

ORDINANCE NO. 80-19

AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AMENDMENT NO. 11 TO THE AGREEMENT WITH DELTA AIRPORT CONSULTANTS, INC. TO PROVIDE DESIGN AND CONSULTING WORK FOR THE NORTH-DETENTION BASIN PROJECT 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. 11 to the Agreement with Delta Airport Consultants, Inc. to authorize them to provide design and consulting work for the North-Detention Basin Project (City Job #947) at Medina Municipal Airport.

SEC. 2: That that a copy of Amendment No. 11 is marked Exhibit A, attached hereto and incorporated herein.

SEC. 3: That in accordance with Ohio Revised Code §5705.41(D), at the time that the contract or order was made and at the time of execution of the Finance Director's certificate, sufficient funds were available or in the process of collection, to the credit of a proper fund, properly appropriated and free from any previous encumbrance.

SEC. 4: That the funds to cover this amendment, in the estimated amount of \$19,000.00 are available in Account No. 547-0650-54411.

SEC. 5: 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. 6: That this Ordinance shall be in full force and effect at the earliest period allowed by law.

PASSED: May 28, 2019

SIGNED: John M. Coyne, III
President of Council

ATTEST: Teresa Knox
Acting Clerk of Council

APPROVED: May 29, 2019

SIGNED: Dennis Hanwell
Mayor

**TASK ORDER NO. 11
PROFESSIONAL SERVICES AGREEMENT**



ORD 8019
EXH. A
**DELTA AIRPORT
CONSULTANTS, INC.**

PROJECT: FAA Admin Submittal Services

AIRPORT: Medina Municipal Airport (1G5)

DELTA PROJECT NO.: 19021

DATE OF ISSUANCE: April 29, 2019

ATTACHMENTS: 1) Scope of Services

METHOD OF PAYMENT: Administrative Services - Lump Sum

TASK ORDER AMOUNT: \$ 19,000

CONTRACT TIME: 30 Calendar Days to Complete this Task Order upon receipt of completed design plans and specifications for the Storm Water Detention Basin construction project at the Medina Municipal Airport (excluding agency review)

PROJECT DESCRIPTION:

- Prepare and Submit FAA Form 7460s
- Prepare and Submit Construction Safety Phasing Plan (CSPP)
- Prepare and Submit Categorical Exclusion (CATEX)

The original Agreement for Professional Services between the City of Medina (OWNER) and Delta Airport Consultants, Inc., (CONSULTANT) for Professional Services at 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 OWNER.

ACCEPTED:

by: Kenneth W. Moody

Kenneth W. Moody, P.E., C.M.

Vice President

Delta Airport Consultants, Inc.

20545 Center Ridge Road #450

Cleveland, OH 44116

Digitally signed by Kenneth W Moody
Date: 2019.04.26 14:58:56 -04'00'

APPROVED:

by: Dennis Hanwell

Dennis Hanwell

Mayor

City of Medina

132 N. Elmwood Ave.

Medina, OH 44256

May 29, 2019

**ATTACHMENT 1
SCOPE OF SERVICES**



**DELTA AIRPORT
CONSULTANTS, INC.**

FAA Admin Submittal Services
Medina Municipal Airport (1G5)
Delta Project No. 19021

April 29, 2019

PHASE	DETAILED TASKS
Administrative Services	Scope of Services and Contract Owner Coordination Meetings FAA/State Coordination County Coordination Project Correspondence Categorical Exclusion (CATEX) Document & Sketch Construction Safety Phasing Plan (CSPP) FAA 7460 Form

MEMO



DATE: April 26, 2019

TO: Mayor Dennis Hanwell

City of Medina, Ohio

FROM: Steve Potoczak

Delta Airport Consultants, Inc.

RE: Reference Information

TASK ORDER NO. 11

FAA Admin Submittal Services

Medina Municipal Airport (1G5)

Please find attached, for your use during review, reference information and backup calculations to support the professional services fee for the above referenced project.

Reference Information: 1) Fee Summary
2) Labor Detail
3) Rate Schedule

REFERENCE INFORMATION 1
FEE SUMMARY



FAA Admin Submittal Services
Medina Municipal Airport (1G5)
Delta Project No. 19021

April 26, 2019

FEE SUMMARY	
Design and Bidding Phase Services	\$19,000
LUMP SUM TOTAL:	\$19,000

REFERENCE INFORMATION 2
LABOR DETAIL



FAA Admin Submittal Services
Medina Municipal Airport (1G5)
Delta Project No. 19021

April 26, 2019

TASKS	PRIN	PM	DP	PA
Administrative Services	1	26	32	48

**REFERENCE INFORMATION 3
RATE SCHEDULE**



Delta Airport Consultants, Inc.
Date: April 5, 2018

<u>Item</u>	<u>2019</u>
Work Hours Billing Rates (with overhead)	
Principal	\$250
Project Manager/Registered Professional	\$214
Design Professional (Engineer/Planner)	\$138
Project Production/Administration	\$109
Field Representative	\$99
Direct Nonsalary Expenses	
Automobile (per mile)	Federal Gov. guidelines
Aircraft (per mile)	Federal Gov. guidelines
Per Diem - Resident Project Rep	Federal Gov. guidelines
Long term - meals & lodging (per cal day)	
Airline, Rental Car, Charter, etc.	Direct
Printing	Direct
Bid Advertisement	Direct
Meals, Lodging, etc. (short term)	Direct
Miscellaneous	Direct
Subcontracted Services	Direct
Delta Profit	Fixed Fee

Notes:

1. Billing rates for future years will be increased by 3% annually.
2. Billing rates based on estimated 2019 salaries (i.e.: 2018 salaries plus 3% inflation).
3. Work hour rates include labor overhead, general & administrative overhead per FAA AC 150/5100-14E, paragraph 4-10