



Russell R. McMurry, P.E., Commissioner
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MEMORANDUM

Date: June 4, 2025,

To: Elizabeth Giles, Senior Construction Project Manager
– Augusta Regional Airport

From: Brian Walden, GDOT Aviation Project Manager

Cc: Edwin Scott, Jr. P.E., Mead & Hunt

Subject: CA & CO Drainage Ditch Enclosure
Augusta Regional Airport, Augusta, GA

Georgia DOT – Aviation Programs has reviewed the Scope and Man-Hour Proposal submitted to our office on May 19, 2025.

Unless otherwise noted below, the Department considers the scope of work and man-hours associated with this project reasonable and customary. This review is based upon the scope of work and man-hours per classification submitted in this proposal. Revisions which result in a change in scope and/or reclassification of hours will require the Department's review and concurrence.

General Comments:

- GDOT will only allow a Fixed Fee of 10%. If the Sponsor wishes to pay the remaining 5%, they may do so at their cost.
 - *M&H Response: This request has been made and is reflected in the updated proposal.*

Scope of Work: Exhibit A

The GDOT Project Number has yet to be identified for this project, please use the Project Identification Number: PID T008670 as the GDOT Project Identifier.

Element 1 Construction Administration Services

- Please add- GDOT will be provided I set of record drawings in electronic format (PDF).
- 1.0 Pre-Construction Activities – please consider adding “The Engineer will prepare for and conduct a formal pre-construction conference for the project. The conference will be scheduled to permit Owner, GDOT, Contractor representatives, and the Engineer to attend. Minutes shall be prepared and distributed after the conference”
 - *M&H Response: This statement is already included within the scope of work except for the last sentence. The Scope has been revised to include such.*

Deliverables:

- GDOT request that Scope be revised to include “Deliverables to GDOT to include:
 - Electronic (PDF) As-Built Plans – Record Drawings
 - Contractor invoices including Final Approved Pay Application
 - Consultant Invoices
 - Contractor Closeout
 - Final Inspection Report
- *M&H Response: These deliverables have been added into the proposal.*

Exhibit 1

Unless otherwise noted below, the Department considers the hours associated with project reasonable and customary.

Element 1– Construction Administration - The Department considers 384 hours reasonable and customary for Construction Administration Services versus the 414 hours proposed. The Construction Administration Services is to include Pre-Construction, Construction Management, and Post Construction Services.

Project Manager - 85	Engineer III - 152	Engineer II 84	CADD 32	Project Assit. 31	
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- The Department will participate in a total of 9 site visits for one employee to include preconstruction conference, Construction site visits, punch list and final inspection
- Please revise Direct Labor costs to reflect 9 trips for this project.
- *M&H Response: The hours associated with labor have been revised to reflect the above requested changes.*

Element 2 – Construction Inspection/Observation

Aulick:

- Base Bid - The Department will participate in a 5-day work week, 10 hours a day for 12 weeks per submitted scope of work (85 Calendar days, five (5) days/week). The Department will not participate in Inspection during Mobilization.
- Alternate Bid - The Department will participate in a 5-day work week, 10 hours a day for 5.7 weeks per submitted scope of work (40 Calendar days, five (5) days/week).
- *M&H Response: Subconsultant (Aulick) to submit revised CA/CO proposal with requested changes made. This revision will be provided ASAP, however, M&H did not receive confirmation on direction until 6/20.*

Element 3 – Construction Materials Testing

- The Sub-Consultants (Nova) proposal includes overtime; the Department does not participate in the payment of overtime; if the Sponsor chooses to participate in the payment of overtime associated with this proposal, they may do so.
 - *M&H Response: It is noted that the hourly rates are subject to overtime, not that the proposal includes overtime.*

- Please provide hourly rate break down to include hourly rate, overhead rate and 10% profit for NOVA.
 - *M&H Response: Hourly rates are provided and a revised proposal is included herewithin.*

Please advise the Department of any unusual circumstances or conditions that would possibly require hours in excess of what the Department considers reasonable and customary for this type of project

Please consider the above and send a revised Scope and Man-Hour Proposal by June 18, 2025 with response to comments included in this document via e-mail. The responses can be put in this document as sub-bullets to the comments herein. Please call or email Brian Walden at 706-339-0921 or BrWalden@dot.ga.gov with any questions or clarifications.