I. Call to Order

II. Employee of the Month

III. Community Outreach

IV. Jackson Hole High School Aviation Program Briefing

V. 2025 Q1, Q2, and Q3 Fly Quiet Presentation

VI. Comments from Grand Teton National Park, Town of Jackson, Teton County, and Public

VII. Action Items

- VII.A. Consent Agenda
  - VII.A.1. Approval of the Minutes - August 20, 2025 Board Meeting
- VII.B. Financial Reports
- VII.C. Knife River Notice of Award for Schedules IV (Remainder), V (Remainder), VI (Remainder) and VIII — Dustin Havel
- VII.D. Woolpert 13th Amendment Revision 1 for Deice Pad and Collection System Design and Construction Administration and Management — Dustin Havel

VIII. Director's Comments

- VIII.A. Activity Reports
- VIII.B. Operations/Security/FBO Updates

IX. Board Comments

- IX.A. Activity Reports — Jim Elwood
- IX.B. Operations/Security/FBO Updates

X. Capital Workshop

XI. Adjourn

MINUTES OF THE JACKSON HOLE AIRPORT BOARD MEETING

DATE: August 20, 2025

BOARD PRESENT: Rob Wallace, Melissa Turley, Bob McLaurin, Ed Liebzeit, and Valerie Brown were present in person in the Airport Board Room.

OTHER PRESENT: Jim Elwood, Michelle Anderson, Dustin Havel, Anna Valsing, Jermey Barnum, Tony Cross, Jamie Miles, Aimee Crook, Jordyn McDougall, Kevin Dunnigan, Jac Stelly, Alton George, Esther Borja, Kevin Dunnigan, Bryce Beatty, Taylor Gemmel, Apinya Wright, and Gina Van Slyke, Jackson Hole Airport; Emily Davis and Maria King, Grand Teton National Park; Tim Olson, SharBert Enterprises; Arne Jorgenson, Town of Jackson; and Dan Reimer, Airport Attorney. Other individuals not individually documented were present in person or watched the meeting through the Webex Platform.

I. **CALL TO ORDER**: President Wallace called the Board Meeting to order at 9:00 AM.

II. **EMPLOYEE OF THE MONTH:** George recognized Elaine Rodgerson as the July Employee of the Month, and Cross recognized Jamey Miles as the August Employee of the Month.

III. **COMMUNITY OUTREACH:** Barnum reported on recent community engagement efforts. He noted the Airport's participation in the July 4th Parade. He also shared that the Airport hosted tours for Central Wyoming College, Wyoming Wildflower Women, and Leadership Wyoming, providing them with a behind-the-scenes look at airport operations.

IV. **COMMENTS FROM GRAND TETON NATIONAL PARK, TOWN OF JACKSON, TETON COUNTY, AND THE PUBLIC:** Maria King and Emily Davis, representatives of Grand Teton National Park (the "Park"), reported that the Park has experienced one of its busiest summers, with July visitation up nearly 2% over 2024 and year-to-date 2025 ranking as the second-busiest year on record. Davis noted a 30% increase in front-country trail use and highlighted upcoming projects, including improvements at Taggart Lake to expand parking, upgrade facilities, and enhance accessibility.

Mayor Arne Jorgensen spoke on behalf of the Town of Jackson, expressing appreciation for the Park and the Airport's collaboration in managing visitor experiences. He thanked staff for their efforts in securing funding opportunities.

He reported that parking has been identified as a priority by the Town Council, with discussions anticipated to begin this fall.

V. **ACTION ITEMS:**

A. CONSENT AGENTA:

1. **Approval of the Minutes**
   a. **June 18, 2025, Board Meeting**
   b. **June 18-20, 2025, Board Retreat**
2. **Resolution 2025-04 for AIP 85 (Conceptual Planning Study)**
3. **Resolution 2025-05 for AIP 86 (Construct Deicing Pad and Containment Facility Phase 3 Pavement Base Course)**
4. **Resolution 2025-06 for AIP 88 (Construct Deicing Pad and Containment Facility Phase 4 – Paving, Containment System, and Associated Equipment)**
5. **Equipment Purchase Agreement Global Ground Support (Aircraft Deicing Truck)**

Liebzeit asked that item A5 be removed from the consent agenda.

Turley moved to approve each of the consent addenda items A1 through A4. Brown seconded the motion, which passed unanimously.

Liebzeit asked for additional information on item A5. Elwood advised that the addition of another deicing truck would provide redundancy in case the FBO's other deice trucks were broken, which would lead to delays on the deice pad.

Liebzeit moved to approve the consent agenda item A5. McLaurin seconded the motion, which passed unanimously.

B. FINANCIAL REPORTS: Anderson presented the financial reports for June and July 2025. She reported that for the fiscal year ending June 30, income across the three enterprise centers was 8% below budget while expenses were 20% below budget, primarily due to favorable fuel prices. She stated that staff continue to focus on managing expenses, and capital projects remain on track.

She reported that the Airport received its fifth Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association, the highest form of recognition in governmental accounting and reporting, for its comprehensive annual financial report.

Liebzeit moved acceptance of the financial reports for June and July 2025. Turley seconded the motion, which passed unanimously.

C. RESOLUTION 2025-07 FOR PROCUREMENT POLICY AND CODE OF CONDUCT FOR PROCUREMENT: Valsing presented a new procurement policy for Board approval. She explained that this policy is a complete rewrite of the previous version from September 2022. She stated that the

new policy incorporates updates to federal and state laws, as well as lessons learned by staff under the previous policy. She highlighted that the revised policy is designed to be flexible, efficient, and straightforward, with clear guidance on procurement methods and signature authority. She also mentioned that the policy sets limits for when a formal Request for Proposals (RFP) is needed versus when quotes can be obtained directly from known vendors.

Board members complimented staff for their work on developing the revised policy and noted the extensive discussions that took place at the retreat. They agreed that the new policy establishes strong checks and balances while streamlining processes.

Brown moved to approve Resolution 2025-07 adopting the Procurement Policy and Code of Conduct for Procurement in the form presented. Liebzeit seconded the motion, which passed unanimously.

D. KNIFE RIVER NOTICE OF AWARD, NOTICE TO PROCEED, AND CONTRACT FOR SCHEDULES V (PARTIAL) AND VI (PARTIAL) OF PHASE 2 OF THE DEICE PAD PROJECT: Havel presented the Notice of Award and contract with Knife River for Schedules V and VI of the deice pad project. He reminded the Board that Phase I was completed last year, which improved airside circulation by adding Taxi Lane Bravo and direct access to the deice pad. Havel said Phase II work is currently underway, and the additional schedules will allow progress to continue toward completion in time for the 2026–2027 winter season.

He explained that approval of Schedules V and VI in an amount not to exceed $500,000 would allow the contractor to begin work on long-lead items and design submittals, including specialized glycol equipment. Havel noted that this approach is consistent with prior projects where early authorization was needed to secure materials and keep schedules on track.

Brown moved approval of the Notice of Award to Knife River for Schedules V (Partial) and VI (Partial) in the form presented a not to exceed amount of $500,000 and authorized the Board President and Board Secretary to sign the Contract and Notice to Proceed upon receipt of Payment bonds from Knife River. McLaurin seconded the motion, which passed unanimously.

E. WADMAN AGREEMENT FOR FAMILY RESTROOM IMPROVEMENTS AND RENTAL CAR WALL PROJECT CONSTRUCTION: Havel presented the agreement with Wadman Corporation for the installation of a family restroom and improvements to the rental car wall. He stated that the Airport currently has family restrooms on the secure side but none on the non-secure side, which passengers frequently request. He said the new restroom will be located adjacent to the existing restrooms in a space previously used for vending and storage.

Havel reported that the rental car wall requires upgrades due to wear from multiple tenant transitions; improvements will include durable finishes to match the Eagle Wall and will incorporate digital signage managed by Airport staff.

Havel stated that the work is planned to be completed during the off-season before the winter season. He said that two bids were received, and Wadman submitted the lowest bid. He stated that the total project cost is $445,000, with an estimated $100,000 allocated for the family restroom and $345,000 for the wall improvements.

Turley moved approval of the Notice of Award and Contract with Wadman Corporation for the Family Restroom Improvements and Rental Car Wall Project in the form presented, in the amount of $445,000. Brown seconded the motion, which passed unanimously.

VI. DIRECTOR'S COMMENTS: Elwood presented the activity reports. He said that general aviation (GA) operations have increased by 5.03% and commercial operations have increased by 16.5% compared to this same period in 2024. He stated that the July load factor was 83.36% and the year-to-date load factor was 76.09%.

Crook provided a Security update; Havel provided an Operations and Maintenance update; and Foster provided an FBO update.

Turley asked Havel to present a comparison of parking lot occupancy with previous years during his parking presentation, which was part of his Operations and Maintenance update.

VII. BOARD COMMENTS: The Board advised that the next meeting is on October 14, 2025.

VIII. EXECUTIVE SESSION: Liebzeit moved the Board to go into Executive Session for the purpose of considering or receiving any information related to the employment of executive personnel and the tender of offers concerning wages, salaries, benefits and terms of employment; on matters concerning litigation to which the Airport Board is a party or proposed litigation to which the Airport Board may be party; and any other information classified as confidential by law, as authorized by Wyoming Statute §16-4-405 (a)(ii), (a)(iii), (a)(ix) and (a)(x). Turley seconded the motion which passed unanimously. Upon return to the meeting, Brown stated that no decisions were made in Executive Session.

IX. ADJOURN: Liebzeit motioned to adjourn the meeting at 11:11 AM. Turley seconded the motion which passed unanimously.

Rob Wallace, President

Ed Liebzeit, Secretary

NOTICE OF AWARD

DATE: October 14, 2025

TO: Knife River Corporation – Mountain West
5450 W. Gowen Road
Boise, ID 83709

Jackson Hole Airport Board, having considered the Contract Proposals submitted for improvements to the Jackson Hole Airport, AIP Project No. 3-56-0014-083-2024 / WYDOT Project No. AJA024D, and it appearing that your Contract Proposal of **Twenty-Nine Million Nine Hundred Thirty Thousand Eight Hundred Ninety-Seven Dollars And Twenty-Five Cents ($29,930,897.25)** for Deice Pad and Collection System Improvements for Schedules IV, V, VI (Non-Federal), and VIII (Non-Federal) is fair, equitable and in the best interest of the Jackson Hole Airport Board and having authorized the work to be performed, the said Contract Proposal is hereby accepted at the bid prices (based on unit prices and estimated quantities) contained therein. This award does not include the previously awarded work under the partial awards of Schedule IV (partial award on June 18, 2025) or Schedule V/VI (partial award on August 20, 2025).

In accordance with the terms of the Contract Documents, you are required to execute the formal Contract Agreement and furnish the required Performance Bond and Payment Bond within 30 consecutive calendar days from and including the date of this notice.

The Bid Bond submitted with your Contract Proposal will be returned upon execution of the Contract Agreement and the furnishing of the Performance Bond and Payment Bond. In the event that you should fail to execute the Contract Agreement and furnish the Performance Bond and Payment Bond, within the time specified, the Bid Bond will be forfeited to the Owner Airport Board.

This Award is subject to the concurrence of the Federal Aviation Administration.

Jackson Hole Airport Board
Jackson, Wyoming

By: _____
Contract Authorized Representative

_____
Name and Title

_____
Date

CONTRACT FOR IMPROVEMENTS

Jackson Hole Airport
Jackson, Wyoming

AIP PROJECT NO. 3-56-0014-083-2024
WYDOT PROJECT NO. AJA024D

Deice Pad and Collection System Improvements

This Contract for Improvements is made and entered into this 14th day of October, 2025, by and between **Jackson Hole Airport Board** ("Sponsor", "Owner", "Airport"), a body corporate organized under the laws of Wyoming, having an address of P.O. Box 159, 1250 E. Airport Road, Jackson, Wyoming 83001, and **Knife River Corporation – Mountain West ("Contractor")**, a Corporation organized under the laws of Delaware, having an address of 5450 W. Gowen Road, Boise, ID 83709.

For good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Sponsor and Contractor agree as follows:

1. The Contract. The "Contract" shall include "Contract Documents" as they are defined in Paragraph 10-16, Section 10 of the General Provisions and consist of the Invitation for Bid, Instruction to Bidders, all issued Addenda, Proposal, Statement of Qualifications, Anticipated Sub-Contracts, Form of Proposal Guaranty, Notice of Award, Contract Agreement, Performance & Payment Bonds, Notice to Proceed for Preconstruction Activities, Notice to Proceed for Construction, Notice of Contractor's Settlement, Wage Rates, General Provisions, Special Provisions, Plans, Technical Specifications, attached appendices and all documents incorporated by reference therein. The Contract Documents are made a part of the Contract as if fully set forth herein.

2. Scope of Work. The intent of this Contract is to provide for completion in every detail of the improvements defined in the Contract Documents (the "Work"). Contractor shall furnish all labor, equipment, tools, transportation and supplies required to complete the Work in strict compliance with the Contract and in a good and workmanlike manner. The Sponsor has awarded Schedules IV, V, VI (Non-Federal), and VIII (Non-Federal) (this award does not include the previously awarded work under the partial awards of Schedule IV (partial award on June 18, 2025) or Schedule V/VI (partial award on August 20, 2025) to the Contractor contingent on the availability of federal funding for the same, and therefore, the work described in such Schedule(s) shall not become a part of the Work subject to this Contract unless and until the Sponsor delivers a Notice to Proceed for Construction with such Schedule(s) or Bid Alternate(s). Notwithstanding anything to the contrary in the Contract Documents, the Work under this Contract shall be limited to Schedules IV, V, VI (Non-Federal), and VIII (Non-Federal) (this award does not include the previously awarded work under the partial awards of Schedule IV (partial award on June 18, 2025) or Schedule V/VI (partial award on August 20, 2025) and all tasks reasonably necessary to complete such Schedule(s).

3. Time.

3.1 Contractor agrees to commence work within ten consecutive (10) calendar days after the receipt of a Notice to Proceed for Construction, and that the Contractor further agrees to complete said Work within the Total Number of Allowable Consecutive Calendar Day(s) for each Schedule/Phase and/or by the Contract Substantial Completion Date as identified in the **Special Provisions** and **Section 80-08 of the General Provisions** and as stipulated in the **'Schedule Table'** on the pages to follow, and that he/she acknowledges and agrees that the number of Calendar Day(s) allowed to complete the work is reasonable, taking into consideration

all relevant factors, including the climatic range, industrial, and/or construction conditions prevailing in the Project locality. Extensions of the Contract time may only be permitted upon execution of a written modification to the Contract approved by the Sponsor.

3.2 Subject to the provisions of the Contract Documents, the Sponsor shall be entitled to liquidated damages for failure of the Contractor to complete the Work which exceeds the Total Number of Allowable Consecutive Calendar Day(s) for each Schedule/Phase and/or for the time which exceeds the Contract Substantial Completion Date allowed in the Contract. Permitting the Contractor to continue and finish the work or any part of it after the time fixed for its completion, or after the date to which the time for completion may have been extended, will in no way operate as a waiver on the part of the Sponsor of any of its rights under the contract.

The Contractor further agrees to pay liquidated damage(s) as compensation for non-use for damages incurred by the Sponsor should the Contractor fail to complete the work in the time provided in their Contract. The Contractor shall be assessed liquidated damage(s) as stipulated in the **'Schedule Table'** on the pages to follow for each period (day, hour, etc.) that the work remains uncompleted beyond the Contract period and as identified in **Section 80-08 of the General Provisions**.

Schedule / Phase	Total Number of Allowable Consecutive Calendar Days	Contract Substantial Completion Date[1]	Liquidated Damages
Schedule IV Phase 1	43 Days[7] (Includes three (3) Calendar Days for Seeding and Striping to be completed in the Fall)	September 10, 2025	$1,000 per Calendar Day and/or $1,000 per Hour[6]
Schedule IV Phase 2	2 Nights[7, 8]		
Schedule V Phase 1	95 Days[9] / 123 Days[10] (Includes three (3) Calendar Days for Seeding and Striping to be completed in the Fall)	August 21, 2026[9] September 15, 2026[10]	$5,000 per Calendar Day
Schedule VI (Non-Federal)	95 Days[9] / 120 Days		
Schedule VIII (Non-Federal)	33 Days[9] (Includes three (3) Calendar Days for Seeding and Striping to be completed in the Fall)	September 15, 2026	$2,500 per Calendar Day
Schedule V Phase 2	48 Days[11] (Includes three (3) Calendar Days for Seeding and Striping to be completed in the Fall)	October 6, 2026	$1,000 per Calendar Day

[1]Substantial Completion ("Substantial Completion") shall be defined as the point in the construction process when the work outlined to be completed in the individual Schedule and/or Phase has been satisfactorily completed in compliance with the Contract, has met all FAA acceptance criteria, and is ready for use by the Owner, as determined in a written notification to the Owner by the RPR, issued in the sole but reasonable discretion of the RPR. To facilitate an inspection by the RPR, the Contractor shall give the RPR written notice at least five (5) calendar days before it believes the Schedule and/or Phase of

work will reach Substantial Completion. It is expressly understood by all parties that the time outlined for each Schedule and/or Phase to complete the work is reasonable, taking into consideration all relevant factors, including the climatic range, industrial, and/or construction conditions prevailing in the Project locality. Procurement of the Fiberglass Underground Tanks (Work Items: 23 11 15a/b/c) and Concrete Shelters (Work Item: BLD-100a/b/c/d) shall be completed/delivered during the 2026 construction season under Schedules V and VI (Non-Federal). For bidding purposes, the Contractor bidding Schedules V and VI (Non-Federal) shall assume an earliest delivery date of June 15, 2026 for the delivery of the Fiberglass Underground Tanks and Concrete Shelters and shall coordinate the delivery with the Contractor awarded Schedules I and VII (Non-Federal) and/or the RPR/Owner. Any costs due to delays in the completion/delivery of Fiberglass Underground Tanks (Work Item: 23 11 15a/b/c) and Concrete Shelters (Work Item: BLD-100a/b/c/d) as a result of the Contractor awarded Schedule I and Schedule VII (Non-Federal) after June 15, 2026 shall be the responsibility of the Contractor awarded Schedule I and Schedule VII (Non-Federal).

[2]This superscript is not applicable to this Schedule Table as it references schedules of work awarded on other Contracts.

[3]This superscript is not applicable to this Schedule Table as it references schedules of work awarded on other Contracts.

[4]This superscript is not applicable to this Schedule Table as it references schedules of work awarded on other Contracts.

[5]This superscript is not applicable to this Schedule Table as it references schedules of work awarded on other Contracts.

[6]The Contractor shall have Taxiway A (including all safety and object free areas) opened to aircraft traffic no later than 6:00am local time each morning. If the Contractor fails to open Taxiway A (including all safety and object free areas) to aircraft traffic due to incomplete work, safety concerns, and/or for any other reason as determined by the sole but reasonable discretion of the RPR, the Contractor shall be accessed an additional liquidated damage of $1,000 per hour (not to exceed $5,000 per day) that Taxiway A is not opened after 6:00am local time on each morning.

[7]The start of Schedule III, Phase 2 and Schedule IV work, for which is defined by the Notice to Proceed for Construction, shall begin no earlier than **August 1, 2025** and the respective Schedules/Phases shall be sequenced in a manner consistent to the Construction Safety Phasing Plans (CSPP). A later start date on Schedule III, Phase 2 or Schedule IV work will not change the substantial completion date. If Schedule IV work is not awarded, the substantial completion date for Schedule III, Phase 2 is **August 10, 2025.**

[8]Schedule III, Phase 2 work and Schedule IV, Phase 2 work can be completed at any time during Schedule IV, Phase 1 if Schedule IV work is awarded. The allowable consecutive Calendar Days/Nights to complete Schedule III, Phase 2 and Schedule IV, Phase 2 work does not change.

[9]Schedule V, Phase 1 work, Schedule VI (Non-Federal) work, and Schedule VIII (Non-Federal) work, for which is defined by the Notice to Proceed for Construction, shall begin no earlier than **May 18, 2026** and the respective Schedules/Phases shall be sequenced in a manner consistent to the Construction Safety Phasing Plans (CSPP). A later start date on Schedule V, Phase 1 work, Schedule VI (Non-Federal) work, and Schedule VIII (Non-Federal) work will not change the substantial completion dates.

[10]Schedule V, Phase 1 work for the Deice Runoff Collection System, including all Underground Tanks, Drainlines, and Other Deice Pad Runoff Collection Structures and Equipment shall be completed by **August 21, 2026** in order to avoid being assessed liquidated damages. The collection system must be functional by this date to allow aircraft use of the existing deice pad for deicing operations. Other work within this phase that is outside of active taxilane object free areas, such as paving, electrical, and controls may be completed after this date and up to **September 15, 2026** and as shown on the Construction Safety Phasing Plans (CSPP).

[11]Schedule V, Phase 2 work shall not begin until Schedule V, Phase 1 (work for the Deice Runoff Collection System, including all Underground Tanks, Drainlines, and Other Deice Pad Runoff Collection Structures and Equipment which shall be completed by **August 21, 2026**) is completed and Taxilanes B1, B and B2 are operational and open to aircraft use.

The Contractor further agrees to pay compensation for the unscheduled employment of the Engineer/RPR and/or their required Sub-Contractors (including but not limited to the Quality Assurance testing firm) necessitated by the Contractor for any of the following: 1) working more than twelve (12) hours per day, 2) furnishing materials or equipment not in conformance with the Contract Documents necessitating redesign, retesting, or additional review time by the Engineer/RPR and their Sub-Contractors, and 3) working beyond the time of completion as stipulated within the **'Schedule Table'** on the previous pages for each period (day, hour, etc.)

and as identified in the **Special Provisions** and **Section 80-08 of the General Provisions** with Construction according to the following rates:

Description	Straight Time
Market Director	$375.00/hr
Resident Project Representative (RPR)	$270.00/hr
Electrical Engineer	$310.00/hr
Associate Engineer	$215.00/hr
Project Manager	$315.00/hr
Per Diem (per each onsite staff)	$494.00/day*
Vehicle Charge	$135.00/day
Airfare Travel	$1,200.00/trip
Out of Pocket Cost, material, equipment, supplies, vehicle mileage.	At Cost

Quality Assurance Testing Firm	Straight Time
Project Manager	$280.00/hr
Project Engineer	$205.00/hr
Field Technician	$155.00/hr
Per Diem (per each onsite staff)	$494.00/day*
Vehicle Charge	$100.00/day
Out of Pocket Cost, material, equipment, supplies, vehicle fuel.	At Cost

*Per diem will be calculated based on the United States General Services Administration (GSA) rates at the time of the unscheduled employment.

Compensation for liquidated damages shall be paid by deduction from the Contractor's final payment.

The engineering budget will be analyzed at the end of the project to determine whether any unscheduled employment of the Engineer/RPR and/or their required Sub-Contractors, during the scheduled contract time, resulted in a cost savings to the Owner. If, as a result of working more than (12) twelve hours per day, the Contractor completes the project within the scheduled contract time, and if the overtime results in a reduced contract time and cost savings to the Owner, no liquidated damages will be assessed for the unscheduled employment of the Engineer/RPR and/or their required Sub-Contractors during the scheduled contract time. Liquidated damages will be assessed as stipulated for each Calendar Day the work remains uncompleted beyond the scheduled contract time.

4. Payment.

4.1 Contractor agrees to perform the Work for the unit prices and lump sums as submitted in the Bid, taking into consideration additions to or deductions from the Bid by reason of actual quantities measured, alterations or modifications of the original estimated quantities, or by reason of "Extra Work" authorized under this Agreement in accordance with the provisions of the Contract Documents.

4.2 No claim for extra work done, materials furnished by Contractor, delay or acceleration will be allowed except as provided by the Contract. Contractor shall not do any work or furnish any materials not covered by the Contract unless such work is first ordered in writing as provided in the Contract, and if appropriate, an amendment to the Contract Sum if agreed

upon. Claims for payment for extra work will be rejected if not covered by a Change Order or Supplemental Agreement.

4.3 Notwithstanding anything to the contrary in the Contract Documents, Contractor hereby acknowledges and agrees that Owner's performance under the Contract is subject to receipt of funds from the FAA and/or WYDOT Aeronautics and is subject to annual appropriation by the Sponsor in accordance with a budget adopted by the Sponsor. Owner may issue multiple Notice(s) to Proceed in incremental stages as funding becomes available.

4.4 Sponsor will retain from partial payments five percent (5%) of the total amount due Contractor based on the Contractor's Application for Payment and the Engineer's Recommendation of Payment. Final payment will be made only after advertisement as required and in the manner provided by Wyoming Statute Section 16-6-116.

5. Breach of Contract. If Contractor violates or breaches the terms of this Contract, the Sponsor may suspend or terminate this Contract, or take any other action and pursue any other remedy available at law or in equity.

6. Indemnification. Contractor shall indemnify and hold harmless the Sponsor and the Engineer, Resident Project Representative (RPR), their officers and employees, from all suits, actions or claims relating in any way to performance of the Work under this Contract.

7. Governing Law & Attorney Fees. This Contract will be governed by and construed in accordance with the laws of Wyoming. Claims or disputes between the parties arising out of or relating to this Contract will be brought only in a court in and for Teton County, Wyoming, or in the United States District Court for the District of Wyoming, and in any such action the prevailing party will be entitled to an award of reasonable legal fees and costs incurred.

8. Miscellaneous.

8.1 The section headings contained in this Contract are for convenience in reference and are not intended to define or limit the scope of any provision.

8.2 Time is of the essence in this Contract.

8.3 Waiver by either party of, or the failure of either party to insist upon, the strict performance of any provision of this Contract shall not constitute a waiver of the right or prevent any such party from requiring the strict performance of any provision in the future.

8.4 Any covenant, condition or provision herein contained that is held to be invalid by any court of competent jurisdiction shall be considered deleted from this Contract, but such deletion shall in no way affect any other covenant, condition or provision herein contained so long as such deletion does not materially prejudice Contractor or Sponsor in their rights and obligations contained in valid covenants, conditions or provisions.

8.5 All covenants, conditions and provisions in this Contract shall extend to and bind the successors of the parties hereto, the assigns of Sponsor, and the permitted assigns of Contractor.

8.6 Notices and demands provided for herein shall be sufficient if sent by certified mail, return receipt requested, postage prepaid, or by nationally recognized overnight courier service

providing proof of delivery, to the addresses set forth above or to such other addresses as the parties may from time to time designate in writing.

8.7 This Contract embodies the entire agreement between the parties concerning the subject matter and supersedes all prior conversations, proposals, negotiations, understandings and agreements, whether written or oral.

8.8 In the event of inconsistency between the terms of the Contract Documents or any law or regulations, the inconsistency shall be resolved by giving preference in the following order (1) laws and regulations, (2) this Contract for Improvements, (3) the Special Provisions, (4) the General Provisions, and (5) other of the Contract Documents.

IN WITNESS WHEREOF, Contractor and Sponsor, respectively, have caused this Contract to be duly executed effective on the day and year first written above in five (5) copies, each of which shall be considered an original.

SPONSOR
Jackson Hole Airport Board

ATTEST:

By: _____
Ed Liebzeit, Secretary

By: _____
Rob Wallace, President

CONTRACTOR
Knife River Corporation – Mountain West

ATTEST:

By: _____

Title: _____

By: _____

Title: _____

NOTICE TO PROCEED
FOR
PRECONSTRUCTION ACTIVITIES

DATE: October 14, 2025

TO: Knife River Corporation – Mountain West
5450 W. Gowen Road
Boise, ID 83709

You are hereby authorized to proceed on this date, October 14, 2025, with the preconstruction activities listed in TABLE 1. PRECONSTRUCTION REQUIREMENTS OF ITEM C-105 MOBILIZATION for the improvements to the Jackson Hole Airport, AIP Project No. 3-56-0014-083-2024 / WYDOT Project No. AJA024D Deice Pad and Collection System Improvements Project, Schedules IV, V, VI (Non-Federal), and VIII (Non-Federal) in accordance with the terms of the Contract Documents and your Contract Proposal.

The work shall begin immediately after the date of this notice and shall be in compliance with all requirements of the Contract Documents and as outlined in Section C-105 Mobilization. Contract time will not commence until after the issuance of the Notice to Proceed for Construction.

Jackson Hole Airport Board
Jackson, Wyoming

By: _____
Contract Authorized Representative

_____
Name and Title

_____
Date

JACKSON HOLE AIRPORT BOARD
AMENDMENT NO. 13 REVISION 1
TO AGREEMENT FOR PROFESSIONAL SERVICES
WITH WOOLPERT

Deice Pad and Collection System Improvements
Design and Construction Administration and Management

This Amendment No. 13 Revision 1 (the "Amendment") is to that certain Engineering Services Agreement (the "Agreement") between the **Jackson Hole Airport Board** ("Sponsor"), and **Woolpert,** ("Engineer") and is dated effective October 14, 2025.

WHEREAS, Sponsor and Engineer entered into a Base Agreement for Professional Services ("Agreement") dated April 19, 2023, relating to engineering services to be provided to the Sponsor with respect to the Jackson Hole Airport (the "Airport);

WHEREAS, Sponsor and Engineer entered into a First Amendment to the Agreement, dated May 17, 2023, for the Air Traffic Control Tower Improvements; a Second Amendment to the Agreement, dated May 17, 2023, for Deice Access Taxilane and North Taxiway A Rehabilitation Schedule 1 and Schedule VI Construction Administration and Construction Management; a Third Amendment to the Agreement, dated July 21, 2023 for General Consulting Services; a Fourth Amendment to the Agreement, dated August 23, 2023 for Underground Stormwater Detention and Filtration System Expansion; a Fifth Amendment to the Agreement, dated September 15, 2023 for the Aviation Safety Facility Concept Study; a Sixth Amendment to the Agreement, dated November 10, 2023 for DBE Goal and Reporting; a Seventh Amendment to the Agreement, dated January 22, 2024 for Aeronautical Survey and AC 18B Airspace Analysis; a Eighth Amendment to the Agreement, dated January 22, 2024 for FEMA BRIC Program Grant Application; a Ninth Amendment to the Agreement, dated January 22, 2024 for RAISE Program Grant Application; a Tenth Amendment to the Agreement, dated February 23rd, 2024 for CA and CM of the Deice Access Taxilane and North Taxiway A Rehabilitation, Schedules II, III, IV, and V; an Eleventh Amendment to the Agreement, dated effective March 19th, 2024 for CA and CM of the Underground Stormwater Detention and Filtration System Expansion Schedules I and II; a Twelfth Amendment to the Agreement, dated march 19, 2024, for Facilitation Services 2024 Board and Staff Retreats; a 13th Amendment dated June 19, 2024, for the Deice Pad and Collection System Improvements Design and Construction Administration and Management; a 14th Amendment dated July 19, 2024 for Outreach Services; a 15th Amendment, dated December 18, 2024, for 2025 Seal Coat and Mark Pavement Project; a 16th Amendment, dated March 1, 2025 for Rental Car Counter Wall and Family Restroom Project Professional Services; a 17th Amendment, dated March 17, 2025 for 2025 Board Retreat Facilitation Services; an 18th Amendment, dated June 18, 2025 for Electric Vehicle Charging Stations Design, Bidding, and Construction Administration/Management; a 19th Amendment, dated June 18, 2025 for the Aviation Safety Facility Conceptual Planning Study; a 20th Amendment, dated June 18, 2025 for the Backup AWOS Installation Design, Bidding, and Construction Admin/Management; a 21st Amendment, dated July 10, 2025 for Aerial Photography Services and Geospatial Services; and a

22nd Amendment, dated August 7, 2025 for Non-Federal Change Order for Paving/Grading the GA Apron Islands and Grading FBO Lot.

WHEREAS, Sponsor and Engineer now desire to Revise this Amendment No. 13 to the Agreement to provide services as outlined in the Deice Pad and Collection System Improvements Design and Construction Administration and Management Scope of Work originally dated May 20, 2024, and revised September 25, 2025.

NOW THEREFORE, for valuable consideration the receipt and sufficiency of which are hereby acknowledged, the Agreement is amended as follows:

1. Engineer agrees to provide services in accordance with the Revision 1 Scope of Work letter dated September 25, 2025, which is annexed hereto as **Exhibit A** (the "Services"). The Services will be provided and completed in a prompt manner under the circumstances.

2. Compensation payable by the Sponsor to the Engineer for the Services shall be as set forth in the Revision 1 Fee Schedule, dated September 25, 2025 and incorporated as **Exhibit B**, and shall be in a not to exceed amount of Four Million and Eighty Four Thousand Nine Hundred and Twenty Five Dollars and Zero Cents ($4,084,925.00), payable upon invoice monthly as work is performed**.**

3. This Amendment is entered into subject to all terms and conditions of the Agreement as previously amended, which Agreement shall remain in full force and effect except as expressly amended above.

Entered into and agreed to by the parties effective as of the date set forth above.

JACKSON HOLE AIRPORT BOARD

By:

_____

Rob Wallace, President

Attest:

_____

Ed Liebzeit, Secretary

WOOLPERT

By:

_____

Print:

_____

Title:

_____

SCOPE OF WORK
FOR
JACKSON HOLE AIRPORT
Jackson, Wyoming
AIP Project No. AIP-3-56-0014-83-2024/086-2025/088-2025
WYDOT Project No. AJA024D
Deice Pad and Collection System Improvements
Design and Construction Administration and Management (Revision 1)

This is an Appendix attached to, made a part of and incorporated by reference with the Professional Services Agreement dated April 19, 2023, between Jackson Hole Airport Board and Woolpert, Inc., for providing professional services. For the remainder of this scope the Jackson Hole Airport is indicated as "Sponsor" and Woolpert, Inc., is indicated as "Engineer." In addition, all staff listed are Aviation unless indicated otherwise. The construction budget for this project is approximately $41,500,000.00 This construction budget does not include administrative, legal, or professional fees.

This project shall consist of preparing Construction Plans, Contract Documents, Technical Specifications, and Engineer's Design Report, along with Bidding, Construction Administration, Post-Construction Coordination, and On-Site Construction Coordination for the Deice Pad and Collection System Improvements – Phase 2 Project. This scope of work is for the consulting services provided by the Engineer for the Sponsor. See Exhibit No. 1 below for the project location.

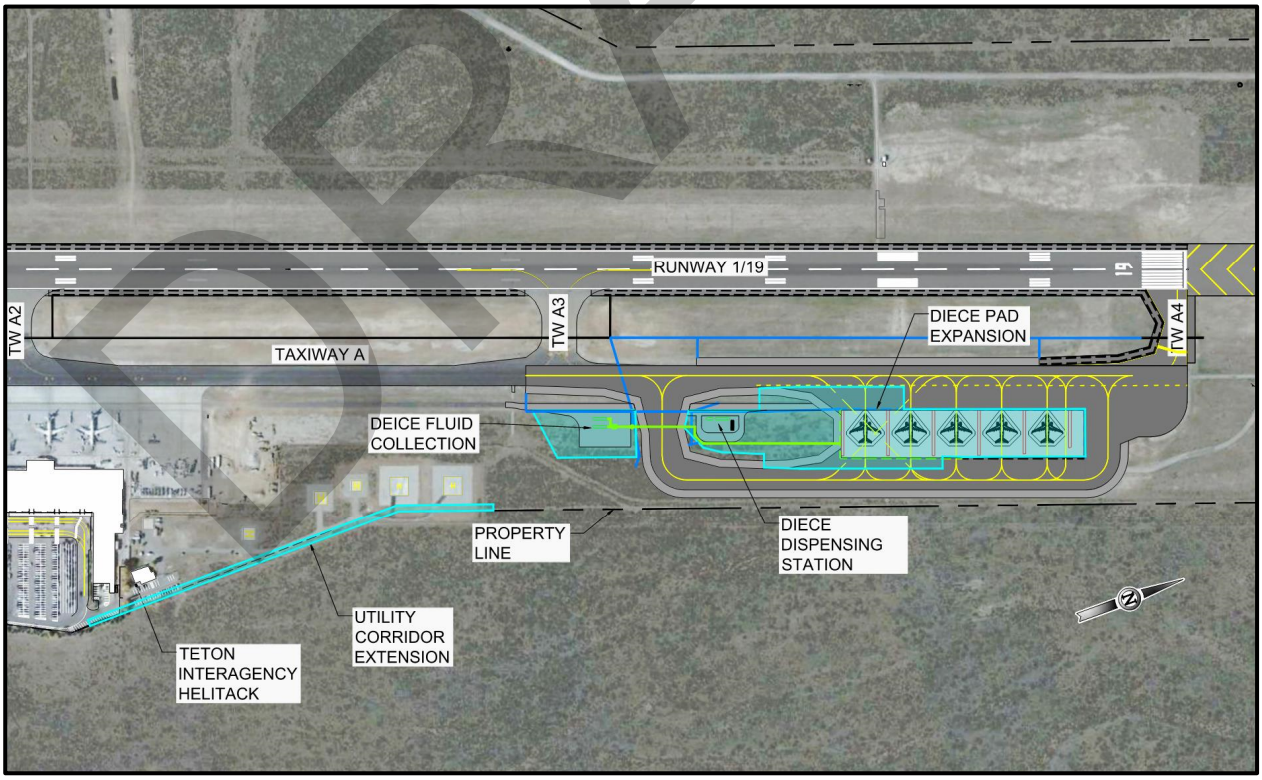

EXHIBIT NO. 1

DESCRIPTION

This project shall consist of increasing the existing deice pad length to the south by approximately 470 feet. This expansion will more than double the capacity of the existing deice pad and will bring it up to current FAA safety standards. Concrete and asphalt paving, grading, drainage, airfield electrical, an aircraft deicing collection system design, an aircraft deice dispensing station design, a utility corridor design, deice collection and dispensing system monitoring controls and design, and design of a portable deice command building design will be the main components of the project.

The proposed deice pad expansion will consist of portland cement concrete pavement placed over an aggregate base course. There will be asphalt tie-ins constructed on the east and west side of the deice pad expansion in order to tie this new pad into existing Taxiway A to the west and existing Taxilane B1 to the east. This pavement section will consist of bituminous asphalt placed over an asphalt stabilized base course which will sit on an aggregate base course. 30-foot paved shoulders will be constructed on the southern edge of the deice pad expansion as well as along the south side of the asphalt pavement tie-ins. Within the paved shoulders, an underdrain and electrical conduit, cable, and lighting will be completed. On the Taxiway A tie-in portion of the paved shoulders, slotted drains will be installed at the outer edge of the paved shoulder and at the edge of the full strength pavement. These slotted drains will capture storm water surface runoff and send it to the subsurface drainage system that discharges into the underground detention and filtration system on the south end of the airfield.

Trench drains will be installed around the perimeter of the new deice pad expansion as well as a portion of the existing deice pad in order to keep storm drainage runoff and aircraft deicing fluid runoff separated. The storm drain runoff collected will be sent to the subsurface drainage system that discharges into the underground detention and filtration system on the south end of the airfield. The runoff from aircraft deicing that is collected will be sent through subsurface pipe to be collected in two (2) 40,000 ~~30,000~~ gallon underground storage tanks. Periodically, these tanks will be pumped out and the collected runoff with aircraft deicing fluid will be trucked off site to a recycling facility.

The aircraft deicing runoff collection facility will consist of a trench drain on the south and east side of the deice pad that will capture flows and send them to collection tanks as described above. Prior to entering the tanks, the runoff will pass through a diversion structure, which during deicing season, will send the glycol-laden runoff to the two (2) undergrounds storage tanks. During the non-deicing season, valves in the diversion structure will direct slows captured from storm events to the subsurface drainage system that discharges into the underground detention and filtration system on the south end of the airfield. A sand/oil interceptor will be installed between the diversion structure and the underground storage tanks to allow sand, sediment, and oil to be trapped and separated out of the deicing runoff collected. When full, the underground tanks will be pumped out using either a pump system that sits above the tank and sucks the collected runoff out into a tanker truck or by installing pumps in the bottom of the tanks to pump out the collected runoff into a tanker truck. This truck will then deliver the collected runoff to a recycling facility. The tanks and collection system will be set up in such a way that if future on-site treatment systems are developed that allow for this runoff to be treated on-site, the collected deice runoff can be sent there. All piping, electrical, communication, and controls for this system will also be included.

The deice station will consist of ~~two (2) underground tanks for glycol – a 30, 000 gallon tank for Type 1 glycol and a 12,000 gallon tank for Type 4 glycol~~ three (3) underground tanks for glycol – two (2) 15,000 gallon tanks for Type 1 glycol and a dual compartment 15,000 gallon tank for Type 4 glycol. These tanks will feed automatic mixers that will sit on grade. These units will mix the glycol and water which will be fed through a hose to fill aircraft deicing trucks. Pumps will be required to deliver the glycol for the

underground storage tanks to the on-grade deice mixers. All piping, electrical, communication, and controls for this system will also be included.

~~A portable deice command center/building will be included as part of this project. The portable facility will have the capability to be moved, as needed, for airport purposes. During deicing season, the building will be placed in its location near the deicing pad.~~ Multiple pre-fabricated buildings for the deice blending and dispensing equipment, water serve equipment, electrical and control equipment, and a deice command center building will be included as part of this project. This deice command center building will serve as a command center for aircraft deicing operations. As such, the building will have interior office space, a small break area, and a restroom served by water and sanitary sewer. Communication and electrical lines will be provided to all of the buildings so that any information for monitoring and controlling the deice systems can be available from this facility. It is proposed that these buildings will sit on a concrete pad to the south of the deice pad ~~during the deicing season. A structural engineer will be utilized to complete the design for the concrete pad.~~ The building manufacturer will design the foundation for these buildings. A concrete retaining wall with an earthen berm will obscure the site of these buildings from Highway 191 east of the airport.

A structural engineer will be a subconsultant to design the retaining wall and the structural concrete slabs above the underground glycol storage and glycol runoff collection tanks.

Finally, monitoring and control for all of the various systems deicing systems, including the monitoring of tanks for leaks and fill levels, control of valves and pumps, as well as other types of monitoring and control will be completed. The intent is to provide for the monitoring and control of these systems remotely, possibly with locations for monitoring and controlling located in ARFF building and ~~the portable~~ the deice command building and tied into the airport network in the terminal building.

Approximately 8 acres will need to be topographically surveyed to determine the existing grades and infrastructure located within the project area. In addition, approximately 2 acres will need to be surveyed in order to development on-site embankment plans for excess native excavation that will be removed from the project site.

The engineering fees for this project will be broken into two parts. **Part A-Basic Services;** 1) Preliminary Design Phase, 2) Design Phase, 3) Bidding Phase, and Reimbursable Costs During Design and Bidding and **Part B-Special Services,** which includes**;** 4) Pre-Construction Coordination Phase (CY 2025 and CY 2026), 5) Construction Administration Phase (CY 2025 and CY 2026), 6) Post-Construction Coordination Phase (CY 2025 and CY 2026), 7) On-Site Construction Coordination Phase or Field Engineering (CY 2025 and CY 2026), 8) On-Site Construction Coordination Phase (Non-Federal) (CY 2026), and Reimbursable Costs During Survey and Construction. Additional services that will be completed by subconsultants to the Engineer, including topographical survey for design, structural design, utility design and engineering, future runoff treatment system analysis, quality assurance testing during construction, post-construction pipe inspection, and aerial imagery acquisition. Parts A and B and the ~~seven~~ eight phases are described in more detail below.

PART A - BASIC SERVICES consists of the Preliminary Design Phase, Design Phase, and Bidding Phase, all invoiced on a lump sum basis.

1.0 Preliminary Design Phase

1.01 Coordinate and Attend Meetings with the Sponsor, FAA, and WYDOT. Project understanding meetings with the Sponsor, FAA, and WYDOT will take place to discuss existing conditions, strategies and

options, establish the proposed project/funding schedule, determine the feasibility of the proposed project and to establish the need for additional topographical surveying and/or geotechnical testing. Establishment of critical dates for the AIP schedule will be completed. Various meetings during the design phase will also be conducted to review the progress of the design, discuss construction details and proposed time frame of construction and identify any special requirements for the project. Presentation material will be prepared by the Engineer for each meeting in order to provide an update on the progress of design, schedule, and any challenges or recommended design changes encountered during design. The Project Manager IV will take the lead in producing presentations while others will develop exhibits, drawings, technical analysis, or other material for the meetings. The Engineer will establish the agenda and prepare meeting minutes for each of the meetings. It is anticipated that there will be a minimum of five (5) meetings with the Sponsor, FAA, and WYDOT during the design effort. It is anticipated that one pre-design meeting will be two (2) hours in duration and four project coordination meetings will be one (1) hour in duration. The Resident Construction Manager IV and Project Manager IV will attend meetings via teleconference.

1.02 Prepare Project Scope of Work and Contract. This task includes establishing the scope of work through meetings outlined above. Fees will be negotiated with the Sponsor and may be subject to an independent fee estimate conducted by a third party hired by the Sponsor. This task also includes drafting the contract for the work to be completed by the Engineer for the Sponsor once negotiations are complete. The Engineer will also attend the Sponsor Board meeting where the Scope of Work and Fees are presented and to answer any questions in relation to the project. It is anticipated the Project Manager IV and the Resident Construction Manager IV will attend this board meeting which will be three (3) hours in duration.

1.03 Conduct Pre-Proposal Meeting with Design Subconsultants and Internal Staff. This task includes conducting a pre-proposal design meeting with the perspective design sub-consultants along with internal design staff that will be assisting with various design components of the project. This meeting will provide a high level overview of the project so that all parties understand the design intent of the project. This meeting will be attended by two (2) Project Manager IV's (one Aviation/one Water), a Resident Construction Manager IV, Project Manager III (Water), and two (2) Engineer II's (one Water/one Controls). It is anticipated that this meeting will be two (2) hours in length.

1.04 Prepare Preliminary Cost Estimating. This task includes creating a preliminary construction rough order of magnitude (ROM) cost estimate, a preliminary working days estimate, a preliminary overall project schedule, and a preliminary overall project budget. The preliminary construction ROM cost estimate will be based upon the most current information available at the time of preparation. Work to refine these estimates is included under Task 2.21.

1.05 Provide Project Coordination. The Engineer shall provide project management and coordination services to ensure the completion of the design. These duties include:

- Time the Engineer spends planning, organizing, securing and scheduling resources, and providing instruction to staff to meet project objectives as defined in the approved scope of work.
- The Engineer will analyze the budget semi-monthly to ensure budget and staffing needs are on track to meet design schedules within budget.
- Additional items to be accomplished include compiling and sending additional information requested from the office to related parties, maintaining project files as necessary and other items necessary in day-to-day project coordination.
- The Engineer will prepare and submit monthly invoicing.

The Engineer will complete the following tasks:

- ✈ Provide the Sponsor with a monthly Project Status Report (PSR), in writing, reporting on Engineer's progress and any problems that may arise while performing the work. The PSR must include an update of the project schedule, as described in this section, when schedule changes are expected.
- ✈ Submit for acceptance and maintain, a design schedule detailing the scheduled performance of the work.
- ✈ Create and maintain a Quality Control Checklist (QCC) for the project. The QCC shall include personnel, project milestone checking and peer review procedures at each phase of the project.

1.06 Conduct Internal Project Meetings. The Engineer will conduct weekly internal project coordination meetings during the design effort with the internal design team consisting of the Project Manager IV, Resident Construction Manager IV, Engineer Designer II, Project Manager II, Engineer Technician III, and Project Coordinator. These meetings will monitor the progress of the project as well as address any questions, concerns, or design considerations/changes that arise. The proposed project schedule will be evaluated and any changes that need to be made in order to accommodate the schedule will be discussed. It is anticipated that these meetings will be one (1) hour in duration and that a total of sixteen (16) meetings will be held. An additional twenty (20) meetings will be conducted concurrently with Task 1.07 meetings.

1.07 Conduct Project Team Coordination Meetings. The Engineer will conduct bi-weekly project team meetings during the effort with the entire design team consisting of the staff mentioned in Task 1.06 as well as an Project Manager III (Water) and two (2) additional Engineer II's (one Water/one Controls) and all subconsultant representatives working on design elements of the project. It is anticipated that these meetings will be one and one-half (1.5) hours in duration and that a total of twenty (20) meetings will be held. Other engineering staff, such as another Project Manager IV (Electrical) and Project Manager IV (Water) will attend eight (8) and four (4) of these meetings respectively at various times throughout the project. The Project Manager IV will prepare an agenda for each meeting and the Project Coordinator II will prepare meeting minutes for each meeting.

1.08 Conduct Meetings with Wyoming Department of Environmental Quality (WDEQ). The Engineer will conduct coordination meetings with WDEQ to verify and discuss the proposed design and understand what permits and approval may be needed from WDEQ in relation to surface runoff capture and storage/treatment from the deice pad and the new deice dispensing station. The Project Manager IV, Resident Construction Manager IV, Project Manager II, and Planner III will attend these meetings. It is anticipated that these meetings will be one (1) hour in duration and that a total of three (3) meetings will be held. The Engineer will prepare an agenda and produce meeting minutes for each of these meetings.

1.09 Conduct Meetings with National Park Service (NPS). The Engineer will assist the Sponsor preparing for meetings that will be held with the National Park Service (NPS) by producing and reviewing any presentations, producing exhibits, drawings, or other material that may be needed during these meetings. The Project Manager IV will take the lead in producing presentations while others will develop exhibits, drawings or other material for the meetings. It is anticipated that there will be three (3) meetings held during the design effort with the NPS. One meeting will be a project discovery meeting to discuss the proposed upcoming project with the NPS. It is anticipated that this meeting will be held via teleconference and the Resident Construction Manager IV, Project Manager IV, and Planner III will attend. The second meeting will be a presentation meeting to the NPS that provides details that will be needed in order to

move forward with any environmental compliance that may be required. It is anticipated that this meeting will be attended by the Resident Construction Manager IV with the Project Manager IV and Environmental Planner III attending via teleconference. The final meeting will take place prior to bidding to ensure the NPS is acceptable of final locations of haul routes, contractor staging/batch plant locations, and material storage locations. It is anticipated that the Resident Construction Manager and Project Manager will attend this meeting via teleconference. It is anticipated that each of these meetings will be two (2) hours in duration. The Engineer will prepare all presentation materials/exhibits along with an agenda for the meetings and produce meeting minutes for each of the meetings.

1.10 Conduct Coordination Meetings with Teton Interagency Helitack. The Engineer will conduct coordination meetings with the Teton Interagency Helitack to discuss construction that may impact the helitack, such as the installation of the utility corridor from the entrance of the helitack to the expanded deice pad. It is anticipated that there will be three (3) three meetings with the Teton Interagency Helitack that will last for two (2) hours each. It is anticipated that these meetings will be attended by the Resident Construction Manager IV and Project Manager IV via teleconference. The Engineer, led by the Project Manager IV with support from other staff, will produce presentation material for proposed construction, evaluation of impacts to the helitack, and other items for the meetings. The Engineer will also prepare agendas and produce meetings minutes for each meeting.

1.11 Review Existing Documents. The Engineer will gather and review existing available documentation that may be relevant to the project, including, but not limited to, record drawings (as-builts), design reports, final reports, utility reports/maps and previous surveys. The Engineer may use relevant information from this review to coordinate the design and topographical survey for the project.

1.12 Coordinate Topographical Survey. This task includes preparing the requirements, establishing the limits of the survey area, and scheduling a time for the survey to be completed. Negotiating with the survey firm for a cost to perform the work and providing an on-site representative of the Engineer during the survey is also included in this task. During design, the need may arise to verify other existing survey information or to extend the limits of the survey.

1.13 Coordinate Structural Design. This task includes preparing the requirements for the structural design elements of the project, including the concrete slab for the portable deice command building, the concrete slabs that will site over the subsurface storage tanks for aircraft deice runoff and glycol storage. and other miscellaneous structural design that may be required. Negotiating with the structural engineering firm for a cost to perform the work is also included in this task.

1.14 Coordinate Utility Design. This task includes preparing the requirements to provide engineering and design for utility corridor that will run just inside the airport perimeter fence and adjacent to the Teton Interagency Helitack. Negotiating with the utility design firm for a cost to perform the work is also included in this task.

1.15 Coordinate Various Deicing Systems Monitoring and Controls Design. This task includes preparing the requirements to provide a complete design for the various deicing systems (collection and dispensing) that will be installed with the expanded deice pad. Negotiating with the monitoring and controls system design firm or internal Woolpert staff for a cost to perform the work is also included in this task.

1.16 Coordinate Future Surface Runoff Treatment System Preliminary Analysis. This task includes preparing the requirements to complete a preliminary analysis and report related to the future surface runoff treatment system to explain how this system will provide a secondary cleaning of the stormwater

collected that contains residual aircraft deicing products. Negotiating with the subject matter expert (SME) for a cost to complete this work is also included in this task.

1.17 Coordinate Utility Service (Installation/Relocation) with Local Utility Companies. This task includes meeting and coordinating with local utility agencies who are anticipated to be affected by the project. The Engineer will furnish plans to the agencies at the 60% and 100% review stages of the design, or as requested, to enable the agencies to coordinate efforts for the installation or relocation of any utilities, as necessary. It is anticipated that there will be three (3) meetings that will last for one (1) hour each and be attended by the Resident Construction Manager IV, the Project Manager IV, and a Project Manager IV (Electrical). The Engineer will prepare agendas and produce meeting minutes for each of these meetings.

1.18 Prepare Federal Grant Application. This task consists of preparing the federal grant application (design). The application will be submitted during the initial portion of the project. Preparation of the application includes the following:

- Prepare Federal 424 form.
- Prepare Federal Form 5100 – II thru IV.
- Prepare project funding summary.
- Prepare program narrative, discussing the purpose and need of the work and the method of accomplishment.
- Project sketch (8.5" x 11").
- Include preliminary cost estimate.
- Include the existing Exhibit "A" Property Map
- Include the Sponsor's certifications.
- Attach the current grant assurances.
- Include DOT Title VI assurances.
- Include certification for contract, grants and cooperative agreements.
- Include Title VI pre-award checklist.
- Include current FAA advisory circulars required for use in AIP funded projects.

The Engineer shall submit the grant application to the Sponsor for approval and signatures. After obtaining the necessary signatures, the Sponsor or Engineer shall forward a copy of the signed application to the FAA for further processing.

1.19 Prepare Environmental Documentation. The FAA determined that a Categorical Exclusion (CATEX) applies according to FAA orders 1050.1F and 5050.4B. The project was environmentally approved on August 19, 2020, through a documented CATEX completed under AIP 3-56-0014-063-2020. The environmental conditions and scope of the project have had some minor changes in project limits and disturbance areas since original environmental determination. The environmental exhibit created as part of the previously approved CATEX will be updated for accuracy and referenced throughout this project.

It is anticipated that updates due to additional areas of disturbance around the proposed project site will be included. This includes showing the additional area on the original CATEX exhibit and coordinating the re-evaluation of this area with the FAA and GTNP. It is anticipated that there will be one (1) meeting to discuss the additional areas included in the project for re-evaluation and to understand what the FAA and/or GTNP may need to approve these areas environmentally. It is anticipated this meeting will be two (2) hours in duration and that the Project Manager IV, Resident Construction Manager IV, and Planner III will attend. The Engineer will create the agenda and complete minutes for this meeting. Any additional environmental documentation required for the project by GTNP outside of the CATEX, such as nesting bird surveys or native sage disturbance areas, will also be completed under this task.

1.20 Prepare Disadvantaged Business Enterprise (DBE) Goal. The Engineer will research the current state highway certified DBE listings and local area contractors to determine the availability of potential DBE contractors. The Engineer will prepare preliminary construction cost estimates and establish potential DBE work tasks. The Engineer will finalize the DBE goal work sheets for the Sponsor for submittal to the FAA Civil Rights Office for approval. Preparation of the amended DBE program will include the following tasks:

- ✈ Calculate base figure for DBE goal.
- ✈ Adjust base figure for DBE goal.
- ✈ Calculate Race Neutral and Race Conscious DBE goals.
- ✈ Consultation and Publication for DBE goals.
- ✈ Submit DBE goal to CRO.
- ✈ Revise DBE goals after Sponsor and FAA review.

1.21 Prepare Quarterly Performance Reports – Design. Federal Regulation 49 CFR Part 18 establishes uniform administrative requirements for grants to State and Local Governments. Sub-part 18.40 addresses monitoring and reporting requirements for the Sponsor. The Engineer will assist the Sponsor in managing grant activities to ensure compliance with applicable Federal requirements. The Engineer will submit a quarterly performance report while the grant is active. It is estimated there will be two quarterly performance reports completed during the design phase of this project.

1.22 Manage BlackCat Files. This task includes managing BlackCat Files for the Sponsor. The Engineer will ensure all documentation necessary for the project, including scope of work, record of negotiations, grant applications, etc. are uploaded into BlackCat throughout the duration of the Project.

TASK 1 DELIVERABLES	TO GTNP/WDEQ	TO FAA/STATE	TO SPONSOR
1.01 Meeting Agendas, AIP Development Schedule and Meeting Minutes from Pre-Design Meeting		✓	✓
1.02 Scope of Work and Draft Contract for the Sponsor		✓	✓
1.04 Preliminary Cost Estimate		✓	✓
1.05 Design Schedule, PSR, and Monthly Invoicing		✓	✓
1.08 WDEQ Presentation Material, Agenda, and Minutes	✓		✓
1.09 NPS Presentation Material, Agenda, and Minutes	✓		✓
1.17 Utility Coordination Meetings, Agenda, and Minutes			✓
1.18 Federal Grant Application		✓	✓
1.19 Environmental Documentation	✓	✓	✓
1.20 DBE Goal		✓	✓
1.21 Quarterly Performance Reports			✓

TASK 1 MEETINGS/SITE VISITS	LOCATION/ATTENDEES/DURATION
1.01 Pre-Design Meetings and Project Coordination/Update Meetings Through Design	• Jackson, WY One (1) Resident Construction Manager IV and one (1) Project Manager IV Assume Two (2) hours via teleconference for pre-design meeting (1 meeting) Assume One (1) hour via teleconference for project coordination/update meetings (4 meeting)

1.02 Prepare Project Scope of Work and Contract – Attend Airport Board Meeting	• Jackson, WY One (1) Resident Construction Manager IV and one (1) Project Manager IV Assume Three (3) hours via teleconference for JAC Airport Board Meeting (1 meeting)
1.03 Pre-Proposal Meeting	• Denver, CO Two (2) Project Manager IV's (one Aviation/one Water), one (1) Resident Construction Manager IV, one (1) Project Manager III (Water), and two (2) Engineer II's (one Water/one Controls). Assume Two (2) hours via teleconference (1 meeting)
1.06 Internal Project Meetings	• Denver, CO One (1) Project Manager IV, one (1)Resident Construction Manager IV, one(1) Engineer Designer II, one (1) Project Manager II, one (1) Engineer Technician III, and one (1) Project Coordinator Assume One (1) hour via teleconference (16 meetings)
1.07 Project Team Meetings	• Denver, CO One (1) Project Manager IV, one (1) Resident Construction Manager IV, one (1) Engineer Designer II, one (1) Project Manager II, one (1) Engineer Technician III, two (2) Engineer II's (one Water/one Controls), one (1) Project Manager III (Water), and one (1) Project Coordinator Assume One and one-half (1.5) hours via teleconference (20 meetings) One (1) Project Manager IV (Electrical – 8 meetings) One (1) Project Manager IV (Water – 4 meetings) Assume One and one-half (1.5) hours via teleconference
1.08 WDEQ Meetings	• Jackson, WY One (1) Project Manager IV, one (1) Resident Construction Manager IV, one (1) Project Manager II, and one (1) Planner III Assume One (1) hour via teleconference for each meeting (3 meetings)
1.09 NPS Meetings	• Jackson, WY One (1) Project Manager IV, one (1) Resident Construction Manager IV, and one (1) Planner III Assume Two (2) hours via teleconference for each meeting (2 meetings) • Jackson, WY One (1) Project Manager IV and one (1) Resident Construction Manager IV

	Assume Two (2) hours via teleconference for each meeting (1 meeting)
1.10 Teton Interagency Helitack Meetings	• Jackson, WY One (1) Resident Construction Manager IV and one (1) Project Manager IV Assume Two (2) hours via teleconference or each meeting (3 meetings)
1.17 Utility Coordination Meetings with Local Utility Companies	• Jackson, WY One (1) Project Manager IV, one (1) Resident Construction Manager IV, and one (1) Project Manager IV (Electrical) Assume One (1) hour via teleconference for each meeting (3 meetings)
1.19 GTNP/FAA Environmental Meeting	• Jackson, WY One (1) Project Manager IV , one (1) Resident Construction Manager IV, and one (1) Planner III Assume Two (2) hours via teleconference for each meeting (1 meetings)

2.0 Design Phase

2.01 Design Kickoff Meeting/Site Visit. A meeting will be held on-site at JAC Airport with members for the design team and the subconsultants to examine existing site conditions, understand existing utilities and equipment, and meet with JAC airport staff. During this kickoff meeting/site visit the additional tasks will be accomplished:

- ✈ Understanding the size, portability, facilities, utilities, equipment and features desired by the Sponsor for the Deice Command Center Facility
- ✈ Understanding the requirements, utilities, equipment, features, and function desired by the Sponsor for the Deice Dispensing Station
- ✈ Understanding the requirements, utilities, equipment, features, and function desired for the deice collection and deice dispensing systems monitoring and controls
- ✈ Understanding the various pump requirements for water and glycol for the portable deice command facility and deice dispensing station
- ✈ Understanding the pump requirements for the aircraft deice runoff collection system

It is expected that the design kickoff meeting and site visit will be completed over two (2) days in addition to one (1) or two (2) full days of travel depending on origination of trip. It is anticipated that the Project Manager IV, Resident Construction Manager IV, Project Manager III (Water), and two (2) Engineer II's (one Water/one Controls) will be in attendance for this meeting/site visit. The Project Manager IV will take the lead, supported by other staff, in producing exhibits for the meeting. In addition, the Engineer will produce a kick-off meeting agenda as well as product meeting minutes for this meeting.

2.02 Analyze Topographic Survey Data. This task includes analyzing the topographical survey data and preparing the data for use with computer modeling. This will include the following tasks:

- ✈ Input raw survey data into AutoDesk Civil 3D to sort data into the Engineer's standard layers for efficient analysis.

- Verify surveyor horizontal and vertical control.
- Verify survey data from as-built conditions.
- Sort all data points by layers and descriptions for computer modeling.
- Prepare triangulated irregular network (TIN surface model) of existing ground contours, pavement edges, roadways, electrical equipment, drainage features, buildings, fences, and other miscellaneous entities.
- Generate three-dimensional contour model from TIN surface model.
- Prepare and process data for spot elevations, grading and/or paving cross sections.

2.03 Analyze Geotechnical Investigation Data. This task includes analyzing the previously performed geotechnical investigation. This will include the following tasks:

- Review Geotechnical Engineer recommendations.
- Determine on-site sources and quantities of suitable material for embankment.
- Determine appropriate data for benching design.
- Determine appropriate data for the pavement design form(s).
- Input data for computer modeling with topographical survey data.
- Prepare soil information for incorporation on the construction plans.
- Coordinate with Structural Engineer on geotechnical findings.

2.04 Prepare Pavement Design. After receiving the geotechnical investigation data, the Engineer will analyze the data and prepare a proposed pavement section using current FAA design software (FAARFIELD). In addition to determining the proposed pavement section for the current and anticipated traffic, a pavement classification rating (PCR) analysis will be performed in accordance with FAA Advisory Circular (AC) 150/5335-5 (Current Edition), *Standardized Method of Reporting Airport Pavement Strength – PCR*, to determine the deice apron PCR classification based on the expected fleet mix. The Engineer will submit the FAARFIELD computer printouts with a narrative to the FAA. The following tasks will be completed:

- Determine appropriate data for pavement design.
- Input data for computer modeling with topographical survey data.
- Prepare an exhibit showing the existing pavement and base course thickness.
- Determine areas of existing pavement to be removed and replaced.
- Prepare pavement and soils information for incorporation on the construction drawings.
- Verify elevation of water table.
- Compile the current airport fleet mix.
- Input data into FAARFIELD.
- Run pavement design scenarios.
- Analyze output from FAARFIELD.
- Select preferred pavement section.
- Compare pavement section to FAA Advisory Circular (AC) 150/5320-6 (Current Edition), *Airport Pavement Design and Evaluation.*
- Verify frost design method.
- Verify overexcavation requirements (if needed).
- Verify optimum moisture content for subgrade preparation.

It is anticipated that five (5) different pavement designs will need to be prepared for the following areas:

- Deice Apron Concrete Pavement (Aircraft Rated)
- Taxiway/Taxilane Asphalt Pavement Tie-In (Aircraft Rated)
- Taxiway/Taxilane Asphalt Paved Shoulders

- ✈ Asphalt Vehicle Service Road
- ✈ Deice Runoff Collection Area and Aircraft Deice Dispensing Area (Concrete or Asphalt)

2.05 Review Structural Design Features. Using the existing geotechnical investigation, the Structural Engineer will analyze the data to provide design for the following tasks:

- ✈ Structural design for the concrete slab for the portable deice command building.
- ✈ Structural design for the concrete slabs that will be placed over the underground deice runoff collection tanks and glycol storage tanks.

The Engineer will hold discussions with the Structural Engineer to assure that all design elements are thoroughly considered and implemented.

2.06 Coordinate with Underground Tank Manufacturers and Prepare Tank Design. This task includes coordinating with various underground tank manufacturers to compare tank features, understand cost, and complete a design that meets the intent of the Sponsor. It is anticipated that meetings will be held with multiple tank manufacturers to determine which tank best meets the requirements of the project, including all requirements for Buy American.

2.07 Coordinate with Pump Manufacturers and Prepare Pump Design. This task includes coordinating with various pump manufacturers to compare pump features and operating requirements, understand cost, and complete a design that meets the intent of the Sponsor. It is anticipated that meetings will be held with multiple pump manufacturers to determine which pumps best meets the requirements of the project, including all requirements for Buy American.

2.08 Coordinate with Valve Manufacturers and Prepare Valve Design. This task includes coordinating with various valve manufacturers to compare valve features and operating requirements, understand cost, and complete a design that meets the intent of the Sponsor. It is anticipated that meetings will be held with multiple valve manufacturers to determine which valves best meet the requirements of the project, including all requirements for Buy American.

2.09 Coordinate with Sponsor IT to Integrate Control and Monitoring Systems Design. This task includes coordinating with the Sponsor's IT department to understand the existing control systems as well as the requirements and components needed in order to integrate the various deicing systems (collection and dispensing) into the current virtual platform. It is anticipated that multiple meetings will be held the Sponsor's IT staff to complete the design and integration of the new deicing systems monitoring and controls.

2.10 Coordinate with Portable Building Manufacturers and Prepare Requirements for Deice Building. This task includes coordinating with various portable building manufacturers to compare building features and designs, understand cost, and complete requirements for the portable deice command building that meet the intent of the Sponsor. It is anticipated that meetings will be held with multiple portable building manufacturers to determine which facilities best meet the requirements of the project, including all requirements for Buy American.

2.11 Develop On-Site Grading Plans. This task includes developing potential on-site embankment area grading plans to place excavated material from the project site. It is anticipated two to three different grading options will be developed during this task. Aerial photography and survey will be used to develop the grading plans and associated quantities for all potential embankment area(s).

2.12 Prepare Existing Utility Inventory. This task includes reviewing record drawings and consulting with the Sponsor and local utility companies to identify all utilities within the project site. The Construction Plans will include, to the maximum extent possible, the surveyed locations of observable utility features and the locations identified by utility locates.

2.13 Prepare Preliminary Contract Documents. This task includes preparing the Preliminary Contract Documents, including Contract Proposal, Bid Bond, Contractor Information Sheet, Subcontractor/Material Supplier List, Disadvantaged Business Utilization Commitment, DBE Participation Form, Certification of Non-Segregated Facilities, Equal Employment Opportunity Report Statement, Buy America Certification, Buy America Waiver Request, Buy America Conformance Listing, Bid Proposal, Contract, Payment Bond, Performance Bond, Notice of Award, Notice to Proceed, Notice of Contractor's Settlement, General Provisions, FAA AC 150/5370-2 (Current Edition), *Operational Safety on Airports During Construction,* and Wage Rates. The wage rates will be updated at the time of advertisement to reflect the most current wage rates available. Preparation will include establishing the location for the bid opening, dates for advertisement and description of the work schedule. Also included in the Preliminary Contract Documents, and covered under separate tasks below, are the Construction Safety and Phasing Plan, Technical Specifications, and Special Provisions. Preliminary Contract Documents will be prepared as early as possible during the design phase and submitted to the Sponsor for review.

2.14 Prepare Construction Safety and Phasing Plan (CSPP). This task includes meeting with the Sponsor to discuss the current operations of the airport to assist in determining how the proposed construction phasing of the project will affect these operations. From these meetings, a complete Construction Safety and Phasing Plan (CSPP) will be developed to ensure safety compliance when coordinating construction activities and airport operations. The CSPP will be developed in accordance with the requirements of FAA AC 150/5370-2 (Current Edition), *Operational Safety on Airports During Construction.* A construction phasing plan that meets the requirements of the AC and operational needs of the airport will be developed and included in the Contract Documents. This plan will also identify any nighttime work, continuous working times, or other unusual conditions that could affect the Contractor's normal progress on the project. The draft CSPP will be submitted at 30% complete and at 95% complete for ADO review. Upon preliminary approval from the ADO, the CSPP will be submitted to FAA for OE/AAA coordination.

2.15 Prepare Preliminary Construction Plans. This task includes preparing the following list of construction plans for the project. Additional plans may be added during the design phase as needed:

Plan Name/Description	Number of Sheets
Cover Sheet	1
Index of Drawings, Summary of Approximate Quantities and General Notes	7
Sheet Layout Plan	1
Survey Control Plan	1
Geotechnical Investigation Plan and Soil Boring Information	7
Safety Notes	1
Construction Layout Plan	2
Construction Phasing Plan	7
Construction Haul Routes and Signage Plan	1
Environmental Requirements and Details	1
Demolition Plan	12
Geometric Layout Plan	12
Overall Grading and Drainage Plan	1
Grading and Drainage Plan	12
On-Site Embankment Plan	1
Pavement Spot Elevation	6

Joint Layout Plan	4
Joint Details	1
Typical Sections	3
Pavement Marking Plan/Details	8
Drainage Plan and Profile/Details	15
Seeding and Erosion Control Plan/Details	5
Utility Layout Plan/Details	12
Underground Tank Layout/Details	6
Deice Dispensing Station Layout/Details	8
Underground Pump/Valve Layout and Details	6
Portable Deice Facility Layout/Details	3
Deice Systems Control and Monitoring Layout/Details	8
Electrical Demolition Plan	6
Electrical Layout Plan	12
Electrical Details	5
Total Sheet Count	**175**

2.16 Prepare Preliminary Technical Specifications. This task includes assembling the technical specifications necessary for the project. Standard FAA specifications will be utilized where possible, with the guidance from FAA AC 150/5370-10 (Current Edition)*, Standard Specifications for Construction of Airports*. Additional specifications will be prepared to address work items for materials that are not covered by the standard FAA specifications. The standard specifications to be utilized shall include, but are not limited to, the following:

- Item C-100 Contractor Quality Control Program (CQCP)
- Item C-102 Temporary Air and Water Pollution, Soil Erosion and Siltation Control
- Item C-105 Mobilization
- Item C-110 Method of Estimating Percentage of Material Within Specification Limits (PWL)
- Item P-101 Preparation/Removal of Existing Pavements
- Item P-151 Clearing and Grubbing
- Item P-152 Excavation, Subgrade and Embankment
- Item P-153 Controlled Low-Strength Material (CLSM)
- Item P-154 Subbase Course
- Item P-208 Aggregate Base Course
- Item P-401 Asphalt Mix Pavement
- Item P-501 Cement Concrete Pavement
- Item P-603 Emulsified Asphalt Tack Coat
- Item P-604 Compression Joint Seals for Concrete Pavements
- Item P-605 Joint Sealants for Pavements
- Item P-606 Adhesive Compounds, Two-Component for Sealing Wire and Lights in Pavement
- Item P-608 Emulsified Asphalt Seal Coat
- Item P-610 Concrete for Miscellaneous Structures
- Item P-620 Runway and Taxiway Marking
- Item D-701 Pipe for Storm Drains and Culverts
- Item D-702 Slotted Drains
- Item D-705 Pipe Underdrains for Airports
- Item D-751 Manholes, Catch Basins, Inlets and Inspection Holes
- Item T-901 Seeding
- Item T-905 Topsoil
- Item L-108 Underground Power Cable for Airports
- Item L-110 Airport Underground Electrical Duct Banks and Conduits

- Item L-115 Electrical Manholes and Junction Structures
- Item L-125 Installation of Airport Lighting Systems

Additional Non-FAA specifications will include, but are not limited to, the following items:

- Item D-710 Rock Riprap
- Item D-750 Trench Drains (Cast in Place)
- Section 26 0519 Low-Voltage Electrical Power Conductors and Cables
- Section 26 0526 Grounding And Bonding for Electrical Systems
- Section 26 0529 Hangers And Supports for Electrical Systems
- Section 26 0534 Conduit
- Section 26 0537 Boxes
- Section 26 0553 Identification for Electrical Systems
- Section 26 2200 Low Voltage Transformers
- Section 26 2416 Panelboards
- Section 26 2701 Electrical Service Entrance
- Section 26 2716 Electrical Cabinets And Enclosures
- Section 26 2726 Wiring Devices
- Section 23 11 15 Fiberglass Reinforced Plastic Underground Tanks

Wyoming Public Works

- Section 01010 Summary of Work
- Section 01340 Submittals
- Section 02220 Trench Excavation
- Section 02225 Trench Backfill
- Section 02665 Water Distribution and Transmission
- Section 02670 Hydrostatic Testing
- Section 02671 Water Well and Pumps
- Section 02675 Disinfection
- Section 02700 Sanitary Sewer Systems
- Section 02896 Pipeline Insulation

2.17 Prepare Preliminary Special Provisions. This task includes preparing the preliminary Special Provisions to address, or expound on, site conditions that require additional clarification. These include, but are not limited to: Haul Roads, Airport Security, Radio Communications, Work Schedule, Contractor's Quality Control Program, Sequencing of the Work, Closure of Air Operations Areas, Accident Prevention, Underground Cables/Utilities, Insurance, Indemnification, Sales and Use Taxes, Permits and Compliance with Laws, Executed Contracts, Subletting or Assigning of Contracts, Qualification of Disadvantaged Business Enterprises, Liquidated Damages, Acceptance Testing, Grade Control and Surface Tolerance, Construction Management Plan, Instruction Manuals, Construction Closeout, and clauses specific to Jackson Hole Airport and Grand Teton National Park..

2.18 Prepare Drainage Analysis and Storm Drainage Design. This task includes verifying the existing storm drainage and/or subsurface drainage systems. Surface drainage will be evaluated and designed to ensure accordance with standard engineering practices, local requirements and FAA AC 150/5320-5 (Current Edition)*, Airport Drainage Design.* The design of the drainage system for the deice pad expansion and deice collection system will include two independent trench drains, one to collect storm runoff containing glycol that is collected from the deice pad, and one to collect regular storm runoff before it enters the deice pad. In addition, there will be the design of a storm system to collect the runoff containing glycol

and transport if to the two underground storage tanks as well as a storm drain system that can collect regular storm runoff during the non-deicing aircraft seasons.

2.19 Produce Drainage Report for Wyoming Department of Environmental Quality (WDEQ). This task will include producing exhibits and a report that focuses on the overall drainage improvements for this project and how they fit into the overall surface runoff capture system and on-site stormwater detention systems at JAC. This report will be necessary for any permits that WDEQ will require for the aircraft deice collection system and/or stormwater surface runoff collection system.

2.20 Compile/Submit Permits. This task includes identifying potential federal, state and local permits needed for the project. Permits are anticipated to be required for, but are not limited to, demolition activities, air quality, grading, hauling, batch plants, utilities, construction dewatering, and stormwater management construction plans and associated permits (SWMP). When applicable, the Engineer will assist the Sponsor to compile information and submit permits that are required to be obtained by the Sponsor.

2.21 Calculate Estimated Quantities. This task includes calculating all necessary quantities for the various work items. Quantities must be consistent with the specifications and acceptable quantity calculation practices.

2.22 Prepare Estimate of Probable Construction Cost. Using the final quantities calculated following the completion of the construction plans and specifications, the Engineer will prepare the construction cost estimate. The estimate will be based on information obtained from previous projects, contractors, material suppliers and other available databases.

2.23 Prepare Engineer's Design Report and Modification of Standards. This task includes preparation of the Engineer's Design Report in accordance with current FAA Northwest Mountain Region Engineer's Design Report guidelines. The Engineer's Design Report will include a detailed summary of the project, photographs and descriptions of existing site conditions, pavement life cycle cost analysis, recycling and material availability analysis, estimate of project costs, and a schedule for the completion of the design, bidding, and construction. Modifications of the FAA standards, as necessary, for the project will be prepared for preliminary review. The approved Modifications of Standards (MOS) will be included in the Engineer's Design Report and submitted on the MOS website (See Task 2.24 below) to the FAA and Sponsor. The Engineer's Design Report will also contain any alternative design concepts that were investigated and evaluated.

2.24 Prepare and Submit Modification of Standards on MOS Website. This task includes Modifications of Standards (MOS) website access coordination with the Sponsor and FAA. Modifications of the FAA standards, as necessary, for the project must be compiled and submitted to the MOS website for approval. Revisions will be completed as needed.

2.25 Review Plans at 30%, 60%, and 90% Complete. During various stages of completion of the design, the Engineer will submit a set of Construction Plans, Specifications, and Contract Documents to the Sponsor for their review. Meetings will be scheduled for periodic reviews, including a 90% plans-in-hand review. The project will be reviewed with the FAA to obtain their concurrence with the design. In addition, reviews of design documents will take place by internal staff working on the project at the 60% and 90% stages to ensure the design intent of the project is being met.

2.26 Prepare and Submit 60% Review Documents to GTNP. At the 60% design stage, plan drawing documents will be prepared and submitted to GTNP for internal review comments from the NPS.

Comments received from GTNP will be incorporated to the greatest extent as long as the design intent of the project and FAA Safety criteria and standards are not compromised.

2.27 Provide In-House Quality Control. The Engineer has an established quality control program that will provide both experienced and thorough reviews of all project submittals and will also provide engineering guidance to the design team throughout design development from an experienced, senior-level Professional Engineer.

Prior to each review set of Construction Plans, Specifications, Contract Documents, and Engineer's Design Report being submitted to the Sponsor and FAA, a thorough, in-house quality control review of the documents will be conducted. This process will include an independent review of the Construction Plans, Specifications, Contract Documents, and Engineer's Design Report being submitted by a licensed Professional Engineer other than the Engineer who performed the design of the project. Comments will be offered by the Engineer that performed the review, and revisions to the Construction Plans, Specifications, Contract Documents, and Engineer's Design Report will be made accordingly.

In addition to the 30%, 60%, and 90% reviews, the Engineer's in-house quality control program also provides engineering guidance to the design team throughout the project design in an attempt to steer the project in a manner that provides the best engineering judgment.

At the 90% design review, the independent review will re-evaluate the CATEX boundary.

2.28 Prepare and Submit 100% Construction Plans, Specifications, Contract Documents, and Engineer's Design Report. A final set of Construction Plans (11" x 17"), Specifications, Contract Documents, and the Engineer's Design Report will be prepared and submitted to the Sponsor, WYDOT, and the FAA. These documents will incorporate all revisions, modifications, and corrections identified during the final review. Paper and electronic copies will be provided. The FAA will provide the authority for the Sponsor to advertise the project after submission of the 100% design documents.

2.29 Prepare Airfield Signing and Marking Plan. This task includes providing or updating the overall airfield signing and marking plan.

TASK 2 DELIVERABLES	TO GTNP/WDEQ	TO FAA/STATE	TO SPONSOR
2.04 Proposed Pavement Design		✓	✓
2.13 Preliminary Contract Documents for Sponsor's Review			✓
2.14 CSPP at 30% and 95% Complete		✓	✓
2.19 Drainage Report for WDEQ	✓		
2.24 Modifications of Standards to FAA Website		✓	✓
2.25 30%, 60%, and 90 % Construction Plans, Specifications, Contract Documents, and Engineer's Design Report		✓	✓
2.26 60% Plan Drawings to GTNP	✓		
2.28 IFC Construction Plans, Specifications, Contract Documents, and Engineer's Design Report		✓	✓
2.29 Airfield Signing and Marking Plan		✓	✓

TASK 2 MEETINGS/SITE VISITS	LOCATION/ATTENDEES/DURATION
2.01 Design Kickoff/Site Visit.	• Jackson, WY One (1) Project Manager IV, one (1) Resident Construction Manager IV, one (1) Project Manager III (Water), and two (2) Engineer II's (one Water/one Controls) Assume Two (2) full days for design kickoff and site visit Assume One (1) full day of travel from Denver, CO to Jackson, WY and Three (3) overnight stays for Project Manager IV Assume Two (2) Full days of travel to/from Atlanta, GA to Jackson, WY and Three (3) overnight stays for Project Manager III (Water) and two (2) Engineer II's (one Water/one Controls)
2.25 Plan Review at 30% Complete. Plan Review at 60% Complete. Plan Review at 90% Complete.	• Jackson, WY One (1) each Resident Construction Manager IV and Project Manager IV for 30% and 60% review Assume Four (4) hour via teleconference (2 meetings) • Jackson, WY One (1) each Resident Construction Manager IV and Project Manager IV for 90% plans-in-hand review Assume One (1) day for 90% review Assume One (1) full day of travel to/from Denver, CO to Jackson, WY and One (1) overnight stay for Project Manager IV

3.0 Bidding Phase

3.01 Provide Bid Assistance. The Engineer will assist the Sponsor, as needed, with the preparation of any required bidding documents. Included as part of this task, the Engineer will prepare a legal advertisement for publication in two (2) newspapers (or other form of regularly published print media) as a solicitation for bids. Additionally, the Engineer will advertise the project Invitation for Bids on their website and directly notify potential contractors and plan rooms in order to maximize project exposure and generate interest in the project. The Engineer will coordinate payment for the project advertisement(s) with the Sponsor.

3.02 Prepare/Conduct Pre-Bid Meeting. The Engineer will conduct the pre-bid meeting and pre-bid site visit in sequence with the Sponsor and contract document requirements. As a part of this meeting, the Engineer will also discuss the environmental plan sheet, surveyed areas, and environmental commitments. It is anticipated that this meeting will be three (3) hours in duration with additional time for preparation required.

3.03 Prepare Addenda. Any necessary addenda will be issued to clarify and modify the project, as required, and based on questions or comments that may arise from potential contractors during the

bidding process. Any necessary addenda will be reviewed with the Sponsor and FAA prior to being issued. The addenda will meet all design and construction standards, as required.

3.04 Consult with Prospective Bidders. During the bidding process, the Engineer shall be available to clarify bidding issues with contractors and suppliers and for consultation with the various entities associated with the project.

3.05 Attend Bid Opening. The Engineer shall attend the bid opening for the project, which will be conducted by the Sponsor.

3.06 Review Bid Proposals. Upon the opening of submitted bid proposals by the Sponsor, the Engineer shall review all the bid proposals submitted. A cost analysis of the bid prices will be completed and tabulated; the contractor's qualifications to perform the work will be included, including review of suspension and debarment rules on the www.Sam.gov website, verification of proposed DBE subcontractors, Buy American compliance analysis/review, and project funding review. Inclusion of bid guarantee, acknowledgement of addenda, and in-state licensure verification shall be completed.

3.07 Prepare Recommendation of Award. The Engineer shall prepare a Recommendation of Award for the Sponsor to accept or reject the bids received with a summary of the items listed in Task 3.06. If rejection is recommended, the Engineer will supply an explanation for their recommendation and possible alternative actions the Sponsor can pursue to complete the project.

TASK 3 DELIVERABLES	TO FAA/STATE	TO SPONSOR
3.01 Required Bidding Documents	✓	✓
3.02 Pre-Bid Meeting Agenda and Pre-Bid Meeting Minutes	✓	✓
3.03 Addenda	✓	✓
3.06 Bid Tabulations	✓	✓
3.07 Recommendation of Award	✓	✓

TASK 3 MEETINGS/SITE VISITS	LOCATION/ATTENDEES/DURATION
3.02 Prepare/Conduct Pre-Bid Meeting	• Jackson, WY One (1) Project Manager IV and one (1) Resident Construction Manager IV for in-person attendance Assume two (2) full days for pre-bid preparation, meeting, and travel for Project Manager IV Assume travel to/from Denver, CO to Jackson, WY with one (1) overnight stay for Project Manager IV One (1) Project Manager IV (Electrical), One (1) Project Manager II, One (1) Project Manager IV (Water), one (1) Project Manager III (Water) and two (2) Engineer II's (one Water/one Controls) for three (3) hours for virtual attendance of pre-bid meeting.
3.05 Attend Bid Opening	• Jackson, WY One (1) Resident Construction Manager IV One (1) Project Manager IV (virtual) Assume one (1) hour for bid opening

EX Reimbursable Costs During Design and Bidding. This section includes reimbursable items such as auto rental, lodging, per diem, and other miscellaneous expenses incurred in order to complete **Part A – Basic Services**.

PART B - SPECIAL SERVICES consists of the Pre-Construction Coordination Phase, Construction Administration Phase, Post-Construction Coordination Phase (invoiced on a lump sum basis), and On-Site Construction Coordination Phase, (invoiced on a cost plus fixed fee basis). Also included are direct subcontract costs for the proposed topographical survey for design, structural design, utility design and engineering, future runoff treatment system analysis, quality assurance testing during construction, post-construction pipe inspection, and aerial imagery acquisition.

4.0 Pre-Construction Coordination Phase (CY 2025 and CY 2026)

4.01 Coordinate and Attend Meetings with the Sponsor, FAA, and WYDOT. Meetings with the Sponsor, FAA, and WYDOT will take place to discuss potential funding strategies, determine the timing of the proposed project, and discuss potential project updates, including any construction phasing revisions, Schedule awards, etc. It is anticipated that there will be one meeting in CY 2025 and up to two meetings in CY 2026 with the Sponsor, FAA, and WYDOT for the pre-construction coordination phase.

4.02 Prepare Federal Grant Application(s). This task consists of preparing federal grant application(s). The application will be submitted during the initial portion of the project. Preparation of the application includes the following:

- Prepare Federal 424 form.
- Prepare Federal Form 5100 – II thru IV.
- Prepare project funding summary.
- Prepare program narrative, discussing the purpose and need of the work and the method of accomplishment.
- Project sketch (8.5” x 11”).
- Include preliminary cost estimate.
- Include the existing Exhibit “A” Property Map
- Include the Sponsor’s certifications.
- Attach the current grant assurances.
- Include DOT Title VI assurances.
- Include certification for contract, grants and cooperative agreements.
- Include Title VI pre-award checklist.
- Include current FAA advisory circulars required for use in AIP funded projects.

The Engineer shall submit the grant application to the Sponsor for approval and signatures. After obtaining the necessary signatures, the Sponsor or Engineer shall forward a copy of the signed application to the FAA for further processing. Up to ~~four (4)~~ three (3) grant applications will be completed for this project, including:

- FY 2025 BIL AIG grant funds.
- FY 2025 Entitlement grant funds.
- FY 2025 Discretionary EOY grant funds.
- ~~FY 2026 Entitlement grant funds.~~
- ~~FY 2026 Discretionary grant funds.~~

4.03 Compile/Submit FAA Form 7460. This task includes preparing and submitting the required FAA Form 7460-1, "Notice of Proposed Construction or Alteration," via the FAA's online Obstruction Evaluation/Airport Airspace Analysis (OE/AAA) system on the Sponsor's behalf. The Engineer will coordinate with the FAA Project Manager and/or Airspace Specialist to determine the locations of required airspace case studies to be submitted. Generally, such cases are required for any restrictive/critical points where construction operations or proposed alterations may affect navigable airspace. Typically, these locations include (but are not limited to): limits of construction, construction phasing limits, haul routes for construction traffic, asphalt and/or concrete batch plants, and key points of any permanent, above-ground alterations. The Engineer will prepare an exhibit depicting the locations and other information pertinent to the cases' impact on the airspace to include with the submission. The Engineer will submit FAA Form 7460-1 and the associated documentation to the FAA via the OE/AAA system for approval a minimum of 45 days prior to the start of construction. There will be at least two (2) submittals of the 7460 for construction in CY 2025 and CY 2026, one for each construction season.

4.04 Review Material Submittals Prior to Construction Start. It is anticipated that the contractor will submit materials for use on the project for approval prior to the start of construction. The Engineer will review any construction submittals for items the Contractor is proposing to use on the construction projects in CY 2025 and CY 2026. It is assumed that these activities will take place in March-April 2025 and again during January-May 2026. This will especially be true for long lead item products that will be used on the project, such as underground tanks, pre-fabricated buildings, pumps, valves, slotted drains, and various electrical and controls components. During this time, it is anticipated that the Project Manager IV, Project Manager IV (Electrical) Resident Construction Manager IV, Project Manager II, Project Manager III (Water), Engineer II (Water), and Engineer II (Controls) will spend time each week providing material submittal review and inspection of material that is hauled to the site. It is anticipated that there will be additional submittal review time required for the buildings, tanks, pumps, valves, and controls as the project grew in scope during design. There will likely be multiple submittal reviews and meetings (up to 5 meetings) with the controls integrator that will be attended by the Engineer II (Controls), the Project Manager IV, and the Construction Manager IV.

4.05 Perform Pre-Construction Survey Design Verification. It is anticipated that there will be design revisions required once the pre-construction verification survey is completed and provided for review. Generally, design changes are in areas where the proposed design for pavement is tied to existing pavement grades. The redesign will likely impact proposed grades and tie in locations to existing pavement. Anticipated plan sheets affected include grading and drainage sheets (4 total), pavement spot elevation sheets (4 total), and drainage profile sheets (4 total). The following tasks will be included:

- Input raw survey data into AutoDesk Civil 3D to sort data into the Engineer's standard layers for efficient analysis.
- Verify surveyor horizontal and vertical control between previous existing survey and pre-construction survey.
- Sort all data points by layers and descriptions for computer modeling.
- Prepare triangulated irregular network (TIN surface model) of existing ground contours, pavement edges, roadways, electrical equipment, drainage features, buildings, fences, and other miscellaneous entities.
- Generate three-dimensional contour model from TIN surface model.
- Compare previous existing survey data use during the design and the pre-construction survey to verify any differences.
- Update design, as required, based upon updated survey data.
- Reissue affected plan sheets in the Issued for Construction documents for Schedules II-V.

4.06 Perform Construction Documents Review by Field Staff. Prior to construction start, each field staff member (excluding the Resident Construction Manager IV) will review the construction documents in preparation for the project.

4.07 Conduct Pre-Construction Coordination Meetings. Pre-Construction coordination meetings will be held with the Sponsor, the Contractor, the Teton Interagency Helitack, the Air Traffic Control Tower, and other stakeholders in order to review construction details and timing and to answer any questions that may arise. It is anticipated that there will be up to six (6) meetings held for pre-construction purposes that will last for ~~one (1)~~ two (2) hours each. It is anticipated that two (2) of these meetings will be held in CY 2025 and four (4) of these meetings will be held in CY 2026. The Resident Construction Manager IV, Project Manager IV, and Project Coordinator II will attend these meetings as well as produce agendas and meeting minutes for each meeting.

TASK 4 DELIVERABLES	TO GTNP/WQEQ	TO FAA/STATE	TO SPONSOR
4.02 Federal Grant Application(s)		✓	✓
4.03 FAA Form 7460		✓	

TASK 4 MEETINGS/SITE VISITS	LOCATION/ATTENDEES/DURATION
4.01 Sponsor/FAA/WYDOT Funding Strategy and Construction Phasing/Timing Meetings	• **Jackson, WY (CY 2025)** One (1) Project Manager IV and one (1) Resident Construction Manager IV Assume Two (2) hour via teleconference (1 meeting)
4.01 Sponsor/FAA/WYDOT Funding Strategy and Construction Phasing/Timing Meetings (Cont'd)	• **Jackson, WY (CY 2026)** One (1) Project Manager IV and one (1) Resident Construction Manager IV Assume Two (2) hour via teleconference (2 meetings)
4.04 Meeting with Controls Integrator	• **Jackson, WY (CY 2026)** One Engineer II (Controls), one (1) Project Manager IV, and one (1) Resident Construction Manager IV • Assume Two (2) hour via teleconference (5 meetings)
4.07 Pre-Construction Coordination with Stakeholders	• **Jackson, WY (CY 2025)** One (1) Project Manager IV, one (1) Resident Construction Manager IV, and one (1) Project Coordinator II Assume ~~One (1)~~ Two (2) hours via teleconference (2 meetings) • **Jackson, WY (CY 2026)** One (1) Project Manager IV, one (1) Resident Construction Manager IV, and one (1) Project Coordinator II Assume ~~One (1)~~ Two (2) hours via teleconference (4 meetings)

5.0 Construction Administration Phase (CY 2025 and CY 2026)

5.01 Prepare Construction Contract and Documents. In agreement with the FAA, the Engineer shall prepare the Notice of Award, Notice to Proceed, and Contract Agreements, including bonds and insurance documents, which will be updated to include all addenda items issued during bidding, for the Sponsor's approval and signatures. Approximately five copies will be submitted to the successful Contractor for their signatures.

The Engineer will ensure the construction contracts are in order, the bonds have been completed, and the Contractor has been provided with adequate copies of the Construction Plans, Specifications, and Contract Documents, which will be updated to include all addenda items issued during bidding. In addition, any Schedules of work or items not awarded will be identified in the Construction Plans and Contract Documents and noted as Not In Contract. It is assumed that each of these documents listed above will be produced for each construction year in CY 2025 and CY 2026.

5.02 Provide Project Coordination. The Engineer shall provide project management and coordination services to ensure the completion of all construction management tasks required of the Engineer. At this time, it is assumed that there will be a ~~60~~ 138 calendar construction project in CY 2025 and a ~~100~~ 145 calendar day project in CY 2026 for which Project Coordination will be required. These duties include:

- Time the Engineer spends planning, organizing, securing and scheduling resources, and providing instruction to staff to meet project objectives as defined in the approved scope of work.
- Additional items to be accomplished include compiling and sending additional information requested from the office to related parties, maintaining project files as necessary and other items necessary in day-to-day project coordination.
- The Project Manager will review progress reports weekly and monthly.
- Assist with change orders and supplemental agreements as necessary. All change orders and supplemental agreements will be coordinated with the Sponsor and FAA staff prior to execution. All change orders and supplemental agreements will be prepared in accordance with the FAA Standard Operating Procedure (SOP) 7.0, *Airport Improvement Program Construction Project Change Orders*.
- Senior construction management staff will consult with and provide guidance to the on-site Construction Manager regarding unique project elements; material quality, production, and/or placement issues; and any other difficulties encountered during construction.
- Clerical staff shall prepare the quantity sheets, testing sheets, construction report format, etc.
- Office engineering staff, CAD personnel and clerical staff shall be required to assist the Field Personnel as necessary during construction. Specific tasks to be accomplished include providing secondary engineering opinions on issues arising during construction, maintaining project files as necessary and various other tasks necessary in the day-to-day operations.
- The Engineer will prepare and submit monthly invoicing.

The Engineer will complete the following tasks:

- Provide the Sponsor with a monthly Project Status Report (PSR), in writing, reporting on Engineer’s progress and any problems that may arise while performing the work. The PSR must include an update of the project schedule, as described in this section, when schedule changes are expected.
- Prepare quarterly performance reports.

5.03 Review Environmental Documentation. This task includes the review of the overall environmental exhibit in relation to final construction documents as well as coordination throughout construction to ensure environmental commitments are maintained and environmental resources are protected.

5.04 Coordinate Quality Assurance Testing. This task includes preparing the requirements for quality assurance testing. Negotiating with the quality assurance firm for a cost to perform the work is also included in this task.

5.05 Assist with FAA Safety Risk Management. The Engineer will assist the Sponsor at the FAA Safety Risk Management (SRM) meetings. The Engineer will assist with developing, reviewing and determining final recommendations for potential safety risks associated with the project. The Engineer will also assist with the close-out of the SRM report, including updating the plans and contract documents as determined necessary through the SRM process.

5.06 Prepare/Conduct Pre-Construction Meeting. The Engineer will conduct two pre-construction meetings, one in CY 2025 and one in CY 2026 to review FAA requirements as required per FAA AC 150/5370-12 (Current Edition), *Quality Management for Federally Funded Airport Construction Projects*, prior to the commencement of construction. As a part of these meetings, the Engineer will also discuss the environmental plan sheet, surveyed areas, and environmental commitments. The meeting will be held at the airport and will include the Sponsor, FAA (if possible), Contractor, subcontractors, and airport tenants affected by the project.

It is anticipated that for CY 2025 representatives of the Engineer attending in person will include the Resident Construction Manager IV and Project Manager IV and for CY 2026 representatives of the Engineer will include the Resident Construction Manager IV, Project Manager IV, Construction Manager II, and Engineer II (Controls). One (1) Engineer II (Water), one (1) Project Manager III (Water), and one Project Manager IV (Electrical) will attend via teleconference in CY 2026.

5.07 Prepare/Submit Construction Management Plan. This task includes preparing and submitting the Construction Management Plan, which includes resumes of project personnel representing the stakeholders, detailed inspection procedures, required submittal processes, quality control testing methods, quality assurance testing methods, final test result summary forms, and the Contractor's Quality Control Program (CQCP). The Construction Management Plan shall be prepared to follow the requirements of FAA AC 150/5370-12 (Current Edition), *Quality Management for Federally Funded Projects*.

An initial Construction Management Plan will be completed for the CY 2025 construction and will later be updated to include all requirements for the CY 2026 construction.

5.08 Review Contractor's Safety Plan Compliance Document. This task includes reviewing and providing comments on the Contractor's Safety Plan Compliance Document (SPCD) as required per FAA AC 150/5370-2 (Current Edition), *Operational Safety on Airports During Construction.* The Engineer shall review to ensure that all applicable construction safety items are addressed and meet the requirements of AC 150/5370-2 (Current Edition) and the Contract's Construction Safety and Phasing Plan (CSPP). The intent of the SPCD is to detail how the Contractor will comply with the CSPP. Following award of the project to the successful Contractor and prior to the issuance of the Notice to Proceed, the Engineer will review the SPCD, provide comments and ultimately approval of the document. It is anticipated that the document will require at least one re-submittal by the Contractor to address any missing information. The SPCD will be submitted to the Engineer for approval at least 14 days prior to the issuance of the Notice to Proceed to the Contractor. An approved copy of the SPCD shall be provided to the FAA.

Two SPCD documents will be reviewed by the Engineer, one for the CY 2025 construction and one for the CY 2026 construction. It is anticipated that there will be more review time with the larger scale of the project.

5.09 Coordinate and Attend Quality Assurance/Quality Control Workshop. Per FAA AC 150/5370-10 (Current Edition), *Standard Specifications for Construction of Airports*, the FAA requires a Quality Assurance (QA)/Quality Control (QC) workshop when paving operations are anticipated to be greater than $500,000. The Engineer will attend the workshop, which will be facilitated by the Contractor, to review project and FAA requirements prior to the commencement of construction. The location of the meeting will be coordinated by the Engineer and Contractor and will include representatives from the Sponsor, Engineer, FAA (if possible), Contractor, subcontractors, quality assurance, quality control, and any other necessary parties. It is anticipated that representatives of the Engineer in person will include a Resident Construction Manager IV and a Construction Manager II, while a Project Manager IV will attend via teleconference. Paving operations will not be permitted prior to this meeting's occurrence. This meeting will occur prior to the CY 2026 construction when paving will occur on the deice pad and surrounding areas. It is anticipated that there will be more preparation time for this workshop with the larger scale of the project.

5.10 Attend Weekly Construction Meetings. The Project Manager IV will attend weekly construction meetings via teleconference throughout the CY 2025 and CY 2026 construction. In addition, a Project Manager IV (Electrical), a Project Manager III (Water), an Engineer II and another senior Construction Manager IV will attend some weekly meetings via teleconference. It is estimated that the Project Manager IV will be required to attend a total of ~~twenty-four (24)~~ thirty-two (32) weekly meetings, the Project Manager IV (Electrical) will attend a total of eight (8) meetings, the Project Manager III (Water) will attend a total of four (4) meetings, the Engineer II (Controls) will attend a total of ~~eight (8)~~ twelve (12) meetings, and the senior Construction Manager IV will attend a total of four (4) weekly meetings.

5.11 Perform Site Visits During Construction. The Project Manager IV shall make on-site visits, as required, throughout the duration of the project. At this time, it is estimated that the Project Manager IV will make up to two (2) site visits to the project during CY 2025 construction and three (3) site visits during CY 2026 construction. It is assumed that each of these sites visits will be three days in duration, including travel. In addition, during CY 2026, an Engineer II (Water) will make an on-site visit and it will be four (4) days in duration, including travel. Another Engineer II (Controls) will make ~~an on-site visit~~ two on-site visits and each will be six (6) days in duration, including travel. Finally, a Project Manager III (Water) will make an on-site visit and it will be four (4) days in duration, including travel.

5.12 Provide Support for Control System Integration. The Engineer II (Controls) will provide support for the installation and implementation and of the deice collection system and deice dispensing station control systems equipment and programming. ~~In addition, the Engineer II (Controls) will provide real-time support during the testing and validation phase for the control systems to ensure the systems are operating as required based upon the design intent.~~ It is anticipated that during construction and installation of the control systems, multiple clarifications, questions, or problem solving meeting and discussions will occur between the Contractor and the Engineer. All of this support will be provided remotely, through teleconference meetings, video conferencing, or other means available. In addition, the Engineer II (Controls) will be on-site to provide real-time support during the testing and validation phase for the control systems to ensure the systems are operating as required based upon the design intent. It is anticipated that the testing and validation of the controls systems for the various pieces of equipment will take two (2) days to complete, therefore the on-site testing and validation phase for the Engineer II (Controls) will be a total of four (4) days, including travel.

TASK 5 DELIVERABLES	TO FAA/STATE	TO SPONSOR
5.01 Notice of Award, Notice to Proceed, and Contract Agreement	✓	✓
5.01 Issue Construction Plans, Specifications, and Contract Documents	✓	✓
5.02 Monthly Invoice and Monthly PSR	✓	✓
5.02 Weekly/Monthly Reports	✓	✓
5.02 Quarterly Performance Reports	✓	✓
5.02 Change Orders/Supplemental Agreements	✓	✓
5.05 Assist with SRM Meeting Minutes and Documents	✓	✓
5.06 Pre-Construction Agenda and Meeting Minutes	✓	✓
5.07 Construction Management Plan	✓	✓
5.08 Review and Approval of SPCD and Final SPCD	✓	✓
5.09 QA/QC Workshop Meeting Minutes	✓	✓

TASK 5 MEETINGS/SITE VISITS	LOCATION/ATTENDEES/DURATION
5.05 FAA Safety Risk Management Meetings	• Jackson, WY One (1) Project Manager IV and one (1) Resident Construction Manager IV Assume one meeting (8 hours) via teleconference
5.06 Conduct Pre-Construction Meeting	• **Jackson, WY (CY 2025)** One (1) Project Manager IV and one (1) Resident Construction Manager IV Assume full day meeting and site visit (1 meeting) Assume One (1) full day travel to/from Denver, CO to Jackson, WY with one (1) overnight stay for Project Manager IV • **Jackson, WY (CY 2026)** One (1) Project Manager IV, one (1) Resident Construction Manager IV, one (1) Construction Manager II, and one (1) Engineer II (Controls) Assume full day meeting and site visit (1 meeting) Assume One (1) full day travel to/from Denver, CO to Jackson, WY with one (1) overnight stay each for Project Manager IV and Construction Manager II Assume Two (2) full day travel to/from Atlanta, GA to Jackson, WY with two (2) overnight stays for Engineer II (Controls). One (1) Engineer II (Water), (One (1) Project Manager III (Water), and One (1) Project Manager IV (Electrical) for three (3) hours for virtual attendance.
5.09 Attend QA/QC Workshop	• Jackson, WY (CY 2026) One (1) each Resident Construction Manager IV and one (1) Construction Manager II Assume four (4) hours for meeting (1 meeting) Assume Project Manager IV will attend via teleconference.

5.10 Attend Weekly Construction Meetings	• **Jackson, WY (CY 2025)** One (1) Project Manager IV Assume One (1) hour meeting via teleconference for each meeting ~~(8 meetings)~~ (10 meetings) • **Jackson, WY (CY 2026)** One (1) Project Manager IV Assume One (1) hour meeting via teleconference for each meeting ~~(16 meetings)~~ (22 meetings) One (1) Project Manager IV (Electrical) Assume One (1) hour meeting via teleconference for each meeting (8 meetings) One (1) Project Manager III (Water) Assume One (1) hour meeting via teleconference for each meeting (4 meetings) One (1) Engineer II (Controls) Assume One (1) hour meeting via teleconference for each meeting ~~(8 meetings)~~ (12 meetings) One (1) Senior Construction Manager IV Assume One (1) hour meeting via teleconference for each meeting (4 meetings)
5.11 Perform Site Visits During Construction	• **Jackson, WY (CY 2025)** One (1) Project Manager IV Assume three (3) full days for each site visit, including travel (2 site visits) Assume travel to/from Denver, CO to Jackson, WY with two (2) overnight stay for Project Manager IV for each site visit • **Jackson, WY (CY 2026)** One (1) Project Manager IV Assume four (4) full days for each site visit, including travel (3 site visits) Assume travel to/from Denver, CO to Jackson, WY with two (2) overnight stay for Project Manager IV for each site visit One (1) Engineer II (Water) Assume four (4) full days for each site visit, including travel (1 site visit) Assume travel to/from Atlanta, GA to Jackson, WY with three (3) overnight stay for Engineer II for site visit One (1) Engineer II (Controls) Assume six (6) full days for each site visit, including travel ~~(1 site visit)~~ (2 site visits) Assume travel to/from Atlanta, GA to Jackson, WY with five (5) overnight stay for Engineer II for each site visit One (1) Project Manager III (Water) Assume four (4) full days for each site visit, including travel (1 site visit)

	Assume travel to/from Atlanta, GA to Jackson, WY with three (3) overnight stay for Engineer II for site visit
5.12 On-Site Testing and Validation for Controls	• One (1) Engineer II (Controls) Assume four (4) full days for control testing and validation Assume travel to/from Atlanta, GA to Jackson, WY with three (3) overnight stay for Engineer II

6.0 *Post-Construction Coordination Phase (CY 2025 and CY 2026)*

6.01 Prepare Final Testing Report. The Engineer will submit the quality assurance testing summary report, which will include a narrative of tests taken, verification for minimum number of tests, discussion of problems and tests necessary, and a table (from Construction Management Plan) including the actual number of tests taken for each specification item to the FAA and WYDOT for review and approval.

Separate Final Testing Reports will be completed and submitted for FAA and WYDOT review and approval for both CY 2025 and CY 2026 construction projects.

6.02 Perform As-Built Aeronautical Survey Data Collection and Final Surveys: The Engineer will complete an as-built survey and submit the required as-built data to the FAA Airports Data and Information Portal (ADIP) website as outlined in the following guidance:

- FAA Advisory Circular 150/5300-16B, *General Guidance and Specifications for Aeronautical Surveys: Establishment of Geodetic Control and Submission to the National Geodetic Survey.*
- FAA Advisory Circular 150/5300-17C, *Standards for Using Remote Sensing Technologies in Airport Surveys.*
- FAA Advisory Circular 150/5300-18B, *General Guidance and Specifications for Submission of Aeronautical Surveys to NGS: Field Data Collection and Geographic Information System (GIS) Standards.*

The Engineer shall collect as-built survey of the deice pad and taxiway elements effected this project as well as collect as-built imagery for submission to ADIP. The Engineer will perform an as-built survey that includes the following tasks:

- Initiate and complete an AGIS Project within the Airport Data and Information Portal (ADIP). A Safety-Critical Data Collection, Not Including Design Data survey project will be created.
  - Develop and submit the Project SOW
  - Develop and submit an Imagery Plan
  - Develop and submit a Survey and Quality Control Plan
- Establish or validate airport Geodetic Control. It is assumed that the existing PACS and SACS at the airfield are in good condition and can be verified. If it is determined the PACS and SACS are lost and/or disturbed, Temporary Survey Marks (TSMs) will be established in accordance with -16B and utilized as the basis of control for this project.
  - Perform, document, and report the tie to National Spatial Reference System (NSRS)
  - Document control features requiring digital photographs
  - Document control features requiring sketches

- Establish photogrammetric control and collect stereo imagery covering the extents of airport property.
    - Estimated 5 control points and 5 check points.
    - Collect imagery with a 6" ground sample distance (GSD), flight layout will be provided.
- Geo-referencing of aerial photography
- Prepare a 6" pixel resolution ortho-rectified aerial photo from collected imagery covering the extent of airport property.
- Field verify the extents of as-constructed taxiway and taxilane connector pavement outline.
- Collect Safety Critical only elements as required:
    - Taxiway Intersection
    - Apron (De-ice pad area)
- Develop and submit a final project report.
- Develop and submit an imagery acquisition report.

The As-Built Survey shall be completed by, or under the direct supervision of, a Professional Land Surveyor licensed in the State appropriate State and/or jurisdiction. It is anticipated with the larger scope of this project, the as-built survey will take more effort.

6.03 Prepare Clean-up Item List. The Engineer will ensure the Contractor has removed all construction equipment and construction debris from the airport, that all access points have been re-secured (fences repaired, gates closed and locked, keys returned, etc.), and the site is clean. A Clean-up Item List will be required for both the CY 2025 and CY 2026 construction.

6.04 Conduct Final Inspection. The Engineer, along with the Sponsor and FAA (if available), and WYDOT (if available) shall conduct the final inspection. The quality assurance testing summary report must be accepted by the FAA and WYDOT prior to final inspection.

6.05 Prepare Engineering Record Drawings. The Engineer will prepare the record drawings indicating modifications made during construction. The record drawings will be provided to the FAA and WYDOT electronically. With the larger scope of the project, it is anticipated that more effort will be required for completing the record drawings.

6.06 Prepare Final Construction Report. The Engineer will prepare the final construction report to meet the applicable FAA closeout checklist requirements.

A Preliminary Construction Report will be completed for the CY 2025 construction. Following the CY 2026 construction, a Final Construction Report will be completed and submitted to the FAA and WYDOT for review and approval. With the larger scope of the project, it is anticipated that more effort will be required for completing the final construction report.

6.07 Prepare DBE Uniform Report. The Engineer will prepare the Uniform Report of DBE Awards or Commitments and Payments (DBE Uniform Report) for the Sponsor to submit to the FAA.

6.08 Update and Modify Airport Layout Plan (ALP). The Engineer will review and update the ALP to reflect the work completed for this project. A draft version of each sheet will be submitted to the ADO for review. Upon approval by the FAA, the Engineer shall assist the Sponsor in preparing copies for signature of the revised sheets and submitting to the FAA and WYDOT for final approval.

6.09 Summarize Project Costs. The Engineer will be required to obtain all administrative expenses, engineering fees and costs, testing costs, and construction costs associated with the project and assemble a total project summary. The summary will be analyzed with the associated project funding.

6.10 Coordinate and Attend Training for Deice Systems Monitoring and Controls. The Engineer as well as manufacturer representatives will coordinate with the Sponsor and manufacturer to provide post-construction training on the operation of the Deice Systems (collection and dispensing) monitoring and controls. It is assumed that this training will take one full day on site and will be attended by the Resident Construction Manager IV, Project Manager IV, and Engineer II (Controls).

TASK 6 DELIVERABLES	TO FAA/STATE	TO SPONSOR
6.01 Final Testing Report	✓	✓
6.02 As-Built Survey	✓	✓
6.02 As-Built Airports GIS Submittal	✓	✓
6.03 Clean-up List		✓
6.04 Punchlists	✓	✓
6.05 Record Drawings	✓	✓
6.06 Final Construction Report	✓	✓
6.07 DBE Uniform Report	✓	✓
6.08 Updated ALP	✓	✓
6.09 Project Cost Summary	✓	✓

TASK 6 MEETINGS/SITE VISITS	LOCATION/ATTENDEES/DURATION
6.02 As-Built Survey	• Jackson, WY One (1) Surveyor Assume 4 days for survey Assume travel to/from Denver, CO to Jackson, WY with three (3) overnight stays for the Surveyor
6.04 Conduct Final Inspection	• Jackson, WY One (1) Project Manager IV and one (1) Resident Construction Manager IV Assume full day site visit (1 site visit) Assume full day travel to/from Denver, CO to Jackson, WY with one (1) overnight stay for Project Manager for each site visit
6.10 Monitoring and Controls Training	• Jackson, WY One (1) Project Manager IV, one (1) Resident Construction Manager IV, and One (1) Engineer II (Controls) Assume full day site visit (1 site visit) Assume full day travel to/from Denver, CO to Jackson, WY with one (1) overnight stay for Project Manager for each site visit Assume Two (2) full days travel to/from Atlanta, GA to Jackson, WY with two (2) overnight stays for Engineer II (Controls).

7.0 On-Site Construction Coordination Phase (CY 2025 and CY 2026)

This phase will consist of providing one lead Resident Project Representative (RPR) supported part-time by a Project Manager IV for the CY 2025 construction season and one lead RPR supported by one additional full-time RPR and a part-time Project Manager IV for the CY 2026 construction season. It shall be the responsibility of the RPR to facilitate sufficient on-site construction coordination to ensure that the project is completed according to good construction practice and the Project Manager's direction. It is estimated that it will take ~~**60**~~ **138 calendar days** to complete construction during the CY 2025 construction season and ~~**110**~~ **145 calendar days** to complete the construction during the CY 2026 construction season. Incidental travel costs, including vehicle usage, lodging, per diem, etc., are in addition to the engineering hours expended.

7.01 Provide Resident Engineering. During the CY 2025 it is estimated that the lead Resident Project Representative (RPR) and the part-time Project Manager IV will work approximately **12 hours per day**. It is assumed that the RPR(s) will be able to complete all daily project documentation during the course of their shift. The total time allotted for the completion of construction during CY 2025 is anticipated to be ~~**60**~~ **138 calendar days.** The lead RPR will cover the **138 calendar days** and the Project Manager IV will provide on-site support for **12 calendar days**. It is assumed that the Contractor will work **six (6) days** per week during this schedule. With this assumed schedule it is estimated the lead RPR will work approximately **12 hours per day** for ~~**51**~~ **118 working days** and the part-time Project Manager IV will work approximately **12 hours per day** for **10 working days**. Should the contractor be required to work seven (7) days per week or longer than anticipated hours to maintain the project schedule, the RPR's efforts may increase from those estimated here.

During the CY 2026 it is estimated that the lead RPR, full-time supporting RPR, and the part-time Project Manager IV will work approximately **12 hours per day**. It is assumed that the RPR(s) will be able to complete all daily project documentation during the course of their shift. The total time allotted for the completion of construction during CY 2026 is anticipated to be ~~**110**~~ **145 calendar days.** The lead RPR and full-time support RPR will cover the **145 calendar days** and the Project Manager IV will provide on-site support for **28 calendar days**. It is assumed that the Contractor will work **six (6) days** per week during this schedule. With this assumed schedule it is estimated the lead RPR will work approximately **12 hours per day** for ~~**94**~~ **124 working days,** the full-time supporting RPR will work approximately **12 hours per day** for ~~**94**~~ **124 working days**, and the part-time Project Manager IV will work approximately **12 hours per day** for **24 Working Days**. Should the contractor be required to work seven (7) days per week or longer than anticipated hours to maintain the project schedule, the RPR's efforts may increase from those estimated here.

Prior to the commencement of construction for each of the CY 2025 and CY 2026 construction periods, there will be a Pre-Construction Mobilization Phase during which time the RPR(s) will be on-site to coordinate the Contractor's pre-construction survey and required utility locates, identify phase limits and traffic control/barricade locations, verify the adequacy of traffic control and airfield safety devices, and coordinate the setup of any required temporary facilities. The Pre-Construction Mobilization Phase is scheduled for **three (3) Working Days** for ~~each CY 2025 and~~ CY 2026 prior to the beginning of the project calendar day count, and, thus, are in addition to the number of working days outlined above. In addition, the Lead Resident RPR will be on-site for the post-construction pipe inspection in CY 2026 which is anticipated to take **two (2) Working Days**.

In summary, the following personnel is proposed for CY 2025 and CY 2026, respectively:

PERSONNEL	CALENDAR DAYS/YEAR		
	2025	2026	TOTAL
Lead Resident RPR	~~63~~ 138	~~115~~ 150	~~178~~ 288
Project Manager IV	12	28	40
Support RPR No. 1		~~113~~ 148	~~113~~ 148

In addition to the time provided for on-site construction coordination during the project calendar day contract period, the Project Manager IV and Support RPR's travel time, mobilization, and demobilization to and from the project location, as well as badging coordination time, are also included under this task. It is assumed that this will consist of **two (2) eight (8)-hour days**, one prior to and one following the primary phase of construction that each are on-site.

The following tasks will be performed during the course of a typical day's shift during construction:

a. Review construction submittals, including shop drawings and materials proposed for use on the project, submitted by the Contractor for conformance with the project's Contract Documents. Submittals will either be approved, conditionally approved, or rejected and returned to the Contractor for their records and/or to make changes or revisions. The RPR will prepare and maintain a submittal register to log the submittals received. The submittal register will include information on the submitted items including date received, date returned, and action taken, and will be made available to the Sponsor and Contractor upon request.
b. Review survey data and other construction tasks for general compliance with the construction documents.
c. Coordinate, review, and provide a response to construction and general project Requests for Information (RFIs).
d. Prepare and process field directives and change orders.
e. Conduct labor standards interviews of the Contractor's and subcontractor's employees, and review weekly payroll records as required by the FAA. As part of this effort, all payrolls must be reviewed and logged when received. A log identifying current status of reviews, and any action taken to correct noted discrepancies, will be provided for Sponsor review at time of Request for Reimbursement processing, as appropriate.
f. Review quality control and quality assurance testing results for conformance with the project specifications.
g. Maintain record of the progress of construction, record as-built conditions, and review the quantity records with the Contractor on a periodic basis.
h. Prepare the periodic construction cost estimates and review the quantities with the Contractor. The RPR, Sponsor, and Contractor will resolve discrepancies or disagreements with the Contractor's records. After compiling all costs, the RPR will submit the periodic construction cost estimate to the Sponsor for payment.
i. Maintain daily logs of construction activities for the duration of time on site, including the Construction Project Daily Safety Inspection Checklist as required by the CSPP and SPCD.
j. Verify that construction activities associated with restricted areas, roads, staging areas, stockpiles, borrow/waste areas, etc. are all remaining within the areas cleared under environmental documentation.
k. Prepare a weekly status report using FAA Form 5370-1, *Construction Progress and Inspection Report*. The report will be submitted to the Sponsor, the FAA, and the office following the week of actual construction activities performed.

l. Review payments to subcontractors and ensure timely payment of retainage to subcontractors when payment to the Contractor is made as required by the DBE Program.
m. Coordinate and attend weekly construction progress meetings with the Contractor, Sponsor, and other relevant parties.

7.02 Provide Resident Engineering for Punchlist Work. It is anticipated that, following the substantial completion of the project within the allotted calendar day contract period, it will be necessary for the Contractor to return to the project site to address or correct any outstanding incomplete or unacceptable work items. It is estimated that up to **two (2) 12-hour working days in CY 2025** and up to **four (4) 12-hour working days in CY 2026** will be required for the lead Resident Project Representative (RPR) for this task.

TASK 7 DELIVERABLES	TO FAA/STATE	TO SPONSOR
7.01a Coordinate Submittal Reviews		✓
7.01c Coordinate RFIs	✓	✓
7.01d Field Directives and Change Orders	✓	✓
7.01e Payroll Reviews	✓	✓
7.01f Quality Assurance/Quality Control Results Compilation	✓	✓
7.01h Periodic Cost Estimates	✓	✓
7.01k Weekly Reports	✓	✓

TASK 7 ON-SITE PERIODS	LOCATION/STAFFING/DURATION
7.01 Provide Resident Engineering	• **Jackson, WY (CY 2025)** One (1) Resident Project Representative Assume ~~63 calendar days~~ 138 calendar days (118 working days) for project One (1) Project Manager IV Assume 12 calendar days (10 working days) and a total of 12 nights lodging for project • **Jackson, WY (CY 2026)** One (1) Resident Project Representative Assume ~~113 calendar days~~ 150 calendar days (129 working days) for project One (1) supporting Resident Project Representative Assume ~~113 calendar days~~ 148 calendar days (127 working days) for project and two additional (2) travel days for one (1) full-time supporting Resident Project Representative for a total of 150 nights of lodging for project One (1) part-time Project Manager IV Assume 28 calendar days (24 working days) and two additional (2) travel days for a total of 30 days lodging for project
7.02 Provide Resident Engineering for Punchlist Work	• **Jackson, WY (CY 2025)** One (1) Resident Project Representative Assume two (2) working days • **Jackson, WY (CY 2026)** One (1) Resident Project Representative Assume four (4) working days

8.0 On-Site Construction Coordination Phase (Non-Federal) (CY 2026)

This phase will consist of providing one lead Resident Project Representative (RPR) for non-federal portion of construction days during the CY 2026 construction season. It shall be the responsibility of the RPR to facilitate sufficient on-site construction coordination to ensure that the project is completed according to good construction practice and the Project Manager's direction. It is estimated that it will take **4 calendar days** to complete the non-federal construction during the CY 2026 construction season. Incidental travel costs, including vehicle usage, lodging, per diem, etc., are in addition to the engineering hours expended.

8.01 Provide Resident Engineering for Non-Federal Work. During the CY 2026 construction season it is estimated that the lead Resident Project Representative will work approximately **12 hours per day** for **4 calendar days.** It is assumed that the RPR(s) will be able to complete all daily project documentation during the course of their shift. It is assumed that the Contractor will work **six (6) days** per week during the CY 2026 construction period **resulting in 4 working days**. Should the contractor be required to work longer than anticipated hours to maintain the project schedule, the RPR's efforts may increase from those estimated here.

TASK 8 ON-SITE PERIODS	LOCATION/STAFFING/DURATION
8.01 Provide Resident Engineering for Non-Federal Work	• **Jackson, WY (CY 2026)** One (1) Resident Project Representative Assume 6 calendar days (4 working days) for project

EX Reimbursable Costs During Construction. This section includes reimbursable items such as auto rental, lodging, per diem, travel and other miscellaneous costs incurred in order to complete **Part B – Special Services**. Sections 4, 5, and 6 Reimbursables are invoiced on a lump sum basis and Section 7 Reimbursables are invoiced on a cost plus fixed fee basis.

Special Considerations

The following special considerations are required for this project but will be completed by subconsultants to the Engineer. The cost for this work will be included in the engineering contract agreement with the Sponsor and the costs are in addition to the engineering fees outlined above.

Topographical Survey. Survey will be required in order to complete the design of the project. Survey will include the following:

- The project limits of the Existing Deice Pad and surrounding areas.
- The ground survey area is approximately 8 acres, with approximately two acres being high accuracy survey and 6 acres being GPS survey.
- Verification of the existing pavement elevations and infrastructure located within the project area.
- Verification of the existing terrain to create an accurate topographical drawing.
- All existing utilities in the project limits from locates performed prior to surveying operations.
- During design, there may be the need to verify other existing survey information or extend the limits of the existing survey.

Structural Design. A Structural Engineer will be retained to provide structural design elements for the project, including the concrete pad for the portable deice command building and the structural design of

concrete pads that will be placed over the top of the underground deice runoff collection tanks and the underground glycol storage tanks. The Structural Engineer will provide layout plans, details and specifications for each of the tasks previously listed.

Utility Design and Engineering: Utility Engineering will be required to complete the proposed sanitary sewer line installation and the well-fed water system. These utilities will tie into the existing lines at the north end of the Terminal area and will also serve the Deice Mixing and Dispensing Area and the Portable Deice Command Facility. In addition, the utility corridor where the sanitary sewer is installed will include electrical conduit for Lower Valley Energy, natural gas line, and spare conduits for power and communication. The Utility Engineer will provide layout plans, details and specifications for each of the tasks previously listed. In addition, coordination with various entities, including the Wyoming Department of Environmental Quality (WDEQ), Town of Jackson Wastewater, and other entities required to complete and provide a permit for the use of the utilities.

Future Runoff Treatment System Analysis: During the design of the Deice pad improvements collection System, an SME will analyze the future surface runoff treatment system to explain how this system will provide a secondary cleaning of the stormwater collected that contains residual aircraft deicing products that are applied during deicing season. This analysis will also include how the runoff capture system that will collect the residual aircraft deice fluid after and aircraft leaves the deice pad will tie into this future treatment system. A report that summarizes the analysis of the future system will be produced.

Quality Assurance Testing. Quality assurance testing will be performed by an independent testing firm under the direct supervision of the Engineer. All quality assurance test summaries must be accepted by the FAA prior to final inspection. Certified materials technicians will perform the necessary material quality assurance testing for the following items, as detailed in the project specifications:

- Item P-152 Excavation and Embankment
- Item P-153 Controlled Low-Strength Material (CLSM)
- Item P-154 Subbase Course
- Item P-208 Aggregate Base Course
- Item P-306 Lean Concrete Base Course
- Item P-401 Plant Mix Bituminous Pavements
- Item P-501 Portland Cement Concrete Pavement
- Item P-610 Structural Portland Cement Concrete
- Special Inspections for Buried Underground Tanks
- Special Inspection for Stainless Steel Pipe Welds

D-701 Pipe Inspections. Pipe inspections will be completed by a third party under the supervision of the Engineer.

Aerial Imagery Acquisition. A subconsultant will be retained to collect the necessary imagery to support this project.

Assumptions

The scope of services described previously, and the associated fees, are based on the following rates and assumed responsibilities of the Engineer and Sponsor.

1. For the purposes of estimating the amount of reimbursable expenses which will be incurred by the Engineer, the cost of per diem and lodging are calculated in accordance with current

GSA rates. The actual amount to be invoiced for per diem will be in accordance with the published GSA rate at the time of service and may vary from the rate used in the fee estimate. Lodging will be invoiced as an actual expense incurred.

2. During periods of On-Site Construction Coordination covered under Task 7, a $5/day surcharge will be added to the daily vehicle charge which will be reflected in the Engineering Fee as a daily "Field Vehicle and Equipment" expense. This surcharge is intended to cover consumables (such as marking paint, lath, etc.) and the replacement of tools (such as measuring wheels, airfield radios, infrared thermometers, etc.) necessary to monitor and identify the various aspects of the work.

3. It is anticipated there will be a minimum number of trips and site visits to the airport to facilitate the completion of the various phases listed in this scope. The number of trips, as well as the anticipated lengths and details of the trips, are included at the end of each phase above.

4. The Sponsor will provide existing mapping data including as-builts available for the project areas, aerial orthoimagery, subsurface conditions information such as prior geotechnical investigations in the project area and other available information in the possession of the Sponsor.

5. The Sponsor will provide an electronic copy of the current ALP to allow for updating of the plan upon completion of the project.

6. The Sponsor will furnish escorts as needed for the Engineer to conduct field work.

7. The Sponsor will coordinate with tenants as required to facilitate field evaluations and construction.

8. This scope and fee assumes that the project will be designed as one bid package with separate federal and non-federal bid schedules. Splitting the project into two bid packages will result in additional costs.

9. All engineering work will be performed using accepted engineering principles and practices and provide quality products that meet or exceed industry standards. Dimensional criteria will be in accordance with FAA AC 150/5300-13 (Current Edition), *Airport Design,* and related circulars. Construction specifications will be in accordance with FAA AC 150/5370-10 (Current Edition), *Standard Specifications for Construction of Airports,* and the Northwest Mountain Region's Regional Updates for Specifying Construction of Airports and related circulars. Project planning, design, and construction will further conform to all applicable standards, including all applicable current FAA Advisory Circulars and Orders required for use in AIP-funded projects and other national, state, or local regulations and standards, as identified and relevant to an airfield design and construction project.

10. The Engineer will utilize the following plan standards for the project:

    - ✈ Plans will be prepared using the Engineer's standards, unless the Sponsor provides its own standards upon Notice to Proceed.
    - ✈ Plan elevations will be vertical datum NAVD 88 derived from the existing control network.

- Plan coordinates will be based on horizontal datum NAD 83/2011 State Plane Coordinates derived from the existing control network.
- All plans will be stamped and signed by a state-licensed Professional Engineer, or Professional Land Surveyor, as required.
- Plans prepared by subconsultants will be prepared using the same base maps, the same coordinate systems and the same plan layout and format as plans prepared by the Engineer.
- The guidance included in FAA Memorandum, *FAA Review of Construction Plans and Specifications for AIP Funded Projects*, will be reviewed, incorporated and will supplement the Engineer's standards.

11. The Engineer will utilize the following assumptions when preparing the project manual for bidding and construction of the project:

    - The project manual Contract Documents will be developed jointly by the Sponsor and the Engineer.
    - The Engineer is responsible for developing the contents of the document and including the Front-End documents which will be supplied by the Sponsor.
    - FAA General Provisions and required contract language will be used.

12. The Engineer must maintain records of design analyses and calculations consistent with typical industry standards, as required by the FAA, for a period of three years after the project is closed by the FAA.

13. Because the Engineer has no control over the cost of construction-related labor, materials, or equipment, the Engineer's opinions of probable construction costs will be made on the basis of experience and qualifications as a practitioner of his/her profession. The Engineer does not guarantee that proposals for construction, construction bids, or actual project construction costs will not vary from Engineer's estimates of construction cost.

14. The proposed day counts for *7.0 On-site Construction Coordination* phase are estimated due to the fact that the design for this project has not been started and the CSPP has not been completed. As the design progresses, the day counts for *7.0 On-site Construction Coordination* phase may be adjusted based upon the design and the anticipated construction effort required.

Additional Services

The following items are not included under this agreement but will be considered as extra work:

- Redesign for the Sponsor's convenience or due to changed conditions after previous alternate direction and/or approval.
- Submittals or deliverables in addition to those listed herein.
- If a project audit occurs, the Engineer is prepared to assist the Sponsor in gathering and preparing the required materials for the audit.
- Serving as an expert witness for the Owner in any litigation, surety claim, contractor bond activation, or other proceeding involving the project.
- Additional or extended services during construction made necessary by extension of contract time, non-concurrent work, or changes in the work.
- Legal, surety, or insurance support, coordination, and representation.

- ✈ As-built survey and aerial imagery for submission into AGIS

Extra Work will be as directed by the Sponsor in writing for an additional fee as agreed upon by the Sponsor and the Engineer.

AIRPORT: **Jackson Hole Airport**
AIP/PROJ. NO.: **3-56-0014-083-2024**
PROJECT NAME: **Deice Pad and Collection System Improvements - CA/CM**
DATE: **September 25, 2025 (Revision 1)**

WOOLPERT

FEE BREAKDOWN

Labor Category	Total Hours		Billing Rate			Total Cost
1.0 Preliminary Design Phase (Lump Sum)						
Practice Operations Leader	4 hrs.	x	$ 330.00	/hr	= $	1,320.00
Quality Control Manager	8 hrs.	x	$ 275.00	/hr	= $	2,200.00
Engineer Project Mgr IV	344 hrs.	x	$ 295.00	/hr	= $	101,480.00
Construction Mgr IV	132 hrs.	x	$ 245.00	/hr	= $	32,340.00
Eng Designer II	50 hrs.	x	$ 195.00	/hr	= $	9,750.00
Engineer Project Mgr II	53 hrs.	x	$ 200.00	/hr	= $	10,600.00
Engineering Techn III	76 hrs.	x	$ 160.00	/hr	= $	12,160.00
Planner III	15 hrs.	x	$ 265.00	/hr	= $	3,975.00
Project Coordinator I	110 hrs.	x	$ 125.00	/hr	= $	13,750.00
Project Accountant I	16 hrs.	x	$ 115.00	/hr	= $	1,840.00
Engineer Project Mgr IV	19 hrs.	x	$ 295.00	/hr	= $	5,605.00
Engineer Project Mgr IV	6 hrs.	x	$ 295.00	/hr	= $	1,770.00
Engineer Project Mgr III	38 hrs.	x	$ 250.00	/hr	= $	9,500.00
Engineer II	30 hrs.	x	$ 200.00	/hr	= $	6,000.00
Engineer II	32 hrs.	x	$ 200.00	/hr	= $	6,400.00
SUBTOTAL	**933** hrs.		**SUBTOTAL**		**$**	**218,690.00**
Reimbursables						
Auto Rental	Day	x	$ 130.00	/Day=	$	-
Lodging + Tax & Fees	Day	x	$ 430.00	/Day=	$	-
Per Diem	Day	x	$ 79.00	/Day=	$	-
Travel & Airline Costs	Trip	x	$ 1,200.00	/Trip=	$	-
			SUBTOTAL		**$**	**-**
PHASE SUBTOTAL					**$**	**218,690.00**

LABOR HOUR BREAKDOWN

	TASK	LABOR CATEGORY														
	Start Date: 6/18/2024 End Date: 1/31/2025	Practice Operations Leader	Quality Control Manager	Engineer Project Mgr IV	Construction Mgr IV	Eng Designer II	Engineer Project Mgr II	Engineering Techn III	Planner III	Project Coordinator I	Project Accountant I	Engineer Project Mgr IV	Engineer Project Mgr IV	Engineer Project Mgr III	Engineer II	Engineer II	Phase Item Costs
1.0	**Preliminary Design Phase (Lump Sum)**	Jason Virzi	Chris Giessing	Paul Fiore	Stuart Schiff	James Morehead	Dane Hurst	Aaron Apodaca	Morgan Einspahr	Gabrielle Bohan	Mary Pat Cross	Zachary Ambariantz	Marc Tomczyk	Richard Washington	Ken Self	Ben Hammond	
1.01	Coordinate and Attend Meetings with the Sponsor and FAA			16	12												$ 7,660.00
1.02	Prepare Project Scope of Work and Contract	4	8	36	6												$ 15,610.00
1.03	Conduct Pre-Proposal Meeting With Design Subconsultants and Internal Staff			2	2									2		2	$ 1,980.00
1.04	Prepare Preliminary Cost Estimating			16	6												$ 6,190.00
1.05	Provide Project Coordination			80						24	16						$ 28,440.00
1.06	Conduct Internal Project Meetings			16	16	16	16	16		16							$ 19,520.00
1.07	Conduct Project Team Coordination Meetings			44	30	30	30	30		44		12	6	36	30	30	$ 68,790.00
1.08	Conduct Meetings with Wyoming Department of Environmental Quality (WDEQ)			6	6		3		3								$ 4,635.00
1.09	Conduct Meetings with National Park Service (NPS)			32	10			12	4								$ 14,870.00
1.10	Conduct Coordination Meetings with Teton Interagency Helitack			32	10			12									$ 13,810.00
1.11	Review Existing Documents			4	4	4	4	6				4					$ 5,880.00
1.12	Coordinate Topographical Survey			6						2							$ 2,020.00
1.13	Coordinate Structural Design			6						2							$ 2,020.00
1.14	Coordinate Utility Design			6						2							$ 2,020.00
1.15	Coordinate Various Deicing Systems Monitoring and Controls Design			6						2							$ 2,020.00
1.16	Coordinate Future Surface Runoff Treatment System Preliminary Analysis			6						2							$ 2,020.00
1.17	Coordinate Utility Service (Installation/Relocation) with Utility Companies			12	6							3					$ 5,895.00
1.18	Prepare Federal Grant Application			2	4					4							$ 2,070.00
1.19	Prepare Environmental Documentation			2	2				8								$ 3,200.00
1.20	Prepare Disadvantaged Business Enterprise (DBE) Goal			2	2					8							$ 2,080.00
1.21	Prepare Quarterly Performance Reports - Design			12						4							$ 4,040.00
1.22	Manage BlackCat Files				16												$ 3,920.00
	TOTALS	**4**	**8**	**344**	**132**	**50**	**53**	**76**	**15**	**110**	**16**	**19**	**6**	**38**	**30**	**32**	$ 218,690.00
	PERCENTAGES	0%	1%	37%	14%	5%	6%	8%	2%	12%	2%	2%	1%	4%	3%	3%	

FEE BREAKDOWN

Labor Category	Total Hours		Billing Rate			Total Cost
2.0 Design Phase (Lump Sum)						
Market Director I	8 hrs.	x	$ 350.00	/hr	= $	2,800.00
Quality Control Manager	68 hrs.	x	$ 275.00	/hr	= $	18,700.00
Engineer Project Mgr IV	880 hrs.	x	$ 295.00	/hr	= $	259,600.00
Construction Mgr IV	242 hrs.	x	$ 245.00	/hr	= $	59,290.00
Engineer Project Mgr II	208 hrs.	x	$ 200.00	/hr	= $	41,600.00
Eng Designer II	630 hrs.	x	$ 195.00	/hr	= $	122,850.00
Engineering Techn III	1164 hrs.	x	$ 160.00	/hr	= $	186,240.00
Planner III	6 hrs.	x	$ 265.00	/hr	= $	1,590.00
Engineer Project Mgr IV	110 hrs.	x	$ 295.00	/hr	= $	32,450.00
Engineer Project Mgr IV	14 hrs.	x	$ 295.00	/hr	= $	4,130.00
Engineer Project Mgr III	84 hrs.	x	$ 250.00	/hr	= $	21,000.00
Engineer II	144 hrs.	x	$ 200.00	/hr	= $	28,800.00
Engineer II	308 hrs.	x	$ 200.00	/hr	= $	61,600.00
Engineering Techn II	44 hrs.	x	$ 145.00	/hr	= $	6,380.00
Engineering Techn I	72 hrs.	x	$ 120.00	/hr	= $	8,640.00
SUBTOTAL	**3982** hrs.		**SUBTOTAL**		**$**	**855,670.00**
Reimbursables						
Auto Rental	10 Day	x	$ 130.00	/Day=	$	1,300.00
Lodging + Tax & Fees	13 Day	x	$ 430.00	/Day=	$	5,590.00
Per Diem	19 Day	x	$ 79.00	/Day=	$	1,501.00
Travel & Airline Costs	5 Trip	x	$ 1,200.00	/Trip=	$	6,000.00
			SUBTOTAL		**$**	**14,391.00**
PHASE SUBTOTAL					**$**	**870,061.00**

LABOR HOUR BREAKDOWN

	TASK	LABOR CATEGORY														
	Start Date: 06/30/2024 End Date: 04/01/2025	Market Director I	Quality Control Manager	Engineer Project Mgr IV	Construction Mgr IV	Engineer Project Mgr II	Eng Designer II	Engineering Techn III	Planner III	Engineer Project Mgr IV	Engineer Project Mgr IV	Engineer Project Mgr III	Engineer II	Engineer II	Engineering Techn II	Engineering Techn I	Phase Item Costs
2.0	**Design Phase (Lump Sum)**	John Ingram	Chris Giessing	Paul Fiore	Stuart Schiff	Dane Hurst	James Morehead	Aaron Apodaca	Morgan Einspahr	Zachary Ambariantz	Marc Tomczyk	Richard Washington	Ken Self	Ben Hammond	Engineering Techn II	Alex Poovey	
2.01	Design Kickoff Meeting/Site Visit			28	16			8			4	36	32	32			$ 36,440.00
2.02	Analyze Topographical Survey Data			4			40	24									$ 12,820.00
2.03	Analyze Geotechnical Investigation Data			4			4						4				$ 2,760.00
2.04	Prepare Pavement Design		8	80			12	8									$ 29,420.00
2.05	Review Structural Design Features			8	4												$ 3,340.00
2.06	Coordinate with Underground Tank Manufacturers and Prepare Tank Design			8		16											$ 5,560.00
2.07	Coordinate with Pump Manufacturers and Prepare Pump Design			4							2		24				$ 6,570.00
2.08	Coordinate with Valve Manufactureres and Prepare Valve Design			4							2		24				$ 6,570.00
2.09	Coordinate with Sponsor IT to Integrate Control and Monitoring Design Systems Design			4										32			$ 7,580.00
2.10	Coordinate with Portable Building Manufacturers and Prepare Requirements for Deice Building			8	8									12			$ 6,720.00
2.11	Develop On-Site Grading Plans			4			16										$ 4,300.00
2.12	Prepare Existing Utility Inventory			2			4	4									$ 2,010.00
2.13	Prepare Preliminary Contract Documents			24	16	12											$ 13,400.00
2.14	Prepare Construction Safety and Phasing Plan (CSPP)			80	16		16	24									$ 34,480.00
2.15	Prepare Preliminary Construction Plans																
	Cover Sheet			2				12									$ 2,510.00
	Index of Drawings/Summary of Approximate Quantities & General Notes			4		4	8	12									$ 5,460.00
	Sheet Layout Plan			2				12									$ 2,510.00
	Survey Control Plan			2	2		2	12									$ 3,390.00
	Geotechnical Investigation Plan			2				12									$ 2,510.00
	Safety Notes			2	8			16									$ 5,110.00
	Construction Layout Plan			8	8			16									$ 6,880.00
	Construction Phasing Plan			64	32			40									$ 33,120.00
	Construction Haul Routes and Signage Plan			2				12									$ 2,510.00
	Environmental Requirements and Details			4				12	6								$ 4,690.00
	Demolition Plan			24			16	60									$ 19,800.00
	Geometric Layout Plan			24			16	60									$ 19,800.00
	Overall Grading and Drainage Plan			4			24	12									$ 7,780.00
	Grading and Drainage Plan			12		16	120	60					8	8			$ 42,940.00
	On-Site Embankement Plan			4	4		16	12									$ 7,200.00
	Pavement Spot Elevations			4			40	40									$ 15,380.00
	Joint Layout Plan			12			12	32									$ 11,000.00
	Joint Details			4				12									$ 3,100.00
	Typical Sections			12			16	24									$ 10,500.00
	Pavement Marking Plan/Details			4			16	40									$ 10,700.00
	Drainage Plan and Profile/Details			4		64		64									$ 24,220.00
	Seeding and Erosion Control Plan/Details			2			8	20									$ 5,350.00
	Utility Layout Plan/Details			4				40									$ 7,580.00
	Underground Tank Layout/Details			12			16	32						20			$ 15,780.00
	Deice Dispensing Station Layout/Details			24		16	32	60									$ 26,120.00
	Underground Pump/Valve Layout and Details			2				8				8	32		12	24	$ 14,890.00
	Portable Deice Facility Layout/Details			12	8		6	24									$ 10,510.00
	Deice Systems Control and Monitoring Layout/Details			8		16	16	60				8		48	32	16	$ 36,440.00
	Eelectrical Demolition Plan			6			8	60		24							$ 20,010.00
	Electrical Layout Plan			6			8	80		32							$ 25,570.00
	Electrical Details			6				40		32							$ 17,610.00
2.16	Prepare Preliminary Technical Specifications			24	64		48			16	2	4		40			$ 46,430.00
2.17	Prepare Preliminary Special Provisions			8	16												$ 6,280.00
2.18	Prepare Drainage Analysis and Storm Drainage Design			4	4	40											$ 10,160.00
2.19	Produce Drainage Report for Wyoming Department of Environmental Quality (WDEQ)					24											$ 4,800.00
2.20	Compile/Submit Permits			2	16												$ 4,510.00
2.21	Calculate Estimated Quantities			8			40	12						8			$ 13,680.00
2.22	Prepare Estimate of Probable Construction Cost			16	8		40			6	4		8	40			$ 27,030.00
2.23	Prepare Engineer's Design Report and Modification of Standards			160								12		32			$ 56,600.00
2.24	Prepare and Submit Modification of Standards on MOS Website			64													$ 18,880.00
2.25	Review Plans at 30%, 60%, and 90% Complete	4		40	12		24	64				8	12	24		24	$ 43,140.00
2.26	Prepare and Submit 60% Review Documents to GTNP			2				4									$ 1,230.00
2.27	Provide In-House Quality Control		60														$ 16,500.00
2.28	Prepare and Submit 100% Construction Plans, Specifications, Contract Documents, and Engineer's Design	4		8			6	12				8		12		8	$ 12,210.00
2.29	Prepare Airfield Signing and Marking Plan							8									$ 1,280.00
	TOTALS	**8**	**68**	**880**	**242**	**208**	**630**	**1164**	**6**	**110**	**14**	**84**	**144**	**308**	**44**	**72**	$ 855,670.00
	PERCENTAGES	0%	2%	22%	6%	5%	16%	29%	0%	3%	0%	2%	4%	8%	1%	2%	

Rev. 02.06.24

Labor Category	Total Hours		Billing Rate			Total Cost
3.0 Bidding Phase (Lump Sum)						
Market Director I	4 hrs.	x	$ 350.00 /hr	=	$	1,400.00
Engineer Project Mgr IV	81 hrs.	x	$ 295.00 /hr	=	$	23,895.00
Construction Mgr IV	51 hrs.	x	$ 245.00 /hr	=	$	12,495.00
Engineer Project Mgr II	11 hrs.	x	$ 200.00 /hr	=	$	2,200.00
Eng Designer II	12 hrs.	x	$ 195.00 /hr	=	$	2,340.00
Engineering Techn III	32 hrs.	x	$ 160.00 /hr	=	$	5,120.00
Project Coordinator I	8 hrs.	x	$ 125.00 /hr	=	$	1,000.00
Engineer Project Mgr IV	11 hrs.	x	$ 295.00 /hr	=	$	3,245.00
Engineer Project Mgr IV	3 hrs.	x	$ 295.00 /hr	=	$	885.00
Engineer Project Mgr III	9 hrs.	x	$ 250.00 /hr	=	$	2,250.00
Engineer II	13 hrs.	x	$ 200.00 /hr	=	$	2,600.00
Engineer II	11 hrs.	x	$ 200.00 /hr	=	$	2,200.00
SUBTOTAL	**246** hrs.		**SUBTOTAL**		**$**	**59,630.00**
Reimbursables						
Auto Rental	2 Day	x	$ 130.00 /Day=		$	260.00
Lodging + Tax & Fees	1 Day	x	$ 430.00 /Day=		$	430.00
Per Diem	2 Day	x	$ 79.00 /Day=		$	158.00
Travel & Airline Costs	1 Trip	x	$ 1,200.00 /Trip=		$	1,200.00
			SUBTOTAL		**$**	**2,048.00**
	PHASE SUBTOTAL				**$**	**61,678.00**

TASK		LABOR CATEGORY														
	Start Date: 02/05/2025 End Date: 03/15/2025	Market Director I	Engineer Project Mgr IV	Construction Mgr IV	Engineer Project Mgr II	Eng Designer II	Engineering Techn III	Project Coordinator I	Engineer Project Mgr IV	Engineer Project Mgr IV	Engineer Project Mgr III	Engineer II	Engineer II				Phase Item Costs
3.0	**Bidding Phase (Lump Sum)**	John Ingram	Paul Fiore	Stuart Schiff	Dane Hurst	James Morehead	Aaron Apodaca	Gabrielle Bohan	Zachary Ambariantz	Marc Tomczyk	Richard Washington	Ken Self	Ben Hammond				
3.01	Provide Bid Assistance		20	12							2	2					$ 9,740.00
3.02	Prepare/Conduct Pre-Bid Meeting		16	6	3				3	3	3	3	3				$ 10,510.00
3.03	Prepare Addenda	4	24	8	8	12	32	8	8		4	8	8				$ 27,060.00
3.04	Consult with Prospective Bidders		12	12													$ 6,480.00
3.05	Attend Bid Opening		1	1													$ 540.00
3.06	Review Bid Proposals		4	4													$ 2,160.00
3.07	Prepare Recommendation of Award		4	8													$ 3,140.00
	TOTALS	**4**	**81**	**51**	**11**	**12**	**32**	**8**	**11**	**3**	**9**	**13**	**11**				$ 59,630.00
	PERCENTAGES	2%	33%	21%	4%	5%	13%	3%	4%	1%	4%	5%	4%	0%	0%	0%	

Labor Category	Total Hours		Billing Rate			Total Cost
4.0 Pre-Construction Coordination Phase (CY 2025 and CY 2026) (Lump Sum)						
Engineer Project Mgr IV	90 hrs.	x	$ 295.00 /hr	=	$	26,550.00
Construction Mgr IV	148 hrs.	x	$ 245.00 /hr	=	$	36,260.00
Engineer Project Mgr II	26 hrs.	x	$ 200.00 /hr	=	$	5,200.00
Eng Designer II	24 hrs.	x	$ 195.00 /hr	=	$	4,680.00
Engineering Techn III	16 hrs.	x	$ 160.00 /hr	=	$	2,560.00
Construction Manager II	16 hrs.	x	$ 180.00 /hr	=	$	2,880.00
Project Coordinator I	24 hrs.	x	$ 125.00 /hr	=	$	3,000.00
Engineer Project Mgr IV	32 hrs.	x	$ 295.00 /hr	=	$	9,440.00
Engineer Project Mgr IV	4 hrs.	x	$ 250.00 /hr	=	$	1,000.00
Engineer II	20 hrs.	x	$ 200.00 /hr	=	$	4,000.00
Engineer II	30 hrs.	x	$ 200.00 /hr	=	$	6,000.00
SUBTOTAL	**430** hrs.		**SUBTOTAL**		**$**	**101,570.00**
Reimbursables						
Auto Rental	0 Day	x	$ 135.00 /Day=		$	-
Lodging +Tax & Fees	0 Mi	x	$ 475.00 /Day=		$	-
Pre Diem	0 Day	x	$ 92.00 /Day=		$	-
Travel and Airline Costs	0 Day	x	$ 1,200.00 /Day=		$	-
			SUBTOTAL		**$**	**-**
	PHASE SUBTOTAL				**$**	**101,570.00**

TASK		LABOR CATEGORY														
	Start Date: 04/01/2025 End Date: 05/01/2026	Engineer Project Mgr IV	Construction Mgr IV	Engineer Project Mgr II	Eng Designer II	Engineering Techn III	Construction Manager II	Project Coordinator I	Engineer Project Mgr IV	Engineer Project Mgr IV	Engineer II	Engineer II				Phase Item Costs
4.0	**Pre-Construction Coordination Phase (CY 2025 and CY 2026) (Lump Sum)**	Paul Fiore	Stuart Schiff	Dane Hurst	James Morehead	Aaron Apodaca	onstruction Manager	Gabrielle Bohan	Zachary Ambariantz	Richard Washington	Ken Self	Ben Hammond				
4.01	Coordinate and Attend Meetings with Sponsor and FAA	10	10													$ 5,400.00
4.02	Prepare Federal Grant Application(s)	2	6					8								$ 3,060.00
4.03	Compile/Submit FAA Form 7460		12													$ 2,940.00
4.04	Review Material Submittals Prior to Construction	50	104	20					32	4	20	30				$ 64,670.00
4.05	Perform Pre-Construction Survey Design Verification	12		6	24	16										$ 11,980.00
4.06	Perform Construction Documents Review by Field Staff						16									$ 2,880.00
4.07	Conduct Pre-Construction Coordination Meetings	16	16					16								$ 10,640.00
	TOTALS	**90**	**148**	**26**	**24**	**16**	**16**	**24**	**32**	**4**	**20**	**30**				$ 101,570.00
	PERCENTAGES	21%	34%	6%	6%	4%	4%	6%	7%	1%	5%	7%	0%	0%	0%	

Labor Category	Total Hours		Billing Rate			Total Cost
5.0 Construction Administration Phase (CY 2025 and CY 2026) (Lump Sum)						
Market Director I	4 hrs.	x	$ 350.00 /hr	=	$	1,400.00
Engineer Project Mgr IV	434 hrs.	x	$ 295.00 /hr	=	$	128,030.00
Construction Mgr IV	150 hrs.	x	$ 245.00 /hr	=	$	36,750.00
Engineer Project Mgr II	3 hrs.	x	$ 200.00 /hr	=	$	600.00
Eng Designer II	4 hrs.	x	$ 195.00 /hr	=	$	780.00
Engineering Techn III	70 hrs.	x	$ 160.00 /hr	=	$	11,200.00
Construction Manager II	4 hrs.	x	$ 180.00 /hr	=	$	720.00
Planner III	12 hrs.	x	$ 265.00 /hr	=	$	3,180.00
Project Coordinator I	68 hrs.	x	$ 125.00 /hr	=	$	8,500.00
Project Accountant I	16 hrs.	x	$ 115.00 /hr	=	$	1,840.00
Engineer Project Mgr IV	11 hrs.	x	$ 295.00 /hr	=	$	3,245.00
Engineer Project Mgr IV	9 hrs.	x	$ 295.00 /hr	=	$	2,655.00
Engineer Project Mgr III	55 hrs.	x	$ 250.00 /hr	=	$	13,750.00
Engineer II	59 hrs.	x	$ 200.00 /hr	=	$	11,800.00
Engineer II	252 hrs.	x	$ 200.00 /hr	=	$	50,400.00
SUBTOTAL	**1151** hrs.		**SUBTOTAL**		**$**	**274,850.00**
Reimbursables						
Auto Rental	45 Day	x	$ 130.00 /Day=		$	5,850.00
Lodging + Tax & Fees	34 Day	x	$ 475.00 /Day=		$	16,150.00
Per Diem	45 Day	x	$ 92.00 /Day=		$	4,140.00
Travel & Airline Costs	15 Trip	x	$ 1,200.00 /Trip=		$	18,000.00
			SUBTOTAL		**$**	**44,140.00**
	PHASE SUBTOTAL				**$**	**318,990.00**

TASK		LABOR CATEGORY														
	Start Date: 05/01/2025 End Date: 10/15/2026	Market Director I	Engineer Project Mgr IV	Construction Mgr IV	Engineer Project Mgr II	Eng Designer II	Engineering Techn III	Construction Manager II	Planner III	Project Coordinator I	Project Accountant I	Engineer Project Mgr IV	Engineer Project Mgr IV	Engineer Project Mgr III	Engineer II	Engineer II	Phase Item Costs
5.0	**Construction Administration Phase (CY 2025 and CY 2026) (Lump Sum)**	John Ingram	Paul Fiore	Stuart Schiff	Dane Hurst	James Morehead	Aaron Apodaca	onstruction Manager	Morgan Einspahr	Gabrielle Bohan	Mary Pat Cross	Zachary Ambariantz	Marc Tomczyk	Richard Washington	Ken Self	Ben Hammond	
5.01	Prepare Construction Contract and Documents	4	16	4		4	64			8							$ 19,120.00
5.02	Provide Project Coordination		196	12						60	16						$ 70,100.00
5.03	Review Environmental Documentation		2	2					12								$ 4,260.00
5.04	Coordinate Quality Assurance Testing		4														$ 1,180.00
5.05	Asssit with FAA Safety Risk Management		8	8			6										$ 5,280.00
5.06	Prepare/Conduct Pre-Construction Meeting		40	16	3							3	3	3	3	32	$ 25,840.00
5.07	Prepare/Submit Construction Management Plan		8	80													$ 21,960.00
5.08	Review Contractor's Safety Plan Compliance Document		4	12													$ 4,120.00
5.09	Coordinate and Attend Quality Assurance/Quality Control Workshop		4	12				4									$ 4,840.00
5.10	Attend Weekly Construction Meetings		32	4								8		4		12	$ 16,180.00
5.11	Perform Site Visits During Construction		120											36	36	96	$ 70,800.00
5.12	Provide Support for Control System Integration												6	12	20	112	$ 31,170.00
	TOTALS	**4**	**434**	**150**	**3**	**4**	**70**	**4**	**12**	**68**	**16**	**11**	**9**	**55**	**59**	**252**	$ 274,850.00
	PERCENTAGES	0%	38%	13%	0%	0%	6%	0%	1%	6%	1%	1%	1%	5%	5%	22%	

Rev. 02.06.24

Labor Category	Total Hours	Billing Rate	Total Cost
6.0 Post Construction Coordination Phase (CY 2025 and CY 2026) (Lump Sum)			
Market Director I	8 hrs.	x $ 350.00 /hr	= $ 2,800.00
Engineer Project Mgr IV	100 hrs.	x $ 295.00 /hr	= $ 29,500.00
Construction Mgr IV	398 hrs.	x $ 245.00 /hr	= $ 97,510.00
Construction Manager II	36 hrs.	x $ 180.00 /hr	= $ 6,480.00
Eng Designer II	12 hrs.	x $ 195.00 /hr	= $ 2,340.00
Engineering Techn III	92 hrs.	x $ 160.00 /hr	= $ 14,720.00
Engineer II	32 hrs.	x $ 200.00 /hr	= $ 6,400.00
Geospatial Project Mgr II	32 hrs.	x $ 200.00 /hr	= $ 6,400.00
Survey Field Tech III	48 hrs.	x $ 130.00 /hr	= $ 6,240.00
Geospatial Phase Mgr II	16 hrs.	x $ 155.00 /hr	= $ 2,480.00
Geospatial Technician III	80 hrs.	x $ 115.00 /hr	= $ 9,200.00
GS Team Leader II	32 hrs.	x $ 185.00 /hr	= $ 5,920.00
SUBTOTAL	**886** hrs.	**SUBTOTAL**	**$ 189,990.00**
Reimbursables			
Auto Rental	8 Day	x $ 130.00 /Day=	$ 1,040.00
Lodging + Tax & Fees	5 Day	x $ 450.00 /Day=	$ 2,250.00
Per Diem	8 Day	x $ 92.00 /Day=	$ 736.00
Travel & Airline Costs	3 Trip	x $ 1,200.00 /Trip=	$ 3,600.00
Survey Field Vehicle	3 Day	x $ 135.00 /Day=	$ 405.00
Survey Lodging +Tax & Fees	4 Day	x $ 475.00	$ 1,900.00
Survey Per Diem	4 Day	x $ 92.00	$ 368.00
Survey Supplies & Equip.	1 Each	x $ 500.00	$ 500.00
Survey Travel & Airline Costs	0 Trip	x $ 1,200.00 /Trip=	$ -
		SUBTOTAL	**$ 10,799.00**
	PHASE SUBTOTAL		**$ 200,789.00**

TASK																	
	Start Date: 10/30/2026 End Date: 03/01/2027	Market Director I	Engineer Project Mgr IV	Construction Mgr IV	Construction Manager II	Eng Designer II	Engineering Techn III	Engineer II	Geospatial Project Mgr II	Survey Field Tech III	Geospatial Phase Mgr II	Geospatial Technician III	GS Team Leader II				Phase Item Costs
	LABOR CATEGORY	John Ingram	Paul Fiore	Stuart Schiff	Construction Manager	James Morehead	Aaron Apodaca	Ben Hammond	David Hall	Zack Hearon	Sean Kampe	Geospatial Technician I	GS Team Leader II				
6.0	**Post Construction Coordination Phase (CY 2025 and CY 2026) (Lump Sum)**																
6.01	Prepare Final Testing Report		8	80	8												$ 23,400.00
6.02	Perform As-Built Aeronautical Survey Data Collection and Final Surveys								32	48	16	80	32				$ 30,240.00
6.03	Prepare Clean-up Item List			16	4												$ 4,640.00
6.04	Conduct Final Inspection		16	8													$ 6,680.00
6.05	Prepare Engineering Record Drawings	4	16	32	12	12	80										$ 31,260.00
6.06	Prepare Final Construction Report	4	32	230	12												$ 69,350.00
6.07	Prepare DBE Uniform Report			8													$ 1,960.00
6.08	Update and Modify Airport Layout Plan (ALP)		4				12										$ 3,100.00
6.09	Summarize Project Costs		8	16													$ 6,280.00
6.10	Coordinate and Attend Training for Deice Systems Monitoring and Controls		16	8				32									$ 13,080.00
	TOTALS	**8**	**100**	**398**	**36**	**12**	**92**	**32**	**32**	**48**	**16**	**80**	**32**	**0**	**0**	**0**	$ 189,990.00
	PERCENTAGES	1%	11%	45%	4%	1%	10%	4%	4%	5%	2%	9%	4%	0%	0%	0%	

Labor Category	Total Hours	Billing Rate	Total Cost
7.0 On-Site Construction Coordination Phase (CY 2025 and CY 2026) (Cost Plus Fixed Fee)			
Construction Mgr IV	3,048 hrs.	x $ 72.00 /hr	= $ 219,456.00
Construction Manager II	1,528 hrs.	x $ 53.00 /hr	= $ 80,984.00
Engineer Project Mgr IV	424 hrs.	x $ 87.00 /hr	= $ 36,888.00
SUBTOTAL	**5000** hrs.	**SUBTOTAL**	**$ 337,328.00**
Direct Labor Cost			= $ 337,328.00
Overhead (% of Direct Labor Cost)		213.77%	= $ 721,100.00
Total Labor Cost			= $ 1,058,428.00
Fixed Fee			= $ 211,500.00
		SUBTOTAL PHASE LABOR	= **$ 1,269,928.00**
Reimbursables			
Auto Rental	447 Day	x $ 135.00 /Day=	$ 60,345.00
Lodging + Tax & Fees	192 Day	x $ 475.00 /Day=	$ 91,200.00
Per Diem	192 Day	x $ 92.00 /Day=	$ 17,664.00
Travel & Airline Costs	4 Trip	x $ 1,200.00 /Trip=	$ 4,800.00
		SUBTOTAL	**$ 174,009.00**
	PHASE SUBTOTAL		**$ 1,443,937.00**

TASK																	
	Start Date: 04/28/2025 End Date: 10/15/2026	Construction Mgr IV	Construction Manager II	Engineer Project Mgr IV													Phase Item Costs
	LABOR CATEGORY	Stuart Schiff	Construction Manager II	Paul Fiore													
7.0	**On-Site Construction Coordination Phase (CY 2025 and CY 2026) (Cost Plus Fixed Fee)**																
	Estimated Calendar Days from Scope of Work	285	145	40													[redacted]
	Estimated Working Days/Week from Scope of Work	6	6	6													[redacted]
	Total Days Scoped for Resident Engineering	246	124	34													[redacted]
	Estimated Hours/Day from Scope of Work	12	12	12													[redacted]
7.01	Provide Resident Engineering	2,952	1,488	408													$ 326,904.00
	Travel Time, Mobilization, and Demobilization	24	40	16													$ 5,240.00
7.02	Provide Resident Engineering for Punchlist Work	72															$ 5,184.00
	TOTALS	**3,048**	**1,528**	**424**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	$ 337,328.00
	PERCENTAGES	61%	31%	8%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	

Labor Category	Total Hours	Billing Rate	Total Cost
8.0 On-Site Construction Coordination Phase (Non-Federal) (Cost Plus Fixed Fee)			
Construction Mgr IV	48 hrs.	x $ 72.00 /hr	= $ 3,456.00
SUBTOTAL	**48** hrs.	**SUBTOTAL**	**$ 3,456.00**
Direct Labor Cost			= $ 3,456.00
Overhead (% of Direct Labor Cost)		213.77%	= $ 7,387.00
Total Labor Cost			= $ 10,843.00
Fixed Fee			= $ 2,000.00
		SUBTOTAL PHASE LABOR	= **$ 12,843.00**
Reimbursables			
Auto Rental	4 Day	x $ 130.00 /Day=	$ 520.00
Lodging + Tax & Fees	0 Day	x $ 475.00 /Day=	$ -
Per Diem	0 Day	x $ 92.00 /Day=	$ -
Travel & Airline Costs	0 Trip	x $ 1,200.00 /Trip=	$ -
		SUBTOTAL	**$ 520.00**
	PHASE SUBTOTAL		**$ 13,363.00**

TASK																	
	Start Date: 5/1/2026 End Date: 5/30/2026	Construction Mgr IV															Phase Item Costs
	LABOR CATEGORY																
8.0	**On-Site Construction Coordination Phase (Non-Federal) (Cost Plus Fixed Fee)**	Stuart Schiff															
	Estimated Calendar Days from Scope of Work	4															[redacted]
	Estimated Working Days/Week from Scope of Work	7															[redacted]
	Total Days Scoped for Resident Engineering	4															[redacted]
	Estimated Hours/Day from Scope of Work	12															[redacted]
8.01	Provide Resident Engineering	48															$ 3,456.00
	Travel Time, Mobilization, and Demobilization																
8.02	Provide Resident Engineering for Punchlist Work	0															
	TOTALS	**48**															$ 3,456.00
	PERCENTAGES	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	

		CONTRACT HOURS		PHASE FEE	FIXED FEE	COSTS	TOTAL COST	
PART A - BASIC SERVICES (LUMP SUM)								
1.0	Preliminary Design Phase (Lump Sum)	933		$ 218,690.00		$ -	**$ 218,690.00**	
	Federal			$ 214,227.50				
	Non-Federal			$ 4,462.50				
2.0	Design Phase (Lump Sum)	3982		$ 855,670.00		$ 14,391.00	**$ 870,061.00**	
	Federal			$ 757,011.00				
	Non-Federal			$ 98,659.00				
3.0	Bidding Phase (Lump Sum)	246		$ 59,630.00		$ 2,048.00	**$ 61,678.00**	$ 30,780.00
			SUBTOTAL (FEDERAL)	**$ 1,030,868.50**		**$ 16,439.00**	**$ 1,047,307.50**	
		5161	**SUBTOTAL (NON-FEDERAL)**	**$ 103,121.50**		**$ -**	**$ 103,121.50**	
PART B - SPECIAL SERVICES (LUMP SUM)								
4.0	Pre-Construction Coordination Phase (CY 2025 and CY 2026) (Lump Sum)	430		$ 101,570.00			$ 101,570.00	
5.0	Construction Administration Phase (CY 2025 and CY 2026) (Lump Sum)	1151		$ 274,850.00		$ 44,140.00	$ 318,990.00	
6.0	Post Construction Coordination Phase (CY 2025 and CY 2026) (Lump Sum)	886		$ 189,990.00		$ 10,799.00	$ 200,789.00	
		2467	**SUBTOTAL**	**$ 566,410.00**		**$ 54,939.00**	**$ 621,349.00**	$ 100,729.00
		CONTRACT HOURS		**PHASE FEE**	**FIXED FEE**	**COSTS**	**TOTAL COST**	
PART B - SPECIAL SERVICES (COST PLUS FIXED FEE)								
7.0	On-Site Construction Coordination Phase (CY 2025 and CY 2026) (Cost Plus Fixed Fee)	5000		$ 1,058,428.00	$ 211,500.00	$ 174,009.00	$ 1,443,937.00	
8.0	On-Site Construction Coordination Phase (Non-Federal) (Cost Plus Fixed Fee)	48		$ 10,843.00	$ 2,000.00	$ 520.00	$ 13,363.00	
		5048	**SUBTOTAL**	**$ 1,069,271.00**	**$ 213,500.00**	**$ 174,529.00**	**$ 1,457,300.00**	$ 596,647.12
SUBCONSULTANT 1								
Wind River Survey - Topographical Survey							$ 25,000.00	
SUBCONSULTANT 2								
Vertex - Structural Engineering (Federal)							$ 22,500.00	
Vertex - Structural Engineering (Non-Federal)							$ 7,500.00	
SUBCONSULTANT 3								
Jorgenson Engineering - Utilities Engineer (Federal)							$ 152,150.00	
Jorgenson Engineering - Utilities Engineer (Non-Federal)							$ 7,850.00	
SUBCONSULTANT 4								
Naturally Wallace - Future Runoff Treatement System Analysis (SME)							$ 21,088.00	
SUBCONSULTANT 5								
Strata - Quality Assurance Testing (Federal)							$ 533,885.00	
Strata - Quality Assurance Testing (Non-Federal)							$ 41,962.00	
SUBCONSULTANT 6								
R & R Visual - Post Construction Pipe Inspection							$ 25,000.00	
SUBCONSULTANT 7								
Aerial Imagery Acquisition							$ 10,000.00	
SUBCONSULTANT 8								
Corrosion Works - Cathodic Protection (Federal)							$ 4,456.00	
Corrosion Works - Cathodic Protection (Non-Federal)							$ 4,456.00	
						SUBTOTAL (FEDERAL)	**$ 794,079.00**	$ 127,079.00
						SUBTOTAL (NON-FEDERAL)	**$ 61,768.00**	
						TOTAL SUBCONSULTANT COST	**$ 855,847.00**	
TOTAL FEDERAL COSTS				**$ 2,655,706.50**	**$ 211,500.00**	**$ 245,387.00**	**$ 3,906,672.50**	
TOTAL NON-FEDERAL COST				**$ 113,964.50**	**$ 2,000.00**	**$ 520.00**	**$ 178,252.50**	
TOTAL		**12,676.0**		**$ 2,769,671.00**	**$ 213,500.00**	**$ 245,907.00**	**$ 4,084,925.00**	

*For the purposes of estimating the cost of mileage, per diem, and lodging are calculated in accordance with applicable IRS and GSA guidelines. At the time of invoicing mileage will be invoiced in accordance with published IRS rates at the time of service and per diem will be invoiced in accordance with published GSA rates at the time of service. Lodging will be invoiced as actual expense incurred except in the cases where specific client requirements exist that limit lodging to GSA standards.

September 2025	PASSENGERS ENPLANED				PASSENGERS DEPLANED				AIRCRAFT TAKEOFFS			
	THIS MONTH 2025	THIS MONTH 2024	CURRENT YTD	PREVIOUS YTD	THIS MONTH 2025	THIS MONTH 2024	CURRENT YTD	PREVIOUS YTD	THIS MONTH 2025	THIS MONTH 2024	CURRENT YTD	PREVIOUS YTD
ALASKA	**1,682**	1,350	**17,009**	15,264	**1,703**	**1,284**	**17,461**	14,892	**30**	**22**	**332**	280
AMERICAN	**23,712**	20,077	**131,364**	112,063	**21,945**	**18,409**	**129,000**	105,799	**239**	**179**	**1,345**	1,123
DELTA	**14,589**	14,949	**113,691**	112,553	**13,023**	**13,118**	**112,560**	110,636	**133**	**114**	**1,226**	1,041
UNITED	**27,469**	19,290	**224,810**	199,830	**26,770**	**18,516**	**225,126**	204,893	**265**	**171**	**2,344**	2,068
TOTALS	**67,452**	**55,666**	**486,874**	**439,710**	**63,441**	**51,327**	**484,147**	**436,220**	**667**	**486**	**5,247**	**4,512**
PERCENT CHANGE	**21.2%**		**10.73%**		**23.6%**		**10.99%**		**37.2%**		**16.3%**	

LOAD FACTOR REPORT 2025

			JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTALS
ALASKA (SkyWest)	ER7	ENPLANED	1,666	1,808	1,988	0	533	2,594	3,788	2,950	1,682				17,009
	76	FLIGHTS	42	38	43	0	11	49	66	53	30				332
	PASSENGERS	AVG. ENPL/FLT	39.67	47.58	46.23	-	48.45	52.94	57.39	55.66	56.07	-	-	-	51.23
		LOAD FACTOR	52%	63%	61%	-	64%	70%	76%	73%	74%	-	-	-	67%
ALASKA	737-700	ENPLANED	0	0	0	0	0	0	0	0	0				0
	124	FLIGHTS	0	0	0	0	0	0	0	0	0				0
	PASSENGERS	AVG. ENPL/FLT	-	-	-	-	-	-	-	-	-	-	-	-	-
		LOAD FACTOR	-	-	-	-	-	-	-	-	-	-	-	-	-
AMERICAN	E175	ENPLANED	0	0	0	0	0	0	0	50	38				88
	76	FLIGHTS	0	0	0	0	0	0	0	1	1				2
	PASSENGERS	AVG. ENPL/FLT	-	-	-	-	-	-	-	50.00	38.00	-	-	-	44.00
		LOAD FACTOR	-	-	-	-	-	-	-	66%	50%	-	-	-	58%
AMERICAN	319	ENPLANED	8,258	8,347	10,370	3,385	5,616	19,023	21,905	21,270	20,870				119,044
	128	FLIGHTS	86	79	91	36	57	168	190	186	179				1,072
	PASSENGERS	AVG. ENPL/FLT	96.02	105.66	113.96	94.03	98.53	113.23	115.29	114.35	116.59	-	-	-	111.05
		LOAD FACTOR	75%	83%	89%	73%	77%	88%	90%	89%	91%	-	-	-	87%
DELTA	757-200	ENPLANED	2,882	3,211	4,365	0	0	3,028	3,975	4,340	4,375				26,176
	199	FLIGHTS	21	23	32	0	0	23	30	33	30				192
	PASSENGERS	AVG. ENPL/FLT	137.24	139.61	136.41	-	-	131.65	132.50	131.52	145.83	-	-	-	136.33
		LOAD FACTOR	69%	70%	69%	-	-	66%	67%	66%	73%	-	-	-	69%
DELTA	AIR BUS 319	ENPLANED	8,510	6,951	9,314	7,236	9,155	5,510	4,412	5,884	8,209				65,181
	132	FLIGHTS	78	65	94	90	93	50	39	50	71				630
	PASSENGERS	AVG. ENPL/FLT	109.10	106.94	99.09	80.40	98.44	110.20	113.13	117.68	115.62	-	-	-	103.46
		LOAD FACTOR	83%	81%	75%	61%	75%	83%	86%	89%	88%	-	-	-	78%
UNITED (Skywest)	ER7 (E75)(E7T)	ENPLANED	792	1,165	2,698	1,901	1,202	1,996	1,871	1,173	458				13,256
	70	FLIGHTS	13	22	55	35	28	32	28	17	8				238
	PASSENGERS	AVG. ENPL/FLT	60.92	52.95	49.05	54.31	42.93	62.38	66.82	69.00	57.25	-	-	-	55.70
		LOAD FACTOR	87%	76%	70%	78%	61%	89%	95%	99%	82%	-	-	-	80%
UNITED (Skywest)	ER7	ENPLANED	2,491	1,564	3,224	1,186	721	1,176	211	1,027	1,959				13,559
	76	FLIGHTS	50	30	53	27	13	23	3	15	29				243
	PASSENGERS	AVG. ENPL/FLT	49.82	52.13	60.83	43.93	55.46	51.13	70.33	68.47	67.55	-	-	-	55.80
		LOAD FACTOR	66%	69%	80%	58%	73%	67%	93%	90%	89%	-	-	-	73%
DELTA (Skywest)	ER7 (ES4)	ENPLANED	1,437	1,803	1,135	0	755	4,509	5,807	4,367	1,941				21,754
	70	FLIGHTS	43	44	32	0	13	72	91	67	31				393
	PASSENGERS	AVG. ENPL/FLT	33.42	40.98	35.47	-	58.08	62.63	63.81	65.18	62.61	-	-	-	55.35
		LOAD FACTOR	48%	59%	51%	-	83%	89%	91%	93%	89%	-	-	-	79%
DELTA (Skywest)	ER7 (ES5)	ENPLANED	71	89	215	0	0	0	141	0	64				580
	76	FLIGHTS	1	2	5	0	0	0	2	0	1				11
	PASSENGERS	AVG. ENPL/FLT	71.00	44.50	43.00	-	-	-	70.50	-	64.00	-	-	-	52.73
		LOAD FACTOR	93%	59%	57%	-	-	-	93%	-	84%	-	-	-	69%
AMERICAN (Skywest)	CRJ 700	ENPLANED	915	863	987	69	0	1,636	2,062	2,896	2,804				12,232
	65	FLIGHTS	23	22	26	2	0	38	42	59	59				271
	PASSENGERS	AVG. ENPL/FLT	39.78	39.23	37.96	34.50	-	43.05	49.10	49.08	47.53	-	-	-	45.14
		LOAD FACTOR	61%	60%	58%	53%	-	66%	76%	76%	73%	-	-	-	69%
UNITED AIRLINES	AIR BUS A319	ENPLANED	5,363	4,356	1,377	2,076	2,441	189	280	4,351	4,374				24,807
	126	FLIGHTS	63	45	14	26	27	2	3	41	45				266
	PASSENGERS	AVG. ENPL/FLT	85.13	96.80	98.36	79.85	90.41	94.50	93.33	106.12	97.20	-	-	-	93.26
		LOAD FACTOR	68%	77%	78%	63%	72%	75%	74%	84%	77%	-	-	-	74%
UNITED AIRLINES	AIR BUS A320	ENPLANED	6,440	9,013	10,216	3,852	8,915	17,663	22,854	18,129	13,762				110,844
	150	FLIGHTS	66	78	84	34	83	156	185	140	112				938
	PASSENGERS	AVG. ENPL/FLT	97.58	115.55	121.62	113.29	107.41	113.22	123.54	129.49	122.88	-	-	-	118.17
		LOAD FACTOR	65%	77%	81%	76%	72%	75%	82%	86%	82%	-	-	-	79%
UNITED AIRLINES	737-700	ENPLANED	8,655	8,331	6,917	226	2,764	9,239	9,485	9,811	6,916				62,344
	126	FLIGHTS	102	91	72	2	30	97	96	98	71				659
	PASSENGERS	AVG. ENPL/FLT	84.85	91.55	96.07	113.00	92.13	95.25	98.80	100.11	97.41	-	-	-	94.60
		LOAD FACTOR	67%	73%	76%	90%	73%	76%	78%	79%	77%	-	-	-	75%
Total Enplanements			47,480	47,501	52,806	19,931	32,102	66,563	76,791	76,248	67,452				486,874
Total Seats			68,656	63,475	69,316	29,748	43,898	83,777	92,118	90,448	80,871				622,155
Total Flights			588	539	601	252	355	710	775	760	667				5247
Total Load Factor			69.16%	74.83%	76.18%	67.00%	73.13%	79.45%	83.36%	84.30%	83.41%	-	-	-	78.26%

ENPLANEMENT/DEPLANEMENT SUMMARY

	2021		2022		2023		2024		2025	
	ENP	DEP	ENP	DEP	ENP	DEP	ENP	DEP	ENP	DEP
JAN	32,987	28,764	44,543	40,365	46,543	40,922	46,988	41,203	47,480	42,583
FEB	33,692	34,778	45,055	45,793	45,735	46,390	47,027	48,833	47,501	48,011
MAR	42,218	37,708	53,990	47,033	50,621	45,361	51,565	45,313	52,806	44,334
APR	18,834	17,318	8,492	7,915	20,551	19,320	21,463	20,847	19,931	20,323
MAY	28,107	28,844	0	0	22,559	26,039	27,870	33,630	32,102	37,971
JUN	63,491	67,750	2,788	6,027	54,283	59,855	57,482	62,492	66,563	72,761
JUL	77,421	76,225	59,565	63,560	64,100	64,861	64,522	66,328	76,791	77,904
AUG	74,093	67,990	63,140	60,029	65,164	63,209	67,127	66,247	76,248	76,819
SEP	55,861	53,918	52,676	50,536	51,936	49,081	55,666	51,327	67,452	63,441
OCT	31,381	25,214	27,010	22,539	29,818	28,739	37,948	31,394	0	0
NOV	18,096	18,083	16,986	16,880	17,675	17,335	18,442	17,809	0	0
DEC	32,657	43,017	31,448	41,587	31,757	41,158	31,192	42,461	0	0
TOTAL	508,838	499,609	405,693	402,264	500,742	502,270	527,292	527,884	486,874	484,147

2025 Tower Operations

	COMMERCIAL	GENERAL AVIATION	MILITARY	TOWER TOTALS
JAN	1185	2008	27	3,220
FEB	1068	1788	12	2,868
MAR	1188	1620	20	2,828
APR	493	788	18	1,299
MAY	695	1277	25	1,997
JUNE	1410	2234	18	3,662
JULY	1530	3037	29	4,596
AUG	1510	3520	9	5,039
SEPT	1307	2379	16	3,702
OCT				-
NOV				-
DEC				-
TOTALS	**10386**	**18651**	**174**	**29211**

***These numbers do not include aircraft prior to 0700 or after 2100.**

JH Airport 2024 vs 2025 GA and Commercial Activity*

GA	2024	2025	%Change Month 2024	Ops Count	2024 YTD % Change	Ops Count YTD	Commercial	2024	2025	%Change Month 2024	Ops Count	2024 YTD % Change	Ops Count YTD	Overall	2023	2024	2025	%Change Month 2024	Ops Count	2024 YTD % Change	Ops Count YTD
JAN	1,757	2,035	15.8%	278	15.8%	278	**JAN**	1,066	1,185	11.2%	119	11.2%	119	**JAN**	2,770	2,823	3,220	14.1%	397	14.1%	397
FEB	1,667	1,800	7.98%	133	12.0%	411	**FEB**	1,034	1,068	3.29%	34	7.29%	153	**FEB**	2,751	2,701	2,868	6.2%	167	10.2%	564
MAR	1,604	1,640	2.24%	36	8.89%	447	**MAR**	1,004	1,188	18.3%	184	10.9%	337	**MAR**	2,703	2,608	2,828	8.4%	220	9.64%	784
APR	769	806	4.81%	37	8.35%	484	**APR**	460	493	7.17%	33	10.4%	370	**APR**	1,322	1,229	1,299	5.7%	70	9.12%	854
MAY	1,294	1,302	0.62%	8	6.94%	492	**MAY**	610	695	13.9%	85	10.9%	455	**MAY**	1,682	1,904	1,997	4.9%	93	8.41%	947
JUNE	2,383	2,252	-5.50%	-131	3.81%	361	**JUNE**	1,081	1,410	30.4%	329	14.9%	784	**JUNE**	3,122	3,464	3,662	5.7%	198	7.77%	1,145
JULY	2,809	3,066	9.15%	257	5.03%	618	**JULY**	1,240	1,530	23.4%	290	16.5%	1,074	**JULY**	4,028	4,049	4,596	13.5%	547	9.01%	1,692
AUG	3,205	3,529	10.1%	324	6.08%	942	**AUG**	1,270	1,510	18.9%	240	16.9%	1,314	**AUG**	4,012	4,475	5,039	12.6%	564	9.70%	2,256
SEPT	2,363	2,395	1.35%	32	5.46%	974	**SEPT**	994	1,307	31.5%	313	18.6%	1,627	**SEPT**	3,244	3,357	3,702	10.3%	345	9.77%	2,601
OCT	1,799	-					**OCT**	769	-					**OCT**	2,040	2,568	-				
NOV	933	-					**NOV**	456	-					**NOV**	1,374	1,389	-				
DEC	1,616	-					**DEC**	816	-					**DEC**	2,486	2,432	-				
TOTALS	22,199						**TOTALS**	10,800						**TOTALS**	31,534	32,999					

***These numbers do not include aircraft prior to 0700 or after 2130.**

	Total 25/26	Total 26/27	Total 27/28	Total 28/29	Total 29/30	Total 30/31
Unrestricted Cash, Beginning						
Sources of Cash:						
AIP Grant Income	16,934,703.62	37,450,976.80	23,559,375.00	43,954,687.50	11,990,625.00	-
State of Wy/Seal Coat Grant Income	3,111,404.40	3,556,476.57	1,106,437.50	1,945,687.50	2,462,437.50	853,125.00
BIL Funds (ATP/AIG)	6,319,907.00	-	-	-	-	-
Other Grant Income	2,448,967.00	13,490,000.00	3,325,000.00	-	-	-
Subtotal Grant Income	**28,814,982.03**	**54,497,453.38**	**27,990,812.50**	**45,900,375.00**	**14,453,062.50**	**853,125.00**
FBO Net Income/(Loss)	16,586,508.19	14,827,561.03	14,659,656.00	14,253,765.00	13,931,113.00	13,573,296.00
Operating Income	29,815,362.68	30,478,757.00	31,515,515.08	33,101,567.41	34,785,731.00	36,387,464.04
Fuel Farm Net Income (Includes $0.10 / gallon flowage fee adjustment)	3,026,198.78	3,090,320.29	3,093,977.24	3,124,917.01	3,156,166.19	3,187,727.85
Total Sources of cash, including beginning	**97,375,976.67**	**120,494,674.56**	**99,439,188.13**	**125,757,113.35**	**101,593,367.26**	**80,766,676.82**
Uses of Cash:						
Capital Expenses-						
FBO CAMPUS						
Construct Hangar 3 & GSE Building	880,000.00	-	-	-	-	-
Hangar 3/GSE - CA/CO	92,778.00	-	-	-	-	-
Owner's Representative 2022 (FBO Program)	206,176.38	-	-	-	-	-
Construct Admin/FBO Terminal	27,887,020.55	-	-	-	-	-
Admin/FBO Terminal - CA/CO	1,499,699.02	-	-	-	-	-
TERMINAL						
Bagbelt System Upgrades (TSA CBIS) Design	582,471.00	200,000.00	-	-	-	-
Bagbelt System Upgrades (TSA CBIS) CA/CO	-	2,800,000.00	1,350,000.00	-	-	-
Bagbelt System Upgrades (TSA CBIS) Construct	-	14,000,000.00	6,750,000.00	-	-	-
Bagbelt System Upgrades (TSA CBIS) Construct Building	-	14,000,000.00	6,750,000.00	-	-	-
AIRFIELD						
North TW A Rehab and Deice Pad Improvements - Ph 1 (CA/CO) - 2024	87,821.10	-	-	-	-	-
North TW A Rehab and Deice Pad Improvements - Ph 1 Const. - 2024	748,095.53	-	-	-	-	-
Stormwater Detention and Filtration System Expansion Construction - 2024	124,398.73	-	-	-	-	-
Stormwater Detention and Filtration System Expansion (CA/CO) - 2024	3,738.00	-	-	-	-	-
Deice Pad Improvements - Phase 2 (Design) - 2024_2025	38,005.50	-	-	-	-	-
Deice Pad Improvements - Phase 2 (CA/CO) - 2025_2026	699,746.62	-	-	-	-	-
Deice Pad Improvements - Phase 2 Construction - 2025_2026	6,698,743.36	363,526.59	-	-	-	-
Deice Pad Improvements - Phase 2 (CA/CO) - 2026_2027	400,000.00	1,592,578.00	-	-	-	-
Deice Pad Improvements - Phase 2 Construction - 2026_2027	6,000,000.00	14,896,604.00	-	-	-	-
GA Apron Reconstruction and Improvements (Design) - 2028_2029	-	-	-	1,350,000.00	-	-
GA Apron Reconstruction and Improvements (CA/CO) - 2029_2030	-	-	-	385,000.00	915,000.00	-
GA Apron Reconstruction and Improvements Construction - 2029_2030	-	-	-	5,000,000.00	10,525,000.00	-
Aviation Safety Facility Planning Study (2025/2026)	2,117,475.00	-	-	-	-	-
Aviation Safety Facility Environmental (2026/2027)	100,000.00	900,000.00	-	-	-	-
Aviation Safety Facility (Design) - 2027_2028	-	-	4,000,000.00	-	-	-
Aviation Safety Facility (CA/CO) - 2028_2030	-	-	-	3,150,000.00	1,350,000.00	-
Aviation Safety Facility Construction - 2028_2030	-	-	-	42,000,000.00	42,000,000.00	-
Taxiway A Rehab (South) and Conn. TW A2, A3, and Bypass Design - 2025_2026	1,575,000.00	1,225,000.00	-	-	-	-
Taxiway A Rehab (South) and Conn. TW A2, A3, and BypassCA/CO - 2026_2027	-	870,000.00	2,130,000.00	-	-	-
Taxiway A Rehab (South) and Conn. TW A2, A3, and Bypass - 2026_2027	-	18,500,000.00	16,500,000.00	-	-	-
Non-Fed Deice Pad Improvements - Phase 2 (Design) - 2024_2025	132.00	-	-	-	-	-
Non-Fed Deice Phase 2 Construction (2025-2026)	1,057,560.18	60,093.93	-	-	-	-
Non-Fed Deice Pad Improvements - Phase 2 (CA/CO) - 2026_2027	13,363.00	41,962.00	-	-	-	-
Non-Fed Deice Pad Improvements - Phase 2 Construction - 2026_2027	2,000,000.00	7,534,292.62	-	-	-	-
Pavement Marking and Seal Coat - CA/CO (2025 - State and Local)	86,020.00	-	-	-	-	-
Pavement Marking and Seal Coat - Construction (2025 - State and Local)	380,786.63	-	-	-	-	-
LANDSIDE						
Access Road Reconstruction (Mill & Fill)	-	2,500,000.00	2,500,000.00	-	-	-
EV Charging Stations	1,490,965.00	-	-	-	-	-
Asphalt/Parking Lot Patching/Concrete Repair/Curb Repair	-	-	2,500,000.00	2,500,000.00	-	-
EQUIPMENT						
Replace Operations Vehicles	310,000.00	-	-	-	-	-
New SRE (Broom or Plow trucks)	2,500,000.00	1,450,000.00	-	-	-	-
New Loader/Dozer	130,000.00	1,000,000.00	-	-	-	-
Small Ops Equipment (Kubota/Gehl/mini excavator)	450,000.00	-	-	-	-	-
SRE attachments	225,000.00	-	-	-	-	-
Tractor with light cleaning attachment	400,000.00	-	-	-	-	-
New Vehicle Purchase	283,000.00	-	-	-	-	-
FBO GSE	1,465,000.00	-	-	-	-	-
MINOR PROJECTS/JAC OPS						
Explosive Detection Equipment for AWS	105,000.00	-	-	-	-	-
Facia on Gates 3-8	200,000.00	-	-	-	-	-
Rental Car Wall/Family Restroom	464,658.00	-	-	-	-	-
Commercial Lane(s) - Add Equipment and Fencing	100,000.00	-	-	-	-	-
Fuel Farm Fence	200,000.00	-	-	-	-	-
Lift Station Upsize	200,000.00	-	-	-	-	-
QTA Replace wash Bays	300,000.00	300,000.00	300,000.00	300,000.00	-	-
Bag Belt HMI	500,000.00	-	-	-	-	-
AWOS/RVR	80,255.00	58,790.00	800,000.00	-	-	-
AWOS Installation	-	400,000.00	-	-	-	-
Pave FBO Infield	150,000.00	-	-	-	-	-
S MALS Project	300,000.00	-	-	-	-	-
FBO Minor Projects (includes 1.1M for furniture)	1,000,000.00	-	-	-	-	-
Subtotal Capital Expenses	**64,745,731.35**	**83,170,847.14**	**36,832,000.00**	**55,085,000.00**	**55,498,000.00**	**910,000.00**
Operating Expenses	29,177,955.19	26,065,388.95	26,456,595.64	27,485,765.86	28,665,011.31	29,707,418.68
Total Uses of Cash	93,923,686.54	109,236,236.09	63,288,595.64	82,570,765.86	84,163,011.31	30,617,418.68
Debt Service:						
Sources-						
Bond Proceeds	23,005,260.88	17,500,000.32	-	-	19,000,000.00	-
CFC Income	2,834,809.17	2,834,809.17	2,834,809.17	2,834,809.17	2,834,809.17	2,834,809.17
PFC Income	2,400,000.00	2,544,000.00	2,696,640.00	2,858,438.40	3,029,944.70	3,211,741.39
Restricted Fund Roll Over/Interest	1,070,000.00		2,757,516.47			
Total Sources of Debt	29,310,070.04	23,948,809.49	8,288,965.64	5,693,247.57	24,864,753.87	6,046,550.55
Uses-						
Fuel Farm Bond P&I (Fuel fees - 02/28 payoff) - 2022B	950,278.08	950,278.08	1,108,657.01	-	-	-
QTA Bond P&I (CFCs - 11/28 payoff) - 2018B	4,444,147.99	-	-	-	-	-
Hangar 3 & GSE Bond P&I (FBO rev - 05/37 payoff) - 2022C	4,258,981.50	4,258,981.50	4,262,855.95	3,978,017.46	4,262,855.95	3,978,017.46
Restaurant Bond P&I (PFCs - 10/32 payoff) - 2022A	3,709,872.77	3,657,469.22	3,603,833.85	3,546,560.61	3,603,833.85	3,546,560.61
Administration/FBO Building Bond P&I (FBO rev - 10/30 payoff) - 2024A	1,798,496.97	3,756,291.84	3,756,291.84	3,756,291.84	3,756,291.84	3,756,291.84
CBIS Bond (CFCs - 10 yr bond $17.5 million @ 6%)	-	-	-	-	2,331,430.56	2,331,430.56
Aviation Safety Facility (PFCs - 10 yr bond $19 million @ 6%)	-	-	-	-	1,575,633.70	2,531,267.40
Total Uses of Debt	15,161,777.31	13,028,020.64	15,063,069.21	13,612,300.47	15,530,045.90	16,143,567.87
Unrestricted Cash Reserves	**17,600,582.86**	**22,179,227.31**	**29,376,488.92**	**35,267,294.58**	**26,765,063.93**	**40,052,240.82**
Restricted Cash Reserves	$24,082,143.00	$24,125,427.00	$25,914,382.87	$25,957,666.87	$21,875,950.87	$23,919,234.87
Total Cash Reserves	**41,682,725.86**	**46,304,654.31**	**55,290,871.79**	**61,224,961.45**	**48,641,014.80**	**63,971,475.69**
Debt Service Coverage (Estimated)				-	-	-
Fuel Farm Bond (02/28 payoff) 1.25x required	3.18	3.25	-	-	-	-
QTA Bond (11/28 payoff) 1.25x required	-	-	-	-	-	-
Hangar 3 & GSE Bond (05/37 payoff) 1.5x required	3.47	2.60	2.56	2.64	2.39	2.47
Restaurant Bond (10/32 payoff) 1.5x required	6.48	6.69	8.88	11.04	8.56	12.34
Administration/FBO Building Bond (10/30 payoff) 2.0x required	10.66	5.70	7.67	9.61	7.72	11.44
CBIS Bond (CFCs - 10 yr bond $17.5 million @ 6%)	-	-	-	-	1.22	1.22
Aviation Safety Facility (PFCs - 10 yr bond $19 million @ 6%)	-	-	-	-	18.28	16.88