

**Fairfield County Airport Authority Board Meeting**  
**3430 Old Columbus Rd NW**  
**Carroll, Ohio 43112**  
**Minutes for August 13, 2018**

**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, Jon Kochis, Pat Ferguson, Bill McNeer, Rick Szabrak, Michael Kaper, and Bill Fagan. Also present were Staci Knisley, James Shadd, and George Brock.

**Opportunity for the Public to Address the Board**

There were no public comments.

**Approval of Minutes for the July 9, 2018 meeting**

*On motion of Rick Szabrak and second of Pat Ferguson, the Fairfield County Airport Authority Board voted to approve the minutes from the July 9, 2018 meeting.*

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

**Historical Aircraft Squadron (HAS) update**

*There was no update given.*

**Airport Manager Update**

a. **Monthly Board Report**

Jim Shadd presented Sundowner Aviation's monthly report, see attached to minutes.

He reported that hangar occupancy is down 2 for July. Fuel sales are up slightly, jet fuel specifically.

Mr. McNeer asked Mr. Shadd to follow-up regarding the jet traffic.

There was an FAA incident. Alan Dupler, a current tenant flew out of Columbus Air Space which is a Temporary Flight Restriction (TFR). There is no update from the FAA. He was flying out of Fairfield County Airport to the Newark Airport.

**Standing Committee Updates:**

1. **Airport Improvement – Jon Kochis**

a. **Crawford Murphy Tilly (CMT) Engineer's Report**

Mr. Kochis presented the Engineer's report, see attached to minutes.

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- FY2018 ODOT grant  
Mr. Kochis reported that there will be very little impact to the runway during the FY2018 ODOT lighting rehabilitation.
  
- FY2018 FAA grant  
Mr. Kochis reported that the grant documents are expected shortly. County Administrator Carri Brown will sign on behalf of the Board of Commissioners.
  
- FY2019 ODOT grant  
Mr. Kochis reported that the projects have been released but no official award for the Rehabilitation of the Terminal Apron project. CMT has proposed an agreement for services to start the design and bid construction phase.

**Approval of the agreement with Crawford Murphy & Tilly, Inc. with the not to exceed costs of \$48,000 for the services of providing design, bid and construction phase engineering for the Rehabilitate Apron A and II project**

*On motion of Jon Kochis and second of Bill McNeer, the Fairfield County Airport Authority Board voted to approve the agreement with Crawford Murphy & Tilly, Inc. with the not to exceed costs of \$48,000 for the services of providing design, bid and construction phase engineering for the Rehabilitate Apron A and II project.*

*Discussion: Mr. Kochis reported that the project will start in May of 2019.*

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

b. **Runway Protection Zone (RPZ) Tree Trimming**

Mr. Kochis reported that he met with one property owner, Mr. & Mrs. Cooper. They are getting very disrupted by the pipeline. They are a little hesitant to agree to trim their trees but have started discussions with him and his wife. Mr. Cooper has a steep hill of about 70-foot decline. He suggested to create a path. This path would create future access for the Airport maintenance and would take care of the tall trees.

Mr. Kochis has not made contact yet with Mr. Paulus, another property owner that his trees are in the RPZ. There is already a current agreement in place with Mr. Wacker. He has been told that the agreement is hard to enforce. Once he gets his contact information, he will contact Mr. Wacker.

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c. FAA Supplemental Funding Opportunity

Mr. Kochis worked with Greg Heaton with CMT to discuss projects for the FAA Supplemental Funding Opportunity. Fairfield County Airport is in the 3<sup>rd</sup> tier for priority on this funding. The following projects will be applied for:

- Project 1 is to build the Airport access road coming off the existing private drive, continuing the drive through the end of the terminal which will likely mean partial acquisition of Mr. Johnson's (Gun Club) property and an additional easement. If the FAA agrees to this project, the next logical step is to talk to Meijer and the County Engineer's Office to build the road. The project is estimated at \$1,000,000.
- Project 2 is to build the Airport access road, to build a pad, and phase 2 would be for a 50-foot-wide hangar.

Mr. Kochis reported that he talked to Jeremiah Upp, County Engineer about the safety of the traffic entrance to Claypool Street, north of the Airport property. With new businesses coming in, the traffic will be busy.

d. Tax Assessments

Mr. Kochis reported that there have been informal conversations that look hopeful for the Airport. He is hopeful that there is a reduction in valuation. He is also hopeful to hear from the Ohio Tax Commission by the end of August.

e. Capital Improvement

○ Storm Water System Rehab

Mr. Kochis reported that Kull Excavating will be out this week to start on Phase 2.

○ Maintenance Building – Roof Repair

Mr. Kochis reported that this project will start on August 17 and will be completed by August 25.

2. Community Relations – Michael Kaper & Rick Szabrak

○ Email Inquiry

Mr. Kaper reported that he received an email inquiry related to ultra-light use. Sundowner Aviation responded.

○ 50 year Anniversary Celebration

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Mr. Szabrak reported that he, Mr. McNeer, and Mr. Kaper met regarding the Airport 50-year Anniversary Celebration. They discussed partnering with Veteran organizations and HAS for possible “pay for flights”. They would like to bring in food trucks and entertainment. They also discussed asking OSU & OU to talk about future programs related to aviation. It is possible we could partner with Motts Museum. This would not be an Air Show. If there are no conflicts, they would like to have it on May 18, 2019, Armed Forces Day.

Mr. Kochis stated that he can contact his military contacts to see if they would be interested in participating.

Mr. Ferguson will coordinate a meeting with HAS to meet with Mr. Szabrak, Mr. McNeer, and Mr. Kaper.

3. **Web – Bill McNeer & Rick Szabrak**

Mr. Szabrak asked that Mr. Shadd get him updated pictures for the website.

*Mr. Szabrak left the meeting at 6:37 p.m.*

4. **Facilities and Grounds – Michael Kaper & Bill Fagan**

a. **Snow Plow Truck**

Mr. Kochis reported that the Engineer’s Office is ready to transfer their snow plow truck to the Airport. They replaced and repaired things that were necessary. He recommends that the truck is not CDL registered, to keep it inside the Airport only. It will be stored in Hangar# F7. The Engineer’s Office is in search of a broom to attach to the snow truck.

Mr. Ferguson recommended a thrower be purchased for the snow truck.

b. **Terminal Heating/Cooling**

Mr. Kochis reported that the balance and return airs are now corrected in the Terminal. The thermostats are relocated and the copper tube was cracked for the rear unit. It is due to stuff being stored in that room. He recommends that the room be cleaned up and control access.

5. **FBO Liaison – Pat Ferguson**

a. **Hangar #F7**

Mr. Ferguson reported that Pat Rooney & Lonnie Watts helped him clean out Hangar # F7. He appreciated their help. There was an old sign in the hangar. It was sold as scrap for \$50 and deposited into the Airport Operations fund.

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b. Fuel Card Reader

The current estimate is approximately \$14,000. There are 4 different companies in the State of Ohio that use our fuel system that we can get estimates for the replacement. He will solicit estimates.

6. **Finance - Glenn Burns**

a. Financial Reports

Ms. Knisley asked the Board to review the financial reports and asked if there are any questions. She reported that the fuel for July is not reconciled.

b. Payment of Bills

**Approval for payment of bills totaling \$2,920.33**

*On motion of Jon Kochis and second of Bill Fagan, the Fairfield County Airport Authority Board voted to approve the payment of bills totaling \$2,920.33. (See invoice summary attached to minutes)*

*Voting aye thereon: Kochis, Fagan, Burns, McNeer, Kaper, and Ferugson*

*Absent was Szabrak.*

*Motion passed.*

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

Mr. McNeer recommended that tenants to keep their hangars locked.

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

Ms. Knisley reported that exit letters were sent to tenants that vacated.

Mr. Kochis reported that Steve Slater has made changes to Hangar A. He added a restroom and built an office/training area. The upgrades are very nice. Mr. Kochis hopes that the ODOT grant pavement project, that also the pavement around Hangar A be added to the project. There are 4-inch cracks that need repaired.

Mr. McNeer asked that Mr. Shadd follow-up and have the rental rates of other airports and update the board at the September meeting.

**Old Business**

a. Cracks in Pavement around Tarmac

Mr. Kochis recommended that the Board find someone to get this work done.

Mr. Ferguson will check with Mr. Russell Emerson or another private contractor.

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**b. HB34 – allows County Prosecutor to represent FCAA Board with agreement**

Mr. Kochis reported that HB34 has been approved by the Governor and is about to come law. He and Mr. Kaper will meet with the Prosecutor's Office on Thursday to discuss an agreement for services.

Mr. Kaper added that there could be costs the agreement. It is at the Prosecutor's discretion. Our use of outside counsel has been minimal.

**New Business**

**a. State Auditor Recommendation**

Mr. Kochis reported that the State Auditor has made recommendations on how the Airport should follow under the county umbrella.

Ms. Knisley reported that currently the County Auditor's Office files a report with the State Annually on behalf of the Airport. The State Auditor has now classified the Airport as a blended unit of the County Auditor. The Airport will have a more detailed audit in the future. She and County Administrator Carri Brown are working with the County Auditor's Office and the State Auditor's Office to work out the details which includes the funding structure.

**Informational Items**

- Fairfield County United Way Silent Auction & Cookout – Thursday, September 13

**Calendar of upcoming events and other important dates**

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

- a. Process to change Landing Pattern in September (target date of December/January for completion)
- b. Insurance expires 12/15/18
- c. FBO contract expires 12/31/2018

*Mr. Kochis reported that he has a draft agreement ready to go. After their meeting with the Prosecutor's Office, he will have the Prosecutor or our current legal counsel to review it for October's advertisement and public bid.*

*Ms. Knisley added that the Board of Commissioners will also be a party to this agreement.*

- d. HAS authorization for use of 3 unoccupied hangars expires 12/31/18
- e. Storm Water Plan – Review and Approve annually - February 2019
- f. 50-year Anniversary – June 18, 2019
- g. HAS lease agreement w/Commissioners expires on 12/31/19
- h. Doug Majors Noxious Weed Control agreement expires 12/31/2020
- i. FAA lease for space expires 9/30/2022
- j. Lease with Board of Commissioners to operate facilities expires on 11/16/2022

**Adjournment**

On motion of Bill McNeer and second of Michael Kaper, the Fairfield County Airport Authority Board voted to adjourn at 7:01 p.m.

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Next meeting is scheduled for Monday, September 10, 2018 at 6:00 p.m.

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*Meeting minutes for the August 13, 2018 meeting were approved on September 10, 2018*

*Aye*

Glenn Burns

*Aye*

Bill Fagan

*Aye*

Rick Szabrak

*Aye*

Jon Kochis

*Aye*

Michael Kaper

*Aye*

William McNeer

*Aye*

Pat Ferguson

*Staci A. Knisley*

Staci A. Knisley, Airport Clerk

# Monthly Board Report 2018

ITEM	JAN 63/72	FEB 60/72	MAR 62/72	APR 65/72	MAY 64/72	JUN 65/72	JUL 63/72	AUG	SEPT	OCT	NOV
T HANGAR OCCUPANCY	6 of 6	6 of 6	6 of 6	6 of 6	6 of 6	6 of 6	6 of 6				
R HANGAR OCCUPANCY	6 of 6	6 of 6	6 of 6	6 of 6	6 of 6	6 of 6	6 of 6				
NEW LEASES	0	0	2	3	1	1	2				
OVERNIGHT	0	0	0	0	0	0	0				
FUEL SALES 100LL	2514	2282	3487	2408	3240	4317	4394.82				
FUEL SALES JET A	3799	1003	1349	1423	1204	1248	3662.7				
# OPERATIONS	1800	1300	2000	1000	3400	4530	4611				
HANGAR ISSUES	NONE	NONE	NONE	NONE	NONE	NONE	NONE				
PUBLIC COMMENTS	NONE	NONE	NONE	NONE	NONE	NONE	NONE				
FAA INCIDENTS	AIRPORT T DIR	NONE	NONE	NONE	NONE	NONE	NONE				1



**Fairfield County Airport Authority  
Board Meeting, August 13, 2018**

**Engineer's Summary Report**

1. FY 18 ODOT Aviation Grant Project

Project scope: Taxiway B & D LED edge lighting system, with anchored maintenance pads around each light

Project Estimated Cost:	\$378,742
ODOT Share (95%):	\$359,805
Local Share (5%):	\$ 18,937

Submittals have been approved. Contractor and ODOT preconstruction meeting to be scheduled for early September, with anticipated start of construction Mid-September. Delivery of fixtures and regulators from manufacturer has delayed the start of construction.

2. FAA FY18 Grant Application

FAA FY 18 project includes Taxiway Delta reconstruction – design only. Design to begin in earnest in late summer/early fall with Geotech and survey. FAA grant application submitted July 3. FAA grant documents expected shortly.

3. FY 19 ODOT Aviation Grant Project

ODOT has released the project approved for FY19 funding and LHQ was selected again with the Rehabilitation of the Terminal Apron project. Project scope includes a 2" mill and asphalt overlay of the terminal apron pavements.

Preliminary schedule calls for plans and specifications review by ODOT in November 2018, bidding in February 2019, and construction start May 2019. CMT has prepared a design and construction agreement for this project.

4. Action Items:

- a. Review CMT's scope and fee for the design and construction phase services for the Rehabilitate Terminal Apron project. Approve if acceptable.

**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 Design, Bid and Construction Phase Engineering Services for Rehabilitate Apron A and I1 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:**

Fees for services will be invoiced for time and expenses with the total fee not to exceed \$48,000, within written authorization of the Client and a corresponding change in the scope of services attached.

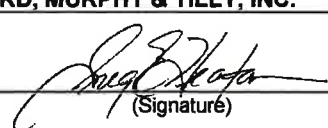
The **CLIENT** and the **ENGINEER** each binds himself, his partners, successors, executors, administrators and assignees to each other party hereto in respect to all the covenants and agreements herein and, except as above, neither the **CLIENT** nor the **ENGINEER** shall assign, sublet or transfer 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 13<sup>th</sup> day of August, 2018.

**CLIENT:**

Fairfield Co Airport Authority  
(Client Name)  
  
(Signature)  
Glen R. Buens, President  
(Name and Title)

**ENGINEER:**

CRAWFORD, MURPHY & TILLY, INC.  
  
(Signature)  
Greg E. Heaton, Vice President  
(Name and Title)

**CMT Job No.** \_\_\_\_\_

**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, 2018**

<b>Classification</b>	<b>Regular Rate Per Hour</b>	<b>Overtime Rate Per Hour</b>
Principal	\$ 210	\$ 210
Senior Project Engineer/Manager	\$ 205	\$ 205
Project Engineer/Manager/Architect	\$ 175	\$ 175
Senior Engineer/Architect	\$ 140	\$ 160
Senior Technical Manager	\$ 130	\$ 150
Senior Planner/GIS Specialist	\$ 120	\$ 140
Engineer/Architect	\$ 120	\$ 140
Planner/Technical Manager	\$ 85	\$ 105
Land Surveyor	\$ 140	\$ 160
Senior Technician	\$ 130	\$ 150
Technician II	\$ 105	\$ 125
Technician I	\$ 80	\$ 95
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, 2019.

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 CMT by another company shall be invoiced at actual cost plus ten percent.

August 13, 2018

## **ATTACHMENT C**

### **FAIRFIELD COUNTY AIRPORT LANCASTER, OHIO**

#### **Rehabilitate Apron A & I1 Design, Bid and Construction Phase Engineering Services**

#### **SCOPE OF WORK**

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Location: Fairfield Country Airport

Owner: Fairfield County Airport Authority

The consultant shall provide professional services for the design, bid and construction phase services for the Rehabilitate Apron A & I1 pavements at the Fairfield County Airport.

The scope generally includes the pavement repairs, milling and overlaying of the Apron A & I1 areas.

The Airport has been awarded funding from the ODOT FY19 Airport Improvement Program.

Professional services to be provided by the consultant shall include, at a minimum, civil engineering services required to accomplish the following items:

#### **TASK 1**

#### **DESIGN PHASE ENGINEERING SERVICES**

1. Compile and field verify the existing site conditions and other data obtained through surveys and other information obtained or provided by the Airport.
2. Develop construction technical specifications and ODOT contract requirements using ODOT base specifications and format. Develop front end documents and prepare final bidding and contract documents including exhibit preparation for those documents. CMT will prepare all technical specifications for inclusion into the final bidding documents.
3. Prepare bidding documents, including plans and specifications, for the project Rehabilitate Apron A and I1 pavement areas in accordance with FAA and ODOT requirements.
4. Prepare a Safety and Phasing Plan, as required, revising the plan to include any comments provided by the Airport during the review process. The Safety and Phasing Plan shall be submitted to the FAA-ADO for review and acceptance following the 70% review submittal. Prepare and file the required FAA 7460 form for construction project at the Fairfield County Airport.

**TASK 2**  
**BIDDING PHASE ENGINEERING SERVICES**

1. Assist the Airport in placing the advertisement for the construction project. The consultant's fee includes the costs associated with placing the advertisement in the local paper.
2. The consultant shall attend the pre-bid meeting and shall be available to respond to questions from potential bidders.
3. Assist the Airport in plan and specification distribution to prospective bidders.
4. Assist the Airport in reviewing the bids for conformance with the contract.

**TASK 3**  
**CONSTRUCTION PHASE ENGINEERING SERVICES**

1. Participate in a pre-construction meeting for the project and prepare meeting minutes.
2. Review Contractor's shop drawings, certifications and test results for general conformance with construction documents.
3. Ensure the Contractor remains in compliance with the submitted Safety and Phasing Plan. The Safety and Phasing Plan has been submitted to the FAA-ADO for review. Review the Contractor's submitted Safety Plan Compliance Document.
4. Respond to Contractor's Request for Information (RFIs)
5. Prepare and address design changes, RFIs, and project Change Orders as may be required.
6. Prepare record of final quantities and provide "Record" drawings on AutoCAD Release 2018.
7. Provide part-time construction observation services to observe the construction work for compliance with the contract documents. The consultant shall maintain project photos and track quantities for the project. Construction observation shall be limited to two site visits during construction.
8. Review and approve Contractor pay requests.
9. 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.
10. Prepare project closeout documentation for the grant closeout paperwork.

CRAWFORD, MURPHY & TILLY, INC.  
 CONTRACT ATTACHMENT - EXHIBIT A - 2018 PROFESSIONAL SERVICES COST ESTIMATE  
 CLIENT Fairfield County Airport Authority  
 PROJECT NAME Rehabilitate Apron A & I1  
 CMT JOB NO. 18650-XX

Prep By	BDC
DATE	08/13/18
Apprvd	PROJ PNCL
DATE	08/13/18

TASK NO.	TASKS \ CLASSIFICATIONS	PRINCIPAL	SENIOR PROJECT MANAGER	PROJECT ARCHITECT	PROJECT MANAGER	SENIOR ENGINEER / LAND SURVEYOR	SENIOR ARCHITECT	SENIOR ENGINEER	GIS SPECIALIST	SENIOR PLANNER	ARCHITECT	ENGINEER	SENIOR TECHNICIAN	TECHNICAL PLANNER	TECHNICAL MGR	TECHNICIAN II	TECHNICIAN I	ADMIN ASSISTANT / ACCOUNTANT	LABOR SUMMARY	MAN HOURS & TOTAL	
																					\$210
	CURRENT YEAR 2018 HOURLY RATES																				
1	Preliminary Design		2	12								8					8			2	32
2	Final Design, Plans and Contract Documents		2	20								40					18			6	86
3																					
4	Bid Phase Services		2	4								4					4			10	24
5	Project Management		2	10																	12
6																					
7	Construction Phase Services		4	8							8									4	24
8	Resident Engineering			8						8	8						8				32
9	Project Management		4	16						8										2	30
10	Final Inspection			8						4										2	14
11	Project Closeout		3	4																6	13
12																					
13																					
14																					
15																					
	TOTAL MAN HOURS		19	90						28	60						38			32	267
	SUBTOTAL - BASE LABOR EFFORT			\$3,895	\$15,750					\$3,360	\$7,200						\$3,990			\$1,600	\$35,795
	TASKS (CONTINUED)	TOTAL LABOR EFFORT	DIRECT EXPENSE & REIMBURSABLES											TOTAL EXPENSE	TOTAL FEE						
			TRAVEL MILEAGE	MEALS & LODGING	PRINTING	EQUIP- MENT	MISC	SURVEY MTL	SUBS	SUBS ADMIN	OTHER EXP	OTHER EXP									
1	Preliminary Design	\$4,410	\$100						\$5,000	\$500				\$5,600	\$10,010						
2	Final Design, Plans and Contract Documents	\$10,900													\$10,900						
3																					
4	Bid Phase Services	\$2,510	\$100		\$700									\$800	\$3,310						
5	Project Management	\$2,180													\$2,180						
6																					
7	Construction Phase Services	\$3,380													\$3,380						
8	Resident Engineering	\$4,180	\$200						\$5,000	\$500				\$5,700	\$9,880						
9	Project Management	\$4,680													\$4,680						
10	Final Inspection	\$1,980	\$100											\$100	\$2,080						
11	Project Closeout	\$1,615													\$1,615						
12																					
13																					
14																					
15																					
	TOTALS	\$35,795	\$500		\$700				\$10,000	\$1,000				\$12,200	\$47,995						
	TIME PERIOD OF PROJECT	2018	2019	2020	2021	TOTAL	EST % OF OT HRS INCLUDED ABOVE					15%	MULTI-YEAR + OT								
	PERCENTAGE OF WORK TO BE PERFORMED BY YEAR	100%				100%	AVERAGE OVERTIME RATE PREMIUM						MLTPLR & AMT								
	WEIGHTING FACTOR FOR 5% ANNUAL ADJUSTMENT	1.0000				1.0000	OT ADJUSTMENT FACTOR						1.0000								
	ROUNDING														\$5						
	TOTAL FEE	<b>MATH CROSS CHECK IS OK</b>													\$48,000						

## Summary for Payment of Bills

Vendor	Amount	Inv#	Description	Service Dates
Superior Petroleum	\$288.00	19138	smart card kit, door	7/16/2018
RD Holder	\$542.73	375825-IN	72.40 gallons of diesel 106.90 gallons of regular gasoline	
CMT	\$728.10	119112	rehab taxiway B lighting - design & bid	5/26-6/30
Sundowner Aviation	\$1,361.50	n/a	10% for hangars rented in July	7/1-7/31
Sundowner Aviation	TBD	n/a	July fuel sales	7/1-7/31
Total Invoices for 08.13.18				
Board Meeting	\$2,920.33			