

**CITY OF HAMMOND  
HAMMOND NORTHSORE REGIONAL AIRPORT  
TERMINAL APRON JOINT RESEAL  
DESIGN**

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Work Authorization for Professional Services

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(Project Identification No.)

9  
\_\_\_\_\_  
(Work Authorization No.)

It is agreed to undertake the following work in accordance with the provisions of our Master Agreement for Professional Services dated February 5<sup>th</sup>, 2019.

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Description of Assignment:

This assignment includes the Design for the Terminal Apron Joint Reseal at the Hammond Northshore Regional Airport. Scope of work consist of the following: analysis of existing conditions, Plans and Specifications for Resealing of PCC joints, Additive Alt for partial panel replacement, layout of taxilanes, layout of select tie-downs, and Engineers Opinion of Probable Construction cost. Any work not specifically listed in the attached Scope of Work shall be negotiated separately.

Services associated with this Work Authorization are planned to be completed by December 2020.

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Basis of Compensation/Period of Services:

**Task 1:** Basic Services: Lump Sum Payment of Twenty Thousand Nine Hundred Sixty Seven Dollars and No Cents (\$20,967.00),

**Task 2:** Basic Services: Lump Sum Payment of Thirteen Thousand nine Hundred Seventy Eight Dollars and No Cents (\$13,978.00)

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Agreed as to scope of services, time schedule, and budget:

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For: **City of Hammond /  
Hammond Northshore Regional Airport**

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For: **Michael Baker International, Inc.**

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

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

Attachment: Exhibit A – Scope of Work  
Exhibit B – Fee Estimate

**ATTACHEMENT “A” – SCOPE OF WORK  
WORK AUTHORIZATION No. 9  
HAMMOND NORTSHORE REGIONAL AIRPORT  
TERMINAL APRON JOINT RESEAL PPROJECT  
DESIGN, BIDDING and CONSTRUCTION PHASE SERVICES**

**INTRODUCTION**

Michael Baker International (Michael Baker) shall provide all required professional services to design, bid/solicit proposals and administer the construction for the TERMINAL APRON JOINT RESEAL PROJECT at the Hammond Northshore Regional Airport in Hammond, LA. This work will be designed in accordance with the requirements off the Federal Aviation Administration (FAA) and the Louisiana Department of Transportation.

This pavement preservation project is necessary to maintain the existing pavement and provide long-term solution to drainage and deterioration issues around the concrete Terminal Apron. The Proposed Action would occur entirely between the Terminal area and the Taxiway Alpha and consists of cleaning and resealing of PCC joints, partial panel replacement, and remarking of taxilanes and select tie-downs.

Professional services to be provided by the consultant shall include all civil engineering services required to accomplish the following noted task:

**TASK I – PRELIMINARY DESIGN**

The preliminary design phase is intended to identify and evaluate alternatives to assure cost and practical solutions for the work items identified. The designer will complete its evaluation of alternatives through contacts with Owner, LADOTD and local consultants, and review of field investigations, and a practical design approach. The design will take advantage of local knowledge and experience and utilize expertise from recent construction projects to design a cost-effective project and ensure competitive construction bids.

Activities include:

1. Coordination with the Owner/DOTD to optimize available construction monies and minimize the impacts this may have in day-to-day operations of the Airports.
2. Perform Site Visits in order to determine design requirements and evaluate local conditions including the following:
  - a. Identification of project constraints
  - b. Evaluate the necessary repairs and improvements.
3. Coordination with all agencies as required to obtain environmental clearance/permit.
4. Provide a scope of work and calculate preliminary estimates and provide schematic drawings that are necessary for the development of project budgets.
5. Prepare the Construction Safety and Phasing Plan (CSPP) for review and comment
6. Submit project to FAA for Airspacing (7460-1)

7. Develop projected project budget and contract preparation.

## **TASK II – FINAL DESIGN**

In the final design phase, the designer will provide well-defined construction requirements, as appropriate to assure competitive construction bids. Construction schedules will be closely coordinated to assure the best possible weather conditions and the least possible interference with airport operations. Assist the airport with the advertisement, notification of local airport users, and generally complete the final construction contract documents. The following outline describes in greater detail the tasks and products.

1. Incorporate preliminary design comments and respond as necessary to requests for additional information.
2. Provide final design drawings, specifications, and detailed construction cost estimates.
3. Develop specifications using AC 150/5370-10, Standards for Specifying Construction of Airports.
4. Design all improvements in accordance with FAA standards and guidelines and in accordance with the Airport Operations Manual.
5. Complete final quantity calculations.
6. Provide sets of contract documents.
7. Assist airport with interpretation of project requirements.

## **TASK III – SOLICIT PROPOSALS** (Not Included in This Contract)

1. Assist the Owner with soliciting of proposals for the project.
2. Answer questions for Bidders and Vendors and issue addenda when needed.
3. Review proposals and their compliance with requirements and Recommend Award.
4. Prepare Certified Bid Tabs
5. Prepare Contract Documents.
6. Assist in award notifications to successfully bidder.
7. Solicit and review bonds, insurance certificates, construction schedules, etc.

## **TASK IV– CONSTRUCCION PHASE SERVICES** (Not Included in This Contract)

During the construction phase of the project, the engineer will assist the Airport owner to monitor and document progress for quality, cost, and liability control. The engineer will also review contractor payment

requests, review all submittal and shop drawings, attend the final project inspection, and complete the Record Drawings.

Construction Phase Duties for the PROJECT shall commence at the preparation for the Pre-Construction Conference and extend to one (1) month after the construction period.

Construction Phase Services will include the following activities:

1. Make periodic visits to the site to observe the progress and quality of the executed work and to determine in general if the work is proceeding in accordance with the contract documents. These periodic visits shall be made a minimum of once every other week. In the performance of these services, the Engineer shall endeavor to protect the Owner against defects and deficiencies in the work of the contractors, but cannot guarantee the performance of the contractor, nor be responsible for the actual supervision of the construction operations or for any safety measures the contractors take or should take.
2. Attend Pre-Construction/Installation meetings with the Contractor to review project requirement for all pay items prior to proceeding with work in field.
3. Review and approve Contractor's Quality Control Plan.
4. Review and approve all samples, catalog data, schedules, shop drawings, laboratory, shop and mill tests of materials and equipment, and other data submitted by the contractor, but only for conformance with the design concept of the Project and compliance with the information given in the contract documents.
5. Review and respond to Contractor's Requests for Information (RFI).
6. Coordinate the tabulation of field test results with Owner's Quality Assurance Team.
7. Respond to Contractor's Letter's.
8. Review for accuracy and certify partial and final payment applications submitted by the contractor. Payment applications shall be reviewed and returned to the Owner.
9. Conduct, in the company of the Owner, a final inspection of the Project for conformance with the design concept of the Project and compliance with the contract documents.
10. Prepare Final As-Built drawings based on the as-constructed drawings provided by the Contractor. Furnish one (1) set of the record drawings. In addition, drawings shall be supplied to the Owner in AutoCAD™ Version 20020 or more recent version of AutoCAD™ or as otherwise specified by the Owner.

**TASK IVa– RESIDENT PROJECT REPRESENTATIVE SERVICES** (Not Included in This Contract)

1. During the construction phase of the project, the engineer will provide a Full-Time resident on-site project representative to monitor the contractor's performance and progress throughout construction and will strive to ensure that the construction is completed according to the plans and specifications. – Resident Project Representative Services shall commence at the Pre-Construction Conference and extend to completion of the project.

**ATTACHMENT "B" - FEE PROPOSAL  
WORK AUTHORIZATION NO. 9  
HAMMOND NORTSHORE REGIONAL AIRPORT  
TERMINAL APRON JOINT RESEAL PROJECT**

**SUMMARY OF FEES**

<u><b>Basic Services</b></u>	<u><b>Total</b></u>
Engineering Design Phase Services	\$ 34,945.00
Bidding Phase Services (Not Included in this Contract)	
Construction Phase Services (Not Included in this Contract)	
<hr/> Total Basic Services	<hr/> \$ 34,945.00
<u><b>Special Services</b></u>	
Resident Project Representative (Not Included in this Contract)	
<hr/> Total Special Services	<hr/> \$ -
<hr/> <hr/> Total Services	<hr/> <hr/> \$ 34,945.00

**ATTACHMENT "A" - FEE PROPOSAL  
 WORK AUTHORIZATION NO. 9  
 HAMMOND NORTSHORE REGIONAL AIRPORT  
 TERMINAL APRON JOINT RESEAL PROJECT  
 HOUR ESTIMATE - DESIGN PHASE SERVICES**

**Design Phase Services**

Item No.	Item/Task Description	Project Manager	Senior Engineer II	Senior Engineer I	Engineer	Senior Designer	Designer	Technical Assistant	Total Hours
1	Preliminary Coordination/Meetings with Airport/LaDOTD	8		8				6	22
2	Site Visits as needed for design	4		8	8			8	28
3	Preliminary Environ. Coordination and Airspace	1		4		2		2	9
4	Preliminary Estimates and Concept Drawings	1		4	2	10			17
5	Preliminary/final Plans	4	0	24	0	62	48	3	141
6	Quality Review	2		4	2	4			18
7	Prepare Specifications and Construction Contract Documents			4	10	2		8	24
<b>Totals:</b>		<b>20</b>	<b>0</b>	<b>56</b>	<b>22</b>	<b>80</b>	<b>48</b>	<b>27</b>	<b>259</b>

Labor Costs	Hours	Total
Project Manager	20	\$ 4,820.00
Senior Engineer II	0	\$ -
Senior Engineer I	56	\$ 9,744.00
Engineer	22	\$ 3,322.00
Senior Designer	80	\$ 9,760.00
Designer	48	\$ 4,416.00
Technical Assistant	27	\$ 2,187.00

Direct Expenses	Costs
<b><i>Travel Breakdown</i></b>	
Mileage (6 trips, 120 miles at .55/mile)	\$ 396.00
<b><i>Reproduction &amp; Postage</i></b>	\$ 300.00
<b>Total Direct Expenses</b>	<b>\$ 696.00</b>

**Total Labor** **\$ 34,249.00**

**Total Design Phase Services** **\$ 34,945.00**