



## CITY COUNCIL MEETING

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### SPECIAL VOTING MEETING AGENDA

**TUESDAY, NOVEMBER 26, 2019, 3:00 PM**

Council Chambers, 201 South Cortez Street

Prescott AZ 86303

(928) 777-1272

Greg Mengarelli, Mayor

Billie Orr, Mayor Pro Tem

Steve Blair, Councilman

Phil Goode, Councilman

Cathey Rusing, Councilmember

Alexa Scholl, Councilwoman

Steve Sischka, Councilman

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The following Agenda will be considered by the Prescott **City Council** at its **Special Voting Meeting** pursuant to the Prescott City Charter, Article II, Section 13. Notice of the meeting is given pursuant to Arizona Revised Statutes, Section 38-431.02. One or more members of the Council may be attending the meeting through the use of a technological device.

1. **Call to Order**
2. **Pledge of Allegiance**  
  
Mayor Pro Tem Orr
3. **Roll Call**
4. **Regular Agenda**

1. Approval of Multiple Items for the Replacement Commercial Service Passenger Terminal at Prescott Regional Airport - Ernest A. Love Field (PRC): (1) Acceptance of a Federal Aviation Administration Grant in the Amount of \$10,000,000 (City Contract No. 2020-067); (2) Approval of Authorization of Services No. 11 (City Contract 2019-069A11) to Dibble Engineering for Construction Administration Services in an Amount not to Exceed \$1,187,715; (3) Award of City Contract No. 2020-069 to Willmeng/Fann Joint Venture for the Construction of the New Commercial Service Passenger Terminal in an Amount not to Exceed \$13,894,530; (4) Authorize the Expenditure of the City's Contribution in the Amount of \$4,082,245; and (5) Authorization for Night Work to be Performed at PRC.

***Recommended Action: 1) MOVE to accept Federal Aviation Administration Grant in the Amount of \$10,000,000 (City Contract No. 2020-067); 2) MOVE to approve Authorization of Services No. 11 (City Contract 2019-069A11) to Dibble Engineering for Construction Administration Services in an amount not to Exceed \$1,187,715; 3) MOVE to award City Contract No. 2020-069 to***

***Willmeng/Fann Joint Venture for the construction of the new Commercial Service Passenger Terminal in an amount not to exceed \$13,894,530; 4) MOVE to authorize the expenditure of the City's Contribution in the Amount of \$4,082,245; and 5) MOVE to approve night work to be performed at PRC.***

2. Appointment of Members to the Council Subcommittee for Water Issues

***Recommended Action: MOVE to appoint three members of the Prescott City Council to the Council's Subcommittee for Water Issues.***

## 5. Adjournment

### EXECUTIVE SESSION

Upon a public majority vote of a quorum of the City Council, the Council may hold an executive session, which will not be open to the public, regarding any item listed on the agenda but only for the following purposes:

- (1) Discussion or consideration of personnel matters (A.R.S. §38-431.03(A)(1));
- (2) Discussion or consideration of records exempt by law (A.R.S. §38-431.03(A)(2));
- (3) Discussion or consultation for legal advice with the city's attorneys (A.R.S. §38-431.03(A)(3));
- (4) Discussion or consultation with the city's attorneys regarding the city's position regarding contracts that are the subject of negotiations, in pending or contemplated litigation, or in settlement discussions conducted in order to avoid litigation (A.R.S. §38-431.03(A)(4));
- (5) Discussion or consultation with designated representatives of the city to consider its position and instruct its representatives regarding negotiations with employee organizations (A.R.S. §38-431.03(A)(5));
- (6) Discussion, consultation or consideration for negotiations by the city or its designated representatives with members of a tribal council, or its designated representatives, of an Indian reservation located within or adjacent to the city (A.R.S. §38-431.03(A)(6));
- (7) Discussion or consultation with designated representatives of the city to consider its position and instruct its representatives regarding negotiations for the purchase, sale or lease of real property (A.R.S. §38-431.03(A)(7)).

THE CITY OF PRESCOTT ENDEAVORS TO MAKE ALL PUBLIC MEETINGS ACCESSIBLE TO PERSONS WITH DISABILITIES. With 72 hours advanced notice, special assistance can be provided for sight and/or hearing-impaired persons at this meeting. Reasonable accommodations will be made upon request for persons with disabilities or non-English speaking residents. Please call the City Clerk (928) 777-1272 to request an accommodation to participate in this public meeting. Prescott TDD number is (928) 445-6811. Additionally, free public relay service is available from Arizona Relay Service at 1-800-367-8939 and more information at [www.azrelay.org](http://www.azrelay.org)

### Confidentiality

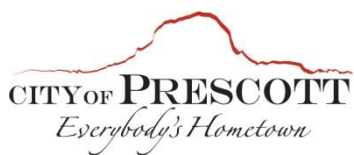
Arizona statute precludes any person receiving executive session information from disclosing that information except as allowed by law. A.R.S. §38-431.03(F). Each violation of this statute is subject to a civil penalty not to exceed \$500, plus court costs and attorneys' fees. This penalty is assessed against the person who violates this statute or who knowingly aids, agrees to aid or

**attempts to aid another person in violating this article. The city is precluded from expending any public monies to employ or retain legal counsel to provide legal services or representation to the public body or any of its officers in any legal action commenced for violation of the statute unless City Council takes a legal action at a properly noticed open meeting to approve of such expenditures prior to incurring any such obligation or indebtedness. A.R.S. §38-431.07(A)(B).**

CERTIFICATION OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at Prescott City Hall on \_\_\_\_\_ at \_\_\_\_\_ m. in accordance with the statement filed by the Prescott City Council with the City Clerk

\_\_\_\_\_  
Maureen Scott, City Clerk

**COUNCIL AGENDA MEMO****MEETING DATE/TYPE:****SPECIAL VOTING MEETING****11-26-19****DEPARTMENT: Airport**

**AGENDA ITEM:** Approval of Multiple Items for the Replacement Commercial Service Passenger Terminal at Prescott Regional Airport - Ernest A. Love Field (PRC): (1) Acceptance of a Federal Aviation Administration Grant in the Amount of \$10,000,000 (City Contract No. 2020-067); (2) Approval of Authorization of Services No. 11 (City Contract 2019-069A11) to Dibble Engineering for Construction Administration Services in an Amount not to Exceed \$1,187,715; (3) Award of City Contract No. 2020-069 to Willmeng/Fann Joint Venture for the Construction of the New Commercial Service Passenger Terminal in an Amount not to Exceed \$13,894,530; (4) Authorize the Expenditure of the City's Contribution in the Amount of \$4,082,245; and (5) Authorization for Night Work to be Performed at PRC.

**FUNDING SOURCE:** Airport Fund, Various Funds

**Approved By:** Michael Lamar, City Manager

**Item Summary**

This item is to authorize, award, and accept multiple items related to the replacement Airport Passenger Terminal project including: (1) Acceptance of a Federal Aviation Administration Grant in the amount of \$10,000,000 (City Contract No. 2020-067); (2) Approval of Authorization of Services No. 11 (City Contract 2019-069A11) to Dibble Engineering for Construction Administration services in the amount not to exceed \$1,187,715; (3) Award of City Contract No. 2020-069 to Willmeng/Fann Joint Venture for the construction of the new Commercial Service Passenger Terminal in the amount not to exceed \$13,894,530; (4) Authorize the expenditure of the City contribution in the amount of \$4,082,245; and (5) Authorization for night work to be performed at Prescott Regional Airport.

**Background**

Prescott Regional Airport – Ernest A. Love Field is in need of a new airport terminal, for a number of reasons, including lack of passenger queuing space, lack of airline operating space, lack of security processing space (preventing integration of new security technology), lack of landside facilities, as well as antiquated and/or undersized utilities. In addition, portions of the existing terminal complex are situated within current and future protected airspace and airport areas, and must be mitigated.

**AGENDA ITEM:** Approval of Multiple Items for the Replacement Commercial Service Passenger Terminal at Prescott Regional Airport - Ernest A. Love Field (PRC): (1) Acceptance of a Federal Aviation Administration Grant in the Amount of \$10,000,000 (City Contract No. 2020-067); (2) Approval of Authorization of Services No. 11 (City Contract 2019-069A11) to Dibble Engineering for Construction Administration Services in an Amount not to Exceed \$1,187,715; (3) Award of City Contract No. 2020-069 to Willmeng/Fann Joint Venture for the Construction of the New Commercial Service Passenger Terminal in an Amount not to Exceed \$13,894,530; (4) Authorize the Expenditure of the City's Contribution in the Amount of \$4,082,245; and (5) Authorization for Night Work to be Performed at PRC.

On September 11, 2018, Council approved the proposal from Dibble Engineering (teaming with DWL Architects) for Authorization of Services No. 1 (City Contract 2019-069A1), to commence design for a replacement commercial service passenger terminal at Prescott Regional Airport – Ernest A. Love Field (PRC). Phase I: New Terminal 30% Schematic Design was completed and approved by Council on December 18, 2018. At that time, Council approved Authorization of Services No. 4 (City Contract 2019-069A4) to complete the New Terminal Final (100%) Design.

Due to the magnitude and complexity of the new Airport Passenger Terminal Project, the Construction Manager at Risk (CMAR) method, a qualification-based approach to construction, was utilized. On March 12, 2019, Council approved this alternative delivery method in City Contract 2019-172 to Willmeng/Fann Joint Venture (WFJV). During the course of this Pre-Construction Services contract, WFJV worked with the design team and City staff to review initial estimations of cost of construction and implement value engineering cost reductions.

An initial GMP, based on the 95% documents (permit set), was provided by the CMAR at approximately \$14,822,727. Through extensive value engineering (VE) and negotiations on general condition costs, a final GMP (based on various bid packages for the cost of construction) was submitted to the City on September 05, 2019 in the amount of \$13,894,530, resulting in a VE cost reduction of approximately \$928,197.

A pricing analysis for cost reasonableness was performed using an Engineer's Estimate of \$14,288,524. The final GMP provided by WFJV came in \$393,994 below the Engineer's Estimate.

The FAA has provided concurrence on the cost associated with: the GMP, the Construction Administration services (Dibble Engineering and associates), overview of project costs, Federal Aviation Administration (FAA) grant application, and FAA eligibility spreadsheet.

This project is expected to commence following execution of contracts and mobilization efforts, with a ground breaking ceremony to be held in December 2019. The 14-month construction schedule projects a completion by spring 2021, weather permitting.

### **Financial Impact**

Contract awards associated with the Airport Commercial Service Passenger Terminal will be in the following:

|                                |              |
|--------------------------------|--------------|
| Construction Contract (WFJV) - | \$13,894,530 |
|--------------------------------|--------------|

**AGENDA ITEM:** Approval of Multiple Items for the Replacement Commercial Service Passenger Terminal at Prescott Regional Airport - Ernest A. Love Field (PRC): (1) Acceptance of a Federal Aviation Administration Grant in the Amount of \$10,000,000 (City Contract No. 2020-067); (2) Approval of Authorization of Services No. 11 (City Contract 2019-069A11) to Dibble Engineering for Construction Administration Services in an Amount not to Exceed \$1,187,715; (3) Award of City Contract No. 2020-069 to Willmeng/Fann Joint Venture for the Construction of the New Commercial Service Passenger Terminal in an Amount not to Exceed \$13,894,530; (4) Authorize the Expenditure of the City's Contribution in the Amount of \$4,082,245; and (5) Authorization for Night Work to be Performed at PRC.

|                                                    |                      |
|----------------------------------------------------|----------------------|
| Construction Administration (Dibble Engineering) - | <u>\$ 1,187,715</u>  |
|                                                    | TOTAL = \$15,082,245 |

Funding for this project will come from the following:

|                                                          |                      |
|----------------------------------------------------------|----------------------|
| Federal Aviation Administration (FY19 Funding) -         | \$10,000,000         |
| ADOT Grant Reimbursement                                 | \$ 1,000,000         |
| FY20 and FY21 City Contributions previously allocated -  | \$ 3,500,000         |
| General Fund Contribution (future grant to be pursued) - | <u>\$ 582,245</u>    |
|                                                          | TOTAL = \$15,082,245 |

Extensive value engineering efforts were actively pursued to reduce construction cost from the initial GMP, saving \$928,197. However, due to the rising costs of construction (materials and labor escalation) in the current market, a funding shortage of **\$582,245** remains over previously budgeted allocations.

Staff will continue to pursue the next round of Federal and State grants to fund the shortfall, but notifications will not be announced for those opportunities until 2020 and 2021. The funding shortage is expected to occur in Fiscal Year 2021 and should additional grant funding not become available, City staff will re-evaluate expected City-funded and Grant Funded Capital projects to alleviate the shortage during the upcoming budget process.

There are available funds in the General Fund Balance to cover the shortfall. Transfer of Budget appropriation to the Airport Enterprise Fund may also be needed, depending on the construction timeline.

### Attachments

1. Final Proposal PRC New Terminal CA -AOS 11

**Recommended Action:** **1) MOVE** to accept Federal Aviation Administration Grant in the Amount of \$10,000,000 (City Contract No. 2020-067); **2) MOVE** to approve Authorization of Services No. 11 (City Contract 2019-069A11) to Dibble Engineering for Construction Administration Services in an amount not to Exceed \$1,187,715; **3) MOVE** to award City Contract No. 2020-069 to Willmeng/Fann Joint Venture for the construction of the new Commercial Service Passenger Terminal in an amount not to exceed \$13,894,530; **4) MOVE** to authorize the expenditure of the City's Contribution in the Amount of \$4,082,245; and **5) MOVE** to approve night work to be performed at PRC.



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Phoenix, Arizona 85020  
P 602.957.1155  
F 602.957.2838  
www.dibblecorp.com

September 6, 2019

Prescott Regional Airport  
Ernest A. Love Field  
6546 Crystal Lane  
Prescott AZ 86301

Attention: Mrs. Robin Sobotta, PhD, MBA, AAE  
Airport Director – Prescott Regional Airport

RE: ENGINEERING SERVICES PROPOSAL  
Authorization of Services No: 11 (tentative)  
City of Prescott Project No: 19603 (Construction Administration)  
FAA AIP No: TBD  
ADOT Project No. TBD  
**New Terminal Building – Construction Phase Services**

We appreciate the opportunity to provide construction phase services for the *PRC New Terminal Building* project at the Prescott Regional Airport. Dibble Engineering in conjunction with their subconsultants will perform these services, per the attached Scope of Work, for the following Time-and-Material (T&M), Not-To-Exceed (NTE) fees:

**Construction Management and Administration Services:**

|                                      |                                                          |           |
|--------------------------------------|----------------------------------------------------------|-----------|
| 1. Dibble Engineering.....           | Construction Management.....                             | \$361,545 |
| 2. Dibble CM.....                    | Construction Inspection.....                             | \$402,461 |
| 3. Speedie and Assoc.....            | Quality Assurance Testing.....                           | \$29,885  |
| 4. DWL Architects.....               | Terminal Building Support.....                           | \$219,474 |
| 5. Michael Taylor Architects.....    | Terminal Building Support.....                           | \$102,690 |
| 6. Frost Structural Engineering..... | Terminal Building Support (Structural).....              | \$27,500  |
| 7. LSW Engineers.....                | Terminal Building Support (Mechanical & Electrical)..... | \$33,410  |
| 8. Norris Design.....                | Terminal Building Support (Landscaping).....             | \$10,750  |

**Total Estimated Fees..... \$1,187,715**

With inclusion of Frost Structural Engineering and Michael Taylor Architects the proposed local participation on this contract is 11.0%.

Transmitted herewith is our proposed Scope of Work, Fee Summary, Derivation of Fee Proposal Summary, Estimated Manhour Matrix, Estimated Allowance for Direct Costs, and subconsultant proposals. We are excited for the opportunity to support the Prescott Regional Airport on this critical project. If you need additional information or have questions, please do not hesitate to call.

Sincerely,  
Dibble Engineering



Ken Snyder, P.E.  
Principal Engineer  
Vice President Airport Development



Peter Knudson, P.E.  
Airport Development Senior Project Manager



**SCOPE OF WORK**  
**NEW TERMINAL BUILDING**  
 Construction Phase Services  
 Prescott Regional Airport



The following scope of work is provided for the construction phase services for the *PRC New terminal Building* project at the Prescott Regional Airport (the Airport). The Dibble Team key members consists of the following, (Dibble staff titles below are consistent with the classifications in the Manhour Matrix included with this proposal):

- Principal Engineer (Dibble) – Ken Snyder, P.E.
- Project Manager, Construction (Dibble) – Peter Knudson, P.E.
- Senior Project Manager (Dibble) – Jared Bass, P.E.
- Construction Inspector (Dibble CM) – Robert Mathews
- Quality Assurance Testing (Speedie and Assoc.) – Garry Edison

This proposal consists of comprehensive construction phase services as outlined below and is based on reaching Substantial Completion within 395 Calendar Days and Final Completion within an additional 30 Calendar Days:

**1) General:**

- a) Project Management and Administration: Dibble Engineering (Dibble) will provide overall project management; coordination between the client, the CM@Risk contractor and other team members; and administration of the project to monitor the CM@Risk contractor's operations and deliverables.

Dibble will make monthly progress reports, including invoicing, to the Airport in a format acceptable to the Airport.

**2) Preconstruction Activities:**

- a) Preconstruction Conference: Dibble will conduct the Preconstruction Conference and provide support and/or coordination of the design documents as needed. Dibble will prepare and provide the meeting agenda and sign-in sheet, facilitate the meeting, and issue meeting minutes. The Dibble Team will be in attendance to provide technical support. The Dibble team key members will each provide a representative at this meeting, (i.e. Dibble, Dibble CM, Speedie and Assoc., and DWL/MTAI).
- b) Preconstruction Conference Submittal Reviews and Coordination: Dibble will review project submittals required as identified in the contract documents but shall include at a minimum:
- CM@Risk Contractor's CSPP Compliance Report
  - CM@Risk Contractor's Quality Control Plan
  - Total overall Project Schedule
  - Material Submittal Schedule

- Schedule of Values
- CM@Risk contractor's Emergency Contact Information
- List of Proposed Construction Equipment
- Barricade Plan
- Traffic Control Plan

- c) Construction Management Plan (CMP): Dibble will prepare a CMP in accordance with FAA requirements. At a minimum the CMP shall include project scope of work and description, Engineer's roles and responsibilities, Contractor's responsibilities, Quality Assurance (QA) Testing Standards and frequency for each material, Quality Control (QC) Testing Standards and frequency for each material, and procedures to verify compliance.
- d) Dibble (with support from the Dibble Team) will provide the reviews, coordination with the client, and responses to the CM@Risk contractor

### 3) Construction Administration Services:

- a) Construction Management and Administration: provide as-needed project management, coordination, support, and administration necessary to monitor the CM@Risk contractor's operations and deliverables. Dibble will provide the FAA, Airport, and the CM@Risk contractor with hard copies and electronic files of the final construction documents, (i.e. plans and specifications with all addendum issued during the Design Phase).
- b) Weekly Construction Meetings: Dibble will prepare the weekly construction meeting agendas, facilitate the meetings, and issue meeting minutes. A DWL Architects/Michael Taylor Architects representative will attend each weekly meeting. Jared Bass (Senior Project Manager) will attend approximately 2 weekly meeting a month as needed. The total number of weekly meetings is estimated at 59.
- c) Site Visits and Inspections: Dibble CM and DWL Architects/Michael Taylor Architects will perform full-time construction inspection and observation on the project, estimated at 285 working days over the 400 Calendar Day project. Dibble CM and DWL inspectors will prepare weekly construction reports of the prior week's occurrences. The Dibble Construction Manager will provide weekly site visits to observe the progress of the work and conformance to the contract and design documents and to ensure the continuity of the design and construction phase services, estimated at two days a week each. The Dibble Project Manager will provide an average of two, 2-day visits per month throughout the project construction time, timing these visits to critical parts of the project.

Additionally, one day of these site visits will occur on the same day as the Weekly Construction Meetings for efficiency. The estimated site visit time is identified in each respective subconsultant proposal.

The full-time inspector (Dibble CM) will provide full-time construction inspections and observations to daily observe, monitor, and track the progress of the work and conformance thereof with the contract documents and in accordance with the requirements of the FAA.

- d) Shop Drawing Review and Coordination: Dibble will review and provide a response to the civil construction materials and provide overall coordination of Shop Drawing review. Civil shop drawings are estimated at approximately 40. DWL will review and response to building related submittals. The estimated number of building related submittals is 80.
- e) RFI Review and Coordination: The Dibble Team will review and provide responses to Civil related RFIs and provide overall coordination of requests for Information (RFI), Civil related RFIs are estimated at approximately 20. DWL will review and provide responses to building related RFIs. The estimated number of building related RFIs is 200
- f) ESI and ASI Review and Coordination: The Dibble Team will review and develop necessary Engineering Supplemental Information (ESI) documents. The estimated number of ESIs is 10. In addition, Dibble will coordinate the development of Architectural Supplemental Information documents (ASI). DWL will review and develop necessary ASI documents including additional details, or sketches as revisions to the construction specifications and/or plans. The estimated total number of ASI's are 20.
- g) Change Order Request Review and Coordination: Dibble will coordinate and review CM@Risk contractor Change Order Requests (COR), including verification of T&M effort, project quantities as needed, estimated at approximately 30 COR's. The Dibble Team key members will be included on the reviews on an as-needed basis.
- h) DBE/SBE Compliance and Coordination: Dibble will coordinate and review all DBE/SBE efforts and documentations required for this project to be compliant with the contract documents. This review will occur with the monthly payment applications.
- i) Certified Payrolls and Interviews: Dibble will coordinate all federally required interviews for conformance with federal wage determinations and review certified payrolls weekly.
- j) 5370-1 Weekly FAA Construction Reports: Dibble will prepare and submit the weekly 5370-1 construction reports required by the FAA for this project.
- k) QA/QC Coordination and Reviews: Dibble, and Speedie will coordinate and review QA/QC actions including scheduling of testing activities, inspections, reporting, review of results, and recommendations.
- l) Monthly Payment Application Coordination and Review: Dibble will regularly review and track project progress in the field and on the CM@Risk contractor's As-Builts. Dibble will coordinate this inspected progress with the CM@Risk contractor and coordinate prior to the submittal of monthly payment applications.

#### 4) Project Close-Out Activities:

- a) Substantial Completion Walk Inspection: Dibble and DWL will conduct the substantial completion inspections/walks required on the project. The various Dibble Team members will be included on the phases pertinent to them.

- b) Final Completion Walk Inspection: Dibble and DWL will conduct the final completion inspections/walk. The various Dibble team members will be included.
- c) Punchlist(s) and Coordination(s): Dibble and DWL will prepare, submit, and re-evaluate punchlists at each substantial completion and final walk, (estimated at approximately 4 separate punchlists and verifications for the entire project).
- d) Final Construction Report and Coordination: Dibble will coordinate with the Dibble Team and prepare and submit the Final Construction Report. The Dibble Team will provide technical support and review.
- e) Record Drawings: Dibble and DWL will develop the Final Record Drawings based on CM@Risk contractor redlines and field changes issued during construction, including RFI's/ESI's. A final submittal will include (1) CD of the electronic (PDF) version of the construction project. Dibble and DWL will review in comparison with the CM@Risk contractor's Redline As-Builts and submit to the governing agencies.
- f) Final Quantities and Close-Out Change Order: Dibble will coordinate, review, and assist the Airport in the preparation of the Final Construction Change Order to FAA, ADOT and the City.
- g) Final Submittal Deliverables: the final submittal includes a Final Construction Report and Record Drawings with the deliverables as follow:
  - i) FAA: CD with all electronic files (requested)
  - ii) ADOT: all electronic (requested) files posted to the ADOT FTP site.
  - iii) City of Prescott: (1) Final Construction Report; (1) 24x36 Mylar; (3) 24x36 Bond; and (1) CD with all electronic files
  - iv) PRC: (1) Final Construction Report; (1) 24x36 Bond; (2) half-sized, scaled 11x17; (1) CD with all electronic files

## 5) Exclusions:

- a) CM@Risk contractor's jobsite safety and compliance with all ADOSH and OSHA requirements are excluded (CM@Risk contractor's responsibility).
- b) CM@Risk construction staking and/or layout services.
- c) SWPPP and other environmental action required for permitting and construction approval by the City of Prescott/Yavapai County/State of Arizona.
- d) Environmental monitoring, testing or reporting.

Firm: Dibble Engineering  
On-Call Engineering

Project: **New Terminal Building**  
**Construction Phase Services**  
Prescott Regional Airport

Date: 09/06/19



Contract Number: TBD  
COP Project Number: 19603(Construction  
Task Number: 11  
Amendment Number: N/A  
FAA Number: TBD  
ADOT Number: TBD

| Fee Summary                    |                                          |             | Dibble    | Subconsultants |
|--------------------------------|------------------------------------------|-------------|-----------|----------------|
| A. Construction Phase Services |                                          |             | Fee       | Type           |
| 1                              | Dibble Base Fee.....                     | \$361,545   | T&M       | \$361,545      |
| 2                              | Construction Inspection (Dibble CM)..... | \$402,461   | T&M       | \$402,461      |
| 3                              | Quality Assurance Testing (Speedie)..... | \$29,885    | T&M       | \$29,885       |
| 4                              | DWL Architects (DWL).....                | \$219,474   | T&M       | \$219,474      |
| 6                              | Michael Taylor Architects.....           | \$102,690   | T&M       | \$102,690      |
| 7                              | Frost Structural Engineers.....          | \$27,500    | T&M       | \$27,500       |
| 8                              | LSW Engineers.....                       | \$33,410    | T&M       | \$33,410       |
| 9                              | Norris Design.....                       | \$10,750    | T&M       | \$10,750       |
| Total                          |                                          |             |           |                |
| Contract Total                 |                                          | \$1,187,715 | \$361,545 | \$826,170      |

Local Participation (%): 11.0%

|          |                                    |                     |                     |
|----------|------------------------------------|---------------------|---------------------|
| Firm:    | Dibble Engineering                 | Contract Number:    | TBD                 |
|          | On-Call Engineering                | COP Project Number: | 19603(Construction) |
| PROJECT: | <b>New Terminal Building</b>       | Task Number:        | 11                  |
|          | <b>Construction Phase Services</b> | Amendment Number:   | N/A                 |
|          | Prescott Regional Airport          | FAA Number:         | TBD                 |
| DATE:    | 9/6/2019                           | ADOT Number:        | TBD                 |

### DERIVATION OF FEE PROPOSAL SUMMARY

#### BASIC FEE

| Classification                                           | Manhours        | Direct Labor Rate | Labor Costs |                     |
|----------------------------------------------------------|-----------------|-------------------|-------------|---------------------|
| 1 Principal Engineer(Ken Snyder)                         | 0               | \$65.30           | \$0.00      |                     |
| 2 Constuction Project Manager(Peter Knudson)             | 1,065           | \$59.80           | \$63,687.00 |                     |
| 3 Senior Project Manager(Jared Bass)                     | 222             | \$59.80           | \$13,275.60 |                     |
| 4 Senior Project Engineer(Duane Dana)                    | 465             | \$47.84           | \$22,245.60 |                     |
| 5 Project Engineer                                       | 0               | \$43.50           | \$0.00      |                     |
| 6 Designer(Vicente Solis)                                | 58              | \$33.64           | \$1,951.12  |                     |
| 7 Assistant Engineer                                     | 0               | \$30.53           | \$0.00      |                     |
| 8 CAD Technician(Jose Altamirano)                        | 50              | \$30.16           | \$1,508.00  |                     |
| 9 Admin Assistant                                        | 0               | \$22.88           | \$0.00      |                     |
| <b>Total</b>                                             | <b>1860 hrs</b> |                   |             |                     |
| a. Total Labor.....                                      |                 |                   |             | \$102,667.32        |
| b. Overhead at..... 185.06% .....                        |                 |                   |             | \$189,996.14        |
| c. Subtotal Labor + Overhead.....                        |                 |                   |             | \$292,663.46        |
| d. Net Fee..... 10% of c. ....                           |                 |                   |             | \$29,266.35         |
| <b>e. Total Basic Fee..... ( c + d ) ( rounded).....</b> |                 |                   |             | <b>\$321,930.00</b> |

#### ALLOWANCE FOR DIRECT COSTS

(Listed by Item at Actual Cost - NO MARKUP)

| Item            | Cost         |     |
|-----------------|--------------|-----|
| 1 Mileage.....  | \$ 13,357.50 | T&M |
| 2 Meals.....    | \$ 9,612.00  | T&M |
| 3 Lodging.....  | \$ 12,638.00 | T&M |
| 4 Printing..... | \$ 4,007.50  | T&M |

**f. Sub-Total Allowances for Direct Costs (rounded)..... \$39,615.00**

#### ALLOWANCE FOR ADDITIONAL COSTS, OUTSIDE SERVICES & SUBCONSULTANTS

(Listed by Item at Actual Cost - NO MARKUP)

| Firm                                       | Cost          | Method of Compensation |
|--------------------------------------------|---------------|------------------------|
| 1 Construction Inspection (Dibble CM)..... | \$ 402,460.50 | T&M                    |
| 2 Quality Assurance Testing (Speedie)..... | \$ 29,885.00  | T&M                    |
| 3 DWL Architects (DWL).....                | \$ 219,474.00 | T&M                    |
| 5 Michael Taylor Architects.....           | \$ 102,690.00 | T&M                    |
| 6 Frost Structural Engineers.....          | \$ 27,500.00  | T&M                    |
| 7 LSW Engineers.....                       | \$ 33,410.00  | T&M                    |
| 9 Norris Design.....                       | \$ 10,750.00  | T&M                    |

**g. Sub-Total Allowance for Add'l Costs (rounded): ..... \$826,170.00**

#### TOTAL FEE

**h. Total Estimated Cost to Consultant....(e. + f. + g.) ( rounded) ..... \$1,187,715.00**

Attachment: Final Proposal PRC New Terminal CA -AOS 11 (2776 : Airport New Commercial Service Passenger Terminal)

Firm: Dibble Engineering  
On-Call Engineering  
PROJECT: **New Terminal Building**  
**Construction Phase Services**  
Prescott Regional Airport  
DATE: 9/6/2019

Contract Number: TBD  
COP Project Number: 19603(Construction)  
Task Number: 11  
Amendment Number: N/A  
FAA Number: TBD  
ADOT Number: TBD

| ESTIMATED MANHOURS                                     |                   |                              |                        |                         |                  |          |                    |                |       |             |
|--------------------------------------------------------|-------------------|------------------------------|------------------------|-------------------------|------------------|----------|--------------------|----------------|-------|-------------|
| TASK                                                   | PROJECT PRINCIPAL | CONSTRUCTION PROJECT MANAGER | SENIOR PROJECT MANAGER | SENIOR PROJECT ENGINEER | PROJECT ENGINEER | DESIGNER | ASSISTANT ENGINEER | CAD TECHNICIAN | ADMIN | TOTAL HOURS |
| <b>1 GENERAL</b>                                       |                   |                              |                        |                         |                  |          |                    |                |       |             |
| 1a Project Management and Administration               |                   | 100                          | 48                     | 24                      |                  |          |                    |                |       | 172         |
| <b>2 PRECONSTRUCTION ACTIVITIES</b>                    |                   |                              |                        |                         |                  |          |                    |                |       |             |
| 2a Pre-Construction Conference                         |                   | 8                            |                        | 8                       |                  |          |                    |                |       | 16          |
| 2b Pre-Con Submittal Reviews and Coordination          |                   | 36                           |                        | 12                      |                  |          |                    |                |       | 48          |
| <b>3 CONSTRUCTION ADMINISTRATION SERVICES</b>          |                   |                              |                        |                         |                  |          |                    |                |       |             |
| 3a Weekly Construction Meetings                        |                   | 60                           | 50                     | 60                      |                  |          |                    |                |       | 170         |
| 3b Site Visits and Inspections                         |                   | 400                          | 50                     | 50                      |                  |          |                    |                |       | 500         |
| 3c Shop Drawing Review and Coordination                |                   | 65                           | 10                     | 50                      |                  |          |                    |                |       | 125         |
| 3d RFI Review and Coordination                         |                   | 55                           | 10                     | 20                      |                  |          |                    |                |       | 85          |
| 3e ESI Review and Coordination                         |                   | 32                           | 20                     | 20                      |                  | 20       |                    |                |       | 92          |
| 3f Change Order Review and Coordination                |                   | 32                           | 10                     | 20                      |                  | 10       |                    |                |       | 72          |
| 3g DBE/SBE Compliance and Coordination                 |                   | 16                           |                        | 8                       |                  |          |                    |                |       | 24          |
| 3h Certified Payrolls and Interviews                   |                   | 100                          |                        | 50                      |                  |          |                    |                |       | 150         |
| 3i 5370-1 Weekly FAA Construction Reports              |                   | 15                           |                        | 22                      |                  |          |                    |                |       | 37          |
| 3j QA/QC Coordination and Reviews                      |                   | 59                           |                        | 8                       |                  |          |                    |                |       | 67          |
| 3k Monthly Payment Application Coordination and Review |                   | 29                           |                        | 8                       |                  |          |                    |                |       | 37          |
| <b>4 PROJECT CLOSE-OUT ACTIVITIES</b>                  |                   |                              |                        |                         |                  |          |                    |                |       |             |
| 4a Substantial Completion Walk Inspection              |                   | 6                            |                        | 6                       |                  |          |                    |                |       | 12          |
| 4b Final Completion Walk Inspection                    |                   | 6                            | 8                      | 6                       |                  |          |                    |                |       | 20          |
| 4c Punchlist(s) and Coordination(s)                    |                   | 6                            |                        | 15                      |                  |          |                    |                |       | 21          |
| 4d Final Construction Report and Coordination          |                   | 8                            | 8                      | 30                      |                  | 4        |                    |                |       | 50          |
| 4e Record Drawings                                     |                   | 24                           | 8                      | 36                      |                  | 20       |                    | 50             |       | 138         |
| 4f Final Quantities and Close-Out Change Order         |                   | 8                            |                        | 12                      |                  | 4        |                    |                |       | 24          |
| <b>TOTALS</b>                                          | 0                 | 1,065                        | 222                    | 465                     | 0                | 58       | 0                  | 50             | 0     | 1,860       |

Attachment: Final Proposal PRC New Terminal CA -AOS 11 (2776 : Airport New Commercial Service Passenger Terminal)

|          |                                    |                   |                     |
|----------|------------------------------------|-------------------|---------------------|
| Firm:    | Dibble Engineering                 | Solicitation No:  | TBD                 |
|          | On-Call Engineering                | Project Number:   | 19603(Construction) |
| Project: | <b>New Terminal Building</b>       | Task Number:      | 11                  |
|          | <b>Construction Phase Services</b> | Amendment Number: | N/A                 |
|          | Prescott Regional Airport          | FAA Number:       | TBD                 |
| Date:    | 9/6/2019                           | ADOT Number:      | TBD                 |

### Construction Administration - Direct Expenses

| <b>1 MILEAGE</b> (Mileage includes estimated travel on or around the airport during site visits) |                                                |              |                      | <b>CURRENT ADOT RATE</b> |
|--------------------------------------------------------------------------------------------------|------------------------------------------------|--------------|----------------------|--------------------------|
| a.                                                                                               | 65 Trips (Construction Manager)                | 300 Miles    | @                    | \$0.445 /Mile            |
| b.                                                                                               | 24 Trips Air Travel (Senior Project Manager)   | 24 Trips     | @                    | \$195.000 /trip          |
| <b>Subtotal</b>                                                                                  |                                                |              |                      | <b>\$13,358</b>          |
| <b>2 MEALS</b>                                                                                   |                                                |              |                      | <b>CURRENT ADOT RATE</b> |
| a.                                                                                               | 65 Trips (Construction Manager) (2 days each)  |              |                      | \$54.00 /Day             |
| b.                                                                                               | 24 Trips (Senior Project Manager)(2 days Each) |              |                      | \$54.00 /Day             |
| <b>Subtotal</b>                                                                                  |                                                |              |                      | <b>\$9,612</b>           |
| <b>3 LODGING</b>                                                                                 |                                                |              |                      | <b>CURRENT ADOT RATE</b> |
| a.                                                                                               | 65 Trips (Construction Manager)(One Night)     |              |                      | \$142.00 /Day            |
| b.                                                                                               | 24 Trips (Senior Project Manager)(One Night)   |              |                      | \$142.00 /Day            |
| <b>Subtotal</b>                                                                                  |                                                |              |                      | <b>\$12,638</b>          |
| <b>4 PRINTING (Record Drawings &amp; Final Construction Report)</b>                              |                                                |              |                      |                          |
| (Miscellaneous Check Printing is Included in Operational Overhead)                               |                                                |              |                      |                          |
| a.                                                                                               | 1 Submittals of                                | 185 sheets = | 185 Sheets @         | \$1.50 /sheet            |
|                                                                                                  | (4 Copies Full-Size Bond Plans)                |              |                      |                          |
| b.                                                                                               | 1 Submittals                                   | 185 sheets = | 185 Sheets @         | \$0.25 /sheet            |
|                                                                                                  | (2 Copies Scaled 1/2-Size Plans)               |              |                      |                          |
| c.                                                                                               | 1 Plotting                                     | 185 sheets = | 185 Sheets @         | \$0.50 /sheet            |
|                                                                                                  | (2 copies)                                     |              |                      |                          |
| d.                                                                                               | 1 Submittals for Constr. Report                | @            | 800 Sheets @         | \$0.50 /sheet            |
|                                                                                                  | (1 copies @ 800 pages each)                    |              | (double-sided print) |                          |
| e.                                                                                               | 1 Submittals (MYLAR 24x36)                     | @            | 185 Sheets @         | \$12.00 /sheet           |
|                                                                                                  | (1 Copies Full-Size Bond Plans)                |              |                      |                          |
| <b>Subtotal</b>                                                                                  |                                                |              |                      | <b>\$4,008</b>           |



September 4, 2019

Dibble Engineering  
7878 N. 16<sup>th</sup> Street, Ste. 300  
Phoenix, AZ 85020

Attn: Mr. Peter Knudson

Re: Prescott Municipal Airport Terminal  
Proposal for Inspection Services

Dear Mr. Knudson

Dibble CM is pleased to provide this proposal for inspection services for this project as described below:

#### **Pre-Construction Services**

There are no pre-construction services included in this proposal.

#### **Construction Inspection Services**

1. Furnish one qualified field technician daily for the purposes of providing construction inspection and surveillance of the contractor's work during normal scheduled construction operations. Prepare a written daily report of activities and observations.
2. Maintain files and documentation of information related to the project including field correspondence, inspection reports, test reports, and project photos.
3. Verify and document quantities of work completed daily.
4. Monitor the progress of construction in relation to the current project schedule. Analyze the contractor's 3-week schedule updates to confirm conformance with the overall schedule. Review schedule recovery plans and revised schedules when needed. Review and provide comments to schedule updates submitted by the Contractor.
5. Review contractor's red-lined as-built drawings to verify accuracy with actual field conditions and completed improvements.
6. Review monthly contractor's pay requests and provide comments to the Engineer.
7. Provide field coordination of Quality Assurance material testing, review test results, and notify the Engineer and contractor of deficiencies in the work when necessary.

#### **Project Close-Out Services**

Dibble CM will provide the following services:

1. Schedule and conduct a pre-final walk-through with the Contractor and Engineer and prepare a punch list for the Contractor's use prior to the final project walk-through.
2. Conduct a final project walk-through with the Contractor, Engineer, and Owner when appropriate.
3. Review Contractor request for final payment, verify final quantities, and make recommendation to the Engineer Owner for final payment.
4. Review Contractor final red line drawings for overall accuracy with respect to project conditions and completed improvements.



**Proposed Fee Schedule**

Summary of proposed fees are below. Detailed breakout is on Exhibit "A", attached:

|                  |                      |
|------------------|----------------------|
| Dibble CM Labor  | \$ 347,508           |
| Subconsultants   | \$ -                 |
| Direct Expenses  | \$ 54,953            |
| <b>TOTAL FEE</b> | <b>\$ 402,460.50</b> |

Thank you for the opportunity to submit our inspection services proposal for this project.

Sincerely,

*KC Brandon*

KC Brandon  
President  
Dibble CM

Client: Dibble Engineering  
 Contact: Peter Knudson  
 Project: Prescott Municipal Airport Terminal

## EXHIBIT "A" Fee Proposal

### Dibble CM Staff Hours and Fee By Task

|                    |                                         | Contract Billing Rate |                | \$ 180.00 |                               | \$ 147.00        |                |  |
|--------------------|-----------------------------------------|-----------------------|----------------|-----------|-------------------------------|------------------|----------------|--|
| Task No.           | Task                                    |                       | Const. Manager |           | Senior Const./Bldg. Inspector | Total Task Hours | Total Task Fee |  |
| <b>1</b>           | <b>Construction Inspection Services</b> |                       |                |           |                               |                  |                |  |
| 1.1                | Construction Inspection                 |                       |                |           | 885                           | 885              | \$ 130,095     |  |
| 1.2                | Project documentation                   |                       |                |           | 660                           | 660              | \$ 97,020      |  |
| 1.3                | Quantity verification                   |                       |                |           | 295                           | 295              | \$ 43,365      |  |
| 1.4                | Schedule tracking                       |                       |                |           | 90                            | 90               | \$ 13,230      |  |
| 1.5                | As-built drawing review                 |                       |                |           | 110                           | 110              | \$ 16,170      |  |
| 1.6                | Pay application review                  |                       |                |           | 75                            | 75               | \$ 11,025      |  |
| 1.7                | Quality Assurance coordination          |                       |                |           | 110                           | 110              | \$ 16,170      |  |
| <b>2</b>           | <b>Project Close Out Services</b>       |                       |                |           |                               |                  |                |  |
| 2.1                | Pre-final walk through and punch list   |                       |                |           | 75                            | 75               | \$ 11,025      |  |
| 2.2                | Final walk through                      |                       |                |           | 32                            | 32               | \$ 4,704       |  |
| 2.3                | Final pay application review            |                       |                |           | 16                            | 16               | \$ 2,352       |  |
| 2.4                | Review Contractor Red Line Drawings     |                       |                |           | 16                            | 16               | \$ 2,352       |  |
| <b>Total Hours</b> |                                         |                       |                |           |                               | <b>2364</b>      |                |  |
| <b>Total Fee</b>   |                                         | \$ -                  | \$ -           | \$ -      | \$ 347,508                    |                  | \$ 347,508     |  |

### Subconsultants

|                                 | Unit | Cost/Unit | No. of Units | Total       |
|---------------------------------|------|-----------|--------------|-------------|
| N/A                             |      |           |              | \$ -        |
| <b>Subtotal, Subconsultants</b> |      |           |              | <b>\$ -</b> |

### Direct Expenses

|                               | Unit  | Cost/Unit | No. of Units | Total               |
|-------------------------------|-------|-----------|--------------|---------------------|
| Mileage                       | Miles | \$ 0.445  | 10500        | \$ 4,672.50         |
| Lodging                       | Day   | \$ 142    | 240          | \$ 34,080.00        |
| Meals                         | Day   | \$ 54     | 300          | \$ 16,200.00        |
| <b>Subtotal, Direct Costs</b> |       |           |              | <b>\$ 54,952.50</b> |

### Fee Summary

|                  |                      |
|------------------|----------------------|
| Dibble CM Labor  | \$ 347,508           |
| Subconsultants   | \$ -                 |
| Direct Expenses  | \$ 54,953            |
| <b>TOTAL FEE</b> | <b>\$ 402,460.50</b> |

Overtime for weeks worked over 40 hours will be charged at 1.5 times the contract billing rate.  
 Any overtime must be approved in advance by the Client.



September 5, 2019

**Mr. Peter Knudson**  
**Dibble Engineering**  
 7878 N. 16<sup>th</sup> St. Suite 300  
 Phoenix, AZ 85002

**RE: Proposal For Construction Materials Quality Assurance Testing**  
**Prescott Regional Airport-QA Testing**  
 6546 Crystal Lane  
 Prescott, AZ  
 Proposal No. 70369 TF

**Dear Mr. Knudson:**

We hereby submit our proposal to perform construction materials testing services for the referenced project. All work will be carried out under the overall supervision of a registered Professional Engineer in the state of Arizona.

Speedie & Associates is completely staffed and equipped to provide the necessary testing for this project. We participate in and are accredited by AMRL and CCRL Laboratory Inspection and Reference Sample Programs, as well as being an ADOT referee laboratory. Our technicians participate in the ACI, ATI and NICET certification programs. Speedie and Associates meets or exceeds all requirements contained within ASTM E329, C1077, and C1093.

We will provide, as scheduled by the responsible party, such personnel and equipment as necessary to observe or test work performed. All scheduled construction materials testing shall be performed on an on-call basis. Our personnel will perform all tests and specimen preparation and will prepare a Daily Field Report for each day spent at the site. These reports, together with all test data, will be transmitted on a timely basis to those parties designated by the client.

We have provided a budget estimate of **\$29,885.00** for the amount of work required for this project based on our experience on similar projects. It should be noted, however, that we have no control over the contractor's construction methods and work schedule, and actual charges may vary. Hourly rates are billed portal-to-portal from our Flagstaff Office with no minimum daily charge.

Any additional office support and other services **provided at your specific request** will be billed per our standard Fee and Rate Schedule and Schedule of Fees for Laboratory Testing. Rates on Sundays and holidays will be increased by 35 percent. Invoices will be submitted on a monthly basis for work completed, to be paid within 30 days.



We appreciate the opportunity to submit this proposal for your consideration. If our unit rates and standard terms and conditions as attached are satisfactory, please sign the proposal, initial the standard terms and conditions and return it for our records. We look forward to working with the members of the construction team on this project.

**Respectfully Submitted,  
Speedie & Associates**

**Garry Edison  
Assistant Project Manager**

**Attachments: Unit Rate Schedule & Terms and Conditions**

APPROVED AND ACCEPTED

For: \_\_\_\_\_

By: \_\_\_\_\_

Date: \_\_\_\_\_

Attachment: Final Proposal PRC New Terminal CA -AOS 11 (2776 : Airport New Commercial Service Passenger Terminal)

## UNIT RATE SCHEDULE

### DESCRIPTION OF SERVICE

|                                                                                                              |             |
|--------------------------------------------------------------------------------------------------------------|-------------|
| 1) Monitoring & Testing                                                                                      |             |
| a) Quality Assurance Testing of earthwork, concrete, masonry and paving operations by Engineering Technician | 55.00/hr    |
| b) Structural Special Inspections (If needed)                                                                | 80.00/hr    |
| c) Trip Charge                                                                                               | 90.00/trip  |
| d) Sample Pick-up Fee                                                                                        | 250.00/trip |
| 2) Office Support - If Required                                                                              |             |
| a) Principal                                                                                                 | 130.00/hr   |
| b) Project Manager                                                                                           | 100.00/hr   |
| c) Project Engineer/Geologist                                                                                | 90.00/hr    |
| 3) Laboratory Fees                                                                                           |             |
| a) Soils                                                                                                     |             |
| (i) Moisture Density Relations (proctor) ASTM D 698 A                                                        | 115.00/ea   |
| (ii) Sieve Analysis                                                                                          | 65.00/ea    |
| (iii) Plasticity Index                                                                                       | 55.00/ea    |
| (iv) Swell                                                                                                   | 130.00/ea   |
| (v) Specific Gravity                                                                                         | 65.00/ea    |
| b) Concrete, Mortar or Grout                                                                                 |             |
| (i) Compressive Strength (Including Molds)                                                                   | 15.00/ea    |
| c) Asphaltic Concrete                                                                                        |             |
| (i) Oil Content/Gradation (Burn-off Method)                                                                  | 165.00/ea   |
| (ii) Marshall Density                                                                                        | 125.00/ea   |
| (iii) Bulk Density/Thickness                                                                                 | 35.00/ea    |

August 21, 2019  
September 5, 2019 (Revised)

Kenneth L. Snyder, PE  
Vice President Airport Infrastructure  
Dibble Engineering  
7878 North 16th Street  
Phoenix, AZ 85020  
T 602.957.1155  
Ken.Snyder@DibbleCorp.com

RE: Prescott Regional Airport (PRC) – Terminal Construction Administration (CA)  
Architectural and Engineering Services Scope and Fee  
DWL Project No. 1834.03

Dear Ken:

We are very pleased for this opportunity to submit Construction Administration (CA) services for the construction of the New Terminal at Prescott Regional Airport (PRC). This proposal is supplemental to the original design proposal (dated 11.29.2018) and the associated contract dated 01.14.2019.

#### Assumptions:

1. The selected project delivery method is Construction Manager at Risk (CMAR). The new terminal and site CMAR is Willmeng Fann Joint Venture (WFJV). The CMAR for the Baggage Handling Systems has not been selected at the time this proposal was submitted. Dibble Engineering (Prime) will provide primary Construction Administration (CA) and Project Management (PM) for both CMARs. The DWL team will provide CA services as outlined in this proposal for both CMAR projects. For purposes of developing scope and fee, this proposal assumes the scope is combined.
2. Sub consultants included in this project scope:
  - Michael Taylor Architects, Inc. (MTAI)
  - LSW Engineers (LSW): Mechanical, Electrical, Plumbing and Special Systems
  - Frost: Structural Engineering
  - Norris: Landscape Architecture
3. For purposes of fee development, the following overall construction durations are used based on the 07/11/2019 schedule prepared by DWL:
 

|                                 |            |
|---------------------------------|------------|
| NTP                             | 09/26/2019 |
| Construction Start:             | 09/26/2019 |
| Project Substantial Completion: | 10/10/2020 |
| Project Final Completion:       | 11/08/2020 |

  - Active Construction Duration: 59 weeks
  - Close-Out services: 6 weeks
4. Any delay to schedule due to other projects or scope not identified in this proposal is subject to reevaluation of the associated fees by the DWL Team. DWL Team assumes that PRC and Dibble understands that increased time to this schedule directly impacts the service fee provided. Any expediting of the schedule does not necessarily change the amount of support needed to be provided by the design team.
5. PRC and Dibble agrees that for those services set forth in this proposal DWL shall not be responsible for any Actions and Indemnification Costs that are determined by a court of competent jurisdiction to be the sole responsibility of PRC, Dibble, CMAR, or others for whom DWL is legally not liable.

**Scope of work – Limited Construction Phase Services**

1. Pre-Construction Activities: (4 weeks) The DWL team shall perform the following services:
  - a. General pre-construction coordination and attend one pre-construction conference (per AC 150/1500-14d, page 72 and AC 150/5300-9b) with the Airport, Prime, CMAR, FAA, ADOT and others who will be affected by the construction. DWL assumes the Prime-PM will prepare agenda, minutes and distribute to participants. Attendance as follows:
    - a. Architectural Field representative on site (Michael Taylor Architects)
    - b. DWL PM by Webex
  - b. BHS pre-construction: Attendance by Project Architect at the pre-submittal and pre-construction conference for Baggage Handling System, via webex. DWL's principal will participate as a member of the selection committee by reviewing the proposer's submissions, scoring and attending a selection meeting via webex.
2. Construction Administration Activities: (59 weeks)
  - a. General Communication/Project management: As construction is anticipated to be fast-paced DWL anticipates questions from the field that need immediate response. General communication time (4 hour/ per week for the PM) is included for coordination with Prime-PM, CMAR and consultants. The DWL team is to clarify and support the Prime-PM with scope, document interpretation and CMAR responsibility. For efficient time use, we request email clarifications of on-site issues to be accompanied by clear photos clearly indicating areas that require attention using clouds, arrows, etc. Each clarification item shall be considered as an RFI. Management of the contract and consultants.
    - a. Maintain a document file tracking system in conjunction with the contractor for submittals, Proposal Requests and Architect's Supplemental Instructions (ASI's). It is assumed that the contractor will maintain logs for the RFI's, change order requests, change orders, and submittals.
  - b. Field Observation:
    - a. Furnish the services of a building field representative (architect) that will observe the site 2 times per week on average. By reviewing with the contractor's schedule, we will determine the observation schedule. We will also include observation by the design architect a total of 12 times. Each site visit includes a field report distributed to the Prime-PM.
    - b. Inspect mechanical, electrical, plumbing & special system elements of the project. See attached LSW proposal.
    - c. Inspect erection of structural steel and other structural components including steel reinforcing, formwork, concrete placement and masonry. See attached Frost proposal.
    - d. Provide special inspections as required for structural and as recommended for electrical. Report results timely to the contractor and the Prime-PM.
  - c. Meetings: Attendance by a DWL Team representative at progress meetings weekly at a location to be determined by the airport to review the current schedule and work progress and to facilitate resolution of construction issues. Minutes of the meetings are excluded. Attendance is anticipated by the Field Representative (in-person) weekly and by DWL via Webex every other week.
  - d. Submittals: DWL fee estimate for architectural anticipates 80 submittals at 3 hours each for first review and 2 hours for second review. We assume 50% will require a second review. Duration of review per specifications starts from the time the submittals are received by DWL. Such review or other action shall not extend to means, methods, sequences, techniques or procedures of construction selected by the CMAR, or to safety precautions and programs associated thereto. A submittal schedule shall be submitted by the CMAR within 14 days of NTP to DWL via the Prime-PM. This schedule shall be reviewed by the Prime-PM for submittals requiring Owner pre-approvals. This submittal schedule is required by DWL to schedule reviews in advance. We understand that the Prime-PM will control the receipt and distribution of submittals to the Owner, Airport Staff and other responsible parties who require submittal review. In order to expedite the process, the CMAR shall send the submittal to the Prime-PM but will copy DWL when appropriate. Complete submittals shall be provided by the CMAR in accordance with specification section 01 33 00. Reviews in excess of 1st and 2nd submittals will require additional services. When a 2<sup>nd</sup> submittal is incomplete, it will be rejected

without review when permitted, in order to preserve hours. DWL and our consultants shall track the time spent on additional reviews separately. See engineer's proposal for submittal review detail.

- e. Requests for Information (RFI): DWL Team fee estimate includes 200 RFI's within the base estimate. This includes informal and formal RFI's. Each distinct issue is considered a separate RFI. The intent is that the CMAR not include multiple unrelated RFIs within a single RFI number. We assume 3 hours per RFI. Reviews and responses to formal RFIs shall be submitted to the Prime-PM by the CMAR and copy DWL when appropriate in order to expedite the process. Duration of review per specifications starts from the time the RFI is received by DWL. See table below. DWL will distribute and log consultant RFIs.
- f. ASI's: Assuming a percentage of the RFI's would require supplemental information in the form of sketches, we assume the following quantity of ASI's.

| Discipline    | RFIs | ASIs | CORs |
|---------------|------|------|------|
| Architectural | 104  | 20   | 0    |
| MP            | 24   | 6    | 0    |
| Elec & SS     | 40   | 6    | 0    |
| Structural    | 24   | 6    | 0    |
| Landscape     | 8    | 4    | 0    |
| Team Total    | 200  |      |      |

1. DWL Team to inform Prime-PM prior to reaching 75% (150 RFIs) of this CAP to evaluate need for additional RFI's and ASI's to be compensated through change order towards the Owner contingency or by the CMAR.
- g. Change Order Requests (COR) reviews are excluded.
- h. Prepare Proposal Requests (PR's) and required drawings, specifications and other supporting data as directed by the airport representative and the Prime-PM. DWL assumes preparation of drawings for 8 PRs for architectural and 4 PRs for MPE. We assume the Prime-PM will prepare the Proposal Request and distribute to the CMAR. Proposal Request no. 1 will be the Family Restroom Proposal Request.
  - a. Proposal Request No. 1: Family Restroom
    - Landside Family Restroom: A new restroom will be located within Baggage Claim area (Room 131) and will include new plumbing fixtures, building systems, ceilings, finishes, accessories and door to match current selections. A baby changing unit will be provided.
    - Building Maintenance (Room 106) revisions: This room will be changed to a combined Building Maintenance/Janitor Room. The exterior door will be deleted, and a new interior door will be provided. A janitor sink and associated accessories will be provided.
    - Rough-in for future Airside Family Restroom: The current Janitor Room (Room 139) will be designed to accommodate the same elements as the Landside Restroom as described above. The documents will require rough-in only, at this time.
    - Tech counter detailing at the holdroom. Single-level quartz counter top mounted to the wall with steel angles and with stainless steel wall protection below the counter, designed to ADA requirements.
    - The revisions listed above will be designed and coordinated amongst the design team and contractor. The revision will be issued as a separate Proposal Request (PR) to the contractor.
- i. Substitution Requests: Up to (5) Completed substitution requests will be reviewed for the airport provided there is a benefit to the airport such as time and cost saving. Consideration for redesign.
- j. Since this is a federally funded project the following documents are referenced: AC 150/5300-9, Predesign, Prebid, and Preconstruction Conferences for Airport Grant Projects; AC 150/5370-12A, Quality Control of Construction for Airport Grant Projects; AC 150/5100-14, Architectural, Engineering, and Planning Consultant Services for Airport Grant Projects; and the TSA Dec. 2018 CRPG.
- k. Our scope also includes additional scope as detailed in attached subconsultant's proposals.

3. Project Close-Out Activities: The DWL team shall provide the followings services:
  - a. General Communications and Meetings: After Substantial Completion DWL will participate on bi-weekly webex calls. General communication time (2 hour/ per week for the PM) is included for coordination with Prime-PM, and CMAR. An additional 1 hour is included for consultant coordination.
  - b. Prepare a Punch List for the contractor's use prior to the final project walk-through. DWL assumes that contractor will conduct their own punch list (or deficiency list) prior the architect's and engineer's punch list. The architect's punch list shall be a comprehensive excel based format, that identifies items that do not meet the construction documents (drawings and specifications). Conduct two "back-checks" per punch list with the airport representative, Prime-PM and the contractor at the completion of the construction and once the contractor declares they are ready for the back-check. Punch lists will be limited to (3) three separate areas/lists (DWL and MTAI will conduct 2 punch lists together and MTAI will conduct 1 punch list independently). Punch list beyond three will require additional services. DWL and our consultants shall track the time spent on additional punch lists separately.
  - c. Determine Substantial and Final Completion for the building based on back-checks. Prepare a Certificate of Substantial Completion (AIA Document G704-2017) and Final Completion when appropriate and according to the General Conditions of the Contract for Construction, AIA Document A201-2017.
  - d. Review of Operation and Maintenance (O&M) Manuals is excluded.
  - e. Record drawings of the new terminal prepared from Contractor mark-ups shall be provided after final completion. The contractor shall keep a record set of as-built redline drawings on-site in accordance with the specifications. Periodic review for the completeness of the as-built drawings will be performed. PDF files on disk and (1) 24x36 set of record documents will be provided to the airport. AutoCAD files directly converted from Revit shall be provided for the floor plans on disk. BHS record drawings are excluded since the BHS manufacturer will be producing a shop drawing.
  - f. Conduct warranty inspections and prepare a warranty list for the contractor prior to the expiration of the contractor's one-year warranty period.

#### Additional Services:

The following additional services will be broken out separately from other construction administration services.

1. Value Engineering/Scope Reduction Services shall be provided for the following items:
  - a. CMU deduct: Two-color/block style option for the exterior walls and a four-color/block style option for the fire place.
  - b. Metal Wall Panel change of profile, specification and location for panels in the non-public areas on the east, west and within the pet relief courtyard area. CMAR proposed panel is a 22 GA B-deck profile with exposed fasteners and standard Kynar color/finish.
  - c. Metal Wall Panel detailing: Coordinate with contractor on a proposed detail that meets the energy code (IECC) and possibly eliminates the fiberglass Z-girts.
  - d. Roof assembly detailing: Coordinate with the contractor on a proposed detail that meets the energy code (IECC) and eliminates the fiberglass Z-girts. CMAR proposed assembly is an iso board insulation, plywood cover board screwed to T&G deck and mechanical fasteners to plywood.
  - e. Aluminum in lieu of Copper for primary feeders.
  - f. All other VE/Scope reduction items are excluded from additional design and engineering. The DWL team assumes these items will be managed by the CMAR.
2. Additional Renderings are proposed for use by PRC to present to the public and to city council. Since renderings were last prepared during schematic design the project has evolved, therefore the following rendering services are recommended, but are optional.
  - a. 2 Interior: \$1,500 for first rendering and \$1,200 for second rendering. \$2,700
  - b. 2 exterior renderings: \$1,500 for first rendering and \$1,200 for second rendering. \$2,700
  - c. Interior walk-through video: \$8,000
  - d. Exterior drive-by video of the immediate building landside: \$4,000

**Exclusions:**

In order to provide clarity and to prevent any misunderstandings, we want to identify items that are excluded from this proposal. If for any reason the Airport requires these services, we can provide them for additional compensation.

1. Schematic Design, Design Development, Construction Documents and Bidding/Negotiations.
2. Tasks excluded are meeting minutes, inspection calls, project management, contractor schedule analysis, pay application review, 'resident engineer' duties.
3. Field materials and performance tests, periodic observations and documentation required by the specifications other than what is specifically identified in this proposal or consultant proposals. Tests or investigations requiring demolition of existing construction or other types of forensic investigation, including hazardous materials.
4. DWL assumes the Prime-PM will provide quality control construction materials testing per specification section 01 40 00, 1.7.A.3):
  - a. Concrete testing including:
    - PCCP, beams, cylinders and cores.
    - Foundations including footings, caissons, and grade beams.
    - Slabs-on-grade.
    - Miscellaneous concrete (sidewalks, concrete benches, etc.)
  - b. Subgrade Compaction (slab-on-grade and footings).
  - c. Aggregate Base Course (ABC) compaction.
  - d. Masonry grout and mortar mix.
  - e. Ultrasonic testing including steel beams, columns and miscellaneous steel.
  - f. Spray Applied and Intumescent Paint Fire Proofing.
  - g. Asphalt.
  - h. Utility trench backfill field density testing.
5. DWL assumes the Contract will perform Quality Control Testing as follows:
  - a. Epoxy Anchor Bolts
  - b. Anchor Bolts
  - c. Ultrasonic testing for splices at reinforcing
  - d. Survey of subgrade utilities, piping
  - e. Plumbing testing (DWL/LSW to review results)
  - f. Fire Alarm
  - g. Special Systems (DWL/LSW to review results)
  - h. Mechanical Systems
  - i. Utility Trench backfill for Quality Control
6. Observation of job site conditions and traffic control
7. We understand this is a federally funded project with Davis-Bacon requirements, however, certification the contractor's payroll and perform the required worker interviews is excluded and assumed to be performed by the Prime-PM.
8. Security Sensitive Information (SSI) tracking and management.
9. Construction phasing plans.
10. Civil services: Construction Staking, Utility Locating/Potholing, As-built survey and layout.
11. Services from engineers or consultants not identified in this proposal and beyond this project's scope will not be provided.
12. The design or selection of furniture (FFE) is not included in this proposal.
13. Move-In coordination and scheduling
14. Deliverables beyond those described below.
15. Government permit and plan review fees.

**Deliverables:**

1. General Project Correspondence Letters and Memorandums
2. Field Observation Reports, Submittal Reviews, RFI's, ASI's, Proposal Requests, Punch Lists, Substantial Completion Certificate,
3. Record Drawings (Architectural, Landscape, Structural, MPE, FP, SS)

**Compensation:**

The previously mentioned services will be provided on an Hourly Not to Exceed Basis. We have estimated the total amount as summarized below.

| <b>Construction Administration</b>      |                      |
|-----------------------------------------|----------------------|
| Architectural - DWL                     | \$ 204,116.00        |
| Architectural – MTA                     | \$ 102,690.00        |
| MPE and Special Systems - LSW           | \$ 33,410.00         |
| Structural - Frost                      | \$ 27,500.00         |
| Landscape - Norris                      | \$ 10,750.00         |
| VE/Scope Reduction Design & Engineering | \$ 12,058.00         |
| Reimbursable                            | \$ 3,300.00          |
| <b>Proposal Total</b>                   | <b>\$ 393,824.00</b> |

| <b>Optional Services</b> (not included in the Proposal Total) |             |
|---------------------------------------------------------------|-------------|
| 2 Interior Renderings                                         | \$ 2,700.00 |
| 2 Exterior Renderings                                         | \$ 2,700.00 |
| Interior walk-through video                                   | \$ 8,000.00 |
| Exterior landside drive-by                                    | \$ 4,000.00 |

DWL will closely monitor use of hours by DWL and sub-consultant personnel and advise the Prime PM immediately of any areas where premature exhaustion of hours is anticipated.

Once again, we are very grateful for this opportunity and look forward to working with you and the airport team. If you have any questions or require further explanation regarding any item, please do not hesitate to contact me or Steve Rao.

Sincerely,

**DWL ARCHITECTS + PLANNERS, INC.**



Sandra Kukla, AIA, LEED AP  
Executive Vice President

SMK.vr

cc: Steve Rao  
Kiyomi Kurooka  
Anna Alexander  
Mary Ann Modzelewski

DWL ARCHITECTS + PLANNERS, INC.

Prescott Regional Airport (PRC) – Construction Administration

Dibble Engineering, Inc. (Prime)

COMPENSATION ESTIMATE (Hourly Not-to-Exceed)

Construction Budget (revised)

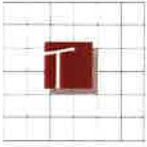
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9/5/2019

ARCHITECTURAL - Design Phase

Labor Hours

| Task Description                                   | Principal<br>183.00 per hr.                                                  |             | Sr. Proj. Manager<br>132.00 per hr. |              | Code Manager<br>132.00 per hr. |             | QA/QC Architect<br>127.00 per hr. |             | Project Architect<br>104.00 per hr. |             | Apprentice Architect<br>83.00 per hr. |             | Interior Design<br>81.00 per hr. |             | Graphic Designer<br>81.00 per hr. |             | CAD/BIM Technician<br>85.00 per hr. |              | Specifier<br>111.00 per hr. |             | Clerical<br>71.00 per hr. |             | Task Total   |  |
|----------------------------------------------------|------------------------------------------------------------------------------|-------------|-------------------------------------|--------------|--------------------------------|-------------|-----------------------------------|-------------|-------------------------------------|-------------|---------------------------------------|-------------|----------------------------------|-------------|-----------------------------------|-------------|-------------------------------------|--------------|-----------------------------|-------------|---------------------------|-------------|--------------|--|
|                                                    | Hours                                                                        | Direct Cost | Hours                               | Direct Cost  | Hours                          | Direct Cost | Hours                             | Direct Cost | Hours                               | Direct Cost | Hours                                 | Direct Cost | Hours                            | Direct Cost | Hours                             | Direct Cost | Hours                               | Direct Cost  | Hours                       | Direct Cost | Hours                     | Direct Cost |              |  |
| Pre-construction Activities                        |                                                                              |             |                                     |              |                                |             |                                   |             |                                     |             |                                       |             |                                  |             |                                   |             |                                     |              |                             |             |                           |             |              |  |
| Pre-con Coordination and Meeting                   | 6                                                                            | 1,098.00    | 22                                  | 2,904.00     | 0                              | 0.00        | 0                                 | 0.00        | 4                                   | 416.00      | 0                                     | 0.00        | 0                                | 0.00        | 0                                 | 0.00        | 0                                   | 0.00         | 0                           | 0.00        | 0                         | 0.00        | 4,418.00     |  |
| Conforming Set - excluded                          | 0                                                                            | 0.00        | 0                                   | 0.00         | 0                              | 0.00        | 0                                 | 0.00        | 0                                   | 0.00        | 0                                     | 0.00        | 0                                | 0.00        | 0                                 | 0.00        | 0                                   | 0.00         | 0                           | 0.00        | 0                         | 0.00        | 0.00         |  |
| BHS Pre-con                                        | 4                                                                            | 732.00      | 0                                   | 0.00         | 0                              | 0.00        | 0                                 | 0.00        | 10                                  | 1,040.00    | 0                                     | 0.00        | 0                                | 0.00        | 0                                 | 0.00        | 0                                   | 0.00         | 0                           | 0.00        | 0                         | 0.00        | 1,772.00     |  |
| PRE-CONSTRUCTION TOTAL                             | 10                                                                           | 1,830.00    | 22                                  | 2,904.00     | 0                              | 0.00        | 0                                 | 0.00        | 14                                  | 1,456.00    | 0                                     | 0.00        | 0                                | 0.00        | 0                                 | 0.00        | 0                                   | 0.00         | 0                           | 0.00        | 0                         | 0.00        | \$6,190.00   |  |
| Construction Admin Activities                      |                                                                              |             |                                     |              |                                |             |                                   |             |                                     |             |                                       |             |                                  |             |                                   |             |                                     |              |                             |             |                           |             | 6,190.00     |  |
| General Communication/Proj. Man.                   | 59                                                                           | 10,797.00   | 236                                 | 31,152.00    | 0                              | 0.00        | 0                                 | 0.00        | 0                                   | 0.00        | 0                                     | 0.00        | 0                                | 0.00        | 0                                 | 0.00        | 0                                   | 0.00         | 0                           | 0.00        | 0                         | 0.00        | 41,949.00    |  |
| Field Observation                                  | 0                                                                            | 0.00        | 108                                 | 14,256.00    | 0                              | 0.00        | 0                                 | 0.00        | 0                                   | 0.00        | 0                                     | 0.00        | 0                                | 0.00        | 0                                 | 0.00        | 0                                   | 0.00         | 0                           | 0.00        | 0                         | 0.00        | 14,256.00    |  |
| Meetings                                           | 0                                                                            | 0.00        | 89                                  | 11,748.00    | 0                              | 0.00        | 0                                 | 0.00        | 0                                   | 0.00        | 0                                     | 0.00        | 0                                | 0.00        | 0                                 | 0.00        | 0                                   | 0.00         | 0                           | 0.00        | 0                         | 0.00        | 11,748.00    |  |
| Submittals                                         | 0                                                                            | 0.00        | 80                                  | 10,560.00    | 0                              | 0.00        | 0                                 | 0.00        | 5                                   | 520.00      | 240                                   | 19,920.00   | 0                                | 0.00        | 0                                 | 0.00        | 0                                   | 0.00         | 15                          | 1,665.00    | 0                         | 0.00        | 32,665.00    |  |
| RFIs                                               | 0                                                                            | 0.00        | 312                                 | 41,184.00    | 10                             | 1,320.00    | 0                                 | 0.00        | 0                                   | 0.00        | 148                                   | 12,284.00   | 0                                | 0.00        | 0                                 | 0.00        | 0                                   | 0.00         | 0                           | 0.00        | 0                         | 0.00        | 54,788.00    |  |
| ASIs                                               | 10                                                                           | 1,830.00    | 20                                  | 2,640.00     | 0                              | 0.00        | 0                                 | 0.00        | 0                                   | 0.00        | 80                                    | 6,640.00    | 0                                | 0.00        | 0                                 | 0.00        | 0                                   | 0.00         | 0                           | 0.00        | 0                         | 0.00        | 11,110.00    |  |
| CORs - excluded                                    | 0                                                                            | 0.00        | 0                                   | 0.00         | 0                              | 0.00        | 0                                 | 0.00        | 0                                   | 0.00        | 0                                     | 0.00        | 0                                | 0.00        | 0                                 | 0.00        | 0                                   | 0.00         | 0                           | 0.00        | 0                         | 0.00        | 0.00         |  |
| PRs                                                | 5                                                                            | 915.00      | 16                                  | 2,112.00     | 0                              | 0.00        | 0                                 | 0.00        | 44                                  | 4,576.00    | 80                                    | 6,640.00    | 8                                | 648.00      | 0                                 | 0.00        | 0                                   | 0.00         | 0                           | 0.00        | 0                         | 0.00        | 14,891.00    |  |
| Substitution Requests                              | 0                                                                            | 0.00        | 5                                   | 660.00       | 0                              | 0.00        | 0                                 | 0.00        | 0                                   | 0.00        | 20                                    | 1,660.00    | 0                                | 0.00        | 0                                 | 0.00        | 0                                   | 0.00         | 3                           | 333.00      | 0                         | 0.00        | 2,653.00     |  |
| CONSTRUCTION ADMIN TOTAL                           | 74                                                                           | 13,542.00   | 866                                 | 114,312.00   | 10                             | 1,320.00    | 0                                 | 0.00        | 49                                  | 5,096.00    | 568                                   | 47,144.00   | 8                                | 648.00      | 0                                 | 0.00        | 0                                   | 0.00         | 18                          | 1,998.00    | 0                         | 0.00        | \$184,060.00 |  |
| Close-out                                          |                                                                              |             |                                     |              |                                |             |                                   |             |                                     |             |                                       |             |                                  |             |                                   |             |                                     |              |                             |             |                           |             | 184,060.00   |  |
| Coordination and Meetings                          | 4                                                                            | 732.00      | 24                                  | 3,168.00     | 0                              | 0.00        | 0                                 | 0.00        | 0                                   | 0.00        | 0                                     | 0.00        | 0                                | 0.00        | 0                                 | 0.00        | 0                                   | 0.00         | 0                           | 0.00        | 0                         | 0.00        | 3,900.00     |  |
| Punch List                                         | 0                                                                            | 0.00        | 27                                  | 3,564.00     | 0                              | 0.00        | 0                                 | 0.00        | 0                                   | 0.00        | 0                                     | 0.00        | 0                                | 0.00        | 0                                 | 0.00        | 0                                   | 0.00         | 0                           | 0.00        | 0                         | 0.00        | 3,564.00     |  |
| Substantial/Final Completion                       | 2                                                                            | 366.00      | 4                                   | 528.00       | 0                              | 0.00        | 0                                 | 0.00        | 0                                   | 0.00        | 0                                     | 0.00        | 0                                | 0.00        | 0                                 | 0.00        | 0                                   | 0.00         | 0                           | 0.00        | 0                         | 0.00        | 894.00       |  |
| O&M Manual review - excluded                       | 0                                                                            | 0.00        | 0                                   | 0.00         | 0                              | 0.00        | 0                                 | 0.00        | 0                                   | 0.00        | 0                                     | 0.00        | 0                                | 0.00        | 0                                 | 0.00        | 0                                   | 0.00         | 0                           | 0.00        | 0                         | 0.00        | 0.00         |  |
| Record Drawings                                    | 0                                                                            | 0.00        | 4                                   | 528.00       | 0                              | 0.00        | 0                                 | 0.00        | 0                                   | 0.00        | 60                                    | 4,980.00    | 0                                | 0.00        | 0                                 | 0.00        | 0                                   | 0.00         | 0                           | 0.00        | 0                         | 0.00        | 5,508.00     |  |
| CLOSE-OUT TOTAL                                    | 6                                                                            | 1,098.00    | 59                                  | 7,788.00     | 0                              | 0.00        | 0                                 | 0.00        | 0                                   | 0.00        | 60                                    | 4,980.00    | 0                                | 0.00        | 0                                 | 0.00        | 0                                   | 0.00         | 0                           | 0.00        | 0                         | 0.00        | \$13,866.00  |  |
|                                                    |                                                                              |             |                                     |              |                                |             |                                   |             |                                     |             |                                       |             |                                  |             |                                   |             |                                     |              |                             |             |                           |             | 13,866.00    |  |
|                                                    |                                                                              |             |                                     |              |                                |             |                                   |             |                                     |             |                                       |             |                                  |             |                                   |             |                                     |              |                             |             |                           |             | \$204,116.00 |  |
| Additional Services                                |                                                                              |             |                                     |              |                                |             |                                   |             |                                     |             |                                       |             |                                  |             |                                   |             |                                     |              |                             |             |                           |             |              |  |
| VE/Scope Reduction Services                        | 6                                                                            | 1,098.00    | 20                                  | 2,640.00     | 0                              | 0.00        | 0                                 | 0.00        | 24                                  | 2,496.00    | 40                                    | 3,320.00    | 0                                | 0.00        | 0                                 | 0.00        | 0                                   | 0.00         | 4                           | 444.00      | 0                         | 0.00        | 9,998.00     |  |
| TEAM SUMMARY                                       |                                                                              |             |                                     |              |                                |             |                                   |             |                                     |             |                                       |             |                                  |             |                                   |             |                                     |              |                             |             |                           |             |              |  |
| Discipline                                         | Construction Administration                                                  |             |                                     |              | Additional Services            |             |                                   |             |                                     |             |                                       |             | Allowance                        |             |                                   |             | Totals                              |              |                             |             |                           |             |              |  |
| Basic Design & Engineering                         |                                                                              |             |                                     |              | VE/Scope Reduction             |             |                                   |             |                                     |             |                                       |             |                                  |             |                                   |             |                                     |              |                             |             |                           |             |              |  |
| Architectural - DWL                                |                                                                              |             |                                     | 204,116.00   |                                |             |                                   |             |                                     |             |                                       |             |                                  |             |                                   |             |                                     |              |                             |             |                           |             | 204,116.00   |  |
| Architectural - MTAI                               |                                                                              |             |                                     | 102,690.00   |                                |             |                                   |             |                                     |             |                                       |             |                                  |             |                                   |             |                                     |              |                             |             |                           |             | 102,690.00   |  |
| MPE & SS - LSW                                     |                                                                              |             |                                     | 33,410.00    |                                |             |                                   |             |                                     |             |                                       |             |                                  |             |                                   |             |                                     |              |                             |             |                           |             | 33,410.00    |  |
| Structural - Frost                                 |                                                                              |             |                                     | 27,500.00    |                                |             |                                   |             |                                     |             |                                       |             |                                  |             |                                   |             |                                     |              |                             |             |                           |             | 27,500.00    |  |
| Basic Services Subtotal                            |                                                                              |             |                                     | \$367,716.00 |                                |             |                                   |             |                                     |             |                                       |             |                                  |             |                                   |             |                                     |              |                             |             |                           |             |              |  |
| Basic Design & Engineering Sub-Total               |                                                                              |             |                                     |              |                                |             |                                   |             |                                     |             |                                       |             |                                  |             |                                   |             |                                     | \$367,716.00 |                             |             |                           |             |              |  |
| Other Design & Engineering                         |                                                                              |             |                                     |              |                                |             |                                   |             |                                     |             |                                       |             |                                  |             |                                   |             |                                     |              |                             |             |                           |             |              |  |
| Landscape - Norris                                 |                                                                              |             |                                     | 10,750.00    |                                |             |                                   |             |                                     |             |                                       |             |                                  |             |                                   |             |                                     |              |                             |             |                           |             | 10,750.00    |  |
| Architectural - DWL                                |                                                                              |             |                                     |              | 9,998.00                       |             |                                   |             |                                     |             |                                       |             |                                  |             |                                   |             |                                     |              |                             |             |                           |             | 9,998.00     |  |
| MPE - LSW                                          |                                                                              | 0.00        |                                     |              | 2,060.00                       |             |                                   |             |                                     |             |                                       |             |                                  |             |                                   |             |                                     |              |                             |             |                           |             | 2,060.00     |  |
| Basic Services Other Design & Engineering Subtotal |                                                                              |             |                                     | 10,750.00    |                                |             |                                   |             |                                     |             |                                       |             |                                  |             |                                   |             |                                     |              |                             |             |                           |             |              |  |
|                                                    |                                                                              |             |                                     |              |                                |             |                                   |             | 9,998.00                            | 0.00        | 0.00                                  | 0.00        | 0.00                             |             |                                   |             |                                     |              |                             |             |                           |             |              |  |
| Additional Services and Allowance Total            |                                                                              |             |                                     |              |                                |             |                                   |             |                                     |             |                                       |             |                                  |             |                                   |             |                                     | 9,998.00     |                             |             |                           |             |              |  |
| Other Design & Engineering Sub-Total               |                                                                              |             |                                     |              |                                |             |                                   |             |                                     |             |                                       |             |                                  |             |                                   |             |                                     | \$22,808.00  |                             |             |                           |             |              |  |
| Total                                              |                                                                              |             |                                     |              |                                |             |                                   |             |                                     |             |                                       |             |                                  |             |                                   |             |                                     |              |                             |             |                           |             | \$390,524.00 |  |
| REIMBURSABLE EXPENSES                              |                                                                              |             |                                     |              |                                |             |                                   |             |                                     |             |                                       |             |                                  |             |                                   |             |                                     |              |                             |             |                           |             |              |  |
| Firm                                               | Expense                                                                      |             |                                     |              |                                |             |                                   |             |                                     |             |                                       |             |                                  |             |                                   |             |                                     |              |                             |             |                           |             |              |  |
| DWL                                                | Lodging, travel per diem, Mileage, Printing, Courier - Billed only as needed |             |                                     |              | 2,000.00                       |             |                                   |             |                                     |             |                                       |             |                                  |             |                                   |             |                                     |              |                             |             |                           |             |              |  |
| Norris                                             | Travel per diem, Mileage, Printing, Courier - Billed only as needed          |             |                                     |              | 200.00                         |             |                                   |             |                                     |             |                                       |             |                                  |             |                                   |             |                                     |              |                             |             |                           |             |              |  |
| MTAI                                               | Travel per diem, Mileage, Printing, Courier - Billed only as needed          |             |                                     |              | 500.00                         |             |                                   |             |                                     |             |                                       |             |                                  |             |                                   |             |                                     |              |                             |             |                           |             |              |  |
| LSW                                                | Travel per diem, Mileage, Printing, Courier - Billed only as needed          |             |                                     |              | 600.00                         |             |                                   |             |                                     |             |                                       |             |                                  |             |                                   |             |                                     |              |                             |             |                           |             |              |  |
| Total Reimbursable                                 |                                                                              |             |                                     | \$3,300.00   |                                |             |                                   |             |                                     |             |                                       |             |                                  |             |                                   |             |                                     |              |                             |             |                           |             |              |  |
|                                                    |                                                                              |             |                                     |              |                                |             |                                   |             |                                     |             |                                       |             |                                  |             |                                   |             |                                     |              |                             |             |                           |             | \$393,824.00 |  |



Michael Taylor Architects, Inc.

September 5, 2019

## PROPOSAL FOR PROFESSIONAL SERVICES BETWEEN ARCHITECT AND CLIENT

**Project:** Prescott Airport Terminal Building  
Prescott, Arizona  
Architectural Construction Administration Services

**Location:** APN 102-03-009P  
Crystal Drive, Prescott, Arizona

**Client:** Ms. Sandra Kukla, AIA  
DWL Architects  
2333 N. Central Ave.  
Phoenix, AZ 85004

**Architect:** Michael Taylor Architects, Inc.  
118 South Pleasant Street  
Prescott, Arizona 86303

### Project Description:

New terminal building for PRC airport.

### Compensation:

Compensation for the stated scope of services to be performed under this Agreement shall be on a time and materials basis with maximum fees as follows:

For Construction Phase services:

|              |                                             |           |
|--------------|---------------------------------------------|-----------|
| Site visits- | 59 total weeks X 14 hours                   |           |
|              | (Estimating 2 visits per week) X \$120/hour | \$99,120  |
| Punch walks  | 3 visits                                    | \$ 3,570  |
| Total        |                                             | \$102,690 |

Reimbursable expenses will be billed at cost and are expected to be less than \$500. Travel will be billed at \$0.55/mile. A retainer is not requested for the project.

### Additional Fees/Supplemental Services:

Should supplemental services beyond those listed in this agreement be requested or become necessary and be approved by the Client, our hourly billing rates for those services are as follow:

|                    | <u>Standard Rates</u> |
|--------------------|-----------------------|
| Architect          | \$120/hour            |
| Project Manager    | \$ 95/hour            |
| Drafting/Technical | \$ 80/hour            |
| Clerical           | \$ 50/hour            |

**Exclusions:**

1. Review of submittals
2. Responding to RFI's
3. Authorizing Applications for Payment (basic review of Applications is included)
4. Preparing meeting minutes
5. Scope Reduction/Value-Engineering services
6. Services beyond those listed herein

**Article 1****Architectural Services:****1.1 Scope of Services****1.11 Construction Phase Services**

- a. The Architect shall attend the Pre-Construction Conference.
- b. The Architect shall visit the site weekly to review progress of the construction for conformance with the Construction Documents and will attend weekly OAC meetings. 59 week duration.
- c. The Architect will prepare a Field Observation Report weekly based on observations made during the site visit.
- d. The Architect will be available to the extent possible to respond to Contractor issues, prime Architect questions or Owner issues and will provide general communications regarding the project to all parties.
- e. Upon completion of the Work, the Architect shall review the project for verification of Substantial Completion and shall develop a list of items to be finalized (Punch List). The Architect will attend up to three punch walks.
- f. The Architect will visit the site no more than two times for the purposes of back-checking the completed punch list items. Contractor to verify work is complete and ready for back-walk.

**Article 2****Client's Responsibilities****2.1 Information**

The Client shall provide information on which the Work is to be based. The Architect shall be entitled to rely on the accuracy and completeness of information provided by the Client.

**2.2 Approvals**

The Client's decisions, approvals, reviews and responses shall be communicated to the Architect in a timely manner in order to not delay the project.

**Article 3****Ownership of Documents**

- 3.1** The Architect shall be deemed the author and owner of all documents and deliverables developed pursuant to this Agreement and State Law. Subject to payment by the Client of all fees the Architect grants to the Client a non-exclusive license to reproduce the documents solely for the construction of the Project.

118 S. Pleasant St.    ☐ Prescott, Arizona 86303    ☐ Phone 928.445.0626

**Article 4****Compensation**

**4.1** Compensation will be in accordance with Dibble's standard agreement.

**Article 5****Indemnification**

**5.1** The Client and Architect agree to indemnify and hold harmless the other, and their respective officers, employees, agents and representatives from and against liability for all claims, losses, damages and expenses including reasonable attorney's fees to the extent such claims, losses, damages and expenses are caused by the joint or concurrent negligence of Client or Architect, they shall be borne by each party in proportion to its negligence.

**Article 6****Limit of Liability Statement:**

**6.1** In recognition of the relative risks and benefits of the project to both the client and the architect, the risks have been allocated such that the client agrees, to the fullest extent permitted by law, to limit the liability of the architect to the client for any and all claims, losses, costs, damages of any nature whatsoever or claims expenses from any cause or causes, including attorney's fees and costs and expert witness fees and costs, so the that total aggregate liability of the architect to the client shall not exceed the architect's total fee for services rendered on this project. It is intended that this limitations apply to any and all liability or cause of action however alleged or arising, unless otherwise prohibited by law.

**Article 7****Suspension/Termination**

**7.1** Either party may terminate this Agreement upon not less than seven days written notice should the other party fail substantially to perform in accordance with the terms of this Agreement through no fault of the party initiating the termination.

**7.2** All terms of this agreement including compensation shall remain in place up to the day of notice of termination.

**Article 8****Other Terms and Conditions**

**8.1** Neither party shall assign their interest in this Agreement without the express written consent of the other party.

**8.2** The law in effect at the Architects principal place of business shall govern this Agreement.

**Article 9****Scope of this Agreement**

**9.1** This Agreement represents the entire and integrated agreement between the Client and Architect and supersedes all prior negotiations, representations or agreements either written or oral. This agreement may be amended only by written instrument signed by both parties.

118 S. Pleasant St.    □Prescott, Arizona 86303    □Phone 928.445.0626

Michael Taylor Architects, Inc.

Architect



By:



Date:

Client

By:

Date:

Attachment: Final Proposal PRC New Terminal CA -AOS 11 (2776 : Airport New Commercial Service Passenger Terminal)

1678 Oaklawn Drive  
Prescott, AZ 86305

Phone: 928.776.4757  
Fax: 928.776.4931  
www.frost-structural.com

## PROJECT PROPOSAL AND AGREEMENT

**Client Name: DWL Architects + Planners, Inc.**

Attn : Sandra M. Kukla, AIA, LEED AP  
Address: 2333 N. Central Avenue  
Phoenix, AZ

Phone: 602.264.9731  
Fax: 602.264.1928  
E-mail: kukla@dwlarchitects.com

**Project Name: PRC Terminal Building**

201 Ruger Road (APN# 102-03-009P)

Jurisdiction: Prescott, AZ

FSE Project: 20180212

**Description:** Construction Administration Is Included in this Fee. Includes Shop Drawing Review, Pre-Engineered Components Review, Responding to RFI's; ASI's and Reviewing Material Testing Reports. Also includes Special Inspections and As-Built Drawings. Billed Hourly During Construction.

**Schedule:** TBD

**Scope of Work:** Engineer - Construction Administration...

|                                        |                                                              |
|----------------------------------------|--------------------------------------------------------------|
| <b>Submittals, RFIs, ASIs: \$7,800</b> | (65 Hours Estimated; 120\$/hr)                               |
| <b>Special Inspections: \$12,500</b>   | (100\$/hr; 75-125 Hours Estimated; 40 Inspections Estimated) |
| <b>As-Built Drawings: \$7,200</b>      | (Engineer(120\$/hr) + CAD(60\$/hr); 40 Hours Estimated)      |
| <b>Total: \$27,500</b>                 |                                                              |

**Notes:** - None

If Fee, Scope and Terms are acceptable; sign and return this Proposal to FSE for work to commence. Any proposal which is not accepted within one year is considered void. Alternates, Options, Additions, or Extra's not described herein; or not described in the permitted construction documents - will be considered additional services or a modification to this estimate. Additional Services are based on our standard hourly rates or the rates used to estimate the original fees.

Signature

Title

Date

**FSE**



September 5, 2019

DWL Architects + Planners, Inc.  
2333 North Central Avenue  
Phoenix, AZ 85004

Attn: Sandra Kukla, AIA, LEED AP

Re: Prescott Airport Terminal  
Construction Phase Services  
LSW Project No. 2018-183.000

**Authorization for Additional Services No. 03 (Revision 3)**

We have been asked to perform the following additional services for the construction phase of this project:

- A. Review of the Contractor shop drawings (assumes 40) and RFI's (assumes 64).
- B. Preparation of MEP associated proposal request documentation as indicated in DWL's proposal (assumes 4).
- C. Provide updated design documentation for the following proposal request:
  - 1. Provide MEP design for a new landside family restroom and provisions for a future airside family restroom. The landside family restroom will be located adjacent to the airside restrooms, and the future airside family restroom will be located at the current janitor closet location. Our design will include plumbing to the new fixtures; reselection and relocation of the water heater and associated piping; revision of the HVAC for the new restrooms including supply and exhaust; revision of the required power; and revision of the lighting for those spaces. The airside family restroom will not be finished but will include rough-in piping mains for the future remodel.
  - 2. Provide MEP design to change the building maintenance into a shared janitor/maintenance space. Our design will include revisions to add a mop sink and the associated piping, revise HVAC including supply and exhaust air, revise power, revise lighting, and revise data.
- D. Perform up to five field observations during construction to confirm that the work is proceeding in accordance with the plans and specifications and prepare a written report on our findings. This includes creation of a punch list and backchecking the punch list.
- E. Prepare record drawings in AutoCAD format from the Contractor-prepared as-built redlines. No verification of accuracy is included; therefore, the record drawings will not be signed and sealed.



DWL Architects + Planners, Inc.  
LSW Project No. 2018-183.000  
September 5, 2019  
Page 2

Our hourly not-to-exceed fee for the above referenced work shall be: **\$33,410**. (Estimated reimbursables \$600).

All other terms and conditions of our original agreement shall apply. Please sign and return the original of this authorization to our office promptly so we may begin the work as requested.

Regards,

LSW ENGINEERS ARIZONA, INC.

Cory Killpack, P.E.  
Vice President

CEK:pm

APPROVED: \_\_\_\_\_ DATE: \_\_\_\_\_  
F:\MKT\01 - PROPOSAL\2018\PR2018-321 - PRC Terminal\Add Service 3 for CA\PRC Add Service 3 fee REV3 - CA Services.docx

Attachment: Final Proposal PRC New Terminal CA -AOS 11 (2776 : Airport New Commercial Service Passenger Terminal)



## Hourly Fee Calculation, Short Form

September 5, 2019

Project No.: 2018-183.000

Project Name: PRC Terminal Add Service 3 - Construction Administration

| Task Description                                                    | Hours                   |                               |                        |                              |                               |                       |                           |                       |
|---------------------------------------------------------------------|-------------------------|-------------------------------|------------------------|------------------------------|-------------------------------|-----------------------|---------------------------|-----------------------|
|                                                                     | Principal<br>(\$190/hr) | Senior Engineer<br>(\$170/hr) | Engineer<br>(\$140/hr) | Field Observer<br>(\$115/hr) | Senior Designer<br>(\$120/hr) | Designer<br>(\$90/hr) | CAD Operator<br>(\$80/hr) | Clerical<br>(\$75/hr) |
| 1. Design and develop a new product line for the company.           | 10                      | 15                            | 20                     | 10                           | 10                            | 10                    | 10                        | 10                    |
| 2. Conduct market research and analyze competitor products.         | 10                      | 15                            | 20                     | 10                           | 10                            | 10                    | 10                        | 10                    |
| 3. Develop and test prototypes for new products.                    | 10                      | 15                            | 20                     | 10                           | 10                            | 10                    | 10                        | 10                    |
| 4. Manage the production process and ensure quality control.        | 10                      | 15                            | 20                     | 10                           | 10                            | 10                    | 10                        | 10                    |
| 5. Provide customer support and handle product returns.             | 10                      | 15                            | 20                     | 10                           | 10                            | 10                    | 10                        | 10                    |
| 6. Collaborate with marketing and sales teams to promote products.  | 10                      | 15                            | 20                     | 10                           | 10                            | 10                    | 10                        | 10                    |
| 7. Conduct regular maintenance and repair of production equipment.  | 10                      | 15                            | 20                     | 10                           | 10                            | 10                    | 10                        | 10                    |
| 8. Monitor inventory levels and manage supply chain logistics.      | 10                      | 15                            | 20                     | 10                           | 10                            | 10                    | 10                        | 10                    |
| 9. Develop and implement safety protocols for the production floor. | 10                      | 15                            | 20                     | 10                           | 10                            | 10                    | 10                        | 10                    |
| 10. Conduct regular training and development for production staff.  | 10                      | 15                            | 20                     | 10                           | 10                            | 10                    | 10                        | 10                    |

### ***Design Phase Services***

|                        |  |      |     |  |   |  |  |  |
|------------------------|--|------|-----|--|---|--|--|--|
| Plumbing Family RR     |  |      | 0.5 |  | 8 |  |  |  |
| HVAC Family RR         |  |      | 0.5 |  | 4 |  |  |  |
| Lighting Family RR     |  | 0.5  |     |  | 4 |  |  |  |
| Power Family RR        |  | 0.5  |     |  | 4 |  |  |  |
|                        |  |      |     |  |   |  |  |  |
| Plumbing JCMaintenance |  |      | 0.5 |  | 5 |  |  |  |
| HVAC JCMaintenance     |  |      | 0.5 |  | 3 |  |  |  |
| Lighting JCMaintenance |  | 0.25 |     |  | 2 |  |  |  |
| Power JCMaintenance    |  | 0.25 |     |  | 2 |  |  |  |
| Data JCMaintenance     |  | 0.5  |     |  | 2 |  |  |  |
|                        |  |      |     |  |   |  |  |  |
|                        |  |      |     |  |   |  |  |  |
|                        |  |      |     |  |   |  |  |  |
|                        |  |      |     |  |   |  |  |  |

Total Hours

2

2

34

Total by Rate

—

3

28

4,080.00

—

—

### Design Phase Total

**4,700.00**

## Construction Phase Services

[illegible]

Total Hours

20

40

45

114

6

5

Total by Rate

—

3.400.00

5.600.00

5.175.00      13.680.00

1

480.00

375.00

**Construction Phase Total**

**28,710.00**

|              |                    |
|--------------|--------------------|
| <b>TOTAL</b> | <b>\$33,410.00</b> |
|--------------|--------------------|

August 20, 2019

**DWL Architects and Planners, Inc.**

Saundra Kukla  
 Executive Vice President  
 2333 N. Central Avenue  
 Phoenix, Arizona 85004

## Prescott Regional Airport Construction Administration

Prescott, Arizona

### Scope of Work for Professional Landscape Architecture Services

#### PROJECT DESCRIPTION

The scope of this project includes Construction Administration Services for the Landscape and Irrigation portions of the Short Term Prescott Regional Airport (PRC) Terminal Project.

#### Task 1: Construction Administration

Norris Design shall provide Construction Administration Services as listed below. This task shall be hourly not to exceed. Norris Design shall notify DWL prior to reaching 75% of this fee. Travel expenses and travel time are included in this task. The scope and deliverables within this task shall include:

- A. Review Submittals. We anticipate four (4) submittals.
- B. Answer RFI's. We anticipate ten (10) RFI's.
- C. Prepare ASI's. We anticipate four (4) ASI's.
- D. Interim Site Visits during Construction. We anticipate two (2) site visits to review progress with a written report for each visit.
- E. Tree Tagging at a local Nursery. We anticipate one (1) tree tagging exercise to be concurrent with one of the Interim Site Visits.
- F. Attend Punch Walk. We anticipate one (1) site visit for the Punch Walk along with a written report.
- G. Attend Follow Up Walk. We anticipate one (1) site visit for a Follow Up Walk to backcheck Punch List items along with a written report.
- H. Attend One Year Warrantee Walk. We anticipate one (1) site visit for the Warrantee Walk along with a written report.
- I. Record Drawings. Norris Design shall prepare Record Drawings based on the Contractor's marked up drawings.

#### AGREEMENT QUALIFICATIONS

##### A. Assumptions

The Owner shall provide to Norris Design the following information or services as required for performance of the work. Norris Design assumes no responsibility for the accuracy of such information or services and shall not be liable for errors or omissions therein. Should Norris Design be required to provide services in obtaining or coordinating compilation of this information, such services shall be billed as Additional Services. In order to begin work, we may require the following information.

1. Contractor Contact Information
2. Construction Schedule
3. Construction Meeting Notes
4. Contractor Mark Up Drawings

## B. Exclusions

All specific deliverables for this project are identified within the Scope of Work portion of this agreement. The following information is not a part of the agreement and would be provided under a separate agreement or as Additional Services if required.

1. Value Engineering
2. Additional RFI Responses beyond what is anticipated
3. Additional ASI's beyond what is anticipated
4. Additional Site Visits/Reports beyond what is anticipated

## C. Definitions

The following definitions are provided to give clear understanding of terms that may be used to describe the Scope of Work within Tasks listed throughout this agreement.

| <u>Term</u>     | <u>Definition</u>                                                                                                                                                                                                |
|-----------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Attend          | Norris Design will be present at meetings and hearings as described in the task action items                                                                                                                     |
| Review          | Analysis of documents necessary to understand the project, provide feedback to the Owner or consultant team and to understand the impacts of the consultant teams work on the services provided by Norris Design |
| Assist          | Provide input and/or information to the Owner or consultant team to assist them with their work and products                                                                                                     |
| Develop         | Plans, documents and products generated by Norris Design                                                                                                                                                         |
| Coordinate      | Plans, documents, products, people, schedules and information gathered, organized and/or submitted by Norris Design                                                                                              |
| Provide         | Plans, documents and products made available by Norris Design                                                                                                                                                    |
| Minor Revisions | Revisions requiring less than 25 percent of the original time spent on a drawing, document or total task item                                                                                                    |

## A. Norris Design and Client agree to the Prime Consultant Agreement (AIA C401).

## B. Standard Hourly Rates

|                  |                |
|------------------|----------------|
| Principal        | \$ 130.00/Hour |
| Senior Associate | \$ 120.00/Hour |
| Associate        | \$ 100.00/Hour |
| Project Manager  | \$ 90.00/Hour  |
| Designer         | \$ 85.00/Hour  |
| CADD             | \$ 75.00/Hour  |
| Clerical         | \$ 50.00/Hour  |

## C. Fee Schedule

|                                            |                  |
|--------------------------------------------|------------------|
| <u>Task 1: Construction Administration</u> | <b>\$ 10,750</b> |
|--------------------------------------------|------------------|

## D. Acceptance and Agreement

Norris Design shall provide the services described within the Scope of Work per the Fee Schedule as identified in this proposal. The undersigned shall provide payment based on the Agreement Qualifications and the Terms and Conditions as identified in this proposal. If the conditions of this contract are acceptable, please sign and return a copy for our files. We look forward to working with you on this exciting project!

Norris Design-AZ, LLC.

Norris Design-AZ, LLC.

DWL Architects + Planners,  
Inc.


Joel Thomas, PLA

Name

Principal

Title

August 20, 2019

Date



Aaron Hayne, LEED -AP

Name

Senior Associate

Title

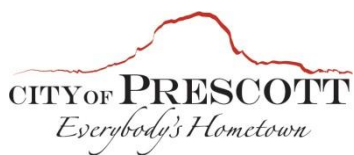
August 20, 2019

Date

Name

Title

Date

**COUNCIL AGENDA MEMO**

**MEETING DATE/TYPE:**                      **SPECIAL VOTING MEETING**                      **11-26-19**

**DEPARTMENT:**     City Clerk

**AGENDA ITEM:** Appointment of Members to the Council Subcommittee for Water Issues

**Approved By:** Michael Lamar, City Manager

**Item Summary**

This item is presented for consideration and approval for appointments to the Council Subcommittee on Water Issues.

**Background**

The City Council created the Subcommittee for Water Issues via Resolution No. 4413-1622 in December 2017. The role of the Subcommittee is to advise and make recommendations to the City Council regarding water issues facing the City. Membership on the Water Issues Subcommittee shall be done through nomination and vote of the entire Council.

**Financial Impact**

There is no financial impact associated with this request.

**Recommended Action:** **MOVE** to appoint three members of the Prescott City Council to the Council's Subcommittee for Water Issues.