



WORK ORDER NO. 2
Huerfano County, Colorado
Project No. 24A25200

This WORK ORDER (“Work Order”) is made by and between the **Huerfano County, Colorado** (hereinafter referred to as “**Owner**”) and **Garver, LLC**, (hereinafter referred to as “**Garver**” or “**Engineer**”) in accordance with the provisions of the MASTER AGREEMENT FOR PROFESSIONAL SERVICES executed on April 27, 2021 and amended on March 1, 2023 (the “Agreement”).

Under this Work Order, the Owner intends to make the following improvements for the **Airfield Lighting & Signage Rehabilitation** project:

- Runway Lighting – Installation of new threshold and runway edge/end lighting system in cans and conduit at Runway 9. Addition of two new threshold lights in cans and conduit at Runway 27.
- Guidance Signs – Installation of new runway exit signs and guidance signs for Taxiway B and Taxiway C, and new lighted hold short signs at the intersection of the turn runway and Runway 9-27.
- Wind Cone – Replacement of wind cone and new segmented circle marker system.
- REILs – Installation of new REILs on both Runway 9 and 27 ends.
- Marking Revisions – Displaced threshold markings will be removed and replaced with blast pad markings.
- Pavement Removal – The existing failing blast pad pavement is planned to be removed.
- Service Road – Removal of unsafe service connection.

Garver will provide professional services related to these improvements as described herein. Terms not defined herein shall have the meaning assigned to them in the Agreement.

SECTION 1 - SCOPE OF SERVICES

1.1 Garver shall provide the following Services:

1.1.1 The scope of engineering services is described in Appendix A.

1.2 In addition to those obligations set forth in the Agreement, Owner shall:

1.2.1 Give thorough consideration to all documents and other information presented by Garver and informing Garver of all decisions within a reasonable time so as not to delay the Services.

1.2.2 Make provision for the Personnel of Garver to enter public and private lands as required for Garver to perform necessary preliminary surveys and other investigations required under the applicable Work Order.

1.2.3 Obtain the necessary lands, easements and right-of-way for the construction of the work. All costs associated with securing the necessary land interests, including property acquisition and/or easement document preparation, surveys, appraisals, and abstract work, shall be borne by the Owner outside of this Agreement, except as otherwise described in the Services under Section 1.1.

1.2.4 Furnish Garver such plans and records of construction and operation of existing facilities, available aerial photography, reports, surveys, or copies of the same, related to or bearing on the proposed work as may be in the possession of Owner. Such documents or data will be returned upon completion of the Services or at the request of Owner.

1.2.5 Pay all plan review and advertising costs in connection with the project.

1.2.6 Provide legal, accounting, and insurance counseling services necessary for the project and such auditing services as Owner may require.

1.2.7 Furnish permits, permit fees, and approvals from all governmental authorities having jurisdiction over the project and others as may be necessary for completion of the project.



SECTION 2 – PAYMENT

For the Services set forth above, Owner will pay Garver as follows:
 The table below presents a summary of the fee amounts and fee types for this Work Order.

WORK DESCRIPTION	FEE AMOUNT	FEE TYPE
Design Phase Services		
Surveys & AGIS Design (Subconsultant)	\$40,200.00	LUMP SUM
DBE Program Administration	\$3,800.00	LUMP SUM
Environmental Services	\$4,900.00	LUMP SUM
75% Preliminary Design	\$29,400.00	LUMP SUM
95% Final Design	\$19,500.00	LUMP SUM
Bidding Services	\$15,200.00	LUMP SUM
Grant Closeout Services	\$4,500.00	LUMPSUM
Construction Phase Services		
Construction Administration	\$76,930.00	LUMP SUM
On-Site Resident Project Representative Services	\$26,300.00	COST + FIXED FEE
Material Testing Services	\$16,600.00	HOURLY
Grant Closeout Services	\$7,700.00	LUMP SUM
TOTAL FEE	\$ 245,030.00	

The lump sum amount to be paid under this Work Order is \$202,130.00.

The Owner will pay Garver for On-Site Resident Project Representative Services rendered at the rates shown in Appendix B for each classification of Garver’s personnel (may include contract staff classified at Garver’s discretion) plus reimbursable expenses including but not limited to printing, courier service, reproduction, and travel. The total amount paid to Garver as a cost plus fixed fee and hourly under this Work Order, including the fixed fee, is estimated to be \$42,900.00. The actual total fee may exceed this estimate. For informational purposes, a breakdown of Garver’s estimated cost is included herein with approximate current hourly rates for each employee classification. The rates shown in Appendix B will be increased annually with the first increase effective on or about July 1, 2024. Notwithstanding the foregoing, Garver shall be entitled, in its sole discretion, to substitute a more qualified person (e.g., C-4) with a less qualified person (e.g., C-1); provided however, in such event Garver shall only be entitled to payment at the lesser rate.

Expenses other than salary costs that are directly attributable to performance of our Services will be billed as follows:

1. Direct cost for travel, long distance and wireless communications, outside reproduction and presentation material preparation, and mail/courier expenses.
2. Charges similar to commercial rates for reports, plan sheets, presentation materials, etc.
3. The amount allowed by the federal government for mileage.



SECTION 3 – APPENDICES

- 3.1 The following Appendices are attached to and made a part of this Work Order:
 - 3.1.1 Appendix A1 - Scope of Design Services
 - 3.1.2 Appendix A2 – Scope of Construction Phase Services
 - 3.1.3 Appendix B – Fee Spreadsheet

This Work Order may be executed in two (2) or more counterparts each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

The effective date of this Work Order shall be the last date written below.

HUERFANO COUNTY, COLORADO

GARVER, LLC

By: _____
Signature

By: Colin Bible
Signature

Name: _____
Printed Name

Name: Colin Bible, PE
Printed Name

Title: _____

Title: Vice President

Date: _____

Date: 3/20/2024



EXHIBIT A1 (SCOPE OF DESIGN SERVICES)

Generally, the Scope of Services includes the following professional services for improvements to the airfield lighting system at Spanish Peaks Airfield (4V1) under AIP Number 3-08-0079-014-2023.

The Runway 9-27 threshold lighting configuration, as installed during the previous runway reconstruction, does not meet current FAA standards. The Runway 9 end at 4V1 currently has a 200-ft displaced threshold that has non-standard lighting. Rather than keeping the displaced threshold, all parties agreed that the best path forward is to eliminate the displaced threshold and convert the 200 ft section of pavement to a blast pad. This project will also remove unsafe pavements and access to the west end of the runway. In addition, Runway End Identifier Lights (REILs) will be installed to improve runway safety at both ends.

Improvements will consist primarily of:

- Runway Lighting – Installation of new threshold and runway edge/end lighting system in cans and conduit at Runway 9. Addition of two new threshold lights in cans and conduit at Runway 27.
- Guidance Signs – Installation of new runway exit signs and guidance signs for Taxiway B and Taxiway C, and new lighted hold short signs at the intersection of the turf runway and Runway 9-27.
- Wind cone – Replacement of wind cone and new segmented circle marker system.
- REILs – Installation of new REILs on both Runway 9 and 27 ends.
- Markings Revisions – Displaced threshold markings will be removed and replaced with blast pad markings.
- Pavement Removal – The existing failing blast pad pavement is planned to be removed.
- Service Road – Removal of unsafe service road connection and possible installation of new service road route.

Project extents are shown in Exhibit 1.

Garver will perform professional services consisting of:

- Project Administration
- Surveying Services
- DBE Program Administration
- Environmental Services
- Design Services
 - 75% Preliminary Design
 - 95% Final Design
 - 100% Issued for Bid
- Bidding Services
- Closeout Services

1. PROJECT ADMINISTRATION

- 1.1. Garver will serve as the Owner's representative for the project and furnish consultation and advice to the Owner during the performance of this service. Garver will attend conferences alone or with Owner's representatives, local officials, state and federal agencies, and others regarding the scope of the proposed project, its general design, functions, and impacts.



Garver will assist in development of grant reimbursement packets for review, execution, and submittal to the FAA by the Owner.

2. SURVEYING & AGIS SERVICES

- 2.1. Design Surveys. Garver's subconsultant will provide field survey data from field work for designing the project, and this survey will be tied to the Owner's control network.
- 2.2. Garver's subconsultant will conduct field surveys, utilizing radial topography methods, at intervals and for distances at and/or along the project site as appropriate for modeling the existing ground, including locations of pertinent features or improvements. Buildings and other structures, airfield pavements, streets, drainage features, airfield lights and signs, fences, trees over eight inches in diameter, visible utilities as well as those underground utilities marked by their owners and/or representatives, and any other pertinent topographic features that may be present at and/or along the project site, will be located. Control points will be established for use during construction. All surveys shall be conducted during normal working hours.
- 2.3. Garver will assemble data obtained during the performance of the field surveys in an AutoCAD Civil3D base map drawing to be utilized for design of the project.
- 2.4. AGIS Data Submission. Garver's subconsultant will process and submit existing AGIS survey data (obtained during the recent Master Planning process) that will include the proposed relocated threshold removal and new REILs for RW 9/27. All submissions will be through the ADIP portal and will cover the design elements of the AGIS process. The As-Built elements of the AGIS process will be covered under a future Work Order.

3. DBE PROGRAM ADMINISTRATION

- 3.1. DBE Program Administration: Garver will coordinate with the FAA's Office of Civil Rights in developing a three-year DBE goal for the Owner's federal projects in fiscal years 2024-2026. As part of the three-year goal development, Garver will issue public notices and facilitate the DBE Goal Consultation as required by the FAA.

4. ENVIRONMENTAL SERVICES

- 4.1. Environmental Coordination: Garver will coordinate and complete documentation for submission to FAA to receive environmental clearance for the project. Documentation will include that required by the documented CATEX questionnaire of FAA SOP 5.0.

5. DESIGN SERVICES

- 5.1. General: Garver will prepare detailed construction drawings, specifications, instructions to bidders, and general provisions and special provisions, all based on guides furnished to Garver by the Owner and FAA, or internally developed by Garver. Contract Documents (Plans, Specifications, and Estimates) will be prepared for award of one (1) construction contract. These designs shall conform to the standards of practice ordinarily used by members of Garver's profession practicing under similar conditions and shall be submitted to the FAA office from which approval must be obtained.



5.2. Owner / Agency Coordination: Garver's project manager and/or design team will coordinate with the Owner as necessary to coordinate design decisions, site visits, document procurement, or other design needs.

5.2.1. Reimbursable Agreement: Garver will assist the Owner in in the Reimbursable Agreement process to fund the flight check required for commissioning of the REILs.

5.3. Quality Control

5.3.1. Garver will develop a project specific quality control plan. The quality control plan will include the project background and scope, stakeholder contact information, project team and roles, design criteria, project schedule, and quality control procedures.

5.3.2. Garver will complete a quality control review prior to any design submission to Owner and/or FAA. QC reviews will be completed by a senior construction observer and project manager. Weekly internal progress meetings will be held during all design phases to ensure adequate quality control throughout the design phases.

5.4. Airspace Analysis: Garver will prepare and submit the project to the FAA for permanent airspace clearance on the Obstruction Evaluation and Airport Airspace Analysis (OE/AAA) website and coordinate with FAA representatives.

5.5. Construction Safety and Phasing Plan

5.5.1. Garver will develop a construction safety and phasing plan (CSPP) for the project. During development of the CSPP, Garver will hold a meeting with Airport staff and other stakeholders at the Airport's request to obtain feedback regarding operations during each proposed phase of construction.

5.5.2. After receiving comments from the meeting, Garver will develop a preliminary CSPP for the Owner's review prior to submission to the FAA. After incorporating Owner comments, the CSPP will be submitted to FAA for review through the OE/AAA website.

5.6. Existing Conditions Review

5.6.1. Record Document Review: Garver will review record document data from the vicinity of the construction site to evaluate existing conditions. Record document data may include record drawings, record surveys, utility maps, GIS data, and previous design reports.

5.6.2. Site Visits: Garver's civil and electrical engineers will perform up to one (1) site visit to the project site to review existing conditions and evaluate survey and record document data.

5.7. Airfield Electrical

5.7.1. Airfield Lighting and Signage: Garver will provide electrical engineering services to design the new lighting improvements on the project including removal of existing lighting and signage in the project area and the installation of new lighting, signage, and airfield lighting power infrastructure.

5.7.2. NAVAIDS: Garver will provide electrical engineering services to design new Runway End Identifier Lights (REILs) and corresponding power distribution infrastructure.



5.8. Plan Set Development

The following matrix details the plan drawings to be included in each design submittal.

Plan Set	Design Phase		
	75% Preliminary	95% Final	100% Issued for Bid
Cover Sheet	X	X	X
General Notes	X	X	X
Construction Safety Plan	X	X	X
Construction Safety Details	X	X	X
Pavement Demo	X	X	X
Marking Plan	X	X	X
Marking Details	X	X	X
Seeding & Restoration Plan	X	X	X
Electrical Notes	X	X	X
Lighting Demo Plan	X	X	X
Lighting Installation Plan	X	X	X
Lighting Details	X	X	X
REIL Details	X	X	X
Wind Cone Details	X	X	X
Electrical One-Line Diagram	X	X	X

5.9. Specifications and Contract Documents

5.9.1. Technical Specifications: Detailed specifications shall be developed using FAA "Standards for Specifying Construction for Airports" AC 150/5370-10 (latest edition) or other appropriate standards approved for use by the FAA. Additional supplementary specifications will be developed for project requirements not covered by FAA AC150/5370-10 or when state or local standards are approved by the FAA.

5.9.2. Construction Contract Documents: Garver will develop construction contract documents based on EJCDC and County standards. A specimen copy of the General Provisions and applicable prevailing wage rates will be obtained by Garver from the FAA and/or Department of Labor as appropriate for incorporation into the specifications for the proposed project. Final construction contract documents will be submitted to the Owner and FAA for final review and approval.

5.10. Engineer's Design Report: Garver will prepare an Engineer's Design Report to outline the project's design criteria and design considerations per the FAA NWM Standard Handout for Engineer's Design Report 620-04. The report will discuss design decisions of all major project parameters. A summary of the sections to be included in the Engineer's Report are shown below:

- Executive Summary
- Project Background
- Existing Conditions



- Site Survey
- Project Photographs
- Applicable AIP Standards
- Construction Safety and Phasing
- Airfield Lighting and Signage
- NAVAIDS
- Pavement Markings
- Environmental Considerations
- Miscellaneous Design Items
- Modifications to AIP Standards
- DBE Participation
- Project Schedule
- Engineer's Opinion of Probable Cost
- Appendices

5.11. Quantities and Engineer's Opinion of Probable Cost: Garver will develop detailed quantities in PDF format for use in construction cost estimating for each design phase. Quantities will be completed by pay item. Upon the completion of quantity development, Garver will review previous cost data and market conditions and complete an Engineer's Opinion of Probable Cost.

5.12. Design Services Submission and Meeting Summary: The following design submittal phases shall be included in the fee summary. A summary of each design phase and the associated review meetings is included below.

5.12.1. 75% Preliminary Design

5.12.1.1. Garver will develop 75% preliminary design plans, specifications, and engineer's report and submit these to the Owner and FAA for review. It is anticipated that the Owner and FAA will review the design submission within two weeks.

5.12.1.2. At the completion of the Preliminary review period, Garver will meet with the Owner to review the 75% preliminary design plans, specifications, and engineer's report and to receive Owner and FAA comments and direction.

5.12.2. 95% Final Design

5.12.2.1. Garver will develop 95% final design plans, specifications, and engineer's report and submit these to the Owner and FAA for review. It is anticipated that the Owner and FAA will review the design submission within two weeks.

5.12.2.2. At the completion of the Final review period, Garver will meet with the Owner to review the 95% final design plans, specifications, and engineer's report and to receive Owner and FAA comments and direction.

5.12.3. 100% Issued for Bid (IFB): Garver will develop 100% IFB plans and specifications and submit these to the Owner and FAA for review. It is anticipated that the Owner will review the IFB submission within one week.



6. BIDDING SERVICES

- 6.1. Bidding. Garver will assist the Owner in advertising for and obtaining bids or negotiating proposals for one prime contract for construction, materials, equipment, and services; and, where applicable, maintain a record of prospective bidders to whom Bidding Documents have been issued, attend a pre-bid conference, and receive and process deposits for Bidding Documents. The Owner will pay advertising costs outside of this contract.
- 6.2. Garver will issue addenda as appropriate to interpret, clarify or expand the Bidding Documents. Garver will consult with and advise the Owner as to the acceptability of subcontractors, suppliers and other persons and organizations proposed by the prime contractor(s) (herein called "Contractor(s)") for those portions of the work as to which such acceptability is required by the Bidding Documents. Garver will consult with the Owner concerning the acceptability of substitute materials and equipment proposed by Contractor(s) when substitution prior to the award of contracts is allowed by the Bidding Documents.
- 6.3. Garver will attend the bid opening, prepare a bid tabulation, and assist the Owner in evaluating bids or proposals and in assembling and awarding contracts for construction, materials, equipment, and services. Garver will assist the Owner in the execution of all contract documents and furnish a sufficient number of executed documents for the Owner, Contractor and FAA.

7. PROJECT CLOSEOUT SERVICES

- 7.1. At the conclusion of design, Garver will assist the Owner with project closeout by providing a final project report per the FAA NWM Standard Handout for Final Reports 620-05 will include all necessary documents required for FAA grant closeout. Closeout documentation will be provided within 30 days after bids have been received.

8. PROJECT DELIVERABLES

- 8.1. The following deliverables will be submitted to the parties identified below. Unless otherwise noted below, all deliverables shall be electronic.
 - 75% Preliminary Design Plans, Specifications, and Report to the Owner and FAA.
 - 95% Final Design Plans, Specifications, and Report to the Owner and FAA.
 - 100% Issued for Bid Plans, Specifications, and Report to the Owner and FAA.
 - AGIS Design Submission Elements via ADIP.
 - Other electronic files as requested.

9. ADDITIONAL SERVICES

- 9.1. The following items are not included under this agreement but will be considered as additional services to be added under Amendment if requested by the Owner.
 - No As-Built AGIS Survey components will be covered under this scope.
 - No AGIS Aeronautical Survey data collection will be covered by this scope. Garver expects to use existing AGIS survey information from the recent Master Planning process.
 - Construction Phase Services, Resident Project Representative Services, and Materials Testing Services.
 - Redesign for the Owner's convenience or due to changed conditions after previous alternate direction and/or approval.



- Deliverables beyond those listed herein.
- Pavement Design.
- Boundary Surveys.
- Geotechnical Investigation.
- Design of any utility relocation.
- Engineering, architectural, or other professional services beyond those listed herein.
- Any supporting environmental studies (e.g., biological assessments, cultural resource surveys, etc.)
- Preparation of a Storm Water Management Plan (SWMP). The construction contract document will require the Contractor to prepare, maintain, and submit a SWMP.
- Preparation of the State Discharge Permit for the Colorado Department of Public Health and Environment (CDPHE). The construction contract documents will require the contractor to prepare, submit, and maintain a CDPHE discharge permit.
- Environmental Handling and Documentation, including wetlands identification or mitigation plans or other work related to environmentally or historically (culturally) significant items.
- Coordination with FEMA and preparation/submittal of a CLOMR and/or LOMR.
- Services after construction, such as warranty follow-up, operations support, and Part 139 inspection support.

10. SCHEDULE

10.1. Garver shall begin work under this Agreement within ten (10) days of execution of this Agreement and shall complete the work in accordance with the schedule below:

Design Phase	Calendar Days
75% Preliminary Design	21 Days from receipt of survey information
90% Final Design	14 Days from Receipt of 60% Preliminary Design Comments
100% Issued for Bid	7 Days from Receipt of 90% Final Design Comments



EXHIBIT 1 (PROJECT LAYOUT)





EXHIBIT A2 (SCOPE OF CONSTRUCTION PHASE SERVICES)

Generally, the Scope of Services includes the following professional services for improvements to the airfield lighting system at Spanish Peaks Airfield (4V1) under AIP Number 3-08-0079-014-2023.

The Runway 9-27 threshold lighting configuration, as installed during the previous runway reconstruction, does not meet current FAA standards. The Runway 9 end at 4V1 currently has a 200-ft displaced threshold that has non-standard lighting. Rather than keeping the displaced threshold, all parties agreed that the best path forward is to eliminate the displaced threshold and convert the 200 ft section of pavement to a blast pad. This project will also remove unsafe pavements and access to the west end of the runway. In addition, Runway End Identifier Lights (REILs) will be installed to improve runway safety at both ends.

Improvements will consist primarily of:

- Runway Lighting – Installation of new threshold and runway edge/end lighting system in cans and conduit at Runway 9. Addition of two new threshold lights in cans and conduit at Runway 27.
- Guidance Signs – Installation of new runway exit signs and guidance signs for Taxiway B and Taxiway C, and new lighted hold short signs at the intersection of the turf runway and Runway 9-27.
- Wind cone – Replacement of wind cone and new segmented circle marker system.
- REILs – Installation of new REILs on both Runway 9 and 27 ends.
- Markings Revisions – Displaced threshold markings will be removed and replaced with blast pad markings.
- Pavement Removal – The existing failing blast pad pavement is planned to be removed.
- Service Road – Removal of unsafe service road connection.

Project extents are shown in Exhibit 1.

Garver will perform professional services consisting of:

- Construction Administration Services
- On-Site Resident Project Representative Services
- Materials Testing Services
- Surveying & AGIS As-Built Services
- Project Closeout Services

1. CONSTRUCTION ADMINISTRATION SERVICES

During the construction phase of work, Garver will accomplish the tasks below.

1.1. Issued for Construction (IFC) Documents

- 1.1.1. Garver will compile bid addendums and any other necessary plan changes due to post-bid project updates and/or funding changes into a final Issued for Construction (IFC) set of plans and specifications.



1.2. Submittals

1.2.1. Garver will evaluate and respond to construction material submittals and shop drawings. Corrections or comments made by Garver on the shop drawings during this review will not relieve Contractor from compliance with requirements of the drawings and specifications. The check will be for review of general conformance with the design concept of the project and general compliance with the information given in the contract documents. The Contractor will be responsible for confirming and correlating all quantities and dimensions, selecting fabrication processes and techniques of construction, coordinating his work with that of all other trades, and performing his work in a safe and satisfactory manner. Garver's review shall not constitute approval of safety precautions or constitute approval of construction means, methods, techniques, sequences, procedures, or assembly of various components. When certification of performance characteristics of materials, systems or equipment is required by the Contract Documents, either directly or implied for a complete and workable system, Garver shall be entitled to rely upon such submittal or implied certification to establish that the materials, systems or equipment will meet the performance criteria required by the Contract Documents.

1.3. Notice to Proceed & Preconstruction Meeting

1.3.1. Garver will issue a Notice to Proceed letter to the Contractor and attend preconstruction meeting. Garver will provide meeting minutes for submission to all parties at the conclusion of the meeting.

1.4. FAA-ATO Strategic Event Coordination Form

1.4.1. Garver will submit the SEC for to the Western Service Area and the DEN ADO in advance of any runway closure.

1.5. Progress Meetings

1.5.1. As a minimum, Garver's Project Manager will attend weekly progress meetings with the Owner and Contractor during construction. To the extent possible, progress meetings and visits to the site of the work should be scheduled to coincide with each new phase of construction, scheduled FAA inspections, and other times when Garver's presence is desirable. Garver's project manager or his qualified representative will be available at all times while work is in progress for telephone contact by the RPR. Garver's project manager shall direct, supervise, advise, and counsel the Resident Project Representative and construction observation personnel in the accomplishment of Garver's duties. Garver will prepare for and attend any utility pre-construction meetings as required.

1.6. Owner Coordination

1.6.1. Garver will consult with and advise the Owner during the construction period. Garver will submit, when requested by the Owner, written reports to the Owner on the progress of the construction including any problem areas that have developed or are anticipated to develop. In addition, Garver shall supply to Owner such periodic reports and information as may be required by the FAA, including FAA Form 5370-1, Construction Progress and Inspection Report, or equivalent form to the Owner on a weekly basis.



1.7. RFIs

1.7.1. Garver will issue instructions to the Contractor on behalf of the Owner and issue necessary clarifications (respond to RFIs) regarding the construction contract documents.

1.8. Progress Payments

1.8.1. Garver will prepare Contractor's progress payment requests based on the actual quantities of contract items completed and accepted and will make a recommendation to the Owner regarding payment. Garver's recommendation for payment shall not be a representation that Garver has made exhaustive or continuous inspections to (1) check the quality or exact quantities of the Work; (2) to review billings from Subcontractors and material suppliers to substantiate the Contractor's right to payment; or (3) to ascertain how the Contractor has used money previously paid to the Contractor.

1.9. Payroll Reviews

1.9.1. Garver will assist the Owner in the observation of the Contractor's operations for proper classification of workers, review of the Contractor's payroll as necessary to determine compliance with Davis Bacon requirements, and conduct contractor employee interviews to determine compliance with Davis Bacon requirements. Garver will keep the Contractor's payroll records on file demonstrating compliance with the Davis Bacon requirements. In addition, Garver will monitor the contractor's posting of the required EEO notice and provide general oversight of any obvious instance of a segregated workplace. Garver will submit Contractor's certified payroll records to Owner at the completion of the project.

1.10. DBE Compliance

1.10.1. Garver will assist the Owner in the review of the Contractor's compliance with the DBE goals established during bidding including preparing the monthly DBE payment log.

1.11. Record Drawings

1.11.1. Garver will maintain a set of working drawings and provide information for preparation of record drawings of the completed project. This information will be incorporated into final record drawings completed as part of Closeout Services and final record drawings will be provided to the Owner after project completion.

1.12. Change Orders

1.12.1. When authorized by the Owner, Garver will prepare change orders or supplemental agreements for changes in the work from that originally provided for in the construction contract documents. If redesign or substantial engineering or surveying is required in the preparation of these change order documents, the Owner will pay Garver an additional fee to be agreed upon by the Owner and Garver.

1.13. Final Inspection

4.13.1 Garver will participate in a pre-final walkthrough with the Owner. Garver will also participate in a final project inspection with the Owner and Contractor, prepare a punch list, review final project closeout documents, and submit the final pay request.



2. ON-SITE RESIDENT PROJECT REPRESENTATIVE SERVICES

2.1. Garver will provide full-time Resident Project Representative (RPR) services for the portion of construction requiring a runway closure, and part-time RPR for the remainder of the 29-calendar-day construction contract performance time. The proposed fee is based on the following breakdown of RPR services:

- Full-Time RPR – 10 hours per day during the seven calendar days during RW 9-27 closure.
- Part-Time RPR – 20 hours per week during the twenty-two calendar days (approximately three weeks) not involving a runway closure.

If the construction time extends beyond the time established in this agreement or if the Owner wishes to increase the time or frequency of the observation, the Owner will pay Garver an additional fee agreed to by the Owner and Garver. All RPR personnel shall have the appropriate experience and qualifications.

2.2. During the construction period, Garver's RPR will provide or accomplish the following:

- Consult with and advise the Owner during the construction period. Garver will submit, when requested by the Owner, written reports to the Owner on the progress of the construction including any problem areas that have developed or are anticipated to develop. In addition, Garver shall supply to the Owner such periodic reports and information as may be required by the FAA.
- As necessary, conduct safety meetings with the Contractor.
- Coordinate with the firm providing construction materials quality assurance testing. Coordinate with this firm to ensure that all material tests required for construction are scheduled and accomplished in a manner that will not delay the Contractor unnecessarily and will meet specification requirements as to location and frequency.
- Perform intermediate inspections in advance of the final inspection.
- Maintain a file of quantities incorporated into the work, test reports, certifications, shop drawings and submittals, and other appropriate information.
- In accordance with FAA AC 150/5370-12A, maintain a project diary which will contain information pertinent to each site visit.
- Monitor the contractor's conformance to the approved construction safety and phasing plan.
- Prepare a Construction Materials Quality Control Summary. At a minimum, the summary shall include a list of all tests performed showing the date, location, pass or fail, results of retests, and whether the test is eligible or ineligible under the A.I.P. program. The Summary will include a certification that all testing was completed in accordance with the "Construction Management Plan."

2.3. In performing construction observation services, Garver will endeavor to protect the Owner against defects and deficiencies in the work of the Contractor(s); but Garver does not guarantee the performance of the Contractor(s), nor is Garver responsible for the actual supervision of construction operations. Garver does not guarantee the performance of the contracts by the Contractors nor assume any duty to supervise safety procedures followed by any Contractor or subcontractor or their respective employees or by any other person at the job site. However, if at any time during construction Garver observes that the Contractor's work does not comply with the construction contract documents, Garver will notify the



Contractor of such non-compliance and instruct him to correct the deficiency and/or stop work, as appropriate for the situation. Garver will also record the observance, the discussion, and the actions taken. If the Contractor continues without satisfactory corrective action, Garver will notify the Owner immediately, so that appropriate action under the Owner's contract with the Contractor can be taken.

3. MATERIALS TESTING SERVICES

- 3.1. Through a Subconsultant, Garver shall provide the quality assurance testing for the project as required by the Plans and Specifications in accordance with the FAA and the Owner's requirements.

4. SURVEYING & AGIS AS-BUILT SERVICES

- 4.1. Critical Point Surveys. Wilson & Company will determine runway lengths from positions of the runway end points using NGS' INVERSE3D software. Runway lengths will be computed while at the airport and will also be compared to the lengths published in the airport facility directory. If the computed length, rounded to the nearest foot, differs from the published length by more than a foot, Wilson & Company will contact the airport for further information on the reasons for the difference. If the lengths are consistent with the published length, no additional information will be required.
- 4.2. NAVAIDS Inventory. Wilson & Company will identify and survey all electronic and visual NAVAIDS associated to the airport that are required in FAA Advisory Circular 18B. Wilson & Company will utilize airport officials for assistance in identifying specific information about the airport's NAVAID systems. Assistance from the airport and FAA will be vital in identifying any additional NAVAIDS that have been recently constructed, planned to be built, or relocated.

Wilson & Company will determine the horizontal and/or vertical positions of each NAVAID using conventional total station surveys, RTK GPS, Static GPS, or a combination thereof. The type of survey technique will be determined by multiple considerations. These considerations are if particular NAVAID radio waves interfere with the GPS frequencies, location of NAVAID, and physical attributes of NAVAID structures.

- 4.3. Airspace Analysis and Mapping. Wilson & Company will identify, survey, and collect through remote sensing a distinct separate data set of post construction conditions to reflect the changes from current conditions. This data will be submitted to ADIP in the As-Built sections of the ADIP project.
- 4.4. Development of Ortho Photography. New ortho imagery will be flown and crated of the airport after all changes are completed during the construction process. The new ortho will cover the airport boundary to contain any construction changes that have occurred. This imagery will be separate and newer from the 09/2022 imagery used in the design state of this effort.

5. PROJECT CLOSEOUT SERVICES

- 5.1. Garver will assist the Owner with project closeout by providing the additional elements required in final construction report which will include all necessary documents required for FAA grant closeout. Closeout documentation will be provided within 90 days of the final payment to the Contractor. Garver will also update the airport's ALD to show the completed project as "existing" and coordinate the submission of the updated ALD through OE/AAA.



6. PROJECT DELIVERABLES

- 6.1. The following deliverables will be submitted to the parties identified below. Unless otherwise noted below, all deliverables shall be electronic.
- Issued for Construction Plans and Specifications to the Owner, Contractor, and FAA.
 - Reviewed submittals to the Contractor.
 - Record Plans and Specifications to the Owner and FAA.
 - Other electronic files as requested.

7. ADDITIONAL SERVICES

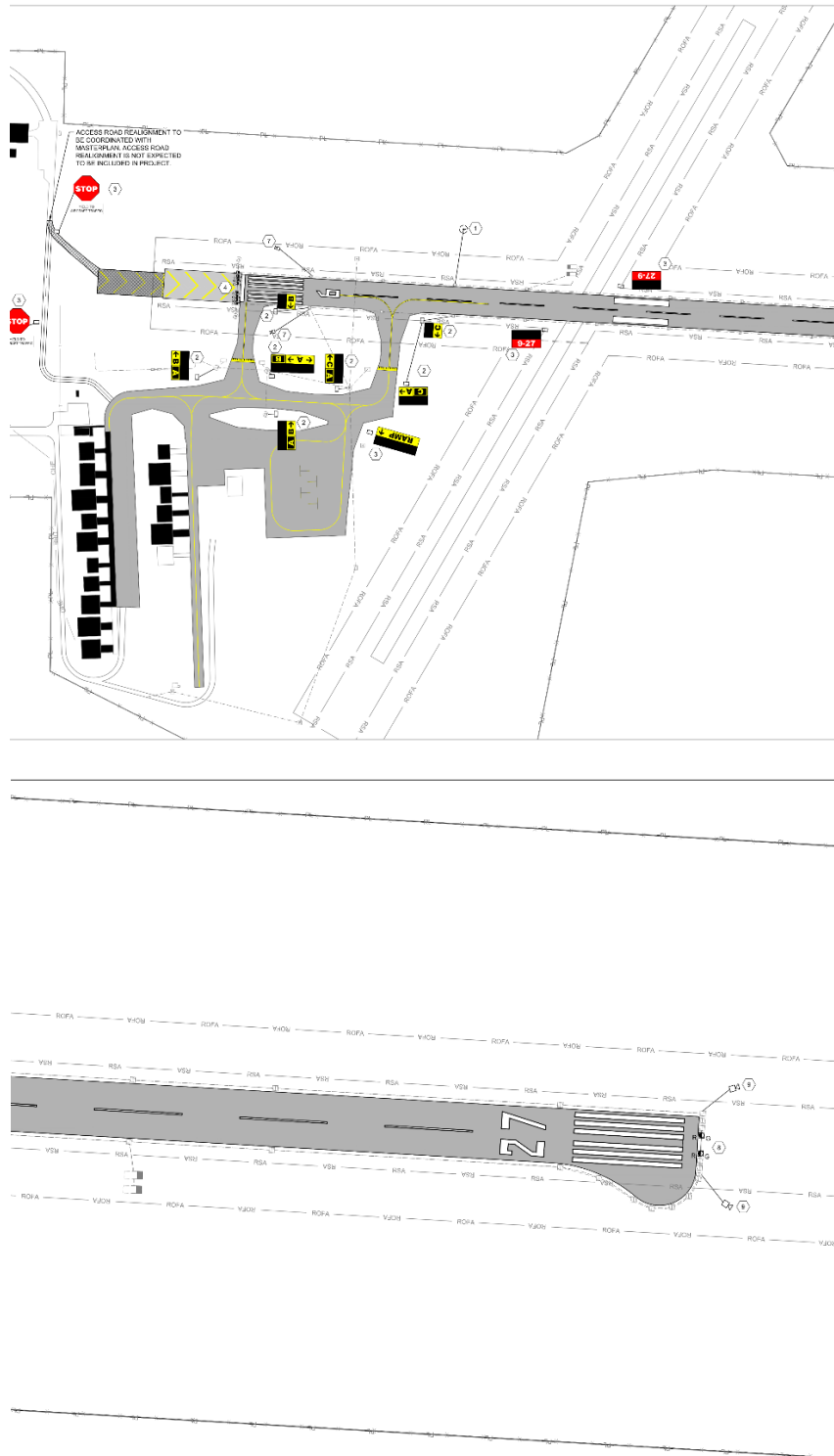
- 7.1. The following items are not included under this agreement but will be considered as additional services to be added under Amendment if requested by the Owner.
- Redesign for the Owner's convenience or due to changed conditions after previous alternate direction and/or approval.
 - Deliverables beyond those listed herein.
 - Pavement Design.
 - Topographic or Boundary Surveys.
 - Geotechnical Investigation.
 - Design of any utility relocation.
 - Engineering, architectural, or other professional services beyond those listed herein.
 - Any supporting environmental studies (e.g. biological assessments, cultural resource surveys, etc.)
 - Preparation of a Storm Water Management Plan (SWMP). The construction contract document will require the Contractor to prepare, maintain, and submit a SWMP.
 - Preparation of the State Discharge Permit for the Colorado Department of Public Health and Environment (CDPHE). The construction contract documents will require the contractor to prepare, submit, and maintain a CDPHE discharge permit.
 - Environmental Handling and Documentation, including wetlands identification or mitigation plans or other work related to environmentally or historically (culturally) significant items.
 - Coordination with FEMA and preparation/submittal of a CLOMR and/or LOMR.
 - Services after construction, such as warranty follow-up, operations support, and Part 139 inspection support.

8. SCHEDULE

- 8.1. Garver shall begin work under this Agreement upon execution of this Agreement and shall complete the work within a mutually agreeable schedule with the Owner.



EXHIBIT 1 (PROJECT LAYOUT)



Appendix B

Spanish Peaks Airfield (4V1) Airfield Lighting and Signage

FEE SUMMARY

Title I Service	Fee Type	Estimated Fees
Surveys & AGIS Design (Subconsultant)	Lump Sum	\$ 40,200.00
DBE Program Administration	Lump Sum	\$ 3,800.00
Environmental Services	Lump Sum	\$ 4,900.00
75% Preliminary Design	Lump Sum	\$ 29,400.00
95% Final Design	Lump Sum	\$ 19,500.00
Bidding Services	Lump Sum	\$ 15,200.00
Subtotal for Title I Service		\$ 113,000.00
Title II Service		Estimated Fees
Grant Closeout Services	Lump Sum	\$ 4,500.00
Subtotal for Title II Service		\$ 4,500.00
Total All Services		\$ 117,500.00

Appendix B

**Spanish Peaks Airfield (4V1)
Airfield Lighting and Signage**

Surveys & AGIS Design (Subconsultant)

WORK TASK DESCRIPTION	E-4	E-2	E-1
	hr	hr	hr
1. Surveys - Topographic			
Develop Survey Field Work Exhibits		1	2
Develop Survey Subconsultant Agreement		3	
Coordinate with Survey Crew		2	
Survey Meshing with Base Maps		1	3
QC Review of Survey Data		2	2
Submissions	2	6	2
Subtotal - Surveys - Topographic	2	15	9

Hours **2** **15** **9**

SUBTOTAL - SALARIES: **\$4,594.00**

DIRECT NON-LABOR EXPENSES

Document Printing/Reproduction/Assembly \$64.00
 Postage/Freight/Courier \$46.00
 Travel Costs \$0.00

SUBTOTAL - DIRECT NON-LABOR EXPENSES: **\$110.00**

SUBTOTAL: **\$4,704.00**

SUBCONSULTANTS FEE: **\$35,496.00**

TOTAL FEE: **\$40,200.00**

Appendix B

Spanish Peaks Airfield (4V1) Airfield Lighting and Signage

Environmental Services

WORK TASK DESCRIPTION	E-4	E-2	E-1	P-2
	hr	hr	hr	hr
1. Categorical Exclusion (CATEX)				
Draft CATEX		2	3	6
Address Revisions per QC Review				2
Submit Final CATEX to FAA		2		
Address FAA Comments on the CATEX		2	3	3
Subit Revised CATEX to the FAA		2		
Subtotal - Categorical Exclusion (CATEX)	0	8	6	11

Hours 0 8 6 11

SUBTOTAL - SALARIES: \$4,786.00

DIRECT NON-LABOR EXPENSES

Document Printing/Reproduction/Assembly	\$47.00
Postage/Freight/Courier	\$16.00
Office Supplies/Equipment	\$51.00
Travel Costs	\$0.00

SUBTOTAL - DIRECT NON-LABOR EXPENSES: \$114.00

SUBTOTAL: \$4,900.00

SUBCONSULTANTS FEE: \$0.00

TOTAL FEE: \$4,900.00

Appendix B

**Spanish Peaks Airfield (4V1)
Airfield Lighting and Signage**

75% Preliminary Design

WORK TASK DESCRIPTION	E-4	E-3	E-2	E-1
	hr	hr	hr	hr
1. Project Administration				
Administration and Coordination (Client, FAA, and CDOT)	2		4	
Pre-Design Conference Call & Meeting Minutes	2		2	
Internal Coordination Meetings	2		4	4
Project Bi-Weekly Executive Team Meetings (2 meetings, 2 people)	2		3	
Preliminary Plan Review Meeting	1		1	
Develop Quality Control Plan				
Prepare FAA Grant Application & Sponsor Certifications	1		2	2
Subtotal - Project Administration	10	0	16	6
2. Electrical Engineering				
Internal Design Kickoff Meeting	1	1	1	1
Review As-Built Drawings			2	2
Preliminary Site Visit & Kick-Off Meeting with Owner			8	8
Preliminary Engineer's Design Report		2	4	4
Preliminary Plans				
Base Map Setup				2
Cover				1
General Notes			1	2
Construction Safety Plan			1	2
Costruction Safety Details			1	2
Pavement Demo Plan			1	1
Marking Plan			1	2
Marking Details			1	2
Seeding & Restoration Plan			1	2
Electrical Notes			1	1
Lighting Demo Plan			1	4
Lighting Installation Plan			1	4
Lighting Details			1	2
REIL Details			1	2
Wind Cone Details			1	2
Electrical One-Line Diagram			1	4
Develop Preliminary Front End Specifications	1	2	2	2
Develop Preliminary Technical Specifications			2	6
Develop Preliminary Supplemental Specifications			2	6
Develop Preliminary Quantities			1	4
Develop Preliminary Opinions of Probable Construction Costs			1	2
Internal Quality Control (QC) Review	2	4	4	
Incorporate QC Review Comments			2	6
Subtotal - Electrical Engineering	4	9	43	76

Hours 14 9 59 82

SUBTOTAL - SALARIES: \$28,656.00

DIRECT NON-LABOR EXPENSES

Document Printing/Reproduction/Assembly	\$142.00
Postage/Freight/Courier	\$71.00
Office Supplies/Equipment	\$131.00
Travel Costs	\$400.00

SUBTOTAL - DIRECT NON-LABOR EXPENSES: \$744.00

SUBTOTAL: \$29,400.00

TOTAL FEE: \$29,400.00

Appendix B

Spanish Peaks Airfield (4V1) Airfield Lighting and Signage

95% Final Design

WORK TASK DESCRIPTION	E-4	E-3	E-2	E-1
	hr	hr	hr	hr
1. Project Administration				
Administration and Coordination (Client, FAA, and CDOT)	1		4	
Internal Coordination Meetings	2		2	2
Project Bi-Weekly Executive Team Meetings (2 meetings, 2 people)	2		3	
Final Plan Review Meeting	1		2	2
Subtotal - Project Administration	6	0	11	4
1. Electrical Engineering				
Update Engineer's Design Report	1		2	2
Final Plans				
General Notes			1	1
Construction Safety Plan			2	2
Costruction Safety Details			1	1
Pavement Demo Plan			1	2
Marking Plan			1	2
Marking Details			1	1
Seeding & Restoration Plan			1	1
Electrical Notes			1	1
Lighting Removal Plans			1	2
Lighting Intsallation Plans			1	2
Lighting Details			1	2
REIL Details			1	1
Wind Cone Details			1	1
Electrical One-Line Diagram			1	2
Develop Final Front End Specifications		2	1	1
Develop Final Technical Specifications			1	4
Develop Final Supplemental Specifications			1	2
Develop Final Quantities			1	2
Develop Final Opinions of Probable Construction Costs			1	2
Coordinate AGIS Submission	1		4	4
Internal Quality Control (QC) Review	2	2	4	
Incorporate QC Review Comments		1	1	4
Incorporate Final (Owner/FAA/State) Review Comments		1	1	4
Subtotal - Electrical Engineering	4	6	32	46

Hours 10 6 43 50

SUBTOTAL - SALARIES: **\$19,221.00**

DIRECT NON-LABOR EXPENSES

Document Printing/Reproduction/Assembly \$96.00
 Postage/Freight/Courier \$72.00
 Office Supplies/Equipment \$111.00

SUBTOTAL - DIRECT NON-LABOR EXPENSES: **\$279.00**

SUBTOTAL: **\$19,500.00**

TOTAL FEE: **\$19,500.00**

Appendix B

Spanish Peaks Airfield (4V1) Airfield Lighting and Signage

Bidding Services

WORK TASK DESCRIPTION	E-4	E-3	E-2	E-1
	hr	hr	hr	hr
1. Electrical Engineering				
Send Bid Documents to County		2	2	2
Outreach to Prospective Bidders	2		2	
Review and Respond to Request for Information (RFI)		2	2	2
Draft and Distribute Addendums	1	2	2	4
Prepare for Pre-Bid Meeting			1	2
Attend Pre-Bid Meeting (2 people, on site)	8		8	
Bid Opening (2 people, on site)	8		8	
Prepare Bid Tabulation		1	1	2
Evaluate Bids and Prepare Recommendation of Award	1	1	2	1
Prepare Contract Documents		1	1	2
Subtotal - Electrical Engineering	20	9	29	15

Hours	20	9	29	15
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SUBTOTAL - SALARIES: \$14,481.00

DIRECT NON-LABOR EXPENSES

Document Printing/Reproduction/Assembly	\$85.00
Postage/Freight/Courier	\$61.00
Travel Costs	\$573.00

SUBTOTAL - DIRECT NON-LABOR EXPENSES: \$719.00

SUBTOTAL: \$15,200.00

SUBCONSULTANTS FEE: \$0.00

TOTAL FEE: \$15,200.00

Appendix B

Spanish Peaks Airfield (4V1) Airfield Lighting and Signage

Grant Closeout Services

WORK TASK DESCRIPTION	E-4	E-3	E-2	E-1
	hr	hr	hr	hr
1. Civil Engineering				
Assist Sponsor with Final Request for Reimbursement	1		3	3
Draft Final Design Report and Submit to FAA, State, Owner	1	1	8	8
Subtotal - Civil Engineering	2	1	11	11

Hours 2 1 11 11

SUBTOTAL - SALARIES: \$4,389.00

DIRECT NON-LABOR EXPENSES

Document Printing/Reproduction/Assembly	\$35.00
Postage/Freight/Courier	\$34.00
Office Supplies/Equipment	\$42.00
Travel Costs	\$0.00

SUBTOTAL - DIRECT NON-LABOR EXPENSES: \$111.00

SUBTOTAL: \$4,500.00

SUBCONSULTANTS FEE: \$0.00

TOTAL FEE: \$4,500.00

Appendix B

Spanish Peaks Airfield (4V1) Airfield Lighting and Signage

FEE SUMMARY

Title II Service		Estimated Fees	
Construction Administration	Lump Sum	\$	76,930.00
On-Site Resident Project Representative Services	Cost + Fixed Fee	\$	26,300.00
Materials Testing Services	Hourly	\$	16,600.00
Grant Closeout Services	Lump Sum	\$	7,700.00
Subtotal for Title II Service		\$	127,530.00
Total All Services		\$	127,530.00

Appendix B

Spanish Peaks Airfield (4V1) Airfield Lighting and Signage

Construction Administration

WORK TASK DESCRIPTION	E-5	E-3	E-1
1. Project Administration			
Coordination with FAA		6	
Coordination with Client		6	
Coordination with Surveyor (AGIS As-Built, ADIP Submission)	4	4	
Subtotal - Project Administration	4	16	0
2. Electrical Engineering			
Prepare IFC Plans and Specs and submit to Contractor		1	6
Prepare and Distribute Notice to Procure		1	
Prepare and Distribute Notice To Proceed		1	
Prepare for Preconstruction Meeting		1	1
Attend Preconstruction Meeting (2 people, on-site)	6	6	1
Prepare and Distribute Preconstruction meeting minutes			2
Prepare Contractor Pay Application		1	4
Coordination with RPR		12	
Develop Submittal Log			2
Prepare Change Orders		1	4
Response to Contractor and RPR Inquiries		4	2
Certified Payroll Reviews		2	
DBE Compliance		2	
Shop Drawings/Submittal Review & Responses		2	8
Final Inspection and Punchlist		8	6
Punchlist Coordination		2	2
Final Walkthrough		6	
Coordinate Reimbursable Agreement w/ FAA	2	2	
Coordinate and Attend Flight Check w/ FAA		8	
Subtotal - Electrical Engineering	8	60	38

Hours 12 76 38

SUBTOTAL - SALARIES: \$26,804.00

DIRECT NON-LABOR EXPENSES

Document Printing/Reproduction/Assembly	\$30.00
Postage/Freight/Courier	\$42.00
Office Supplies/Equipment	\$85.00
Travel Costs	\$1,206.00

SUBTOTAL - DIRECT NON-LABOR EXPENSES: \$1,363.00

SUBTOTAL: \$28,167.00

SUBCONSULTANTS FEE (AGIS As-Built): \$48,763.00

TOTAL FEE: \$76,930.00

Appendix B

Spanish Peaks Airfield (4V1) Airfield Lighting and Signage

On-Site Resident Project Representative Services

WORK TASK DESCRIPTION	C-2
	\$146.00
	hr
1. Civil Engineering	
Review IFC Plans and Specifications	4
Attend Preconstruction Meeting (1 person virtual)	2
Resident Project Representative Services (7 Days on-site @ 10 hr/Day)	70
Resident Project Representative Services (3 Weeks on-site @ 20 hrs/Week)	60
Subtotal - Civil Engineering	136

Hours **136**

SUBTOTAL - SALARIES: **\$19,856.00**

DIRECT NON-LABOR EXPENSES

Document Printing/Reproduction/Assembly	\$50.00
Postage/Freight/Courier	\$68.00
Office Supplies/Equipment	\$102.00
Travel Costs	\$3,245.00

SUBTOTAL - DIRECT NON-LABOR EXPENSES: **\$3,465.00**

SUBTOTAL: **\$23,321.00**

SUBCONSULTANTS FEE: **\$0.00**

FIXED FEE **\$2,979.00**

TOTAL FEE: **\$26,300.00**

Appendix B

Spanish Peaks Airfield (4V1) Airfield Lighting and Signage

Materials Testing Services

WORK TASK DESCRIPTION	E-5	E-3	E-1
	hr	hr	hr
1. Civil Engineering			
Coordination with Materials Testing Firm		2	
Review Test Results		2	4
Subtotal - Civil Engineering	0	4	4

Hours 0 4 4

SUBTOTAL - SALARIES: \$1,528.00

DIRECT NON-LABOR EXPENSES

Document Printing/Reproduction/Assembly	\$35.00
Postage/Freight/Courier	\$37.00
Travel Costs	\$0.00

SUBTOTAL - DIRECT NON-LABOR EXPENSES: \$72.00

SUBTOTAL: \$1,600.00

SUBCONSULTANTS FEE: \$15,000.00

TOTAL FEE: \$16,600.00

