

**RUTHERFORD COUNTY AIRPORT (FQD)
Work Authorization No.5**

**Perimeter Fencing
Design/Bid and Construction Phase Services
March 12, 2025**

**NPE WBS # TBD
AIG WBS # TBD**

**Contract for Professional Services
Dated January 26, 2022, Expires January 26, 2027**

Project Description

This work authorization includes the design/bid and construction phase services for new Perimeter Fencing at the Rutherford County Airport. The new fencing shall be 10-foot-high with barbed wire and will include a wildlife skirt as recommended by FAA in the USDA APHIS Wildlife Services Site Visit dated March 28, 2023. The new Perimeter Fencing will span approximately 11,000 linear feet, encompassing the areas of the airfield that currently have no fence and will tie into the existing perimeter fence ends. See attached Exhibit #1. The proposed fencing is also shown on the current ALP, approved on December 17, 2018.

The construction of the perimeter fencing is anticipated to be 180 calendar days and will be funded with NPE and AIG funding. It is anticipated that the contractor will complete the punch list items within 14-days of the final inspection. Project closeout will occur after the punch list is completed and is anticipated to be completed within 60-days.

All costs associated with the proposed transactions are eligible and reimbursable to the Owner under NPE/AIG Grants at a ratio of 90% Federal and 10% Local Match. The grants will be created after completion of this work authorization.

Scope of Services

Basic Services

The ENGINEER will provide the general Basic and Special Services listed below and in accordance with Section I & Section II of the General Provisions of the Contract for Professional Services, dated January 26, 2022 (AGREEMENT).

1. **Project Development:** The ENGINEER will provide the following Services:

Rutherford County Airport
Perimeter Fencing (Design/Bid and Construction Phase Services)
Work Authorization No. 5



- a. Preparation and coordination of work authorization agreement between the OWNER and the ENGINEER to include NCDOA review and concurrence.
- b. Preparation and submittal of initial grant documents and application forms to include budgets and schedules, coordination of submittal with NCDOA and owner to establish grant set-up for two grants, one for NPE funding, and the second for AIG funding.

2. Design / Contract Documents: The ENGINEER will provide the following Services.

- a. Prepare design plans/specifications and contract bid documents for Perimeter Fencing in conformance with current FAA Advisory Circular Guidance. It is anticipated that design drawings will generally consist of the following elements:
 - i. Cover & Index Sheet
 - ii. Construction Safety and Phasing Plan (CSPP)
 - iii. Layout Plan
 - iv. Details
 - v. Specifications
- b. Prepare Technical Specifications in accordance with AC 150/5370-10H.
- c. Prepare for review and approval by OWNER, his legal counsel and other advisors contract agreement forms, general conditions and supplementary conditions, and (where appropriate) bid forms, invitation to bid and instructions to bidders, and assist in the preparation of other related documents.
- d. Prepare an Engineers report following NCDOA guidance provided, results of preliminary engineering evaluations for the manner that the work will be accomplished; and a project cost estimate based upon the final design.
- e. Submit 90% drawings, specifications and cost estimate to OWNER and NCDOA for review and approval prior to bidding.
- f. Prepare final design, contract drawings, specifications and contract documents.
- g. Prepare and submit Construction Safety and Phasing Plan (CSPP) and required checklist from Appendix C of AC 150/5370-2G to NCDOA for review. ENGINEER will facilitate review process and address review comments to achieve NCDOA concurrence prior to submitting to FAA for 7460 for approval. The 7460 will be submitted and approved prior to construction.



- h. ENGINEER will submit construction estimate to NCDOA for determination of minority goal once design is complete and prior to developing bid documents and advertisements.
 - i. ENGINEER will perform internal quality review of plans, specifications, and contract documents prior to advertising project.
3. **Bidding Assistance:** The ENGINEER will provide the following formal Bidding services in accordance with FAA/State laws for the Perimeter Fencing bid package:
- a. Assist the Owner with advertising the project. The actual cost of the advertisements in the newspapers shall be paid for by the Owner.
 - b. Conduct a pre-bid conference in accordance with FAA Advisory Circular AC 150/5370-12B. NCDOA staff will be invited to the pre-bid conference with a minimum five business day notice.
 - c. Answer contractor questions and issue addenda, if necessary.
 - d. Assist the OWNER in obtaining bids, preparing bid tabulations, and analysis of bid results and compliance with prequal requirements, and furnishing recommendations in connection with the award of construction contracts.

If upon completion of bid advertisement and the pre-bid meeting additional solicitation and pre-bid meetings are required in order to solicit the minimum number of bidders this may be provided as an additional service.

4. **Construction Administration:** The ENGINEER will conduct the following Construction Administration Services during the 180-calander day contract time:
- a. Preparation and coordination of construction contract between the OWNER and the Contractor to include verifying that all contractors and subs are and remain prequalified. Preparation and distribution of Released for Construction plans. Confirm approval of the 7460 prior to beginning construction.
 - b. Review and validate Contractor's applications for payment and recommend in writing payments to Contractor in such amounts. Preparation of change orders as required. All change orders shall be approved by NCDOA and the OWNER prior to execution.
 - c. Conduct a Pre-Construction Meeting prior to NTP. An invitation will be sent to NCDOA at least 5 business days prior to the meeting.



- d. Conduct bi-weekly progress meetings and site inspections with the Contractor and stake-holders.
 - e. Conduct a Pre-Final inspection, develop Punch List and conduct a Final Inspection of the project for acceptance. The final inspection punch list will be shared with NCDOA as well as any issues discovered during the one-year warranty inspection.
5. **Documented CATEX:** Pursuant to guidance from FAA Order 1050.1F, A Categorical Exclusion (CATEX) will be issued for the project and will be prepared in accordance with FAA Order 1050.1F Environmental Impacts: Policies and Procedures, FAA Order 5050.4, National Environmental Policy Act (NEPA) Implementing Instructions for Airport Actions and FAA Environmental Desk Reference for Airport Actions.

Review and approval of document will be performed by NCDOA. Documented CATEX will also include the following:

- a. Completion of the ARP SOP 5.1 Appendix A "Documented CATEX" Form and generation of supporting Exhibits and documentation.
- b. Scoping review of the potential resources located within the Area of Potential Effect (APE) preliminarily depicts that no USACE resources are expected to be impacted by this project. Professional Environmental staff will review the APE and determine if the habitat/environment for wetlands or jurisdictional streams are present and will further verify through NWI desk review that no wetlands are present within the project area.
- c. Inter-agency scoping will be conducted to notify agencies of the proposed work and the existing resources within the project area in order scope anticipated impacts of the project. Scoping efforts include notification to the following agencies:
 - i. State Historic Preservation Office
 - ii. US Fish and Wildlife
 - iii. State Environmental Review Clearinghouse
 - iv. United States Army Corps of Engineers
- d. Facilitate NCDOA review and respond to review comments.

Based on existing knowledge of the site, it is not anticipated that environmental determinations, a protected species survey or other formal regulatory agency coordination will be required. These items and any other item not listed above are excluded from this task.



6. **Grant Administration:** The ENGINEER will provide the following Services:

- a. Assist the OWNER with grant document preparation and submittal, complete grant reporting forms & subsequent requests for reimbursement payments, coordinate with NCDOA on behalf of the OWNER. Grant administration tasks will be in accordance with the most current Aviation Checklists on the NCDOA website.

7. **Project Close-Out:** The ENGINEER will provide the following Services:

- a. Assemble, review, coordinate and submit final project documentation to NCDOA in accordance with AV-100.

Deliverables

The ENGINEER will provide the following project deliverables to the OWNER and NCDOT Division of Aviation:

Design / Pre-Construction

- Electronic copies, in PDF and/or AutoCAD format, of drawings and specifications produced under this contract.
- Electronic copies, in PDF, of design plans, specifications, and CSPP with checklist for 90% submittals
- Electronic copies, in PDF, of Engineer's Report
- 7460 submittal and approval
- Sponsor Concurrence
- Non-Collusion Affidavit
- Pre-Bid Conference attendance list and agenda with summary notes
- Bid Tabulation and Recommendation of Contractor Award
- Construction Contract Documents
- Documented CatEx
- Signed NTP for construction from Sponsor to contractor.

Construction

- Progress Meetings minutes & attendance list as they occur
- Partial Waiver of Liens required for retainage reduction.
- Copies of change orders for review and concurrence.

Post-Construction

- All items in Section 4 of the AV-103 checklist



- Record Drawings
- ALP pen and ink update- In most cases, attaching the 7460 to the ALP is sufficient for the ALP update. Coordinate with APM to determine if a pen and ink update will be required.
- Warranty Inspection Letter- Provided to the sponsor 1 month prior to the end of the warranty period.

Fee Schedule

The above services shall be provided and billed according to the below Fee Schedule.

Basic Service

Project Development	Lump Sum	\$ 7,122
Design / Contract Documents	Lump Sum	\$ 15,574
Bidding Assistance	Lump Sum	\$ 9,359
Construction Administration	Lump Sum	\$ 59,773
Documented CATEx	Lump Sum	\$ 6,765
Grant Administration	Lump Sum	\$ 8,053
Project Close-Out	Lump Sum	\$ 4,536

The total fee of all work and expenses is in the amount of One-Hundred Eleven Thousand, One-Hundred Eighty-Two dollars (\$111,182) and is summarized in Attachment 'A'.

Miscellaneous additional work required but not contained in the above scope of services will be paid for in accordance with the current rate schedule at that time and will be subject to prior approval by the OWNER.

All other provisions of the AGREEMENT shall remain in full force and effect and unmodified other than as noted herein.



OWNER:

**RUTHERFORD COUNTY AIRPORT
AUTHORITY**

By: _____

Typed Name: Michael Bonfield

Title: Chairman

Date: 4-2-2025

ENGINEER:

W.K. DICKSON & CO., LLC

By: _____

Typed Name: Paul Smith

Title: Practice Director

Date: _____

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

By: _____

Typed Name: Paula Roach

Title: Finance Director

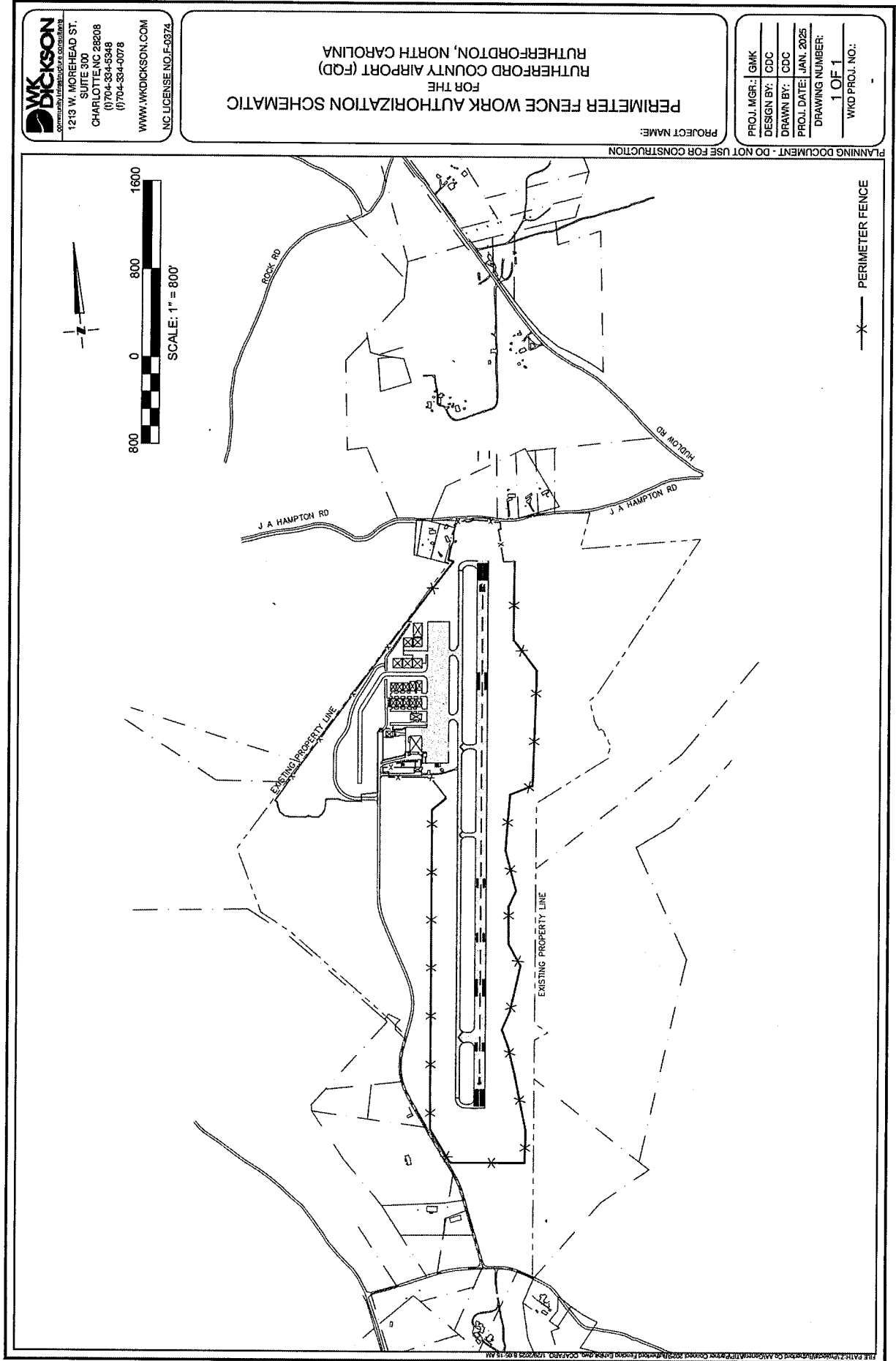
ATTACHMENTS:

Exhibit #1 – Work Authorization Schematic

Attachment 'A' - Manhour Summary and Direct Expenses



EXHIBIT NO. 1



<p align="center">MAN-HOUR/FEE ESTIMATE SUMMARY PAGE Rutherford County Airport Perimeter Fencing (Design/Bid and Construction Phase Services)</p>		
<p align="center">BASIC AND SPECIAL SERVICES: LABOR SUMMARY</p>		
MAJOR TASK:	MAJOR TASK DESCRIPTION:	COST:
Task 1 (A-102)	Project Development	\$7,122.00
Task 2 (A-104)	Design / Contract Documents	\$15,574.00
Task 3 (A-104)	Bidding Assistance	\$9,359.00
Task 4 (A-104)	Construction Administration	\$59,773.00
Task 5 (A-102)	Documented CATEx	\$6,765.00
Task 6 (A-104)	Grant Administration	\$8,053.00
Task 7 (A-104)	Project Close-Out	\$4,536.00
		\$0.00
SUBTOTAL LABOR:		\$111,182.00
<p align="center">SUBCONSULTANTS OR SUBCONTRACTORS</p>		
	PROVIDED BY:	
	PROVIDED BY:	
SUBTOTAL OF SUBCONSULTANTS:		\$0.00
TOTAL FEE:		\$111,182.00
PREPARED BY:	Greg Kershaw	SPONSOR:
TITLE:	Project Manager	Michael Benfield
REPRESENTING:	WK Dickson	Chairman
DATE:	3/12/2025	WBS NUMBER:
		TBD

[illegible]

PROJECT TITLE: FQD, Perimeter Fencing (Design/Bid and Construction Phase Services)		DATE PREPARED: 03/12/2015		AVIATION NUMBER:								
PREPARED BY: GSK		TIP NUMBER:		WBS NUMBER:								
TASK NUMBER	PHASE AND TASK DESCRIPTION	Employee Classifications										SUB-TOTAL
		Principal	Sr. Project Manager	Project Manager	Sr. Project Engineer	Project Engineer	Sr. Civil Designer	Civil Designer	Const. Observer	Admin. Manager		
	Basic Services											
	Design and Plan Preparation											
a	Plan Development (90% Submittal to Owner and NCDQA)											0
i	Cover & Index Sheet			1			1					2
ii	Construction Safety and Phasing Plans (CSPP)			2			6					8
iii	Fencing Layout Plan			4			16					20
vi	Fencing Details			2			6					8
b	Prepare Technical Specifications			1			4					5
c	Prepare Front End Documents			6								6
d	Prepare Engineers Report			2			6					8
e	Facilitate 90% review with NCDQA			2								2
f	Furnish Final Bid Documents			2			4					6
g	7460 & CSPP submittal to NCDQA and FAA			2			8					10
h	Preparation of Construction Cost estimates for Minority Goals			2			4					6
i	Internal Quality Review of Documents		2	1			2					5.00
TOTAL HOURS/CATEGORY:		0.00	2.00	27.00	0.00	0.00	57.00	0.00	0.00	0.00	0.00	86.00
RATES PER HOUR:		\$101.90	\$75.34	\$71.26	\$65.69	\$59.73	\$50.51	\$45.85	\$45.13		\$35.14	
PAYROLL BURDEN:		\$0.00	\$150.68	\$1,924.02	\$0.00	\$0.00	\$2,879.07	\$0.00	\$0.00	\$0.00	\$0.00	
TOTAL WORK HOURS:		86.00										
TOTAL PAYROLL BURDEN:		\$4,953.77										
GENERAL OVERHEAD @ 182.83 %:		\$9,056.98										
SUBTOTAL:		\$14,010.75										
COMPARATIVE FEE @ 11 %:		\$1,541.18										
Cost of Capital @ 0.44 %		\$21.80										
TOTAL:		\$15,573.73										
DIRECT EXPENSES:												
PRIME GRAND TOTAL:		\$15,573.73										
		Sub Consultant TOTAL:	\$0.00									
GRAND TOTAL:			\$15,573.73									

From Expenses Tab

[illegible]

PROJECT TITLE: FOD, Perimeter Fencing (Design/Bid and Construction Phase Services)										DATE PREPARED: 01/12/2025			AVIATION NUMBER:		
PREPARED BY: GNIK										TIP NUMBER:			WBS NUMBER:		
TASK NUMBER	PHASE AND TASK DESCRIPTION	Employee Classifications											SUB-TOTAL		
		Principal	Sr. Project Manager	Project Manager	Project Engineer	Sr. Civil Designer	Civil Designer	Const. Observer				Admin. Manager			
	Basic Services														
	Construction Administration (180 calendar day construction contract)														
a.	Construction Contract Development	2.00	2.00	8.00								6.00	18.00		
b.	Project Documentation- Pay Applications, Change Orders			49.00								10.00	59.00		
c.	Pre-Construction Conference			8.00									8.00		
d.	Bi-weekly Progress Meetings/Project Coordination			156.00								16.00	172.00		
e.	Pre-Final & Final Inspection			16.00								4.00	20.00		
	TOTAL HOURS/CATEGORY:	2.00	2.00	237.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	36.00	277.00		
	RATES PER HOUR:	\$101.90	\$75.34	\$71.26	\$59.73	\$50.51	\$45.85	\$45.13				\$35.14			
	PAYROLL BURDEN:	\$203.80	\$150.68	\$16,888.62	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,765.04			
	TOTAL WORK HOURS:	277.00													
	TOTAL PAYROLL BURDEN:	\$18,508.14													
	GENERAL OVERHEAD @ 182.83 %:	\$33,838.43													
	SUBTOTAL:	\$52,346.57													
	COMPARATIVE FEE @ 11%:	\$5,758.12													
	Cost of Capital @ 0.44 %	\$81.44													
	TOTAL:	\$58,186.13													
	DIRECT EXPENSES:	\$1,586.56													
	PRIME GRAND TOTAL:	\$59,772.69													
	Sub Consultant TOTAL:	\$0.00													
	GRAND TOTAL:	\$59,772.69													

From Expenses Tab

PROJECT TITLE: FQD, Perimeter Fencing (Design/Bid and Construction Phase Services)										DATE PREPARED: 03/12/2025		AVIATION NUMBER:	
PREPARED BY: GVK										TIP NUMBER:		WBS NUMBER:	
TASK NUMBER	PHASE AND TASK DESCRIPTION	Employee Classifications										SUB-TOTAL	
		Principal	Sr. Project Manager	Project Manager	Sr. Project Engineer	Project Engineer	Sr. Civil Designer	Civil Designer	Const. Observer		Admin. Manager		
	Basic Services												
	Documented CATEX												
a	Complete ARP SOP 5.1 Appendix A and generate supporting exhibits and documentation				4.00		6.00					10.00	
b	Scoping review of potential resources				6.00							6.00	
d	Interagency-scoping and coordination				6.00		4.00				2.00	12.00	
	Facilitate NCDOA review and respond to review comments				8.00							8.00	
												0.00	
												0.00	
	TOTAL HOURS/CATEGORY:	0.00	0.00	0.00	24.00	0.00	10.00	0.00	0.00	0.00	2.00	36.00	
	RATES PER HOUR:	\$101.90	\$75.34	\$71.26	\$65.69	\$59.73	\$50.51	\$54.85	\$45.13		\$35.14		
	PAYROLL BURDEN:	\$0.00	\$0.00	\$0.00	\$1,576.56	\$0.00	\$505.10	\$0.00	\$0.00	\$0.00	\$70.28		
	TOTAL WORK HOURS:	36.00											
	TOTAL PAYROLL BURDEN:	\$2,151.94											
	GENERAL OVERHEAD @ 102.83 %:	\$3,934.39											
	SUBTOTAL:	\$6,086.33											
	COMPARATIVE FEE @ 11%:	\$669.50											
	Cost of Capital @ 0.44 %:	\$9.47											
	TOTAL:	\$6,765.30											
	DIRECT EXPENSES:												
	PRIME GRAND TOTAL:	\$6,765.30											
	Sub Consultant TOTAL:	\$0.00											
	GRAND TOTAL:											\$6,765.30	

[illegible]

[illegible]

Bidding Assistance						
BASIC AND SPECIAL SERVICES: REIMBURSABLE DIRECT COST						
GENERAL PROJECT WORK:						
QTY		DESCRIPTION		UNIT COST		
Travel:						
Personal Mileage	2	Trip(s) in Sedan @	148 miles @	\$0.670		\$198.32
		Trip(s) in Carry-All @	miles @	\$0.695		\$0.00
Per Diem:		Breakfast	each	\$10.10		\$0.00
		Lunch	each	\$13.30		\$0.00
		Dinner	each	\$23.10		\$0.00
		Day	each	\$46.50		\$0.00
		Lodging (on lump sum Incl. taxes)	each	\$0.00		\$0.00
		Incidental Expenses	each	\$0.00		\$0.00
Rental Car		Sedan		\$50.00		\$0.00
		Gas for Rental Car Only	miles @	\$0.20		\$0.00
Airfare		Flight Origin/Destination & Rate:	each	\$250.00		\$0.00
Reproduction:		8 1/2 x 11 B & W Copies	each	\$0.14		\$0.00
		11 x 17 B & W Copies	each	\$0.34		\$0.00
		8 1/2 x 11 Color Copies	each	\$0.83		\$0.00
		11 x 17 Color Copies	each	\$1.66		\$0.00
		SQ. FT. of Plots (B & W) - Bond	sq. ft	\$0.42		\$0.00
Shipping / Postage:		Express Shipping	each	\$20.00		\$0.00
		USPS Postage	each	\$5.00		\$0.00
					Subtotal	\$198.32
MISCELLANEOUS DIRECT EXPENSES:						
ITEM	QTY	DESCRIPTION	UNIT	UNIT COST		
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
					Subtotal	\$0.00
					TOTAL:	\$198.32

Construction Administration (180 calendar day construction contract)

BASIC AND SPECIAL SERVICES: REIMBURSABLE DIRECT COST

GENERAL PROJECT WORK:

	QTY	DESCRIPTION		UNIT COST	
Travel:					
Personal Mileage	16	Trip(s) in Sedan @	148 miles @	\$0.670	\$1,586.56
		Trip(s) in Carry-All @	miles @	\$0.695	\$0.00
Per Diem:		Breakfast	each	\$10.10	\$0.00
		Lunch	each	\$13.30	\$0.00
		Dinner	each	\$23.10	\$0.00
		Day	each	\$46.50	\$0.00
		Lodging (on lump sum Incl. taxes)	each	\$0.00	\$0.00
		Incidental Expenses	each	\$0.00	\$0.00
Rental Car		Sedan		\$50.00	\$0.00
		Gas for Rental Car Only	miles @	\$0.20	\$0.00
Airfare		Flight Origin/Destination & Rate:	each	\$250.00	\$0.00
Reproduction:					
		8 1/2 x 11 B & W Copies	each	\$0.14	\$0.00
		11 x 17 B & W Copies	each	\$0.34	\$0.00
		8 1/2 x 11 Color Copies	each	\$0.83	\$0.00
		11 x 17 Color Copies	each	\$1.66	\$0.00
		SQ. FT. of Plots (B & W) - Bond	sq. ft	\$0.42	\$0.00
Shipping / Postage:					
		Express Shipping	each	\$20.00	\$0.00
		USPS Postage	each	\$5.00	\$0.00
				Subtotal	\$1,586.56

MISCELLANEOUS DIRECT EXPENSES:

ITEM	QTY	DESCRIPTION	UNIT	UNIT COST	
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
				Subtotal	\$0.00
				TOTAL:	\$1,586.56