



AECOM 319-232-6531 tel  
 501 Sycamore Street 319-232-0271 fax  
 Suite 222  
 Waterloo, Iowa 50703  
 www.aecom.com

**DESIGN SERVICES  
 INSTALL AIRFIELD LIGHTING VAULT  
 OELWEIN MUNICIPAL AIRPORT  
 OELWEIN, IOWA  
 FAA POTENTIAL AIP NO. 3-19-0067-014**

**Project Description:** See Attached Exhibit A, Scope of Services.

**Scope of Services:** See Attached Exhibit A, Scope of Services.

**Compensation**

Compensation for services for this project shall be a cost-plus fixed fee in the amount of Thirty-Seven Thousand Nine Hundred Dollars (\$37,900). See attached Exhibit B, Consultant Cost Summary.

**General Conditions**

Except as specifically amended by this Individual Project Agreement, Services shall be provided in accordance with the Consultant Services Agreement for the Oelwein Municipal Airport, entered between AECOM Technical Services, Inc. ("ATS"), and the City of Oelwein ("Client"), dated January 17, 2022.

APPROVED:  
 CITY OF OELWEIN, IOWA

APPROVED:  
 AECOM TECHNICAL SERVICES, INC.

By \_\_\_\_\_  
 Brett DeVore, Mayor

By \_\_\_\_\_  
 Douglas W. Schindel, P.E.  
 Vice President

Date \_\_\_\_\_

Date \_\_\_\_\_



**ATTACHMENT A  
SCOPE OF SERVICES**

**INSTALL AIRFIELD LIGHTING VAULT  
OELWEIN MUNICIPAL AIRPORT  
OELWEIN, IOWA  
FAA POTENTIAL AIP 3-19-0067-014**

**I. PROJECT DESCRIPTION**

The project is described as the replacement of the exiting airfield lighting vault, airfield lighting constant current regulator and pilot-controlled lighting system at the Oelwein Municipal Airport, Oelwein, Iowa.

**II. GENERAL PROJECT SCOPE**

The work to be performed by the ATS shall encompass and include detailed work, services, materials, equipment and supplies necessary to provide preliminary design, develop final plans, develop specifications, provide construction cost estimates, and provide bidding services. Construction phase services will be determined after the project has been bid and prior to issuance to a federal grant. Work shall be divided into the following tasks:

**A. Design Phase**

1. **Design Conference** - This task consists of a pre-design conference called by the City of Oelwein (hereinafter referred to as Client) and held between the Client, the Consultant, the FAA, and any other participating or regulatory governmental agency. The purpose of this conference is to define project requirements, finances, schedules, phasing and other pertinent data that affects the scope of work, design standards, presentation of preliminary and final plans and documents. The requirements set forth in this design conference including design schedule will be confirmed in writing by the Consultant to the Client, with copies to each participating unit of government.
2. **Data Collection and Review** – This task consists of the collection of existing data applicable to this project and related to the proposed work site. The Airport Master Plan, record drawings of completed projects, and utility information will be compiled as background information for the project.
3. **Subsurface Investigation** – Subsurface Investigation is not part of this agreement.
4. **Field Investigation** – This task consists of a field investigation to collect data on the existing airfield lighting vault and utilities.
5. **Site Survey** – This task consists of a field survey to collect the following topographic information to assist in the preparation of the plans for the project:
  - existing survey control network;
  - existing pavement edges and pavement type
  - drainage structures and drainage ways:
  - utilities based on One Call and marking by others;
  - property surveys are not included.

6. **Preparation of Design Plans** – This task consists of the preparation of the final design plans for this project. Plans will be prepared in compliance with current Central Region Federal Aviation Administration and Local Building Coder requirements in effect at the time the plans are prepared. This task includes the preparation of the following:
  - (1) Title Sheet
  - (2) Legend and General Notes
  - (3) Schedule of Drawings
  - (4) Schedule of Quantities
  - (5) General Project Layout
  - (6) Safety and Sequencing Plans
  - (7) Site Plan
  - (8) Architectural Drawings and Details
  - (9) Structural Drawings and Details
  - (10) Electrical Drawings and Details
7. **Final Project Specifications** - This task consists of the preparation of specifications for the project. The specifications will be in compliance with current Central Region Federal Aviation Administration requirements in effect at the time the specifications are prepared.
8. **Construction Safety and Phasing Plan** - This task consists of the preparation of a separate Construction Safety and Phasing Plan (CSPP) in accordance with AIP Sponsor Guide Section 960 and Advisory Circular 150/5370-2G. The draft CSPP will be submitted to FAA for review. A final CSPP will be prepared and submitted that will address comments received. The final CSPP will be included in the project manual.
9. **Airspace Submittal** - This task consists of preparation and submittal of FAA 7460-1 forms electronically through the FAA's OEAAA website for temporary construction items, including contractor's staging area, access routes and construction equipment. Air space forms will be submitted during design phase of project once element locations are defined for FAA determinations to be received prior to anticipated construction start.
10. **Estimate of Probable Construction Cost** – This task consists of the preparation of a detailed estimate of construction costs based upon the detailed plans and specifications. This statement of probable construction cost prepared by the Consultant represents the Consultant's best judgment as a design professional at the time the estimate is drawn. It is recognized, however, that neither the Consultant nor the Client has any control over the cost of labor, materials or equipment; over the contractor's method of determining bid prices; or over competitive bidding or market conditions. Accordingly, the Consultant cannot and does not guarantee that bids will not vary from any statement of Probable Construction Cost or other cost estimates prepared by the Consultant.
11. **Engineering Report** – This task consists of the preparation of an engineering report that relates to the Client and participating governmental agencies, the fundamental considerations and concepts used in design of the project. Deviation in design and construction standards will be included in the engineering report.

12. **Quality Review** - This task consists of the quality review of work elements on the project. During the course of this project, quality reviews will be conducted by senior technical personnel that are not directly involved in the project.
13. **Conferences and Meetings** - This task consists of conferences and meetings in addition to the design conference and the stakeholder meetings that will be attended by the Consultant for the purpose of coordination, information exchange and general understanding of the status and direction of the project.
14. **Utility Coordination** – This task consists of meetings and coordination with existing utilities serving the Oelwein Municipal Airport including Alliant Energy, City of Oelwein, Solar Farm Contractor, and the National Weather Service.
15. **Grant Application** - This task consists of assisting the Sponsor in preparation of grant application.
16. **Bid Assistance** – This task consists of assisting the Client in advertising for and receiving bids, analyzing the bids received and preparing a recommendation to the Client for award of contract.
17. **Pre-Bid Conference** – This task consists of attending and conducting a “Pre-Bid Conference” at the Project site for prospective bidders.
18. **Bid Document Interpretation** – This task consists of answering bid document interpretation questions from bidders, preparing, and issuing any required addenda.
19. **Project Administration** - This task consists of office administration and coordination of the project. Interoffice meetings, general day-to-day administrative responsibilities, and typing of interoffice memoranda and minutes of meetings are included in this task. Prepare up to 10 sets of contract documents for distribution to Client, FAA, plan rooms, suppliers and potential bidders. This task also includes providing one electronic copy of the plans and specifications that can be viewed in and printed from Adobe Acrobat.

**FY 2024 Install Airport Vault**

**Oelwein Municipal Airport  
Oelwein, Iowa**

**FAA AIP 3-19-0067-014**

**Engineering Services**

**Consultant Cost Summary**

I. Direct Labor Cost

<u>Category</u>	<u>Hours</u>	<u>Rate/Hour</u>	<u>Amount</u>	
Senior Professional	18	\$103.65	\$1,865.70	
Project Professional	80	\$80.55	\$6,444.00	
Staff Professional	16	\$58.20	\$931.20	
Professional	40	\$36.60	\$1,464.00	
CADD Operator II	40	\$39.35	\$1,574.00	
CADD Operator I	24	\$20.25	\$486.00	
Senior Technician	0	\$45.15	\$0.00	
Technician	20	\$33.30	\$666.00	
Project Support	28	\$36.62	\$1,025.36	\$14,456.26
	266			

II. Payroll Burden and Overhead Costs 123.50% \$17,853.48

III. Direct Project Expenses

<u>Category</u>	<u>Units</u>	<u>Rate/Unit</u>	<u>Amount</u>	
Mileage	600	0.670	402.00	
Per Diem	0	50.00	0.00	
Lodging	0	100.00	0.00	
B/W Copies	200	0.06	12.00	
Color Copies	200	0.22	44.00	
Plan Copier	50	0.50	25.00	
Total Station Survey Equipment	4	15.00	60.00	
GPS Survey Equipment	2	15.00	30.00	
Miscellaneous, Other	1		250.00	\$823.00

IV. AECOM Estimated Actual Costs \$33,132.74  
Rounded \$33,100.00

V. Subcontract Expense \$0.00

VI. Estimated Actual Costs \$33,100.00

VII. Fixed Fee (15% of Items I & II) Rounded \$4,800.00

VIII. Maximum Amount Payable \$37,900.00

FY 2024 Install Airport Vault

Oelwein Municipal Airport  
Oelwein, Iowa

FAA AIP 3-19-0067-014

Engineering Services

Staff Hour Estimate

Item No.	Description	Senior Prof	Project Prof	Staff Prof	Prof	CADD Operator II	CADD Operator I	Senior Technician	Technician	Project Support	Totals
1	Design Conference	2	2								4
2	Data Collection and Review		2								2
3	Subsurface Investigation (Not in Agreement)										0
4	Field Investigation		4								4
5	Site Survey			16					16		32
6	Preparation of Design Plans	4	40		20	40	24				128
7	Final Project Specifications				8					16	24
8	Construction Safety and Phasing Plan				4				4		8
9	Airspace Submittal				2						2
10	Estimate of Probable Construction Cost		4							2	6
11	Engineering Report		4							2	6
12	Quality Review		8								8
13	Conferences and Meetings	2									2
14	Utility Coordination		4		2						6
15	Grant Application				4						4
16	Bid Assistance		4								4
17	Pre-Bid Conference		4								4
18	Bid Document Interpretation	2	4								6
19	Project Administration	8								8	16
Total Design Services		18	80	16	40	40	24	0	20	28	266