

HABERSHAM COUNTY BOARD OF COMMISSIONERS
EXECUTIVE SUMMARY

SUBJECT: Airport Lighting Project – Lead Edge Design Group Task Order

DATE: 8/19/2024

RECOMMENDATION

POLICY DISCUSSION

BUDGET INFORMATION:

STATUS REPORT

ANNUAL-

OTHER

CAPITAL-

PRESENTED BY:

COMMISSION ACTION REQUESTED ON: August 19, 2024

PURPOSE:

The purpose of this agenda item is to seek approval for the execution of Lead Edge Design Group Task Order #14 – Airfield Lighting which includes the design, bid and construction phases of the Airfield Lighting project.

BACKGROUND / HISTORY:

The project was listed on last year’s Commission approved 5-year Airport Capital Improvement Plan submitted annually to the FAA and Georgia DOT for planning and funding applications.

- Habersham County received a Tentative Allocation letter for funding from GDOT in July 2024 for state funding assistance for the project.
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FACTS AND ISSUES:

- Airfield lighting projects are required approximately once every 20 years.
 - The airfield lighting system at the Habersham County Airport has reached the full extent of its useful life.
 - These lighting improvements will improve the safety, function and long-term reliability of the airport for local and transient users. The new LED lights will provide significant energy savings.
 - The design phase for the project is expected to be completed and submitted to GDOT for review prior to December 2024.
 - After the design phase is completed, the bid phase is expected to be completed prior to May 2025.
 - Construction is expected to be completed in the Fall of 2025.
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OPTIONS:

- 1) Approve recommendation
 - 2) Deny recommendation
 - 3) Commission defined alternative
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RECOMMENDED SAMPLE MOTION:

Motion to approve the execution of Lead Edge Design Group Task Order #14 – Airfield Lighting-Design, Bid and Construction Phases for a total amount of \$123,000.00.

DEPARTMENT:

Prepared by:

Director: _____

**ADMINISTRATIVE
COMMENTS:**

_____ **DATE:** _____

County Manager

**TASK ORDER NO. 14
AIRFIELD LIGHTING
HABERSHAM COUNTY AIRPORT
CORNELIA, GEORGIA**

This Task Order is written pursuant to the basic agreement entitled General Services Agreement, executed on July 1, 2021. The referenced basic agreement pertains to proposed improvements to Habersham County Airport. This Task Order entered into and executed on the date indicated below the signature block, by and between the Habersham County Board of Commissioners (Owner) and Lead Edge Design Group, Inc. (Engineer), sets forth the project description, project schedule, and engineering fees related to the Design, Bid and Construction Phases for the Airfield Lighting project at the Habersham County Airport.

SECTION I - PROJECT DESCRIPTION

The project is to consist of:

- A. Design and bid phases of the Airfield Lighting project.
- B. Preparation of design drawings, specifications, and contract documents.
- C. Final cost estimates.
- D. Meeting with the Owner to review the project.
- E. Construction phase services for the Airfield Lighting project.

SECTION II - PROJECT SCHEDULE

From the time the Owner approves this Task Order, the Engineer will complete the design phase documents within ninety (90) days.

SECTION III - SCOPE OF SERVICES

Engineer will provide those services listed in the basic agreement which are applicable to this specific Task Order. Specifically, this project will include:

- A. Preparation of design drawings, specifications, and contract documents for the Airfield Lighting project.
- B. Meet with the Owner to review the project.
- C. Distribute drawings, specifications, and contract documents for the project to potential bidders and Plan Rooms upon request, and make these same drawings, specifications, and contract documents available for public viewing.
- D. Conduct bid opening, review bids, and provide a Certified Bid Tab.
- E. Provide construction phase services for the project, which includes construction administration, on-site project observation and conducting site visits during the construction of the project.
- F. Assist Owner in execution of contract documents for award of construction contract.
- G. Attend the Preconstruction Conference and the Final Inspection.
- H. Prepare record drawings at project completion.

Services not included in this Task Order:

- A. Predesign geotechnical investigation
- B. Topographic survey for design
- C. 3-year Disadvantaged Business Enterprise Plan or Disadvantaged Business Enterprise Plan for a specific project
- D. Engineers design report
- E. ALP Update
- F. Geotechnical quality assurance testing during construction
- G. Utility location, removal, or relocation
- H. As-built surveys
- I. Assistance with obtaining permits
- J. Agency permit fees
- K. Environmental Services
- L. Removal or mitigation of hazardous materials

SECTION IV - FEES AND PAYMENTS

The following fees are to be paid to the Engineer as compensation for these services:

- A. Basic services – Design phase: \$ 88,500.00
- B. Basic services – Bid phase: \$ 7,500.00
- C. Basic services – Construction phase: \$ 27,000.00

SECTION V - BASIC AGREEMENT IN EFFECT:

Except as amended specifically herein, the basic General Services Agreement shall remain in full force as originally approved and executed.

IN WITNESS WHEREOF, the parties hereto have caused this Task Order to be duly executed as of the date and year first written herein.

HABERSHAM COUNTY BOARD OF COMMISSIONERS

LEAD EDGE DESIGN GROUP, INC.

Signature: _____

Signature: _____

Name (Print): _____

Name (Print): _____

Title: _____

Title: _____

Date: _____

Date: _____