

Amendment No. 11

This Amendment, made as of the \_\_\_\_ day of \_\_\_\_\_, 2020, by and between the City of Stillwater through the Stillwater Regional Airport Authority, and LBR Inc., shall be made a part of the Agreement for Professional Airport Consulting Services between said parties and dated June 20, 2016.

1. The following services shall be added to Section I, A. 1:

- A. Provide Preliminary Design for "Construct Middle Apron" AIP Project 3-40-0090-032-2021 at Stillwater Regional Airport.
- B. Provide Final Design for the above project.
- C. Provide Preliminary Survey for the above project.
- D. Provide Grant Administration for the above project.
- E. Provide Bidding Services for the above project.
- F. Provide Engineering Services for the above project.  
\*See the attached "Stillwater Middle Apron IFE Scope of Services."


2. The following fees shall be added to Section V. B. as related to the above items:

- 1A. A fixed fee of \$ 214,620.00
- 1B. A fixed fee of \$ 68,990.00
- 1C. A fixed fee of \$ 10,920.00
- 1D. A fixed fee of \$ 15,100.00
- 1E. A fixed fee of \$ 9,650.00
- 1F. A fixed fee of \$ 196,960.00

In witness whereof, the parties hereto have made and executed this Amendment the day and year first written above.

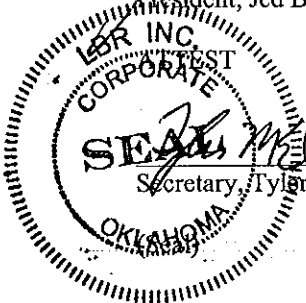
LBR INC.


STILLWATER REGIONAL AIRPORT AUTHORITY

  
\_\_\_\_\_  
President, Jed Banks

\_\_\_\_\_  
Chairman, Marc Tower

ATTEST



  
\_\_\_\_\_  
Secretary, Tyler McDonald

\_\_\_\_\_  
Vice Chairman, Chuck Fleischer

(Seal)

CITY OF STILLWATER

\_\_\_\_\_  
Mayor, William H. Joyce

\_\_\_\_\_  
City Clerk, Teresa Kadavy

(Seal)

Certification of Legality:  
Approved as to form and legality

\_\_\_\_\_  
City Attorney, John E. Dorman

# STILLWATER REGIONAL AIRPORT

## Middle Apron

### SCOPE OF SERVICES (Design Phase)

#### 2.1 General

Generally, the scope of services includes surveying, preliminary design, and final design, for improvements to Stillwater Regional Airport. Improvements will consist primarily of reconstructing and expanding apron paving, drainage improvements, marking, lighting, and signage. Pavement shall be bid in concrete.

#### 2.2 Topographic Surveys

While some survey data is available, Engineer will provide additional field survey data for pavement and drainage improvements, and this survey will be tied to the Owner's control network. In addition, Engineer shall establish control points for use during construction.

#### 2.3 Design Services

##### 2.3.1 General:

Engineer will prepare detailed construction drawings, specifications, instructions to bidders, general provisions and special provisions, all based on guides furnished to Engineer by the Owner and FAA. Contract Documents (Plans, Specifications, and Estimates) will be prepared for award of one (1) construction contract. These designs shall be in accordance with sound engineering principles and shall be submitted to the FAA office from which approval must be obtained. Detailed specifications shall be developed using FAA "Standards for Specifying Construction for Airports" AC 150/5370-10 (latest edition) or other appropriate standards approved for use by the FAA. A specimen copy of the General Provisions and applicable prevailing wage rates will be obtained by Engineer from the FAA or Department of Labor as appropriate for incorporation into the specifications for the proposed project.

##### 2.3.2 Quality Control

Engineer will establish a Quality Control Plan (QCP) for the project. The QCP will outline schedules, project goals, and team member responsibilities. Engineer will also provide QC reviews at the preliminary and final design stages. QC reviews will be completed by a senior construction observer and project manager. Weekly internal progress meetings will be held during the preliminary and final design phases to ensure adequate quality control throughout the design phases.

##### 2.3.3 Environmental Coordination:

Previously completed.

##### 2.3.4 Stormwater Coordination

Once selected, the prime contractor(s) (herein called "Contractor(s)") will develop, coordinate, and submit to Owner for approval a Stormwater Pollution Prevention Plan (SWPPP), including erosion control plans and details for Engineer and Owner review. This plan will then be submitted to the state environmental agency for permitting approval as required. Contractor will incorporate any state agency comments into the final SWPPP, to be executed prior to construction.

### 2.3.5 Site Visits

Civil and electrical staff engineers will make two (2) site visits during the design phase to document existing conditions, verify topographical surveys, and determine final design criteria.

### 2.3.6 Airspace Analysis

Engineer will prepare and submit the project to the FAA for airspace clearance on the Obstruction Evaluation and Airport Airspace Analysis (OE/AAA) website and coordinate approval with FAA representatives.

### 2.3.7 Pavement Design:

Engineer will evaluate the runway extension analysis recommendations included in the 2018 Preliminary Engineering Report performed by others. For new pavement areas, Engineer will re-evaluate the pavement design in the Preliminary Engineering Report. Engineer will offer opinions on the advantages and disadvantages of the proposed pavement design, and analyze up to two further pavement design options using an aircraft fleet mix provided by the Owner. Engineer will use FAARFIELD and life cycle cost analysis methods to develop a recommendation for the most economical pavement design. Based on this analysis and discussions with the Owner, a pavement design for the project will be chosen. For concrete pavement design, Engineer will design joint patterns and jointing details.

### 2.3.8 Airfield Layout:

Engineer will review the requirements of AC 150/5300-13A, especially the design criteria of taxiway fillets. Engineer will analyze all areas where aircraft turning movements take place and provide fillet designs for all taxiway connectors.

### 2.3.9 Grading and Drainage:

Engineer will review the existing grades and design recommendations from the PER. Engineer will design new pavement, and areas adjacent, to existing design standards.

### 2.3.10 Airfield Electrical:

Engineer will design taxiway edge lights, airfield guidance signs, cable pull boxes, duct markers, etc. The size of the load on the regulators will be determined and whether a new CCR is required.

### 2.3.11 Airfield Pavement Markings

Airfield pavement will be marked in accordance with AC 150/5340-1L.

### 2.3.12 Construction Safety and Phasing Plans (CSPP):

Engineer will develop a construction safety and phasing plan (CSPP). As part of the CSPP development, Engineer will hold meetings with the owner as described below.

- Engineer will hold meetings with airport staff to obtain feedback regarding flight operations, air traffic control tower issues, work areas within commercial service operations, and other identified issues during construction for each potential phasing plan.

Multiple phasing alternatives will be discussed at each meeting. Phasing alternatives will include, but will not be limited to, the following:

- Phasing Alternatives to Allow Minimal Taxiway Closure During Construction – Taxiways A, A2, A3 and B are connected to the new pavement area. The closure of these taxiways will be minimized in order to keep them open to traffic as much as possible.

After receiving comments from each meeting, Engineer will develop a preliminary construction safety and phasing plan (CSPP) for the Owner's review prior to submission to the FAA. Upon Owner approval, this plan will be submitted to the FAA for review. The plan will be submitted to the FAA in two phases. The first submission will include "Points of Interest" identifying the limits of each construction phase. The second submission will include the full CSPP.

#### 2.3.13 Utility Coordination

As necessary, Engineer will coordinate with the Airport and FAA to locate and protect any existing utilities or Navigational Aid cables.

#### 2.3.14 Geotechnical Review

Engineer will utilize a geotechnical subconsultant to perform a geotechnical review of the preliminary design plans. The geotechnical review will include a review of the proposed subgrade recommendations.

### **2.4 Preliminary Design**

#### 2.4.1 Preliminary Plans, Specifications, & Engineer's Report

Engineer will develop preliminary plans, specifications, and engineer's report and submit these to the Owner and FAA for review.

#### 2.4.2 Preliminary Owner Review Meeting

Engineer will meet with the Owner to review the preliminary plans, specifications, and engineer's report and to receive Owner comments and direction. Engineer will submit the preliminary plans to the FAA after incorporating any Owner comments.

## **2.5 Final Design**

### **2.5.1 Final Plans, Specifications, & Engineer's Report**

Engineer will incorporate any FAA comments from the preliminary review and will prepare for final publication of documents. Engineer will furnish plans, specifications, and Engineer's Report to the Owner and FAA.

## **2.6 Bidding Services**

Engineer will assist the Owner in advertising for and obtaining bids or negotiating proposals for one prime contract for construction, materials, equipment and services; and, where applicable, maintain a record of prospective bidders to whom Bidding Documents have been issued, attend a pre-bid conference and receive and process deposits for Bidding Documents. The Owner will pay advertising costs outside of this contract. Engineer will issue addenda as appropriate to interpret, clarify or expand the Bidding Documents. Engineer will consult with and advise the Owner as to the acceptability of subcontractors, suppliers and other persons and organizations proposed by the Contractor for those portions of the work as to which such acceptability is required by the Bidding Documents. Engineer will consult with the Owner concerning and determine the acceptability of substitute materials and equipment proposed by Contractor(s) when substitution prior to the award of contracts is allowed by the Bidding Documents. Engineer will attend the bid opening, prepare bid tabulation sheets and assist the Owner in evaluating bids or proposals and in assembling and awarding contracts for construction, materials, equipment and services. Engineer will assist the Owner in the execution of all contract documents and furnish a sufficient number of executed documents for the Owner, Contractor, and FAA.

## **2.7 Grant Administration Services**

Early Project Documentation: Engineer will prepare FAA required sketches, estimates, ODO data sheets, and any other required submittals.

FAA Quarterly Reports: Engineer will prepare FAA quarterly reports for Owner's execution and submittal

Requests for Reimbursement: Engineer will prepare FAA request for reimbursement forms for Owner's execution and submittal.

## **2.8 Project Deliverables**

The following will be submitted to the Owner, or others as indicated, by Engineer:

1. Preliminary Design Documents (1 copy to Owner, and FAA)
  - a. Preliminary Engineer's Report
  - b. Preliminary Plans
2. Final Plans, Specifications, and Engineer's Report (1 copy to Owner, and FAA)
  - a. Final Engineer's Report
  - b. Final Plans
  - c. Contract Documents and Specifications
3. Electronic files as requested.

## **2.9 Extra Work**

The following items are not included under this agreement but will be considered as extra work:

1. Redesign for the Owner's convenience or due to changed conditions after previous alternate direction and/or approval.
2. Submittals or deliverables in addition to those listed herein.
3. Design of any utility relocation.
4. Construction phase, materials testing, or closeout services. This work is anticipated to be included under a contract amendment.
5. Environmental Handling and Documentation, including wetlands identification or mitigation plans or other work related to environmentally or historically (culturally) significant items.

Extra Work will be as directed by the Owner in writing for an additional fee as agreed upon by the Owner and Engineer.

**STILLWATER REGIONAL  
AIRPORT  
Middle Apron**

**SCOPE OF SERVICES  
(Construction Phase)**

**2.1 General**

Generally, the scope of services includes Engineering Services for improvements to Stillwater Regional Airport. Improvements will consist primarily of reconstruction and expansion of the middle portion of the apron, drainage improvements, and lighting relocation. Pavement rehabilitation shall consist of a full depth reconstruction.

**2.2 Engineering Services**

During the construction phase of work, the consultant shall accomplish the following:

1. Provide Construction Management Program to contractor, testing lab, inspector, and FAA.
2. Prepare for and conduct preconstruction meeting.
3. Attend progress/coordination meetings with Owner/Contractor. Forty-Four (44) weekly progress meetings are anticipated in this scope of work and an additional twenty (20) on-site meetings to answer contractor related questions during construction.
4. Evaluate and respond to construction material submittals and shop drawings. Corrections or comments made by the consultant during this review will not relieve the contractor from compliance with requirements of the drawings and specifications. The check will only be for review of general compliance with the design concept of the project and general compliance with the information given in the contract documents. The contractor will be responsible for confirming and correlating all quantities and dimensions, selecting fabrication processes and techniques of construction, coordinating their work with that of all other trades, and performing their work in a safe and satisfactory manner. Consultant review shall not constitute approval of safety precautions or constitute approval of construction means, methods, techniques, sequences, procedures, or assembly of various components. When certification of performance characteristics of materials, systems or equipment is required by contract documents, either directly or implied for a complete and workable system, the consultant shall be entitled to rely upon such submittal or implied certification to establish that the materials, systems or equipment will meet performance criteria required by contract documents.
5. Issue instructions to the contractor on behalf of the Owner and issue necessary clarifications (respond to RFIs) regarding the construction contract documents.
6. Coordinate with Contractor and Inspector on any construction issues that arise.
7. Coordinate and review Contractor's certified payrolls.
8. When authorized by the Owner, prepare change orders for changes in the work from that originally provided for in the construction contract documents. If redesign or substantial engineering or surveying is required in the preparation of these change order documents, the Owner will pay the consultant an additional fee to be agreed upon by the Owner and consultant.
9. Review the contractor's progress payment requests based on the actual quantities of contract items completed and accepted and will make a recommendation to the Owner regarding payment. The consultant recommendation for payment shall not be a representation that the consultant has had exhaustive or continuous inspections to (1) check the quality of exact quantities of the Work; (2) to review billings from Subcontractors

- and material suppliers to substantiate the Contractor's right to payment; or (3) to ascertain how the Contractor has used money previously paid to the Contractor.
10. Participate in final project inspection and prepare punch list.
  11. Provide final acceptance inspection to verify punch list completion and provide final project report.
  12. Maintain a set of working drawings and prepare and furnish as-built drawings.
  13. Provide field survey for grade checks, and the as-built construction for use in final quantities and for the ALD update.
  14. Provide an As-Built ALD update.

Construction inspection services will be provided by others as determined by the City of Stillwater. The inspector shall be in contact with the Consultant about any issues that arise, and keep them informed of the project and its progress.

### **2.3 Construction Testing**

The Construction Testing lab will be determined by the City of Stillwater. The testing laboratory shall submit to the Consultant the results of all testing and consult with the Consultant on any failed testing and required remediation for the Contractor to perform.

### **2.4 Grant Administration Services**

Grant Application: Engineer will prepare an FAA grant application for this project.

FAA Quarterly Report: Engineer will FAA quarterly reports for the Owner's execution and submittal.

Requests for Reimbursement: Engineer will prepare FAA request for reimbursement forms for Owner's execution and submittal.

Grant Closeout Documentation: Engineer will prepare all FAA grant closeout documentation for Owner's execution and submittal.

### **2.5 Project Deliverables**

The following will be submitted to the Owner, or others as indicated, by Engineer:

1. Preconstruction meeting documentation
2. Preconstruction photos
3. Construction progress photos
4. Construction Management Program
5. FAA Form 5370-1, Construction Progress and Inspection Report- Submitted weekly to FAA, OAC, Contractor and Owner (to be provided by others)
6. Final Inspection Report
7. Construction Testing Summary (to be provided by others)

### **2.6 Compensation and Billing**

The Owner will pay the Consultant for the following categories of work for the project:

1. Engineering Services- Lump sum fee
2. Grant Administration- Lump sum fee
3. As-Built Survey- Lump sum fee



Project billing will be based on work completed in the project. Project billing will occur approximately monthly.

## **2.7 Extra Work**

The following items are not included under this agreement but will be considered as extra work:

1. Redesign for the Owner's convenience or due to changed conditions after previous alternate direction and/or approval.
2. Design of utilities relocation
3. Environmental coordination
4. Electrical design

Extra Work will be as directed by the Owner in writing for an additional fee as agreed upon by the Owner and Engineer.