



October 19, 2023

Mr. John Storms  
Oklahoma City Airport Trust  
7100 Terminal Drive, Unit 937  
Oklahoma City, OK 73159

RE: Passenger Boarding Bridges Replacement Phase II - WRWA  
Proposal for Type B Services - Revised

Dear Mr. Storms:

We are pleased to present the OKC Department of Airports (DoA) with this revised proposal to perform Type B services as outlined in Article 3, "Basic Services" of the OCAT Gen 2312 "Multi-Year Professional Services Agreement" between the Department of Airports and Guernsey, dated February 23rd, 2023. This Agreement is for OCAT, Federal or State funded AIP projects for the DoA. This revised proposal supersedes the previous proposal of the same date.

### **Scope**

This proposal is in accordance with the above-referenced Agreement and based on your request in the meeting held in the OCAT offices on Thursday, October 19, 2023.

Guernsey understands the scope of this proposal is for Type B services for the like-kind replacement of several existing passenger boarding bridges at the Will Rogers World Airport terminal building. It is OCAT's directive for Guernsey to provide design services and produce suitable construction documents for obtaining bid(s) for a unit price per passenger boarding bridge. The quantity and the location/gates of the bridges to be replaced are unknown at this time and will be disclosed upon a successful bidding process. OCAT has provided Guernsey with a total project construction budget of \$4.5M for the procurement and installation of the passenger boarding bridge(s). Guernsey will partner with AERO Systems Engineering as a sub-consultant to Guernsey. AERO Systems Engineering's proposal outlining the Scope of Work and their sub-consultant fee is attached for reference. Site investigation for verification of the existing electrical power systems for all remaining gates (of which there are eleven) is included in this proposal.

This proposal does not include labor and expenses to provide airside field topographical and parking plan verification to determine the existing bridges/parking plan/aircraft fleet schemes meet ADA requirements.

### **Deliverables**

Guernsey will prepare drawings, specifications and a rough-order-of-magnitude construction cost estimate for the scope of work as outlined above. It is our understanding that the DoA will provide their standard front-end (Division 00) specifications typical for work to be publicly bid subject to AIP funded projects. These documents will be delivered in electronic (.pdf) format for use and distribution by the Trust. It is assumed that the bidding process will be implemented by the Trust via BidSync.

## Budget

Guernsey's fee for this service to be provided is \$205,978. Invoices will be billed monthly on a percentage of completion basis (by phase) and based on the rate schedule included in Article 5.A of the Agreement. A Project Summary and AERO proposal showing the breakdown of the labor hours is attached. The breakdown by Task as follows:

Task	Scope of Services	Guernsey	Consultant
Task 1	General Planning, Programming and Consulting Services	\$ -	\$ -
Task 2	Perliminary Report Services	\$ -	\$ -
Task 3	Final Plan Services	\$ 12,226	\$ 79,500
Task 4	Bidding Services	\$ 5,400	\$ 9,000
Task 5	Construction Administration Services	\$ 13,052	\$ 82,100
Reimbursable Expenses	Transportation, Lodging, and Subsistence		\$ 4,700
Subtotal		\$ 30,678	\$ 175,300
Grand Total		\$ 205,978	

The above fee is lump sum and includes all labor and materials required to complete the scope of work and deliverables. It is noted however, should the scope of work change, Guernsey staff will inform DoA staff at the earliest convenience to discuss modification to the scope and/or budget. Travel expenses for sub-consultant out-of-state travel will be invoiced as a pass-thru at actual cost(s) with no mark-up.

## Schedule

Guernsey/AERO Engineering Systems will work with OCAT personnel to provide a schedule for the phased deliverables to be agreed to by all parties.

We look forward to providing our services to the Department of Airports and the City of Oklahoma City. If you wish to discuss this proposal in further detail, please do not hesitate to contact me.

Sincerely,

C. H. Guernsey and Company,



Steve Scovel, NCARB

Sr. Architect,  
Project Manager

Cc: Jarvis Carter, OCAT

DIRECT LABOR BREAKDOWN		Hours	Rates	Totals	
Principal		0	255.00	0.00	
Project Manager		92	196.00	18,032.00	
Project Architect		57	158.00	9,006.00	
Staff Architect/Designer		8	140.00	1,120.00	
Architect CADD Person		0	95.00	0.00	
Landscape Architect		0	130.00	0.00	
Interior Design Architect		0	110.00	0.00	
Interior Design CADD Person		0	95.00	0.00	
Project Civil Engineer		0	209.00	0.00	
Staff Civil Engineer/Designer		0	132.00	0.00	
Civil CADD Person		0	95.00	0.00	
Project Structural Engineer		0	206.00	0.00	
Staff Structural Engineer/Designer		0	156.00	0.00	
Structural CADD Person		0	156.00	0.00	
Project Mechanical Engineer		0	172.00	0.00	
Staff Mechanical Engineer/Designer		0	125.00	0.00	
Mechanical CADD Person		0	125.00	0.00	
Project Electrical Engineer		0	172.00	0.00	
Staff Electrical Engineer/Designer		0	125.00	0.00	
Electrical CADD Person		0	125.00	0.00	
Specification Editor		0	105.00	0.00	
Cost Estimator		0	175.00	0.00	
Word Processing		24	105.00	2,520.00	
Fire Protection Engineer		0	183.00	0.00	
Fire Protection Staff		0	163.00	0.00	
Total Direct Labor		181		30,678.00	
OVERHEAD ON DIRECT LABOR		0.00%		0.00	
G & A ON DIRECT LABOR		0.00%		0.00	
Subtotal - Professional Fees				<b>30,678.00</b>	
MATERIAL COST	Sets	Sheets	Sum	Totals	
Prints - 30x42			0	2.63	0.00
Prints - 24x36			0	1.80	0.00
Prints- 22x34			0	1.50	0.00
B/W 11x17			0	0.20	0.00
Color 11x17			0	0.40	0.00
Specifications			0	0.10	0.00
Design Analysis			0	0.20	0.00
Other B/W 8.5x11			0	0.10	0.00
Other Color 8.5x11			0	0.20	0.00
CD's			0	5.00	0.00
Binders & Covers			0	6.00	0.00
Color Board Books			0	100.00	0.00
Rendering Frame			0	250.00	0.00
Total Material Cost				0.00	
TRAVEL RELATED EXPENSES					
AERO Travel Exp	1	Est'd	7500.00	4,700.00	
Air Fare	0	each	550.00	0.00	
Airport Parking	0	days	12.00	0.00	
Per-Diem Food	0	days	75.00	0.00	
Per-Diem Lodging	0	days	175.00	0.00	
Rental Car	0	days	100.00	0.00	
Total Travel Related Cost - budgeted				<b>4,700.00</b>	
CONSULTANT COSTS - Labor					
Special Mailing				0.00	
Long Distance Phone / Fax				0.00	
Consultants - AERO Systems Eng				170,600.00	
Consultants - Consultant 2				0.00	
Consultants - Consultant 3				0.00	
Consultants - Consultant 4				0.00	
Consultants - Consultant 5				0.00	
Total Consultant Costs - Labor				<b>170,600.00</b>	
PROFIT			0.00%	30,678.00	
				0.00	
<b>Total Fee</b>	<b>PROJECT SUMMARY (BASE BID)</b>			<b>205,978.00</b>	

October 19, 2023

Mr. Steve Scovel, Sr. Architect  
Guernsey  
5555 N. Grand Blvd.  
Oklahoma City, OK 73112



**Reference: WRWA Passenger Boarding Bridge Replacement – Phase I (Rev1)**  
**AIP Project No. 3-40-0072-XXX-XXXX**  
**Project No. OCAT WRWA 2418**  
**ASE Project #: 122465GUEOKC**

Dear Mr. Scovel,

As requested, AERO Systems Engineering, Inc. (ASE) is pleased to offer our proposal for the Design, Bid Support and Construction Administration services for the Passenger Boarding Bridge Replacement – Phase II Project. Our understanding of our portion of the project scope is outlined below.

### **PROJECT SCOPE**

ASE will provide airside design, bid support, and construction administration support for the replacement of three (3) existing PBBs at the Will Rogers World Airport (OKC) existing facility. The identified gates will be determined later.

- An ASE surveyor will travel to OKC once OKC has identified the 3 gates to receive the new PBBs, to survey the existing airside conditions at the OKC Terminal gates OKC staff identifies utilizing automated robotic survey equipment.
- Engineering staff will perform an initial site visit once the 3 gates have been selected to survey existing equipment to prepare existing as-built condition documents.
  - This will include electrical investigations on the 3 gates selected.
- Provide drawings, details, and technical specifications stamped by an Oklahoma-registered Professional Engineer for the following new equipment:
  - PBBs on the OKC selected gates.
  - It is assumed that the existing PBB Foundations can be re-used for the replacement PBB's at each gate.
  - 400Hz/28.5VDC Ground Power: single point-of-use combination units sized to accommodate the existing aircraft fleet mix.
  - Pre-Conditioned Air (PCA): single point-of-use units sized to accommodate the existing aircraft fleet mix.
  - Air conditioning (heating and/or cooling) PBBs in the form of aircraft PCA pre-cool/heat or separate package unit. Equipment selected will match selections from the previous Phase I project.
  - Electrical drawings, details, and specs for service to PBB, 400Hz, and PCA
- Assist with Construction Cost Estimate if required after the 3 gates have been selected.

- Provide responses to any review comments.
- Bid Phase
  - Review contractor questions and RFIs during bid phase.
  - Generate and issue any necessary clarifying revisions to drawings and/or specs.
  - Assist in evaluation of bids and recommendation for award.
  - Develop final 100% IFC package, incorporating any changes made during bid phase.

## **INCLUDED PHASES & DELIVERABLES**

We have included services for the following standard engineering phases and deliverables for the project within our proposal.

### Phase II: Design

- Pre-Bid (Equipment Only)
  - Background Analysis
  - 95% Construction Documents (CD) for Owner Review on the 3 gates selected.
    - Drawings and Specifications.
  - 100% Issued for Bid Package (incorporates any 95% comments) on the 3 gates selected.
    - PE Signed & Sealed Drawings and Specifications.
- Post-Bid (After OKC selects the 3 gates to receive the new PBBs)
  - Site Survey & Background Analysis only on the 3 gates selected by OKC after award.
  - Airside As-Built Survey of the 3 gates selected by OKC after award.
  - 30% Schematic Design (SD) for Owner Review on the 3 gates selected.
    - Documents/layouts for options described above.
  - 95% Construction Documents (CD) for Owner Review on the 3 gates selected.
    - Drawings and Specifications.
  - 100% Issued for Bid Package (incorporates any 95% comments) on the 3 gates selected.
    - PE Signed & Sealed Drawings and Specifications.

### Phase II: Bid-Support

- 100% Issued for Construction Package (incorporates any IFB comments)
- Engineer's Estimate of Probable Construction Costs for AERO scope items
- Bidding Phase Assistance, including RFI response

### Phase II: Construction Administration (CA)

- Provide CA support during procurement, construction and acceptance
- Respond to RFI's, Submittals
- Equipment manufactures and contractor shop drawing review
- Aircraft fit checks with report(s) for each of the 3 gates selected
  - ASE provides drafts to Guernsey for review and Guernsey submits final to Airport
- Equipment commissioning with findings report(s)
- Quarterly Performance Report
  - Guernsey provides ASE a sample report; ASE provides the drafts to Guernsey for review and Guernsey submits final to Airport
- Pre and Post Photos

- ASE provides to Guernsey for review and Guernsey submits final to Airport
- As-built document submittal at close of construction
  - ASE provides drafts to Guernsey for review and Guernsey submits final to Airport

### **REQUISITE DOCUMENTATION**

AERO will utilize the following documents previously provided by the Owner during Phase I:

1. Architectural CAD files for the existing terminal building.
2. Electrical CAD files for the existing terminal building, both plan views and one-line diagrams.
3. Civil CAD files of existing and any newly planned ramp pavements, concrete gridlines, ramp features, potential obstructions, and underground utilities.
4. CAD files for existing aircraft parking plans.
5. Suitable geotechnical information for use should a foundation design be required.

### **PROPOSAL**

As we are sure you are aware, the scope, magnitude and level of difficulty required for the necessary services are currently somewhat unknown. We have attempted to estimate the quantity of effort required to complete the scope of work, and our estimates are available for your review and approval. Should the level of effort required be materially greater than that estimated, we would request a change order to our contract to cover additional costs.

### **FEES:**

Our proposal for the project scope as identified above will be as follows:

	<b>Sub-Total</b>	<b>Expenses <sup>(1)</sup></b>	<b>Total</b>
<b>Phase II: Design Fee</b>	\$79,500	\$1,250	\$80,750
<b>Phase II: Bid Support Fee</b>	\$9,000	\$0	\$9,000
<b>Phase II: CA Fee</b>	\$82,100	\$3,450	\$85,550
<b>Total Stipulated Sum:</b>	\$170,600	\$4,700	\$175,300

<sup>(1)</sup> Estimated Expenses (pass-thru, no markup)

A stipulated sum of One Hundred Seventy Thousand, Six-Hundred and 00/100 dollars, (\$170,600.00), inclusive of all time, and materials to complete the work.

The estimated Expenses of Four Thousand, Seven-Hundred and 00/100 dollars, (\$4,700.00), will be billed at cost, with no markup or pass-thru fee added.

### **SCHEDULE (Tentative through Bid)**

- November 16<sup>th</sup> - The TRUST will approve our Contract Documents for bidding, then the project will be advertised to bidders shortly thereafter.
- December 6<sup>th</sup> – Pre-Bid Conference at WRWA (2:00 p.m.)
- December 12<sup>th</sup> – Issue Addendum #1 (if needed)

- December 15<sup>th</sup> - Bidders questions sundown (noon)
- December 20<sup>th</sup> – Bids Due (10:00 a.m.)

The remaining schedule will be developed after award and OKC's identification of gates will be slated for replacement and how many.

## **QUALIFICATIONS/ASSUMPTIONS**

1. ASE will provide Construction Administration (CA) during Construction. ASE will not provide Construction Management (CM) and will not have any staff on-site except for test fits and commissioning.
2. We have assumed electronic drawing/document submission only. Large scale printing/plotting, reprographic services or overnight express deliveries have been omitted at this time.
3. It is assumed that AERO's scope of work described above will be part of a combined, single submittal/bid package, and not broken out into separate packages.
4. We have assumed any participation by AERO staff in project meetings or discussions will be performed remotely via telephone, conference call, or web-based meetings.
5. AERO will be allowed to rely on the accuracy of all information provided to us, unless otherwise noted.
6. Our services, aside from electrical service for PBB, 400Hz, and PCA, commence at 3" outside of the building façade and extend outward towards the airfield.
7. AERO is currently unaware of any existing asbestos, hazardous or toxic substances, located near the work at any of the referenced locations. AERO has not included any fees associated with any abatement, detection, testing, design service or the like. Client agrees to hold AERO harmless to the extent permitted by law for all claims, liabilities, and expenses (including reasonable attorneys' fees and expenses) related to any hazardous or toxic substances at the site.
8. If fees or other charges are subject to, or become subject to, sales or gross receipts taxes, we will bill any such applicable taxes, in addition to the fees or other charges proposed herein, and the client will be responsible for reimbursing AERO for same.
9. Pavement loading capabilities of concrete, asphalt, manholes, fuel pits, utility vaults, covers, etc. located on the ramp within the AOA will not be analyzed for their ability to withstand maximum aircraft weights. It will be assumed that these items are "aircraft load rated".
10. Our proposal is contingent upon the execution of a mutually agreeable contract and is valid for 90 days from the date referenced above.

## **EXCLUSIONS**

The following items are currently excluded from the scope of work.

1. Load studies of existing electrical equipment have not been included as it is assumed existing nearby electrical rooms have electrical panels with adequate spare capacity to support new electrical circuits for new or upsized feeders for PBB, 400Hz, and PCA units. ASE has not included studies or engineering to upsize or upgrade electrical infrastructure to add new electrical panels, transformers, etc. upstream of the initial electrical panel intended to be utilized for providing power to these loads.



2. Aircraft Visual Docking Guidance Systems (A-VDGS)
3. Electrical ground service equipment (eGSE) charging systems
4. Fire suppression deluge or fire hydrant systems
5. Taxiway and taxilane modifications
6. Ramp-lighting
7. Fuel-Hydrants
8. Design for aircraft electrical grounding
9. Analysis of passenger flows, egress stairs and exits – including emergency flows
10. Architectural and Site-Civil
11. Geotechnical
12. Erosion Control Plans, CSPP, SWPPP, storm-water plans
13. Fire alarm system, telephone connections, security card-readers, door alarms, video surveillance, and similar technology on, in, or around the PBBs. Interior building systems, terminal walls, doors, finishes, furnishings, gate podiums, security access control systems, and other related infrastructure will be by others.
14. Supporting utilities beyond those necessary for PBB, 400Hz, PCA, and Baggage Valet units identified herein.
15. Electrical metering, monitoring, fault-current analysis, and arc-flash studies.
16. REVIT/BIM services
17. Modification to any existing gate equipment outside those specified herein.
18. Line of sight shadow studies
19. Enabling work for the site
20. NO structural design of the foundations/piers will be included. Upon evaluation, if it is determined additional design is required, this will be considered additional scope of work.
21. The existing aircraft parking plan and striping layout is adequate to meet ADA slope and will require no alterations.
  - a. Upon evaluation, if it is determined additional design is required to alter the parking plan/striping layout, this will be considered additional scope of work.
  - b. Parking ramp re-striping is currently not included in our scope of work. Please let me know if you'd like to include re-striping as part of this scope

We trust you will find our proposal in order and look forward to hearing from you in the very near future. If this meets with your approval, please sign and date below your acceptance. It will function as our Notice-to-Proceed (NTP).

Respectfully,  
AERO Systems Engineering, Inc.



Robert J. Pastor, PE  
VP South Central US Operations

Cc: File