

WORK ORDER NO. 1 – GA Apron Reconstruction (Phase II and III) – Construction Administration and Construction Observations Services – 18.01146

In accordance with this Work Order No. 1, made and entered into this 25th day of July, 2019, **ULTEIG ENGINEERS, INC.**, a North Dakota corporation (hereinafter “Ulteig”) agrees to perform and complete the following services (the “Services”) for **CITY OF MINOT** (hereinafter “Client”), in accordance with the terms and conditions of the Master Professional Services Agreement (the “Agreement”), dated July 27, 2016, all of which terms and conditions are incorporated herein by reference:

Project Location: Minot International Airport, Minot, ND

Project Description: GA Apron Reconstruction (South Phase II and III) – Construction Administration and Construction Observation Services

Scope of Services: See Attachment A

Services Compensation and Method of Payment:

Services Description	Services Compensation	Method of Payment
Preliminary Project Development	\$ 5,654.00	Ulteig shall receive a Flat Fee
Final Project Development	\$ 10,632.00	Ulteig shall receive a Flat Fee
Construction Administration	\$ 20,420.00	Ulteig shall receive a Flat Fee
Construction Observation	\$116,343.00	Ulteig Shall receive a Hourly Fee
Closeout	\$ 5,889.00	Ulteig shall receive a Flat Fee
Total Engineering Fees	\$158,938.00	

Note: Ulteig shall commence work after the Owner has given notice to proceed. Ulteig shall commence billing of services as work progresses.

Schedule:

Description	Date
Engineering Agreement	October 15, 2019
Construction Start Date	April 15, 2020
Closeout Complete	December 14, 2020

Other Considerations/Requirements:

- Closeout costs assumes that all projects list in the Pre-App will move forward and will be combined in the same grant.

The Signature Page Follows

ULTEIG ENGINEERS, INC.

CITY OF MINOT

BY: _____

BY: _____

Print Name: _____

Print Name: _____

Title: _____

Title: _____

Attachment A
Detail Scope of Services
General Aviation Apron Reconstruction (Phase II and III) - Construction
Minot International Airport
Minot, ND
AIP No 3-38-0037-55-2019
September 2019

General Aviation Apron Phase II & III reconstruction will reconstruct an area of the GA apron. The area measures approximately 250' wide by 845' long with an estimated PCI of 26. The pavement is experiencing alligator, longitudinal, and transverse cracking, depressions, and raveling. Phase I of the GA apron rehabilitation was completed in 2017.

The existing pavement of the apron is over 23 years old. The existing asphalt is showing significant signs of wear and the condition is beyond rehabilitation. The existing pavement is experiencing severe longitudinal and transverse cracking, alligator cracking, block cracking, rutting and weathering/raveling. The latest pavement condition report for the Minot International Airport was completed in 2015. At that time, the pavement condition index (PCI) for this pavement was 37 out of 100. This report estimated the PCI for this pavement to be 23 in 2019 and is projected to continue to decline. Typically, a PCI below 40 is recommended to be reconstructed. The existing pavement poses an operational and safety hazard to aircraft and airport maintenance vehicles as the risk of prop strikes, damage from FOD, or damage to snow removal equipment is significant.

Task A – Preliminary Project Development

- 1. Project Scoping Meeting** -The engineer will attend project scoping meetings. The engineer will plan for one (1) in-person meetings for discussions about the project with FAA, NDAC, and the airport. Any additional meetings will be done by teleconference. Should an in-person project scoping meeting be required, hourly rate(s), drive time, and expenses will be charged by to the client.
- 2. Project Development and Scoping** - Not Included
- 3. Budget and Work Order** – The engineer will develop a project budget and work order based on the scope of work for the project for review by FAA and the Airport. The Airport and the FAA each will be provided with one (1) Adobe PDF format copy.
- 4. Internal Kickoff Meeting** -The project will be coordinated in house and tasks will be assigned to those working on the project and the project schedule will be discussed. The project lead will monitor project development and meet with staff as needed to confirm progress. The project lead will also keep track of current and upcoming tasks to ensure staff follows through on each task listed in the scope of services

5. **Preliminary Schedule** – The engineer will develop a preliminary project schedule based on timeline for bids, grant award and project notice to proceed. Changes to the schedule that will impact the completion date will be noted and provided to the airport as needed.
6. **Environmental Documentation** – Ulteig will prepare a Documented Categorical Exclusion (Documented CATEX) for submittal to the FAA. This task includes reviewing relevant studies, assessing the environmental impacts of the proposed project, preparing exhibits and completing the Documented CATEX form.
7. **Tribal Coordination** - Not Included.
8. **Primary Topographic Survey** - Not Included.
9. **Create and Submit FAA Pre-Application** – The engineer will develop the FAA grant pre-application. The pre-application will include the FAA pre-application checklist, FAA forms SF-424, 5100-100 Part II, III, IV, project schedule, project summary of costs, project justification, and project map (as needed). It is assumed that this task will take 4 hours to complete.
10. **Design Report** – Not Included.
11. **Preliminary Opinion of Costs** -A preliminary opinion of costs will be generated and updated as the project progresses. Project costs will be based on historical construction costs, inflation, and Airport/FAA input.
12. **Preliminary Plans and Specifications** – Not Included.
13. **QA/QC** – The engineer will perform in-house quality control and design review utilizing experienced personnel of the engineer. The engineer will provide independent analysis of the specifications and opinion of costs to ensure clarity, accuracy and completeness. All findings will be compiled and discussed by the team and the recommendations of the review team will be incorporated into the final specifications and opinion of costs.
14. **Project Management/Invoicing**-The project will be managed throughout the preliminary design phase to adhere to the schedule and scope of work. Project management will include reviewing completed work tasks and identifying additional information needs. Project file organization will also be established. All invoices will be referenced with the project number and reviewed for contractual compliance.
15. **Coordination with FAA and NDAC** – The engineer will complete coordination with the FAA and NDAC as needed during the project and as directed by the airport. It is anticipated that the majority of the coordination will be completed via phone and emails.
16. **Meetings / Conference Calls with MOT and Funding Agencies** - It is assumed that one (1) in-person meetings will be required for this portion of the project. All other communication will be handled via phone and email. Should additional in-person meetings be requested by the airport, hourly rates, travel and expenses will be billed.

17. **Client / Project Coordination and Discussion** – The engineer will routinely update and coordinate the progress of the project with the client. The engineer will submit questions as needed to the client. It is anticipated that this will be completed with phone and emails. The engineer will submit a digital copy of the scope of work and fee calculation worksheet (hours removed) to the client for purposes of an Independent Fee Review.

Task B – Final Project Development, Bidding, and Contract Services

1. **Project Plans, Specifications and Contract Documents** - Not Included
2. **QA/QC** -Not Included
3. **Final Opinion of Costs** -Not Included
4. **NDAC Grant Application** – The engineer will complete the NDAC grant application. The NDAC grant application will include the NDAC Request for State Airport Aid form, an opinion of costs, project justification and a project map. It is assumed the project lead will require 2 hours to complete this task.
5. **Update Schedule** – The engineer will update the project schedule. Changes to the schedule that will impact the completion date will be noted and provided to the airport as needed.
6. **Bidding Services**
 - a. **Bid Documents** – The engineer will prepare bid documents comprising of the project plans, specifications, and contract documents in accordance with the requirements of the Sponsor, FAA and NDAC.
 - b. **Bid Advertisement** – The engineer will prepare a legal advertisement and deliver it to the local newspaper to publish as a solicitation for the project bids in accordance with the Sponsor’s bidding procedures. The engineer will electronically deliver the bid documents to QUEST for publication in order to maximize the project exposure and generate total contractor interest in the project. The engineer will notify FAA, NDAC, and the Sponsor of the project’s advertisement.
 - c. **Distribute Bid Documents** – The engineer will issue electronic bid documents to interested bidders and/or hard copies at the cost advertised. The engineer will maintain a list of the bid document recipients including the recipient’s name, overnight mailing address, phone number, and email address. The email address will be used for issuing addenda. The engineer will distribute the bid document recipient list to interested parties if requested by potential bidders.
7. **Bid Questions and Addenda** – The engineer will answer questions and provide technical advice to potential bidders concerning the bid documents and prepare and issue addendas to the bid document recipients to clarify, modify, or correct the bid documents as needed.

- 8. Bid Opening** – The engineer will attend the bid opening at the City of Minot office and develop and sign a summary of bids to be distributed. The engineer will also review all bids for completeness and accuracy.
- 9. Bid Tabs, Recommendation and Bid Sureties** – The engineer will complete the bid tab for the project and provide a copy to the Sponsor. The engineer will recommend the award of the project. The engineer will issue a letter to the unsuccessful bidders returning the bid sureties, distributing the bid summary, and describing the bid results after the equipment contract is executed.
- 10. Buy American Review** – The engineer will review submitted Buy American documentation for completeness. The engineer will coordinate with the bidder and the FAA as needed.
- 11. Final FAA Grant Application** – The engineer will develop the final FAA grant application. The application will include updated FAA forms SF-424, 5100-100 Part II, III, IV, project schedule, project summary of costs, project justification, and project map (as needed).
- 12. Contract Documents** - The engineer will prepare required copies of the contractor’s proposal package to be used for the project contract document. The engineer will coordinate with and provide information to the contractor to facilitate the preparation and execution of the project contract document. The engineer will review the contractor’s contract including insurance, bonds and other attachments for accuracy and completeness before submitting the document to the Sponsor for final signatures. Notice of Award and Notice to Proceed documents will be processed during this period. Sponsor’s procurement checklist to be followed during this period.
- 13. Shop Drawing Review** – Not Included.
- 14. Equipment Procurement Schedule** – Not Included.
- 15. Project Documentation** - The engineer will process the following project documentation for the project:
 - a. Pay Requests
 - b. Change Orders
 - c. Buy American
 - d. City of Minot Procurement Checklist
- 16. Procurement Administration** – Not Included.
- 17. Project Management** – Not Included
- 18. Coordination with FAA & NDAC** – Not Included
- 19. Meetings/Conference Calls with MOT and Agencies** – Not Included
- 20. Client/Project Coordination and Discussion** – Not Included
- 21. SF 271/ SF425 Annual Reports** – It is estimated that one (1) annual report will be required for the grant and will be divided between the projects in the grant.

22. Quarterly Reports - It is estimated that four (4) quarterly reports will be required for the grant and will be divided between the projects in the grant.

Task C – Construction Administrative Services

- 1. Pre-Construction Conference** -The pre-construction conference will be scheduled prior to the start date of construction and will be held at the airport. The engineer will notify the Sponsor, FAA, NDAC, the contractor, the resident engineer, and other interested parties on the day and time of the pre-construction conference. The engineer will conduct the preconstruction conference in accordance with FAA AC 150/5300-9 *Predesign, Prebid, and Preconstruction Conferences for Airport Grant Projects*, to ensure that the attendees are aware of the design, construction, and safety requirements of the project and are informed of their individual responsibilities. Security and Construction Safety Plan to be discussed during this conference.
- 2. Update Schedule** – The engineer will update the project schedule. This will be updated and provided to the airport on a monthly basis at a minimum. Changes to the schedule that will impact the completion date will be noted and provided to the airport as needed.
- 3. Shop Drawing Review** -The engineer will review the shop drawings and material submittals that are furnished by the contractor as required by the construction contract documents. The engineer will take no exception, conditionally except, or reject the shop drawings and materials. The engineer will return conditionally excepted and rejected shop drawings and materials submittals to the contractor for changes or revisions prior to the use of the materials on the project. The engineer will review only one resubmission of the conditionally excepted or reject shop drawings or submittal. The engineer will prepare and maintain a submittal register identifying the submittal number, description, received date, action date and action taken. The engineer will distribute copies of the submittal and the updated submittal register to the Sponsor and the contractor.
- 4. Construction Administration** -The engineer will provide general consultation and advice to the Sponsor during the construction phase of the project. The engineer will provide general coordination between the Sponsor, NDAC, and the FAA during the construction phase of the project. The engineer will provide field personnel with support including but not limited to coordinating field survey personnel, field personnel weekly time sheet processing, expense reports, provide technical documentation, assist in construction contract interpretation, assist in resolving unusual or unique developments or complications during construction, project changes, bonding, wages or insurance issues and other construction related matters.
- 5. Construction Documentation** – The engineer will process the following paperwork for the project:
 - Construction Management Plan (As Required)
 - Quality Control Plan Review (As Required)
 - Pay Requests
 - Change Orders
 - Payroll Review

- Buy American
 - Weekly Reports
 - Quarterly Reports
 - Punch List
 - Sponsor Procurement Checklist (As Required)
6. **Site Visits** – The engineer will routinely visit the site to review progress, safety and quality of the project. Six site visits are included. Additional site visits requested by the owner will be billed at the standard hourly rate, travel, and expense.
 7. **Final Inspection and Punchlist** – On the last day of construction, the engineer’s field personnel will perform a final inspection with the contractor and airport. The contractor will complete the punch list before the contractor demobilizes the construction site.
 8. **Flight Check Coordination** – Not Included.
 9. **Project Management** - The project will be managed throughout the construction administration phase to adhere to the schedule and scope of work.
 10. **Coordination with FAA & NDAC** – The engineer will complete coordination with the FAA and NDAC as needed during the project and as directed by the airport during this phase of the project. It is anticipated that the majority of the coordination will be completed with phone and emails.
 11. **Meetings/Conference Calls with MOT and Agencies** – It is estimated assumed that no in-person meetings will be required for this portion of the project. All communication will be handled by phone and email. Should additional in-person meetings be requested by the airport, hourly rates, travel, and expenses will be billed
 12. **Client/Project Coordination and Discussion** – The engineer will routinely update and coordinate the progress of the project with the client. The engineer will submit questions as needed to the client. It is assumed that this will be completed with phone and emails. Should additional in-person meetings be requested by the airport, hourly rates, travel and expenses will be billed

Task D – Construction Observation Services

1. **Survey Primary Control** – The engineer will survey the primary control for the project as stated in the contract documents.
2. **Resident Engineer** – The engineer will provide a qualified construction resident engineer to observe that the construction is performed to be in reasonable conformity with the contract documents and in accordance with the traditional practices of professional engineers and consultants. The resident engineer will be available for full-time and part-time construction observation services for the duration of the project as required by the ongoing construction activities.

- a. The resident engineer will be available for the duration of the project. It is anticipated that sixty (60) working days of full-time on-site observation will be required for the project construction.
 - b. The resident engineer will be the engineer's primary contact with the contractor during the course of construction.
 - c. The resident engineer will monitor and coordinate the construction progress; will coordinate with the Sponsor, the engineer, and the contractor; will provide construction oversight to ensure that the work is proceeding according to the construction contract documents; and will notify the engineer if problems, disputes, or changes arise during the course of construction.
 - d. The resident engineer will coordinate quality assurance testing as required by the contract documents.
 - e. The resident engineer will track quantities and construction costs to be used in preparing monthly pay requests to the contractor. The resident engineer will prepare weekly construction progress reports of the construction activities that are observed and will submit the reports to the engineer for review.
- 3. Project Management** - The project will be managed throughout the construction observation phase to adhere to the schedule and scope of work.
- 4. Construction Safety/Update Meetings** – It is anticipated that construction safety and update meetings will be held weekly through the duration of the project. These meetings will be held at the airport. It is anticipated that the contractor, airport, and other interested stakeholders will attend the weekly meetings. In addition to the weekly meetings, Ulteig will submit monthly progress reports, identify the percentage of progress on each milestone activity, outline activities accomplished during the period, activities to be accomplished next period, and activities to be completed by the Airport if necessary.

Task E – Closeout Services

- 1. Closeout Report** - The engineer will prepare and submit the final project close out report for all the projects for this FAA grant as required by FAA. The engineer will include in the closeout report all the general, fiscal, miscellaneous, engineer, and equipment information, and the submissions/certifications listed on the FAA project closure summary checklist. The engineer will distribute one (1) copy of the project close out report to each the FAA, NDAC, and the Airport.
- 2. Record Drawings** – Record drawings will developed by the engineer and an Adobe PDF will be sent to the FAA and the airport. A hard copy of the plans will be printed and sent to the airport.
- 3. AGIS Update** – The FAA AGIS Update will be performed for this project by the engineer.

Task F – Expenses

The engineer will incur project related expenses during this project which may include but not limited to: meals, lodging, mileage costs, overnight shipping, plans, photocopies, photographic materials, equipment rental, miscellaneous vendor invoices. These expenses will be included in the engineer's contract with the Airport.

ULTEIG ENGINEERS, INC.
Project Budget Worksheet
General Aviation Apron Reconstruction - Construction
Minot International Airport
Minot, North Dakota
18.01146

Task No.	Preliminary Project Development	Senior Engineer		Lead Engineer		Engineer		Design Engineer		Graduate Engineer		Senior Survey Technician		Survey Technician		Lead Engineering Technician		Associate Project Manager		Staff Support		Total	Total Direct Salary Cost
		Hrs	Cost	Hrs	Cost	Hrs	Cost	Hrs	Cost	Hrs	Cost	Hrs	Cost	Hrs	Cost	Hrs	Cost	Hrs	Cost	Hrs	Cost	Hrs	
1	Project Scoping Meeting	2	\$408	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	2	\$408
2	Project Development and Project Scoping	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0
3	Budget and Work Order	2	\$408	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	2	\$258	0	\$0	4	\$666
4	Internal Kickoff Meeting	2	\$408	0	\$0	1	\$169	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	1	\$129	0	\$0	4	\$706
5	Preliminary Schedule	2	\$408	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	2	\$408
6	Environmental Documentation	2	\$408	0	\$0	0	\$0	2	\$298	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	4	\$706
7	Tribal Coordination	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0
8	Primary Topographic Survey	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0
9	Create and submit FAA Pre-Application	2	\$408	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	2	\$408
10	Design Report	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0
11	Preliminary Opinion of Costs	2	\$408	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	2	\$408
12	Preliminary Plans and Specifications	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0
13	QA/QC	2	\$408	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	2	\$258	0	\$0	4	\$666
14	Project Management	2	\$408	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	2	\$258	0	\$0	4	\$666
15	Coordination with FAA & NDAC	1	\$204	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	1	\$204
16	Meetings/Conference Calls with MOT and Funding Agencies	1	\$204	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	1	\$204
17	Client/Project Coordination & Discussion	1	\$204	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	1	\$204
DIRECT SALARY COST		21	\$4,284	0	\$0	1	\$169	2	\$298	0	\$0	0	\$0	0	\$0	0	\$0	7	\$903	0	\$0	31	\$5,654
SUBCONTRACTOR FEE (QA TESTING)																							\$0
SUBCONTRACTOR MARKUP		0%																					\$0
PROJECT DIRECT TOTALS																							\$0
PROJECT TOTAL COST																							\$5,654

ULTEIG ENGINEERS, INC.
Project Budget Worksheet
General Aviation Apron Reconstruction - Construction
Minot International Airport
Minot, North Dakota
18.01146

Task No.	Final Project Development	Senior Engineer		Lead Engineer		Engineer		Design Engineer		Graduate Engineer		Senior Survey Technician		Survey Technician		Lead Engineering Technician		Associate Project Manager		Staff Support		Total	Total Direct Salary Cost
		Hrs	Cost	Hrs	Cost	Hrs	Cost	Hrs	Cost	Hrs	Cost	Hrs	Cost	Hrs	Cost	Hrs	Cost	Hrs	Cost	Hrs	Cost	Hrs	
1	Project Plans, Specifications and Contract Documents	0	\$0.	0	\$0.	0	\$0.	0	\$0.	0	\$0.	0	\$0.	0	\$0.	0	\$0.	0	\$0.	0	\$0.	0	\$0
2	QA/QC	0	\$0.	0	\$0.	0	\$0.	0	\$0.	0	\$0.	0	\$0.	0	\$0.	0	\$0.	0	\$0.	0	\$0.	0	\$0
3	Final Opinion of Costs	0	\$0.	0	\$0.	0	\$0.	0	\$0.	0	\$0.	0	\$0.	0	\$0.	0	\$0.	0	\$0.	0	\$0.	0	\$0
4	NDAC Grant Application	4	\$816	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	4	\$816
5	Update Schedule	1	\$204	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	1	\$204
6	Bidding Services	8	\$1,632	0	\$0	0	\$0	8	\$1,192	0	\$0	0	\$0	0	\$0	0	\$0	2	\$258	0	\$0	18	\$3,082
7	Bid Questions and Addenda	4	\$816	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	2	\$258	0	\$0	6	\$1,074
8	Bid Opening	4	\$816	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	4	\$816
9	Bid Tabs, Recommendation and Bid Sureties	1	\$204	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	4	\$516	0	\$0	5	\$720
10	Buy American Review	1	\$204	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	2	\$258	0	\$0	3	\$462
11	Final FAA Grant Application	2	\$408	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	2	\$408
12	Contract Documents	2	\$408	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	2	\$408
13	Shop Drawing Review	0	\$0.	0	\$0.	0	\$0.	0	\$0.	0	\$0.	0	\$0.	0	\$0.	0	\$0.	0	\$0.	0	\$0.	0	\$0
14	Equipment Procurement Schedule	0	\$0.	0	\$0.	0	\$0.	0	\$0.	0	\$0.	0	\$0.	0	\$0.	0	\$0.	0	\$0.	0	\$0.	0	\$0
15	Project Documentation	2	\$408	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	4	\$516	0	\$0	6	\$924
16	Procurement Administration	0	\$0.	0	\$0.	0	\$0.	0	\$0.	0	\$0.	0	\$0.	0	\$0.	0	\$0.	0	\$0.	0	\$0.	0	\$0
17	Project Management	0	\$0.	0	\$0.	0	\$0.	0	\$0.	0	\$0.	0	\$0.	0	\$0.	0	\$0.	0	\$0.	0	\$0.	0	\$0
18	Coordination with FAA & NDAC	0	\$0.	0	\$0.	0	\$0.	0	\$0.	0	\$0.	0	\$0.	0	\$0.	0	\$0.	0	\$0.	0	\$0.	0	\$0
19	Meetings/Conference Calls with MOT and Agencies	0	\$0.	0	\$0.	0	\$0.	0	\$0.	0	\$0.	0	\$0.	0	\$0.	0	\$0.	0	\$0.	0	\$0.	0	\$0
20	Client / Project Coordination & Discussion	0	\$0.	0	\$0.	0	\$0.	0	\$0.	0	\$0.	0	\$0.	0	\$0.	0	\$0.	0	\$0.	0	\$0.	0	\$0
21	SF 271 / SF 425 Annual Reports	1	\$204	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	4	\$516	0	\$0	5	\$720
22	Quarterly Reports	1	\$204	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	4	\$516	0	\$0	5	\$720
DIRECT SALARY COST		31	\$6,324	0	\$0	0	\$0	8	\$1,192	0	\$0	0	\$0	0	\$0	0	\$0	22	\$2,838	0	\$0	61	\$10,354
SUBCONTRACTOR FEE (QA TESTING)																							\$0
SUBCONTRACTOR MARKUP			0%																				\$0
PROJECT DIRECT TOTALS																							\$278
PROJECT TOTAL COST																							\$10,632

PROJECT DIRECT COSTS

ULTEIG ENGINEERS, INC.
Project Budget Worksheet
General Aviation Apron Reconstruction - Construction
Minot International Airport
Minot, North Dakota
18.01146

Task No.	Construction Administration	Senior Engineer		Lead Engineer		Engineer		Design Engineer		Graduate Engineer		Senior Survey Technician		Survey Technician		Lead Engineering Technician		Associate Project Manager		Staff Support		Total	Total Direct Salary Cost
		Hrs	Cost	Hrs	Cost	Hrs	Cost	Hrs	Cost	Hrs	Cost	Hrs	Cost	Hrs	Cost	Hrs	Cost	Hrs	Cost	Hrs	Cost	Hrs	
1	Pre-Construction Conference	8	\$1,632	0	\$0	8	\$1,352	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	16	\$2,984
2	Update Schedule	1	\$204	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	1	\$204
3	Shop Drawing Review	4	\$816	0	\$0	8	\$1,352	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	12	\$2,168
4	Construction Administration	8	\$1,632	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	8	\$1,632
5	Construction Documentation	8	\$1,632	0	\$0	12	\$2,028	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	12	\$1,548	0	\$0	32	\$5,208
6	Site Visits	12	\$2,448	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	12	\$2,448
7	Final Inspection and Punchlist	6	\$1,224	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	6	\$1,224
8	Flight Check Coordination	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0
9	Project Management	8	\$1,632	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	12	\$1,548	0	\$0	20	\$3,180
10	Coordination with FAA & NDAC	1	\$204	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	1	\$204
11	Meetings/Conference Calls with MOT and Agencies	1	\$204	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	1	\$204
12	Client / Project Coordination & Discussion	2	\$408	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	2	\$408
DIRECT SALARY COST		59	\$12,036	0	\$0	28	\$4,732	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	24	\$3,096	0	\$0	111	\$19,864
SUBCONTRACTOR FEE (QA TESTING)																						\$0	
SUBCONTRACTOR MARKUP		0%																				\$0	
PROJECT DIRECT TOTALS																						\$556	
PROJECT TOTAL COST																						\$20,420	

PROJECT DIRECT COSTS

No.	Item	Units	Rate	Total
1	Survey Vehicle	0	\$0.75	\$0
2	Car/Pickup by Mile	1,020	\$0.55	\$556
3	Printing & Postage	0	\$100	\$0
4	Meals	0	\$60	\$0
5	Motel	0	\$125	\$0
PROJECT DIRECT TOTALS				\$556

ULTEIG ENGINEERS, INC.
Project Budget Worksheet
General Aviation Apron Reconstruction - Construction
Minot International Airport
Minot, North Dakota
18.01146

Task No.	Construction Observation	Senior Engineer		Lead Engineer		Engineer		Design Engineer		Graduate Engineer		Senior Survey Technician		Survey Technician		Lead Engineering Technician		Associate Project Manager		Staff Support		Total	Total Direct Salary Cost
		Hrs	Cost	Hrs	Cost	Hrs	Cost	Hrs	Cost	Hrs	Cost	Hrs	Cost	Hrs	Cost	Hrs	Cost	Hrs	Cost	Hrs	Cost	Hrs	
1	Survey Primary Control	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	12	\$1,500	8	\$744	0	\$0	0	\$0	0	\$0	20	\$2,244
2	Resident Engineer - Partial Inspection	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0
	Resident Engineer - Full Time Inspection	0	\$0	0	\$0	0	\$0	576	\$85,824	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	576	\$85,824
3	Project Management	12	\$2,448	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	12	\$1,548	0	\$0	24	\$3,996
4	Construction Safety/Update Meetings	60	\$12,240	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	60	\$12,240
DIRECT SALARY COST		72	\$14,688	0	\$0	0	\$0	576	\$85,824	0	\$0	12	\$1,500	8	\$744	0	\$0	12	\$1,548	0	\$0	680	\$104,304
SUBCONTRACTOR FEE (QUALITY ACCEPTANCE TESTING)																						\$0	
SUBCONTRACTOR MARKUP		0%																				\$0	
PROJECT DIRECT TOTALS																						\$12,039	
PROJECT TOTAL COST																						\$116,343	

Assume 60 working days or 480 hrs plus drive time

PROJECT DIRECT COSTS				
No.	Item	Units	Rate	Total
1	Survey Vehicle	0	\$0.75	\$0
2	Car/Pickup by Mile	9540	\$0.55	\$5,199
3	Postage	0	\$50	\$0
4	Motel	36	\$90	\$3,240
5	Meals	0	\$10	\$0
6	Per Diem	60	\$60	\$3,600
7	Fuel (Week)	0	\$120	\$0
8	Rental Car (Week)	0	\$385	\$0
PROJECT DIRECT TOTALS				\$12,039

ULTEIG ENGINEERS, INC.
Project Budget Worksheet
General Aviation Apron Reconstruction - Construction
Minot International Airport
Minot, North Dakota
18.01146

Task No.	Closeout	Senior Engineer		Lead Engineer		Engineer		Design Engineer		Graduate Engineer		Senior Survey Technician		Survey Technician		Lead Engineering Technician		Associate Project Manager		Staff Support		Total	Total Direct Salary Cost
		Hrs	Cost	Hrs	Cost	Hrs	Cost	Hrs	Cost	Hrs	Cost	Hrs	Cost	Hrs	Cost	Hrs	Cost	Hrs	Cost	Hrs	Cost	Hrs	
1	Report	2	\$408	0	\$0	0	\$0	4	\$596	0	\$0	0	\$0	0	\$0	0	\$0	12	\$1,548	3	\$225	21	\$2,777
2	Record Drawings	1	\$204	0	\$0	8	\$1,352	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	9	\$1,556
3	AGIS update	1	\$204	0	\$0	8	\$1,352	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	9	\$1,556
4		0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0
5		0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0
6		0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0
7		0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0
8		0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0
9		0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0
10		0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0
DIRECT SALARY COST		4	\$816	0	\$0	16	\$2,704	4	\$596	0	\$0	0	\$0	0	\$0	0	\$0	12	\$1,548	3	\$225	39	\$5,889
PROJECT DIRECT TOTALS																						\$0	
PROJECT TOTAL COST																						\$5,889	

PROJECT DIRECT COSTS

No.	Item	Units	Rate	Total
1	Survey Vehicle	0	\$0.75	\$0
2	Car/Pickup by Mile	0	\$0.55	\$0
3	Postage & Printing	0	\$125	\$0

PROJECT DIRECT TOTALS **\$0**