19
 Approved by
 DATE 06/20/19

TASK NO.	TASKS CLASSIFICATIONS	MAN HOURS & LABOR SUMMARY															TOTAL								
		Principal	Proj Mgr II	Proj Eng II	Proj Arch II	Proj Envr Spec I	Proj Envr Spec I	Sr. Structural Eng II	Sr. Technician II	Aerial Mapping Specialist	Sr. Eng I	Sr. Arch I	Envr Specialist II	Technical Manager II	Sr. Technician III	Sr. Technician II		Eng I Arch I	GIS Specialist	Sr. Planner / Technician I	Envr Specialist II	Proj Admin Assiat	Envr Specialist I	Tech Mgr I	
	CURRENT YEAR 2019 HOURLY RATES	\$220	\$210	\$185	\$170	\$155	\$150	\$145	\$135	\$130	\$125	\$110	\$90												
1	Bid Phase Management	1	6	2				4																	13
2	Prebid Meeting		8					4																	12
3	Addendum/Meeting Minutes/Q&A							6																	6
4																									
5	Construction Phase Management and Administration	2	8	2				4		4															24
6	Resident Engineering							40		40															120
7	Inspections/FAA Coordination							6		6															18
8	Project Closeout	1	2	6				6		8															17
9																									
10	AGIS Survey and Submission	1	2	4			10			10															47
11																									
12	As-Built ALP Update	2	8	8				4		8															42
13																									
14																									
15																									
	TOTAL MAN HOURS	7	40	28			10	68	10	60		16													289
	SUBTOTAL - BASE LABOR EFFORT	\$1,540	\$8,400	\$5,180			\$1,500	\$9,860	\$1,350	\$7,800		\$1,760													\$44,890

TASKS (CONTINUED)	DIRECT EXPENSE & REIMBURSABLES										TOTAL FEE														
	TOTAL LABOR EFFORT	TRAVEL MILEAGE	MEALS & LODGING	PRINTING	EQUIP-MENT	MISC	SURVEY	SUBS	OTHER EXP	TOTAL EXPENSE															
1	Bid Phase Management	\$2,430																							\$2,430
2	Prebid Meeting	\$2,260	\$50																						\$2,310
3	Addendum/Meeting Minutes/Q&A	\$970	\$50																						\$920
4																									
5	Construction Phase Management and Administration	\$4,030	\$100		\$50																				\$4,180
6	Resident Engineering	\$16,000	\$1,000																						\$17,000
7	Inspections/FAA Coordination	\$3,240	\$200																						\$3,440
8	Project Closeout	\$2,790	\$100		\$50	\$500																			\$3,440
9																									
10	AGIS Survey and Submission	\$6,730																							\$6,730
11																									
12	As-Built ALP Update	\$6,540			\$150																				\$6,690
13																									
14																									
15																									
	TOTALS	\$44,890	\$1,500		\$250	\$500																			\$47,640
	TIME PERIOD OF PROJECT	2019	2020	2021	2022	TOTAL																			
	PERCENTAGE OF WORK TO BE PERFORMED BY YEAR	80%	20%			100%																			
	WEIGHTING FACTOR FOR 5% ANNUAL ADJUSTMENT	0.8000	0.2100			1.0100																			
	ESTIMATED CONTINGENCY																								
	ROUNDING																								
	TOTAL FEE																								\$62,000



June 20, 2019

Mr. Glenn Burns
Airport Authority President
Fairfield County Airport Authority
3430 Old Columbus Road
Carroll, OH 43112

**RE: 18650-01 Fairfield County Airport
Reconstruct Taxiway D
Bid Recommendation**

Dear Mr. Burns,

On May 31, 2019 bids were opened for the above referenced project. Below is a summary of the bids and attached is a detailed bid tabulation.

Company	Base Bid
Strawser Paving Company	\$526,654.50
The Shelly Company	\$539,919.50

We have reviewed the proposals provided and found them to be complete in the bidding requirements having provided all the appropriate documents. The bidders were vetted and found to be in good standing in the State of Ohio and US government.

Based on our review and available funding, CMT recommends the Authority accept and award the project, pending securing FAA funding, for the Base Bid which includes a total value of \$526,654.50 to Strawser Paving Company.

If you have any questions, please contact our office.

Sincerely,
Crawford, Murphy & Tilly, Inc

Ben Cooley, P.E.
Project Manager

Encls. Bid Tabulation
Bidder Review Checklist

Copy: CMT - file



Bid Review Checklist

Project: Reconstruct Taxiway D
Fairfield County Airport

Bid Opening Date: 5/31/2019
 Review Date: 6/19/2019
 Completed By: BDC

Bidder
 Total Bid
 Addendum Received
 Bid Guaranty
 DBE %
 DBE Contribution Certified
 Non-Collusion Affidavit
 Disclosure of Personal Property Taxes
 Buy American Certificate/Waiver
 Insurance

 Active Exclusions Check (attach print of webpage)
 www.sam.gov
 Certified Search for Unresolved Finding for Recovery
 (attach print of webpage)
 <http://ffr.ohioauditor.gov/>
 Qualifications
 Reference Check (attach phone log or notes)

Strawser Paving Company	The Shelly Company	
\$ 526,654.50	\$ 539,919.50	
1 & 2	1 & 2	
Bid Bond	Bid Bond	
6.5%	6.5%	
to be supplied	n/a	
X	X	
X	X	
X	X	
to be supplied	X	
none	none	
none	none	
ODOT	ODOT	
CMT	n/a	



By:
Crawford, Murphy and Tilly, Inc.
8101 North High Street
Columbus, Ohio 43235

For:
Fairfield County Airport Authority
At:
Fairfield County Airport
Lancaster, Ohio

FAIRFIELD COUNTY AIRPORT
CONSTRUCT TAXIWAY D
Bid Tabulation
May 31, 2019

Apparent Low Bidder

Strawser Paving Company	The Shelly Company
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Item No.		Item Description	Unit	Quantity	Unit Values	Extended Values
TERMINAL APRON - PAVEMENT REHABILITATION						
1	C-100	Contractor Quality Control Program	LS	1	\$ 5,000.00	\$ 5,000.00
2	C-102	Temporary Check Dam	CY	3	\$ 300.00	\$ 900.00
3	C-102	Installation and Removal of Silt Fence	LF	800	\$ 3.00	\$ 2,400.00
4	C-105	Mobilization	LS	1	\$ 15,000.00	\$ 15,000.00
5	P-101	Pavement Removal, Asphalt, 3-inch depth	SY	1700	\$ 3.00	\$ 5,100.00
6	P-101	Pavement Removal, Asphalt, 4-inch depth	SY	2850	\$ 4.50	\$ 12,825.00
7	P-101	Pavement Removal, Concrete, 3-inch depth	SY	850	\$ 6.00	\$ 5,100.00
8	P-101	Pavement Removal, Concrete, 12-inch depth and varies	SY	840	\$ 15.00	\$ 12,600.00
9	P-101	Remove Pipe, Clay, 6-Inch	LF	300	\$ 2.00	\$ 600.00
10	P-101	Remove Drainage Structure	EA	2	\$ 400.00	\$ 800.00
11	P-101	Remove Concrete, Misc	CY	25	\$ 200.00	\$ 5,000.00
12	P-101	Cold Milling, 2-inch depth	SY	500	\$ 3.00	\$ 1,500.00
13	P-152	Unclassified Excavation	CY	2980	\$ 20.00	\$ 59,600.00
14	P-152	Embankment	CY	1500	\$ 20.00	\$ 30,000.00
15	P-209	Crushed Aggregate Base Course, 11-inch Depth	SY	3800	\$ 12.00	\$ 45,600.00
16	P-403	Asphalt Mixture PG 64-22 Surface Course	TON	500	\$ 105.00	\$ 52,500.00
17	P-403	Asphalt Mixture PG 64-22 Base Course	TON	470	\$ 95.00	\$ 44,650.00
18	P-602	Emulsified Asphalt Prime Coat	GAL	1100	\$ 2.50	\$ 2,750.00
19	P-603	Emulsified Asphalt Tack Coat	GAL	400	\$ 1.50	\$ 600.00
20	P-620	Surface Preparation, Marking Removal	SF	15000	\$ 1.50	\$ 22,500.00
21	P-620	Marking, White	SF	11800	\$ 2.00	\$ 23,600.00
22	P-620	Marking, Yellow	SF	650	\$ 2.00	\$ 1,300.00
23	P-620	Marking, Black	SF	200	\$ 2.00	\$ 400.00
24	P-620	Temporary Runway and Taxiway Marking	SF	3800	\$ 2.00	\$ 7,600.00
25	P-620	Reflective Media	LBS	1100	\$ 3.50	\$ 3,850.00
26	D-701	12-Inch HDPE Pipe	LF	135	\$ 15.00	\$ 2,025.00
27	D-705	6 Inch Pipe Perforated Underdrains, Including Pourus Backfill & Filter Fabric	LF	1400	\$ 15.00	\$ 21,000.00
28	D-705	Precast Pipe Outlet	EA	4	\$ 500.00	\$ 2,000.00
29	T-901	Seeding	ACRE	3	\$ 4,000.00	\$ 12,000.00
30	T-905	Topsoil, Obtained on Site	CY	500	\$ 10.00	\$ 5,000.00
31	T-908	Mulching	SY	14500	\$ 1.00	\$ 14,500.00
32A	L-108	ASOS Power Circuit Conduit and Manhole Adjustment	LUMP	1	\$ 1,900.00	\$ 1,900.00
33	L-108	No. 8 AWG, 5 kV, L-824, Type C Cable, Installed in Trench, Duct Bank or Conduit	LF	2000	\$ 2.50	\$ 5,000.00
34	L-108	No. 6 AWG, Solid, Bare Counterpoise Wire, Installed in Trench, Above the Duct Bank or Conduit, Including Ground Rods and Ground Connectors	LF	2000	\$ 3.00	\$ 6,000.00
35	L-108	Trenching for direct-buried cable, 18 inch minimum depth	LF	2000	\$ 1.00	\$ 2,000.00
36	L-108	Conduit, 1-way, 2-inch, Concrete Encased	LF	100	\$ 8.00	\$ 800.00
37	L-125	Salvage Taxiway Edge Light Fixture for Reuse, Base Mounted	EA	14	\$ 250.00	\$ 3,500.00
38	L-125	Elevated Taxiway Edge Light, LED, New on New Stake Mount	EA	22	\$ 1,000.00	\$ 22,000.00
39	L-125	Elevated Taxiway Edge Light, LED, New on New Base Mount	EA	7	\$ 1,200.00	\$ 8,400.00
40	L-125	Remove Guidance Sign and Foundation, Complete	EA	3	\$ 500.00	\$ 1,500.00
41	L-125	Guidance Sign, LED, Salvaged on New Foundation, Complete	EA	1	\$ 1,000.00	\$ 1,000.00
42	L-125	Guidance Sign, LED, on New Foundation, Complete	EA	1	\$ 5,000.00	\$ 5,000.00
43	SP-1	Anchored Maintenance Pad - Elliptical, Salvage and Reuse	EA	14	\$ 150.00	\$ 2,100.00
44	SP-1	Anchored Maintenance Pad - Elliptical, New	EA	15	\$ 350.00	\$ 5,250.00
					Subtotal	\$ 482,750.00

Unit Price	Bid Value	Unit Price	Bid Value
\$ 2,750.00	\$ 2,750.00	\$ 10,000.00	\$ 10,000.00
\$ 500.00	\$ 1,500.00	\$ 225.00	\$ 675.00
\$ 2.00	\$ 1,600.00	\$ 4.50	\$ 3,600.00
\$ 50,000.00	\$ 50,000.00	\$ 38,000.00	\$ 38,000.00
\$ 11.00	\$ 18,700.00	\$ 3.00	\$ 5,100.00
\$ 12.00	\$ 34,200.00	\$ 3.50	\$ 9,975.00
\$ 4.00	\$ 3,400.00	\$ 5.00	\$ 4,250.00
\$ 15.00	\$ 12,600.00	\$ 15.00	\$ 12,600.00
\$ 14.00	\$ 4,200.00	\$ 30.00	\$ 9,000.00
\$ 500.00	\$ 1,000.00	\$ 750.00	\$ 1,500.00
\$ 106.00	\$ 2,650.00	\$ 40.00	\$ 1,000.00
\$ 12.00	\$ 6,000.00	\$ 3.00	\$ 1,500.00
\$ 7.00	\$ 20,860.00	\$ 24.00	\$ 71,520.00
\$ 9.00	\$ 13,500.00	\$ 12.00	\$ 18,000.00
\$ 17.00	\$ 64,600.00	\$ 15.25	\$ 57,950.00
\$ 130.00	\$ 65,000.00	\$ 130.00	\$ 65,000.00
\$ 130.00	\$ 61,100.00	\$ 130.00	\$ 61,100.00
\$ 3.40	\$ 3,740.00	\$ 4.25	\$ 4,675.00
\$ 1.60	\$ 640.00	\$ 1.85	\$ 740.00
\$ 0.70	\$ 10,500.00	\$ 1.00	\$ 15,000.00
\$ 1.25	\$ 14,750.00	\$ 1.25	\$ 14,750.00
\$ 2.00	\$ 1,300.00	\$ 2.00	\$ 1,300.00
\$ 1.25	\$ 250.00	\$ 1.25	\$ 250.00
\$ 1.25	\$ 4,750.00	\$ 1.25	\$ 4,750.00
\$ 4.00	\$ 4,400.00	\$ 4.00	\$ 4,400.00
\$ 78.00	\$ 10,530.00	\$ 50.00	\$ 6,750.00
\$ 14.00	\$ 19,600.00	\$ 16.00	\$ 22,400.00
\$ 375.00	\$ 1,500.00	\$ 400.00	\$ 1,600.00
\$ 2,226.50	\$ 6,679.50	\$ 2,226.50	\$ 6,679.50
\$ 23.00	\$ 11,500.00	\$ 26.00	\$ 13,000.00
\$ 0.39	\$ 5,655.00	\$ 0.39	\$ 5,655.00
\$ 3,200.00	\$ 3,200.00	\$ 3,200.00	\$ 3,200.00
\$ 2.20	\$ 4,400.00	\$ 2.20	\$ 4,400.00
\$ 2.00	\$ 4,000.00	\$ 2.00	\$ 4,000.00
\$ 5.00	\$ 10,000.00	\$ 5.00	\$ 10,000.00
\$ 15.00	\$ 1,500.00	\$ 15.00	\$ 1,500.00
\$ 50.00	\$ 700.00	\$ 50.00	\$ 700.00
\$ 600.00	\$ 13,200.00	\$ 600.00	\$ 13,200.00
\$ 1,000.00	\$ 7,000.00	\$ 1,000.00	\$ 7,000.00
\$ 550.00	\$ 1,650.00	\$ 550.00	\$ 1,650.00
\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00
\$ 450.00	\$ 6,300.00	\$ 450.00	\$ 6,300.00
\$ 550.00	\$ 8,250.00	\$ 550.00	\$ 8,250.00
Subtotal		\$ 526,654.50	
Bid Total		\$ 526,654.50	

TOTAL CONSTRUCTION VALUE:	\$ 482,750.00
ESTIMATED ENGINEERING - AS BUILT ALP UPDATE	\$ 10,000.00
ESTIMATED ENGINEERING - AGIS SURVEY	\$ 13,000.00
ENGINEERING PHASE SERVICES	\$ 39,000.00
TOTAL	\$ 544,750.00

\$ 10,000.00
\$ 13,000.00
\$ 39,000.00
\$ 588,654.50

FAIRFIELD COUNTY AIRPORT AUTHORITY
QUARTERLY STORMWATER VISUAL INSPECTION

LOCATION & SITE CONTACTS

Name: Fairfield County Airport Authority		Address: 3430 Old Columbus Road NW Carroll, Ohio 43112	
Telephone: 740-654-7001		Primary Facility Contact Information: Staci Knisley 740-652-7093	
Latitude: N 39° 45' 14.9508" Longitude: W 82° 39' 40.9608"		Security: Fairfield County Sherriff 740-652-7900	
SIC Code 9999	EHS 0	County	Fairfield
Total Impervious Surface Acres: Appx 35		Municipality	Carroll
Total Facility Acres: 235.746 (Verify in 2020)			
Storm Water Discharge to Greenfield Creek with 100 year flood diversion toward Claypool Run (NW)			
Name(s) of water(s) that receive storm water from this facility: Hocking River			
Hocking River Watershed			

Date: 6-11-19 **Time Storm Event Began:** NA

Estimated Total Rainfall for Storm Event: NA

OUTFALL MONITORING (the outfall from the Water Quality Basin):

Monitoring Point #1	Time:		
Color			
Odor			
Clarity			
Floating Solids			
Settled Solids			
Suspended Solids			
Foam			
Oil Sheen			
Characteristics to Monitor:			
Color: yellow, brown, green, gray, etc. and degree of color: none, slightly, very, etc.			
Odor: petroleum, chemical, sulfur, algae, sewage, etc. and degree of odor none, slight, strong, etc.			
Clarity: clear, slightly cloudy, very cloudy			
Floating Solids: yes/ no			
Settled Solids (allow to sit for 5 minutes): yes/no			
Suspended Solids (hold a white piece of paper behind jar to see): yes/no			
Foam: yes/no			
Oil Sheen: yes/no			

Were all samples collected within the first 30 minutes of discharge? Yes/no

If no, when were the samples collected? _____

SITE INSPECTION:

Issue Being Evaluated	Yes	No	N/A	Comments (stains, odors, leaks, trash, etc)
Are stored materials exposed to storm water contact?		x		
Are oily parts and/or drums exposed to storm water contact?	x			Used oil stored in containers on asphalt pad outside Building J prior to removal off-site
Are the loading and unloading areas clean?	x			
Are areas around containers clean?	x			
Is the area around the covered salt storage area free of significant salt?			x	
Is the area around the fuel island and nearest catch basin clean and free of grease, oil, fuel, etc.?	x			
Is there a buildup of oil and grease in the parking lots or equipment storage areas?		x		
Are there leaks or stains around drums or aboveground storage tanks?		x		
Is the drainage swale in the southeast corner of the facility and catch basins clean of debris?	x			-Storm system #2 -prioritize clearing of easement and sediment removal at end of pipe. -Debris removed from infield inlet on System #2 see FACILITY INSPECTION PHOTOS -Prioritize the repair of the tile blow hole on the north end of System #2
Are trash cans and dumpsters kept covered?	x			
Is a stocked spill kit available at the fuel island?	x			
Are spill containment materials and stocked cleanup kits readily available?	x			-Label "spill kit" on the yellow can at the fuel farm so people know what it is.
Is there evidence of soil erosion?	x			-Waterways are scheduled to be formed and seeded to reduce erosion at Outfalls 9 & 10 -Continue to monitor edge of pavement NW corner of building R for erosion just off asphalt.
OTHER OBSERVATIONS:				
A copy of the updated SWP3 was easily located in a bright colored/labeled note book on the shelf with the Emergency Operations and BUSTR documents in the office. Thank you.				

Inspected By: Jonathan Ferbrache, PLA, CPESC -Fairfield SWCD

Signature:  _____

FACILITY INSPECTION PHOTOS

System #2 Manhole access near pipeline appears to be flowing freely. This manhole access should be marked with a vertical indicator to find it quickly. (I added a pink flag to the survey lath until a permanent marker can be placed) No sheen or debris observed. Offsite easement to the south, to the creek, should be cleared of brush/trees to aid in emergency response to contain spills before they enter the stream.



System #2 I removed the buildup of debris from the recently rebuilt infield structure north of the fuel farm that likely caused the infield flooding in mid-May. It was disposed of in the dumpster.



System #7 Ditching and drainage improvements made last year are still providing positive flow and reduced ponding in the infield. It is assumed there is a spring flow in the infield providing the constant source of water.



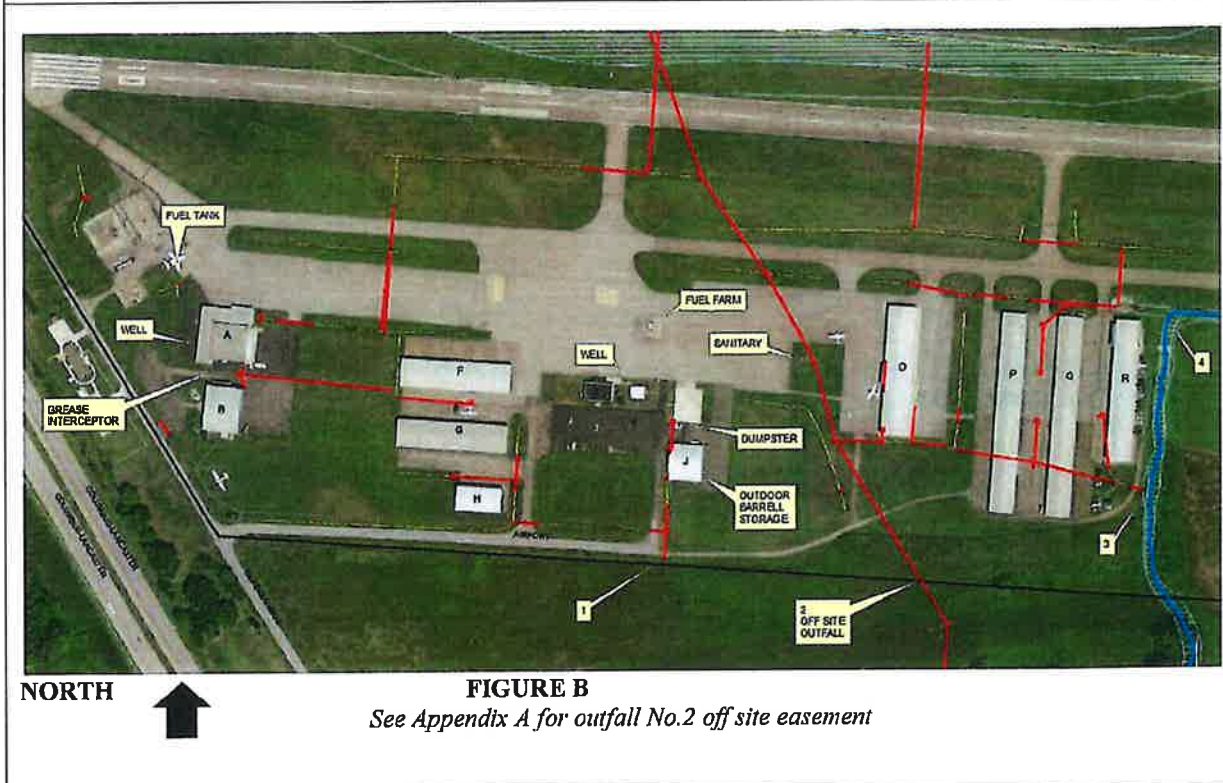
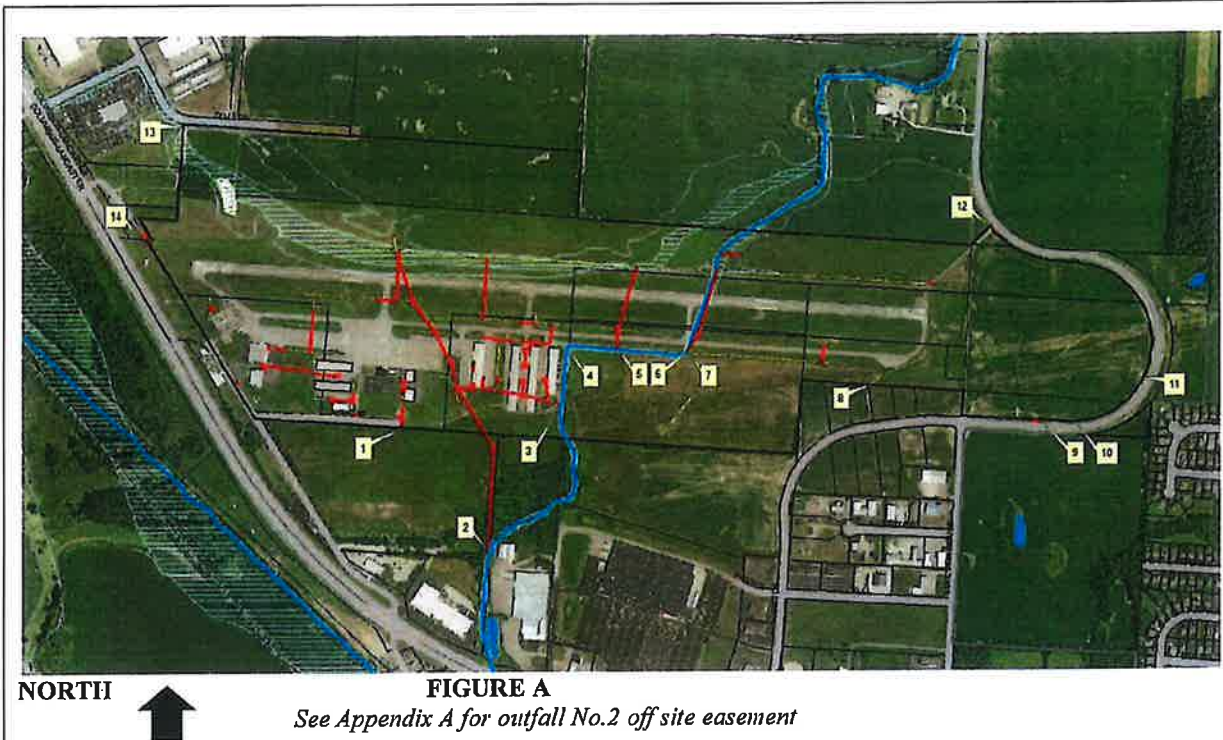
Building J- No indicators of spills or leaks were observed outside building J where fluids are stored on the asphalt apron prior to being shipped off site for proper disposal.



Fuel Farm- No indicators of spills or leaks observed around the Fuel Farm. Please label the yellow can clearly as "SPILL KIT" for visitors using facilities after normal hours.



FACILITY MAPS



Vendor	Amount	Inv#	Description	Service Dates
Sundowner Aviation	\$1,077.53	n/a	June fuel fees	6/1-6/30
Sundowner Aviation	\$1,951.80	n/a	June rent fees	6/1-6/30
CMT	\$10,542.50	0202781	professional services - design, bid and constructions Rehab Apron A & I1 pavements	1/1/19-1/25/19
CMT	\$1,130.00	0204410	professional services - design, bid and constructions Rehab Apron A & I1 pavements	4/27-5/24/19
CMT	\$2,090.50	0204403	professional services - design, bid construction phase rehab taxiway b lighting	4/27-5/24/19
Mid State Tire Co	\$2,200.54	21858	repair to 5510 tractor	6/14/2019
Total Invoices for 7.08.19 Board Meeting	\$18,992.87			