

MOLZENCORBIN

December 12, 2024

Ms. Bobbi Thompson
Roswell Air Center Interim Director
1 Jerry Smith Circle
Roswell, NM 88203

RE: Task Order for Professional Services for the National Championship Air Races Grading and Drainage Improvements

Dear Ms. Thompson:

Thank you for the opportunity to present this task order proposal for Professional Design Services as requested for the Roswell International Air Center Grading and Drainage Improvements. Our understanding of your current needs includes the following:

Background:

The National Air Races, a program that previously took place in Reno, Nevada has relocated – for the foreseeable future – to the Roswell International Air Center (RIAC). As designated by the airport, the Air Races will take place along the outside of the northwest corner of the airfield. The triangle shaped area at the northwest corner (see attached exhibit) is to be developed as an area for attendees with various attractions and elements set to take place during the races. This development prompts the need for a grading and drainage plan for the area.

Scope of Work:

- Survey – Provide aerial and topographical survey of project area which includes the following:
 - Vertical and horizontal topographical representation of the existing conditions for the designated Air Races Area.
- Pre-Design/Study/Programming – Study of existing drainage and grade conditions of the designated land. This will include the following:
 - Facilitating external coordination/meetings regarding grading and drainage design with stakeholders.
 - Sub-Consultant Coordination.
 - Environmental Documentation and Clearance (assuming CATEx).
 - Inventory/evaluation of existing drainage and grade conditions.
 - Watershed mapping, modeling and calculations.
 - Drainage technical recommendations letter report.
- Final Design – Prepare 100% Design Documents to be reviewed and approved by City/Airport. These documents will include the following:
 - Construction, Safety and Phasing Plan sheets for FAA submittal.
 - Existing Drainage and Grade Conditions sheets.
 - Demolition sheets.
 - Proposed Grading and Drainage sheets.
 - Plan and Profile sheets as needed.
- Construction Administration Services including:
 - Manage the Preconstruction Conference
 - Monthly field observations for construction duration as required for evaluation of construction progress.

Ms. Bobbi Thompson
November 27th, 2024
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- o RFI review and response.
- o Test report reviews.

Fee:

We propose to accomplish this work under the terms and conditions of the RFP-24-012 Engineering Services Agreement – Roswell Air Center. Services will be billed on a Lump Sum basis with invoices submitted monthly:

1. Survey (Aerial and with ground topographic for approximately 375 acres)	\$ 81,590.30
2. Study, Design, Bidding, and Limited Construction Administration Services as required for Grading and Drainage Improvements:	\$ 64,270.00
3. Estimated Reimbursable Expenses:	<u>\$ 20,241.00</u>

Subtotal:	\$166,101.30
Estimated New Mexico Gross Receipts Taxes (NMGRT) @ 7.8958%:	<u>\$ 13,115.03</u>

Grand Total:	\$179,216.33
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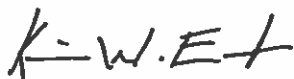
Reimbursable expenses are only an estimate and only actual expenses will be billed. NMGRT, subject to change bi-annually, will be assessed and billed at the current rate at the time of billing.

Thank you for the opportunity to continue working with the Roswell Air Center. If you are in agreement with the proposed Scope of Professional Services, please countersign this letter and return an executed copy for our records.

If you have any questions or require additional information, please contact me at 505.242.5700.

Sincerely,

MOLZEN CORBIN



Kevin W. Eades, P.E.
Chief Executive

Accepted By:

City of Roswell

Signature

Date

Printed Name

Title

CONTRACT AMOUNT
RIAC Air Races Grading and Drainage Improve
City of Roswell

MOLZENCORBIN

Mike Provine

COST
CALCULATED
CONTRACT AMOUNT

BASIC FEE (Labor)					
SUBTOTAL LABOR					\$64,270.00
OTHER DIRECT SUBCONSULTANTS		Sub Type	Phase		
Bohannon Huston		Survey			\$74,173.00
SUBTOTAL OTHER DIRECT SUBCONSULTANTS					\$74,173.00
Reimbursable Markup (if any)					10%
SUBTOTAL OTHER DIRECT SUBCONSULTANTS					\$74,173.00
TOTAL BASIC FEE					\$145,860.30
REIMBURSABLES					
			Quantity		
In-House Copies	\$0.11	500.00			\$55.00
In-House Color Copies (8 1/2 x 11)	\$1.00	100.00			\$100.00
In-House Color Copies (11 x 17)	\$2.00	50.00			\$100.00
In-House Large Format Prints	\$3.00	100.00			\$300.00
In-House Large Format Plots	\$3.00				\$0.00
Commercial Copies	\$0.06				\$0.00
Commercial Prints	\$1.02				\$0.00
Commercial Color Copies	\$1.50				\$0.00
In-House or Commercial Mylars	\$10.50	1,800.00			\$18,900.00
Mileage	\$0.655				\$0.00
Bidding Documents (Specs & Plans)					
Commercial Travel					
Lodging-Per Diem (per person/per day)	\$98.00	2.00			\$196.00
Meals - Per Diem (per person /per day)	\$59.00	10.00			\$590.00
Photo					
Postage					
Supplies/Misc.					
SUBTOTAL REIMBURSABLES					\$20,241.00
SUBTOTAL BASIC FEE, ADD. SERVICES, REIMBURSABLES					\$166,101.30
NMGRT					
TOTAL					
Use Appropriate GRT Rate From					
GRT Tab.					7.8958%
					\$13,115.03
					\$179,216.33

CIVIL MANHOUR ESTIMATE

RIAC Air Races Grading and Drainage Improve
City of Roswell
Mike Provine

MOLZENCORBIN

		CIVIL					ADMIN		
		Principal Engineer	Senior Engineer	Engineering Intern	Senior Engineering Design Technician	Departmental Totals	ADMIN - Support	ADMIN Totals	Grand Totals
I.	Pre-Design/Study/Programming								
1	Kick-off Meeting		10.00	10.00		20.00		0.00	20.00
2	Site Visits 6 estimated		60.00	60.00		120.00			
3	Survey Sub Coordination and Review		2.00	8.00	4.00	14.00	2.00		
4	Geotechnical Sub Coordination/Report Review		1.00	4.00		5.00	2.00		
5	Environmental Clearance (CatEx SOP)		1.00	8.00	1.00	10.00			
6	Inventory/Evaluation of Existing Drainage Conditions		2.00	10.00		12.00			
7	Inventory/Evaluation of Existing Grade		2.00	10.00		12.00			
8	Watershed Mapping			8.00		8.00			
9	Watershed Modeling			10.00		10.00			
10	Drainage Technical Report		3.00	15.00		18.00			
11	Drainage Calculations			10.00		10.00		0.00	10.00
12	Evaluating Drainage Design Alternatives		3.00	10.00		13.00			
13	Internal Review		3.00	5.00		8.00			
14	Quantity Estimate		1.00	2.00		3.00			
15	City and NCAR Coordination		8.00	8.00		16.00		0.00	16.00
16	Grant Management					0.00		0.00	0.00
	CADD Management				2.00	0.00		0.00	0.00
	Project Management		4.00			2.00		0.00	2.00
	Quality Assurance		2.00			4.00		0.00	4.00
	Subtotal Hours Pre-Design/Study/Programming	0.00	92.00	168.00	7.00	287.00	4.00	4.00	54.00
	Subtotal Fees Pre-Design/Study/Programming	\$0.00	\$20,240.00	\$21,000.00	\$1,015.00	\$42,255.00	\$400.00	\$400.00	\$42,655.00
V.	Final Design (100%)								
1	CSPP		4.00	6.00	10.00	20.00		0.00	20.00
2	Existing Drainage and Grade Conditions Sheets		1.00	2.00	10.00	13.00		0.00	13.00
3	Demolition Sheets		1.00	2.00	10.00	13.00		0.00	13.00
4	Proposed Conditions Drainage and Grading Sheets		1.00	2.00	10.00	13.00		0.00	13.00
5	Plan and Profile Sheets		1.00	2.00	12.00	15.00		0.00	15.00
6	Misc Detail Sheets		1.00	2.00	12.00	15.00		0.00	15.00
7	Internal Review		2.00	4.00	4.00	10.00		0.00	10.00
8	Quantity Estimate		1.00	4.00	4.00	9.00		0.00	9.00
	CADD Management					0.00		0.00	0.00
	Project Management		2.00			2.00		0.00	2.00
	Quality Assurance		2.00			2.00		0.00	2.00

CIVIL MANHOUR ESTIMATE

**RIAC Air Races Grading and Drainage Improve
City of Roswell
Mike Provine**

MOLZENCORBIN

		CIVIL					ADMIN		
No.	Project Task	Principal Engineer	Senior Engineer	Engineering Intern	Senior Engineering Design Technician	Departmental Totals	ADMIN - Support	ADMIN. Totals	Grand Totals
	Subtotal Hours Final Design (100%)	0.00	16.00	24.00	72.00	112.00	0.00	0.00	103.00
	Subtotal Fees Final Design (100%)	\$0.00	\$3,520.00	\$3,000.00	\$10,440.00	\$16,960.00	\$0.00	\$0.00	\$16,960.00
VII.	Construction Admin. Services								
1	Pre-Construction Conference		1.00	1.00		2.00		0.00	2.00
2	Site Visits			20.00		20.00		0.00	20.00
3	RFI Reviews		2.00	4.00		6.00		0.00	6.00
4	Submittal Reviews					0.00		0.00	0.00
5	Test Report Reviews		1.00	2.00		3.00		0.00	3.00
						0.00		0.00	0.00
						0.00		0.00	0.00
	Project Management					0.00		0.00	0.00
	Quality Assurance					0.00		0.00	0.00
	Subtotal Hours Construction Admin. Services	0.00	4.00	27.00	0.00	31.00	0.00	0.00	31.00
	Subtotal Fees Construction Admin. Services	\$0.00	\$880.00	\$3,375.00	\$0.00	\$4,255.00	\$0.00	\$0.00	\$4,255.00
	Total Labor Hours	0.00	112.00	219.00	78.00	410.00	8.00	8.00	192.00
	Standard Billing Rate or Fee	\$240.00	\$220.00	\$125.00	\$145.00		\$100.00		
	Fee Dollars	\$0.00	\$24,640.00	\$27,375.00	\$11,455.00	\$63,470.00	\$800.00	\$800.00	\$84,270.00

December 6, 2024

Mike Provine, PE
Vice President
Molzen Corbin
2701 Miles Rd SE
Albuquerque, NM 87106

mprovine@molzencorbin.com

Re: Roswell Air Center Survey

Dear Mr. Provine:

Bohannon Huston, Inc. (BHI) thanks you for this opportunity and is pleased to provide this proposal for surveying services to perform topographic surveying services related to development for the upcoming National Championship Air Races. The project is located within the grounds of the Roswell Air Center, Roswell, NM. The proposed project site encompasses approximately 375 Acres to be surveyed with a combination of aerial and on-the-ground surveying in accordance with a PDF and kmz files provided by Molzen Corbin.

SCOPE OF SERVICES

Task 1: NM811 Coordination

Three days prior to the scheduled field survey, a BHI survey technician will mark the survey limits with a combination of white spray paint, lath, and/or white flagging tape. These markings are to be used as a guide for utility owners to show where the underground utilities should be marked. A Design Locate Request will then be submitted with NM811. (Accessible area to the north east only).

Task 2: Field Survey

Three control points will be established adjacent to or on the project site. The control and project coordinate system will be tied to NAD83(2011), NAVD88 and projected to a modified ground system based on New Mexico State Plane Coordinates – Central Zone, USFoot. Topographic survey will be collected to meet a 1"=40' horizontal accuracy. A topographic survey will then be conducted based on the limits as shown in Attachment A (blue areas). Enough data will be collected to support a one-foot contour interval. All planimetric and topographic features within the survey limits will be mapped during the survey, including but not limited to: grade breaks, drainage structures, fences, curb/gutter, edge of pavement/concrete, visible utility features, and paint marks left by utility owners which designate underground facilities. Manhole and drop inlet invert depths and pipe sizes will be recorded for any sanitary or storm drain manhole within the survey limits as long as the survey crew is able to open the manhole cover safely. No manholes will be opened within roadways which require traffic control to open. Finished floor elevations will be obtained at doors facing the project area. The ground survey will be merged with aerial mapping from our spatial data group.

Task 3: Aerial Mapping

Mapping is required for existing conditions modeling to perform the engineering. There is no readily available topographic mapping to meet the engineering requirements of the project design objectives. Therefore, we are recommending new photogrammetric mapping of the project area. A manned flight will acquire three overlapping lines of stereo digital imagery covering the design extents. This aerial flight is flown at 1,500 feet above ground level to achieve resultant topographic engineering standards and accuracies. Survey control shall be established and paneled to control the Imagery flight. Once acquired, photogrammetrist will extract a surface model, extract features representing the built up existing conditions, and develop a seamless orthophotograph. A single digital terrain model (1.0 ft contour interval), and topographic mapping with accompanying orthophotography (0.2 ft pixel resolution) will be formatted into AutoCAD Civil 3D files.

Survey Deliverables

Deliverable items will include:

- a. Control Report stamped and signed by a New Mexico Professional Land Surveyor describing the survey control set onsite, including field methodology, coordinate system parameters, and datums used with a datasheet for each monument, as required by the Minimum Standards for Surveying in New Mexico.
- b. Civil 3D 2023 files including a 2D and 3D planimetric files and a surface file using BH NCS Standards.

FEE:

Topographic Survey	\$21,713.00
Aerial Mapping & Photogrammetry	\$52,460.00
TOTAL	\$74,173.00 +NMGRT (Lump Sum)

Schedule:

Upon receipt of a signed contract and notice to proceed we will commence work. We will require 60 business days or less to complete our draft deliverable, weather permitting.

General Notes / Assumptions:

1. Specific items of service not in this proposal include but are not limited to the following: construction staking, boundary retracements, platting, right-of-way mapping, or preparation of legal descriptions for easements.
2. Any additional work requested by the Client in addition to those tasks identified above will be invoiced on a time & materials basis upon written request and approval from the client.
3. Reimbursable expenses such as mileage, per diem, survey equipment charges and printing will be invoiced at cost or are included in the lump sum fee listed above.
4. Underground utilities within the survey area are to be marked by the facility owners, initiated by BHI's Design Locate Request with NM811. BHI will not be responsible for any deficiencies or lack of responses from the facility owners.
5. It is assumed that by acceptance of this task order, BHI is granted access to the project site.
6. It is assumed that use of an UTV during the survey will be acceptable.

December 6, 2024
Mike Provine
Molzen Corbin
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Barry Phillips will be the professional surveyor of responsible charge and project manager with project oversight. Any scheduling issues or company contact can be made through Barry at bphillips@bhinc.com or 5057987903.

This letter and the enclosures listed below constitute the contract:

- Standard Form of Agreement
- Fee Schedule
- Attachment A

If this proposal is acceptable, please sign in the space provided below and in the Standard Form of Agreement.

This proposal is subject to renegotiation if not accepted within thirty (30) days. If any portion of this scope extends in duration for more than one year from the date of acceptance, the contract is subject to renegotiation. Time and materials charges will be computed in accordance with the Fee Schedule in effect at the time the services are invoiced. New Mexico Gross Receipts Tax will be added to all invoices unless you are able to provide a NTTC Type 5, 6 (or equivalent) for this contract.

We look forward to working on this project with you and ask that if you have any questions on scope, level of effort, or schedule, please call me to discuss. We want to ensure that your survey requirements are met in the most efficient and effective way possible.

Sincerely,



Alan R. Benham
Albuquerque, NM
PE, PLS, CFedS
2024.12.06 13:48:02-0700

Alan R. Benham, PE, PLS, CFedS
Senior Vice President
Survey Technologies

ARB/slc
Attachments
Aerial Mapping Scope

ACCEPTED BY:

Signature

Printed Name

Title

Date

- ✓  prelim_control_targets
- ✓  aerial_models_layout
- ✓  RAIC_aerial_flight_area
- ✓  RAIC_aerial_flight_area.kmz
- ✓  Google Satellite

