TASK ORDER
NUMBER FOUR (4)

SALINAS MUNICIPAL AIRPORT
SALINAS, CALIFORNIA
ON-CALL AIRPORT CONSULTING SERVICES
NOVEMBER 2016

Describing a specific agreement between Kimley-Horn and Associates, Inc. ("Kimley-Horn" or "the Kimley-Horn Team"), and the City of Salinas ("City" or "Client") in accordance with the terms of the Master Agreement for Continuing Professional Services dated August 31, 2013, which is incorporated herein by reference.

Summary: The Kimley-Horn and Associates, Inc (KHA) will prepare Plans, Specifications and an Engineer's Design Report for the City of Salinas (City or Client) for the following projects:

Design of Runway 13-31, Runway 8-26, and Helipad Rehabilitation

Approximately 723,750 SF (4,825' L x 150' W) of Runway 13-31 will be crack sealed, slurry sealed, and remarked. Approximately 900,600 SF (6,004' L x 150' W) of Runway 8-26 will be micro milled, crack sealed, slurry sealed, and remarked. Approximately 76,000 SF of the helipad will be micro milled, crack sealed, slurry sealed, and remarked. Additionally, the hold position sign designation panels of both runways will be replaced due to a change in the runway bearings because of magnetic declination.

Task Order No. Four (4): Under this Task Order No. 4, the Kimley-Horn Team will provide Design Services as follows and as more particularly described in the detailed Scope of Services:

Task 1 - Initial Research, Testing and Preliminary Design
Task 2 – Design and Advertising
Task 3 – Project Management

Detailed Scope of Services

Task 1. Initial Research, Testing and Preliminary Design:

1.1. Kick-Off Meeting, Initial Stakeholder Coordination and Project Site Familiarization:

Kickoff Meeting: KHA will work with the City to schedule and participate in a meeting at the Airport to discuss the project, objectives, approach and schedule.

Site Investigation: KHA with support and coordination from the Airport, will conduct a "field walk" to review and discuss the project and existing conditions.

Research: Identify, compile and review readily available information and reports from the City relative to the project and immediate project vicinity (as-builts, previous studies and utility information).

Assumptions and Clarifications:

- KHA assumes that all of the effort in Task 1.1. will be accomplished in a one 1- day trip to Salinas.
- KHA assumes that any record drawings, as-builts, reports and/or project documents provided by the City will either be provided as copies by the City, or can be taken from the City, copied and returned.

Deliverables:

- KHA will provide agendas and a meeting summary for the Kick Off Meeting.

1.2 Topographical Survey: KHA/ KHA Subconsultant will develop and provide a topographical survey of the project areas.

Ground Based Survey:

- Runway centerlines and edges and markings for areas and pavements that are included in this Project.
- Relevant monuments and survey control points.
- 50 foot grid points. Said grid will be measured to a vertical tolerance of plus or minus 0.01 feet. Horizontal tolerance will be 0.2 feet for any given point.
- Pavement markings
- Lighting, and signage
- *Utilities
- Visible drainage system features (inlets, berms, drains, culverts)

Horizontal and Vertical Project Control: Recover existing monumentation and set additional monuments (up to four) in the vicinity of proposed project. All survey information shall be provided/based on Vertical Datum: NAVD 88, Horizontal Datum: NAD83.

Utilities: KHA Subconsultant shall collect and review existing readily available utility mapping for the project area from the City, utility owners and other resources of such information and plot existing utilities within the project limits.

Assumptions and Clarifications:

- Survey access, schedule and procedures will be based on a mutually agreed upon approach between the City and KHA. Approach will incorporate roles and responsibilities, as well as mutually agreeable days, times, escorts, runway and taxiway closures.
- City will work with KHA to locate and identify locations and types of utilities and drainage infrastructure.
- City will provide adequate property line information and data for the project.
- Potholing, if necessary, is not included in this Scope of Work or within the associated fee.

Deliverables:

- One (1) hard copy and one (1) electronic copy of survey mapping/drawings.

1.3. Geotechnical Analysis

KHA/KHA Subconsultant will develop a geotechnical analysis as follows:

File Review: KHA will review readily available files and reports for pertinent geotechnical and geologic information. Such reports include Soil Surveys for the City and available as-built plans and specifications for the airport runway, taxiways, apron, and access roads provided by the City of Salinas, and existing soil reports from previous projects, if available.

Exploratory Borings: In the proposed project areas, Subconsultant will drill, log and sample up to a total of ten (10) exploratory borings using a truck-mounted hollow stem auger drill rig. Prior to drilling, the existing asphalt concrete will be cored, as discussed below. Generally, borings will extend to depths of about 10 feet below the existing ground surface or practical refusal. KHA will collect soil samples from borings for visual classification and laboratory testing. The soils will be logged in accordance with the Unified Soil Classification System as required by the FAA.

KHA will backfill borings and core holes using a quick setting concrete mix.

Pavement Cores: KHA Subconsultant will drill up to a total of 10 pavement cores. KHA Subconsultant will use a 12-inch-diameter wet-diamond concrete coring barrel. Subconsultant will measure and record the thickness of the pavement cores. To measure the depth of the base and subbase material (if present), KHA Subconsultant will use the same truck-mounted drilling equipment to excavate through the bottom of the pavement section. KHA Subconsultant will retain cores and samples of the base and subgrade materials and return them to the geotechnical laboratory for review and classification.

KHA Subconsultant will backfill borings and core holes using a quick setting concrete mix.

For the purposed of our fee estimate Subconsultant has assumed an existing pavement thickness of up to 3 inches and a base thickness up to 6 inches.

Laboratory Testing

- In-situ Moisture/Density for earthwork evaluations, up to 10 tests (ASTM D2937)
- Maximum density-optimum moisture testing to determine in-situ compaction data as a basis for CBR testing (ASTM D 1557)
- Plasticity index testing (ASTM D 422), up to 4 tests to assist in soil classification
- California Bearing Ratio (CBR), up to 4 tests (ASTM D 1883)
- Corrosivity tests (Sulfate, pH, Chlorides, resistivity), up to 4 tests

Assumptions and Clarifications:

- KHA Subconsultant will be responsible for obtaining and paying for any necessary drilling permits from the City.

- Available information, reports and data will be used to refine the scope of work and effort required during the Geotechnical Analysis.

- Geotechnical access, schedule and procedures will be based on a mutually agreed upon approach between the City, KHA and the Subconsultant. Approach will incorporate roles and responsibilities, as well as mutually agreeable days, times, escorts, runway and taxiway closures.
- For the purpose of this proposal, site restoration is limited to backfilling borings with cement grout and covering with on-site soil.

- General clean-up does not include the restoration or re-vegetation of disturbed areas. Drilling in the airport area will be performed in the daylight hours.

- Up to 20 hours are required to complete the field work. Subconsultant assumes that no special traffic control or flagman will be required and that the airport will provide appropriate on-site personnel to escort crews if/ as needed.

- Spoils generated during drilling will be disposed of on airport. This proposal does not include the cost to drum spoils, environmental testing of spoils, or drum disposal

Deliverables:

- One (1) hard copy and (1) electronic copy of Geotechnical Report.

Task 2. Design and Advertising

2.1. Plans, Specifications and Engineer's Design Report (PS&E):

Project design will be prepared in three stages with three submittals consisting of the "65 percent complete", "90 percent complete" and "bid ready" PS&E. KHA will also prepare an Engineer's Design Report (EDR) as part of this Task.

Project Plans: KHA will prepare up to 50 plan sheets under this Task.

Specifications: KHA will prepare specifications as follows:

Notice to Bidders	KHA will prepare the Notice to Bidders based on FAA requirements and City input.
Bid Proposal	KHA will prepare the Bid Proposal based on FAA requirements and City input.
Contract	City will provide standard contract documentation for incorporation into the specifications.
Federal Assurances	KHA will incorporate the required Federal language and current Davis Bacon Wage rates

General Provisions	General Provisions must be consistent with the current version of AC 150/5370-10, FAA Technical Specifications. Any changes to the general provisions requires a Modification to Standards, which is not included in this scope of services.
Special Provisions	KHA will work with the City to develop appropriate special provisions.
Technical Specifications	Technical Specifications must be consistent with the current version of AC 150/5370-10, FAA Technical Specifications. Any changes require a Modification to Standards, which is not included in this scope of services.

Engineers Design Report (EDR): KHA will prepare an Engineer's Report, including an Opinion of Probable Construction Cost (OPCC) for the Project for submittal concurrent with the 65% complete submittal of plans and specifications.

Construction Safety Phasing Plan (CSPP): KHA will prepare a Construction Safety Phasing Plan for the Project for the 95% and bid ready submittal and upload to the FAA's OE/AAA obstruction evaluation website.

Assumptions and Clarifications:

- Plans will be prepared on 22 x 34 border sheets allowing true half size plans to be reproducible at 11x17.
- Assumes the City will be responsible for final assembly of specifications.
- Assumes no storm drain and utility modifications or additions.
- Assumes SWPPP, NOI, BMPs etc to comply with local and State Storm Water requirements will be included in the contractor's scope of work.
- The processing of any Modification to Standards as a result of deficient existing conditions are not included in this scope of work.
- Plans, and Specifications will be submitted for review and approval at the "65 percent complete", and "90 percent complete" stages. The Preliminary Engineer's Design Report (PS&E) will be submitted for review and approval at the "65 percent complete" stage.
- Plans, Specifications and the Final Engineer's Design Report (PS&E) will be submitted for advertising at "Bid Ready" stage.
- This Task does not include any effort associated with the

identification and removal of hazardous materials.

- KHA Project approach, budget and schedule assume that the City will provide one consolidated (City and FAA) set of comments on submittals within a timely manner of receipt from KHA.
- KHA will respond to review comments on the 65% and 90% submittals. KHA assumes up to one on-site design meeting at the 90% complete stage. It is anticipated that comments will be resolved prior to proceeding with the design/next incremental submittal. KHA will proceed with the 90% set once the City has approved the 65% set; and the Bid Ready set once the 90% set is approved.
- This scope of work does not address major grade changes or drainage upgrades.
- This task does not include upgrades or modifications to airfield lighting and signage.

Deliverables:

- "65 percent complete", "95 percent complete" and "bid ready" Plans, Specifications and EDR. Each submittal will include one (1) electronic copy of the plans, specifications, and Engineer's Design Report.
- One (1) hard copy of 11x17 and 22x34 plans for "65 percent" and "95 precent" submittals; one (1) 22x34 mylar "bid ready" plans wet stamped and signed
- KHA will submit AutoCAD drawings in Civil 3D 2015 format with the bid ready submittal.

2.2. **Advertising:**

KHA will assist the City of Salinas with the advertising process. KHA will:

Pre-Bid: Assist the City with organizing and will attend one Pre-Bid Meeting with potential contractors at the Salinas Municipal Airport.

Response to Questions during Bidding: Assist the City with providing responses/clarifications to bidder's questions. The City will be responsible for issuing the response to questions to all Plan Holders.

Bid Addenda Preparation: KHA shall assist the City with the preparation of up to one (1) bid addenda in response to questions from potential contractors which require clarification to the contract plans and technical specifications.

Recommendation of Award: KHA will assist the City with reviewing bids and preparing a recommendation of award to be submitted to the FAA.

KHA will prepare two FAA grant applications for fiscal years 2018 and 2019 and two Caltrans grant applications for the construction of the runway rehabilitation based on the construction phasing and funding availability.

Assumptions and Clarifications:

- This Scope of Services assumes that the City will be responsible for publishing the advertisement/Notice to Bidders, reproduction and distribution of contract documents to prospective bidders, and maintaining the Plan Holders List.
- Assumes one (1) set of bid documents and one (1) advertising process covering all project components.
- This scope of services does not include assisting or participating in bid protests.
- See attached for assumed level of effort budgeted by KHA for the preparation of this scope of work and associated fee.

Deliverables:

- Recommendation of Award via Letter to City.
- Two FAA Grant Applications and Two Caltrans Grant Applications

Task 3: Project Management

3.1 **Client Communications and Contract Management:** Under this Task, KHA will:

a) Implement a client communication process that involves ongoing project related email and phone calls and participation in up to one (1) meeting in Salinas, California during each of the design and advertising processes. This meeting is in addition to other Task related meetings at the airport.

b) Manage contract/subcontract solicitation, preparations, negotiations and execution.

c) Manage contract/subcontract schedules and budgets including invoicing and maintaining internal KHA project controls related to staffing, schedules and budgets.

Deliverables:

- Copies of contracts, subcontracts and invoices as appropriate.
- Periodic updates (email) on project status, schedule and budget.

3.2 **Quality Control:** This task includes formal and informal, project specific Quality Control and Continuous Quality Improvement (CQI) measure implemented by KHA on this Project. Specific efforts anticipated on this project are:

Submittals: Submittals will be reviewed by a senior staff member for quality, accuracy and constructability.

Constructability Verification: KHA will complete up to one (1) field visit to verify and/or address constructability/feasibility of the proposed design with the site conditions.

Assumptions and Clarifications:

- Quality Control on submittals assumes up to six (6) submittal packages.

Deliverables:

- Updates on Quality Control actions (incorporated/concurrent with periodic project status report)

4.0 Additional Information and Understanding

4.1. Special Considerations

Standards: formatting standards for all drawings, documents and reports will be defined by KHA using AutoCAD® 2015 software for drawings, the Microsoft Word® software for word processing and the Microsoft Excel® software for quantities and estimating purposes. Work by the KHA team will conform to or be compatible with these conventions.

4.2. Owner's Responsibilities

- Provide copies of all existing pertinent records/reports/studies in its possession.
- Provide consultant access to the project.
- Participate in meetings and planning activities.
- Participate in the development of the project plans and specifications. Assist the consultant in the developing or obtaining wage rates, DBE, legal, bonding and other provisions necessary for the contract documents.
- Timely review and response.

- Approve pre-design studies, preliminary, final design and construction contract documents.
- Perform additional responsibilities as detailed in contract terms and conditions.
- The Consultant and its Subconsultants shall be entitled to rely upon the accuracy and completeness of all surveys, reports and information furnished by the Client and its Co- Consultants or Assigned Subconsultants.

4.3. Additional Services

Project related services not included in this Scope can be provided and added to this Task Order by mutual agreement between the City and KHA. Additional services shall be agreed upon, in writing between the City and KHA prior to costs being incurred. Specific services may include, but not be limited to:

- Storm Water Pollution Prevention Plan
- Participating in Stakeholder outreach and coordination
- Design for additional items not specifically mentioned in our scope of services

4.4. Schedule

Design Services by Kimley-Horn will begin upon the issuance of an NTP by the City. Assumes that all work will be complete and this Task closed out by July 31, 2018.

4.5. Terms of Compensation (same rates and terms as included in the Master Agreement)

Based on available information, Kimley-Horn estimates that the total fee, including all labor and expenses, to complete Task Order Number Four (4) will be approximately *$.*

Kimley-Horn will not exceed this amount without prior authorization from the Client. Services rendered and compensation will be based on the rate schedule below.

Title	**Hourly Rate**
Principal	$295.00
Project Manager	$230.00
Senior Engineer/Task Manager	$215.00
Engineer/Analyst	$140.00
Accounting and Professional Support	$120.00
Clerical/Administrative	$103.00

(1) Beginning on June 30, 2017 and each year anniversary thereafter during the term of the professional services agreement, the Consultant will automatically increase the compensation Fee schedule under this agreement. The amount of the annual increase shall be determined by multiplying the compensation rate by the percentage change in the Consumer Price Index ** ("CPI") for the preceding year or 5%, whichever is less.

In the event the above-mentioned index is discontinued prior to the expiration of this agreement, the Consultant shall immediately request the Bureau of Labor Statistics of the U.S. Department of Labor to supply a formula for the conversion of the above-mentioned index to a similar index then available; and, said formula shall thenceforth be the basis for the computation.

**U.S. Bureau of Labor Statistics, U.S. City Average, All Items Series A (1982-1984=100) "Urban Wage Earners and Clerical Workers."

(2) Direct reimbursable expenses such as express delivery services, fees, air travel, and other direct expenses will be billed at 1.05 times cost. Technical use of computers for design, analysis, GIS, and graphics, etc. will be billed at $10.00 per hour. All permitting, application, and similar project fees will be paid directly by the CITY.

(3) Subconsultant expenses and costs will be billed at 1.05 times cost.

END OF TASK ORDER NO 4

Salinas Municipal Airport

Runways Rehabilitation Design
March 2017

1. DIRECT LABOR

TASK	DESCRIPTION	HOURS		SUBTOTALS	TOTAL
1	Initial Research, Testing and Preliminary Design	50		$ 10,390.00	
2	Design and Advertising	622		$ 110,320.00	
3	Project Management	88		$ 17,958.00	
TOTAL DIRECT LABOR		760			$ 138,668.00

2. EXPENSES

EXPENSES				TOTAL
Direct Expenses			$ 2,585.00	
Expense Allocation			$ 8,647.91	
Subconsultant			$ 10,500.00	
TOTAL EXPENSES				$ 21,732.91

SUMMARY - DRAINAGE IMPROVEMENTS

Total Labor				$ 138,668.00	
Total Expenses				$ 21,732.91	
TOTAL					$ 160,400.91
				SAY	$ 160,000.00

Salinas Municipal Airport
1-Crack Fill, Slurry Seal, Re-mark Runway 13-31 - design 2017, construct 2018
2-Crack Fill, Slurry Seal, Re-mark Runway 8-26 - design 2017, construct 2019

1. Crack Fill, Slurry Seal, Re-mark Runway 13-31 to RSA

2. Crack Fill, Slurry Seal, Re-mark Runway 8-26 to RSA

Salinas Municipal Airport

Skyway Blvd
Jeffery Ave
Anderson Ave
Mercer Way
Mortensen Ave
Alisal Rd
Moffett St
De La Torre St
Veterans Memorial Hwy
Guardia St
Vandenberg St

N
2000 ft


Helipad
Google Earth
N