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SONOMA COUNTY – CHARLES M. SCHULZ AIRPORT
Task Order No. _
Master Agreement Dated April 19, 2016

AIRPORT PROFESSIONAL CONSTRUCTION ENGINEERING CONSULTING SERVICES

5/30/2019

EXHIBIT A

Project Scope

The areas of work involved in this construction project include:

Periodic Construction Observation Phase Services for the construction of modular holdroom phase II and all necessary site infrastructure and utilities.

TASKS

A. PERIODIC CONSTRUCTION CONTRACT OBSERVATION PHASE

The Construction Contract Observation Phase shall consist of periodic observation during construction to become generally familiar with the progress and quality of the Contractor's work to determine if the work is proceeding in general conformity with the Contract Documents. This Phase includes the following services:

1. Provide consultation and advice to the Sponsor during construction, including attending the pre-construction conference, leading the weekly construction coordination meetings, prepare minutes, and attend other associated project meetings required during the course of construction.
2. Observe the Work periodically based on scheduled work to determine general conformity with the Contract Documents and to ascertain the need for correction or rejection of the Work. Neither the activities of the construction observer and/or supporting staff nor the presence of any of them at a construction/Project site shall relieve Contractor nor make Consultant responsible for, Contractor's obligations, duties, and responsibilities, including, but not limited to, construction means, methods, sequences, techniques, or procedures necessary for performing, superintending, or coordinating the Work in accordance with the Contract Documents and any health or safety precautions or measures required by regulatory agencies. Coordinate with Contractor to review quantities submitted for payment.
3. Coordinate field, laboratory, or shop tests of construction materials as required by the plans and specifications for the Project; monitor the suitability of materials on the Project site or brought to the Project site to be used in construction; interpret the contract plans and specifications and check the construction activities for general compliance with the design intent; measure, compute, or check quantities of Work performed and quantities of materials in-place for partial and final payments to the Contractor. Sponsor shall have contract directly with a geotechnical engineering firm to perform the Quality Assurance Testing.
4. Manage all logs and submittals/shop drawings submitted to the Architect and Engineer. These will be coordinated along with RFI's through C&S Construction Management to assure single point of contact in the

field.

5. Conduct a final inspection of the completed Project with the Sponsor's airport personnel, stakeholders and the Contractor.
6. Assemble all field notes and meeting minutes for a final report.
7. Review payment applications from General Contractor and approve with County. Conduct a wage rate interview each month.
8. Prep Weekly FAA report and Daily Reports.
9. Coordinate on behalf of airport sponsor with stakeholders (Airlines, TSA, Rental Cars, etc) to assure areas are being kept up to standards for regular business operations.

The Consultant agrees to perform the services in this Phase of this Project during the construction contract period, estimated 120 calendar days, as follows:

On-site observation:	Construction Observer, 26 weeks @ 32hours per week = 832 hours
Construction management:	Construction Manager/Observer, 26 weeks = 225 hours

DUTIES OF THE QUALITY ASSURANCE TESTING LABORATORY *(excluded from this Task Order)*

The Quality Assurance Testing Laboratory, through a contract directly with the Sponsor, shall provide the following services:

1. Perform materials testing in accordance with the frequency and testing requirements of the project specifications. Submit test results to Sponsor and Construction Observer.
2. Report all failing tests to the Sponsor and Construction Observer immediately.
3. Provide a summary of all testing and results at the end of the project.

DUTIES OF ARCHITECT/ENGINEER OF RECORD *(EXCLUSIONS FROM C&S)*

The Engineer of Record, through a contract directly with the Sponsor, shall provide the following services in order for C&S to perform such duties of construction management:

1. Review, approve, or take other appropriate action on all Contractor-required submittals, such as construction schedules and phasing programs, shop drawings, product data, catalog cuts, and samples. Prepare and manage logs.
2. Review alternative construction methods proposed by the Contractor and advise the Sponsor of the impact of these methods on the schedule and quality of the Project.
3. Prepare supplemental drawings and change orders necessary to execute the work properly within the intended scope. Prepare and manage logs.
4. Provide interpretation of the Contract Document requirements and advise the Contractor of these on behalf of the Sponsor when necessary.

5. Attend biweekly meetings (pre-construction, weekly, etc.)
6. Furnish the Sponsor one reproducible set of the record drawings for the completed Project taken from the annotated record drawings based upon Contractor-provided information.

END OF SCHEDULE

COMPENSATION FOR SERVICES

The Consultant shall be compensated for the services described under "Scope of Work" as follows:

- A. For Construction Management/Administrative Services for the overall project. This includes all documentation, meetings, logs, RFI, Payment and submittal coordination. This work also includes Project status reporting to FAA and the overall invoicing management. Sponsor shall pay the Consultant a time and material rate basis not-to-exceed **\$45,100.00**, which includes all labor as necessary to complete the work. This cost includes C&S hosting Procore for Sonoma County as the resource tool for the project.
- B. For the Periodic Construction Contract Observation Phase Services outlined in the Scope of Work, Task 'A', the Sponsor shall pay the Consultant a time and material rate basis not-to-exceed **\$171,320.00**, which includes all labor as necessary to complete the work.
- C. For the assumed allowance on expenses, the Sponsor shall pay the Consultant on actual expenses, not to exceed **\$39,800** which will be a direct cost with back up on each invoice for the above referenced phases which includes travel, equipment, and expenditures for the assumed work.

The total not-to-exceed compensation to the Consultant under this task order is a time and materials rate not to exceed **\$256,280.00** as shown on the Cost Summary Schedule 'B' for Tasks A, B and C above.

"Other Costs" are defined to include labor, labor burden, materials, equipment, printing, faxing, outside services, travel, expenses, tolls, costs, meals, lodging, postage, overhead and other incidentals as necessary to complete the work. In addition, "Other Costs" shall include administrative work (typing, answering phones, mailing, copying, etc.) and accounting work (invoicing, etc.) as necessary to complete the work. This task order may be suspended or terminated at any time by the County. If this Task Order is suspended or terminated, all work including "Other Costs" completed up to that date will be calculated as a percentage of project completed and shall be paid in full to Engineer as full compensation for the work. Working produces completed to that point will become property of the Sponsor.

IN WITNESS WHEREOF, the parties hereto have executed this Task Order as of the effective date.

CONSULTANT: C&S ENGINEERS, INC

COUNTY OF SONOMA

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date:_____

APPROVED AS TO FORM FOR COUNTY:

By:_____

Date_____

Date:_____

APPROVED AS TO FORM FOR COUNTY:

By:_____
County Counsel

Date:_____



**ENGINEERING DESIGN
COST SUMMARY
SCHEDULE "B"
PERIODIC CONSTRUCTION
OBSERVATION PHASE**

PROJECT NAME:	STS Modular Holdroom Expansion Phase II	DATE:	30-May-19
PROJ DESCRIPTION:	Periodic Construction Observation	A/E:	C & S ENGINEERS, INC.
CLIENT:	Charles M. Shulz - Sonoma County Airport	PROJECT NO:	K29TBD
CLIENT MANAGER:	Jon Stout	C&S CONTACT:	Cory Hazlewood

I. DIRECT SALARY COSTS, OVERHEAD, AND PROFIT:

TITLE		BILLING RATE (\$/HR)	@	HOURS		COST
A.	CONSTRUCTION SUPERVISOR	\$225.00	X	404	=	\$90,900
B.	RESIDENT ENGINEER	\$140.00	X	897	=	\$125,580
SUBTOTAL OF DIRECT SALARY COSTS, OVERHEAD, AND PROFIT:						\$216,480

II. ESTIMATE OF DIRECT EXPENSES:

TOTAL ESTIMATE OF DIRECT EXPENSES: \$39,800

III. TOTALS:

A.	ESTIMATE OF TOTAL COST FOR CONSTRUCTION OBSERVATION SERVICES, AGREEMENT TOTAL & FAA ELIGIBLE:	\$256,280
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