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June 30, 2021

Ms. Maria Romanick
Interim Airport Director
City of Minot
Minot International Airport
305 Airport Rd,
Minot, ND 58703

RE: MOT Task Order #3 Amendment 1 – Updating of Standard Contract Forms and Additional Tasks

Dear Maria,

Task order #3 under L&B's Contract for Aviation Business and Finance Consulting Services with the City of Minot administration (City) expired December 31, 2020..

As part of this task, L&B provides the following services:

1. Review existing general aviation and other related contract documents and provide an assessment on how the current terms match what the industry "best practices" are.
2. Update templates as directed by the Airport Director.
3. Provide detailed recommendations for specific leases as directed.
4. Support airport staff in the development of final execution documents as requested.
5. Additional tasks as requested by the airport director and agreed to by L&B.

Schedule Extension

This Amendment 1 extends the completion date for this Task Order through July 31, 2021.

Please let me know if you have any questions regarding the information presented above.

Sincerely,

A handwritten signature in black ink that reads "John DeCoster".

John DeCoster

Associate Vice President



ACKNOWLEDGED AND AGREED

City of Minot

By: _____

Printed Name: _____

Title: _____

Date: _____

Landrum & Brown, Inc.

By: DEB
Dan Benzon, EVP

Date: 6/30/21