

ORDINANCE NO. 55-15

AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AMENDMENT NO. 5 TO THE AGREEMENT WITH DELTA AIRPORT CONSULTANTS, INC. TO REHABILITATE THE TRANSIENT APRON AT THE MEDINA MUNICIPAL AIRPORT.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF MEDINA, OHIO:

SEC. 1: That the Mayor is hereby authorized and directed to enter into Amendment No. 5 to the Agreement with Delta Airport Consultants, Inc. for the engineering services related to the rehabilitation of the Transient Apron at the Medina Municipal Airport.

SEC. 2: That that a copy of the Amendment is marked Exhibit A, attached hereto and incorporated herein.

SEC. 3: That the funds to cover this amendment, in the amount of \$110,000.00 are available as follows: \$99,000.00 in Account No. 147-0659-54411 and \$11,000.00 in Account No. 547-6959-54411.

SEC. 4: That it is found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with the law.

SEC. 5: That this Ordinance shall be in full force and effect at the earliest period allowed by law.

PASSED: April 27, 2015

SIGNED: John M. Coyne, III
President of Council

ATTEST: Kathy Patton
Clerk of Council

APPROVED: April 28, 2015

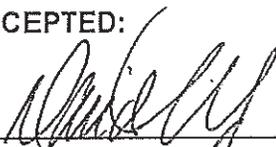
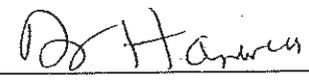
SIGNED: Dennis Hanwell
Mayor

AMENDMENT NO. FIVE (5)

ORD 55-15
Exh. A

PROFESSIONAL SERVICES AGREEMENT

PROJECT: Rehabilitate Transient Apron
DELTA PROJECT NO: 13005
DATE OF ISSUANCE: January 30, 2015
ATTACHMENTS: "5-1" Task Narrative
"5-2" Fee Summary
"5-3" Subconsultant Proposals and RFP's
METHOD OF PAYMENT: Lump Sum
AMENDMENT NO. Five (5)
AMOUNT: \$110,000 (Article 7.10)
CONTRACT TIME: Design Phase Services – 90 Calendar Days (Article 6.4)
Bidding Phase Services – 30 Calendar Days (Article 6.5)
PROJECT DESCRIPTION: See Attachment "5-1"

<p><i>The original Agreement for Professional Engineering Services between the City of Medina (SPONSOR) and Delta Airport Consultants, Inc., (CONSULTANT) for Professional Services at the Medina Municipal Airport dated July 15, 2008, shall govern all TASK ORDERS executed under this Agreement unless modified in writing and agreed to by CONSULTANT and SPONSOR.</i></p>	
<p>ACCEPTED: by  1/30/15 David W. Jones, P.E., C.M. Vice President CONSULTANT Delta Airport Consultants, Inc. 20545 Center Ridge Road #450 Cleveland, OH 44116</p>	<p>APPROVED: by  4-28-15 Dennis Hanwell Mayor SPONSOR City of Medina 132 N. Elmwood Ave. Medina, OH 44256</p>

ATTACHMENT "5-1"

TASK NARRATIVE

This Amendment is to provide design and bidding phase services for the rehabilitation of the transient aircraft parking apron. The project scope includes the following elements:

1. Rehabilitation of the existing transient aircraft parking apron pavement (approx. 3,000 SY) with an FAA P-401 Bituminous Asphalt mill and replace overlay.
2. Evaluation and sizing of stormwater management basin to be designed and constructed by others.
3. Subcontracted services for wetlands delineation of the undeveloped parcel west of the "F" row T-hangar area (approx 10 ac) per NEPA and FAA environmental requirements.
4. Subcontracted topographic ground surveys for project design and environmental compliance.

Items excluded from the scope of work include:

1. Final design and construction of the stormwater management basin are to be completed by others.
2. Agency review and permitting costs are not included in the fee and shall be paid directly by the Owner.
3. Bid advertisement costs are not included in the fee and shall be paid directly by the Owner.
4. Construction Administration phase services are not included but can be included as an amendment to the Agreement.

**ATTACHMENT "5-2"
FEE SUMMARY**

Project Title: Rehabilitate Transient Apron
 Airport Name: Medina Municipal Airport (1G5)
 Airport Location: Medina, OH

Delta Airport Consultants, Inc.

AIP Project No. 3-39-0053-Pending
 State Project No. N/A
 Delta Project No. 13005

Date: January 30, 2015

Delta Costs - Design & Bidding	
Basic Services	
Schematic Design Phase (SD)	\$20,860
Design Development Phase (DD)	\$4,400
Construction Document Phase (CD)	\$48,180
Bidding Phase Services (BD)	\$12,440
Subtotal:	\$85,880
Special Services	
Project Administration	\$24,120
Subtotal:	\$24,120
Design Lump Sum:	\$110,000

TOTAL:	\$110,000
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ATTACHMENT "5-3"

SUBCONSULTANT COST PROPOSALS AND RFP's



Cunningham & Associates, Inc.

Civil Engineering & Surveying
203 W. Liberty St., Medina, Oh 44256
Phone: (330) 725-5980 * Fax (330) 725-8019

November 26, 2014

Delta Airport Consultants, Inc.
20545 Center Ridge Road, Suite 450
Cleveland, OH 44116

Attention: Steven Potoczak

Re: Request for Proposal
Medina Municipal Airport
Topographic Survey & Data Collection Services

Dear Mr. Potoczak:

We are pleased to submit this proposal covering the surveying services requested at the Medina Municipal Airport.

These services are to include the items outlined on your "Request for Proposal for Airport Topographic Survey and Data Collection Services", dated November 20, 2014. We propose to furnish said work for the following fee:

Lump Sum Fee: \$9,250.00
Time Frame: 4 weeks from authorization

All survey projects, at this time of year, are subject to weather delays. Topographic survey work, in accordance with the specifications provided, cannot be accomplished if the grounds are covered with snow.

This proposal is based upon the understanding that we will be provided, without expense to us, all information, reports, utility plans, easement documents and other data that is pertinent to the work herein proposed.

Delta Airport Consultants, Inc. -2- November 26, 2014

If extra work is required due to revisions ordered by the engineer, we shall be equitably paid for such services in accordance with the schedule of hourly rates below:

Office/Clerical	\$ 40.00 /hour
Drafting Technician I	\$ 55.00 /hour
Drafting Technician II	\$ 70.00 /hour
Surveying Technician	\$ 70.00 /hour
Design Engineer	\$ 80.00 /hour
Professional Surveyor	\$ 90.00 /hour
Professional Engineer	\$110.00 /hour
2-Man Survey Crew	\$130.00 /hour

We appreciate your invitation to submit this proposal and would be will to discuss any aspect of the proposal with you at your convenience.

Very truly yours,



Daniel T. Cunningham, P.E.

DTC: cac



EMAIL TRANSMITTAL

November 20, 2014

Mr. Dan Cunningham, P.S.
danc@cunninghamengineering.com
Cunningham & Associates
203 W. Liberty Street
Medina, OH 44256

RE: Request for Proposal for Airport Topographic Survey and Data Collection Services

Dear Mr. Cunningham:

On behalf of the City of Medina, Ohio, Delta Airport Consultants, Inc. will be initiating a Transient Aircraft Parking Apron Pavement Rehabilitation and Construct Helicopter Parking Apron design (and later construction) project at the Medina Municipal Airport. The design and bidding portion of the projects are expected to be funded locally by the City of Medina and then later reimbursed up to 90% by the Federal Aviation Administration during the construction phases of the two projects. The design portion of the projects is anticipated to begin within the next month or so. We are considering employing your company's services by providing Delta Airport Consultants, Inc. with the following project elements that will be further prepared by Delta for inclusion in the project design and future bidding documents. Please provide a lump sum fee proposal for the scope of services project elements listed below.

AIRPORT SURVEYING AND DATA COLLECTION SERVICES FOR THE FOLLOWING PROJECT ELEMENTS:

- a. A detailed topographic survey (0.1 foot vertical contour accuracy) within the boundary shown on attached Exhibit 1.
- b. Identify structures and objects such as inlets, catch basins, manholes, pipe culverts, headwalls, trees, shrubs, mail boxes, etc. within the boundary shown on attached Exhibit 1. Structures such as inlets, catch basins, manholes, pipe culverts shall include the identification of each structure's top of grate/frame, invert in, and invert out elevations to a 0.01 foot vertical accuracy. A photo journal record of the structure with notes indicating size and flow direction of drainage paths shall also be included.
- c. Identify right-of-ways, easements, property lines, edges of pavements, driveway edges, sidewalks, drainage ditch centerlines, structures such as buildings, hangars, garages, utility boxes, etc. within the boundary shown on attached Exhibit 1.



- d. Identify utility lines both sub-surface and aerial. Identify utility poles and any subsurface utility risers, boxes, transformers, etc. within the boundary shown on attached Exhibit 1. Utilities identified shall include a photo journal record of the utility structure (pole, aerial lines, transformers, boxes, etc.), owner of utility, type of service (gas, electric, telecommunications, etc.) and capacity of utility service (volts, amperage, size and number of pairs of telecommunications lines, etc.).
- e. All survey and data collection elements shall be produced on the Ohio State Plane, North American Horizontal Datum (NAD83) and North American Vertical Datum (NAVD88). All control shall be tied into the National Spatial Reference System (NSRS) and any local coordinate system associated to the Medina Municipal Airport (referenced to Runway ends).
- f. All mapping shall be delivered in AutoCAD on layering standards consistent with FAA Advisory Circular (AC) documents 150/5300. These ACs are available for free download at the following web address:

http://www.faa.gov/airports/resources/advisory_circulars/index.cfm/go/document.list/parentTopicID/187

The results of your findings will be used as base for further design rationale and construction drawing development for the above referenced project(s) at the airport. Your proposal should be presented with a draft scope of work, tentative schedule, a lump sum fee cost estimate and an hourly breakdown of manpower by task. Please submit two (2) copies of your proposal to us for consideration. Thank you.

If you have any questions concerning this request for proposal, please contact our office or myself any time at 440-343-3328 or email at spotoczak@deltairport.com.

In advance, thank you for your prompt reply to this Request for Proposal. Your proposal is due as soon as possible.

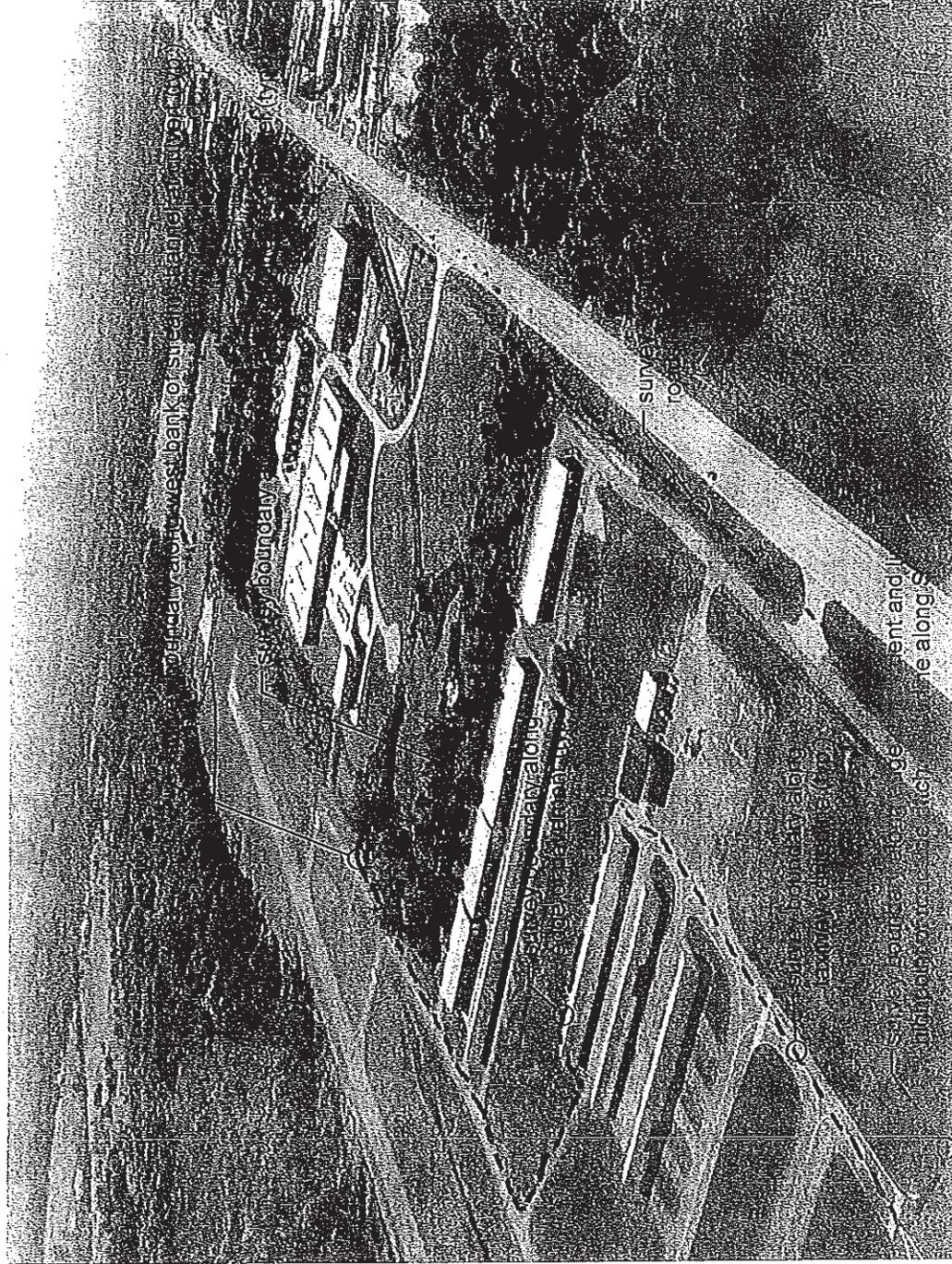
Sincerely,

Steven A. Potoczak
Project Manager

Attachment: Exhibit 1

cc: 13005 file

DRAWING: 1G5 13005 Survey_RFP Exhibit 1.dwg LAYOUT: L1



Proposed Approximate Survey Area Boundary Sketch

MEDINA MUNICIPAL AIRPORT (1G5)
Medina, Ohio

EXHIBIT
1



www.deltairports.com

DRAWN BY:

SAP CHECKED BY:

SAP SCALE:

NONE DATE:

November 20, 2014

November 20, 2014

MD&E Proposal No. P041403

Steven A. Potoczak
Project Manager
Delta Airport Consultants, Inc.
20545 Center Ridge Road, Suite 450
Cleveland, Ohio 44116

**RE: Proposal
Wetland Delineation
Approximate 10 acre Undeveloped Parcel
West T-Hanger Area
Medina, Ohio**

Dear Mr. Potoczak:

Mayotte Design & Engineering, PC (MD&E) appreciates your interest in our services and is pleased to submit this proposal to complete a Wetland Delineation of the subject properties. This proposal is based on:

- Review of on-line aerials, soils, topography, and wetland inventory data.
- Aerial sent to Mr. Cook by Mr. Potoczak on 1/9/2014 outlining the area of concern.

SCOPE OF SERVICES

MD&E will perform the wetland delineation(s) in accordance with the Federal Manual for Identifying and Delineating Jurisdictional Wetlands (Federal Manual) and the 2009 supplements. Additional resources that will be utilized to assess the extent of wetlands at the site will include the following:

- The National Wetlands Inventory Map.
- The U.S. Department of Agriculture Soil Survey Map of Medina County.
- The National List of Hydric Vegetation.
- Aerial Photographs.
- Munsell Soil Color Charts (used in field to determine hydric soils).

On-site Investigation

MD&E will conduct a field survey to determine the presence of standing or near surface water, Hydric soils, and Hydrophilic vegetation. These features are indicative of wetland conditions and will be utilized to identify the extent of the wetland area(s) at the site. Representative photographs will be taken as appropriate.

If wetland(s) are determined to exist, the boundary will be marked with sequentially numbered flags. Upon completion of the flagging, a registered survey crew (provided by MD&E) will survey the site and prepare a map indicating the extent of the wetland area(s) identified at the site. Wetland(s) will be scored and categorized using the Ohio Environmental Protection Agency (OEPA) Rapid Assessment Method (ORAM) for wetlands.

Due to the time of year, vegetation identification may be limited (which may affect boundary determination) due to growing conditions not typically beginning until mid-May. As such the wetland boundary will be determined by conditions that currently exist and verification (if required) by the Army Corp of Engineers will occur during the growing season (mid May to October).

Report Preparation

MD&E will provide a final wetland delineation report. The report will include data obtained through the research of records, the site field investigation, and the review of available government documents. The report will include completed data forms for each sample point as required by the Federal Manual, and the survey plan prepared by the surveyor identifying the delineated boundaries of the wetland area(s) at the site.

A copy of the report will also be submitted to the U.S Army Corp of Engineers for delineation verification and jurisdictional determination. In addition, based on findings MD&E will identify permits needed for proposed work that may disturb wetlands found on-site.

COST AND CONTRACTING

MD&E proposes to complete the aforementioned services for a lump sum of **\$5,500**. The cost includes an on-site meeting with the U.S. Army Corp of Engineers for the purpose of wetland delineation verification and jurisdictional determination. In addition cost includes on site meeting with the Ohio Environmental Protection Agency for the purpose of ORAM score verification. Cost also includes MD&E

subcontracting a surveyor for surveying of the delineated wetland(s) boundaries.

Services will be conducted in accordance with the attached terms and conditions. To authorize our services, please verify your approval by signing in the space provided below and returning a copy of the executed letter to me at your soonest convenience.

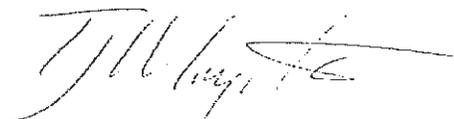
QUALIFICATIONS

MD&E is a full-service civil and environmental engineering consultancy based in East Lansing, Michigan. A complete summary of our services and qualifications are presented on the MD&E web site at **www.mayottedesign.com**.

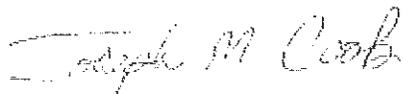
We appreciate your consideration of MD&E and look forward to working with you. If you have any questions, please call me at (517) 899-8110 or send an email to jmc@mayottedesign.com.

Sincerely,

Mayotte Design & Engineering, PC



Timothy J. Mayotte, Ph.D., P.E.
Owner/President



Joseph M. Cook CPESC

PROPOSAL ACCEPTANCE:

Accepted this _____ day of _____, 2013

By (signature) _____

Name (type or print) _____

Title (type or print) _____