



Buildings & Grounds Committee

Tuesday, November 1, 2022 4PM
40 McMaster Street, Ballston Spa, NY

Chair: Matt Veitch

Members:

Eric Connolly
Joe Grasso-VC
John Lant
Scott Ostrander
Jean Raymond
Mike Smith

- I. Welcome and Attendance
- II. Approval of the minutes of the October 4, 2022 meeting.
- III. Authorizing an agreement with McFarland Johnson in the amount of \$2,111,081 for professional services associated with the Airport Terminal project and amending the budget in relation thereto – Chad Cooke, Public Works
- IV. Executive Session: Discussion regarding the proposed acquisition, sale or lease of real property
- V. Other Business
- VI. Adjournment



SARATOGA COUNTY

AGENDA ITEM REQUEST FORM

TO: Steve Bulger, County Administrator
Ridge Harris, Deputy County Administrator
Michael Hartnett, County Attorney
Therese Connolly, Clerk of the Board
Stephanie Hodgson, Director of Budget

CC: Jason Kemper, Director of Planning and Economic Development
Bridget Rider, Deputy Clerk of the Board
Matt Rose, Management Analyst
Clare Giammusso, County Attorney's Office
Audra Hedden, County Administrator's Office

DEPARTMENT:

DATE:

COMMITTEE:

RE:

1. Is a Resolution Required:
2. Proposed Resolution Title:
3. Specific Details on what the resolution will authorize:

This column must be completed prior to submission of the request.

County Attorney's Office
Consulted ____

4. Is a Budget Amendment needed: YES or NO
 If yes, budget lines and impact must be provided.
 Any budget amendments must have equal and offsetting entries.

County Administrator's Office
 Consulted ___

Please see attachments for impacted budget lines.
 (Use ONLY when more than four lines are impacted.)

Revenue

Account Number	Account Name	Amount

Expense

Account Number	Account Name	Amount

Source of Revenue

Fund Balance	State Aid	Federal Aid	Other

5. Identify Budget Impact:
- a. G/L line impacted
 - b. Budget year impacted
 - c. Details

6. Are there Amendments to the Compensation Schedule?

YES **or** NO (If yes, provide details)

a. Is a new position being created? Y N

Effective date

Salary and grade

b. Is a new employee being hired? Y N

Effective date of employment

Salary and grade

Appointed position:

Term

c. Is this a reclassification? Y N

Is this position currently vacant? Y N

Is this position in the current year compensation plan? Y N

Human Resources Consulted

7. Does this item require hiring a Vendors/Contractors: Y N

a. Were bids/proposals solicited: Y N

b. Type of Solicitation

c. Is the vendor/contractor a sole source: Y N

d. If a sole source, appropriate documentation has been submitted and approved by Purchasing Department? Y N N/A

e. Commencement date of contract term:

f. Termination of contract date:

g. Contract renewal and term:

h. Contact information:

i. Is the vendor/contractor an LLC, PLLC or partnership:

j. State of vendor/contractor organization:

k. Is this a renewal agreement: Y N

l. Vendor/Contractor comment/remarks:

Purchasing Office Consulted

County Administrator's Office
Consulted ____

8. Is a grant being accepted: YES or NO
- a. Source of grant funding:
 - b. Agency granting funds:
 - c. Amount of grant:
 - d. Purpose grant will be used for:
 - e. Equipment and/or services being purchased with the grant:
 - f. Time period grant covers:
 - g. Amount of county matching funds:
 - h. Administrative fee to County:

9. Supporting Documentation:

- Marked-up previous resolution
- No Markup, per consultation with County Attorney
- Program information summary
- Copy of proposal or estimate
- Copy of grant award notification and information
- Other _____

10. Remarks:



EXHIBIT A

SCOPE OF SERVICES

FOR
Saratoga County Airport
Saratoga County, NY

ENGINEERING DESIGN AND BIDDING SERVICES
FOR NEW FIXED BASE OPERATOR (FBO) TERMINAL

PROJECT DESCRIPTION

This project (PROJECT) consists of a new Fixed Base Operator (FBO) Terminal at the Saratoga County Airport as awarded by the New York State Department of Transportation Upstate Airport Economic Development and Revitalization Grant Program in September of 2022 and depicted in the attached Project Sketch (see Attachment 1) to include the following:

- Demolition of existing Hangar 1
- Redevelopment of the entrance corridor and existing parking area
- Construction of a new fixed base operator terminal building with:
 - new waiting areas;
 - concessionaire tenant spaces;
 - rental car lease space;
 - advertisement display lease opportunities;
 - conference room space;
 - weather information access room;
 - pilot lounge area; and
 - connected 39,000 square-foot hangar space.
- Installation of solar panel array on the hangar portion of new building
- Rehabilitation of the West Itinerant Apron adjacent the new terminal building

The project will be completed by Saratoga County (SPONSOR), with grant assistance from the New York State Department of Transportation (NYSDOT) and the Federal Aviation Administration (FAA). When FAA grant assistance is included in a contract, the FAA's Disadvantaged Business Enterprise (DBE) Requirements will be included in that contract; otherwise, the NYSDOT's DBE requirements including Minority Business Enterprise (MBE), Women Business Enterprise (WBE), and Service-Disabled Veterans Business (SDVOB) will be included. DBE participation (both FAA and NYSDOT) will be reported through the New York State Equitable Business Opportunities (EBO) on-line reporting system regardless of the funding involved in the project.



Multiple construction bid packages will be developed and let with the goal of achieving substantial completion of construction by November of 2024. The anticipated bid packages are as follows:

Phase A:

Package 1: Hangar 1 Demolition
Funding: FAA & NYSDOT
Bid: 1/15/23
Construct: 2/15/23

Phase B:

Package 2: Foundation, Steel, and Slab
Funding: FAA & NYSDOT
Bid: 2/15/2023
Construct: 4/01/2023 – 8/01/2023
Package 3: Elevator (Material only)
Funding: FAA & NYSDOT
Bid: 1/15/2023

Phase C:

Package 4: Building
Funding: FAA & NYSDOT
Bid: 6/15/2023
Construct: 9/15/2023 - 11/15/2024
Package 5: Apron Rehab & Site Work
Funding: FAA & NYSDOT
Bid: 3/15/2023
Construct: 3/15/2024 - 11/15/2024

SCOPE OF WORK

McFarland-Johnson, Inc (CONSULTANT) shall provide the following professional services under this contract as related to the above-described project including project administration, grants administration, the preparation of a topographic survey, subsurface geotechnical investigations, an asbestos material survey, a Project Labor Agreement (PLA) Study and Agreement if so justified, environmental permitting, schematic design (30%), design development (60%), construction documents (90%), construction documents (100%), and bid and award assistance.

The CONSULTANT will engage, contract, and coordinate with qualified sub-consultants to complete the following identified scope of works. For detailed scopes from major sub consultants see Attachment 2.



Firm	Scope of Work
Fennick McCredie Architecture Ltd	Architecture
Popli Design Group	Structural Engineering
Studio A Landscape Architecture and Engineering, DPC	Landscape Architecture
Renaissance Geotechnical Engineering, PLLC	Geotechnical Investigations
Aubertine And Currier Architects, Engineers, & Land Surveyors, PLLC	Survey
Seeler Engineering PC	PLA Study & Negotiations
Paradigm Environmental, LLC	Asbestos Material Testing

0. NYS DOT GRANT APPLICATION

The following items of work shall be accomplished by the CONSULTANT on behalf of the SPONSOR during the NYS DOT Upstate Airport Economic Development and Revitalization Grant Program application process:

- 0.1 Project Definition: The CONSULTANT will meet with the SPONSOR to assess the grant program and its requirements. A general project scope and goals will be developed to meet the grant requirements and the SPONSOR’s needs.
- 0.2 The CONSULTANT will schedule a meeting with key stakeholders to determine project requirements.
- 0.3 Based upon stakeholder input the CONSULTANT will develop preliminary layouts and elevations.
- 0.4 The CONSULTANT will present preliminary designs to the SPONSOR for review; and based upon comments the CONSULTANT will refine the preliminary design to create high-definition renderings of the project.
- 0.5 The CONSULTANT will assist in the preparation of the Grant Application to include: a descriptive narrative, a detailed cost estimate, as detailed schedule, high-definition renderings, and a video presentation.

1. ADMINISTRATION/PROJECT MANAGEMENT

The following items of work shall be accomplished by the CONSULTANT on behalf of the SPONSOR under the category of Administration/Project Management:

- 1.1 Conferences with the SPONSOR to review their programming and project requirements and to become knowledgeable of the data that is already available for the project.



- 1.2 The preparation of data for use by the SPONSOR in development of a grant for the design effort from the NYSDOT and FAA including the development of a scope and fee for the design effort.
- 1.3 The construction budget for the Project is \$27,500,000. The CONSULTANT shall evaluate the feasibility of this budget, based upon the CONSULTANT's experience as a design professional, and keep the SPONSOR apprised during each phase of the Project. The CONSULTANT shall advise the SPONSOR as to options available for reducing construction costs to stay within the budget, if it appears likely that contractor bid prices will exceed the stated budget.
- 1.4 Procurement of special services such as material testing, PLA study, topographical survey and mapping, subsurface investigations, architecture, structural engineering, landscape architecture necessary for completion of the work to be done under this contract. This includes the preparation of the necessary subcontract documents, negotiation, and/or bid solicitation and award, review of deliverables for conformance with contract requirements, and review of invoices for inclusion in the overall invoice.
- 1.5 Perform project management duties such as project planning, invoice preparation, schedule coordination and coordination of design team for the extent of the contract.
- 1.6 Provide to the SPONSOR monthly project status reports in accordance with FAA and NYSDOT requirements.
- 1.7 Schedule coordination. The CONSULTANT shall provide continued coordination with internal team members as well as sub-consultants so that project schedules are met for each phase of work included in this contract. The CONSULTANT will attend weekly meetings with NYSDOT and/or their representatives to present detailed schedule updates with all critical path items identified. 72 total meeting are anticipated.
- 1.8 Grant Administration: A Grant Administration team will be assigned to the PROJECT to assist the SPONSOR with reimbursement requests to the funding agencies, as well as prepare required project close-out documentation. Anticipated tasks included are as follows:
 - The CONSULTANT will review the conceptual floor plan(s) and compare programed spaces to the FAA eligibility requirements to determine overall percentage of the floor space that is eligible versus non-eligible for FAA funding. This percentage will be used as the percentage of the total building costs that are eligible for FAA funding.



- The CONSULTANT shall prepare, and process grant reimbursement requests for the applicable FAA and NYSDOT grants. Twenty (20) reimbursement requests are anticipated.
- The CONSULTANT will obtain all administrative expenses, design fees, including subconsultant invoices, and costs associated with the project and assemble a complete reimbursement package.
- NYSDOT reimbursement requests will be submitted through EBO.
- FAA reimbursement requests will be submitted through Delphi, the FAA's online reimbursement portal.
- The CONSULTANT will assist the SPONSOR in tracking payments to all consultants and sub-consultants, including DBE and non-DBE firms as required by the grant(s). Acknowledgement of payment will be tracked in EBO.
- A Final project closeout report will be prepared. The report will include a narrative summary and review of the project costs.

2. ENVIRONMENTAL PERMITTING

- 2.1 The CONSULTANT will provide coordination including one virtual meeting, letters of correspondence, and e-mail communication with appropriate agencies such as the New York State Department of Environmental Conservation (NYSDEC), New York State Historic Preservation Office (SHPO), United States Fish and Wildlife Services (USFWS), and the FAA.
- 2.2 The CONSULTANT will prepare a Short Environmental Assessment Form (Short EA) and supporting documentation for the PROJECT and submit to the FAA for review and approval under National Environmental Policy Act (NEPA). This will include coordination and review of databases with the NYSDEC, the USFWS, and SHPO. No archaeological studies or threatened and endangered species studies are included in this task. The Short EA will be a written re-evaluation of an existing Short EA for a similar hangar prepared in 2018; it will be updated to reflect the current project. Any studies conducted as part of the 2018 Short EA (Traffic Study) will be updated to reflect the current project.
- 2.3 The CONSULTANT will complete and submit to the SPONSOR a Short Environmental Assessment Form (SEAF) based on the information identified in the CATEX, for use by the SPONSOR in completing the State Environmental Quality Review (SEQR) Act process. It is assumed that the proposed project will be classified as an Unlisted Action under SEQR and that the SPONSOR will serve as the Lead Agency.



3. SCHEMATIC DESIGN (30%)

3.1 GENERAL SCHEMATIC DESIGN (30%)

- 3.1.1 The CONSULTANT will attend a kick-off meeting with the SPONSOR's representatives, the tenants, and other appropriate agencies such as the NYSDOT and the FAA.
- 3.1.2 The CONSULTANT will complete an investigation to gather the necessary data for design of project. The investigation will consist of a review of the existing survey information, geotechnical data, as-built construction drawings, airport signage plans, aircraft fleet mix and usage, utility plans and others, as it is readily available.
- 3.1.3 The CONSULTANT will perform a preliminary Project site inspection to further familiarize the design team with the Project area.
- 3.1.4 The CONSULTANT will engage a qualified Sub-consultant (Seeler Engineer PC) to prepare a Project Labor Agreement (PLA) Study. This study will analyze the potential drawbacks or benefit(s) of the SPONSOR engaging in PLA with the local unions for a work force agreement.
- If a PLA is deemed to be sufficiently beneficial and the SPONSOR chooses to implement one the Sub-consultant will assist in the negotiation and development of the PLA.
- 3.1.5 The CONSULTANT will engage a qualified Sub-consultant (Aubertine and Currier Architects, Engineers, & Land Surveyors, PLLC) to complete a topographic and utility field survey, for the proposed project limits. Subtasks to complete this task are as follows:
- CONSULTANT will review existing survey data and determine supplemental ground survey information required and the limits of the ground field survey.
 - CONSULTANT will coordinate the work of the Surveyor with the Airport, including coordination of scheduling, access to the work area, etc.
 - CONSULTANT will update the airport base map with information provided by the Surveyor and prepare existing condition (base) drawings to use in the design of the project. This includes the following tasks:
 - Incorporating ground survey obtained from the Survey Sub-consultant into the project topography;
 - Incorporating proposed infrastructure, pavements, utilities, etc. into the project base drawing.



- 3.1.6 The CONSULTANT will engage a qualified Sub-consultant (Renaissance Geotechnical Engineering, PLLC) to complete a geotechnical investigation and evaluation to accurately identify and evaluate the existing soil's strata in areas of proposed pavement construction that will ultimately provide support for airfield pavements, landside pavements, and building foundations construction that will ultimately provide support for building loads. Subtasks to complete this task are as follows:
- CONSULTANT will review existing soils data, existing and proposed site topography, existing pavement section, climatic records and FAA AC 150/5320-6E. Using this information, the CONSULTANT will develop a subsurface soils investigation, laboratory testing, and geotechnical evaluation program for pavement, embankment, foundation, and building designs.
 - CONSULTANT will layout the soil boring and test pit locations at least one (1) week prior to the start of geotechnical investigations to facilitate the geotechnical firm's coordinating with Airport Operations.
 - CONSULTANT will coordinate the work of the geotechnical firm with the Airport. The task will include three (2) days in the field to monitor the field sampling.
- 3.1.7 The CONSULTANT will engage a qualified Sub-consultant (Paradigm Environmental, LLC) to perform an asbestos assessment of the existing Hangar 1 building to be demolished. The sub-consultant scope and fee attached as Attachment 2. Subtasks to complete this task are as follows:
- CONSULTANT will review existing building information, plans, and dates of construction. Using this information, the CONSULTANT will coordinate with the Sub-consultant to develop an asbestos testing plan.
 - CONSULTANT will coordinate the work of the material testing firm with the Airport. The task will include two (2) days in the field to monitor the field sampling.
- 3.1.8 Perform in-house review of the plans for Quality Assurance and Quality Control. The review will be undertaken for conformance to specified criteria, constructability and clarity of delivery.
- 3.1.9 Submit Schematic Design to the SPONSOR, NYSDOT, and FAA for review and comment.



- 3.1.10 Attend a meeting with the SPONSOR, NYSDOT, and FAA to review the Schematic Design comments.

3.2 AVIATION SCHEMATIC DESIGN (30%)

- 3.2.1 Develop layouts of all aviation edge of pavement to accommodate anticipated aircraft, as well as safety area improvements and grading in accordance with Advisory Circular 150/5300-13A, Airport Design.
- 3.2.2 The CONSULTANT will prepare a three-dimensional design to develop pavement centerline profiles, typical sections, and other grading details for the proposed work. The model will be analyzed to determine areas where grades must be adjusted and determine quantities of earthwork required.
- 3.2.3 Review existing airfield circuits to assess impacts of construction on airfield systems.
- 3.2.4 The preliminary construction safety phasing plan (CSPP) will be prepared in accordance with FAA criteria for construction on Airports. This plan will rely upon the criteria contained in FAA AC 150 5370-2G, Operational Safety on Airports During Construction and current FAA Orders, as applicable. This plan will include the type and locations of barricades, the proper clearances, the appropriate temporary marking and lighting during construction, and a series of notes to be provided to the contractor relative to coordination and safety. This plan will consider access to work areas by construction equipment and trucks. Access routes will be developed attempting to minimize impact on airport operations and damage to existing aprons and taxiways. The CSPP will be electronically filed with the FAA for their review. It is anticipated that formal Safety Management System (SMS) review will not be required for this project.
- 3.2.5 Prepare two Notice of Proposed Construction or Alteration (from 7460-1) for the FAA to review (1) a new permanent, and (2) a temporary airspace obstructions during construction utilizing the FAA's Obstruction Evaluation Airport Airspace Analysis (OEAAA) website. A graphic for the permanent and temporary conditions will be developed for analysis.

3.3 CIVIL/SITE SCHEMATIC DESIGN (30%)

- 3.3.1 The CONSULTANT will evaluate the existing traffic circulation along the FBO Terminal entrance road. The CONSULTANT will determine if modifications to the public's landside access to the building are necessary and/or desired by the SPONSOR.



- 3.3.2 The CONSULTANT will evaluate the existing landside site amenities such as parking, driveways, sidewalks, ADA access, loading dock(s) access, security fencing, and airfield access to determine if relocations or improvements will be needed to accommodate the footprint of the proposed FBO Terminal building and related terminal operations.
- 3.3.3 The CONSULTANT will evaluate the existing site utility systems (water, wastewater, electrical, data/communications, and natural gas) using record plans, survey data, and a visual site inspection. Subtasks include the following:
- Evaluate the existing site utilities to determine if upgrades are required to provide service for the proposed building.
 - Review existing site utilities' alignments to determine if utilities need to be relocated to accommodate the footprint of the proposed building or result in conflict with other utilities based upon the needs of the FBO Terminal building project.
 - Coordinate with the utility companies to discuss requirements for service upgrades and/or relocations.
- 3.3.4 It is anticipated that the area of soil disturbance will be greater than 1-acre which will require a Stormwater Pollution Prevention Plan (SWPPP) and New York State Department of Environmental Conservation (NYSDEC) State Pollutant Discharge Elimination System (SPDES) General Permit for Stormwater Discharges from Construction Activity (GP-0-020-001). Subtasks include the following:
- The CONSULTANT will evaluate the existing stormwater hydrology using record plans, survey data, and a visual site inspection.
 - The Consultant will prepare a stormwater design and SWPPP that addresses stormwater collection and 'water quality' requirements pursuant to the NYSDEC Phase II regulations: and a Notice of Intent (NOI) for coverage under the NYSDEC SPDES GP-0-020-001. We have assumed that on site treatment can be achieved (i.e., no restrictive soils, high ground water table, bedrock, etc. that would prevent a standard treatment practice) and that the required water quality features will meet the NYSDEC design manual and current SWPPP general permit regulations. The current SWPPP regulations require an analysis for the use of green infrastructure as well as a narrative on the planning of the site plan. As such, our effort includes addressing these



components. We assume that no deviation from the regulations will be required.

3.3.5 The CONSULTANT will evaluate the existing landside Lighting. Subtasks include the following:

- Perform preliminary analysis of improvements that may be required by the proposed FBO Terminal building. This includes coordination with the Landscape Architect on photometric plan.

3.3.6 The CONSULTANT will prepare Schematic Design plans and details. The Schematic Design will include: planimetrics for parking, sidewalks, fence locations, edge of pavements; utility layout, relocations, and improvements; and layout for stormwater drainage and management systems. The anticipated sheets are as follows:

- General Notes and Quantities Table
- Legend & Abbreviations
- General Plan and Horizontal & Vertical Control Plan
- Construction Safety & Phasing Plan
- Safety and Phasing Details
- Existing Conditions & Demolition Plan
- Site Layout Plan
- Grading, Drainage, & Erosion Control Plan
- Grading, Drainage, & Erosion Control Details
- Erosion & Sediment Control Notes
- Site Utility Plan
- Site & Utility Details

3.3.7 The CONSULTANT will prepare Bid Plans for Phase A: Package 1: Hangar 1 Demolition. The Bid Plans will include: existing conditions, demolition areas, and utility relocations. The anticipated sheets are as follows:

- Cover Sheet
- Construction Safety & Phasing Plan
- Safety and Phasing Details
- Existing Conditions and Demolition Plan
- Site Utility Plan Site & Utility Details



3.4 MEP/FP SCHEMATIC DESIGN (30%)

- 3.4.1 Develop preliminary mechanical system descriptions to include duct chases, single lines showing major duct runs; design criteria for mechanical systems; and narrative including “U” factors, temperature range, air changes, humidity controls, etc. that meet the 2020 New York State Building Code (Mechanical Code section). Major equipment, vertical shafts and riser locations to be sized and located on architectural drawings.
- 3.4.2 Research 2020 New York State Fire Prevention Code and standards with narrative and a general description of fire suppression system(s).
- 3.4.3 Develop plumbing fixture counts complying with applicable 2020 New York State Building Code (Plumbing Code section) for drinking fountains, lavatories, urinals, water closets, and other applicable plumbing fixtures.
- 3.4.4 Define existing and/or proposed gas, water, sewer, etc., service points.
- 3.4.5 Provide proposed concept for electrical, photovoltaic, fire alarm, security and other special systems (including but not limited to CCTV, A/V, It, WiFi, and access control), including voltage, number of feeders, preliminary equipment locations and alignment of underground conduit run. Provide a specific description of items to be served by emergency power and describe consideration for special areas. Coordinate with SPONSOR regarding their equipment that requires power/IT connections.
- 3.4.6 Provide schematic MEP/FP equipment room locations and space requirements for Mechanical, Electrical, Sprinkler, Telecom, and Special Systems rooms.
- 3.4.7 Create preliminary system schematics for heating, cooling, exhaust, energy management, power, fire alarm, fire protection and telecommunications systems.

3.5 STRUCTURAL SCHEMATIC DESIGN (30%)

- 3.5.1 Structural Schematic Design will be provided by a qualified sub-consultant, Popli Design Group (Popli). Their detailed scope is included in attachment A. The CONSULTANT will coordinate information and design with Popli for a cohesive design and contract documents.



3.6 ARCHITECTURAL SCHEMATIC DESIGN (30%)

- 3.6.1 Architectural Schematic Design will be provided by a qualified sub-consultant, Fennick McCredie Architecture Ltd (Fennick). Their detailed scope is included in attachment A. The CONSULTANT will coordinate information and design with Fennick for a cohesive design and contract documents. The following Tasks identify the CONSULTANT and Fennick as the DESIGN TEAM.
- 3.6.2 The DESIGN TEAM will review existing as-built documents. This review is anticipated to coincide with SPONSOR meetings.
- 3.6.3 The DESIGN TEAM shall communication with the SPONSOR of missing or additional information required for submissions.
- 3.6.4 The DESIGN TEAM shall review local permitting requirements and, in collaboration with the SPONSOR confirm local permitting agencies' requirements regarding appropriate levels of submission, schedules, and review for proposed project scope.
- 3.6.5 The DESIGN TEAM shall determine applicable building codes and reference standards.
- 3.6.6 The PRIME CONSULTANT shall compile a list of permits and approval/review agencies which will need to be consulted and or provide approval for the Project to proceed. These requirements will be included in the timing for submissions based upon the final project phasing plan.
- 3.6.7 The DESIGN TEAM shall preform a building code adoption evaluation.
- 3.6.8 The DESIGN TEAM shall perform two (2) SPONSOR and User Group interview session for establishment of space function needs and priorities. Session may include tenants and other stakeholders as deemed appropriate by the SPONSOR. This session may also be completed through email questionnaires or teleconference.
- 3.6.9 The DESIGN TEAM shall, with input and information from the SPONSOR and User Groups develop building program of spaces, functions, and approximate sizes in accordance with owner needs, FAA Advisory Circulars, local regulatory requirements, and other industry standards.
- 3.6.10 The DESIGN TEAM shall perform a program feasibility assessment in relation to project budget, schedule, existing building conditions, and



regulatory requirements. Options for program modification to address various project criteria shall be developed and presented to SPONSOR for review by the DESIGN TEAM.

3.6.11 The DESIGN TEAM shall provide a conceptual construction phasing approach. The DESIGN TEAM will include preliminary overall construction schedule with milestones and total duration.

3.6.12 The DESIGN TEAM shall provide order-of-magnitude statement of probable cost for each concept design alternative.

4. DESIGN DEVELOPMENT (60%)

4.1 GENERAL DESIGN DEVELOPMENT (60%)

4.1.1 Incorporate information obtained in the Schematic Design review into the Design Development plans. Continue the development of layout plans, sections, and details.

4.1.2 The CONSULTANT will engage a qualified Landscape Architect Sub-consultant (Aubertine and Currier Architects, Engineers, & Land Surveyors, PLLC) to develop planting plans for the site and stormwater features within the pervious areas.

4.1.3 Perform in-house review of the plans for Quality Assurance and Quality Control. The review will be undertaken for conformance to specified criteria, constructability, and clarity of delivery.

4.1.4 Submit the 60% Design Development Plans, Specifications, and Opinion of Probably Construction Costs to the SPONSOR, NYSDOT, and FAA for review and comment.

4.1.5 Attend a meeting with the SPONSOR, NYSDOT, and FAA to review the 60% Design Development Plans, Specifications, and Opinion of Probably Construction Costs.

4.2 AVIATION DESIGN DEVELOPMENT (60%)

4.2.1 Prepare 60% plans and details based upon criteria contained in FAA AC 150/5300-13, Airport Design. The information to be included will be:

- Cover Sheet
- General Notes and Quantities Table



- Boring Plans
 - Boring Logs
 - Existing Conditions/Demolition Plans
 - Preliminary Construction Phasing Plan
 - Pavement Layout Plans
 - Pavement Typical Sections
 - Grading and Drainage Plans
 - Erosion and Sediment Control Plans
- 4.2.2 Prepare Aircraft Fleet Mix using data from the FAA's TFMSC database, as provided by the FAA, airport FBO data, the latest Master Plan Update, and SRE traffic. The Aircraft Fleet Mix shall be presented in a table providing the aircraft characteristics and annual departures.
- 4.2.3 Prepare Pavement Rehabilitation designs using the FAA's pavement design software FAARFIELD, latest version. Complete FAA 5100-1 Pavement Design Form.
- 4.2.4 Prepare a set of specifications for use in construction of the project. For material outside the building, FAA standard specifications will be used when possible and will be supplemented with State specifications. When special specifications are required, they will be prepared in the same format as the FAA specifications and will be assigned an identifier that distinguishes them from the FAA specifications.
- 4.2.5 Prepare quantity take-offs from the various design documents, by type of material and FAA or other specification identifier. Separately, a unit cost will be developed for each material to be used on the project. The unit costs will be compiled from other recent projects at the airport, other airports in the area, and other reliable sources. An estimated project cost will be generated and compared with the available budget for the project. Should any discrepancy occur, the budget will be modified in consultation with the SPONSOR's representative, the NYSDOT, and the FAA or the project modified to result in a project within the available budget.
- 4.2.6 Prepare a draft Engineer's Design Report prepared in accordance with the FAA's New York Airports District Office Sponsor's Guide including a detailed Engineer's Opinion of Probable Construction Costs.



4.3 CIVIL/SITE DESIGN DEVELOPMENT (60%)

4.3.1 The CONSULTANT will continue the development of the Schematic Design. Subtasks include progressing design, layout, and detailing of the following:

- Further development of the landside access improvements identified in Scope Item 3.3.1.
- Further development of improvements to the landside site amenities such as parking, sidewalks, ADA access, loading dock(s), driveways, fencing, and airfield access identified in Scope Item 3.3.2.
- Further development of site utility improvements, relocations, or upgrades identified in Scope Item 3.3.3.
- Further development of the SWPPP and stormwater design identified in Scope Item 3.3.4.
- Further development of site lighting improvements identified in Scope Item 3.3.5. This will include the layout of new poles and coordinating the location of site lighting fixtures exterior to the building to ensure sufficient photometrics and avoid potential conflicts with existing and proposed site utilities.

4.3.2 The CONSULTANT will begin rough grading design for the site to allow for site, utility, drainage, and lighting improvements. In addition, rough grading of the courtyard spaces adjacent to the building will begin and be coordinated with the other elements of the design.

4.3.3 The CONSULTANT will further develop the Schematic Design drawings and prepare a set of 60% Design Development drawings based upon criteria contained in the NYSDOT *Highway Design Manual, Standard Sheets and Standard Specifications for Construction and Materials*. The anticipated sheets are as follows:

- General Notes and Quantities Table
- Legend & Abbreviations
- General Plan and Horizontal & Vertical Control Plan
- Construction Safety & Phasing Plan
- Safety and Phasing Details
- Existing Conditions and Demolition Plan
- Site Layout Plan
- Site Utility Plan
- Grading, Drainage, & Erosion Control Plans
- Grading, Drainage, & Erosion Control Details



- Erosion & Sediment Control Notes
- Signage and Striping Plan
- Lighting Plan
- Landscape Plan
- Landscape Details
- Site & Utility Details

4.3.4 The CONSULTANT will prepare a set of specifications for use in bidding and construction of the project. The NYSDOT *Standard Specifications for Construction and Materials* will be used.

4.3.5 The CONSULTANT will prepare quantity take-offs from the various design documents, by type of material and NYSDOT specification identifier. Separately, a unit cost will be developed for each material to be used on the project. The unit costs will be compiled utilizing the NYSDOT Estimator program and other reliable sources, as necessary. An estimated project cost will be generated and compared with the available budget for the project. Should discrepancies occur, the budget will be modified in consultation with the SPONSOR's representative and NYSDOT/FAA, or the project modified to result in a project within the available budget.

4.4 MEP/FP DESIGN DEVELOPMENT (60%)

4.4.1 The CONSULTANT will develop Mechanical drawings and analyses, including:

- 4.4.1.1 Size and location of utility risers, shafts, chases and equipment coordinated with architectural plans.
- 4.4.1.2 Prepare heating and cooling load criteria for each space and major duct or pipe runs sized to interface with structural and architectural building components.
- 4.4.1.3 Prepare mechanical room equipment layouts, location of major equipment such as air handling units, heat pumps/VAV's, exhaust fans, and identify location of intake and exhaust louvers.

4.4.2 The CONSULTANT will develop Electrical drawings, including:

- 4.4.2.1 Size and location of utility equipment on architectural plans.
- 4.4.2.2 Major electrical equipment (distribution panels, transfer switches, UPS system, etc.) dimensioned and drawn to scale into the space allocated, also include riser diagram or one-line diagram.
- 4.4.2.3 Identification of service amperage and voltage requirements.
- 4.4.2.4 Identification of power requirements regarding specialty systems (e.g. security, photovoltaic, CCTV);



- 4.4.2.5 Location size of conduit runs, cable trays, risers, shafts, and chases.
 - 4.4.2.6 Location of site electrical (if required): underground service, entrance details.
 - 4.4.2.7 Identification of typical lighting fixtures.
 - 4.4.2.8 Identification of electric, security and telecom room locations.
 - 4.4.2.9 Location of electrical devices for typical spaces, including power receptacles, computer, telephone, TV, light switches, fire alarm, and special system including closed-circuit TV, security, and intercom devices.
 - 4.4.2.10 Location of exit and emergency lighting and fire alarm devices.
 - 4.4.2.11 Update design calculations to include power consuming equipment and load characteristics.
 - 4.4.2.12 Locate and identify site lighting fixtures.
 - 4.4.2.13 Define location and electrical/IT requirements of card access system, camera locations, and security hardware.
- 4.4.3 The CONSULTANT will develop Plumbing drawings, including:
- 4.4.3.1 Location of mop sinks, floor drains and drinking fountains.
 - 4.4.3.2 Location of sanitary and supply lines.
 - 4.4.3.3 Location of roof drainage system (quantity and location of roof drains, internal and external downspouts, and connection to site drainage system).
- 4.4.4 The CONSULTANT will develop Fire Protection drawings, including:
- 4.4.4.1 System tie-in location, sprinkler heads, piping mains and branches.
 - 4.4.4.2 Definition of the most remote area demand coverage of the proposed sprinkler system.
 - 4.4.4.3 Hydraulic calculations.
 - 4.4.4.4 Final determination of existing fire pump sizing adequacy based on most remote area, hydraulic calculations, and flow test results.
- 4.4.5 The SUB-CONSULTANT will prepare preliminary details and control schematics for the installation and control of MEP/FP equipment.
- 4.4.6 Prepare a set of specifications for use in bidding and construction of the project. The FAA standard specifications will be used when possible and will be supplemented with State specifications. When special specifications are required, they will be prepared in the same format as the FAA specifications and will be assigned an identifier that distinguishes them from the FAA specifications.



4.5 STRUCTURAL DESIGN DEVELOPMENT (60%)

4.5.1 Structural Design Development will be provided by a qualified sub-consultant, Popli. Their detailed scope is included in attachment A. The CONSULTANT will coordinate information and design with Popli for a cohesive design and contract documents.

4.6 ARCHITECTURAL DESIGN DEVELOPMENT (60%)

4.6.1 Architectural Design Development will be provided by a qualified sub-consultant, Fennick. Their detailed scope is included in attachment A. The CONSULTANT will coordinate information and design with Fennick for a cohesive design and contract documents. The following Tasks identify the CONSULTANT and Fennick as the DESIGN TEAM.

4.6.2 The DESIGN TEAM shall develop approved schematic design in coordination with the SPONSOR and stakeholders according to the principals and direction developed during the schematic design phase. Drawings shall have sufficient detail to convey full project scope.

4.6.3 The DESIGN TEAM shall provide complete DESIGN TEAM specifications. Specifications for materials within the building will be created in AIA format.

4.6.4 The DESIGN TEAM shall present up to three interior finish options for review by the SPONSOR.

4.6.5 The DESIGN TEAM shall provide conceptual furniture layouts for review. Upon approval DESIGN TEAM shall provide final furniture plan and furniture product recommendations for all public spaces.

4.6.6 The DESIGN TEAM shall develop millwork details for rental car counters and other potential tenants incorporating technology as directed by SPONSOR.

4.6.7 The DESIGN TEAM shall update project phasing plan, taking into considerations structure and MEP systems phasing.

4.6.8 The DESIGN TEAM shall provide updated statement of probable cost, including order of magnitude estimate for inbound bag handling system.

4.6.9 The DESIGN TEAM shall conduct up to three (3) SPONSOR meetings at appropriate stages of the project design. The DESIGN TEAM will provide up



to (4) renderings, and presentation plans and elevations, for each SPONSOR meeting to describe the function, experience, and aesthetic appearance of the proposed improvements.

5. CONSTRUCTION DOCUMENTS (90%)

5.1 GENERAL CONSTRUCTION DOCUMENTS (90%)

- 5.1.1 Incorporate information obtained in the Design Development review into the Final Design plans. Continue the development of layout plans, sections, and details.
- 5.1.2 Perform in-house review of the plans for Quality Assurance and Quality Control. The review will be undertaken for conformance to specified criteria, constructability and clarity of delivery.
- 5.1.3 Attend progress review meetings with the SPONSOR to review progress, design alternatives, and operational impacts associated with each design element. It is anticipated that two (2) progress meetings will be held during the Construction Documents (90%) phase.
- 5.1.4 Submit 90% Construction Documents Plans, Specifications, and Engineer's Opinion of Probable Cost to the SPONSOR, NYSDOT, and FAA for review and comment.
- 5.1.5 Attend a meeting with the SPONSOR, NYSDOT, and FAA to review the 90% Construction Documents Plans, Specifications, and Engineer's Opinion of Probable Cost.

5.2 AVIATION CONSTRUCTION DOCUMENTS (90%)

- 5.2.1 Finalize and submit an Engineer's Design Report prepared in accordance with the New York Airports District Office Sponsor's Guide including a detailed Engineer's Opinion of Probable Construction Costs.
- 5.2.2 Prepare final plans and details based upon criteria contained in FAA AC 150/5300-13, Airport Design. The information to be included will be:
 - Cover Sheet
 - General Notes and Quantities Table
 - Boring Plans
 - Boring Logs
 - Construction Phasing and Safety Plans and Notes



- Horizontal and Vertical Control Plan
- Existing Conditions and Demolition Plans
- Pavement Layout Plans
- Pavement Typical Sections and Details
- Grading and Drainage Plans
- Grading and Drainage Details
- Pipe Profiles and Drainage Tables
- Erosion and Sedimentation Control Plans
- Erosion and Sediment Control Details

5.2.3 Update the specifications for use in bidding and construction of the project. The FAA standard specifications will be used when possible and will be supplemented with State specifications. When special specifications are required, they will be prepared in the same format as the FAA specifications and will be assigned an identifier that distinguishes them from the FAA specifications.

5.2.4 Update the quantity take-offs developed in the Detailed Design Development, by type of material and FAA or other specification identifier. Separately, a unit cost will be developed for each material to be used on the project. The unit costs will be compiled from other recent projects at the airport, other airports in the area, and other reliable sources. An estimated project cost will be generated and compared with the available budget for the project. Should any discrepancy occur, the budget will be modified in consultation with the SPONSOR's representative and the FAA or the project modified to result in a project within the available budget.

5.3 CIVIL/SITE CONSTRUCTION DOCUMENTS (90%)

5.3.1 The CONSULTANT will continue the development of the 60% Design Development. Subtasks include progressing design, layout, and detailing of the following:

- Further development of the landside access improvements identified in Scope Item 4.3.1.1.
- Finalize development of improvements to site amenities such as parking, sidewalks, ADA access, loading dock(s), driveways, fencing, and airfield access identified in Scope Item 4.3.1.2.
- Finalize development of site utility improvements, relocations, or upgrades to site utilities identified in Scope Item 4.3.1.3. This will include layout and profiles of the utilities affected by the proposed FBO Terminal building.



- Finalize development of the SWPPP and stormwater design identified in Scope Item 4.3.1.4..
 - Further development of site lighting improvements identified in Scope Item 4.3.1.5. This will include finalizing the layout of new poles and coordinating the location of site lighting fixtures exterior to the building to ensure sufficient photometrics and avoid potential conflicts with existing and proposed site utilities.
- 5.3.2 The CONSULTANT will finalize the grading design for the site to allow for site, utility, drainage, and lighting improvements. In addition, the CONSULTANT will coordinate finished grades of the courtyard spaces adjacent to the building with the other elements of the design.
- 5.3.3 The CONSULTANT will further develop the 60% Design Development drawings and prepare final set of Construction Document plans and details based upon NYSDOT Highway Design Manual, Standard Sheets and Standard Specifications for Construction and Materials. The information to be included will be:
- General Notes and Quantities Table
 - Legend & Abbreviations
 - General Plan and Horizontal & Vertical Control Plan
 - Construction Safety & Phasing Plan
 - Safety and Phasing Details
 - Existing Conditions and Demolition Plans
 - Site Layout Plan
 - Typical Sections and Details
 - Site Utility Plan
 - Site Utility Profiles
 - Grading, Drainage, & Erosion Control Plan
 - Drainage Profiles
 - Grading, Drainage, & Erosion Control Details
 - Erosion and Sedimentation Control Notes
 - Signage and Striping Plan
 - Signage and Striping Details
 - Lighting Plan
 - Lighting Plan and Details
 - Landscaping Plan?
 - Landscaping Details
 - Site & Utility Details



5.3.4 The CONSULTANT will update the specifications for use in bidding and construction of the project. The NYSDOT *Standard Specifications for Construction and Materials* will be used when possible.

5.3.5 The CONSULTANT will update the quantity take-offs developed in the Detailed Design Development, by type of material and NYSDOT or other specification identifier. Separately, a unit cost will be developed for each material to be used on the project. The unit costs will be compiled utilizing the NYSDOT Estimator program and other reliable sources, as necessary. An estimated project cost will be generated and compared with the available budget for the project. Should discrepancies occur, the budget will be modified in consultation with the SPONSOR's representative and NYSDOT/FAA, or the project modified to result in a project within the available budget.

5.4 MEP/FP CONSTRUCTION DOCUMENTS (90%)

5.4.1 The CONSULTANT will continue the development of the 60% Design Development to reflect and comments from the design review. Detailed design will be progressed to Construction Documents.

5.5 STRUCTURAL CONSTRUCTION DOCUMENTS (90%)

5.5.1 Structural Construction Documents will be provided by a qualified sub-consultant, Popli. Their detailed scope is included in attachment A. The CONSULTANT will coordinate information and design with Popli for a cohesive design and contract documents.

5.6 ARCHITECTURAL CONSTRUCTION DOCUMENTS (90%)

5.6.1 Architectural Construction Documents will be provided by a qualified sub-consultant, Fennick. Their detailed scope is included in attachment A. The CONSULTANT will coordinate information and design with Fennick for a cohesive design and contract documents. The following Tasks identify the CONSULTANT and Fennick as the DESIGN TEAM.

5.6.2 The DESIGN TEAM will continue the development of the 60% Design Development to reflect and comments from the design review. Detailed design will be progressed to Construction Documents.

6. CONSTRUCTION DOCUMENTS (100%)

6.1 GENERAL CONSTRUCTION DOCUMENTS (100%)



- 6.1.1 Incorporate comments received from the NYSDOT, FAA, and SPONSOR into the final contract plans and specifications and provide these items to the SPONSOR, the FAA, and the NYSDOT (bid set). The bid set drawings will be stamped and signed by an architect/engineer registered to practice in the State of New York.

6.2 AVIATION CONSTRUCTION DOCUMENTS (100%)

- 6.2.1 Prepare final quantity take-offs from the various design documents, by type of material and FAA or other specification identifier.
- 6.2.2 Prepare a set of specifications for use in bidding and construction of the project. The FAA standard specifications will be used when possible and will be supplemented with State specifications. When special specifications are required, they will be prepared in the same format as the FAA specifications and will be assigned an identifier that distinguishes them from the FAA specifications.

6.3 CIVIL/SITE CONSTRUCTION DOCUMENTS (100%)

- 6.3.1 The CONSULTANT will prepare final quantity take-offs from the various design documents, by type of material and NYSDOT specification identifier.
- 6.3.2 The CONSULTANT will prepare a set of specifications for use in bidding and construction of the project. The NYSDOT Standard Specifications for Construction Materials will be used when possible.
- 6.3.3 The CONSULTANT will finalize the SWPPP and stormwater design and submit the NOI for coverage under the NYSDEC SPDES GP-0-020-001.

6.4 MEP/FP CONSTRUCTION DOCUMENTS (100%)

- 6.4.1 The CONSULTANT will continue the development of the 90% Construction Documents to reflect and comments from the design review. Construction Documents, plans and specifications will be finalized for bidding.

6.5 STRUCTURAL CONSTRUCTION DOCUMENTS (100%)

- 6.5.1 Structural Construction Documents will be provided by a qualified sub-consultant, Popli. Their detailed scope is included in attachment A. The CONSULTANT will coordinate information and design with Popli for a cohesive design and contract documents.



6.6 ARCHITECTURAL CONSTRUCTION DOCUMENTS (100%)

6.6.1 Architectural Construction Documents will be provided by a qualified sub-consultant, Fennick. Their detailed scope is included in attachment A. The CONSULTANT will coordinate information and design with Fennick for a cohesive design and contract documents.

7. BIDDING AND AWARD ASSISTANCE

7.1 In order to meet the overall delivery date of the project as listed in the NYSDOT grant offer of November 2024, the CONSULTANT anticipates the following Phases and Bid Packages. The bidding assistance will be provided on each of these packages separately.

Phase A:

Package 1: Hangar 1 Demolition

Bid: 12/15/22

Phase B:

Package 2: Foundation, Steel, and Slab

Bid: 1/15/2023

Package 3: Elevator (Material only)

Bid: 12/15/2022

Phase C:

Package 4: Building

Bid: 6/15/2023

Package 5: Apron Rehab & Site Work

Bid: 3/15/2023

7.2 The CONSULTANT will attend a project pre-bid meeting to discuss the specific package being let, funding source requirements, DBE and/or W/MBE requirements, and answer questions that arise. The CONSULTANT will document the meeting proceedings in a formal set of meeting minutes.

- As part of the pre-bid meeting the CONSULTANT will coordinate an information session on EBO with the NYSDOT. Information on obtaining log-in access, submitting sub-contractor information, submitting payment information will be provided.

7.3 The CONSULTANT will provide responses to questions received from potential bidders. It is anticipated that that 2 addendums per bid package will be issued.



- 7.4 The CONSULTANT will incorporate changes to the Bid plans and specifications made by addendum into a reconciled "Issued For Construction" set of Contract Documents.
- 7.5 The CONSULTANT will prepare and compile bid results, contact the selected contractor, and draft an award letter

NOTE: This contract provides Design services through bidding only and does not include any effort for Construction Administration or Observation. A separate contract will be provided for Construction Observation if requested by the CONSULTANT and SPONSOR.

ASSUMPTIONS

GENERAL ASSUMPTIONS:

- The project is an Unlisted Action under SEQR.
- The estimated construction budget based upon the Airport Capital Improvement Plan is \$27,500,000.
- When FAA grant assistance is included in a contract, the FAA's Disadvantaged Business Enterprise (DBE) Requirements will be included in that contract; otherwise, the NYSDOT's DBE requirements including Minority Business Enterprise (MBE), Women Business Enterprise (WBE), and Service-Disabled Veterans Business (SDVOB) will be included.
- The entire footprint of the project will remain within the Karner Blue Butterfly Habitat "exempt" area and no Incidental Take Permit will be required.
- No archeological studies will be required.

AVIATION ASSUMPTIONS:

- The project's design aircraft is a Gulfstream G-650, RDC C-III, TDG 3, MTOW 99,600 lbs.

CIVIL/SITE ASSUMPTIONS AND EXCLUSIONS:

- The Airport entrance road (Greenfield Ave.) is not a County Road and therefore does not need to meet the County Highway design specifications.
- Proposed work within the Geyser Road (County Route 43) Right-of-Way (ROW) is under purview of the Saratoga County Department of Public Works (DPW) and does not require additional approvals and/or permitting. Work proposed within the Geyser Road ROW will be approved directly by the DPW.
- The existing stormwater structure located within the parking lot east of Greenfield Ave does not connect to an existing stormwater network and will be removed.

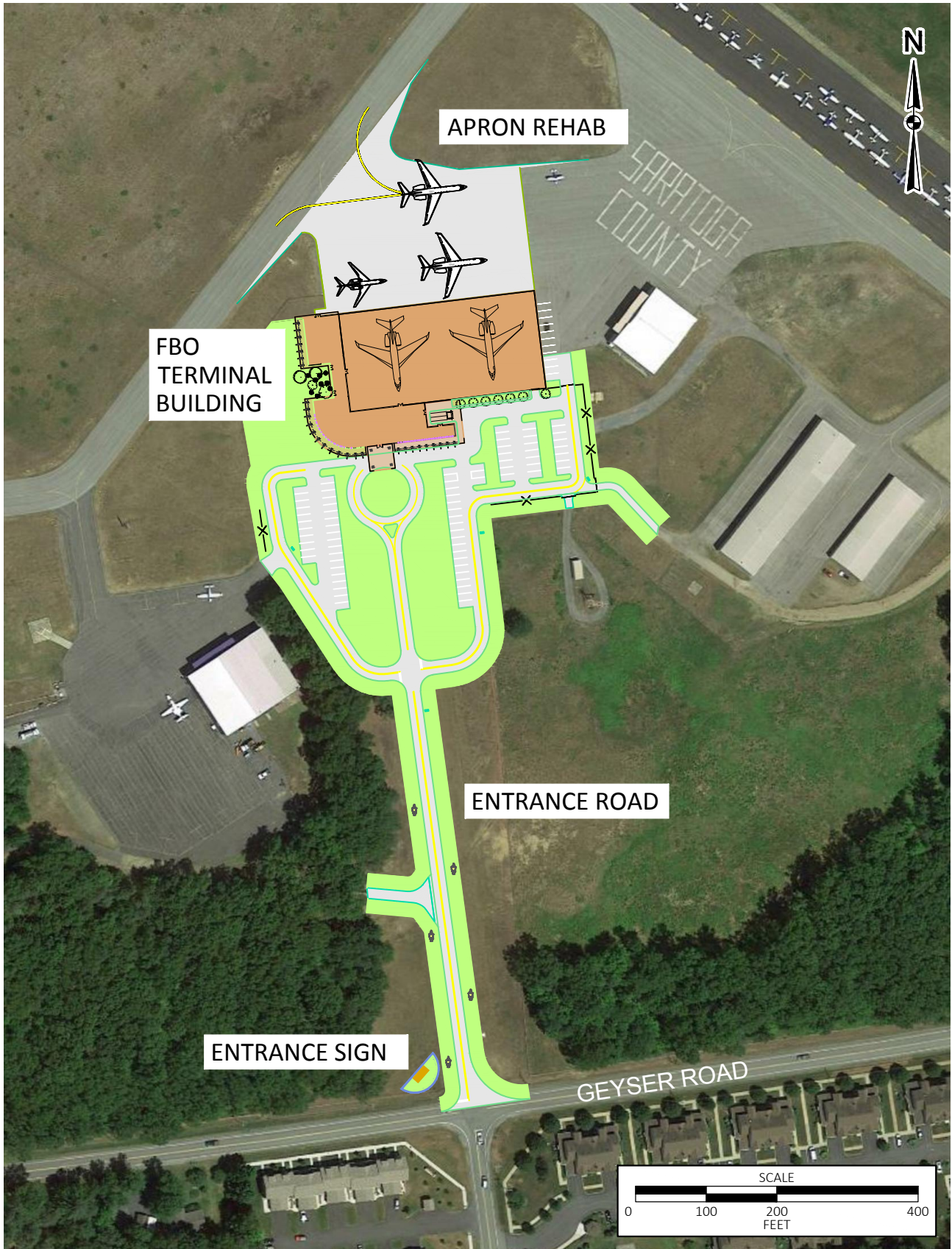


- Water service will be provided by Heritage Springs Water Works, a private utility. No Water District Extension will be required.
- It is anticipated that a public water supply system can be extended to the site and has adequate capacity to provide service to the building. The design of upgrades to the existing off-site water distribution and treatment systems are not included. In addition, we have assumed that no water booster pumps, or storage tanks will be required to serve the domestic or fire protection demand. If such are required, the design will be provided as an additional service or by others.
- Sanitary Sewer will be served by Heritage Springs Sewer Works, a private utility. No Sewer District Extension will be required.
- It is anticipated that a public sewer system can be extended to the site and has adequate capacity to provide service to the building. The design of upgrades to the existing off-site wastewater collection and treatment systems are not included.
- Off-Site or utility Improvements are not included. It is assumed that the required utility connection points will be available on-site (or are approximately adjacent) and have sufficient capacity.
- The project is a Redevelopment with new impervious area as defined by Chapter 9 of the NYSDEC Stormwater Design Manual.
- The project will use Infiltration as a stormwater management technique for both water quality and water quantity control. It is anticipated that the existing soils, water table and/or bed rock does not negate infiltration or the use of standard stormwater management facilities and allows for adequate water quality treatment for the proposed development.
- Offsite stormwater drainage or downstream drainage studies are neither anticipated nor included.
- A new Traffic Study (beyond the update mentioned in Task 2.2) or the design of off-site highway improvements are not included. Thus, no bridge; highway improvements; signal, striping, or lane width modifications; or new signals are included.
- No irrigation design is anticipated nor included in our scope of services or fee.
- Application and/or agency review fees are to be paid directly by the SPONSOR and are not included in our fee estimate.

The CONSULTANT agrees to complete the work under this phase of the Agreement in a manner satisfactory to the SPONSOR within 18 months of receiving an executed copy of this contract from the SPONSOR accompanied by a resolution from its governing body authorizing said execution or within such extended periods as agreed to by the SPONSOR.



Attachment 1 Project Sketch





Attachment 2 Sub Consultant Scopes

Fennick McCredie Architecture Ltd - Architecture
Popli Design Group - Structural Engineering
Studio A Landscape Architecture and Engineering, DPC - Landscape Architecture
Renaissance Geotechnical Engineering, PLLC - Geotechnical Investigations
Aubertine And Currier Architects, Engineers, & Land Surveyors, PLLC - Survey
Seeler Engineer PC - PLA Study & Negotiations

5B9 Saratoga County Airport New FBO Terminal
SCOPE AND FEE LABOR BREAKDOWN

Fennick McCredie Architecture

Date: 10.21.2022

Scope	Labor Dollars		Labor Hours							Assumptions
	Labor subtotal (loaded)	Sub Task Totals (loaded)	PIC	PM	PA	PA	PD	PD	QAQC	
Multiplier: 2.5 Unloaded Billing Rates			Principal Architect		Project Architect	Senior Architect	Architect	Designer		
			90	65	50	55	45	40	55	

Task 1											
1.00	Project Mgmt & Stakeholder Coordination Mtgs		\$39,000								
1.01	Project Controls (FM support Prime)		\$0								
1.01	Develop/maintain project schedule		\$6,900	14		30					Assumed Total duration planning + design phase: 11/15/2022 - 6/15/2023 = 30 weeks Total construction budget assumed to not exceed \$27.5M Weekly virtual inter-disciplinary coordination sessions Stakeholder meeting assumptions: Assumed 1 day in-person per month for stakeholder meetings, FM to prepare materials for architectural components for each meeting. Attendees to include (at various meetings) FAA, NYSDOT, Airport officials, local officials, local building inspector/AHJ, Emergency response authorities, community groups (details below).
1.01	Develop/maintain project budget		\$5,325	7		30					
1.01	Architecture/Engineering/Civil coordination		\$7,125			30		30			
1.02	Stakeholder Coordination Meetings		\$0								
1.02	1 day in-person site visit, existing conditions review, kick-off meeting		\$3,600	8		8			8		In-person 5B9
1.02	Monthly in-person client worksessions / progress presentations for design review & input (total 6)		\$10,800			48			48		In-person 5B9
1.02	In-person AHJ worksessions (incl above)		\$0								In-person 5B9
1.02	In-person NYSDOT worksessions (incl above)		\$0								In-person 5B9
1.02	Virtual Prime+Client mgmt meetings		\$5,250	15		15					Virtual, bi-weekly
			\$0								
Task 1 Hours				291 hrs	44	0	161	0	30	56	0
Task 1 Totals			\$39,000		\$9,900	\$0	\$20,125	\$0	\$3,375	\$5,600	\$0

Tasks 2, 3, 4, 5 Project Definition												
2.00	Project Definition		\$45,150									
2.01	Existing Conditions Verification		\$0									
2.01	Existing Hangar Demolition		\$0								Regarding existing hangar demolition, it is assumed no Architectural drawings/specifications required of FM for the demolition scope - Prime to address building/slab/foundation demolition in full. Time listed this task accounts for office tabulation of equipment inventory information provided by client. Staff time for field inventory included task 2.01 above.	
2.01	Inventory existing equipment to be housed within new building.		\$925			1			8			
2.01	Laser scanning & BIM modeling any existing structures.		\$0	0	0	0	0	0	0	0		Excluded from scope, can be included as additional service.
2.01	Prime to provide airspace surfaces defining allowable area/volume of vertical construction		\$250			2						Review airspace surfaces provided by Prime
2.01	Prime to provide geotechnical, site & utility survey, and other existing site information to support building siting and design.		\$500			4					Review site information provided by Prime	
2.02	Building Code Review		\$0									
2.02	Perform building code assessment of proposed new building to establish code-related requirements and constraints informing the design development decisions in later tasks.		\$2,400	4		12					Code review to be provided by specialty consultant, cost included under expenses below. Time this task includes coordination with code review and confirmation of findings.	
2.03	Programming		\$0									
2.03	Confirm building program of functions, space sizes, adjacencies, including overall net and gross square footage in spreadsheet format to establish overall building size.		\$2,100			4				16	Buildign program assumed to be consistent with that represented in NYSDOT Grant submission, with minor modifications and/or refinements.	
2.03	Develop room data sheets for each room function contained in program, including dimensions, adjacencies, graphic functional layout, equipment, mep/tp requirements, and overall relationship requirements for views, sightlines, exterior access, and natural light.		\$5,500			12				40		

5B9 Saratoga County Airport New FBO Terminal
SCOPE AND FEE LABOR BREAKDOWN

Fennick McCredie Architecture

Date: 10.21.2022

Scope	Labor Dollars		Labor Hours							Assumptions
	Labor subtotal (loaded)	Sub Task Totals (loaded)	PIC	PM	PA	PA	PD	PD	QAQC	
			Principal Architect		Project Architect	Senior Architect	Architect	Designer		
			90	65	50	55	45	40	55	
2.03 Establish sustainability and energy use/conservation goals for the building.		\$6,000	0	0	12	0	40	0	0	Installation of PV panels at hangar roof assumed as described in NYSDOT Grant submission. Net-zero assumed NOT to be a target goal. LEED Silver certifiable assumed to be a target goal for the project.
2.03 Program + budget alignment validation: Perform updated ROM cost estimate for project as represented in original NYSDOT grant submission. Provide value engineering suggestions in written form. Assist client/Prime in value engineering item selection for program+budget alignment.		\$11,900	8		60		16	8		Effort as shown assumes value engineering suggestions need not exceed a 10% building cost reduction from the current ROM estimate to reach budget goal. VE greater than 10% would require significant redesign/re-programming which can be provided as an additional service.
2.03 Update conceptual design as represented in original NYSDOT grant submission to reflect enacted value engineering items for final client approval.		\$12,475	1		16		20	80		Effort as shown assumes value engineering suggestions need not exceed a 10% building cost reduction from the current ROM estimate to reach budget goal. VE greater than 10% would require significant redesign/re-programming which can be provided as an additional service.
2.04 Environmental & Permitting		\$0	0	0	0	0	0	0	0	No architectural effort anticipated this task.
2.05 FM Deliverables: - Building Code Review memo - Building program matrix of functions - Building Program room data sheets - Updated ROM Budget Estimate - VE decision summary memo		\$3,100	2		8				12	
3.00 Planning		\$0								
3.01 Planning		\$0	0	0	0	0	0	0	0	No architectural effort anticipated this task.
4.00 Conceptual Design		\$29,700								
4.10 Coordinate architectural design with site development improvements		\$4,500					40			
4.20 Upon completion of VE and finalization of program+budget alignment from Task 2 above, Develop concept (15%) level architectural floor plans, elevations, roof plan, longitudinal sections		\$25,200	12		80		40	80		
5.00 Phasing Plans		\$1,450								
5.01 Support Prime in development of construction phasing plan, including addressing impacts to operations.		\$1,450	2		8					
		\$0								
		\$0								
Tasks 2, 3, 4, 5 Project Definition Hours		648 hrs	29	0	219	0	156	232	12	
Tasks 2, 3, 4, 5 Project Definition Totals		\$76,300	\$6,525	\$0	\$27,375	\$0	\$17,550	\$23,200	\$1,650	

Task 6 & 7 Schematic & Final Design										
6.00 Schematic Design		\$71,100								
6.01 Architectural schematic (30%) design plans, to include: floor plan, roof plan, elevations, building sections, wall sections, enlarged plans of major spaces, typical wall systems details		\$34,700	16		40		80	160	8	Assumes hangar structure as a pre-engineered aircraft storage building, FBO and public spaces as traditional steel construction
6.02 Provide up to three (4) renderings of the completed and approved schematic design building- two interior, two exterior.		\$15,000			12		40	90		
6.03 Materials selection alternatives for exterior roof/wall/window systems Coordinate architectural design with other disciplines, equipment, technology, communications		\$9,350					12	80		
6.04 architectural outline specifications		\$10,500			40	40				Specification consultant carried under expenses below, time this task includes materials research and selection for inclusion in specification
6.05 architectural outline specifications		\$1,550			8				4	
		\$0								
7.00 Design Development		\$139,750								

5B9 Saratoga County Airport New FBO Terminal
SCOPE AND FEE LABOR BREAKDOWN

Fennick McCredie Architecture

Date: 10.21.2022

Scope		Labor Dollars		Labor Hours							Assumptions
		Labor subtotal (loaded)	Sub Task Totals (loaded)	PIC	PM	PA	PA	PD	PD	QAQC	
Unloaded Billing Rates				Principal Architect		Project Architect	Senior Architect	Architect	Designer		
				90	65	50	55	45	40	55	
7.01	Develop architectural design development (50%) documents		\$83,450	12		120		240	360	20	
7.02	Develop enlarged plans & interior elevations for client review of each room/function, showing specific functionality, equipment integration, comms/technology integration		\$27,750			8	120	20	80		
7.03	Energy efficiency analysis: Perform Cove Tool analysis of building envelope an dsystems energy efficiency, identify areas for efficiency improvements to eb incorporated into final design		\$14,700			8	80	24			
7.04	Develop final exterior + interior material/finish and color board for input, update and provide final board for inclusion in final specifications.		\$11,900			24		8	80		
7.05	Code review update to confirm compliance		\$1,450	2		8					
7.06	Review cost estimate update provided by Prime		\$500			4					
			\$0								
Task 6 & 7 Schematic & Final Design Hours			1,848 hrs	30	0	272	240	424	850	32	
Task 6 & 7 Schematic & Final Design Totals		\$210,850		\$6,750	\$0	\$34,000	\$33,000	\$47,700	\$85,000	\$4,400	

Task 8 Construction Documents										
8.00 Construction Documents			\$288,400							
8.01	Provide 100% CD package for client & agency review (3 packages)		\$236,000	80		480	200	480	600	120
8.02	Incorporate client and agency comments into final 100% Bid set (3 packages)		\$33,900	24		60		80	120	
8.03	Provide final 100% architectural specifications to Prime for inclusion in bid set (3 packages)		\$18,500			40		120		
			\$0							
			\$0							
Task 8 Construction Documents Hours			2,404 hrs	104	0	580	200	680	720	120
Task 8 Construction Documents Totals		\$288,400		\$23,400	\$0	\$72,500	\$27,500	\$76,500	\$72,000	\$16,500

Three (3) separate bid packages assumed need be provided for architectural scope: 1.) foundations, site, steel, slab; 2.) elevators; 3.) building exterior and interiors

electronic submission to Prime assumed

Bidding										
9.00 Bidding			\$18,650							
9.01	Provide responses to architectural related questions to Prime, for issuance as addenda (3 packages)		\$18,650	6		16	24		120	
			\$0							
			\$0							
Bidding Hours			166 hrs	6	0	16	24	0	120	0
Bidding Totals		\$18,650		\$1,350	\$0	\$2,000	\$3,300	\$0	\$12,000	\$0

Three (3) separate bid packages assumed need be provided for architectural scope: 1.) foundations, site, steel, slab; 2.) elevators; 3.) building exterior and interiors

Construction Administration

Fee Breakdown by Phase			% labor
Task 1	\$39,000.00	0	6.2%
Tasks 2, 3, 4, 5 Project Definition	\$76,300.00	648	12.0%
Task 6 & 7 Schematic & Final Design	\$210,850.00	1848	33.3%
Task 8 Construction Documents	\$288,400.00	2404	45.5%
Bidding	\$18,650.00	166	2.9%
Construction Administration	\$0.00	0	0.0%
Total labor	\$633,200.00	0	100.0%
Expenses	\$64,305.00		
Consultant Total (labor & Expenses)	\$697,505.00		

5B9 Saratoga County Airport New FBO Terminal

DIRECT EXPENSES

Fennick McCredie Architecture

Date: 10.21.2022

Expense	Units	Cost	Qty	Total	Notes
Parking	LS	\$0.00	0	\$0.00	
Rental cars	LS	\$0.00	0	\$0.00	
Taxi/Uber/Public trans.	LS	\$25.00	0	\$0.00	
Mileage	MI	\$0.63	2800	\$1,750.00	assumes 7 in-person visits, 400mi round trip = 2,800mi
Hotel	Ea	\$150.00	14	\$2,100.00	2 people/2 rooms; 7 visits / 7 nights
Flight	LS	\$480.00	0	\$0.00	7 in-person mtgs, 2 people @ 2 of 7 mtgs.
Meals (per Diem)	Ea	\$65.00	7	\$455.00	2023 GSA per diem
Security badge	Ea			\$0.00	
Reproductions	LS			\$0.00	
Material samples/mock-ups	LS			\$0.00	
Specifications	LS	\$15,000.00	1	\$15,000.00	
Laser scanning	LS			\$0.00	
Code	LS	\$7,500.00	1	\$7,500.00	
Cost Estimating	LS	\$10,000.00	3	\$30,000.00	assumed three (3) estimates including program+budget validation
Hardware Consulting	LS	\$7,500.00	1	\$7,500.00	
				\$0.00	
Estimated Total:				\$64,305.00	

Notes:

1.

October 21, 2022

Saratoga County
Saratoga County Airport New FBO Terminal

Mr. Turner Bradford, PE, CPESC
McFarland Johnson
37 Franklin Street, Suite 100
Buffalo, New York 14202

Dear Mr. Bradford:

RE: Proposal for Professional Architecture and Engineering Services

Popli Design Group (PDG) is pleased to provide this fee proposal and scope of services associated with the proposed Fixed Base Operator Terminal at the Saratoga County Airport in Saratoga Springs, Saratoga County, New York.

PROJECT UNDERSTANDING

This Project involves the design of a new 52,600 square-foot Fixed Base Operator (FBO) Terminal at the Saratoga County Airport as awarded by the New York State Department of Transportation Upstate Airport Economic Development and Revitalization Grant Program in September of 2022. The general Project scope includes the following elements:

- Demolition of existing Hangar 1
- Redevelopment of the entrance corridor and existing parking area
- Construction of a new two-story 13,600 square-foot FBO Terminal building complete with new waiting areas, concessionaire tenant spaces, rental car lease space, advertisement display lease opportunities, conference room space, weather information access room, pilot lounge area, and connected 39,000 square-foot hangar space
- Installation of solar panel array on the hangar portion of new building
- Rehabilitation of the West Itinerant Apron adjacent the new terminal building

Multiple construction bid packages will be developed and let with the goal of achieving substantial completion of construction by November of 2024. The anticipated bid packages are as follows:

- Phase A:
 - Package 1: Hangar 1 Demolition
- Phase B:
 - Package 2: Foundation, Steel, and Slab
 - Package 3: Elevator (Material only)
- Phase C:
 - Package 4: Building
 - Package 5: Apron Rehab & Site Work

The approximate construction budget for the proposed FBO Terminal Building is \$26 million.

SCOPE OF SERVICES

PDG will provide Architecture and Professional Engineering services as a subconsultant to McFarland Johnson, from Schematic Design through Bidding and Award, only. A separate proposal will be provided for Construction Administration services only as requested.

McFarland Johnson will serve as the prime consultant and Project Manager for the duration of the project with support by PDG as necessary. Based on our understanding of the project, PDG's anticipated scope of services includes, and is limited to, the following tasks:

Grant Application

PDG will perform preliminary architectural design for the proposed 52,600 square-foot FBO Terminal and adjoining Hangar, develop up to three (3) concepts, and prepare corresponding renderings to support the submission of the NYSDOT Upstate Airport Economic Development and Revitalization Grant Program application.

Structural Engineering

1. Schematic Design (30%)
 - a. Attend one project kick-off meeting to review the project scope, schedule and other pertinent information.
 - b. Perform one field visit, as part of the kickoff meeting, to make general observations of existing conditions as they pertain to PDG's scope.
 - c. Review available record "as-built" construction drawings, report(s), survey(s), and other pertinent documentation to become generally familiar with existing building and site construction.
 - d. Assist McFarland Johnson with the development of a Subsurface Exploration Program.
 - e. Review the Subsurface Exploration and Geotechnical Engineering Report prepared by McFarland Johnson's consultant.
 - f. Review applicable Building Code requirements, NYSDOT and FAA requirements, and local municipal standards, and identify applicable design criteria.
 - g. Evaluate the Architectural Program and Conceptual Design, and develop one (1) conceptual solution for primary gravity and lateral load-resisting systems.
 - h. Perform preliminary structural engineering analysis and design for the purpose of estimating sizes of typical primary framing elements only. Detailed design of every element would not be performed at this time.
 - i. Prepare schematic foundation and framing plans on the basis of the preliminary design. Construction details, sections, elevations, schedules and notes would not be developed at this time.
 - j. Prepare a list of anticipated technical specifications.
 - k. Participate in one (1) virtual design review meeting.
 - l. Respond to review comments and revise documents accordingly.
2. Design Development (60%)
 - a. Develop the structural design of the proposed FBO Terminal Building in sufficient detail to establish preliminary structural design criteria, primary gravity and lateral load-resisting systems, major structural elements, critical dimensions and clearances.
 - b. Provide consulting engineering services related to door, window, entrance, and cladding systems limited to developing structural design criteria and coordination of attachment to supporting structure only. It is anticipated that these systems, components, and their connections will be specified as delegated-design elements by McFarland Johnson.
 - c. Coordination with McFarland Johnson's MEP engineering staff, or consultant, and design support framing for roof-mounted mechanical equipment. Services will be limited to the design of framing for (1) mechanical system; consideration of multiple systems, locations, and design options are not included.
 - d. Prepare structural drawings consisting of annotated plans that identify column grids, primary gravity and lateral load-resisting framing systems and major structural elements, critical dimensions and clearances, critical sections and details, and design criteria. Construction details would not be developed at this time.
 - e. Prepare draft or outline specifications covering Divisions 02-32 as they pertain to the PDG scope.
 - f. Assist with a preliminary Building Code analysis as it pertains to the PDG scope.
 - g. Respond to review comments and revise documents accordingly.
3. Construction Documents (90%)
 - a. Perform final engineering analysis and advance the structural design, establish final structural design criteria, foundations, primary gravity and lateral load-resisting framing, secondary framing systems, dimensions and clearances, and construction details.
 - b. Prepare structural drawings consisting of annotated plans that identify column grids, foundation system, primary structural framing systems, secondary/ancillary framing, including final design criteria, critical dimensions and clearances, construction details, schedules and notes.
 - i. Final drawings are anticipated to consist of (40) sheets including: General Notes, Abbreviations and Symbols, Design Criteria and Loading Diagrams, Special Inspections, Foundation Plans, Floor and Roof Framing Plans, Frame/Shear Wall Elevations, Typical Sections and Details.
 - c. Prepare technical specifications covering Divisions 02-32 as they pertain to the PDG scope.
 - d. Assist with the preparation of a Building Code Compliance Review Checklist as it pertains to the PDG scope.
 - e. Prepare a Statement of Special Inspections as required by the Building Code of New York State.
 - f. Participate in two (2) virtual design review meetings.
 - g. Participate in one (1) in-person progress review meeting at the Project site.
 - h. Respond to review comments and revise documents accordingly.

4. Construction Documents (100%)
 - a. Review, address, and incorporate outstanding review comments into the final documents.
 - b. Prepare final drawings and technical specifications, suitable for bidding and construction.
5. Bidding and Award
 - a. Participate in one (1) Pre-Bid Meeting with McFarland Johnson at the Project site.
 - b. Review questions (RFI's) from bidders related to the PDG scope and provide responses for distribution by McFarland Johnson
 - c. Prepare addenda items (narrative and drawings) for work related to the PDG scope where required for clarification. For the purposes of this Scope of Work, we have assumed two (2) addenda to be compiled and distributed by McFarland Johnson.
 - d. Prepare Conformed Construction Documents consisting of structural drawings and specifications revised to include changes made via addendum during the bidding period.
 - e. Value engineering services, bidder canvassing, advertisement, bid evaluation, attendance at pre-award meeting(s), contract preparation and negotiations are NOT included.

QA/QC Review of MEP/FP Construction Documents

1. PDG will perform an independent review of MEP/FP drawings and specifications prepared by McFarland Johnson, or their consultant, for the express purpose of general constructability and to verify conformance of the information provided and design concepts shown.
 - a. Review of engineering calculations, design and documentation of modifications to any component or system is not included.
 - b. An exhaustive review of documents for conformance to the Building Code and related standards will not be performed.
 - c. Design, coordination, documentation, and management of the Project, including compliance with applicable building codes and standards, remain the sole responsibility of McFarland Johnson and/or their MEP/FP consultant.
2. PDG's review comments and professional opinions will be summarized in spreadsheet format, keyed to annotated electronic "red-lined" copies of the drawings and technical specifications in PDF format, where appropriate.

DELIVERABLES

Design submissions will be made in accordance with the Prime Agreement and as qualified below. Drawings will be prepared in AutoCAD or Revit format following PDG standards. Specifications will be prepared in six-digit, three-part CSI Masterspec format.

Final Construction Documents (100%) will be sealed and signed by the New York State licensed Professional Engineer responsible for their preparation. All deliverables will be provided in Word or PDF format for printing, assembly, and distribution by McFarland Johnson.

Grant Application

1. Conceptual renderings in PDF and/or graphic (JPG, PNG, etc.) format

Schematic Design

1. Schematic structural drawings
2. List of anticipated technical specifications
3. Responses to design review comments
4. QA/QC review comments on the MEP/FP documents

Design Development

1. Schematic structural drawings
2. Responses to design review comments
3. QA/QC review comments on the MEP/FP documents

Construction Documents 90%

1. 90% structural drawings and technical specifications
2. Code Compliance Review Checklist
3. Statement of Special Inspections
4. Responses to design review comments

5. QA/QC review comments on the MEP/FP documents

Construction Documents 100%

1. Final (100%) sealed and signed structural drawings, and technical specifications
2. Final Code Compliance Review Checklist
3. Final Statement of Special Inspections

Bid Phase

1. Responses to Bidder-generated RFIs.
2. Addenda narrative and drawings, if required.
3. Conformed Construction Documents

SCHEDULE

We are available to begin work immediately following the receipt of your authorization to proceed and will work to meet defined project milestones and submission dates. The current Project schedule is understood to be as follows:

- Phase A:
 - Package 1 - Hangar 1 Demolition:
 - Bid: 01/15/2023
 - Construction: 02/15/2023
- Phase B:
 - Package 2: Foundation, Steel, and Slab
 - Bid: 02/15/2023
 - Construction: 04/01/2023-08/01/2023
 - Package 3: Elevator (Material only)
 - Bid: 01/15/2023
- Phase C:
 - Package 4: Building
 - Bid: 06/15/2023
 - Construction: 09/15/2023-11/15/2024
 - Package 5: Apron Rehab & Site Work
 - Bid: 01/15/2024
 - Construction: 03/15/2024-11/15/2024

TECHNICAL ASSUMPTIONS

1. The gravity framing system for the proposed FBO Terminal Building will consist of conventional metal roof deck supported by open-web steel joists or trusses, composite concrete slab-on-metal deck floors, structural steel beams and columns.
2. The lateral load-resisting system for proposed FBO Terminal Building will consist of structural steel systems not detailed for seismic resistance ($R=3$), ordinary-plain/detailed-plain masonry or concrete shear walls ($R<3$).
3. Site conditions will not require the design of "detailed" or "special" bracing systems for a Seismic Design Category more stringent than "B", and A/S/M/E/P component bracing and restraints.
4. Existing subgrade soil(s) are suitable and will permit the use of conventional, shallow spread footing foundations without the need for ground improvement, surcharging, and/or a deep foundation system.

SERVICES NOT INCLUDED

The following services are NOT included in our basic Scope of Work outlined above:

1. Professional services except as indicated herein.
2. Demolition design for any building or structure, or portion thereof, and preparation of Construction Documents for same.
3. Structural engineering analysis and design for future building additions/expansion.
4. Structural consultation and design of nonstructural components, including but not limited to, glazing, windows, storefronts, curtainwalls, cladding, canopies, partitions, ceilings, railings, stairs, elevators, and other special equipment, anchoring and bracing, unless specifically noted otherwise.

5. Design in accordance with LEED standards and other sustainable/energy incentive programs, including analysis and associated documentation
6. Boundary and topographic surveying and underground utility locating services.
7. Subsurface exploration and geotechnical engineering services.
8. Hazardous materials surveys, abatement design and monitoring, environmental investigations and permitting, and historical/archeological studies.
9. Review of existing construction for conformance to record construction drawings, historic and current Building Code requirements.
10. Destructive and non-destructive testing, detailed exploration and investigations to determine the condition, material properties, sizes, configurations, location, etc. of existing structural and non-structural building elements and systems.
11. Generation and review of multiple design options.
12. Preparation and review of construction cost estimates, logistics/phasing plans, and schedules.
13. Attendance at design review/progress and other project meetings, including related travel, unless specifically noted otherwise.
14. Attendance at municipal planning board, zoning board, and site plan approval meetings, including related travel.
15. Completion and filing of site plan review and building permit application(s), grant application(s), and other Town, municipal, regulatory agency/authority and utility permits, unless specifically noted otherwise, including payment of associated fees.
16. Printing and distribution of deliverables other than that required for periodic internal reviews during design.
17. Construction Phase Services.
18. Preparation and printing of record "as-built" drawings documenting existing and completed construction.

CLIENT FURNISHED SERVICES AND INFORMATION

It is assumed that McFarland Johnson will provide the following documents and information for our use in performing the work:

1. Available record "as-built" drawings documenting the original design and construction of the building, and other documents that pertain to the PDG scope.
2. Architectural, civil/site, MEP/FP drawings/backgrounds in AutoCAD or Revit, and PDF formats depicting existing and proposed building construction for our use in preparing the structural drawings. It is assumed that updated files will be provided on a regular basis as the design progresses.
3. Boundary and topographic survey of the Project site in AutoCAD and PDF formats. Survey(s) must be acceptable and contain adequate information.
4. Geotechnical engineering report prepared for the site, including soil borings, foundation recommendations, allowable soil bearing capacity, suitable bearing elevation, groundwater elevation, seismic site soil classification, design criteria for basement and retaining walls, excavation and fill recommendations.
5. Relevant data sheets for Architectural and M/E/P components and equipment indicating operating weights, dimensions, clearances, loads/reactions, mounting details and other pertinent information for our use in designing and coordinating ancillary framing.
6. Meeting minutes and other documentation that include project scope, design decisions/changes, directives and other information pertaining to the project and PDG scope.



October 19, 2022

Turner Bradford, PE, CPESC
McFarland Johnson
90 East Ave
Saratoga Springs, NY 12866

via email: tbradford@mjinc.com

Re: Proposal for Landscape Architecture and Structural Engineering Services – Saratoga County Airport Terminal, Saratoga County, NY

Dear Mr. Bradford:

Thank you for requesting Studio A Landscape Architecture and Engineering, D.P.C. (Studio A) to assist you with Landscape Architectural and structural engineering services for the Design and Construction of the Saratoga County Airport Expansion located on Greenfield Ave in the Town of Milton, NY.

Following a successful grant application, we understand Saratoga County Airport has been chosen as one of the nine airports for construction of a new, state-of-the-art terminal building with design elements that reflect the character of the region. The next steps are to develop and advance the proposed project for construction, which includes the following phases: Schematic Design (30%), Design Development (60%), Construction Documents (90%), and Final Construction Documents (100%).

The proposed terminal building includes waiting areas, conference rooms, food service, display area for local interests, space for pilots, and hangar space. Site improvements include, but are not limited to, a re-imagined entry corridor featuring the “Avenue of the Pines,” arrival loop with drop off featuring a racehorse statue and Marylou Whitney Roses, a semi-private outdoor courtyard for the ice cream parlor, a “Yaddo” pergola with seating and a ballet slipper, “secret garden,” rain gardens integrated into the parking areas for stormwater management, vehicular and pedestrian lighting, and overall landscaping.

Our proposal, which follows, includes a discussion of our recommended Scope of Services to accomplish the above, Fees and Schedule. Again, thank you for requesting Studio A to assist you in the planning and design of this project. We look forward to continuing to work together on this project.

**PROPOSAL FOR LANDSCAPE ARCHITECTURAL AND
STRUCTURAL ENGINEERING SERVICES
SARATOGA COUNTY AIRPORT TERMINAL
SARATOGA COUNTY, NY**

SCOPE OF SERVICES

Studio A Landscape Architecture and Engineering, DPC (Studio A) proposes to perform the following tasks in relation to the design of site improvements and preparation of construction documents for the Saratoga County Airport Terminal project.

Task 1 – Base Map Preparation

Studio A staff will update a base map prepared for the project site during the grant application phase, which will depict existing conditions including property lines, existing utilities, existing site improvements, and proposed site and building improvements. The base map will be developed using mapping from McFarland Johnson.

In addition to an overall site base map, enlarged base maps will be prepared for specific areas on the site that require more detailed design such as the secret gardens, entry corridor, and arrival loop and courtyard/pergola patio area.

Task 2 – Prepare Schematic Design Plans (30%)

Studio A staff will refine the grant application plans and advance them to Schematic Design Level Plans. The plans will include an overall site plan for the project area and enlarged detailed plans for specific areas requiring more detail such as the secret gardens, entry corridor driveway/arrival loop/entry sign area, courtyard and pergola patio.

Task 3 – Prepare Design Development Plans (60%)

Studio A staff will prepare Design Development site plans for the project. The previously prepared Schematic Plans in Task 2 will be advanced further to a design-development level which will allow for crafting the aesthetic approach for the overall site. Enlarged plans will illustrate the entry corridor, arrival loop, outdoor courtyard, secret gardens, lighting, pergola, and landscaping.

Plans:

- Layout and Materials Plan (overall site) (DD level);
- Landscaping and Lighting/Photometrics Plan (overall site) (DD level);
- Enlarged layout and materials plans for areas requiring additional detail (DD level);
 - Secret Gardens;
 - Arrival loop and entry corridor/entry sign area;
 - Courtyard and pergola patio;
- Detailed planting plans for key location areas including, but not necessarily limited to (DD level):
 - Secret gardens;
 - Entry drive and entry sign area;
 - Arrival loop;
 - Courtyard and Pergola Patio; and
 - Rain gardens.

- Pergola DD level Design and Framing Plan;
- Site and Structural Development Details (DD level); and
- Outline technical specifications for finish sitework and landscaping.

The Design Development Level plans will be reviewed with the client and McFarland Johnson. Revisions will be made in response to such comments and advanced to a final set of landscape drawings.

Task 4 – Preparation of Construction Documents (90% and 100%)

Following approval of the Design Development (DD) plans, Studio A staff will prepare Construction Document (CD) level plans for the Landscape Architectural elements of the project. Such plans will advance the DD level documents to 90% and 100% CD's respectively, which include the following:

Plans:

- Layout and Materials Plan (overall site) (CD level);
- Landscaping and Lighting/Photometrics Plan (overall site) (CD level);
- Enlarged plans for areas requiring additional detail (CD level);
 - Secret gardens;
 - Arrival loop and entry corridor/entry sign area;
 - Courtyard and pergola patio;
- Detailed planting plans for key location areas including, but not necessarily limited to (CD level):
 - Secret gardens;
 - Entry drive and entry sign area;
 - Arrival loop;
 - Courtyard and Pergola; and
 - Rain gardens.
- Pergola Framing Plan (CD level);
- Final Site and Structural Development Details; and
- Technical specifications for finish site work and landscaping.

Following each CD milestone, (90%, 100%), the above drawings sets will be updated to reflect any requested revisions and adjustments based on client reviews.

SCHEDULE

We are prepared to begin work immediately on this project. We will align our services to reflect a desired schedule set by the client and McFarland Johnson which meets their intended timeframe for the progression of the project.

ASSUMPTIONS AND EXCLUSIONS

- Site survey information and project maps will be forwarded to Studio A staff in electronic format (CADD);
- If site plan or visual simulation renderings are requested, a fee will be prepared to complete the renderings and perspectives; and
- Studio A staff will design and accommodate the proposed horse sculpture, but sourcing will be the responsibility of others.

FEES

Studio A proposes to perform all services on this project that are identified in the above "Scope of Services" for Tasks 1-4 and client meetings as a lump sum fee of \$96,285.89.

Work will be billed monthly on a percent completion basis for services performed and expenses incurred.

We look forward to working with you on this project. Again, thank you for electing to work with Studio A Landscape Architecture and Engineering, D.P.C.

Yours truly,

A handwritten signature in cursive script that reads "Kirsten Catellier".

Kirsten A. Catellier, RLA

President

for

Studio A Landscape Architecture + Engineering, D.P.C.



October 11, 2022

McFarland Johnson

60 Railroad Place
Suite 402
Saratoga Springs, New York 12866

Attention: Ms. Ashley Erdmann, P.E.
Email: aerdmann@mjinc.com

**Re: Proposed FBO Building
Saratoga County Airport
Milton, New York**

Dear Ms. Erdmann:

RENAISSANCE GEOTECHNICAL ENGINEERING, PLLC (RENAISSANCE) is pleased to submit the following proposal in response to your request for geotechnical engineering services for the above referenced project. The scope presented herein has been prepared in general accordance with the 2020 New York State Building for Engineering Services, as well as generally accepted engineering practices in the local area.

Project Information

Based on information provided to us, it is our understanding that a new FBO building is to be constructed adjacent to the existing terminal building at the Saratoga County Airport. The building is anticipated to be a lightly loaded, two-story structure. The new construction includes 13,715 SF of building (two floors) and 39,000 SF of hangar. The south and west façade will be glass with the overall façade having a wraparound porch. There will be brick and stone columns supporting the overhang for the porch portion. New pavements supporting automobiles and trucks are also anticipated.

Scope of Services:

Based on our understanding of the project, RENAISSANCE proposes the following scope of services:

Task 1: Subsurface Investigations

Eight (8) exploratory borings are to be drilled to approximate depths of ten (10) feet with continuous sampling. Standard Penetration Test (SPT) samples will be taken in general accordance with ASTM Designation D-1586. Two of the borings will be extended to 20 feet depth and one to a 50-foot depth for seismic evaluation. Pavement cores will be taken at those borings located on existing pavements. In addition, two (2) test pits will be excavated to a depth of approximately six (6) feet. Bulk samples will be collected from the test pits.

Two (2) dynamic cone penetrometer (DCP) soundings will be completed near the areas of the test pits for subgrade strength evaluation. The California bearing ratio extrapolated from the DCP will be compared to those derived from the laboratory tests.

Task 2: Onsite Geotechnical Engineer

New York State requires the full-time monitoring of subsurface investigations by a soil engineer or a soil geologist. Therefore, a Geotechnical Engineer from RENAISSANCE will be onsite to monitor all drilling activities, visually classify the recovered soil samples, and prepare field boring logs.

Task 3: Laboratory Evaluation

After completion of the field explorations, the data will be reviewed by the geotechnical engineer for the development of a laboratory testing program that could include the following tests:

- In-situ moisture contents
- Gradation Analyses with or without hydrometer
- Atterberg limits

- Standard and/or Modified Proctors
- California Bearing Ratio tests

Task 4: Engineering & Reporting

Our written report will include the preparation of boring logs that summarize the approximate site conditions based on our observation of the recovered subsurface materials, as well as the results of the completed laboratory tests. The following should be expected in the report:

- Discussion of the site and regional geologic conditions.
- A boring location plan
- Summary of the completed laboratory tests.
- Subgrade recommendations per the Federal Aviation Administration (FAA) Guidelines
- Subsurface water conditions, and management of the same.
- Recommendations for foundations for the proposed structures with settlement estimates.
- Seismic design parameters and liquefaction analysis
- Pavement recommendations for both heavy duty and light duty traffic
- Lateral earth pressures and recommendations for backfill and compaction.
- Geotechnical considerations for site excavation.
- Geotechnical considerations for construction quality control.

Schedule of Estimated Fees:

Estimated fees are shown next.

Exclusions

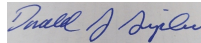
Site-specific dynamic testing
Construction inspection, testing and administration.
Additional drilling or other engineering services necessary due to unforeseen conditions

General

Thank you for the opportunity to submit this proposal. If you have any questions or comments regarding the proposed services, please feel free to contact us at (518) 902-9222 or email at al@renaissancegeo.com.

Respectfully Submitted,

RENAISSANCE GEOTECHNICAL ENGINEERING, PLLC



Donald A. Sipher, P.E.
Senior Geotechnical Engineer



Alseny Diop, P.E.
President



EXISTING
TERMINAL
BUILDING

● B-01

● B-02

● B-03 (20 FT DEEP)

● B-04 (50 FT DEEP)

▨ TP-01

● B-05 (20 FT DEEP)

● B-07 (20 FT DEEP)

● B-06

▨ TP-02

EXISTING
FBO
BUILDING

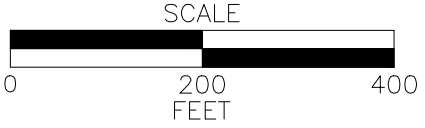
● B-08

LEGEND:

- BORING (INCLUDING PAVEMENT CORE AS APPLICABLE) 10 FT DEEP UNLESS OTHERWISE SPECIFIED
- ▨ TEST PIT

GEYSER RD

GREENFIELD AVE



SARATOGA COUNTY AIRPORT
MILTON, NEW YORK

**FBO TERMINAL BUILDING
GEOTECHNICAL TESTING**

SCALE: 1" = 200'	DATE: OCTOBER 2022	FIGURE: 1
------------------	--------------------	-----------



06 October 2022

McFarland Johnson
49 Court Street, Suite 240
Binghamton, NY 13901
Attn: Ashley A. Erdmann, PE

RE: Saratoga County Airport Topographic Survey for Design of the New FBO Terminal Building, Saratoga County, New York

Dear Ashley:

Below is our scope of services, assumptions, and total fee to provide Professional Land Surveying services associated with the above referenced project.

Design Survey Services

Topographic Survey:

Aubertine and Currier (A&C) will perform a topographic survey of approximately 14.1 acres of the Saratoga County Airport site improvements associated with the New FBO Terminal Building project. The survey will include the survey area as depicted on FBO Terminal Building Survey Limits Map in the RFP dated September 28, 2022 and provided in an email on September 29, 2022 and included at the end of this proposal.

A&C will perform the following:

1. Establish a minimum of 2 pair of semipermanent control points (2 foot rebar with caps buried approximately 3 to 6 inches) with coordinates and elevations on site.
2. Establish a minimum of 2 Benchmarks with elevation on site.
3. Survey Control and Benchmarks will be referenced horizontally to the NYS Plane Coordinate System NAD83 and vertically to NAVD88.
4. Provide a topographic survey of the site at approximately a 25 foot by 25 foot grid on pavement areas, and a 50 foot by 50 foot grid on grass areas, and critical points within the proposed survey limits.
5. Locate all improvements on the site including, but not limited to, the buildings, parking lots, sidewalks, curbs, light poles, utility poles, pavement markings, etc.
6. Locate visible evidence of underground and overhead utilities. It is assumed the elevation of the lowest wires to grade are not needed for this topographic survey.
7. Locate rim elevations of manhole structures, catch basins, culverts, etc.
8. Provide all information as indicated on the Topographic Survey Requirements included in the RFP.
9. Locate individual trees, shrubs, and edges of large clusters. It is assumed that the size of the tree canopy will not be required for each tree.



NYS WBE/DBE Certified
SBA Woman Owned
Small Business (WOSB)

aubertinecurrier.com

522 Bradley Street
Watertown, New York 13601

Phone: 315.782.2005
Fax: 315.782.1472

Managing Partner
Annette M. Mason, P.E.
Structural Engineer

Partners
Brian A. Jones, AIA.,
LEED AP BD+C
Architect

Matthew R. Morgia, P.E.
Civil Engineer

Jayson J. Jones, P.L.S.
Land Surveyor

Brian M. Krueger, AIA.,
Architect

Underground Utility Location:

A&C will locate the various utilities and structures located within the project limits to a Utility Quality Level C. The extents of the utility location will be the same as the topographic survey limits.

Our services will include:

1. Phone call to Dig Safely New York to have the project area marked out for design and location of utility mark outs. Typically, Dig Safely New York and the respective utilities will not mark out their utilities for design purposes. A&C will coordinate with the respective utility to obtain any available mapping of the utility locations to be utilized to determine the approximate location of utilities.
2. Measurements to determine the size of pipe and elevation of underground storm and sanitary inverts.
3. Notation of storm and sanitary pipe types and flow direction.
4. Integration of any utility record plans, sketches, or GIS data from the respective utility companies or municipality that may be available.
5. It is assumed that no use of utility locators or ground penetrating radar (GPR) is required for this topographic survey.
6. It is assumed that depths of natural gas, water, telecommunication and underground electric will not be required for this project.

Mapping:

A&C will prepare a topographic survey map showing the topographic information at 1 foot contours, along with all improvements at a scale of 1 inch = 40 feet.

All mapping will conform to standard symbols, abbreviations and layering standards of the Engineer, as indicated on the CAD Requirements included in the RFP.

All mapping will include available aerial photography as a reference file.

The field survey and mapping will be performed under the direction of a New York State Licensed Professional Land Surveyor in accordance with The Code of Practice of The New York State Association of Professional Land Surveyors.

Assumptions:

It is assumed that the use of utility tracing equipment or Ground Penetrating Radar (GPR) will not be required.

It is assumed the Saratoga County Airport will mark out any of their respective utilities.

It is further assumed that the Saratoga County Airport will make sure sanitary and storm manholes are accessible prior to the commencement of the field survey.

It is assumed that A&C will not be responsible for invert information associated with manholes that are inaccessible. Any manhole that is not able to be opened will be noted as such.

It is assumed that this survey will be performed before significant snowfall in the fall of 2022 to ensure structures are accessible and not missed.

It is assumed that A&C is not responsible for recovering laterals, curb stops, or cleanouts that do not have surface evidence of their existence.

Deliverable:

A&C will supply prints of the stamped and signed topographic survey maps, and an AutoCAD Civil 3D 2019 survey base map file.

Schedule:

A&C will perform the survey field work and provide the topographic survey and mapping within an appropriate agreed upon timeframe.

Fee Schedule:

It is assumed that all survey field work will be subject to NYS DOL prevailing wage rates for Survey Crews – Consulting Engineer.

A&C will provide the topographic survey and mapping described in the Scope of Services above for the following fee:

Design Survey Total.....\$14,900

Supplemental Survey Daily Rate (if needed)

Supplement Survey Requirements:

Per Item Exhibit A – Scope of Services, Section 3, Supplement Survey Requirements, A&C shall perform complete supplemental surveying services, as approved by the Engineer, to provide additional topographic and planimetric data. This item will be done as approved by the Engineer and will be billed at the daily rate.

It is assumed all supplemental work will be associated with the Saratoga County Airport FBO Terminal Building project.

It is assumed a maximum of two (2) eight-hour days of supplement surveying field time is required, and the daily rate provided is for one supplemental day associated with this project only.

The Supplemental Survey Daily rate includes up to eight (8) hours on site for Prevailing Wage Rate surveying services, travel, and up to a maximum of six (6) hours of office calculations and mapping.



Supplemental Survey Daily Rate.....\$3,460/per day x 2 days = \$6,920

Total Fee of Design Survey with Two (2) Days Supplemental Survey.....\$21,820

If additional services are needed, we can perform these services at our standard hourly rates listed below:

- Licensed Surveyor, Partner – Office \$ 175/hour
- Licensed Surveyor – Office \$ 120/hour
- Survey Project Manager – Office \$ 105/hour
- Survey Technician – Office \$ 90/hour
- Survey Field Crew (Prevailing Wage) \$ 235/hour
- Survey Field Crew (Prevailing Wage) (One Person) \$ 190/hour

The above rates are current rates at time of proposal and are subject to change based on A&C's current standard hourly rates at the time services are performed.

If required, any other deliverables not described in the above proposal, such as extra copies, prints, or maps of the layout will be charged at our normal standard rates.

Should you have any questions or concerns regarding this quote, please feel free to contact me at (315) 782-2005.

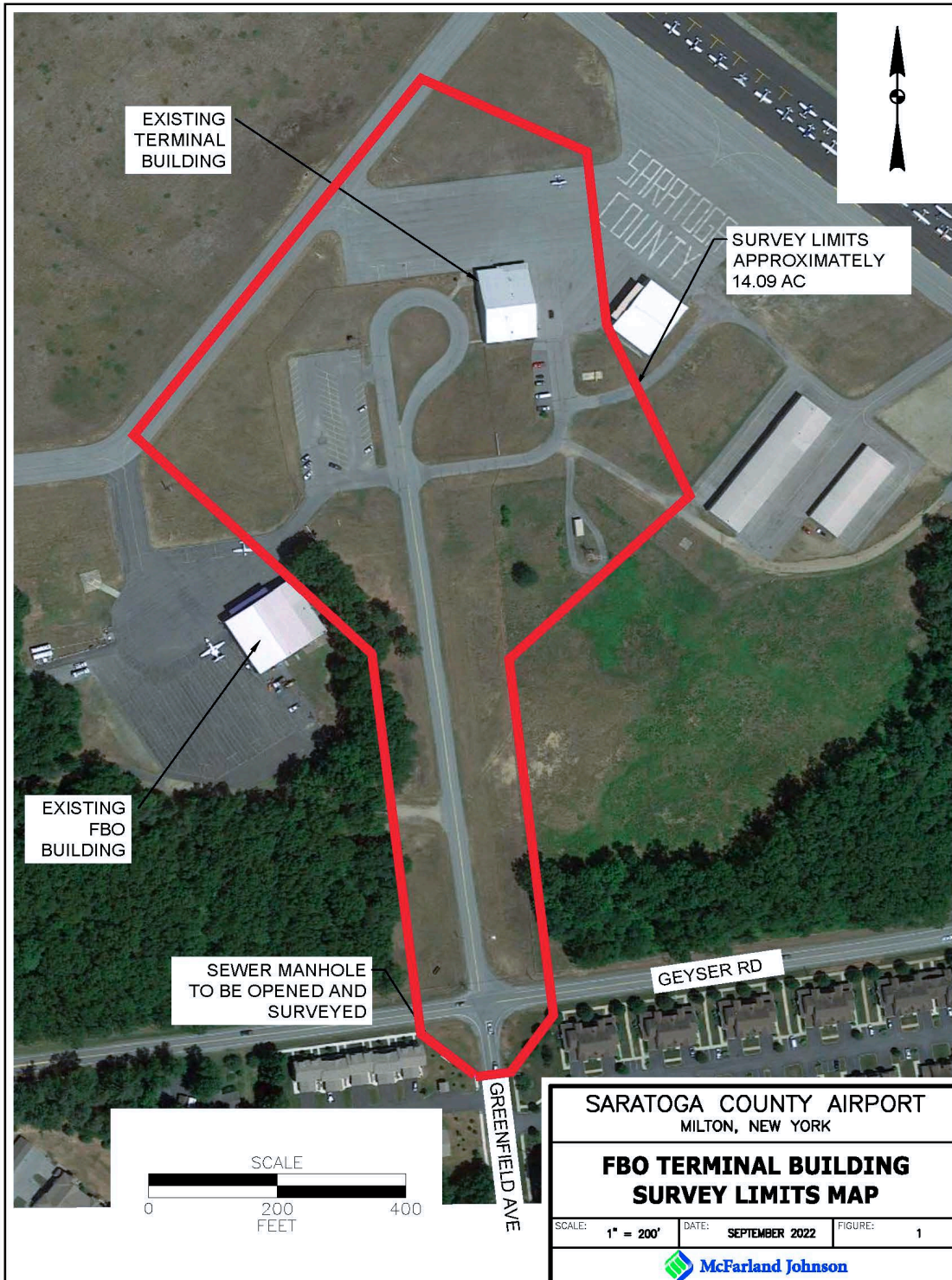
Thank you for the opportunity to propose with McFarland Johnson on this project.

Sincerely,
Aubertine and Currier Architects, Engineers & Land Surveyors, PLLC



Kevin B. Elliott
Survey Project Estimator





NYS WBE/DBE Certified

SBA Woman Owned Small Business (WOSB)

522 Bradley Street, Watertown, NY 13601 315.782.2005 www.aubertinecurrier.com



Seeler Engineering, P.C.

September 29, 2022

Mr. Turner C. Bradford, P.E., CPESC
Aviation Manager
McFarland-Johnson, Inc.
90 East Avenue
Saratoga Springs, New York 12866

Re: Proposal – Project Labor Agreement Services

Dear Mr. Bradford:

Following up on our conversation of yesterday we are pleased to submit, for your review, our proposed scope of work, cost estimate and schedule for the preparation of a Due Diligence Impact Study (DDIS) for the Saratoga County Airport Project.

SCOPE OF WORK

Task 1 – Prepare Due Diligence Impact Study (DDIS)

Under this task, Seeler Engineering, P.C. (Seeler) will evaluate the merits of a PLA for the project. Both economic and non-economic benefits will be included in the evaluation.

To determine economic benefits, preliminary labor estimates will be prepared for the project followed by an analysis of existing labor agreements applicable to the work and labor demands for the project to determine the potential for cost savings through implementation of a PLA. Seeler will utilize conceptual project scope and conceptual project cost estimates which have been developed by your project team. Seeler will also utilize available data from other projects with similar scope elements that are available from previous project work, if any, and applicable for this project scope.

The projection of economic benefits will be based upon PLA terms and conditions that Seeler, working in conjunction with your team, believes to be reasonable for a project of this nature and terms and conditions that have been historically agreed to on other projects in the region.

Non-economic benefits will also be assessed and will include but not be limited to:

- an analysis of labor unrest/volatility to assess the potential for adverse cost and schedule impacts resulting from strikes, lockouts, or other job actions,
- providing for enhanced control of project schedule and contractor coordination,
- providing for enhanced security, stability, and work opportunities,
- providing enhanced work force diversity and training opportunities for the community, and
- maximizing Project safety conditions for workers and the public.

The assessment will be consistent with requirements for analysis of PLAs in accordance with Section 222 of New York State Labor Law. The assessment, with supporting documentation, will be presented to the

project team in a draft report in electronic form for review and comment. Seeler will then conduct teleconferences with project team reviewers to discuss the draft report and gather comments and input. Following the review, the final report will be prepared which will document projected cost savings, if any, identify specific non-economic benefits, and make recommendations for subsequent actions if warranted.

Included in the base cost of our work is time for three project coordination sessions conducted by teleconference. For budgeting purposes, we have assumed the following.

- A project initiation teleconference to review our work plan and schedule, gather any preliminary information available on the nature of the construction scope, schedule and budget, and review, on a preliminary basis, potential terms and conditions to be utilized in the analysis.
- An interim project teleconference to discuss preliminary development of labor and savings estimates.
- A project coordination teleconference session with project team reviewers to discuss the draft report and gather input.

Our proposed scope of work and estimated cost for this Task 1 do not include negotiation of a PLA. Should the decision be made to implement a PLA, negotiation, and finalization of a Project Labor Agreement for execution, and preparation of an updated report that reflects actual terms and conditions as agreed upon in any negotiation would be provided under Task 2 below.

Task 2 – Develop Draft Agreement, Conduct PLA Negotiations, and Prepare Final Agreement

Under this task Seeler will prepare for and conduct a negotiation strategy meeting with the project team to review proposed terms and conditions to be negotiated. The format and key elements of an agreement will be discussed. Following the meeting, Seeler will assist the Project Team in developing a draft PLA which will parallel project benefits identified in the benefits analysis report. Seeler, as part of the Project negotiating team, will then conduct negotiation sessions with representatives of the applicable Local Building and Construction Trades Council. Following acceptance of the terms and conditions of this agreement, we will prepare a final draft agreement for review and work with the Project legal counsel and representatives of the Local Building and Construction Trades Council to finalize the agreement.

SCHEDULE

We estimate the time frame for the completion of specific scope elements of the Project as follows:

Task 1 - Draft Report	3 weeks from notice to proceed (assumes receipt of cost estimates within one week of notice to proceed)
Task 1 - Final Report	1 week following receipt of comments on Draft Report
Task 2 - Negotiations/Agreement	4 weeks from authorization to proceed

COST

We propose to conduct the work outlined above on an hourly rate basis with a not to exceed budget of \$19,500.00.

<u>Task</u>	<u>Cost</u>
Task 1 – Prepare DDIS	\$14,500.00
Task 2 – Develop Draft Agreement, PLA Negotiations, and Prepare Final Agreement	\$5,000.00
Total Cost	\$19,500.00

Mr. Turner C. Bradford, P.E., CPESC

September 29, 2022

Page 3 of 3

Although not anticipated for this project, direct expenses, if any, will be billed at cost.

If you have any questions please do not hesitate to contact me at (585) 388-6616 ext. 101 or by email at timseeler@seelerengineering.com . We look forward to working with you.

Very truly yours,

Seeler Engineering, P.C.

A handwritten signature in cursive script that reads "Tim A. Seeler".

Tim A. Seeler, P.E.

Principal



Exhibit B Fee Summary

EXHIBIT B
New Fixed Base Operator (FBO) Terminal

Saratoga County Department of Public Works
Saratoga County Airport

October

LUMP SUM FEE SUMMARY

	DESIGN / PLANNING SERVICES	CONSTRUCTION SERVICES
1. DIRECT TECHNICAL LABOR	\$295,665.92	
2. ESTIMATED OVERHEAD EXPENSES AND PAYROLL BURDEN Based on Percentage of Direct Salary Cost (exclusive of Premium Pay) with the estimated Percentage being 175.00 %	\$517,415.36	
3. SUBTOTAL OF ITEMS 1 & 2	\$813,081.28	
4. FIXED FEE / PROFIT	\$121,962.19	
5. DIRECT EXPENSES	\$7,146.00	
6. SUBCONSULTANT COSTS	\$1,122,570.89	
Fennick McCredie Architecture LTD (Architecture)	\$695,405	
Popli Design Group (Structural)	\$300,600	
Studio A Landscape Architecture and Engineering (Landscape Arc)	\$96,286	
Renaissance Geotechncial Engineering, PLLC (Geotech)	\$30,280	
7. SUBCONTRACT COSTS - (ESTIMATE)	\$46,320.00	
Aubertine & Currier, Engineers, & Land Surveyors, PLLC (Survey)	\$21,820	
Seeler Engineering, P.C. (PLA)	\$19,500	
Paradigm Environmental, LLC (Asbestos Testing)	\$5,000	
8. OVERTIME PREMIUM		
9. TOTAL FEE ESTIMATE	\$2,111,080.36	

10. TOTAL LUMP SUM FEE FOR ALL SERVICES

\$2,111,081

NOTE: Authorized hours worked in excess of forty per week are subject to a premium time charge

New Fixed Base Operator (FBO) Terminal
**Saratoga County Department of Public Works
Saratoga County Airport**
October
DIRECT COSTS

	DESIGN / PLANNING SERVICES	CONSTRUCTION SERVICES
Travel Related Costs:		
Vehicle Cost Plus Fuel	\$3,766	
Lodging and Meals Per Diem	\$2,715	
Reproduction		
CADD Plots	\$500	
Prints	\$15	
Photocopies		
Photo Costs		
Telephone/Fax:		
Postage/Delivery	\$100	
Miscellaneous	\$50	

\$7,146

\$7,146

October

ESTIMATED HOURS

PHASE/TASK DESCRIPTION		HOURS BY CLASSIFICATION															SUM
		VP	DD	SPM	SPE	PE	SE	AE	JEP1	JEP2	TS	ST	AT	JT	RI	SI	
		\$97.11	\$84.72	\$79.69	\$62.06	\$55.08	\$45.79	\$37.42	\$30.99	\$32.81	\$49.71	\$38.15	\$24.54	\$19.17	\$52.87	\$43.15	\$41.48
4.3.2	Grading				8			24		20							52
4.3.3	60% Plans				8			48									56
4.3.4	60% Specifications				16			24									40
4.3.5	60% Estimate				8			16									24
4.4	MEP/FP			40		160	200	180		200							780
Construction Documents (90%)				58	112	160	300	424		312							1366
5.1.1	Revision from 60% review				2			8		16							26
5.1.2	QA/QC			16	16		16			32							80
5.1.3	90% Construction Documents Submission				8												8
5.1.4	90% Construction Documents Review Meeting				8		8										16
5.2.1	Finalize Design Report			2	8		20			8							38
5.2.2	90% Plans				8		20			40							68
5.2.3	90% Specification				8		20										28
5.2.4	90% Estimate				2		8			16							26
5.3.1	Development of 60% Design				16			120									136
5.3.2	Grading				4			32									36
5.3.3	90% Plans				16			60									76
5.3.4	90% Specifications				8			16									24
5.3.5	90% Estimate				8			16									24
5.4	MEP/FP			40		160	200	180		200							780
Construction Documents (100%)				16	20	60	108	116		108							428
6.1.1	Bid Set Plans and Specification				4		16			20							40
6.2.1	Final Quantities				2		4			8							14
6.2.2	Final Specifications				2		8										10
6.3.1	Final Quantities				4			8									12
6.3.2	Final Specifications				4			16									20
6.3.3	Final Package 5 SWPPP				4			32									36
6.4	MEP/FP			16		60	80	60		80							296
Bidding and Award Assistance				40	124	24	176	24		96	56						540
7.1																	
7.2	Pre-Bid Meeting			12	56	6	66	6		10	56						212
7.3	RFI's			22	40	6	50	6		26							150
7.4	Issued For Construction			2	8	6	30	6		50							102
7.5	Bid Results			4	20	6	30	6		10							76
Total Hours - Design Services				294	1230	484	1310	1236		1288	308	32	150	28			6360
Total Labor Cost - Design Services				23428.9	76333.8	26658.7	59984.9	46251.1		42259	15310.7	1220.8	3681	536.76			295665.92