

# **CAMINO REAL REGIONAL MOBILITY AUTHORITY BOARD RESOLUTION**

**WHEREAS**, the Camino Real Regional Mobility Authority (CRRMA) and Huitt-Zollars, Inc. (Engineer) entered into a Contract for Engineering Services dated September 11, 2019 (Contract) in order for the Engineer to provide various design services to the CRRMA, as may be requested from time to time, via execution of a work authorization; and

**WHEREAS**, the CRRMA and Engineer entered into Work Authorization No. 1.1 for the Engineer to provide design services for the completion of plans for a hangar and associated work requested at the El Paso County Fabens Airport, which was subsequently amended for the Engineer to provide design services for additional hangars as well as survey work, solar, and septic improvements, and to design t-hangars; and

**WHEREAS**, design plans for certain box hangars and associated improvements are complete, have been awarded to a construction contractor, and the parties now desire to further amend the referenced work authorization to account for the addition of certain construction phase services to be provided by the Engineer during the construction of such improvements.

**NOW, THEREFORE, BE IT RESOLVED BY THE CAMINO REAL REGIONAL MOBILITY AUTHORITY:**

**THAT**, the Executive Director be authorized to execute an amendment to Work Authorization No. 1.1 with Huitt-Zollars, Inc., including any additional documents or materials as may be required, for the provision certain construction phase services for the construction of certain box hangars and associated improvements at the El Paso County Fabens Airport.

**PASSED AND APPROVED THIS 13<sup>TH</sup> DAY OF MARCH 2024.**

**CAMINO REAL  
REGIONAL MOBILITY AUTHORITY**

**ATTEST:**

\_\_\_\_\_  
James L. (Jim) Smith, Vice Chair

\_\_\_\_\_  
Monica L. Perez  
Board Secretary

**APPROVED AS TO CONTENT:**

\_\_\_\_\_  
Raymond L. Telles  
Executive Director

## **AMENDMENT NO. 7**

### **WORK AUTHORIZATION NO. 1.1 CONTRACT FOR ENGINEERING SERVICES**

**THIS AMENDMENT NO. 7** is made pursuant to the terms and conditions of Article 5 of the Contract for Engineering Services dated September 11, 2019 (the "Contract"), entered into by and between the CAMINO REAL REGIONAL MOBILITY AUTHORITY (the "CRRMA"), and HUITT-ZOLLARS, INC., (the "Engineer").

This Amendment No. 7 seeks to amend Work Authorization No. 1.1 dated June 11, 2020, as supplemented by Amendment No. 1 dated October 5, 2021, Amendment No. 2 dated June 3, 2022, Amendment No. 3 dated August 31, 2022, Amendment No. 4 dated October 31, 2022, Amendment No. 5 dated February 14, 2023, and Amendment No. 6 dated March 20, 2023, all of which were executed by and between the parties pursuant to the Contract for the development of the project known as Fabens Airport Expansion-Hangar No. 1 (the "Project").

The terms and conditions of Work Authorization No. 1.1, as amended, are hereby further supplemented to include the additional design services during construction identified in **EXHIBIT B-7** in exchange for the additional compensation enumerated within **EXHIBIT C-7**, both of which are attached hereto and incorporated herein for all purposes.

This Amendment No. 7 shall become effective on the date of final execution of the Parties hereto. All other terms and conditions of Work Authorization No. 1.1, as amended and not hereby further amended, are to remain in full force and effect.

**IN WITNESS WHEREOF**, this Amendment No. 7 is executed in duplicate counterparts and hereby accepted and acknowledged below.

#### **CAMINO REAL REGIONAL MOBILITY AUTHORITY**

By:\_\_\_\_\_

Raymond L. Telles  
Executive Director

Date:\_\_\_\_\_

#### **HUITT ZOLLARS, INC.**

By:\_\_\_\_\_

Name:\_\_\_\_\_

Date:\_\_\_\_\_

## **LIST OF EXHIBITS**

|             |  |
|-------------|--|
| Exhibit B-7 | Additional Services to be provided by the Engineer |
| Exhibit C-7 | Fee Schedule/Budget                                |

## **EXHIBIT B-7**

### **SERVICES TO BE PROVIDED BY THE ENGINEER**

#### **I. PROJECT SUMMARY OF SUPPLEMENTAL SCOPE**

Additional Professional Services have been requested by the County to provide design services during construction (DSDC) for the Fabens Airport Expansion-Hangars Project. The project will include the construction of Base Bid 1, Base Bid 2, and Base Bid 3 and include box hangars 1 through 3. These services generally will include project management; management, response, tracking, evaluation and/or approval of submittals, shop drawings, change orders, requests for information, and attending meetings as requested.

#### **II. SERVICES TO BE PROVIDED BY THE ENGINEER**

The Scope of Services to be provided by the Engineer includes the following key elements:

- Project Management
- Construction Phase Services

##### **A. Project Management and Administration**

The project management and administration tasks shall include:

1. Progress Reporting
  - 1.1. Prepare and submit to the CRRMA monthly progress reports of activities completed during reporting period.
  - 1.2. Prepare and Submit invoices. The report shall be submitted as an attachment to the invoice submittal.
3. Coordination/Administration
  - 3.3 Coordinate with CRRMA GEC Staff

##### **B. Construction Phase Services**

1. Submittals
  - 1.1. Maintain a log of submittals received and processed
  - 1.2. Evaluate submittals for contract compliance with recommendation of approval or rejection with reason for rejection within timeframe stipulated.
2. Construction Progress Meetings
  - 2.1. Attend Construction Progress Meetings during construction as required by the CRRMA.
  - 2.2. Make periodic field visits during construction.

3. Shop Drawings
  - 3.1 Evaluate shop drawings for contract compliance with recommendation of approval or rejection with reason for rejection within timeframe stipulated.
4. Change Orders
  - 1.1 Review Change Orders to include cost estimate, revised plan sheets and drawings and other information as requested within timeframe stipulated.
  - 1.2 Provide revised plan sheets, drawings, and other information as requested within timeframe stipulated.
5. Request for Information
  - 5.1 Respond to Request for Information within timeframe stipulated.
6. Survey
  - 6.1 Attend meetings as requested by the CRRMA and maintain notes for meeting items for reference.

**Deliverables**

- Log of submittals received and processed
- Submittal recommendations of approval or rejection with reason for rejection as required
- Evaluate shop drawings for contract compliance with recommendation of approval/rejection
- Develop Change Orders to include cost estimate, revised plan sheets and drawings and other information as requested
- Respond to Request for Information
- Maintain meeting notes for reference

[END OF EXHIBIT]

EXHIBIT C-7  
 FEE ESTIMATE

**Fee Summary**

| Company             | Fee                 |
|---------------------|---------------------|
| Huitt-Zollars, Inc. | \$194,976.24        |
| <b>Total</b>        | <b>\$194,976.24</b> |

**Huitt-Zollars**  
**FABENS AIRPORT EXPANSION-HANGARS**  
**DESIGN SERVICES DURING CONSTRUCTION**

**Summary by Task**

| Task                           | Huitt-Zollars, Inc. |
|--------------------------------|---------------------|
| A. Project Management          | \$36,145.31         |
| B. Construction Administration | \$153,467.93        |
| <b>Sub Totals</b>              | <b>\$189,613.24</b> |
| <b>Direct Expenses</b>         | <b>\$5,363.00</b>   |
| <b>Totals</b>                  | <b>\$194,976.24</b> |
| <b>Grand Total</b>             | <b>\$194,976.24</b> |

Participation Percentage 100.00%

Total DBE Percentage: 0.00%

DBE N

| Task                           |              |
|--------------------------------|--------------|
| A. Project Management          | \$36,145.31  |
| B. Construction Administration | \$153,467.93 |
|                                | \$189,613.24 |

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Fabens Airport Expansion-Design Services During Construction

| Task Description  | Principal  | Senior Project Manager | Senior Bridge Engineer | Senior Engineer | Project Engineer | BT 3       | Admin Assistant 2 | Registered Professional Land Surveyor | Survey Technician GPS | 2-man Survey Crew (Portal to Portal) | Senior Architect | Architect   | Bridge Engineer | TOTAL LABOR HOURS | TOTAL LABOR COST |
|---|------------|------------------------|------------------------|-----------------|------------------|------------|-------------------|---------------------------------------|-----------------------|--------------------------------------|------------------|-------------|-----------------|-------------------|------------------|
| <b>A. Project Management</b>  |            |                        |                        |                 |                  |            |                   |                                       |                       |                                      |                  |             |                 |                   |                  |
| 1. Project Management/Work Plan   |            |                        |                        |                 |                  |            |                   |                                       |                       |                                      |                  |             |                 | 154               | \$ 36,145.31     |
| 1.1 Repair and submit to the CRMA monthly progress report activities completed during reporting period.   | 2          | 24                     |                        | 20              |                  |            | 6                 |                                       |                       |                                      |                  |             |                 | 104               | \$ 24,288.33     |
| 1.2 Repair and submit invoices. The report shall be submitted as an attachment to the invoice submittal.  | 2          | 24                     |                        | 20              |                  |            | 6                 |                                       |                       |                                      |                  |             |                 | 52                | \$ 12,134.17     |
| 3. Coordination/Administration  |            |                        |                        |                 |                  |            |                   |                                       |                       |                                      |                  |             |                 | 52                | \$ 12,134.17     |
| 3.3 Coordinate with CRMA GEC Staff  | 2          | 32                     |                        |                 |                  |            | 8                 |                                       |                       |                                      | 8                |             |                 | 50                | \$ 11,876.98     |
| <b>HOURS SUB-TOTALS</b>   | 6          | 80                     | 0                      | 40              | 0                | 0          | 20                | 0                                     | 0                     | 0                                    | 8                | 0           | 0               | 154               |                  |
| <b>CONTRACT RATE PER HOUR</b>   | \$359.40   | \$269.52               | \$228.11               | \$218.35        | \$158.54         | \$129.45   | \$86.65           | \$210.30                              | \$92.25               | \$150.00                             | \$220.03         | \$168.25    | \$175.06        |                   |                  |
| <b>TOTAL LABOR COSTS</b>  | \$2,156.41 | \$21,561.47            | \$0.00                 | \$8,733.87      | \$0.00           | \$0.00     | \$1,933.29        | \$0.00                                | \$0.00                | \$0.00                               | \$1,760.27       | \$0.00      | \$0.00          | \$36,145.31       |                  |
| <b>% DISTRIBUTION OF STAFF HOURS</b>  | 3.90%      | 51.95%                 | 0.00%                  | 25.97%          | 0.00%            | 0.00%      | 12.95%            | 0.00%                                 | 0.00%                 | 0.00%                                | 5.19%            | 0.00%       | 0.00%           |                   |                  |
| <b>B. Design Services During Construction</b>   |            |                        |                        |                 |                  |            |                   |                                       |                       |                                      |                  |             |                 |                   |                  |
| 1. Submittal  |            |                        |                        |                 |                  |            |                   |                                       |                       |                                      |                  |             |                 | 280               | \$ 153,467.83    |
| 1.1 Maintain a log of submittals received and processed   |            | 4                      |                        |                 | 4                |            | 4                 |                                       |                       |                                      |                  |             |                 | 118               | \$ 22,181.88     |
| 1.2 Evaluate submittals for contract compliance with recommendations of approval or rejection with reason for rejection within timeframe stipulated   |            | 7                      | 8                      | 24              | 23               |            |                   |                                       |                       |                                      | 32               | 12          |                 | 106               | \$ 20,042.98     |
| 2. Construction Progress Meetings   |            |                        |                        |                 |                  |            |                   |                                       |                       |                                      |                  |             |                 | 320               | \$ 63,387.88     |
| 2.1 Attend Construction Progress Meetings during construction as requested by the CRMA  |            | 40                     | 8                      | 24              | 32               | 16         |                   |                                       |                       |                                      | 16               | 8           | 8               | 152               | \$ 31,113.00     |
| 2.2 Make periodic field visits during construction.   |            | 40                     | 8                      | 24              | 32               | 16         |                   |                                       |                       |                                      | 24               | 8           | 16              | 168               | \$ 34,274.32     |
| 3. Shop Drawings  |            |                        |                        |                 |                  |            |                   |                                       |                       |                                      |                  |             |                 | 102               | \$ 20,162.74     |
| 3.1 Evaluate shop drawings for contract compliance with recommendation of approval or rejection with reason for rejection within timeframe stipulated |            | 8                      | 8                      | 32              | 32               |            |                   |                                       |                       |                                      | 6                |             | 16              | 102               | \$ 20,162.74     |
| 4. Change Orders  |            |                        |                        |                 |                  |            |                   |                                       |                       |                                      |                  |             |                 | 196               | \$ 35,334.32     |
| 4.1 Review Change Orders to include cost estimate, revised plan sheets, and drawings and other information as requested within timeframe stipulated   |            | 8                      | 4                      | 12              | 12               |            |                   |                                       |                       |                                      | 8                |             |                 | 44                | \$ 9,351.57      |
| 4.2 Provide revised plan sheets, drawings and other information as requested within timeframe stipulated  |            | 8                      | 8                      | 16              | 24               | 40         |                   |                                       |                       |                                      | 8                | 32          | 16              | 152               | \$ 28,042.75     |
| 5. Request for Information (RFI)  |            |                        |                        |                 |                  |            |                   |                                       |                       |                                      |                  |             |                 | 102               | \$ 20,198.23     |
| 5.1 Respond to Request for Information within timeframe stipulated  |            | 20                     | 6                      | 8               | 28               |            |                   |                                       |                       |                                      | 8                | 16          | 16              | 102               | \$ 20,198.23     |
| 6. Survey   |            |                        |                        |                 |                  |            |                   |                                       |                       |                                      |                  |             |                 | 66                | \$ 10,341.11     |
| 6.1 Attend design progress meeting during construction and meeting as requested by the CRMA.  |            | 4                      |                        |                 |                  |            |                   | 12                                    | 12                    | 32                                   |                  |             |                 | 66                | \$ 10,341.11     |
| <b>HOURS SUB-TOTALS</b>   | 0          | 139                    | 90                     | 140             | 187              | 72         | 4                 | 12                                    | 12                    | 32                                   | 70               | 96          | 84              | 904               |                  |
| <b>TOTAL LABOR COSTS</b>  | \$0.00     | \$37,463.05            | \$11,405.65            | \$30,568.86     | \$23,647.73      | \$8,672.35 | \$386.65          | \$2,523.59                            | \$1,119.09            | \$5,120.00                           | \$15,402.39      | \$16,151.63 | \$14,705.07     | \$173,685.17      |                  |
| <b>% DISTRIBUTION OF STAFF HOURS</b>  | 0.00%      | 15.38%                 | 5.53%                  | 15.48%          | 20.69%           | 7.96%      | 0.44%             | 1.33%                                 | 1.33%                 | 3.54%                                | 7.74%            | 10.62%      | 9.28%           |                   |                  |
| <b>TOTAL PROJECT HOURS</b>  | 6          | 219                    | 50                     | 180             | 187              | 72         | 24                | 12                                    | 12                    | 32                                   | 78               | 96          | 84              | 1088              |                  |
| <b>PROJECT TOTALS</b>   | \$2,156.41 | \$59,024.51            | \$11,405.65            | \$39,302.43     | \$23,647.73      | \$8,672.35 | \$2,319.95        | \$2,523.59                            | \$1,119.09            | \$5,120.00                           | \$17,152.66      | \$16,151.63 | \$14,705.07     | \$209,811.47      |                  |
| <b>TOTAL PROJECT % DISTRIBUTION OF STAFF HOURS</b>  | 0.57%      | 20.70%                 | 4.73%                  | 17.04%          | 17.67%           | 6.81%      | 2.27%             | 1.13%                                 | 1.13%                 | 3.02%                                | 7.37%            | 8.07%       | 7.94%           |                   |                  |

WA 1.1 Amendment No. 7  
 Fabens Airport Expansion-Design Services During Construction

|   |            |              |             |                   |
|---|------------|--------------|-------------|-------------------|
| <b>PROJECT:</b>   |            |              |             |                   |
| <b>HUITT-ZOLLARS (PRIME)</b>                                      |            |              |             |                   |
| <b>OTHER DIRECT EXPENSES</b>                                      |            |              |             |                   |
| <b>Other Direct Expenses</b>                                      | <b>QTY</b> | <b>UNITS</b> | <b>RATE</b> | <b>TOTAL</b>      |
| Lodging/Hotel (Taxes/fees not included) (Current state rate)      | 4          | night        | \$150.00    | \$600.00          |
| Lodging/Hotel Taxes/fees  | 4          | night        | \$27.00     | \$108.00          |
| Meals (overnight stay required) (Excluding alcohol)               | 4          | day          | \$75.00     | \$300.00          |
| Rental Car (Tax/fees not included)                                | 4          | day          | \$35.00     | \$140.00          |
| Rental Car Taxes/fees   | 4          | day          | \$20.00     | \$80.00           |
| Rental Car Fuel   | 4          | day          | \$30.00     | \$120.00          |
| Mileage (Current state rate)                                      | 1000       | mile         | \$0.56      | \$560.00          |
| SUV or ATV Rental   |            | day          | N/A         | N/A               |
| Air Travel  | 4          | each         | \$690.00    | \$2,760.00        |
| Parking   | 4          | day          | \$20.00     | \$80.00           |
| Taxi/Cab fare   | 16         | each         | \$15.00     | \$240.00          |
| Standard Postage (Current state rate)                             |            | letter       | \$0.55      | \$0.00            |
| Overnight express-letter size                                     |            | each         | \$30.00     | \$0.00            |
| Overnight express-oversized box                                   |            | each         | \$60.00     | \$0.00            |
| Courier Services  |            | each         | \$35.00     | \$0.00            |
| 8½"X11" B/W Paper Copies  | 200        | each         | \$0.25      | \$50.00           |
| 11"X17" B/W Paper Copies  | 200        | each         | \$0.75      | \$150.00          |
| 8½"X11" Color Paper Copies  | 100        | each         | \$0.50      | \$50.00           |
| 11"X17" Color Paper Copies  | 100        | each         | \$1.25      | \$125.00          |
| CADD Plotting   |            | linear foot  | \$1.25      | \$0.00            |
| Digital Ortho Plotting  |            | linear foot  | N/A         | N/A               |
| Law Enforcement/Uniform Officer                                   |            | hour/officer | N/A         | N/A               |
| Notebooks   |            | each         | N/A         | N/A               |
| Hazardous Materials Database Search                               |            | per search   | N/A         | N/A               |
| Report Binding  |            | each         | \$25.00     | \$0.00            |
| Presentation Boards 30"X40" Color Mounted                         |            | each         | \$125.00    | \$0.00            |
| Color Graphics on Foam Board                                      |            | sq. ft.      | \$12.50     | \$0.00            |
| Custodian for Public Involvement                                  |            | event        | N/A         | N/A               |
| Audio-Visual Equipment Rental (technician included)               |            | event        | N/A         | N/A               |
| Env. Field Supplies (lathes, stakes, flagging, spray paint, etc.) |            | day          | N/A         | N/A               |
| Translator (English to Spanish)                                   |            | hour         | N/A         | N/A               |
| Court Reporter  |            | hour         | N/A         | N/A               |
| Newspaper Advertisement   |            | each         | N/A         | N/A               |
| Plots (B/W on Bond)   |            | linear foot  | \$1.50      | \$0.00            |
| Plots (Color on Bond)   |            | linear foot  | \$2.50      | \$0.00            |
| Plots (Color on Photographic Paper)                               |            | linear foot  | \$3.50      | \$0.00            |
| Traffic Counts for Pavement Design                                |            | LS           | \$6,000.00  | \$0.00            |
| <b>Other Direct Expense Total</b>                                 |            |              |             | <b>\$5,363.00</b> |

[END OF EXHIBIT]