

WORK ORDER NO. 1 – Cultural & Wetland Delineation Report Updates – 17.00293

In accordance with this Work Order No. 1, made and entered into this 20th day of March, 2017, 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:

This project is update the wetland delineation on the entire airport property and the Class III cultural survey of the ravines on the south side of the airport property.

Scope of Services:

- Project Management and Coordination
- Wetland Delineation and Report
- Class III Cultural Survey and Report & Architectural Historic Survey and Report

Services Compensation and Method of Payment:

Services Description	Services Compensation	Method of Payment
Project Management and Coordination	\$2,580.00	Hourly not to exceed fee
Wetland Delineation and Report	\$7,820.00	Ulteig shall be reimbursed for expenses
Class III Cultural Survey and Architectural Inventory	\$8,700.00	Ulteig shall be reimbursed for expenses
Total Engineering Fees	\$19,100.00	

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

Additional Services Compensation and Method of Payment: Unless otherwise agreed in writing signed by Ulteig, Ulteig’s performance of any Additional Services shall entitle Ulteig to additional compensation calculated on an hourly basis under Ulteig’s fee schedule currently in effect.

Schedule: All environmental surveys and reports to be completed by September 1, 2017

Other Considerations/Requirements: N/A

ULTEIG ENGINEERS, INC.

CITY OF MINOT

BY: _____

BY: _____

Print Name: _____

Print Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

Attachment A
Detail Scope of Services
Cultural & Wetland Delineation Report Updates
Minot International Airport
Minot, ND
UEI Project Number – 17.00293

In July 2010, the Airport had a wetland delineation completed for the entire airport property. Changes have occurred on the property since that time and the original work did not include identification of the soil classifications. Additionally, the USACE has changed requirements for wetland delineations since the completion of the 2010 report. The updated wetland delineation report will address the property changes, lacking soil classification and changed regulatory requirements so the Airport can move forward with planned CIP projects. See attached wetland delineation area exhibit.

Between 2000 and 2012, multiple cultural surveys have been conducted at the airport to cover the majority of the property. The storm water improvement project that identified for environmental study in 2018 will include ravines at the south end of the property that have not been previously surveyed (see attached).

Project Management and Coordination

1. **Preliminary Coordination with FAA and NDAC** – Ulteig will coordinate with the FAA and NDAC for the requirements and submittals of the updated wetland delineation and Class III survey reports.
2. **Environmental Doc. (Simple Written Record)** – Ulteig will review the FAA Order 1050.1 and Order 5050.4 then prepare a simple written record for the FAA to obtain CATEX.
3. **Preliminary Coordination with the Airport** – Ulteig will coordinate with the Airport providing status updates and and submittals of the updated wetland delineation and Class III survey reports.
4. **In House Kickoff Meeting** – Key project staff will meet to set the project up, review deliverables, project needs and schedule.
5. **Project Management** - The project will be managed throughout the preliminary design phase to adhere to the schedule and scope of work. This includes subconsultant coordination and project invoicing.
6. **QCQA** – Ulteig will perform QCQA on the deliverables prior to submitting to the Airport and FAA.

Wetland Delineation and Report

1. **Wetland Delineation** – Sub-consultant will delineate wetlands and waterbodies in the area identified in the attached wetland delineation area map. The field delineation will be conducted in accordance with the U.S. Army Corps of Engineers (USACOE) Wetland Delineation Manual (1987 Edition) and Regional Supplement to the Corps of Engineers Wetland Manual: Great

Plains Region (Version 2.0). USACE ND Regulatory Office minimum standards for hydric soil, hydrophytic vegetation, hydrology, and landscape setting data will be recorded and will be used in the delineation. USACOE wetland data forms will be completed for each wetland, and wetland boundaries will be recorded using sub-meter accurate GPS equipment.

2. **Wetland Delineation Report** – Sub-consultant will prepare a report that summarizes the delineation work performed and results of the investigation(s). The report will also include project maps, summary tables, site photographs, other supporting information, and references. GIS shapefiles of wetlands and waterbodies and other pertinent information will be supplied as part of the report. A draft copy will be submitted to the FAA for review. Upon acceptance, two hard copies will be provided to the FAA for distribution to the USACE for a jurisdictional determination.

Class III Cultural Survey and Report

1. **Class III Cultural Survey and Report and Architectural Inventory** – Sub-consultant will perform a file search, field work, photography, mapping and report, plus any site recordation if sites are encountered for the areas identified in the attached cultural survey area map. The survey will include Tribal Cultural Specialist (TCS) involvement. The archaeological firm will coordinate the TCS(s) in field. Ulteig and the sub-consultant will coordinate with the FAA Tribal Liaison. All work will follow the procedures outlined by federal laws and regulations found in the National Historic Preservation Act of 1966, Archaeological and Historical Preservation Act of 1974, National Environmental Policy Act of 1969, 36 CFR 800 - - Protection of Historic and Cultural Properties, and 43 CFR Part 7 - - Protection of Archaeological Resources: Uniform Regulations. In addition, we also follow the procedures outlined by the North Dakota Historic Preservation Office found in the North Dakota Century Code NDCC 55-02-07 - - Protection of Prehistoric or Historic Artifacts or Sites. A draft copy will be submitted to the FAA for review. Upon acceptance, two hard copies will be provided to the FAA for distribution to SHPO for concurrence with the affect determination.

The Architectural Inventory will gather information on hangars on the airport property that appear to be fifty years or older. A physical assessment will be taken by a principal investigator archaeologist. The assessment will include photos.

Deliverables

1. **Wetland Delineation Report** – One electronic copy and two hard copies will be provided to the FAA for distribution to the USACE for a jurisdictional determination.
2. **Class III Cultural Survey and Report** - One electronic copy and two hard copies will be provided to the FAA for distribution to SHPO for concurrence with the affect determination.