

Fairfield County Airport Authority Board Meeting
3430 Old Columbus Rd NW
Carroll Ohio 43112
Minutes for July 11, 2016

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 McNeer, Pat Ferguson, Lonnie Rush, Bill Fagan, Michael Kaper, and Jon Kochis. Also present were Staci Knisley, Lonnie Watts, Kip Kelsey, Branson Rutherford, Al Moyer, Ben Cooley, Nicholas Palladino, Chris Chapman, and Pat Rooney.

Opportunity for the Public to Address the Board

Mr. Kip Kelsey reported that the area where the Airport is going to install a new pad, the area west of the run up area adjacent to threshold 10, has been an eye sore for everyone. There has been trash dumped there. He and HAS has cleaned most of it up and will clean the rest of the area by the weeks end.

Mr. Kelsey asked the Board if he and others who had tail draggers could use the grass strip just of the north and parallel to runway 28-10. He talked with Ken Ramos, Federal Aviation Administration (FAA) Inspector with the Flight Standards District Office (FSDO). Mr. Ramos is very familiar with the Fairfield County Airport. Mr. Kelsey reported that he and Mr. Ramos have had talked about different. The one they are focused on is allowing the use of the grass strip with a notion that the landing of grass strip or hard surface, that area would be used as one (1) landing area. He explained that the traffic pattern would not change. It would allow one (1) aircraft at a time on either runway. He wants to bring a solution to the Board. He is well aware this is a board decision.

Dr. Burns stated that there is no action needed at this time. In the past during Airshows, it has been done but has never been made official.

Mr. Rush suggested that Mr. Kelsey work with Crawford Murphy Tilly, Inc. (CMT), the Board's Engineer.

Approval of Minutes for the June 13, 2016 Meeting

On motion of Bill McNeer and second of Michael Kaper, the Fairfield County Airport Authority Board voted to approve the minutes from the June 13, 2016 meeting.

Voting aye thereon: McNeer, Kaper, Burns, Rush, Ferguson, Fagan, and Kochis. Motion passed.

Historical Aircraft Squadron (HAS) update

Mr. Moyer reported that the lights are up and running. This includes the runway, taxiway, and obstructions. There are 2 reels on the lights that need repaired.

Mr. Rooney reported that the NOTAM regarding the lights will be on until the FAA inspects them.

Mr. Cooley reported that the reels on the lights will be brand new in October as part of the lighting project.

Mr. Moyer reported that when the VASI lights were removed, they left conduit sticking out. We currently have a cone over it for safety purposes.

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Mr. Ferguson reported that he spoke with CMT, it will be taken care of soon.

Mr. Moyer reported that the ground area west of the Terminal has settled and it needs recovered.

Mr. Rutherford asked what the Board was going to do with the PAPI lights that were taken out.

Mr. Kochis reported that it was suggested to keep them and give them to another Airport. They are rare lights.

Mr. Branson asked if the smith pad near the back gate could still be used to store equipment.

Mr. Cooley stated that the area is out of the safety area and can be used temporarily for non-aircraft equipment. It is currently slated for the contractor to store their equipment.

Mr. Cooley reported that the concrete slab will be removed when the PAPIs are removed.

Mr. Rooney suggested that the lights and any other airport equipment can be stored in one of the empty hangars.

Airport Manager Update

Mr. Rooney presented his monthly report. (See attached) He also reported that there was a weekly tenant in hangar O7 that stayed from March through May. The check for \$780 was deposited in June.

Mr. Rooney reported that his staff inspected each hangar. There are 26 lights needed in 22 hangars. It is recommended that when the LED bulbs are installed, the jelly jars will need removed.

Mr. Rooney reported that they (Sundowner Aviation) had a flight student that had a hard landing. The FAA came down to investigate and everything is good to go.

Mr. Rooney reported that there is an estimate from Claypool Electric for \$7,950 to install the lights. The estimate requested that all of the aircrafts be out of the hangars before the installation. Mr. Rooney recommended that the Board use them (Sundowner Aviation) for the whole project. They would move the aircrafts for \$8-900. To purchase the new bulbs it will be around \$5,000. If the Board agrees with Sundowner Aviation to install the lights on the hangars, we will notify each tenant that we will be moving their aircraft out temporarily.

Approval to use Sundowner Aviation, the Airport Management to install the lights in the hangars with a not to exceed cost of \$6,000

On motion of Jon Kochis and second of Lonnie Rush, the Fairfield County Airport Authority Board voted to approve to use Sundowner Aviation, the Airport Management to install the lights in hangars with a not to exceed cost of \$6,000.

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Discussion: Mr. Rooney stated that the labor will not exceed \$1,000, and the light bulbs will be approximately \$5,000.

Voting aye thereon: Kochis, Rush, Burns, Fagan, Ferguson, McNeer, and Kaper. Motion passed.

Mr. Rooney reported that the fuel system is inoperative over the weekend. There will be manual charges on the next monthly fuel report. He also reported that the fuel system was fixed this morning.

Mr. Watts reported that the fuel cart sales will not be included in the monthly fuel report.

Standing Committee Updates

a. Airport Improvement – Jon Kochis

1. CMT Engineer's Summary Report presented by Ben Cooley (See attached)

• **Previous FAA grants**

Mr. Cooley reported that quarterly reports were mailed in June.

• **FY2015 Projects**

○ **Papi Rehab**

Mr. Cooley reported that the PAPI project is completed. We have contacted the FAA for a flight check; there is no set date.

○ **Wildlife Assessment**

Mr. Cooley reported that the Wildlife report is in today's packet. It will be mailed tomorrow after tonight's final review.

• **Terminal Roof Improvements**

Mr. Cooley reported that 2 bids were received for the Roof and Mansard project. The lowest bid was \$121,264, or 23% over the estimate of the project.

Mr. Palladino, the subcontracted Architect stated that he talked to the lowest bidder about their bid. The biggest 3 items that were different were the roofing, framing, and electrical. Some of the numbers for the framing were not even in his manual for bidding. He thinks that contractors are so busy that bids are coming back higher. The time frame may also have had a factor on the high bids.

Mr. Kochis reported that the Prosecutor's Office advised that an Architect can adjust the estimate but has to be rebid.

Mr. Palladino feels good with a new estimate of \$120,000 for the project.

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Approval to rebid the roof and mansard project with the estimate of \$120,000

On motion of Jon Kochis and second of Bill McNeer, the Fairfield County Airport Authority voted to approve to rebid the roof and mansard project with the estimate of \$120,000.

Voting aye thereon: Kochis, McNeer, Burns, Fagan, Ferguson, Rush, and Kaper. Motion passed.

- **FY16 ODOT Aviation Grant Runway Rehab**

Mr. Cooley reported that bids were received on May 27th. The Board awarded Shelly Company the contract in June. The runway will be closed in October to do the pavement and the lighting.

- **FY16 FAA Grant Runway Lighting**

Mr. Cooley reported that Jess Howard Electric was awarded by the Board last month the bid contract.

- **FY17 ODOT Aviation grant application**

Mr. Cooley reported that the application has been submitted for the Taxiway Delta construction and reorientation. It is expected to be approved in Mid-July.

- **Review of CMT contracts/agreements**

Mr. Cooley presented 3 contracts from CMT for the 2016 projects. These are 2 construction phase agreements for the pavement and lighting projects. Also there is a Geographic Information System (GIS) component that is also now required.

Approval of CMT contract for AGIS Data Collection, Survey, and Submission engineering services to rehabilitate the runway lighting project with a not exceed of \$12,120

On the motion of Jon Kochis and second of Michael Kaper, the Fairfield County Airport Authority Board voted to approve the CMT contract regarding AGIS Data Collection, Survey, and Submission for engineering services to rehabilitate the runway lighting project with a not to exceed of \$12,120.

Voting aye thereon: Kochis, Kaper, Burns, Fagan, Rush, McNeer, and Ferguson. Motion passed.

Approval of CMT contract to provide construction phase engineering services to rehabilitate runway 10/28 lighting project with a not exceed of \$19,160

On motion of Jon Kochis and second of Bill McNeer, the Fairfield County Airport Authority Board voted to approve the CMT contract to provide construction phase engineering services to rehabilitate runway 10/28 lighting project with a not to exceed of \$ 19,160.

Voting aye thereon: Kochis, McNeer, Burns, Ferguson, Fagan, Kaper, and Rush. Motion passed.

Approval of CMT contract for engineering services for Runway 10/28 overlay with a not exceed of \$26,580

On motion of Jon Kochis and second of Michael Kaper, the Fairfield County Airport Authority voted to approve the CMT contract for engineering services for Runway 10/28 overlay with a not to exceed of \$26,580.

Voting aye thereon: Kochis, Kaper, Burns, Fagan, Rush, McNeer, and Ferguson. Motion passed.

2. Fence on Eversole Property

Mr. Kochis reported that there is nothing new to report. The fence will be moved eventually.

b. Community Relations – Michael Kaper

Mr. Kaper had nothing new to report.

c. Facilities and Grounds – Lonnie Rush & Bill Fagan

Mr. Rush reported that there is damage to the corner of Hangar O. Upon entry to the hangar the post in the corner is crushed. This is the northeast corner of the hangar, on the garage end. He has contacted Precision Overhead Doors. They sent an estimate of \$2,900 to repair the hangar.

Approval to authorize Precision Overhead Door to repair Hangar O with a not to exceed of \$2,900

On motion of Lonnie Rush and second of Pat Ferguson, the Fairfield County Airport Authority voted to authorize Precision Overhead Door to repair Hangar O with a not to exceed of \$2,900.

Voting aye thereon: Rush, Ferguson, Burns, Fagan, McNeer, Kochs, and Kaper. Motion passed.

Mr. Rush read over the Aircraft Owners and Pilots Association’s (AOPA) email (See attached to minutes) regarding the FAA clarifying the hangar use policy. Mr. Rush asked Ms. Knisley to send a copy to all of the Board members for their review.

d. Finance - Glenn Burns

1. Financial Reports

Ms. Knisley asked the Board to review the financial reports and asked if there were any questions.

2. Payment of Bills

Approval for payment of bills

On motion of Jon Kochis and second of Bill Fagan , the Fairfield County Airport Authority Board voted to approve the payment of bills. (See below)

Vendor	Amount	Description
CMT	\$1,045.00	4/2-4/29 - professional serices for VGSI(PAPIS) Runway 10/28
CMT	\$2,531.72	4/2-4/29 - professional services to complete Wildlife report

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CMT	\$9,600.00	4/2-4/29 - professional services for design & bid phase for Runway 10/28 overlay
CMT	\$4,302.50	4/2-4/29 - professional services for Runway 10/28 lighting
CMT	\$100.00	8/1/15-4/29/16 - professional servies for rehab of Apron B and C1
IT Savvy	\$4,147.00	inv# 00882318 - equipment/parts for fiber/internet project
IT Savvy	\$281.00	inv# 00882553 - equipment/parts for fiber/internet project
IT Savvy	\$205.00	inv# 00882562 - equipment/parts for fiber/internet project
IT Savvy	\$368.00	inv# 00885319 - equipment/parts for fiber internet project
IT Savvy	\$516.00	inv3 00882801 - equipment/parts for fiber internet project
State Electric Supply	\$374.28	inv# 11813705 - equipment/parts for fiber internet project
G. Brian Boltz	\$400.00	professional services regarding fuel bidding process
Fence Solutions	\$200.00	chain link repair - inv# 271
Sundowner Aviation	\$1,215.71	June fuel sales
Sundowner Aviation	\$1,687.50	June rent collection - 10%
Manairco	\$299.82	inv# 0066264-IN
Total Invoices for Approval	\$27,273.53	

Voting aye thereon: Kochis, Rush, Burns, Fagan, Ferguson, Kaper, and McNeer. Motion passed.

e. Security/Web/Other – Bill McNeer & Jon Kochis

1. Internet/Fiber install Phase 1 update

Mr. Kochis reported that the fiber has been installed in the Terminal. He started at 9:00 a.m. There will be a WiFi hotspot here in the middle of the terminal and the outside of the terminal. It will be password protected but can be freely given out. In Phase 2 of this project, the Board can connect other buildings. This project is down the line. In the fall, the security cameras will be brought back up for discussion.

f. Tenant Relations – Glenn Burns

Ms. Knisley reported that there are a few tenants that are late. She will contact the Treasurer’s Office to see if they have any checks. Due to tax season, it is likely that they have some of our hangar checks.

Dr. Burns asked if Dr. Masone’s hangar situation had been cleared up.

Ms. Knisley reported that she and Dr. Masone agree on what is owed.

Mr. Chapman stated that he wishes to renew his hangar agreement. He will draft a new agreement for the Board’s consideration.

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g. **FBO Liaison – Pat Ferguson**

Nothing new to report.

Old Business

a. **Snow Plowing**

Mr. Fagan reported that he contacted a few contractors to see if they were interested if the Board bids the project. There was contractor, Agrosapes that might be interested.

Mr. Cooley stated that he will look for a sample or copy of a bid packet for snow plowing.

b. **Fuel Supplier bidding process**

Mr. Rush reported that the Board's legal counsel, G. Brian Boltz gave his opinion on the fuel bidding process. It is his opinion that bidding is not necessary. (See opinion attached)

c. **County Credit Card process**

Nothing new to report.

d. **Fuel Cart**

Mr. Rush reported that there is an invoice for \$14,750 from Zanesville Aviation. Originally the Board approved on December 14, 2015 an agreement with Purvis Brothers. The agreement was for Purvis to provide \$10,000 in funds. They would credit the board 4 cents per gallon for 3 years.

Approval to rescind the Purvis Brothers agreement, originally approved on December 14, 2015

On motion of Lonnie Rush and second of Michael Kaper, the Fairfield County Airport Authority Board voted to rescind the Purvis Brothers agreement that was originally approved on December 14, 2015.

Voting aye thereon: Rush, Kaper, Burns, Ferguson, Kochis, Fagan, and McNeer. Motion passed.

New Business

Portable Toilets problem

Mr. Chris Chapman stated that there was a problem with keeping the portable toilets clean.

r. Rooney stated that they would call Porta Kleen regarding the cleaning schedule.

Vegetation Management and Storm Water Management

Mr. Kochis reviewed Soil & Water's recommendation for future vegetation management and storm water management. (See attached to minutes) The recommendations will cost the Airport \$8,000 in the course of 3 years.

Approval to proceed with the Soil & Water recommendations for the Vegetation Management and Stormwater Management with a not to exceed of \$8,000

On motion of Jon Kochis and second of Bill Fagan, the Fairfield County Airport Authority voted to approve the recommendations for the Vegetation Management and Stormwater Management with a not to exceed of \$8,000.

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Voting aye thereon: Kochis, Fagan, Burns, Ferguson, Rush, McNeer and Kaper. Motion passed.

- **Acquire Easement/Property across Route 33**
Mr. Kochis also asked the Board to discuss again the option of purchasing easements across 33 to allow for clearing of the trees for the approach.

Mr. Rush reported that acquiring the property is in the FAA/ACIP plan.

Mr. Cooley reported that it is possible that the FAA could enforce the Airport Board to clear the trees across Route 33. He believes that the PAPI replacement project will help delay that for now.

- **Spraying of Weeds on Pavement**
Mr. Kochis reported that as part of the Vegetation Management & Storm Water plan, it was recommended that the weeds be treated on the paved areas. This can also be incorporated in future snowplowing contracts.

Mr. Cooley reported that the FAA likes to see Airports use local dollars by improving their pavement areas.

Mr. Ferguson recommended using HAS for spraying at a cost of \$300 a year.

Mr. Kochis would like to add it to the next FBO contract.

Mr. Rush reported that the pavement near the south end of hangars P and Q are not in good shape. There is a huge amount of vehicle traffic due to the access of R hangars.

Mr. Kochis stated that when the contractor starts the runway paving, we can ask for an estimate to pave the parking lot and the repair the pavement near hangars P and Q.

- **Storm Water Plan**
Mr. Kochis reported that it is a requirement for Airports by the Clean Ohio Air Act to have a municipal separate storm water system. He thinks it can be just at the area around the maintenance hangar. It will identify where the field tile is located for flooding, wetlands, and hazards. Fairfield County Soil & Water can identify these areas at a small cost.

Operation Bye Bye Birdie

Mr. McNeer reviewed the Operation Bye Bye Birdie information.

The Ohio Aviation Association PAC – Thursday, July 14 @ Crowne Plaza Columbus North

No member of the board will attend.

Phillips 66 Quality Assurance Training info – July 19 or July 20

Mr. Watts reported that Sundowner Aviation has the information.

Business Radio Licensing - \$95 fee

Mr. McNeer recommended that this be discussed again in 2017.

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Liability Insurance for Board Members

Mr. Ferguson asked the Board to review liability insurance coverage for the Board members.

Mr. Kochis stated that the Board members were covered by the County Insurance, CORSA.
He will follow up with Human Resources to verify.

Informational Items

The Board reviewed the following informational items.

- Greenfield Township Water District Info

Calendar of Upcoming Events/Other

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

- **Ohio Skydiving Center, R1 lease expires 9/30/16**
- **PVille farming lease expires 12/31/17**
- **Doug Majors farming lease expires 12/31/17**
- **Insurance expires 12/15/18**
- **November 2019 - coordinate HAS/Comm's lease agreement approved on 11.17.15 (exp 12/31/19)**

Adjournment

On motion of Bill McNeer and second of Bill Fagan, the Fairfield County Airport Authority Board voted to adjourn at 7:38 p.m.

Next meeting is scheduled for August 8, 2016 at 6:00 p.m.

Meeting minutes for the July 11, 2016 meeting were approved on August 8, 2016.

Aye
Glenn Burns

Aye
Bill Fagan

Aye
Lonnie Rush

Aye
Jon Kochis

Absent
Michael Kaper

Aye
William McNeer

Aye
Pat Ferguson

Staci A. Knisley
Staci A. Knisley, Airport Clerk

Sundowner Aviation/FBO
MONTHLY BOARD REPORT - July 11 mtg
JUN 2016

ITEM	QUANTITY	REMARKS
T HANGAR OCCUPANCY	58	
R HANGAR OCCUPANCY	6	
NEW LEASES	0	
OVERNIGHT/WEEKLY HANGR	0	
FUEL SALES 100LL	7312	
FUEL SALES JET	3163.9	
NUMBER OF OPERATIONS	6280	
HANGAR MAINTENANCE ISSUES	26 LIGHTS IN 22 HGRS	
PUBLIC COMMENTS	none	
INCIDENTS REPORTED TO FAA	HARD LDG	

**Fairfield County Airport Authority
Board Meeting, July 11, 2016**

Engineer's Summary Report

1. Previous FAA grants

-2515 FAA project (PAPI, wildlife) ongoing (Quarterly reports submitted)

2. FY 2015 Projects

PAPI Rehab

Project working toward closeout. PAPI switchover performed and operating properly. PAPI commissioning and FAA Flight Inspection requested, no date scheduled yet.

Wildlife Assessment

Pre-final report comments have been submitted. Final report has been submitted to FAA.

Terminal Roof Improvements

Terminal Building Reroof and Mansard Alteration project received bids on June 28. Two bids received from 6 plan holders, lowest bid was \$121,264. Represent 23% over estimate.

3. FY 16 ODOT Aviation Grant Runway Rehab

Bids were received on May 27th. Low bidder is The Shelly Company. Awaiting federal grant.

4. FY 16 FAA Grant – Runway Edge Lighting

Bids were received on May 27th. Low bidder is Jess Howard Electric. Awaiting federal grant.

5. FY 17 ODOT Aviation Grant Application

Grant application submitted for Taxiway D (west end) construction / reorientation. Awaiting ODOT decision (mid-July anticipated)

6. FY 17 FAA grant Application

Grant application submitted to FAA July 1. Application items include (Runway Rehab design, Runway Lighting design & construction)

7. Action Items:

None at this time.

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 AGIS Data Collection, Survey and Submission Engineering Services for Rehabilitate Runway 10/28 Lighting 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 \$12,120.00 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 11th day of July, 2016.

CLIENT:


ENGINEER:

FAIRFIELD COUNTY AIRPORT AUTHORITY

CRAWFORD, MURPHY & TILLY, INC.

(Client Name)

(Signature)


(Signature)

Glenn R. Buens, Board President
(Name and Title)

Greg E. Heaton, Vice President
(Name and Title)

CMT Job No. 16650-01-00

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.

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, no matter the number of or amount of such claims, suits, or judgments.

8. Risk Allocation – Check box if this provision 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
EFFECTIVE JANUARY 1, 2016

Classification	Regular Rate Per Hour	Overtime Rate Per Hour
Principal	\$ 195	\$ 195
Senior Project Engineer/Manager	\$ 185	\$ 185
Project Engineer/Manager/Architect	\$ 155	\$ 155
Senior Engineer/Architect	\$ 130	\$ 145
Senior Technical Manager	\$ 120	\$ 140
Senior Planner/GIS Specialist	\$ 110	\$ 130
Engineer/Architect	\$ 110	\$ 130
Planner/Technical Manager	\$ 80	\$ 95
Land Surveyor	\$ 130	\$ 145
Senior Technician	\$ 115	\$ 135
Technician II	\$ 95	\$ 110
Technician I	\$ 75	\$ 90
Administrative Assistant/Accountant	\$ 50	\$ 60

If the completion of services on the project assignment requires work to be performed on an overtime basis, overtime rates will apply and the fee will be adjusted to include the additional premium costs. These rates are subject to change upon reasonable and proper notice. In any event this schedule will expire and be superseded by a new schedule on or about January 1, 2017.

To the amount charged at rates shown will be added the actual cost of blueprints, supplies, transportation and subsistence and other miscellaneous job related expenses directly attributable to the performance of services. A usage charge will be made when flow monitoring, sampling or level recording equipment, nuclear density equipment, GPS equipment, robotic total station or other similar specialized equipment are used directly on assignments.

Professional or subconsultant services furnished to the Crawford, Murphy & Tilly, Inc. by another company shall be invoiced at actual cost plus ten percent.

December, 2015

ATTACHMENT 1

**FAIRFIELD COUNTY AIRPORT
LANCASTER OHIO, OHIO**

**FAA Airport Geographic Information System (AGIS)
Data Collection, Survey, and Submission
SCOPE OF WORK**

Geographic Information System, Data Collection, Survey, and Submission

Location: Fairfield County Airport

Owner: Fairfield County Airport Authority

Rehabilitate Runway 10/28 Lighting

The Engineer shall provide the professional services for the GIS Survey documentation and reporting for rehabilitation of the Medium Intensity Runway Edge Lighting System and Runway End Identifier Lighting, excluding work in the vault, at the Fairfield County Airport, Lancaster, Ohio. This work shall be performed under an Airport Improvement Program FAA grant.

Professional services to be provided by the Engineer shall include survey and engineering services required to accomplish the following tasks:

TASK 1

AIRPORTS GIS DATA COLLECTION AND REPORTING

PROJECT OVERVIEW

The Fairfield County Airport Authority is replacing obsolete airfield lighting at the airport. This change requires an Airport Geographic System (AGIS) entry to update the FAA records. This scope of work is to accomplish those required items identified in AC 150/5300-18 Table 2-1 Survey Requirements Matrix and the tasks generally listed below.

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
 - 3.1 Determine and validate runway endpoints/threshold locations.
 - 3.2 Determine and validate runway length.
 - 3.3 Determine and validate runway width.
 - 3.4 Survey, Identify, and Document Runway 10/28 MIRL
Medium Intensity Runway Lighting System
 - 3.5 Survey, Identify, and Document Runway 10/28 visual navigational aids VGS.
Visual Guidance Systems, REIL'S, and PAPI's
4. Verify data through established Quality Control Procedures.
5. Package and submit data to the FAA-AGIS Portal.
6. Provide and submit Final Report.

SURVEY SPECIFICATIONS AND STANDARDS

The FAA requires the use of the survey specifications and standards published in Advisory Circulars for collection and submission of aeronautical geospatial information. The specifications define the geodetic control, aerial imagery, survey/mapping, and data delivery requirements to the FAA for successful procedure development. The following Advisory Circulars will be used throughout the survey process:

AC 150/5300-16A "General Guidance and Specifications for Aeronautical Surveys: Establishment of Geodetic Control and Submission to the National Geodetic Survey."

AC 150/5300-18C "General Guidance and Specifications for Aeronautical Surveys: Airport Survey Data Collection and Geographic Information System Standards."

Furthermore, a Quality Control Plan will be developed to ensure the task items listed in the *Project Overview* are performed to achieve both the FAA and the sponsor's expectations set forth by the standards listed in the Advisory Circulars identified above.

1.0. – PROVIDE SURVEY AND QUALITY CONTROL PLAN

This task sets up a project on the Airports GIS website and develops the Statement of Work (SOW) and Survey and Quality Control Plan for FAA approval. This project includes only documentation of Airside & Landside Construction features per AC requirements. No Imagery is included within this SOW.

1.1 – Project Survey Plan / Geodetic Control Plan (GCP)

Fairfield County Airport currently has PAC/SACS located on the Airport. The survey will utilize this existing control and therefore a detailed Geodetic Control Plan is not required or included with this scope of work.

1.2 – Survey and Quality Control Plan

The Survey and Quality Control Plan (SQCP) will be developed under this task. The SQCP will be based on the template for this plan provided on the FAA's Airports GIS web site and describe how the consultant will meet the technical specifications required for the project. The SQCP will be submitted to the Airports GIS web site for review and approval prior to the commencement of any survey work. Each of the following areas will be addressed:

- Project Observation (Execution Plan)
- Geo-Referencing
- Feature Extraction
- Obstruction Analysis
- Prior Survey Data
- Field Survey Methods
- Geodetic Control
- Runway Data
- Navigational Aid Data
- Airport Feature Data
- Equipment Listing
- Quality Assurance Process

The SQCP will also include the quality control (including error analysis) procedures and practices followed during data collection and provide traceability and adherence to the requirements of AC 150/5300-16A and 150/5300-18C. At a minimum, the plan will include the following:

- A summary of methods to be used to ensure high-quality data
- Quality control measures for obtained data
- Evidence of collection feature collection methods
- Data backup and archive procedures to maintain data integrity
- Methods use to check all file formats and provide a summary of the file-naming convention for all electronic files
- A check of all manual computations (including check marks and initials)
- A check of all manual data computer entries
- A check of file formats
- A check of all reports and data submitted
- A description of how the surveyor will ensure data will not be modified or overwritten

2.0. – ESTABLISH OR VALIDATE AIRPORT GEODETIC CONTROL

The Airport's primary and secondary control stations (PACS and SACS) will be recovered and confirmed to be of proper stability, condition, and visibility. The locations will be verified by taking GPS observations for the period of time required in AC150/5300-16A. Monument photos and sketches will also be prepared using the required FAA forms. This information will be submitted to the FAA and NGS via upload to the Airports GIS web site

3.0. – FIELD SURVEY

Field survey teams will determine object locations, record any attributes that can be collected in the field, take photographs as necessary and provide the documentation as required. All field survey data will be tied to the NSRS by tying the survey points to the airports PACS and/or SACS, which will be verified in Task 2 as described above.

All survey data will be provided in the Ohio State Plane North coordinate system based on the NAD83 horizontal and NAVD88 vertical datum. Units will be U.S. Survey Foot.

The survey data to be collected shall include:

3.1. – DETERMINE AND VALIDATE RUNWAY ENDPOINTS/THRESHOLDS

The Runway End position data will be collected/validated using a GPS or ground based method. Since the points are considered fairly high accuracy points and are used to establish the approach and departure characteristics for the runway, collection using remote sensing technology will not be used. This work will provide reports and diagrams, such as Runway End sketches, GPS Visibility Diagrams, Field note sketches, etc., in a non-editable format such as the PDF.

3.2. – DETERMINE AND VALIDATE RUNWAY LENGTH

The runway length will be determined and validated using data collected from the Runway End points. The locations will be entered into NGS Inverse3D to determine the proper and accurate runway length.

3.3. – DETERMINE AND VALIDATE RUNWAY WIDTH

The runway width will be determined and validated by measuring the physical width of the entire length of the Runway rectangle. The measurement will be taken to the nearest tenth of a foot (0.1ft), and the Runway true azimuth will be reckoned from North to the nearest thousandth of a degree as the azimuth between the physical Runway End.

3.5. – SURVEY AND DOCUMENT RUNWAY NAVIGATIONAL AIDS

CMT will identify, locate, collect and submit airport VGSI navigational aid features and data according to the standards in AC 150/5300-18C.

No aerial imagery will be provided with this proposal.

After collecting field survey data, GIS data that meets the requirements of AC150/5300-18C will be developed. Resulting data will be organized into an ESRI Geodatabase using the template downloaded from the FAA Airports GIS site, and then exported into ESRI Shapefile format before being combined into a .zip file for upload into the FAA AGIS website.

Required attributes will be recorded in the object data fields as called for in AC150/5300-18C. Attribute data will be developed based on information recorded in the field, measurements or calculations, information extracted from other data sets, and interviews with airport staff.

4.0 –DOCUMENT FEATURES REQUIRING DIGITAL PHOTOGRAPHS AND/OR SKETCHES.

Features identified in AC 150-5300-18C requiring digital photographs and /or sketches for clarification and records shall be documented appropriately for submission to FAA. This additional information augments the topographical survey information to provide understanding and records of facility features and placement.

5.0 – DEVELOPMENT OF GIS DATA

This task will also include effort to complete QA/QC reviews of data prior to it being submitted to FAA/NGS, as well as effort to complete any necessary revisions and re-submittals of data as required by FAA/NGS.

6.0. – PROVIDE FINAL REPORT

A final report will be issued upon completion of the survey. This report will present all information gathered during the survey process in a logical format along with identifying all photographs taken for documentation purposes, all interviews, sketches and forms.

CRAWFORD, MURPHY & TILLY, INC.
CONTRACT ATTACHMENT - EXHIBIT A - 2016 PROFESSIONAL SERVICES COST ESTIMATE

CLIENT
 Fairfield County Airport
 PROJECT NAME
 Rehabilitate RWY 10/28 Lighting - AGIS Phase
 CMT JOB NO.
 16650-01

Prep By RGN
 DATE 07/05/16

Apprvd GEH
 DATE 07/05/16

TASK NO.	TASKS CLASSIFICATIONS	CURRENT YEAR 2016 HOURLY RATES															TOTAL						
		\$195	\$185	\$155	\$130	\$120	\$110	\$110	\$115	\$80	\$95	\$75	\$50	\$50	\$50								
		SR PROJECT ENGR	ARCHITECT	MANAGER	SENIOR ENGINEER	SENIOR ARCHITECT	SENIOR ENGINEER	MANAGER	SENIOR TECHNICAL	ARCHITECT	ENGINEER	LAND SURVEYOR	GIS SPECIALIST	SENIOR PLANNER	TECHNICAL MGR	PLANNER	TECHNICIAN II	TECHNICIAN I	ACCOUNTANT	ADMIN ASSISTANT	MAN HOURS & LABOR SUMMARY		
1	Project Development	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	6	
2	AGIS Statement of Work	1	1	4	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	9	
3	Survey Quality Control Plan			1																		3	
4	Geodetic Control Plan																					1	
5	Data Collection			1																		2	
6	Post Processing			4																		27	
7	Final Report	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	11	
8	Project Closeout	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	5	
9																							
10																							
11																							
12																							
13																							
14																							
15																							
	TOTAL MAN HOURS	4	4	13	7	7	7	7	7	7	7	7	7	7	7	7	7	7	7	7	7	64	
	SUBTOTAL - BASE LABOR EFFORT	\$740	\$2,015	\$840	\$840	\$840	\$840	\$840	\$840	\$840	\$840	\$840	\$840	\$840	\$840	\$840	\$840	\$840	\$840	\$840	\$840	\$8,170	
	TOTAL LABOR EFFORT	\$800	\$1,265	\$385	\$115	\$270	\$3,270	\$1,380	\$685	\$800	\$1,265	\$385	\$115	\$270	\$3,270	\$1,380	\$685	\$800	\$1,265	\$385	\$115	\$270	\$3,270
	TOTALS	\$8,170	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$12,120	
	PERCENTAGE OF PROJECT WORK TO BE PERFORMED BY YEAR	2016	2017	2018	2019	TOTAL	EST % OF OT HRS INCLUDED ABOVE																
	WEIGHTING FACTOR FOR 5% ANNUAL ADJUSTMENT	1.0000	1.0000	1.0000	1.0000	1.0000	AVERAGE OVERTIME RATE PREMIUM																
	ESTIMATED CONTINGENCY						OT ADJUSTMENT FACTOR																
	ROUNDING																						
	TOTAL FEE																					\$12,120	

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 Construction Phase Engineering Services for Rehabilitate Runway 10/28 Lighting 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 \$19,160.00 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 11th day of July, 2016.

CLIENT:

FAIRFIELD COUNTY AIRPORT AUTHORITY
(Client Name)


(Signature)

Glenn R. Buens, Board President
(Name and Title)

ENGINEER:

CRAWFORD, MURPHY & TILLY, INC.


(Signature)

Greg E. Heaton, Vice President
(Name and Title)

CMT Job No. 16650-01-06

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.

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, no matter the number of or amount of such claims, suits, or judgments.

8. Risk Allocation – Check box if this provision 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
EFFECTIVE JANUARY 1, 2016

Classification	Regular Rate Per Hour	Overtime Rate Per Hour
Principal	\$ 195	\$ 195
Senior Project Engineer/Manager	\$ 185	\$ 185
Project Engineer/Manager/Architect	\$ 155	\$ 155
Senior Engineer/Architect	\$ 130	\$ 145
Senior Technical Manager	\$ 120	\$ 140
Senior Planner/GIS Specialist	\$ 110	\$ 130
Engineer/Architect	\$ 110	\$ 130
Planner/Technical Manager	\$ 80	\$ 95
Land Surveyor	\$ 130	\$ 145
Senior Technician	\$ 115	\$ 135
Technician II	\$ 95	\$ 110
Technician I	\$ 75	\$ 90
Administrative Assistant/Accountant	\$ 50	\$ 60

If the completion of services on the project assignment requires work to be performed on an overtime basis, overtime rates will apply and the fee will be adjusted to include the additional premium costs. These rates are subject to change upon reasonable and proper notice. In any event this schedule will expire and be superseded by a new schedule on or about January 1, 2017.

To the amount charged at rates shown will be added the actual cost of blueprints, supplies, transportation and subsistence and other miscellaneous job related expenses directly attributable to the performance of services. A usage charge will be made when flow monitoring, sampling or level recording equipment, nuclear density equipment, GPS equipment, robotic total station or other similar specialized equipment are used directly on assignments.

Professional or subconsultant services furnished to the Crawford, Murphy & Tilly, Inc. by another company shall be invoiced at actual cost plus ten percent.

Attachment 1
CONSTRUCTION PHASE ENGINEERING
REHABILITATE RUNWAY 10/28 LIGHTING
FAIRFIELD COUNTY AIRPORT, LANCASTER, OH

1. CMT will prepare and distribute the meeting agenda, participate in the pre-construction meeting 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 (1 day 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 period is 30 days.
6. On a weekly basis, if needed, provide to the City 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 2012 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.

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

Provide Construction Phase Engineering Services for the Runway 10/28 Overlay 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 \$26,580.00 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 11th day of July, 2016.

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 FAIRFIELD COUNTY AIRPORT AUTHORITY

 (Client Name)

 (Signature)
 Glenn R. Buens, Board President

 (Name and Title)

ENGINEER:
 CRAWFORD, MURPHY & TILLY, INC.

 (Signature)
 Greg E. Heaton, Regional Manager

 (Name and Title)

CMT Job No. 15650-04-06

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.

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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.

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.

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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, no matter the number of or amount of such claims, suits, or judgments.

8. Risk Allocation – Check box if this provision 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
EFFECTIVE JANUARY 1, 2016

Classification	Regular Rate Per Hour	Overtime Rate Per Hour
Principal	\$ 195	\$ 195
Senior Project Engineer/Manager	\$ 185	\$ 185
Project Engineer/Manager/Architect	\$ 155	\$ 155
Senior Engineer/Architect	\$ 130	\$ 145
Senior Technical Manager	\$ 120	\$ 140
Senior Planner/GIS Specialist	\$ 110	\$ 130
Engineer/Architect	\$ 110	\$ 130
Planner/Technical Manager	\$ 80	\$ 95
Land Surveyor	\$ 130	\$ 145
Senior Technician	\$ 115	\$ 135
Technician II	\$ 95	\$ 110
Technician I	\$ 75	\$ 90
Administrative Assistant/Accountant	\$ 50	\$ 60

If the completion of services on the project assignment requires work to be performed on an overtime basis, overtime rates will apply and the fee will be adjusted to include the additional premium costs. These rates are subject to change upon reasonable and proper notice. In any event this schedule will expire and be superseded by a new schedule on or about January 1, 2017.

To the amount charged at rates shown will be added the actual cost of blueprints, supplies, transportation and subsistence and other miscellaneous job related expenses directly attributable to the performance of services. A usage charge will be made when flow monitoring, sampling or level recording equipment, nuclear density equipment, GPS equipment, robotic total station or other similar specialized equipment are used directly on assignments.

Professional or subconsultant services furnished to the Crawford, Murphy & Tilly, Inc. by another company shall be invoiced at actual cost plus ten percent.

July 11, 2016

ATTACHMENT 1

**FAIRFIELD COUNTY AIRPORT
LANCASTER, OHIO**

**Design and Bid Phase Engineering Services for
Runway 10/28 Overlay**

SCOPE OF WORK

Engineering Construction Phase Services

Location: Fairfield County Airport

Owner: Fairfield County Airport Authority

The Engineer shall provide professional services for the construction phase for the project Rehabilitate Runway 10/28 at the Fairfield County Airport.

The Airport has been awarded funding from the ODOT FY16 Airport Improvement Program.

Professional services to be provided by the Engineer shall include civil engineering services required to accomplish the following items:

1. CMT will prepare and distribute the meeting agenda, participate in the pre-construction meeting 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 (1 day 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 period is 30 days.
6. On a weekly basis, if needed, provide to the City 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 2012 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.

RE: Hanger Repair/Hanger O

From: Steven Walter

Sent: Fri, Jul 1, 2016 at 11:39 am

To: Lonnie Rush

Good Afternoon!

Below please find our bid for the above referenced project

To furnish and install:

FulFab Manufacturing

- (1) corner column
- (1) overhead door sheet, blue
- (1) end wall sheet, blue
- (1) corner sheet, blue

*****Total-\$2,900.00*****

NOTE Color of siding might vary a little

4-5 week lead time

Thank You,
Brent Atwood
Precision Overhead Door, Inc.



[Home](#) > [News & Media](#) > [FAA clarifies hangar-use policy](#)

FAA CLARIFIES HANGAR-USE POLICY

June 15, 2016

By Joe Kildea

The FAA published a policy update to the Federal Register on June 15 focusing on hangar use at federally obligated airports. The update will take effect July 1, 2017, and is meant to be a clarification of “how aviation facilities—including hangars can be used on airports that receive federal funds,” according to the FAA.



The FAA published a policy update to the Federal Register on June 15 focusing on hangar use at federally obligated airports. Photo by Mike Fizer.

Jim Coon, AOPA senior vice president of government affairs, said AOPA supports the changes.

“AOPA would like to thank Congressmen Graves (R-Mo.) and Rokita (R-Ind.) and Senator Moran (R-Kan.) for their advocacy as well as the FAA for working with us to ensure hangar use policies match the realities of general aviation flying and aircraft ownership.

Graves and Rokita included language on hangar use in the House of Representative’s FAA reauthorization legislation and sent a letter to the FAA in 2014. Moran introduced an amendment on hangar use that was included in the Senate’s FAA reauthorization bill.

Most notably, the update will allow noncommercial experimental and kit aircraft builders to do more work at airport hangars.

In the past the FAA did not define aircraft building as an aeronautical activity and only final assembly was permitted at hangars on federally obligated airports. The new definition, which AOPA has long **fought for**, changes that definition to include noncommercial aircraft construction and not just final assembly.

“AOPA believes that constructing an aircraft, not just the final assembly, is an aeronautical activity, which the update appropriately reflects,” said Coon.

The FAA also clarified that aircraft down for repair and maintenance are still considered “operational aircraft” and may be kept in hangars at the discretion of airport sponsors.

The update also will allow the storage of nonaeronautical items in hangars provided they do not interfere with the intended aeronautical use of the hangar and are allowed by the airport sponsor.

Finally, for airports with hangar capacity that exceeds local demand, the FAA said, “it is preferable to make use of the hangars to generate revenue for the airport, as long as the hangar capacity can be recovered on relatively short notice for aeronautical use when needed.”

For further information, the FAA has published a web page with **frequently asked questions**.



Joe Kildea

AOPA Director of Media Relations

AOPA Director of Media Relations Joe Kildea joined AOPA in 2015. He is a student pilot and his first solo

flight was at AOPA's home airport in Frederick, Maryland.

[GO TO JOE KILDEA'S PROFILE >](#)

Topics: **Advocacy, Airport, Ownership**

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July 1, 2016

Dr. Glenn Burns
c/o Fairfield County Airport Authority
3430 Old Columbus Road
Carroll, Ohio 43112

Re: Fuel Purchase Agreement

Dear Glenn,

In response to your recent e-mail request that I address the issue of whether the Fairfield County Airport Authority has to advertise for bids for the purchase of fuel to be sold by the Fairfield County Airport FBO, I have reviewed the documents you have provided and also met with Lonnie Rush on June 21, 2016 to discuss the current procedure for the purchase of fuel. Section 308.13 of the Ohio Revised Code is controlling in determining the need for competitive bids and I am enclosing a copy of this section of the code and, you will note, there is a \$50,000.00 threshold before competitive bidding is required. The Board's periodic purchase of fuel would not come within the scope of this code section as there is no agreement to purchase a fixed dollar amount of fuel. Accordingly, it is my opinion that no bidding is necessary and you can proceed with your current practice, if that is what the Board wishes to do.

I did discuss with Lonnie the possibility of having the FBO purchase the fuel direct so that the Board is not an intermediary in this matter. Obviously, if there were ever an accident and it was determined that it was caused by contaminated fuel, the Board would certainly be included in any litigation. While direct purchase of fuel by the FBO may reduce this possibility, the claim could still be made that the fuel tanks were not maintained properly which caused the contamination.

If you have any further questions regarding this issue, please contact me.

My statement is also enclosed.

Respectfully,



G. Brian Boltz
Attorney at Law

GBB/bsc

Encl.: 2

Ohio Statutes

Title 3. COUNTIES

Chapter 308. AIRPORT AUTHORITIES

Current with legislation signed by the Governor as of 4/5/2016

§ 308.13. Competitive bidding

(A)

The board of trustees of a regional airport authority or any officer or employee designated by such board may make without competitive bidding any contract for any purchase, lease, lease with option or agreement to purchase any property, or any construction contract for any work, the cost of which shall not exceed fifty thousand dollars. Any purchase, lease, lease with option or agreement to purchase, or construction contract in excess of fifty thousand dollars shall require that a notice calling for bids be published once a week for not less than two consecutive weeks preceding the day of the opening of the bids in a newspaper of general circulation within the territorial boundaries of the regional airport authority. The regional airport authority also may cause notice to be inserted in trade papers or other publications designated by it or to be distributed by electronic means, including posting the notice on the internet site on the world wide web of the regional airport authority. If the contracting authority posts the notice on that internet web site, the requirement that a second notice be published in a newspaper of general circulation within the territorial boundaries of the regional airport authority does not apply provided the first notice published in that newspaper meets all of the following requirements:

(1)

It is published at least two weeks prior to the day of the opening of the bids.

(2)

It includes a statement that the notice is posted on the internet site on the world wide web of the regional airport authority.

(3)

It includes the internet address of the internet site on the world wide web of the regional airport authority.

(4)

It includes instructions describing how the notice may be accessed on the internet site on the world wide web of the regional airport authority.

If the bid is for a contract for the construction, demolition, alteration, repair, or reconstruction of an improvement, it shall meet the requirements of section 153.54 of the Revised Code. If the bid is for any other contract authorized by this section, it shall be accompanied by a good and approved bond with ample security conditioned on the carrying out of the contract as determined by the board. The board may let the contract to the lowest and best bidder. Such contract shall be in writing and shall be accompanied by or shall refer to plans and specifications for the work to be done, as approved by the board. The plans and specifications at all times shall be made and considered part of the contract. The contract shall be approved by the board and signed by its chief executive officer and by the contractor, and shall be executed in duplicate.

(B)

The competitive bidding procedures described in division (A) of this section do not apply in any of the following circumstances:

(1)

The board of trustees of a regional airport authority, by a majority vote of its members present at any meeting, determines that a real and present emergency exists under any of the following conditions, and the board enters its determination and the reasons for it in its proceedings:

(a)

Affecting safety, welfare, or the ability to deliver services;

(b)

Arising out of an interruption of contracts essential to the provision of daily air services and other services related to the airport;

(c)

Involving actual physical damage to structures, supplies, equipment, or property requiring immediate repair or replacement.

(2)

The purchase consists of goods or services, or any combination thereof, and after reasonable inquiry the board or any officer or designee of the board finds that only one

source of supply is reasonably available.

(3)

The expenditure is for a renewal or renegotiation of a lease or license for telecommunications or informational technology equipment, services, or systems, or for the upgrade of such equipment, services, or systems, or for the maintenance thereof as supplied by the original source or its successors or assigns.

(4)

The purchase of goods or services is made from another political subdivision, public agency, public transit system, regional transit authority, the state, or the federal government, or as a third-party beneficiary under a state or federal procurement contract, or as a participant in a department of administrative services contract under division (B) of section 125.04 of the Revised Code or under an approved purchasing plan of this state.

(5)

The purchase substantially involves services of a personal, professional, highly technical, or scientific nature, including the services of an attorney, physician, engineer, architect, surveyor, appraiser, investigator, adjuster, advertising consultant, or licensed broker, or involves the special skills or proprietary knowledge required for the operation of the airport owned by the regional transit authority.

(6)

Services or supplies are available from a qualified nonprofit agency pursuant to sections 4115.31 to 4115.35 of the Revised Code.

(7)

The purchase consists of the product or services of a public utility.

Cite as R.C. § 308.13

History. Amended by 129th General Assembly File No. 141, HB 509, §1, eff. 9/28/2012.

Amended by 129th General Assembly File No. 28, HB 153, §101.01, eff. 9/29/2011.

Effective Date: 06-30-1997

Knisley, Staci A

From: Jonathan Ferbrache <Jonathan.Ferbrache@fairfieldswcd.org>
Sent: Friday, July 01, 2016 2:01 PM
To: Kochis, Jon Patrick; Knisley, Staci A; Ben Cooley
Subject: Fairfield County Airport Authority 2016.docx
Attachments: Fairfield County Airport Authority 2016.docx

Jon Kochis, see below and attached.

Priority items

***-7 and 8 are priority for Airport Authority approval in July. **\$1,000 estimate combined. PLEASE AUTHORIZE IN JULY MEETING**

***- Long term budgeting **(2017-2019) SWCD \$500 in chemicals for 3 years, 50 hours per year or \$7,500 for 3 years, or \$8,000 for a three year budget for ditches, stream and perimeter fences.** We will bill for hours of setup, application, cleaning and reporting. If things improve over the second and third year then costs should come down some.

2017-2019 Airport Authority include in their snow removal services for an annual spray of an all vegetation killers on fences around buildings, and cracks in pavement (Annually in June). We can do it but we may need flexibility in schedule with other projects that time of the year.

Development of Storm Water Pollution Prevention Plan (SWP3) (\$1,600 for DRAFT VERSION)

Vegetation Management and Storm Water Management in support of the Wildlife Hazard Site Visit Report dated May 28, 2016

Fairfield County Airport Authority 2016-2020 and Fairfield Soil and Water Conservation District

Vegetation Work Plan



Priority items

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See Map for location coordination

- 1 Clear vegetation along stream and ditches, spray for hemlock and small woody vegetation (**completed**)
 - 2 Wetland Delineation on 5 acres east of Cemetery (**in process**)
 - 3 Quotation of clearing wooded area east of Cemetery /stockpiled material from spring clearing to be removed and disposed of (**in process**) **Any tree clearing should occur October 15-March 31 for endangered species**
 - 4 Cut the end off of culvert pipe that floated under the ARFF Road culvert (**requested**)
 - 5 Fill low areas on pipelines; coordinate with Doug Majors and Enterprise Pipeline (**requested and planned for September if not before**)
 - 6 Issue letter to surrounding landowners with farms that trees on fence lines can be removed within 10 feet either side, but the fence or fence posts on the north must remain should they choose to remove them. (August 2016)
- ***7- Woody species treatments this fall on south fence. Consists of cutting woody plants at the base, treating the stump, pull them out if reasonable to do, if not they will remain to break down naturally. 16 hours or \$800.00. As before we will bill for actual hours, but this is the target.
- ***8 Annual brush hog south of the fence. If Dennis Keller can bring the tractor and brush hog over greased and fueled, we can mow the south field over the pipelines. Dennis seemed agreeable, AA should confirm or present alternative. 4 hours, or \$200.00 per year (**noxious weed compliance**)

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9 Cut and stump treat bushes and trees on north property line if adjacent farms do not plan on addressing them. (2017-2019) (cost to be determined later)

10 2017-2019 spray stream corridor and wet ditches annually with water safe broadleaf chemical-premium cost Garlon 3A or Rodeo for cattails (May of each year, this requires a multiple year agreement due to cost of chemicals)

11 2017-2019 spot spray woody plants on north, old Election House Road Bank and south property lines (Annually in May)

12 2017-2019 Airport Authority include in their snow removal services for an annual spray of an all vegetation killers on fences around buildings, and cracks in pavement (Annually in June). We can do it but we may need flexibility in schedule with other projects that time of the year.

13 Coordinate right of way edge clearing standards with the Fairfield County Engineer on Old Columbus, 33A and Election House.

14 Do you need spray work on the Runway 10 markers and equipment at 33?

Storm Water Work Plan

1 Development of Storm Water Pollution Prevention Plan (SWP3) (\$1,600 for DRAFT VERSION)

GPS map all tiles, catch basin, culverts and ditch centerlines

Develop narrative written policy, Sundowner and all entities that change fluids should sign on.

Things to be considered:

- dirt piles at the west end of runway need cover or removal
- carcass composting or disposal policy
- no outdoor barrel or fluid storage
- spill kits
- emergency fuel shut offs
- concrete storage pads
- floor drain plugs/oil and grease interceptors
- quarterly inspections
- annual training/review

2 Long term planning and coordination for floodway and floodplain issues north of run way west to Claypool Drive.

3 Identification of strategic no structure locations to assure adequate storm water detention/retention in the future because of limitation of pipelines. Consider underground facilities to reduce water surface.

4 Camera work or regular inspection of storm water piping and structures. Coincide with quarterly SWP3 inspections