TASK ORDER NO. THREE (3)
PROFESSIONAL SERVICES AGREEMENT

DELTA AIRPORT CONSULTANTS, INC.

PROJECT:	Relocate Taxiway F
AIRPORT:	Los Alamos County Airport
DELTA PROJECT NO.:	25004
DATE OF ISSUANCE:	April 30, 2025
ATTACHMENTS:	1) Scope of Services (2 Pages) 2) Estimated Plan Sheets (2 Pages)
METHOD OF PAYMENT:	Design - Lump Sum Reimbursables - Unit Price

PROFESSIONAL SERVICES:	$488,000	Lump Sum
	$147,000	Unit Price
	$635,000	Total Fee
EST. NMGRT (7.0625%):	$45,000	
TASK ORDER AMOUNT:	**$680,000**	**Total**

PROJECT DESCRIPTION:

- Relocate and Construct Taxiway F (1900' x 25')
- Demolish 13 Aircraft Hangars
- Relocated Access Road (900' x 24') and Parking Lot
- Construct Apron (40,000 SF)

The original Agreement for Professional Services between the Incorporated County of Los Alamos (OWNER) and Delta Airport Consultants, Inc. (CONSULTANT) for Professional Services at Los Alamos County Airport dated June 14, 2023, shall govern all TASK ORDERS executed under this Agreement unless modified in writing and agreed to by CONSULTANT and OWNER.

ACCEPTED BY:

Digitally signed by Douglas E Sander
Date: 2025.05.07 13:52:38 -04'00'

Douglas E. Sander, PE
Vice President
Delta Airport Consultants, Inc.
7804 Pan American East Freeway NE, Suite 4
Albuquerque, NM 87109

APPROVED BY:

Anne Laurent, County Manager

Eric Martinez, PE, Public Works Director

Keith Wilson, Deputy Public Works Director

Gary Goddard, Airport Manager
County of Los Alamos
1000 Central Avenue, Suite 250
Los Alamos, NM 87544

Relocate Taxiway F
Los Alamos County Airport
Delta Project No. 25004

April 30, 2025

PHASE	DETAILED TASKS
DESIGN DEVELOPMENT (DD)	Scope of Services and Contract
	Scoping Coordination/Meetings
	Grant Applications and Funding Assistance
	Pre-Design Meetings
	Pavement Design
	Geometrics
	Prelim Grading
	Prelim Plan and Profile
	Prelim Drainage and SWM
	Prelim Erosion and Sediment Control
	Prelim Utilities
	Prelim Phasing Plan
	Prelim Quantities and Estimates
	Owner Coordination
	FAA/State Coordination and Documentation
	Utility Coordination
	Coordinate Subconsultants
	Design Meetings
	Agency/Owner Coordination Meetings
	General Provisions Coordination

Relocate Taxiway F
Los Alamos County Airport
Delta Project No. 25004

April 30, 2025

PHASE	DETAILED TASKS
CONSTRUCTION DOCUMENTS (CD)	Final Grading
	Final Drainage and SWM
	Final Erosion and Sediment Control
	Final Utilities
	Final Phasing Plan
	Final CSPP Document
	Final Quantities and Estimates
	Owner Coordination
	FAA/State Coordination and Documentation
	Final Design Report
	Design Meetings
	Agency/Owner Coordination Meetings
	Final Specifications
	Quality Control and Design Review
	Review Comment Responses
	Bid Package Splits
	Print, Seal, and Coordinate Signature Sets
	Reimbursement Requests

Excluded from Proposal:

Bidding Phase Services
Construction Phase Services
Building/Hangars
Retaining Walls

Relocate Taxiway F
Los Alamos County Airport
Delta Project No. 25004

April 30, 2025

		Base Scope	Schematic	Design Development	Construction Documents
DISCIPLINE	**SHEET DESCRIPTION**	NO.	**SHEETS INCLUDED**		
GENERAL	Cover Sheet	1		●	●
	Bid Alternates Overview & Description	1			●
	General Layout	1		●	●
	General Notes	1		●	●
PHASING	Phasing Overview	1		●	●
	Phasing and Work Area Layout	2		●	●
	Phasing Notes & Details	1		●	●
	Roadway Traffic Plan	1		●	●

Relocate Taxiway F
Los Alamos County Airport
Delta Project No. 25004

April 30, 2025

		Base Scope	Schematic	Design Development	Construction Documents
DISCIPLINE	**SHEET DESCRIPTION**	NO.	**SHEETS INCLUDED**		
CIVIL	Existing Conditions Layout	5		●	●
	Demolition, Milling, Repair Layout	5		●	●
	Geometric Layout	5		●	●
	Grading & Drainage	5		●	●
	Borrow/Surplus Stockpile Areas	1		●	●
	Erosion & Sediment Control Layout - Stage 1	5		●	●
	Erosion & Sediment Control Layout - Stage 2	5		●	●
	Erosion & Sediment Control Notes	1		●	●
	Erosion & Sediment Control Details	1		●	●
	Typical Sections	1			●
	Pavement Details	1		●	●
	Pavement Tie-In & Transition Details	1		●	●
	Drainage Details	1		●	●
	Utility Layout	2		●	●
	Utility Details	1			●
	Fence Gate & Sign Schedules	1			●
	Fence Details	1			●
	Marking Layout	2		●	●
	Marking Details	1			●
	Roadway Marking & Signage Layout	2		●	●
	Roadway Marking & Signage Details	1			●
	Miscellaneous Details	1			●
	Drainage Profiles	1		●	●
	Roadway Profiles	2		●	●
	Utility Profiles	1		●	●
	Centerline Profiles	2		●	●
	Cross Sections	12			●
	GRAND TOTAL	76			

MEMO

DELTA AIRPORT CONSULTANTS, INC.

DATE: April 30, 2025

TO: Gary Goddard Airport Manager

FROM: Cheryl A. Rodriguez, C.M. Delta Airport Consultants, Inc.

RE: Reference Information

Task Order No. Three (3)
Relocate Taxiway F
Los Alamos County Airport

Please find attached, for your use during review, reference information and backup calculations to support the professional services fee for the above referenced project.

Reference Information:

1) Fee Summary
2) Project Narrative
3) Labor Detail
4) Scope of Services with Estimated Hours (2 Pages)
5) Estimated Plan Sheets with Estimated Hours (3 Pages)
6) RFPs and Subconsultant Proposals

Relocate Taxiway F
Los Alamos County Airport
Delta Project No. 25004

April 30, 2025

FEE SUMMARY		
Design through Bidding		$488,000
	LUMP SUM TOTAL:	**$488,000**
SUBCONSULTANTS		
Geotechnical Investigation	LOI Engineers	$46,000
Environmental Services	Pathfinder Environmental, LLC	$62,000
Subsurface Utility Engineering	Souder Miller and Associates, Inc.	$34,000
OTHER DIRECT		
Travel & Miscellaneous		$5,000
	UNIT PRICE TOTAL:	**$147,000**
	SUBTOTAL:	$635,000
	NMGRT ESTIMATE:	$45,000
	UNIT PRICE TOTAL:	**$680,000**

PROJECT NARRATIVE

FOR

RELOCATE TAXIWAY F

LOS ALAMOS COUNTY AIRPORT
LOS ALAMOS, NEW MEXICO

AIG PROJECT NO. PENDING
AIP PROJECT NO. PENDING
NMDOT-AD PROJECT NO. PENDING

DELTA PROJECT NO. 25004

APRIL 28, 2025

SCOPE OF SERVICES

Delta Airport Consultants, Inc. (CONSULTANT) is to provide the final design and preparation of construction documents for the Relocate Taxiway F project at the Los Alamos County Airport (LAM, OWNER).

The purpose of the project is to reconstruct a segment of Taxiway F to meet current FAA standards and to facilitate future hangar development. The overall project contains many projects components, including but not limited to:

- Relocate and Construct Taxiway F (1,900 ‘ x 25’)
- Demolish 13 aircraft hangars
- Relocate approximately 900-feet of the existing access road to the Terminal Building
- Reconfigure and reconstruct the vehicular parking lot adjacent to the Terminal Building
- Construct 40,000 square feet of aircraft apron adjacent to the new Taxiway F to facilitate construction of hangar development
- Mitigate Runway Safety Area (RSA) Inventory deficiencies through the development and coordination of Declared Distances for Runway 27

The following task items are included in the Scope of Work:

TASK ITEMS AND DESCRIPTIONS

DESIGN DEVELOPMENT

1. Conduct one (1) pre-design meeting with Owner and review/funding agencies to refine the final design to meet Owner’s needs and assure quality and adherence to federal

and/or state regulations. Visit the proposed project site to perform inventory, make measurements and conduct evaluations necessary to project design.

2. Complete pavement design analysis.

3. Complete preliminary plan and profile design for the grading, drainage, erosion and sediment control, and utilities.

4. Coordinate utility layout with the OWNER and applicable utility companies to assure quality and adherence to applicable utility design standards. It is anticipated that all utility coordination will be conducted through virtual meetings.

5. Provide recommendations for construction phasing to the OWNER for their review.

6. Prepare preliminary design review submittal and solicit OWNER, FAA, and STATE review and approval. Coordinate and hold one (1) in-person meeting and one (1) virtual meeting with Owner and review/funding agencies.

CONSTRUCTION DOCUMENTS

In the construction documents phase, the CONSULTANT is to provide well-defined construction requirements, with selected bid alternatives as appropriate to provide a basis for competitive construction bids and complete the final construction contract documents for the project. All final design is to be completed in accordance with the latest Advisory Circulars and FAA Orders, as well as State and Local requirements. The following outline describes in greater detail the tasks and products.

1. Incorporate design development phase comments into final project specifications and respond as necessary to requests for additional information.

2. Complete the final quantity calculations and prepare the final opinion of probable construction costs for the project.

7. Provide Design Engineering Report including Engineer's Estimate of probable construction costs.

3. Develop multiple bid package splits for the OWNER, FAA, and State funding consideration for construction.

4. Prepare final design review submittal and solicit OWNER and FAA review and approval. It is anticipated there may be up to two (2) in-person design review meetings with the Owner and two (2) virtual design review meetings with the OWNER, FAA, and STATE.

5. Quality Control and Design Review – The CONSULTANT is to conduct in-house quality control and design review meeting with experienced representatives of the CONSULTANT. The CONSULTANT is to provide staff members with the opportunity to

perform independent analyses of the final plans and specifications to ensure clarity, accuracy, completeness, and constructability. After the independent reviews, a special in-house project review meeting is to be conducted to discuss and consolidate the findings of the reviewers. The recommendations of the design review team are to be incorporated into the final plans and specifications. The final review set of plans and specifications may also be sent to an external reviewer for an independent quality control review.

6. Cover Sheet – Sheet with title of project, sheet index, vicinity map of Airport location, and OWNER/Agency certification and approval blocks.

7. General Project Plans – Plan sheets that provide the summary of quantities, alternates, site layout, project notes, and right-of-way data. The estimated number of sheets include three (3).

8. Phasing Plans – Scale drawings showing sequencing of construction operations to minimize impact to Airport operations. Delineates work areas, restricted areas, temporary displacements, and temporary pavement closures. Shows closure markers and barricade locations. Identifies various safety areas and object free areas. Narrative and details describing requirements to minimize impact to Airport operations. Outlines scheduled work periods for each area, along with liquidated damages and special requirements. Includes notes describing closure times and milestones, times of day and areas in which the contractor can work, with particular attention to safety regulations. Details for barricades, makers, Part 77 surfaces, and temporary lighting. The plan shall be in accordance with AC 150/5370-2F, *Operational Safety on Airports During Construction*. The estimated number of sheets include five (5).

9. Civil Plans – Scale drawings depicting existing and proposed geometric, demolition, grading, drainage, paving, erosion control, fencing, marking, utilities, etc. information needed to complete the project. The estimated number of sheets include 49.

    a. Civil Details – Plan sheets providing details for the installation of pavement, drainage, marking, fencing, erosion control, utilities, etc. Construction notes required for the project are included.

10. Profiles – Scale drawings showing the existing ground and proposed centerline elevation, vertical curve data, and stationing for the proposed centerline for drainage, utility, grading and paving design. The estimated number of sheets include six (6).

11. Cross Sections – Scale cross sections on typical 50-foot stations along the centerline for the limits of earthwork for the project. For use in calculating cut and fill volumes. Estimated number of sheets include 12.

PROJECT NARRATIVE

PROJECT ADMINISTRATION

1. Scope of Services and Contract – The CONSULTANT is to communicate and coordinate with the OWNER requesting the authority to proceed with the preliminary phases of the proposed project pending the execution of the Task Order. The CONSULTANT is to prepare a Task Order including a detailed work scope narrative and itemized fee schedules for submission to the OWNER, the state, and the FAA for review and approval.

2. Scoping Meeting –The CONSULTANT is to facilitate one (1) virtual with OWNER and funding agencies to review and develop project scope, budget issues, and design and construction schedule, and project phasing. Includes scope formulation based upon review of the existing airport conditions and discussions with the Owner, funding agencies, and review agencies.

3. FAA & State Grant Application – The CONSULTANT is to prepare the FAA & State grant application. The CONSULTANT is to submit the grant application to the OWNER with transmittal letters for signatures and forwarding to the FAA and State. The CONSULTANT is to review the Federal & State grant offers and assist the OWNER in complying with the terms and conditions of the grant offer.

4. Reimbursement Requests – The CONSULTANT is to prepare approximately 12 Federal and State reimbursement requests including letters of transmittal to the FAA and state. The CONSULTANT is to compile the OWNER administration costs, engineering costs, subconsultant costs and construction costs. The CONSULTANT is to submit copies of each reimbursement request package to the OWNER with transmittal letters for signature and forwarding to the FAA and the State for payment.

5. Coordinate Subconsultants – The CONSULTANT is to identify the subconsultant scope of services, write request for proposal with exhibits attached, prepare subconsultant agreements, review project scope and schedule with sub, and issue notice-to-proceed. The CONSULTANT is also to coordinate and communicate with the subconsultant during the project. There are three (3) subconsultants included in the final design.

6. Agency/Owner Coordination Meetings – The CONSULTANT is to coordinate and hold up to four (4) virtual meetings with OWNER and review/funding agencies to refine the design to meet Owner's needs and assure quality, safety, and adherence to federal and/or state regulations. Visit the proposed construction site to perform inventory, make measurements and conduct evaluations necessary to project design.

7. In-House Administration – The CONSULTANT is to provide general project administration and coordination including in-house staff review of the project's progress, in-house staff communication, and dissemination of project data and information to in-house staff in the form of internal memos, discussions, meetings, and updates to apprise the project team of new developments throughout the design phases of the project.

PROJECT NARRATIVE

8. Outside Administration – The CONSULTANT is to provide general project administration and coordination including disseminating interim project data and information to the OWNER, the state, the FAA, and the CONSULTANT's subconsultants to apprise the OWNER, the state, and the FAA of new developments throughout the design phase of the project.

9. Miscellaneous Administration – The CONSULTANT is to provide miscellaneous project administration and coordination duties which are not specifically addressed or anticipated in other project related tasks including telephone conversations with the OWNER, the state, the FAA, and other interested parties; disseminating interim project information to the OWNER, the state, the FAA, and other interested parties; and organizing, maintaining, and archiving the project records.

NOT INCLUDED IN THE SCOPE OF WORK

- Bidding Phase Services
- Construction Administration Services, including full-time RPR
- Design for hangar building / foundations
- Design for retaining walls

SUBCONSULTANTS:

*See attached Request for Proposals and cost proposals for each sub

- LOI Engineers – Geotechnical Exploration
- Souder, Miller & Associates – Subsurface Utility Engineering Services
- Pathfinder – Environmental Services for Hangar Demolition

REFERENCE INFORMATION 3
LABOR DETAIL

DELTA AIRPORT CONSULTANTS, INC.

Relocate Taxiway F
Los Alamos County Airport
Delta Project No. 25004

April 30, 2025

TASKS	PRIN $315	PM $284	DP $195	PA $150
DESIGN DEVELOPMENT (DD)	2	140	300	80
CONSTRUCTION DOCUMENTS (CD)	4	110	180	100
PLAN SHEETS (DD & CD)	0	180	360	652
LABOR HOURS SUBTOTALS	**6**	**430**	**840**	**832**
LABOR COST SUBTOTALS	**$1,890**	**$122,120**	**$163,800**	**$124,800**

REFERENCE INFORMATION 4
SCOPE OF SERVICES WITH ESTIMATED HOURS

DELTA AIRPORT CONSULTANTS, INC.

Relocate Taxiway F
Los Alamos County Airport
Delta Project No. 25004

April 30, 2025

PHASE	DETAILED TASKS	ESTIMATED HOURS			
		PRIN	PM	DP	PA
DESIGN DEVELOPMENT (DD)	Scope of Services and Contract	2	8	8	16
	Scoping Coordination/Meetings	0	8	8	0
	Grant Applications and Funding Assistance	0	4	4	4
	Pre-Design Meetings	0	8	8	0
	Pavement Design	0	4	12	0
	Geometrics	0	4	8	8
	Prelim Grading	0	8	64	0
	Prelim Plan and Profile	0	4	8	0
	Prelim Drainage and SWM	0	8	40	0
	Prelim Erosion and Sediment Control	0	4	16	0
	Prelim Utilities	0	8	40	0
	Prelim Phasing Plan	0	8	16	0
	Prelim Quantities and Estimates	0	0	8	0
	Owner Coordination	0	8	4	12
	FAA/State Coordination and Documentation	0	4	4	12
	Utility Coordination	0	12	12	12
	Coordinate Subconsultants	0	12	12	12
	Design Meetings	0	16	16	0
	Agency/Owner Coordination Meetings	0	8	8	0
	General Provisions Coordination	0	4	4	4
		2	140	300	80

REFERENCE INFORMATION 4
SCOPE OF SERVICES WITH ESTIMATED HOURS

DELTA AIRPORT CONSULTANTS, INC.

Relocate Taxiway F
Los Alamos County Airport
Delta Project No. 25004

April 30, 2025

PHASE	DETAILED TASKS	ESTIMATED HOURS			
		PRIN	PM	DP	PA
CONSTRUCTION DOCUMENTS (CD)	Final Grading	0	8	16	0
	Final Drainage and SWM	0	4	16	0
	Final Erosion and Sediment Control	0	4	16	0
	Final Utilities	0	8	16	0
	Final Phasing Plan	0	4	8	0
	Final CSPP Document	0	4	8	8
	Final Quantities and Estimates	0	2	16	0
	Owner Coordination	0	8	4	8
	FAA/State Coordination and Documentation	0	4	4	8
	Final Design Report	0	4	12	8
	Design Meetings	0	8	8	0
	Agency/Owner Coordination Meetings	0	8	8	0
	Final Specifications	0	4	16	24
	Quality Control and Design Review	4	16	4	0
	Review Comment Responses	0	4	8	8
	Bid Package Splits	0	8	12	8
	Print, Seal, and Coordinate Signature Sets	0	4	4	4
	Reimbursement Requests	0	8	4	24
		4	110	180	100

Excluded from Proposal: Bidding Phase Services
Construction Phase Services
Building/Hangars
Retaining Walls

REFERENCE INFORMATION 5
ESTIMATED PLAN SHEETS WITH ESTIMATED HOURS

DELTA AIRPORT CONSULTANTS, INC.

Relocate Taxiway F
Los Alamos County Airport
Delta Project No. 25004

April 30, 2025

		Base Scope	Schematic	Design Development	Construction Documents	ESTIMATED HOURS			
DISCIPLINE	SHEET DESCRIPTION	NO.	SHEETS INCLUDED			PRIN	PM	DP	PA
GENERAL	Cover Sheet	1		●	●	0	1	2	8
	Bid Alternates Overview & Description	1			●	0	1	2	4
	General Layout	1		●	●	0	1	2	8
	General Notes	1		●	●	0	2	4	8
PHASING	Phasing Overview	1		●	●	0	4	8	16
	Phasing and Work Area Layout	2		●	●	0	8	16	24
	Phasing Notes & Details	1		●	●	0	4	8	16
	Roadway Traffic Plan	1		●	●	0	4	8	16

REFERENCE INFORMATION 5
ESTIMATED PLAN SHEETS WITH ESTIMATED HOURS

DELTA AIRPORT CONSULTANTS, INC.

Relocate Taxiway F
Los Alamos County Airport
Delta Project No. 25004

April 30, 2025

						ESTIMATED HOURS			
		Base Scope	Schematic	Design Development	Construction Documents				
DISCIPLINE	SHEET DESCRIPTION	NO.	SHEETS INCLUDED			PRIN	PM	DP	PA
CIVIL	Existing Conditions Layout	5		●	●	0	10	20	40
	Demolition, Milling, Repair Layout	5		●	●	0	20	40	60
	Geometric Layout	5		●	●	0	10	20	40
	Grading & Drainage	5		●	●	0	20	40	80
	Borrow/Surplus Stockpile Areas	1		●	●	0	4	8	16
	Erosion & Sediment Control Layout - Stage 1	5		●	●	0	20	40	60
	Erosion & Sediment Control Layout - Stage 2	5		●	●	0	20	40	60
	Erosion & Sediment Control Notes	1		●	●	0	2	4	8
	Erosion & Sediment Control Details	1		●	●	0	2	4	8
	Typical Sections	1			●	0	1	2	4
	Pavement Details	1		●	●	0	2	4	8
	Pavement Tie-In & Transition Details	1		●	●	0	2	4	8
	Drainage Details	1		●	●	0	2	4	8
	Utility Layout	2		●	●	0	8	16	24
	Utility Details	1			●	0	1	2	4

REFERENCE INFORMATION 5
ESTIMATED PLAN SHEETS WITH ESTIMATED HOURS

DELTA AIRPORT CONSULTANTS, INC.

Relocate Taxiway F
Los Alamos County Airport
Delta Project No. 25004

April 30, 2025

		Base Scope	Schematic	Design Development	Construction Documents	ESTIMATED HOURS			
DISCIPLINE	SHEET DESCRIPTION	NO.	SHEETS INCLUDED			PRIN	PM	DP	PA
	Fence Gate & Sign Schedules	1			●	0	1	2	4
	Fence Details	1			●	0	1	2	4
	Marking Layout	2		●	●	0	4	8	16
	Marking Details	1			●	0	1	2	4
	Roadway Marking & Signage Layout	2		●	●	0	4	8	16
	Roadway Marking & Signage Details	1			●	0	1	2	4
	Miscellaneous Details	1			●	0	1	2	4
	Drainage Profiles	1		●	●	0	2	4	8
	Roadway Profiles	2		●	●	0	4	8	16
	Utility Profiles	1		●	●	0	2	4	8
	Centerline Profiles	2		●	●	0	4	8	16
	Cross Sections	12			●	0	6	12	24
	GRAND TOTAL	76				0	180	360	652

DELTA AIRPORT CONSULTANTS, INC.

February 20, 2025

Mr. John Cordova
LOI Engineers
2101 E. Missouri Avenue, Suite B
El Paso, TX 79903

Subject: **Request for Proposal – Geotechnical Exploration**
Relocate Taxiway F
Los Alamos County Airport
County of Los Alamos, New Mexico
AIP No. Pending
State No. Pending

Dear Mr. Cordova:

Delta Airport Consultants, Inc., is preparing a contract for the final design of the Relocate Taxiway F project at Los Alamos County Airport. The purpose of the project is to reconstruct a segment of Taxiway F to meet current FAA standards and to facilitate future hangar development (see attached exhibit). The overall project contains many project components including the demolition of the existing aircraft hangars immediately adjacent to Taxiway F, relocate a segment of the existing access road to the terminal, reconfigure and reconstruct a vehicular parking lot adjacent to the terminal building, and construct new aprons to facilitate the future construction of aircraft hangars and airport storage equipment.

Delta respectfully requests a cost proposal from your firm for the development of a Geotechnical Engineering Report that examines the existing pavement and subsurface conditions that includes the performance of laboratory testing to develop geotechnical recommendations for site preparation, grading, pavement support, and foundation support (new buildings). A proposed boring layout for the project area is shown on the attached site sketch in Exhibit 2.

Please provide a unit-rate, not-to-exceed maximum cost proposal, for the following geotechnical services.

SCOPE OF WORK

1. A minimum of twenty-eight (28) borings are required in the overall project area. The boring locations shall be adjusted in the field as required to avoid existing utilities, structures, etc., and as recommended by the on-site geotechnical engineer. The approximate boring locations and requested depths are as shown on the attached exhibit. For existing pavements, pavement cores should be performed with the boring extended through the pavement core. Boring should typically extend ten feet below the existing ground surface for new pavement areas and twenty feet below the existing ground surface for buildings. In areas of deeper cuts (excavations) borings should be extended a minimum of 10 feet below the final excavation for pavements and 20 feet below the proposed finished floor elevation for buildings.

Any borings within pavement areas shall be cored with thin-wall, diamond-bit core barrel prior to drilling to prevent pavement damage. The depth of each pavement layer (asphalt, base stone and any subbase layer encountered) shall be measured and clearly noted. Photographs of the general pavement area and the actual core shall be provided to document existing pavement conditions.

At each of the pavement core locations, the upper two feet of the existing subgrade shall be explored with a dynamic cone (Kessler) penetrometer (DCP) (ASTM D6951). This exploration will provide a DCP index which can be correlated to estimates of CBR values of the existing subgrade at each core location.

Standard penetration tests (SPT) (ASTM D1586) shall be performed at regular intervals in each boring for a total of four SPTs in the top 10 feet with one additional SPT every 5 feet thereafter. For all borings, the classification and depth of each soil group by the Unified Classification System (visual method) as well as the approximate depth of any subsurface water (or dry if none observed) shall be reported.

In addition to the boreholes, four bulk samples from areas requiring excavation to reach the proposed final elevations shall be obtained. These samples shall be used for moisture/density relationships and California Bearing Ratio (CBR) testing.

All boreholes shall be refilled and firmly compacted at the completion of the field work each day. Any pavement cores/borings shall be patched with non-shrink cement grout or high-quality asphalt patching material such as Aquaphalt or similar material to a minimum depth of about 10 to 12 inches (at least the depth of the pavement section). The field crew shall not leave the site until all boreholes have been checked to assure satisfactory backfill, no settlement, and clean up any foreign object damage (FOD) from the pavements.

2. Approximately five additional borings shall be placed in the work area at the discretion of the geotechnical engineer to further aid exploring the subsurface conditions. All boring locations shall be reported with Lat / Long, Northing / Easting or a suitable CAD or GPS file provided to indicate the final boring locations with surface elevations within 1-foot.

3. The depth of existing topsoil should be reported. Samples of the existing topsoil and subsoil shall be obtained, and a basic soil fertility test completed on each. One (1) composite sample may represent up to fifteen (15) acres of the same type of ground cover (i.e., forest, pasture, etc.). The composite sample shall include a small sample from each acre.

4. Laboratory testing should include testing as needed to confirm the visual classifications of each soil group by the Unified Soil Classification System (USCS) (ASTM D2487). Atterberg limits, in-place moisture content, and sieve analysis of the existing materials shall be obtained in accordance with normal procedure as necessary to determine suitability for use as structural fill and/or pavement support. Bulk samples obtained shall be subjected to in-place moisture content, moisture/density relationships using standard (ASTM D695) effort. In addition, laboratory CBR's at the material's optimum moisture and maximum dry density shall be performed for each soil type.

5. The geotechnical report should include all test data and recommendations concerning site preparation, grading, and pavement support recommendations for the Relocate Taxiway F project. These recommendations shall include but not be limited to types of material likely to be excavated and suitability of these materials for structural fill; potential for undercutting less than desirable materials prior to fill placement; fill placement guidelines including acceptable soil types, percent compaction and placement moisture range; descriptions/recommendations regarding the existing pavement structure; preliminary building foundation recommendations for the proposed light-weight hangar structures; and, a design CBR value for both the roadway and the new taxiway. The report should be sealed by a registered professional engineer in the State of New Mexico.

6. Provide a draft report for Delta's review prior to finalizing report.

7. Include time to conduct a thorough briefing via conference call on the draft Geotechnical Report prior to finalization, providing highlights of the key areas of concern and recommendations on proposed construction activities associated with the soils included on the project.

GENERAL

8. Airports have utilities that are outside the statewide call before you dig limits and/or utility members. The geotechnical subconsultant should anticipate performing a private utility locate prior to performing any excavations or drilling. Contact the Airport and Delta for coordination.

9. Your proposal should include a fee schedule, estimated work hours, anticipated non-salary cost, and a "not-to-exceed" ceiling figure. All expenses shall be estimated based on the latest Federal guidelines for items such as mileage, meals, per-diem, etc.

10. If accepted, your proposal shall serve as a basis for a not-to-exceed contract made directly with Delta Airport Consultants, Inc. Substantive deliverables from your proposal will be incorporated into Delta's subconsultant agreement (copy attached for your reference). Do not include any contractual terms or conditions in your proposal or add any verbiage that your proposal terms must be agreed to in writing by Delta; if included, we will return the proposal to you for edits before accepting. Prior to commencement of any services hereunder, the subconsultant agreement must be fully executed between your firm and Delta.

11. Carefully review the insurance requirements noted in the sample subconsultant agreement and notify us if there are any concerns with your firm meeting those requirements prior to submitting your proposal. Please also confirm that your firm meets the required Federal Contract Provisions included in Delta's subconsultant agreement and note that these provisions apply to all sub tier contractors.

12. As soon as your services are complete, your firm should invoice Delta. Your invoice will be included with the next Delta invoice submission to the Owner. Payment for your services will be forwarded within fourteen (14) days of receipt of payment from the Owner for the submitted Delta invoice which includes your invoice. To ensure your invoice is incorporated into Delta's invoice submission to the Owner in a timely fashion, your invoice should be received no later than the 25th of the month. Electronic copies of invoices should be submitted to

accounting1@deltaairport.com, in addition to any other individuals that may be specified in the instructions within the subconsultant agreement.

13. Your invoice shall, at a minimum, include the following:
    a. Project name: Relocate Taxiway F
    b. Airport name: Los Alamos County Airport
    c. Delta project number: 25004
    d. Invoice number
    e. Workhour cost, with breakdown of hours and fees
    f. Non-salary costs

14. All activities on the airfield shall be coordinated with the Engineer, the Owner and the Airport Manager must be contacted prior to beginning any reconnaissance and/or field work inside and outside the Airport Security fence or adjacent properties.

    Gary Goddard
    Airport Manager
    1040 Airport Road
    Los Alamos, NM 87544
    Phone 505-709-8687

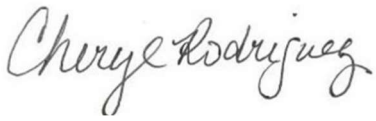
15. All crews working in the active aircraft operation areas shall have aviation band radios and monitor the Unicom Frequency 123.0 MHZ at all times. All activities on the airfield shall be coordinated with the Owner and the Engineer prior to the start of work. Work shall be scheduled to minimize closures of the existing taxiway. The work crews shall be prepared to clear the taxiway safety areas during aircraft operations as ordered by the Owner.

16. If your firm or a member of your team is a disadvantaged business enterprise (DBE), provide a copy(s) of current certification by a State or Federal agency(s), preferably where the project is located.

Delta is requesting your proposal on or before February 28, 2025. It is anticipated that a notice-to-proceed for your work will be given during fall 2025. Upon receipt of the written notice-to-proceed, it is requested that the geotechnical report be forwarded to our office within 60 days.

If you should have any questions concerning this matter, please do not hesitate to contact our office.

Sincerely,



Cheryl Rodriguez, C.M.
Project Manager

Enclosures: Exhibit 1 with Project Components
Exhibit 2 with Boring Layout
Sample Subconsultant Agreement

Reference: Delta Project No. 25004

File No. P25-1-02990R
February 28, 2025

Ms. Cheryl A. Rodriguez, C.M.
Delta Airport Consultants, Inc.
7804 Pan American Freeway NE, Suite 4
Albuquerque, NM 87109

Subject: Geotechnical Engineering Services
Relocate Taxiway F Project at Los Alamos County Airport

Dear Ms. Rodriguez:

We are very pleased to submit this proposed scope to Delta Airport Consultants, Inc. (Client) to provide geotechnical engineering services in connection with the Relocation Project of Taxiway F Project at Los Alamos County Airport. This scope of services addresses the geotechnical items that we received from Client on February 20, 2025.

Project Description
The project consists of the design and construction of the Relocation of Taxiway F at Los Alamos County Airport, hangar buildings and roadway and parking lot improvements. The project site is located in Los Alamos, New Mexico. The geotechnical engineering study will be performed in general accordance with FAA guidelines. This proposal provides the following fee schedules:

- Schedule 1 – Night time (field work would be performed during night time)
- Schedule 2 – Day time (field work would be performed during day time)

Scope of Services
According to information provided by Client, the purpose of the project is to reconstruct a segment of Taxiway F to meet current FAA standards and to facilitate future hangar development. The overall project contains many project components including the demolition of the existing aircraft hangars immediately adjacent to Taxiway F, relocate a segment of the existing access road to the terminal, reconfigure and reconstruct a vehicular parking lot adjacent to the terminal building, and construct new aprons to facilitate the future construction of aircraft hangars and airport storage equipment.

Subsurface Exploration and Field Services
The borings will be generally located at the locations provided by Client. LOI will carryout a private underground utility locate, therefore the locations may change. Furthermore, we will coordinate our site work Delta Airport Consultants and Mr. Gary Goddard, Airport Manarger.

The subsurface exploration program will consist of the following:

Design Approach	No. of Soil Borings	Depth of Soil Borings	Total Depth
Road/Parking Lot	10	10 ft.	100 ft.
Hangar Building	6	20 ft.	120 ft.
Taxiway/Apron	12	10 ft.	120 ft.
Discretionary Borings	5	10 ft.	50 ft.
Total	33		390 ft.

2101 E. Missouri Ave. Ste. B
El Paso, Texas 79903
www.loi-engineers.com
TBPE F-14023
(915) 781-1532 (866) LOI-TEST
(915) 781-1190 Fax

The proposed boring locations are presented in Exhibit A (Attached). Our field processes include following standard drilling methods (ASTM D-6151) using a CME-75 truck mounted drill rig (with checker flag), and we will perform Standard Penetration Test (SPT) sampling (per ASTM D-1586) as part of our field program. Soil interpreted to be clay in the field will be sampled by either pushing a thin-walled tube (ASTM D 1587) or with a split barrel sampler while performing the Standard Penetration Test (ASTM D 1586). A 140-lb. standard hammer will be used during our operations with a 30-inch free fall. In addition, we will use Hilti equipment to get through the existing hot-mix asphaltic/concrete paving. The soil borings will be backfilled wih suitable native soils.

A minimum of 33 borings are required in the overall project area. The boring locations shall be adjusted in the field as required to avoid existing utilities, structures, etc., and as recommended by the on-site geotechnical engineer. The pavement cores and borings should provide a representative sampling of the pavement conditions (from relatively good to poor). In addition, several cracks should be cored to determine if the cracks extend completely through the asphalt section. For existing pavements, pavement cores should be performed with the boring extended through the pavement core.

The borings within pavement areas will be cored with thin-wall, diamond-bit core barrel prior to drilling to prevent pavement damage. The depth of each pavement layer (asphalt, base stone and any subbase layer encountered) shall be clearly noted. Photographs of the general pavement area and the actual core shall be provided to document existing pavement conditions at each core location.

At each of the pavement core locations, we will perform dynamic cone (Kessler) penetrometer tests (DCP) per ASTM D-6951 in the upper 2 feet of the existing subgrade. This exploration will provide a DCP index which can be correlated to estimates of CBR values of the existing subgrade at each core location.

Standard penetration tests (SPT) (ASTM D1586) shall be performed at regular intervals in eachmbore for a total of four SPTs in the top 10 feet with one additional SPT every five feet thereafter. For all bores, the classification and depth of each soil group by the Unified Classification System (visual method) as well as the approximate depth of any subsurface water (or dry if none observed) shall be reported.

In addition to the boreholes, we will obtain 4 bulk samples from existing subgrade. These samples shall be used for 8 moisture/density relationships (ASTM D-1557) and California Bearing Ratio (CBR) (ASTM D-1883) testing.

We will backfill the borings and patched at the completion of the field work each day. All pavement cores shall be patched with non-shrink cement grout or high-quality asphalt patching material such as Aquaphalt or similar material to a minimum depth of about 10 to 12 inches (at least the depth of the pavement section). Our crew will not leave the site until the boreholes of the day/night have been checked to verify satisfactory backfill, no settlement, and clean up any foreign object damage (FOD) from the pavements has been achieved.

In addition to the requested 28 borings, we will advance five additional borings that will be advanced in the work area at the discretion of the geotechnical engineer to further explore subsurface or pavement anomalies. All boring locations shall be reported with Latitude/ Longitude, Northing / Easting or a suitable CAD or GPS file provided to indicate the final boring locations with surface elevations within 1-foot.

The depth of existing topsoil should be reported. Samples of the existing topsoil and subsoil shall be obtained, and a basic soil fertility test completed on each. One (1) composite sample may represent up to fifteen (15) acres of the same type of ground cover (i.e., forest, pasture, etc.). The composite sample shall include a small sample from each acre.

Laboratory Phase

We will perform following tests, as applicable and appropriate, per soil type:

- Unified Soil Classification System (USCS) (ASTM D2487).
- Atterberg limits (ASTM D-4318)
- Natural Soil Moisture Content (ASTM D-2216)
- Grain size distribution (ASTM C-422)
- Percent fine than the No. 200 sieve (ASTM D-1140)
- California Bearing Ratio (CBR) tests (ASTM D1883)
- Moisture-Density Relationship Curves of Subgrade Soils (ASTM D-1557)
- Soil Fertility Tests

Report

Our report will include the following elements, which will meet FAA requirements:

- Standard practice for Classification of Soils for Engineering Purposes (ASTM D 2487).
- Verification of pavement, base, and subbase material and thicknesses encountered in each boring
- Soil stratigraphy and profiles (boring logs with Northing/Easting and GPS coordinates)
- Boring logs will be submitted for inclusion on the construction documents
- Boring location plan (in 11" X 17" ledger paper)
- Site geology
- Site preparation recommendations
- Summary of soil mechanics properties of subsurface soils
- Condition of the material underlying the flexible pavements
- Modulus of subgrade reaction
- Estimates of settlement/soil expansion related movements
- Groundwater information (if encountered)
- Specifications for trench backfill (material and placement) and select fill
- Determination of suitability of native soils for use as subbase material
- Construction quality control testing requirements (tests and frequencies)
- Factors that may have contributed to excessive pavement structure deterioration

- Potential for undercutting less than desirable materials priorto fill placement
- Preliminary building foundation recommendations
- Design CBR value for new roadway (NMDOT) and taxiway (FAA)

Schedule
We will prepare draft reports (PDF format) for review within six weeks from Notice-To-Proceed (NTP) and final report (two copies) within two weeks after LOI has received comments from Client. The report will be completed within 60 days from NTP.

Fee and Agreement
Our proposed budgets for night time and day time are presented below. Exhibit B-1 (Night Time Fee) and Exhibit B-2 (Day Time Fee) present detailed breakdowns.

Night Time Budget	Day Time Budget
$46,000.00	$42,000.00

We appreciate the opportunity to submit this proposed scope of services and our professional fee. We have reviewed the draft standard agreement between Delta Airport Consultants, Inc., and we take no exceptions to it. If you have questions or comments concerning this proposal, please let us know.

We look forward to collaborating with the design team toward the successful completion of this project.

Respectfully submitted,
LEC ENGINEERING, INC., dba LOI ENGINEERS

Bernardino Olague, P.E., PMP®
President

Bernardino Olague Digitally signed by Bernardino Olague
Date: 2025.03.05 20:53:32 -07'00'

Copies Submitted: Above (1) – Via E-mail

Exhibit A - Proposed Boring Location Plan

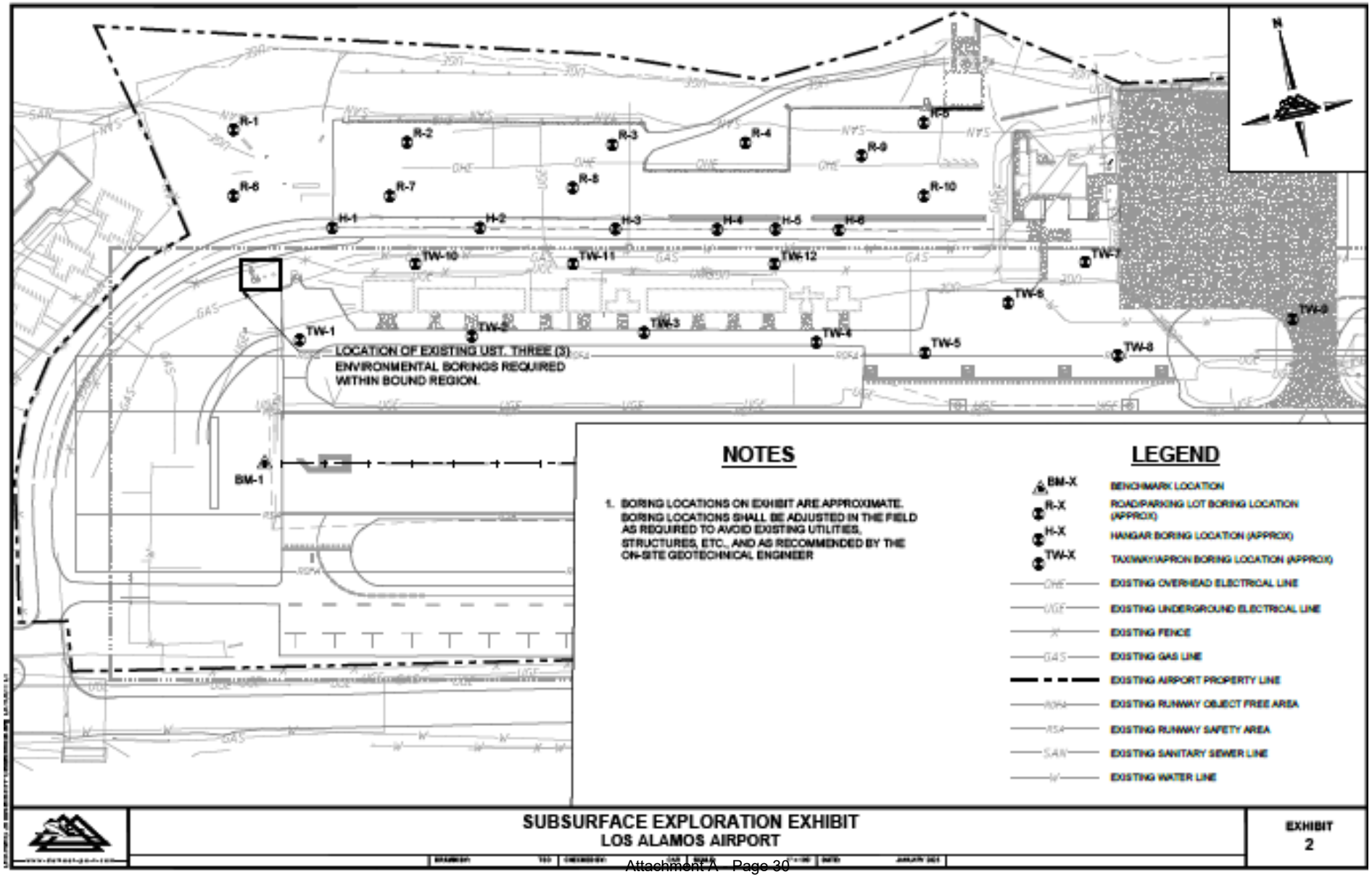


EXHIBIT B-1

PROPOSED BUDGET - Night Time Option

Project: Relocate Taxiway
Los Alamos County Airport
File No. P25-1-02990

LOI ENGINEERS

Task 1: Field Exploration

Description	Quantity	Units	Rate	Fee
Drilling 27 10-ft. borings	**270**	**ft.**	**$23.00**	**$6,210.00**
Drilling 6 20-ft. borings	**120**	**ft.**	**$23.00**	**$2,760.00**
Standard Penetration Test (5 SPT/hole)	**165**	**ea.**	**$6.00**	**$990.00**
33 Backfills using grout/AC patch 12-in.	**396**	**in.**	**$6.25**	**$2,475.00**
Coring depth (33 locations)(6-in. thick)	**198**	**in.**	**$9.00**	**$1,782.00**
Drill rig mobilization	1	lump sum	$2,060.00	$2,060.00
Night Lights and Generators	**4**	**night**	**$150.00**	**$600.00**
DCP (ASTM D-6951)	**33**	**ea.**	**$75.00**	**$2,475.00**
Support vehicle	5	day	$97.50	$487.50
Per Diem (3-man crew X 5 days)	14	day	$68.00	$952.00
Lodging (3-man crew X 5 nights)	14	night	$110.00	$1,540.00
Private Locate Effort	1	lump sum	$2,800.00	$2,800.00
Field Engineer/Geologist/Logger	40	hour	$115.50	$4,620.00
Project Engineer (layout + site recon)	8	hour	$115.00	$920.00
Task 1 Total Fee:				**$30,671.50**

Task 2: Laboratory Testing

Description	Quantity	Units	Rate	Fee
Moisture Content	165	ea.	$9.00	$1,485.00
Sieve Analysis	17	ea.	$60.00	$1,020.00
Atterberg Limits	45	ea.	$60.00	$2,700.00
Soil moisture-density relationships	4	ea.	$285.00	$1,140.00
California Bearing Ratio	4	ea.	$325.00	$1,300.00
Soil Fertility Tests	4	ea.	$180.00	$720.00
Percent finer than the No. 200 Sieve	33	ea.	$55.00	$1,815.00
Task 2 Total Fee:				**$10,180.00**

Task 3: Engineering Design and Report Preparation

Description	Quantity	Units	Rate	Fee
Drafting (boring logs in ACAD)	14	hour	$70.00	$980.00
Clerical	8	hour	$62.50	$500.00
Project Engineer	18	hour	$115.00	$2,070.00
Project Manager	4	hour	$155.00	$620.00
Principal Engineer	2	hour	$215.00	$430.00
Reports	1	ea.	$200.00	$200.00
Task 3 Total Fee:				**$4,800.00**

PROPOSED BUDGET	**$46,000.00**

EXHIBIT B-1

PROPOSED BUDGET - Day Time Option

Project: **Relocate Taxiway F**
Los Alamos County Airport
File No. **P25-1-02990**

Task 1: **Field Exploration**

Description			Quantity	Units	Rate	Fee
Drilling	27	10-ft. borings	270	ft.	$19.00	$5,130.00
Drilling	6	20-ft. borings	120	ft.	$19.00	$2,280.00
Standard Penetration Test (SPT)		(5 SPT/hole)	183	ea.	$5.00	$915.00
33 Backfills using grout/AC patch 12-in.			396	in.	$5.00	$1,980.00
Coring depth (33 locations)		(6-in. thick)	198	in.	$7.00	$1,386.00
Drill rig mobilization			1	lump sum	$2,060.00	$2,060.00
DCP (ASTM D-6951)		(upper 2 feet)	33	ea.	$62.50	$2,062.50
Support vehicle			5	day	$97.50	$487.50
Per Diem (3-man crew X 5 days)			14	day	$68.00	$952.00
Lodging (3-man crew X 5 nights)			14	night	$110.00	$1,540.00
Private Locate Effort			1	lump sum	$2,800.00	$2,800.00
Field Engineer/Geologist/Logger			40	hour	$97.50	$3,900.00
Project Engineer (layout + site recon)			8	hour	$115.00	$920.00
Task 1 Total Fee:						**$26,413.00**

Task 2: **Laboratory Testing**

Description	Quantity	Units	Rate	Fee
Moisture Content	165	ea.	$9.00	$1,485.00
Sieve Analysis	17	ea.	$60.00	$1,020.00
Atterberg Limits	45	ea.	$60.00	$2,700.00
Soil moisture-density relationships	4	ea.	$285.00	$1,140.00
California Bearing Ratio	4	ea.	$325.00	$1,300.00
Soil Fertility Tests	4	ea.	$180.00	$720.00
Percent finer than the No. 200 Sieve	33	ea.	$55.00	$1,815.00
Task 2 Total Fee:				**$10,180.00**

Task 3: **Engineering Design and Report Preparation**

Description	Quantity	Units	Rate	Fee
Drafting (boring logs in ACAD)	14	hour	$70.00	$980.00
Clerical	8	hour	$62.50	$500.00
Project Engineer	18	hour	$115.00	$2,070.00
Project Manager	4	hour	$155.00	$620.00
Principal Engineer	2	hour	$215.00	$430.00
Reports	1	ea.	$200.00	$200.00
Task 3 Total Fee:				**$4,800.00**

PROPOSED BUDGET	**$42,000.00**

DELTA AIRPORT CONSULTANTS, INC.

April 21, 2025

Devin Kennemore
Pathfinder Environmental, LLC.
1800 Old Pecos Trail Ste A2
Santa Fe, NM 87505

Subject: **Request for Proposal – Environmental Services for Hangar Demolition**
Relocate Taxiway F
Los Alamos County Airport
County of Los Alamos, NM
AIP No. PENDING
State No. PENDING

Dear Mr. Kennemore:

Delta Airport Consultants, Inc. is preparing a contract for the final design for the Relocate Taxiway F project at Los Alamos County Airport. The purpose of the project is to reconstruct a segment of Taxiway F to meet current FAA standards and to facilitate future hangar development. The overall project contains many project components including the demolition of 13 existing aircraft hangars immediately adjacent to Taxiway F, relocate a segment of the existing access road to the terminal building, reconfigure and reconstruct a vehicular parking lot adjacent to the terminal building, and construct new aprons to facilitate the future construction of aircraft hangars and airport storage equipment.

Delta respectfully requests a cost proposal from your firm for the tasks described in the Scope of Work. Please provide a unit price, not-to-exceed cost proposal for each task, including applicable subtasks.

SCOPE OF WORK

Task 1 – Phase I Environmental Site Assessment (ESA)

a. Prepare a Phase I ESA report and Technical Review Letter in accordance with the U.S. Department of Transportation, Federal Aviation Administration Order 1050.19C, *Environmental Site Assessments in the Conduct of FAA Real Property Transactions.* ESAs should be conducted in accordance with American Society of Testing and Materials (ASTM) International Standard E1527-21, *Standard Practice for Environmental Site Assessments: Phase I Environmental Site Assessment Process*. Should Recognized Environmental Conditions (REC) be identified within the footprint of the existing 13 hangars, the report should include recommendations for follow-on environmental analysis or mitigation as appropriate.

Task 2 – Phase II Environmental Site Assessment

a. If the Phase I ESA report findings indicate conditions indicative of the presence of or likely presence of any hazardous substances or petroleum products on a property under conditions that suggest an existing release, a past release, or a material threat of a release of any hazardous substances or petroleum products into structures on the property or into the ground, ground water, or surface water

of the property, a Phase II ESA must be conducted. It is determined that the conditions identified in the Phase I are de minimis or otherwise present little risk, a Phase II ESA may not be required.

a. The Phase II ESA report should be prepared in accordance with the U.S. Department of Transportation, Federal Aviation Administration Order 1050.19C, *Environmental Site Assessments in the Conduct of FAA Real Property Transactions.* ESAs should be conducted in accordance with the most recent version of ASTM Standard E1903.
b. The Phase II ESA report coordination should assume two review cycles with the applicable review agencies.

b. Conduct site sampling and laboratory analyses to confirm the presence or absence of suspected contamination.

Task 3 – Asbestos and Lead-Based Paint Inspection (Pre-Demolition)

a. Complete an asbestos and lead-based paint inspection for the 13 hangars to be demolished on the airfield. The buildings vary in shape and dimensions and are located immediately adjacent to the existing Taxiway F. The buildings were constructed pre-1970.

A New Mexico-accredited Asbestos Building Inspector shall collect samples of each suspect asbestos containing material (ACM) to satisfy National Emission Standards for Hazardous Air Pollutants NESHAP) standards. Once the inspection is complete, prepare a report summarizing the findings.

Task 4 – Soil Survey for Contamination of Underground Storage Fuel Tank

a. Drill four (4) borings to a depth of 15 feet below the surface in the vicinity of the underground fuel storage tank. The boring locations to be determined in the field by an experienced field engineer or geologist. Should evidence of contamination be encountered during the field investigation, the borings may be advanced to mor than the specified depth.

Perform an analysis of the soil samples for the following:

- Gasoline Range Organics – EPA Method 8215 B (GRO)
- Diesel Range Organics – EPA Method 8215 B (DRO)

All borings shall be refilled and firmly compacted at the completion of the fieldwork each day. The field crew shall leave the site until all borings have been checked to assure satisfactory backfill and no settlement.

Submit an environmental report presenting the results of the test drilling and laboratory analyses.

GENERAL

1. An electronic version (PDF format) of the draft and final report as detailed above are required.

2. The invoice shall, at a minimum, include the following: Your proposal should include a fee schedule, estimated work hours, anticipated non-salary cost, and a “not-to-exceed” ceiling figure. All expenses shall be estimated based on the latest Federal guidelines for items such as mileage, meals, per-diem, etc.

3. If accepted, your proposal shall serve as a basis for a not-to-exceed contract made directly with Delta Airport Consultants, Inc. Substantive deliverables from your proposal will be incorporated into Delta's subconsultant agreement (copy attached for your reference). Do not include any contractual terms or conditions in your proposal or add any verbiage that your proposal terms must be agreed to in writing by Delta; if included, we will return the proposal to you for edits before accepting. Prior to commencement of any services hereunder, the subconsultant agreement must be fully executed between your firm and Delta.

4. Carefully review the insurance requirements noted in the sample subconsultant agreement and notify us if there are any concerns with your firm meeting those requirements prior to submitting your proposal. Please also confirm that your firm meets the required Federal Contract Provisions included in Delta's subconsultant agreement and note that these provisions apply to all sub tier contractors.

5. As soon as your services are complete, your firm should invoice Delta. Your invoice will be included with the next Delta invoice submission to the Owner. Payment for your services will be forwarded within fourteen (14) days of receipt of payment from the Owner for the submitted Delta invoice which includes your invoice. To ensure your invoice is incorporated into Delta's invoice submission to the Owner in a timely fashion, your invoice should be received no later than the 25th of the month. Electronic copies of invoices should be submitted to accounting1@deltaairport.com, in addition to any other individuals that may be specified in the instructions within the subconsultant agreement.

6. Your invoice shall, at a minimum, include the following:
    a. Project name – *Relocate Taxiway F*
    b. Airport name – *Los Alamos Airport*
    c. Delta project number – *25004*
    d. Invoice number
    e. Workhour cost, with breakdown of hours and fees
    f. Non-salary costs

7. All crews working in the active aircraft operation areas shall have aviation band radios and monitor the Unicom Frequency 123.0 MHZ at all times. All activities on the airfield shall be coordinated with the Owner and the Engineer prior to the start of work. Work shall be scheduled to minimize closures of airfield pavements. The work crews shall be prepared to clear the airfield pavements safety areas during aircraft operations as ordered by the Owner.

8. All activities on the airfield shall be coordinated with the Engineer, the Owner, and the Airport Manager must be contacted prior to beginning any reconnaissance and/or field work inside and outside the Airport Security fence or adjacent properties.

    Gary Goddard
    Airport Manager
    Los Alamos County Airport
    1040 Airport Road, Los Alamos, NM 87544
    Phone: 505-709-8687

9. If your firm or a member of your team is a disadvantaged business enterprise (DBE), provide a copy(s) of current certification by a State or Federal agency(s), preferably where the project is located.

Delta is requesting your proposal on or before April 25, 2025. It is anticipated that a notice-to-proceed for your work may be given during late Fall 2025. Upon receipt of the written notice-to-proceed, it is requested that the final reports be forwarded to our office within 60 days.

If you should have any questions concerning this matter, please do not hesitate to contact our office.

Sincerely,

Cheryl Rodriguez, C.M.
Project Manager

Enclosures: Asbestos Investigation Exhibit
DRAFT Subconsultant Agreement

Reference: Delta Project No. 25004

PATHFINDER ENVIRONMENTAL, LLC
Relocate Taxiway F
Los Alamos Municipal Airport
ENVIRONMENTAL COST PROPOSAL
April 23, 2025

WORK TASK	TASK LEADER				HOURS PER TASKS	AMOUNT PER TASK
	Devin Kennemore	Krista Dearling	Ben Dolan	Stephanie Sherwood		
	Senior Project Manager, Senior NEPA Project Manager, Senior Biologist	Senior Geologist, HAZMAT Professional	Senior Editor	Senior GIS Specialist		
Task 1 (T1) - Phase I Environmental Site Assessment						
1. Agency and Historic Records Consultation		8			8	
2. Prepare Draft Phase I ESA		45		8	53	
3. Prepare Final Phase I ESA		12		2	14	
4. Phase I ESA QA/QC	4		4		8	
Task 1 (T1) - Phase I Environmental Site Assessment Total:	**4**	**65**	**4**	**10**	**83**	**$ 11,340.00**
Task 2 (T2) - Phase II Environmental Site Assessment						
1. Prepare Phase II ESA Workplan		40		6	46	
2. Conduct Field Investigations		10			10	
3. Prepare Phase II ESA Report		60		12	72	
4. Phase II ESA QA/QC	4		4		8	
Task 2 (T2) - Phase II Environmental Site Assessment Total:	**4**	**110**	**4**	**18**	**136**	**$ 18,600.00**
Task 3 (T3) - Asbestos and Lead-based Paint Testing						
1. Coordinate Testing Activities	4				4	
2. Prepare Summary of Testing Results		8			8	
Task 3 (T3) - Asbestos and Lead-based Paint Testing Total:	**4**	**8**	**0**	**0**	**12**	**$ 1,760.00**
Task 4 (T4) - Soil Sampling and Analysis						
See Task 2 (T2)-2					0	
Task 4 (T4) - Soil Sampling and Analysis Total:	**0**	**0**	**0**	**0**	**0**	**$ -**
Total Hours:	**12**	**183**	**8**	**28**	**231**	
					Total Labor:	**$ 31,700.00**

OTHER DIRECT COSTS	AMOUNT
Asbestos and Lead-Based Paint Testing (13 Hangars)	$25,000.00
Drilling Expense for Soil Surveys	$3,750.00
Mileage	$200.00
Equipment and Supplies	$25.00
Laboratory Sample Analysis	$500.00
EDR Fee	$450.00
Other Direct Costs Subtotal:	**$29,925.00**

Subtotal:	**$ 61,625.00**
NMGRT (exempt):	**$ -**
TOTAL:	**$ 61,625.00**

PROPOSAL:
Pathfinder Environmental, 1800 Old Pecos Trail, Suite A2, Santa Fe, NM 87505
Tel: 505.699.5175

Assumptions and Scope of Services:
- This is a taxiway relocation project at Los Alamos Municipal Airport, NM, that involves the demolition of 13 hangars that were built prior to 1970.
- The project area includes the 13 hangars located in a row at the west-northwest end of the airport.
- The project consists of identifying potential hazardous materials associated with the hangars and the site of a former underground fuel storage tank that may have leaked.
- The scope of services consists of preparation of a Phase I ESA, Phase II ESA, and testing for asbestos and lead-based paint.
- The asbestos and lead-based paint testing will be performed by Asbestos Experts, a New Mexico accredited Asbestos Building Inspector based in Albuquerque.
- The Phase I and II ESAs will be conducted by Pathfinder Environmental.
- If the Phase I ESA does not identify any Recognized Environmental Concerns (RECs), then the Phase II ESA will not be conducted.
- IF additional RECs, besides the former underground storage tank, are identified in the Phase I ESA, further characterization of such RECs in a Phase II ESA would require a scope modification.
- The Phase I ESA will be prepared to meet ASTM E1527-21.
- The Phase II ESA, if necessary, will be prepared to meet the most recent version of ASTM E1903..
- Soil samples will be tested for, at a minimum, Gasoline Range Organics - EPA Method 8215 B GRO, and Diesel Range Organics - EPA Method 8215 B DRO.
- All reports will be provided in PDF electronic format.
- This is a lump sum cost proposal; however, if a Phase II ESA is not performed, Pathfinder will not bill for that task.
- Client to issue a Type 5 NTTC to Pathfinder to exempt from NMGRT.
- This cost proposal is valid for six months from the date at the top.

DELTA AIRPORT CONSULTANTS, INC.

VIA E-MAIL

April 14, 2025

Mr. Bill Brewster, P.S., P.L.S, CFedS
Senior Vice President
Director of Client Development – Geomatics
Client Community Manager – A/E & Contractors
Souder Miller & Associates
Bill.brewster@soudermiller.com

Subject: **Request for Proposal – Subsurface Utility Engineering Services**
Relocate Taxiway F
Los Alamos County Airport
County of Los Alamos, New Mexico
AIP No. PENDING
State No. PENDING

Dear Mr. Brewster:

Delta Airport Consultants, Inc., is preparing a contract for the final design of the Relocate Taxiway F project at Los Alamos County Airport. The purpose of the project is to reconstruct a segment of Taxiway F to meet current FAA standards and to facilitate future hangar development (see attached exhibit). The overall project contains many project components including the demolition of the existing aircraft hangars immediately adjacent to Taxiway F, relocate a segment of the existing access road to the terminal, reconfigure and reconstruct a vehicular parking lot adjacent to the terminal building, and construct new aprons to facilitate the future construction of aircraft hangars and airport storage equipment.

Delta respectfully requests a cost proposal from your firm to provide Subsurface Utility Engineering (SUE) services within the attached layout of the project work area. Please provide a unit-rate, not-to-exceed maximum cost proposal for the SUE services.

SCOPE OF WORK

Provide Quality Level A, as described by ASCE, subsurface utility engineering services (SUE) for location, description, and elevation of the existing utility lines throughout the site. Known utilities include for which underground location are required are listed below.

- Electrical Lines
- Fiber Optic / Communication Lines
- Gas Lines
- Water Lines
- Sanitary Sewer Lines

Please note that the locations of utilities on the exhibit are approximate and are to be field verified by the on-site engineer. The limits of the survey are shown on the attached site sketch. In your cost proposal, please include costs breakdowns of units of work.

7804 PAN AMERICAN EAST FREEWAY NE, SUITE 4, ALBUQUERQUE, NEW MEXICO 87109

P. (505) 797-4921 F. (505) 797-1725 WWW.DELTAAIRPORT.COM

FORMAT

2. All elevations shall be based upon existing PACs and SACs monuments on the airport. Horizontal control shall be based on the state plane coordinate System NAD 83. Vertical control shall be based on NGS NAVD 88 datum. Spot elevations shall be given to +/-0.01 feet for paved sections and +/-0.1 feet for turfed sections. Locations of permanent items within the project limits shall be shown relative to Baseline 'Runway 9-27' (horizontal control +/-0.05Y).

3. It is requested that one (1) file (AutoCAD 2000 Format or newer) containing the following information be submitted for our use:

   File 1: [*25004*plan.dwg] - Planimetrics files (All objects in this file shall have zero elevation.)

4. The format for the CAD File 1 shall be the same as previous efforts at the airport. Please incorporate the additional elevation information via leader notes in this file.

5. All computer files (drawing files, LandXML files, and ASCII points files) shall be submitted to the Delta Project Manager via email, Delta's Info Exchange, or digital delivery device such as a thumb drive.

GENERAL

6. The invoice shall, at a minimum, include the following: Your proposal should include a fee schedule, estimated work hours, anticipated non-salary cost, and a "not-to-exceed" ceiling figure. All expenses shall be estimated based on the latest Federal guidelines for items such as mileage, meals, per-diem, etc.

7. If accepted, your proposal shall serve as a basis for a not-to-exceed contract made directly with Delta Airport Consultants, Inc. Substantive deliverables from your proposal will be incorporated into Delta's subconsultant agreement (copy attached for your reference). Do not include any contractual terms or conditions in your proposal or add any verbiage that your proposal terms must be agreed to in writing by Delta; if included, we will return the proposal to you for edits before accepting. Prior to commencement of any services hereunder, the subconsultant agreement must be fully executed between your firm and Delta.

8. Carefully review the insurance requirements noted in the sample subconsultant agreement and notify us if there are any concerns with your firm meeting those requirements prior to submitting your proposal. Please also confirm that your firm meets the required Federal Contract Provisions included in Delta's subconsultant agreement and note that these provisions apply to all sub tier contractors.

9. As soon as your services are complete, your firm should invoice Delta. Your invoice will be included with the next Delta invoice submission to the Owner. Payment for your services will be forwarded within fourteen (14) days of receipt of payment from the Owner for the submitted Delta invoice which includes your invoice. To ensure your invoice is incorporated into Delta's invoice submission

to the Owner in a timely fashion, your invoice should be received no later than the 25th of the month. Electronic copies of invoices should be submitted to accounting1@deltaairport.com, in addition to any other individuals that may be specified in the instructions within the subconsultant agreement.

10. Your invoice shall, at a minimum, include the following:
    a. Project name – *Relocate Taxiway F*
    b. Airport name – *Los Alamos County Airport*
    c. Delta project number – *25004*
    d. Invoice number
    e. Workhour cost, with breakdown of hours and fees
    f. Non-salary costs

11. All crews working in the active aircraft operation areas shall have aviation band radios and monitor the Unicom Frequency 123.0 MHZ at all times. All activities on the airfield shall be coordinated with the Owner and the Engineer prior to the start of work. Work shall be scheduled to minimize closures of airfield pavements. The work crews shall be prepared to clear the airfield pavements safety areas during aircraft operations as ordered by the Owner.

12. All activities on the airfield shall be coordinated with the Engineer, the Owner, and the Airport Manager must be contacted prior to beginning any reconnaissance and/or field work inside and outside the Airport Security fence or adjacent properties.

Gary Goddard
Airport Manager
Los Alamos Airport
(505) 663-3423 (Office)

13. If your firm or a member of your team is a disadvantaged business enterprise (DBE), provide a copy(s) of current certification by a State or Federal agency(s), preferably where the project is located.

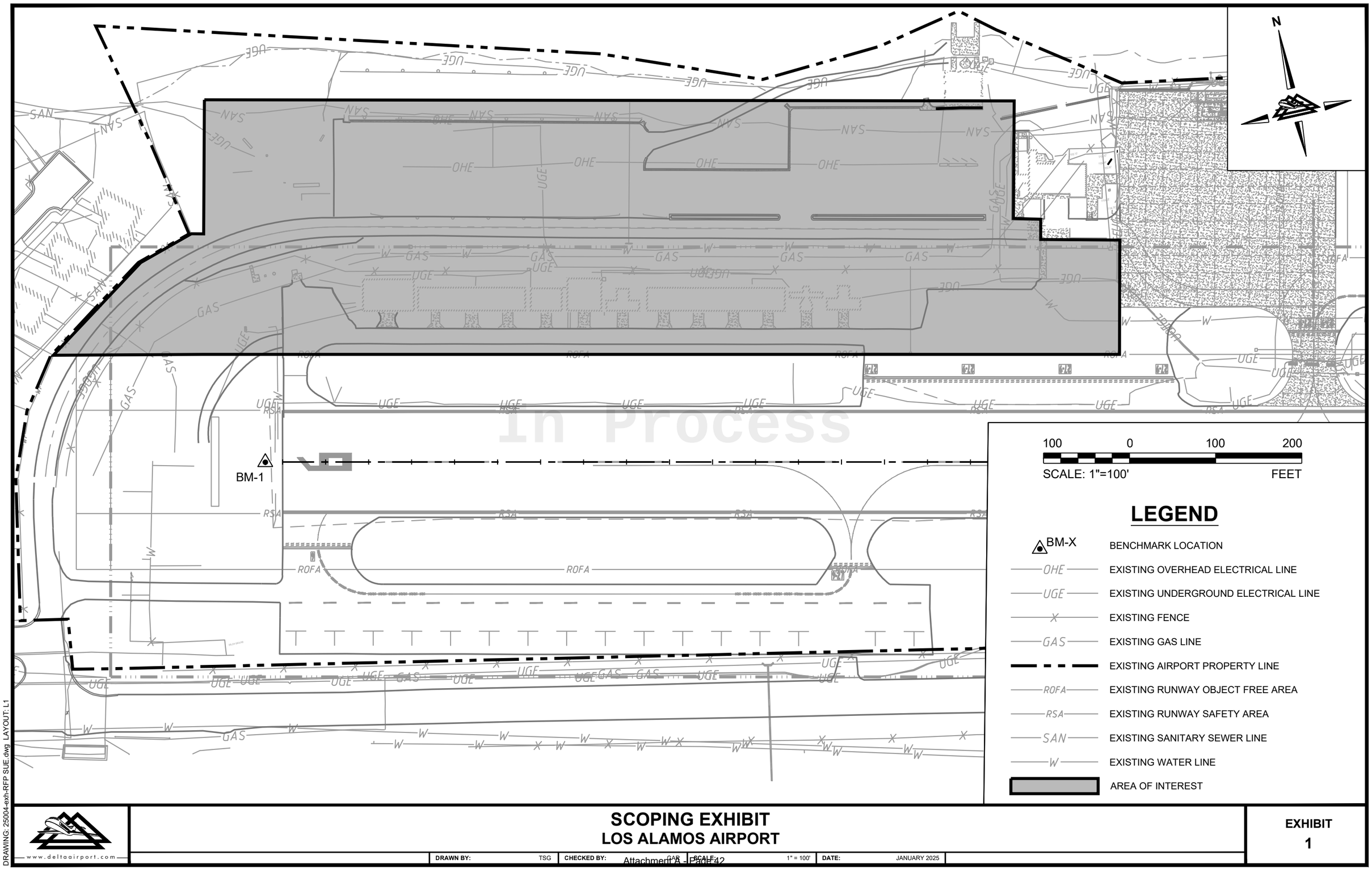
Delta is requesting your proposal on or before April 18, 2025. It is anticipated that a notice-to-proceed for your work will be given during late fall / early winter 2025. Upon receipt of the written notice-to-proceed, it is requested that a copy of the electronic files for the requested surveys be forwarded to our office within 30 days.

If you should have any questions concerning this matter, please do not hesitate to contact our office.

Sincerely,

Cheryl Rodriguez, C.M.
Project Manager

Enclosures: Standard Request for Proposal Layers
Project Work Area Exhibit
Sample Subconsultant Agreement
Reference: Delta Project No. 25004



www.deltaairport.com

SCOPING EXHIBIT
LOS ALAMOS AIRPORT

DRAWN BY:	TSG	CHECKED BY:	GAR	SCALE:	1" = 100'	DATE:	JANUARY 2025

EXHIBIT 1

DRAWING: 25004-exh-RFP SUE.dwg LAYOUT: L1

Souder, Miller & Associates ♦ 5454 Venice Avenue NE, Suite D ♦ Albuquerque, NM 87113
(505) 299-0942 ♦ fax (505) 293-3430

April 24, 2025

Ms. Cheryl Rodriguez, C.M.
Delta Airport Consultants, Inc.
Via Email: CRodriguez@deltaairport.com

RE: SUE Taxiway F Relocation
Los Alamos Airport, New Mexico

Dear Ms. Rodriguez:

Souder, Miller & Associates, Inc. (SMA) is pleased to submit the following proposal to perform SUE and topographic design survey services in accordance with the RFP dated April 16, 2025. We have reviewed said RFP and have the following project understanding:

SCOPE OF WORK

1. Provide Quality Level A, as described by ASCE, subsurface utility engineering services (SUE) for location, description, and elevation of the existing utility lines throughout the site. Known utilities include for which underground location is required are listed below.
   Electrical Lines
   Fiber Optic / Communication Lines
   Gas Lines
   Water Lines
   Sanitary Sewer Lines
   To accomplish this task, SMA has teamed with MT Private Utility Locating Services (MT) of Albuquerque. SMA and MT have performed on no less than 40 utility locating projects at various Quality Levels (QL). More recently, MT provided SMA with QL A (potholing) services at Atsa Biyaazh Dormitory in Shiprock, NM. *Please find the attached Chart of services to accomplish the SUE requirements above.* ***See rates that shown in the Chart for GPR and Potholing services.***
2. SMA surveyors will establish survey control on the project (NM State Plane, NAD 83 and NAVD 88 vertical) and has allotted two trips to the site to survey in utility locations marked or uncovered by MT.
3. SMA will process all survey data and deliver AutoCAD Civil 3D drawings, Land XML, ASCI files, field notes and photos per the RFP.
4. SMA has included two (2) days of design survey which includes both field and office time. These services will be required on short notice (48 hours) to verify critical elevations.

COMPENSATION

The above Scope of Work will be performed by SMA on a Time & Materials basis using the attached 2025 Hourly Rate & Expense Schedules. Under no circumstances will additional work be performed by the Surveyor unless a written request or verification is received from the Contractor. MT Private Utility Locating Services fees will be per rates in the attached Chart. Following are not-to-exceed costs for each item in the Scope of Work:

1.	QL A SUE - Per the attached Chart	$19,925.00 + NMGRT
2.	Control and 2 trips to shoot utilities	$ 4,650.00 + NMGRT
3.	Process data and deliverables	$ 2,815.00 + NMGRT
4.	Two days design surveys	$ 6,580.00 + NMGRT
	TOTAL	$33,970.00 = NMGRT*

* New Mexico Gross Receipts Tax will be added, unless a Type 6 Non-Taxable Transaction Certificate is issued before start of Project.

Therefore, SMA proposes a NOT-TO-EXCEED fee of $34,000.00 + NMGRT.

ITEMS NOT INCLUDED IN THE SCOPE OF WORK

The above scope of services constitutes SMA's entire proposal. Items specifically excluded are:

a) Design changes affecting the scope of services.
b) Identification, location, and/or verification of hazardous or toxic wastes sites, archeological sites, or environmentally sensitive sites.
c) Resetting of any survey monuments destroyed by others.
d) As-built surveys.
e) Boundary line or right-of-way surveying.
f) Any work not specifically included in the above scope.

SCHEDULE

SMA will proceed with your project within one week after receiving your signed acceptance of this proposal/agreement and your written notice to proceed. SMA will require 48 hours' notice for all scheduling purposes. All survey requests shall be made via www.soudermiller.com/forms/survey-request

REQUIRED INFORMATION FROM THE CONTRACTOR

The following items must be provided by the CONTRACTOR as base information required by SMA to provide the services:

1. A written agreement, or subcontract, signed by both parties. SMA can provide a standard agreement, if one is not available.

This proposal is valid for 90 days. If you have any questions or comments concerning this proposal, please feel free to contact me at bill.brewster@soudermiller.com or at (720) 805-1378

SOUDER MILLER & ASSOCIATES, INC

William F. Brewster

William F. Brewster, P.S., CFedS
Senior Vice President

Cc: Jayson Natera