MEMORANDUM

TO: Airport Board
FROM: Patrick Dame, C.M., Executive Director
DATE: January 26, 2021
RE: Approval Mead & Hunt Task Order No. 2021-1
    Miscellaneous Engineering and Planning Services

Mead & Hunt Task Order No. 2021-1 will provide miscellaneous engineering and planning services for airport staff. Services may include consultations, preliminary services for future projects, development of exhibit, conducting surveys, etc. Services provided will be billed as direct labor costs times a factor on an hourly basis not to exceed $30,000.00. Funding for this task order will be from Airport capital funds.

**STAFF’S RECOMMENDATION:** Approve Mead & Hunt Task Order 2021-1 in an amount not to exceed $30,000.00.
In accordance with Paragraph 1.01, Main Agreement, of the Agreement Between Owner and Engineer for Professional Services—Task Order Edition dated January 1, 2021, Owner and Engineer agree as follows:

1. TASK ORDER DATA

<table>
<thead>
<tr>
<th></th>
<th>Effective Date of Task Order: January 26, 2021</th>
</tr>
</thead>
<tbody>
<tr>
<td>a.</td>
<td>Owner: Rapid City Regional Airport</td>
</tr>
<tr>
<td>b.</td>
<td>Engineer: Mead &amp; Hunt, Inc.</td>
</tr>
<tr>
<td>c.</td>
<td>Specific Project (title): Miscellaneous Services</td>
</tr>
<tr>
<td>d.</td>
<td>Specific Project (description): Engineering and Planning services as requested by the Airport Executive Staff</td>
</tr>
</tbody>
</table>

2. BASELINE INFORMATION

Baseline Information. Owner has furnished the following Specific Project information to Engineer as of the Effective Date of the Task Order. Engineer's scope of services will be developed based on this information provided by the Owner at the time the services are requested. As the Specific Project moves forward, some of the information may change or be refined, and additional information will become known, resulting in the possible need to change, refine, or supplement the scope of services.

3. SERVICES OF ENGINEER (“SCOPE”)

A. The specific Basic Services to be provided or furnished by Engineer under this Task Order are to be established by the Owner at the time the services are requested by the Owner.

B. Resident Project Representative (RPR) Services:
   1. If the Scope established in Paragraph 2.A above includes RPR services, then Exhibit D to Main Agreement is expressly incorporated in this Task Order by reference.

C. Additional Services: Services not expressly set forth as Basic Services in Paragraph 3.A above, and necessary services listed as not requiring Owner's written authorization, or requiring additional effort in an immediate, expeditious, or accelerated manner as a result of unanticipated construction events or Specific Project conditions, are Additional Services, and will be compensated by the method indicated for Additional Services in this Task Order. All other Additional Services require mutual agreement and may be authorized by amending the Task Order as set forth in Paragraph 8.05.B.2 of the Main Agreement, with compensation for such other Additional Services as set forth in the amending instrument.
4. DELIVERABLES SCHEDULE

A. In submitting required Documents and taking other related actions, Engineer and Owner will comply with information provided by the Owner at the time the services are requested.

5. ADDITIONS TO OWNER’S RESPONSIBILITIES

A. Owner shall have those responsibilities set forth in Article 2 of the Main Agreement, and the following supplemental responsibilities that are specific to this Task Order:

1. Not Applicable

6. TASK ORDER SCHEDULE

A. In addition to any schedule provisions provided in Exhibit B or elsewhere, the parties shall meet the following schedule:

1. Not Applicable

7. ENGINEER’S COMPENSATION

A. The terms of payment are set forth in Article 4 of the Main Agreement.

B. Owner shall pay Engineer for services rendered under this Task Order as follows:

<table>
<thead>
<tr>
<th>Description of Service</th>
<th>Amount</th>
<th>Basis of Compensation</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Basic Services</td>
<td>$30,000.00</td>
<td>Direct Labor Costs Times a Factor</td>
</tr>
<tr>
<td>2. Resident Project Representative Services</td>
<td>$0.00</td>
<td>NA</td>
</tr>
<tr>
<td>TOTAL COMPENSATION (items 1 and 2)</td>
<td>$30,000.00</td>
<td>Direct Labor Costs Times a Factor</td>
</tr>
</tbody>
</table>

C. Compensation items and totals based in whole or in part on Hourly Rates or Direct Labor are estimates only. Lump sum amounts and estimated totals included in the breakdown by phases incorporate Engineer’s labor, overhead, profit, reimbursable expenses (if any), and Subconsultants’ charges, if any. For lump sum items, Engineer may alter the distribution of compensation between individual phases (line items) to be consistent with services actually rendered but shall not exceed the total lump sum compensation amount unless approved in writing by the Owner.

8. ENGINEER’S PRIMARY SUBCONSULTANTS FOR TASK ORDER, AS OF THE EFFECTIVE DATE OF THE TASK ORDER:

A. Not Applicable

9. EXHIBITS AND ATTACHMENTS:

A. Not Applicable
Execution of this Task Order by Owner and Engineer makes it subject to the terms and conditions of the Main Agreement and its exhibits and appendices, which Main Agreement, exhibits, and appendices are incorporated by this reference.

OWNER: RAPID CITY REGIONAL AIRPORT

By: __________________________
Print Name: Darren Haar
Title: Airport Board of Directors President
Engineer’s License or Firm’s Certificate No. (if required): C-6713
State of: South Dakota

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

Name: Patrick Dame
Title: Airport Executive Director
Address: 4550 Terminal Road – Suite 102
Rapid City, SD 57703
E-Mail Address: Patrick.Dame@rcgov.org
Phone: 605.394.4195
Date: __________________________

ENGINEER: MEAD & HUNT, INC.

By: __________________________
Print Name: Jon Scraper
Title: Vice President

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

Name: Rod Senn
Title: Project Manager
Address: 1760 Centre Street – Suite 4
Rapid City, SD 57703
E-Mail Address: rod.senn@meadhunt.com
Phone: 605.610.2938
Date: __________________________