MEMORANDUM

TO: Airport Board
FROM: Patrick Dame, C.M., Executive Director
DATE: February 9, 2021
RE: Approval Mead & Hunt Task Order No. 2021—5
Hangar Design Build Services - Project No. 21-5304

Mead & Hunt Task Order No. 2021-5 will provide design criteria and submittal review assistance for the development of a design – build process for the new hangar and office complex to be located on Lot 49. The total cost of the services are not to exceed $40,000.00 and will be paid for from Airport Capital Funds.

STAFF’S RECOMMENDATION: Approve Mead & Hunt Task Order 2021-5 in an amount not to exceed $40,000.00.
 TASK ORDER NO 2021-5

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

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>a</td>
<td>Effective Date of Task Order:</td>
</tr>
<tr>
<td>b</td>
<td>Owner:</td>
</tr>
<tr>
<td>c</td>
<td>Engineer:</td>
</tr>
<tr>
<td>d</td>
<td>Specific Project (title)</td>
</tr>
<tr>
<td>e</td>
<td>Specific Project (description):</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 has been developed based on this information. 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.

| Specific Project Title: | RAP Hangar Design Build Services |
| Type and Size of Facility: | 155’ x 100’ hangar with a connected 125’ x 40’ office development area |
| Facility Location(s): | Proposed Lot 49 |
| Funding Sources: | Enterprise Funds |
3. SERVICES OF ENGINEER (“SCOPE”)

A. The specific Basic Services to be provided or furnished by Engineer under this Task Order are as follows:
   • Scoping Meeting – define RAP’s building expectations provided by RAP via two virtual meetings
   • Narrative Description – provide a narrative document for use in the Request for Proposals to identify RAP’s proposed program and design criteria
   • Site Plan - showing site access, area, proposed building footprint and primary utilities
   • Preliminary Floor Plan - basic programming provided by RAP via two virtual meetings
   • Preliminary Code Analysis
   • Outline Specifications - Pre-Engineered Metal Building (PEMB) including oversized door(s)
   • Structural Engineering Performance Criteria - foundations and floor slab
   • Following receipt of RFP submissions received, assist RAP in reviewing for compliance with specified criteria.

All of the services included above comprise Basic Services for purposes of Engineer’s compensation under this Task Order, with the exception of Resident Project Representative Services, if any, which are compensated separately.

B. 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.

C. The following items are excluded from this Task Order and will be provided by the Owner or provided by the Engineer as an Additional Service only as authorized by the Owner:
   • Additional engineering services, above and beyond Structural Engineering Performance Criteria:
     • Mechanical, Electrical, Plumbing and Fire Protection Performance Criteria available as an Additional Service

4. 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. Review of draft and final plans/specs within two (2) weeks of receipt.
5. TASK ORDER SCHEDULE

A. The parties shall meet the following schedule:

B.

<table>
<thead>
<tr>
<th>Date</th>
<th>Action / Milestone</th>
<th>Comment</th>
</tr>
</thead>
<tbody>
<tr>
<td>March 23, 2021</td>
<td>Issuance of Design-Build documents</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Complete Contractor RFP document review process</td>
<td>Within two weeks of receipt of Contractor RFPs</td>
</tr>
</tbody>
</table>

6. 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:

C.

<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></td>
<td></td>
</tr>
<tr>
<td>a. Hangar Design – Build Services</td>
<td>$40,000.00</td>
<td>Direct Labor Costs Times a Factor</td>
</tr>
<tr>
<td>2. Resident Project Representative Services</td>
<td>$0.00</td>
<td>N/A</td>
</tr>
<tr>
<td>TOTAL COMPENSATION (items 1 and 2)</td>
<td>$40,000.00</td>
<td>Direct Labor Costs Times a Factor</td>
</tr>
<tr>
<td>3. Additional Services under Section 2.D above</td>
<td>N/A</td>
<td></td>
</tr>
</tbody>
</table>

D. 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.

7. ENGINEER'S PRIMARY SUBCONSULTANTS FOR TASK ORDER, AS OF THE EFFECTIVE DATE OF THE TASK ORDER:

A. Not Applicable

8. EXHIBITS AND ATTACHMENTS:

A. Exhibit A to Task Order—Proposed Lease Area Lot 49
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

Address: 4550 Terminal Road – Suite 102
Rapid City, SD  57703

E-Mail Address: Patrick.Dame@rcgov.org

Phone: 605.394.4195

Date: February 9, 2021

ENGINEER: MEAD & HUNT, INC.

By: ________________________________

Print Name: Jon Scraper

Title: Vice President

Address: 1760 Centre Street – Suite 4
Rapid City, SD  57703

E-Mail Address: rod.senn@meadhunt.com

Phone: 605.610.2938

Date: February 9, 2021

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: February 9, 2021

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: February 9, 2021
Proposed Lease Area Lot 49
SECTION 17, TOWNSHIP 1 NORTH, RANGE 9 EAST, B.H.M.
PENNINGTON COUNTY, SOUTH DAKOTA
OWNER: RAPID CITY REGIONAL AIRPORT

Proposed Lease Area Lot 49

LOT 48
WEST JET TERMINAL LEASE AREA

LOT 49
PROPOSED LEASE AREA
15,500 SF HANGAR
5,000 SF OFFICE
40,131 SF

LOT 50 PLANE TRAINING LEASE AREA

EXISTING UTILITY LEGEND
ELECTRICAL CONDUIT/CABLE  T
TELEPHONE CABLE  W
NATURAL GAS PIPELINE  G
WATER PIPELINE  S
SANITARY SEWER PIPELINE

PRELIMINARY

DRAWN BY: GCH
DATE: 2/1/2021

PREPARED BY:
KLJ, INC.
330 KNOLLWOOD DRIVE
RAPID CITY, SD 57701-6611
(605) 721-5553