

TASK ORDER NUMBER THREE

This Task Order is made as of this ____ day of APRIL, 2021, under the terms and conditions established in the MASTER AGREEMENT BETWEEN OWNER AND ENGINEER FOR PROFESSIONAL SERVICES (the Agreement), between CITY OF DALTON, GEORGIA (OWNER) and CROY ENGINEERING, LLC (ENGINEER). This Task Order is made for the following purpose, consistent with the Project defined in the Agreement:

*Phase 1 Land Acquisition Services for Runway 32 Approach
Obstruction Removal*

Section A - Scope of Services

The Dalton Municipal Airport, Dalton, Georgia (hereinafter called Sponsor) will provide for professional services for the acquisition of two (2) parcels located southeast of the Airport in the Runway 32 TERPS Approach Surface. One parcel will be acquired fee simple and one will be acquired by easement. The following parcel numbers are represented on the most recently approved Exhibit A/Property Map for the Dalton Municipal Airport.

Parcel 64 – Whitfield County Tax Parcel Number 08-003-01-000. The property is located in unincorporated Whitfield County, Georgia along Airport Road. The property contains 129 acres of rural and wooded land. This property will be acquired fee simple. As shown in the Exhibit as Appendix A, Parcel 64A (50 acres) is being acquired to maintain control of the Runway Protection Zone and for obstruction removal within the TERPS approach surface. Parcel 64B (25.7 acres) is being acquired because it is considered an uneconomical remnant with no road access.

Parcel 67 – Murray County Tax Parcel Number 0015 039. The property is located in unincorporated Murray County. The property contains a total of 84.99 acres of rural and wooded land. Approximately 20 acres of this property will be acquired as an avigation easement.

Element 1 – Project Formulation shall include the preparation or work scope, fees, pre-design/scoping meeting with GDOT and the Sponsor, scope and fee approval meeting, and application for funding assistance.

Element 2 – Survey Work shall include providing Property Research, Survey Field Work, and Survey Plan/Land Division.

1. **Field Coordination:** Coordinate with the field crew for 2 parcels.
2. **Survey Field Work:** Provide the field technicians and personnel necessary to perform the field discovery of the boundary lines as outlined and researched in the existing deeds and plats. This will also include the effort to measure the boundary lines features per the Georgia Plat Act Standards.
3. **Office Preparation:** Includes the work necessary to provide the office support for the surveying of 2 parcels.
4. **Plat Preparation:** Includes the work necessary to complete the plats for 2 parcels.
5. **Legal Descriptions:** Include the work necessary to complete legal descriptions for 2 parcels.
6. **QAQC:** Includes the time necessary to QAQC all work.

Element 3 – Environmental Services shall include the preparation of a Categorical Exclusion Checklist Form for 2 Parcels and a Phase I Environmental Site Assessment for 1 parcel.

Element 4 – Appraisals shall include procurement of appraisal and review appraisal as follows and coordination with GDOT and FAA as needed:

1. **Appraisal** shall include obtaining a qualified appraiser in accordance with the requirements of the Advisory Circular AC 150/5100-17 and managing the appraisal contract.
2. **Review Appraisal** shall include obtaining a qualified review appraiser and management of the review appraiser content. The review appraiser must review the appraisal to ensure conformance to applicable standards and FAA requirements. The review appraiser will approve the appraisal and the amount of the appraised fair market value of the property to be acquired.

Element 5 – Land Acquisition: Negotiations & Documentation shall include acquisition recommendations and preparation of draft negotiation letters for the Sponsor, meetings and negotiations with property owners, prepare agreements and coordinate with the City attorney for acquisition, and coordination with GDOT, as needed. This element includes time for 3 visits to the airport per parcel. One each for initial offer meeting, one for a follow up and one to close out.

All closing cost and associated City Attorney's fees are included. The land purchase cost will be paid by the Authority. GDOT will not participate in the land acquisition services or land purchase reimbursements until the acquisition is complete.

Element 6 – Exhibit "A" Update shall include adding the parcel to the existing Exhibit "A" and providing an electronic update and submittal to GDOT of Exhibit "A".

This project will be designed in accordance with the provisions of the Federal Aviation Administration (FAA) Advisory Circular AC 150/5100-17 entitled "Land Acquisition and Relocation Assistance for Airport Improvement Program Assisted Projects".

Deliverables will consist of the compilation and submittal to GDOT of all documents necessary to close the project. Below is a list by element that outlines the supplied deliverables.

1. As part of the land acquisition assistance, two (2) electronic copies (formats below) and two (2) hard copies of the following shall be provided to GDOT:
 - a. Parcel Plat (.pdf and Microstation or AutoCAD)
 - b. Appraisal (.pdf)
 - c. Review Appraisal (.pdf)
 - d. Signed Deeds
2. Exhibit "A" (.pdf)
3. Acquisition and negotiation records and documentation

Project Scope Exclusions

- The CSPP Checklist will not be completed by Croy Engineering.
- No DBE Tracking will be performed during this project.
- No drainage design is included in this project scope.
- 50% submittal to GDOT will be one (1) pdf of an "In-progress" set of drawings, submitted solely to show design progression.
- No erosion control plan will be completed for this project.

• No monthly updates or reports are included for the design phase of this project. The scope of this project is reserved to aviation easement acquisition only on the seven (7) parcels mentioned, and no fee simple acquisition. Any alterations to this will be addressed in additional consultant fees at that time.

Section B - Schedule

ENGINEER shall perform the Services and deliver the related Documents (if any) according to the following schedule: Work shall begin within ten (10) days of the notice to proceed. A signed copy of this Task Order will serve as ENGINEER's notice to proceed.

Proposed Schedule

Appraisals	NTP + 45 Days
Review Appraisals	NTP + 75 Days
Surveys	NTP + 45 Days
Negotiations	NTP + 90 Days
GDOT 50% Plan Set Submission	NTP + 60 Days
GDOT 90% Plan Set Submission	NTP + 90 Days
GDOT 90 % Comments	NTP + 105 Days
100% Plan Set with Response to GDOT Comments	NTP + 120 Days

Section C - Compensation

1. In return for the performance of the foregoing obligations, OWNER shall pay to ENGINEER the amount of \$43,070, payable according to the following terms:

- a. Invoicing will be submitted monthly for work completed to-date.
- b. A lump sum fee applies for each task as follows, and shall be billed based upon percentage of work completed to-date. Expenses for services such as mileage, document reproduction, permit application fees, shipping costs, etc. are not included in the lump sum fee, and shall be billed separately as a reimbursable expense. The lump sum fee and estimated budgets for expenses are as follows:

Element 1 – Project Formulation **\$ 1,519**

Lump Sum Fee: \$ 1,519
Estimated Expenses: \$ 0

Element 2 – Survey Work **\$17,092**

Lump Sum Fee: \$16,519
Estimated Expenses: \$ 574

Element 3 – Environmental Services **\$ 5,171**

Lump Sum Fee: \$ 4,600
Estimated Expenses: \$ 571

Element 4 – Appraisals **\$ 8,415**

Lump Sum Fee: \$ 8,415
Estimated Expenses: \$ 0

Element 5 – Land Acquisition Negotiations **\$10,245**

Lump Sum Fee: \$ 9,505

Estimated Expenses: \$ 740

Element 6 – ALP Update **\$ 627**

Lump Sum Fee: \$ 627

Estimated Expenses: \$ 0

DESIGN FEE \$43,070

2. Compensation for Additional Services (if any) shall be paid by OWNER to ENGINEER according to the following terms: Compensation for additional services shall be paid by the OWNER to the ENGINEER per the Croy Engineering Standard Hourly Rate Schedule attached to this Proposal.

Section D - Owner's Responsibilities

OWNER shall perform and/or provide the following in a timely manner so as not to delay the Services of ENGINEER. Unless otherwise provided in this Task Order, OWNER shall bear all costs incident to compliance with the following:

N/A

Section E - Other Provisions

The parties agree to the following provisions with respect to this specific Task Order:

N/A

IN WITNESS WHEREOF the parties hereto have made and executed this Task Order.

OWNER:

CITY OF DALTON, GEORGIA

ANDREW WIERSMA
Airport Manager

ENGINEER:

CROY ENGINEERING, LLC



GREGORY D. TEAGUE, P.E.
President

ATTEST:

ATTEST:



RUSSELL D. MOOREHEAD, PE.
Vice President

Exhibit "B" Hourly Rate Schedule**Croy Engineering, LLC
STANDARD HOURLY RATES**

Principal	\$232.50
Project Manager	\$197.47
Engineer 3	\$164.29
Engineer 2	\$145.39
Engineer 1	\$132.71
Designer 2	\$126.37
Designer 1	\$117.20
Tech 2	\$102.38
Tech 1	\$94.79
CADD Operator	\$76.56
Admin	\$88.02
Field Rep 3	\$119.60
Field Rep 2	\$101.96
Field Rep 1	\$97.62
RLS/Survey Manager	\$189.55
Crew (2-Person)	\$176.12
Crew (3-Person)	\$237.23

Please note that expenses such as mileage, document reproduction, permit application fees, shipping costs, etc. are not included in the fees above, and shall be billed separately as a reimbursable expense.