

Agenda
County Facilities Committee – Airport
Department of Public Works
August 20, 2019 – 09:45 am

Committee Members: *BEATY, Loeb, Geraghty, Strough, Simpson, Frasier, Wild, McDevitt, Sokol, Diamond, Braymer*

- I. Committee Meeting Call to Order**.....Chairman Beaty
- II. Motion to Approve Minutes of Prior Committee Meeting**.....Chairman Beaty
- III. Action Agenda/New Business**
Page
2 Request: Establish a Capital Project.....Don DeGraw
Rationale: For the design of a new SRE building.

4 Request: Authorizing a consultant agreement with C & S Engineers.....Don DeGraw
Rationale: For the design of a new Snow Removal Equipment (SRE) building.
- IV. Referral/Pending Items**

Committee authorized an RFP to pursue solar power site development at the Airport and updating the Airport Layout Plan for same.
- V. Information for Discussion/Review**
Update - FBO/Hangar revenueDon DeGraw

Reminder - EAA B17 event on Tuesday September 17thDon DeGraw
- VI. Privilege of the Floor to discuss any additional items to come before the Committee**
- VII. Motion to Adjourn**

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: Airport

DATE: August 20, 2019

- (a) Exact Title and Number of Project (must be obtained from Treasurer's Office): Airport Snow Removal Equipment Building - Design H389
- (b) Is this a Capital Project? Yes
- (c) Is this a Capital Reserve Project? No
- (d) Amount of Project: \$150,000
- (e) Source of Funding (including name & title of codes, etc.): FAA Grant Agreement No. 3-36-0033-063-2019 / \$135,000 (90%), NY State Match - \$7,500 (5%) and Local Match - \$7,500 (5%) Reserve, Airport Repair & Projects A892.00
- (f) Purpose of Establishment: For the design of a new Airport Snow Removal Equipment building at the Floyd Bennett Airport.



U.S. Department of Transportation
Federal Aviation Administration

ORIGINAL

GRANT AGREEMENT
PART I - OFFER

Date of Offer	<u>July 16, 2019</u>
Airport/Planning Area	<u>Floyd Bennett Memorial</u>
AIP Grant Number	<u>3-36-0033-063-2019</u>
DUNS Number	<u>098334733</u>
TO:	<u>County of Warren</u> (herein called the "Sponsor")

FROM: The United States of America (acting through the Federal Aviation Administration, herein called the "FAA")

WHEREAS, the Sponsor has submitted to the FAA a Project Application dated April 19, 2019, for a grant of Federal funds for a project at or associated with the Floyd Bennett Memorial Airport, which is included as part of this Grant Agreement; and

WHEREAS, the FAA has approved a project for the Floyd Bennett Memorial Airport (herein called the "Project") consisting of the following:

Demolish Existing Snow Removal Equipment (SRE) Building and Construct New SRE Building - Approx 6,000 SqFt - (Design); which is more fully described in the Project Application.

NOW THEREFORE, According to the applicable provisions of the former Federal Aviation Act of 1958, as amended and recodified, 49 U.S.C. § 40101, et seq., and the former Airport and Airway Improvement Act of 1982 (AAIA), as amended and recodified, 49 U.S.C. § 47101, et seq., (herein the AAIA grant statute is referred to as "the Act"), the representations contained in the Project Application, and in consideration of (a) the Sponsor's adoption and ratification of the Grant Assurances dated March 2014, as applied and interpreted consistent with the FAA Reauthorization Act of 2018 (see 2018 FAA Reauthorization grant condition.), (b) and the Sponsor's acceptance of this Offer; and, (c) the benefits to accrue to the United States and the public from the accomplishment of the Project and compliance with the Grant Assurances and conditions as herein provided.

THE FEDERAL AVIATION ADMINISTRATION, FOR AND ON BEHALF OF THE UNITED STATES, HEREBY OFFERS AND AGREES to pay ninety (90) percent of the allowable costs incurred accomplishing the Project as the United States share of the Project.

This Offer is made on and SUBJECT TO THE FOLLOWING TERMS AND CONDITIONS:

CONDITIONS

1. **Maximum Obligation.** The maximum obligation of the United States payable under this Offer is \$135,000. The following amounts represent a breakdown of the maximum obligation for the purpose of establishing

RESOLUTION REQUEST FORM NO. 3

Request for New Contract

DEPARTMENT NAME: DPW - Airport

DATE: August 20, 2019

- (a) Is this a Result of a Bid or Request for Proposal? FAA/NYS Grant for a new Snow Removal Equipment Building (SRE) -Design Only.

- (b) Purpose of Contract: To enter into a Lump Sum fee consultant agreement for Proj. Mangt./Grant Admin./Site Survey/Design/Bid services related to the design of a new SRE Bld. at the Floyd Bennett Memorial Airport.

- (c) Name of Contractor: C & S Engineers

- (d) Address of Contractor: 499 Col. Elleen Collins Blvd., Syracuse, NY 13212

- (e) Contractor's Contact Person and Telephone Number: C. Brubach 315-455-2000

- (f) Has or will the Contract be provided, if so, please attach: Yes

- (g) Commencement Date of Contract: When authorized.

- (h) Termination Date of Contract: When grant is closed.

- (i) Payment Provisions:
 - i) lump sum amount \$145,500 (\$7,275 local share)
 - ii) hourly rate amount NA
 - iii) total amount not to exceed \$145,500
 - iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.

- (j) Where are the Funds for this Contract? List Budget Code, (with title), Object Code (with title), and Amount: OR Capital Project OR Capital Reserve Project Number, and Title, and Amount: TBD

LUMP SUM CONSULTANT AGREEMENT

FOR DESIGN

PROJECT: SNOW REMOVAL BUILDING (SRE) PROJECT
Floyd Bennett Memorial Airport

This Agreement, made effective this _____ day of _____, 20____, is by and between the County of Warren a New York municipal corporation, having an address at 1340 State Route 9, Lake George, New York 12845 (hereinafter referred to as the "SPONSOR"), and C&S Engineers, Inc., a New York business corporation having its principal offices at 499 Col. Eileen Collins Boulevard, Syracuse, New York 13212 (hereinafter referred to as the "CONSULTANT").

WITNESSETH: That the SPONSOR and the CONSULTANT, for and in consideration of the mutual obligations set forth herein and other good and valuable consideration, the receipt and adequacy of which are hereby acknowledged, agree as follows:

ARTICLE 1—DESCRIPTION OF SERVICES TO BE PERFORMED

The SPONSOR hereby retains the CONSULTANT because of its ability and reputation, and the CONSULTANT accepts such retention, to perform for the SPONSOR the services of the Project more particularly described in Schedule(s) "A", which is attached hereto and made a part hereof (the "Basic Services"). The SPONSOR's resolution or other authorization for retaining the CONSULTANT is attached hereto and made a part hereof as Schedule "E". The SPONSOR has completed or will complete a "Certification for Selection of Consultant" in connection with the execution of this Agreement.

ARTICLE 2—PROVISION FOR PAYMENT – TIME FOR PERFORMANCE

The SPONSOR shall pay to the CONSULTANT, and the CONSULTANT shall accept, as full compensation for the performance by the CONSULTANT of the Basic Services a lump sum fee of \$145,500.00, which covers salaries of employees assigned to the Project, all indirect costs, all direct expenses, and profit. The maximum fee under this Agreement cannot be exceeded for any reason, unless Additional Services are authorized and performed in accordance with the provisions of Article 11 of this Agreement. The method of computation of the CONSULTANT's lump sum fee is prescribed in Schedule(s) "B", which is attached hereto and made a part hereof.

Partial payments of the lump sum fee shall be made monthly on account. The portion of the fee billed for the CONSULTANT's Basic Services will be based upon the CONSULTANT's estimate of the proportion of the total Basic Services actually completed and expenses actually incurred at the time of billing. Payment of the final invoice will be made upon the substantial completion of the Basic Services covered by the lump sum fee.

If the SPONSOR fails to make any payment due the CONSULTANT for services and expenses within forty-five (45) days after receipt of the CONSULTANT's invoice therefor, then the amounts due the CONSULTANT shall be increased at the rate of 1.5% per month from said forty-fifth (45th) day. Payments will be credited first to



**ARCHITECTURAL/ENGINEERING
COST SUMMARY
SCHEDULE "B"
DESIGN PHASE**

PROJECT NAME: SRE Building Design
 PROJ DESCRIPTION Relocate building to new site, demo 2 existing garages
 CLIENT: Warren County
 CLIENT MANAGER: Don Degraw

DATE: 03-Apr-19
 A/E: C & S ENGINEERS, INC.
 PROJECT NO:
 C&S CONTACT: Chris Brubach

I. ESTIMATE OF DIRECT SALARY COSTS:

TITLE	MAXIMUM RATE OF PAY (\$/HR)	AVERAGE RATE OF PAY (\$/HR)	@	ESTIMATED HOURS	ESTIMATED COST
A. SERVICE GROUP MANAGER	\$98.00	\$94.00	X	4	\$376.00
B. DEPARTMENT MANAGER	\$77.00	\$65.00	X	12	\$780.00
C. MANAGING/CHIEF ENGINEER	\$65.80	\$56.50	X	80	\$4,520.00
D. PRINCIPAL ENGINEER	\$68.50	\$58.20	X	0	\$0.00
E. SR. PROJECT ENG/ARCH/ENV SCIENTIST	\$67.50	\$43.00	X	48	\$2,064.00
F. PROJECT ENG/PLANNER/ENV SCIENTIST	\$45.70	\$41.00	X	40	\$1,640.00
G. SENIOR PROJECT DESIGNER	\$46.00	\$41.00	X	0	\$0.00
H. ENGINEER/ARCHITECT	\$41.60	\$34.30	X	112	\$3,842.00
I. STAFF ENGINEER	\$34.10	\$29.86	X	0	\$0.00
J. SENIOR DESIGNER	\$40.00	\$30.76	X	80	\$2,461.00
K. DESIGNER	\$51.00	\$20.00	X	80	\$1,600.00
L. CADD OPERATOR/DESIGN TECHNICIAN	\$46.20	\$27.15	X	0	\$0.00
M. TECHNICAL ADMINISTRATOR	\$39.00	\$26.00	X	4	\$104.00
N. INTERN	\$27.75	\$15.46	X	0	\$0.00
O. GRANTS ADMINISTRATOR	\$55.55	\$33.70	X	40	\$1,348.00
P. ASSISTANT GRANTS ADMINISTRATOR	\$38.70	\$25.80	X	80	\$2,064.00
Q. MANAGING PLANNER	\$86.00	\$62.50	X	0	\$0.00
R. SENIOR PROJECT PLANNER	\$80.00	\$51.50	X	8	\$412.00
S. SENIOR/MANAGING ARCHITECT	\$58.00	\$55.00	X	0	\$0.00
T. ENVIRONMENTAL SCIENTIST	\$64.50	\$32.00	X	24	\$768.00
TOTAL ESTIMATED DIRECT SALARY COST:					\$21,979.00

II. OVERHEAD EXPENSES & PAYROLL BURDEN PER SCHEDULE "C" -

(AGREED OVERHEAD EXPRESSED AS A PERCENTAGE
 OF DIRECT SALARY COST): 166.00% \$36,485.00

III. SUBTOTAL OF ITEMS I & II: **\$58,464.00**

IV. ESTIMATE OF DIRECT EXPENSES:

A. TRAVEL, BY AUTO:	4 TRIPS @	340 MILES/TRIP @	\$0.580	=	\$788.80
B. PER DIEM:	4 DAYS @	2 PERSONS @	\$230.00	=	\$1,840.00
C. MISCELLANEOUS:				=	<u>\$637.60</u>

TOTAL ESTIMATE OF DIRECT EXPENSES: **\$3,266.40**

V. FIXED FEE (PROFIT, LUMP SUM):

A.	LABOR PLUS OVERHEAD:	15%	(OF III.)	\$8,769.60
B.	DIRECT EXPENSES:	0%	(OF IV.)	<u>\$0.00</u>
TOTAL FIXED FEE:				\$8,769.60

VI. SUBCONTRACTS:

A.	ESTIMATE OF TOPOGRAPHICAL SURVEYS:				\$8,000.00
B.	ESTIMATE OF BUILDING PRE-DEMOLITION HAZARDOUS MATERIAL SURVEYS:				\$7,000.00
C.	ESTIMATE OF BUILDING RE-DESIGN SERVICES (STANTEC):				\$50,000.00
D.	ESTIMATE OF SUBSURFACE INVESTIGATION & TESTS:				
1	MOBILIZATION/DEMobilIZATION:	1	LUMP SUM	\$1,500.00 =	\$1,500.00
2	PAVEMENT CORES:	4	EACH @	\$75.00 =	\$300.00
3	CONTINUOUS SAMPLING:	100	L.F. @	\$33.00 =	\$3,300.00
4	MECHANICAL ANALYSIS:	7	EACH @	\$50.00 =	\$350.00
5	FIELD GEOLOGIST/ SOIL TECH:	1	LUMP SUM	\$750.00 =	\$750.00
6	NATURAL MOISTURE CONTENT:	5	EACH @	\$10.00 =	\$50.00
7	PID SOIL MONITORING:	1	LUMP SUM	\$750.00 =	\$750.00
8	GEOTECHNICAL REPORT:	1	LUMP SUM	\$3,000.00 =	\$3,000.00
TOTAL ESTIMATED SUBSURFACE INVESTIGATION & TESTS:					<u>\$10,000.00</u>

VII. TOTALS:

A.	MAXIMUM TOTAL COST FOR DESIGN SERVICES, AGREEMENT TOTAL & FAA ELIGIBLE:			<u><u>\$145,500.00</u></u>
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U. S. Department
of Transportation
**Federal Aviation
Administration**

New York Airports District Office
One Aviation Plaza, Rm 111
Jamaica, New York 11434
Telephone: 718 995 5770
Fax: 718 995 7990

July 2, 2019

Mr. Don Degraw, Airport Manager
Floyd Bennett Memorial Airport
443 Queensbury Avenue, Room 201
Queensbury, NY 12804

Re: Floyd Bennett Memorial Airport
AIP Grant # 3-36-0033-063-2019
Demolish Existing Snow Removal Equipment (SRE) Building and Construct New
SRE Building - Approx 6,000 SqFt - (Design); Approval of Engineering Services
Agreement, C&S

Dear Mr. DeGraw:

In your May 20, 2019 letter, you expressed a determination of reasonableness with regard to the draft Design Engineering Service Agreement between Warren County and C&S Companies related to the subject project. The draft agreement was transmitted via a 5/20/2019, 11:02 AM email from C&S. A review of the agreement, scope and price; as well as the transmitted IFE prepared by McFarland Johnson on May 9, 2019 was completed in response to your request for approval.

Based on the completed review, the agreement is approved on a Lump Sum fee basis in the amount of \$145,500., subject to the FAA's transmittal of an appropriate grant offer, the County's successful execution thereof, and applicable grant clauses. Acknowledged is receipt of the County's Sponsor Certification of Consultant Selection dated April 19, 2019.

Copies of this letter are being sent to the New York State Department of Transportation and C&S Companies.

Sincerely,

RALPH A Digitally signed by
GATTO RALPHA GATTO
Date: 2019.07.02
14:14:41 -04'00'

Ralph Gatto
Airport Engineer

Cc: NYSDOT (via email)
T. Marks, C. Brubach; C&S Companies (via email)