

County Facilities Committee - Airport
Department of Public Works
AGENDA
September 27, 2016 – 10:00am

Committee Members: *GIRARD, Wood, Beaty, Braymer, Conover, Leggett, MacDonald, Montesi, Seeber, Simpson, Strough*

- I. **Committee Meeting Call To Order**..... Chairman Girard
- II. **Motion to Approve Minutes of Prior Committee Meeting**..... Chairman Girard
- III. **Action Agenda/New Business**
 - Page
 - 2 Inc. Project – H369 Airfield Signs/Pavement Repair & Markings..... Ross Dubarry
Rationale – FAA grant received for project
 - 3 New Contract – C&S Engineers H369 Project..... Ross Dubarry
Rationale – Technical support services for H369 – phase-I
 - 11 Inc. Project – H364 Runway 30 Obstruction Removal – phase II..... Ross Dubarry
Rationale – Final budget numbers received for FAA flight check
- IV. **Referral/Pending Items**
Committee to discuss re-introducing Airport Marketing Advisory Committee. (01.26.16) Update:
Supervisor Seeber to meet with Bill Mason regarding the Airport Marketing Advisory Committee and
report back to the Committee. (03.23.16)
- V. **Information for Discussion/Review**
Proposed resolutions from Supervisors Strough & Braymer
Aviator Parking/General Parking Plan
Aviator Hours
Balloon Festival Summary
2017 Budget review
- VI. **Privilege of the Floor to discuss any additional items to come before the Committee**
- VII. **Motion to Adjourn**

Attachments
Terminal Area Parking Map

RESOLUTION REQUEST FORM NO. 8

Request to Establish Capital Project or Capital Reserve Project*

****If this is the result of a grant award, also complete and submit Form No. 5 or 6***

DEPARTMENT NAME: DPW - Airport

DATE: 9/27/2016

- (a) Exact Title* and Number of Project (must be obtained from Treasurer's Office): **H369 – Airfield Guidance Sign Replacement/Pavement Repair & Markings**
- (b) Is this a Capital Project? **Yes**
- (c) Is this a Capital Reserve Project? **No**
- (d) Amount of Project: **\$80,000**
- (e) Source of Funding (including name & title of codes, etc.): **90% (\$72,000) FAA; 5% (\$4,000) State; 5% (\$4,000) County A 9950 Transfers-Capital Projects**
- (f) Purpose of Establishment: **The FAA has awarded the grant for the design phase of this project**

***Title should reflect department if possible:**

i.e. Capital Project No. H274.9550 280 *Replace VASI with PAPI* would be clearer if name was listed as Airport *Replace VASI with PAPI*.

RESOLUTION REQUEST FORM NO. 3

Request for New Contract

DEPARTMENT NAME: DPW - Airport

DATE:

- (a) Is this a Result of a Bid or Request for Proposal? **WC 1-14**
- (b) Purpose of Contract: **Technical Support Services Phase I - Airfield Guidance Sign Replacement/Pavement Repair & Markings**
- (c) Name of Contractor: **C&S Engineers**
- (d) Address of Contractor: **449 Col. Eileen Collins Blvd., Syracuse, NY 13212**
- (e) Contractor's Contact Person and Telephone Number: **Chris Brubach 315-455-2000**
- (f) Has or will the Contract be provided, if so, please attach: **Attached**
- (g) Commencement Date of Contract: **When approved by resolution**
- (h) Termination Date of Contract: **When project complete**
- (i) Payment Provisions: i) lump sum amount **\$78,500**
ii) hourly rate amount
iii) total amount not to exceed
iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc. **progress payments**)
-
- (j) Where are the Funds for this Contract? List Budget Code, Object Code, Full Title* and Amount: **OR** Capital Project **OR** Capital Reserve Project Number, Title, and Amount: **H369 Airfield Guidance Sign Replacement/Pavement Repair & Markings - \$80,000**

Sample: A.1010 470 Legislative Board – Contract \$xx.xx
Capital Project No. H289.9550 480 – Old Jail Renovations \$xx.xx

*as listed in budget and LOGOS

SCHEDULE A

SCOPE OF WORK

Project Title: Airfield Guidance Sign Replacement, Pavement Crack Sealing and Marking
Airport Name: Floyd Bennett Memorial
Services Provided: Design

Project Description:

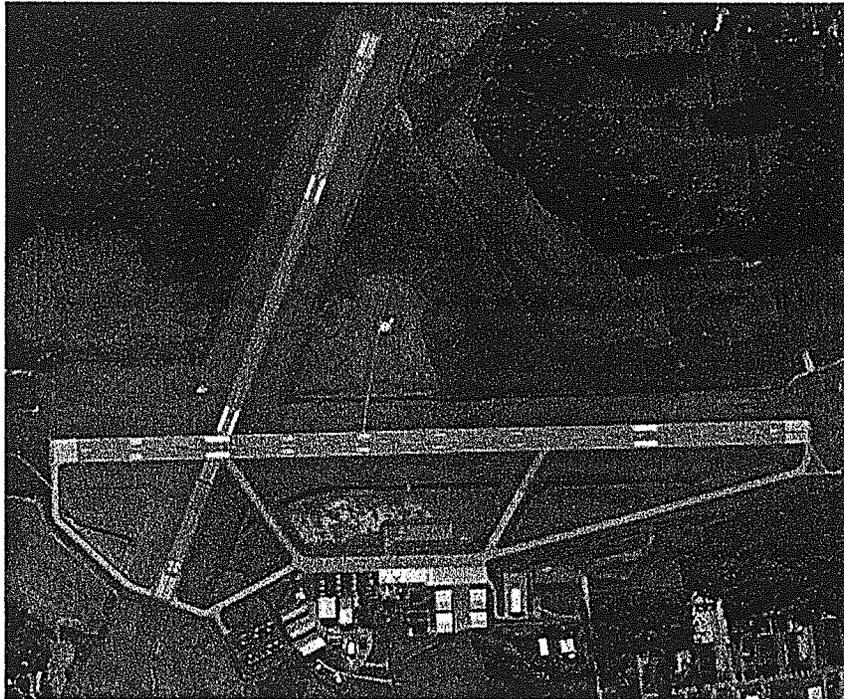
The CONSULTANT shall provide required services to design the Airfield Guidance Sign Replacement, Pavement Crack Sealing and Marking project (the "Project"). The Project will be performed and constructed by the SPONSOR with grant assistance from the Federal Aviation Administration (FAA) Airport Improvement Program (AIP) and the New York State Department of Transportation (NYSDOT).

This project will include removal and replacement of approximately fifty airfield guidance signs for the entire airport. The associated power cables were previously replaced under the airfield lighting project in 2004-2005. This project specifically replaces the existing sign, concrete base, adjacent electrical can and transformer for each existing sign location. The sign locations will be reviewed and relocated as necessary to comply with current signage requirements and standards. Guidance signs will be in accordance with the Airports Marking and Signage Plan and approved by the FAA regulatory inspector. The existing guidance signs were installed in 1991, are in poor condition and have exceeded their useful service life of ten years. The rehabilitation of the existing signage will provide for a safer and more reliable system that can be used for the upcoming years.

Secondly, this project will include crack sealing and repairs on existing Runway 1-19. The Airport has maintained the pavement by sealing longitudinal and transverse cracks. Recently, some of the cracks have developed to a point where they cannot be sealed by normal maintenance efforts. Due to the harsh northern climate and extreme temperatures experienced at Floyd Bennett Memorial Airport, maintenance methods other than normal crack sealing need to be employed to improve the runway's pavement performance. The runway was last overlaid in 1998 and is approaching the end of the typical useful life of twenty years.

Lastly, this project includes repainting runway markings with a six-inch wide black outlines for all markings for Runway 1-19 and 12-30. The Runway markings do not currently have the black outline and is needed to comply with current design standards after crack seal and pavement restoration work. Runway markings for Runway 12-30 and 1-19 on light colored pavement are now required to be outlined in black. FAA Advisory Circular 150/5340-1L (revised 09/27/2013), Section 1-4 and Table 1-2 identifies the Runway markings that require black outlines. Eastern Region Cert-Alert 14-02 also provides similar guidance on the airfield marking changes. The Runway pavements are greater than two years old and have oxidized greatly, turning the pavement light colored. The white markings have little contrast on the light colored pavements which can effect pilot visibility.

FLOYD BENNETT MEMORIAL AIRPORT



Services to be provided by the CONSULTANT shall include civil, electrical and structural engineering services, as applicable, required to accomplish the following items (“Basic Services”):

Assumptions used in preparation of this proposal are included on the last page.

ADMINISTRATION PHASE

The CONSULTANT shall aid the SPONSOR by acting as its liaison and Project coordinator with the FAA and NYSDOT during the Project’s design. The specific services to be provided or furnished for this Phase of the Project are the following:

1. Preparation of grant application packages; coordination of their execution by the Sponsor; and submission to the funding agencies.
2. Complete NEPA (Categorical Exclusion (CATEX)) and SEQR process for the project.
 - a. Perform a preliminary environmental review, including the collection and review of available documents such as published wetland maps, soil conservation survey maps, and previous master plan and environmental archaeological studies, to identify potential impacts the Project may have on the environment.
 - b. Complete appropriate NEPA and SEQR forms and prepare and submit letters to governmental agencies requesting their review and determination regarding what, if any, impact the Project is expected to have on sensitive environmental areas.
3. Preparation of Disadvantage Business Enterprise (DBE) updates for submission to the Sponsor and FAA.
4. Prepare quarterly progress reports for submission to the FAA.

5. Preparation of reimbursement request packages; coordination of their execution by the Sponsor; and submission to the funding agencies
6. During the Design Phase, to aid the Sponsor by acting as its liaison and Project coordinator with the funding agencies.
7. The construction budget for the Project is \$700,000. The Consultant shall evaluate the feasibility of this budget, based upon the Consultant's experience as a design professional, and keep the Sponsor apprised during each phase of the Project of the results of such evaluation. The Consultant shall advise the Sponsor as to options available for reducing construction costs to stay within the budget, if it appears likely that contractor bid prices will exceed this budget.
8. Perform project management duties such as project planning, invoice preparation, schedule coordination and coordination of design team.
9. Provide to the SPONSOR monthly project status reports.
10. Schedule coordination- consultant shall provide continued coordination so that project schedules are met for each phase of work included in this contract. Particular phases of design may be delayed by the FAA or NYSDOT review process.
11. The design schedule is anticipated to be as follows:

	<u>Time from Receipt of NTP</u>	<u>Anticipated Completion Date</u>
Contract Execution		October 2016
Notice to Proceed (NTP)		October 2016
Preliminary Design	60 days	January 2017
Final Design	180 days	May 2017

PRELIMINARY DESIGN

The Preliminary Design Phase is intended to identify and evaluate alternatives to provide cost-effective and practical solutions for the work items identified. The CONSULTANT will evaluate alternatives through contacts with local authorities, review of the pre-application, field investigations, and a practical design approach. The Project's design will take advantage of local knowledge and experience and will utilize expertise from recent construction projects in an effort to design a cost-effective Project. The services to be performed during this Phase consist generally of services required to furnish the SPONSOR with a set of Preliminary Plans, Specifications, and Engineer's Report.

The specific services to be provided or furnished for this Phase of the Project are the following:

1. Schedule and conduct a pre-design meeting with the SPONSOR, FAA and NYSDOT to review the scope of services and become familiar with the Project requirements and operational concerns during the Project's construction.
2. Acquire and review record documents (such as plans, specifications, reports, and studies) to become familiar with data that is available for the Project.
3. Prepare preliminary plans identifying required field investigative programs. Develop a schedule of completion of required surveys and investigations to minimize interference with airport and tenant operations. Coordinate schedule with SPONSOR and supervise programs at the Project site as necessary.
4. Conduct site inspections to inventory pavement distresses, airfield signage features and other Project-

related existing physical features and facilities.

5. Develop appropriate pavement repair measures and place sufficient information on drawings to make necessary repairs in field during construction.
6. Develop preliminary airfield lighting layouts, including guidance sign layout and cable circuitry requirements. Investigate existing electrical system capacities and perform preliminary design of electrical power distribution and control systems.
7. Investigate existing electrical system capacities and perform preliminary design of electrical power distribution and control systems.
8. Develop preliminary airfield marking layouts.
9. Develop a draft construction safety phasing plan (CSPP) that endeavors to limit interference by the Project's construction with airport and tenant operations.
10. Prepare preliminary Contract Drawings (approximately 50% complete) providing sufficient detail for review of design concepts by the SPONSOR, FAA and NYSDOT.
11. Develop general specifications and technical specifications expected to be required for the proposed work.
12. Update opinion of probable construction cost to reflect the outcomes of preliminary Project design.
13. Prepare written design report documenting items such as design concepts, assumptions, and alternative designs. Identify conflicts with or deviations from FAA standards for design items, and request a waiver from the FAA if necessary. The basic outline of this report will follow Schedule "F".
14. Develop changes to Airport Signage and Marking Plans, on files provided by the SPONSOR. Submit a draft final signage and marking plan to the SPONSOR and FAA for their review
15. Perform an internal quality control review on all design documents.
16. Submit sufficient copies of preliminary design documents to the SPONSOR, FAA and NYSDOT for their review and comment.
17. Schedule and conduct a preliminary design review meeting to discuss and resolve SPONSOR, FAA and NYSDOT comments.

FINAL DESIGN PHASE

The services included under this Phase shall generally consist of services required to furnish the SPONSOR with a complete set of Contract Documents for the Project, including Final Plans, Specifications, Engineer's Design Report, and opinion of probable construction costs. Services to be performed or furnished during this Phase may include revising the preliminary submittal information to comply with SPONSOR, FAA AND NYSDOT comments and then completion of the final design. Plans and Specifications, suitable for unit price bidding, will be completed; final design will be coordinated with the SPONSOR, FAA and NYSDOT and a complete set of bid documents will be furnished to the SPONSOR, FAA and NYSDOT. A final opinion of probable construction cost and the final Design Report will also be prepared and submitted. A final Construction Safety and Phasing Plan will be included as part of the Contract Documents.

The specific services to be provided or furnished for this Phase of the Project are the following:

1. Detail and finalize pavement repair details and pavement sections.
2. Finalize airfield signage layouts, electrical power distribution and system designs, and detail installations.
3. Finalize pavement marking layouts, and detail installations.

4. Prepare final Contract Drawings on 22" x 34" or 11" x 17" Paper. It is anticipated that the final drawings will consist of the following sheets:

Sheets	Name
1	Title Sheet
1	Quantities for Canvass of Bids and Sheet Index
1	General Notes and Legend
1	General Plan
1	Construction Safety Phasing Plans
1	Construction Safety Phasing Details
4	Pavement Repair Plans
1	Pavement Repair Details
6	Airfield Signage Plans
1	Signage Details
6	Marking Plans
1	Marking Details
25	TOTAL SHEETS

5. Perform a detailed quantity takeoff of all bid items to be included on the Contract Drawings and in the General Specifications of the Contract Documents. Prepare final opinion of probable construction costs based upon the actual bid items and quantity takeoffs.
6. Finalize General Specifications and Technical Specifications for all construction materials and installations. FAA and NYSDOT standard technical specifications shall be used whenever possible, with supplemental specifications developed by the consultant.
7. Finalize CSPP and include in Specifications and on the Contract Drawings.
8. Submit a final signage and marking plan to the SPONSOR for their submission to the Part 139 certification inspectors.
9. Finalize design report to be consistent with the final design.
10. Submit both the construction safety phasing plan and 7460 form electronically to the FAA.
11. Perform final internal quality control review on all design documents.
12. Submit draft final documents to the SPONSOR, FAA and NYSDOT for final review and comment.
13. Schedule and conduct draft final review meeting with the SPONSOR, FAA and NYSDOT to discuss and resolve final comments.
14. Reproduce and submit sufficient copies of bid documents to SPONSOR for bidding purposes. Bid documents shall consist of the Contract Drawings and Specifications.

BID PHASE

The Bid Phase is that time frame between completion of the design process and beginning of actual construction when the SPONSOR publicly advertises and receives bids, awards contracts to the lowest responsible bidder, and executes a construction contract to perform the work with the successful contractor(s). The CONSULTANT shall assist the SPONSOR during this Phase as required.

The specific services to be provided or furnished for this Phase of the Project are the following:

1. Assist the SPONSOR in the advertisement of the Project and issuance of bid documents.

2. Receive and respond as required to questions from potential bidders regarding the Contract Documents.
3. Schedule and conduct pre-bid conference(s) by the SPONSOR and advise the SPONSOR on matters relating to design. Prepare meeting minutes of the pre-bid conference(s).
4. Prepare addenda to the bid documents after advertisement and prior to bidding as required upon the SPONSOR's approval.
5. Upon receipt of bids, perform bid reviews. The bid review shall include items such as a check of the contractor's bid extensions, bid security, execution of bid, non-collusive bidding certificate, EEO certification, statement of surety's intent, addenda receipt, "Buy American" certificate, subcontractors and suppliers list, Disadvantaged Business Enterprise (DBE) certification, eligibility certification, corporate bidder's certification, non-discrimination statement and nonsegregated facilities certificate. Request evidence of competency and evidence of financial responsibility from the contractor. Review contractor's list of personnel, list of equipment, and financial statement. Formal contact of the contractor's references shall be made upon SPONSOR's request or if the contractor has no past working relationship with the CONSULTANT, the SPONSOR, FAA and NYSDOT.
6. Prepare final bid tabulation, recommendation/rejection of award to the SPONSOR, and a sample award letter. Request concurrence of award from FAA and NYSDOT.
7. Upon award of contract, prepare conformed copies of contracts; coordinate contractor's execution of contract; review contractor's bonds, insurance certificates, and DBE plan; review contractor's submission with SPONSOR; coordinate SPONSOR's execution of the contract; and assist in distributing copies of executed contracts to the contractor, FAA and NYSDOT.
8. Coordinate Notice to Proceed (NTP) for construction. Contact FAA and NYSDOT for permission to issue NTP. Prepare a sample NTP letter for the SPONSOR to send to the contractor.

ASSUMPTIONS:

The conditions or considerations in developing the scope and fee for the project described above include:

1. No topographic survey is included in this proposal.
2. Wetland delineation and mapping; archaeological and other environmental investigations are not expected to be required by governmental agencies and not included in this proposal.
3. No subsurface observations are included in this proposal.
4. Existing electrical service can support the new work within this proposal without the addition of new electrical service.
5. Access to the site for inspection/survey can only be perform during day hours.
6. Cost estimates will be based on bid price from recent project at the airport.
7. Soil sampling for contaminants will not be required for this project.
8. Uploading the As-built data on the AGIS website will not be required.
9. The scope of services assumes that FAA will perform Safety Risk Management (SRM) review based on the draft CSPP, and that a Safety Risk Management Panel (SRMP) and safety risk mitigation will not be necessary. If SRMP is determined by FAA to be necessary, the cost of these services is not included in the CONSULTANT's original Scope of Services.
10. A soil erosion control plan and stormwater pollution control plan is not expected to be required and not included in this proposal. The impacted site disturbance area will be scattered across the airfield

and expected to be less than one acre in area. The NYSDEC SWPPP is not required for less than one acre of disturbance.

11. Electrical home runs for the signs are adequate and will not need to be replaced.

END OF SCHEDULE A

RESOLUTION REQUEST FORM NO. 9

Request to Increase or Decrease or Amend Existing Capital Project or Capital Reserve Project*

**If this is the result of a grant award, also complete and submit Form No. 5 or 6*

DEPARTMENT NAME: DPW - Airport

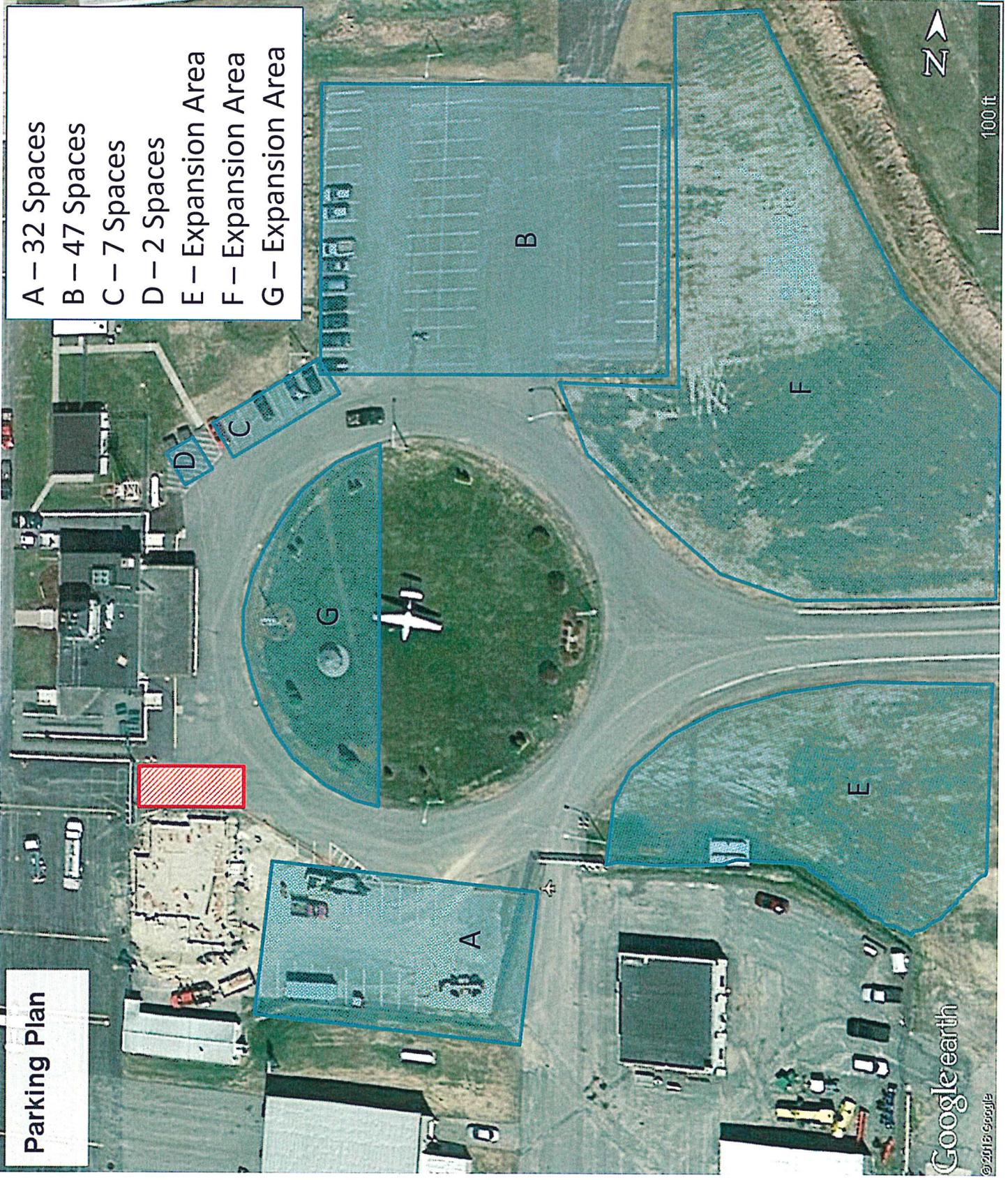
DATE: 9/27/2016

- (a) Exact Title and Number of Project*: **H364 - Runway 30 Obstruction Removal**
- (b) Is this a Capital Project? **Yes**
- (c) Is this a Capital Reserve Project? **No**
- (d) Amount of Increase (if applicable): **\$18,000**
- (e) Amount of Decrease (if applicable):
- (f) Source of Funding (if Increase) (including name & title of codes, etc.): **90%
FAA; 5% NYSDOT; 5% County \$900 (new total \$33,700) A9950 910
Transfers - Capital Projects**
- (g) Changes in Funding (if Amendment):
- (h) Purpose of Increase or Decrease or Amendment: **Final budget numbers
received and included in FAA grant award. Increase is for FAA flight check
for Precision Approach Path Indicator (PAPI) installations for runway 30 &
12; and County Administrative expense (reimbursable).**

PART III – BUDGET INFORMATION – CONSTRUCTION

SECTION A – GENERAL	
1. Federal Domestic Assistance Catalog Number:	20.106
2. Functional or Other Breakout:	Airport Improvement Program

SECTION B – CALCULATION OF FEDERAL GRANT			
Cost Classification	Latest Approved Amount (Use only for revisions)	Adjustment + or (-) Amount (Use only for revisions)	Total Amount Required
1. Administration expense			\$ 9,872
2. Preliminary expense			
3. Land, structures, right-of-way			
4. Architectural engineering basic fees			
5. Other Architectural engineering fees			
6. Project inspection fees			86,000
7. Land development			
8. Relocation Expenses			
9. Relocation payments to Individuals and Businesses			
10. Demolition and removal			
11. Construction and project improvement			569,128
12. Equipment			
13. Miscellaneous (FAA Flight Check)			9,000
14. Subtotal (Lines 1 through 13)			\$ 674,000
15. Estimated Income (if applicable)			
16. Net Project Amount (Line 14 minus 15)			
17. Less: Ineligible Exclusions (Section C, line 23 g.)			
18. Subtotal (Lines 16 through 17)			\$ 674,000
19. Federal Share requested of Line 18			606,600
20. Grantee share			33,700
21. Other shares			33,700
22. TOTAL PROJECT (Lines 19, 20 & 21)			\$ 674,000



Parking Plan

- A – 32 Spaces
- B – 47 Spaces
- C – 7 Spaces
- D – 2 Spaces
- E – Expansion Area
- F – Expansion Area
- G – Expansion Area



100 ft