MEMORANDUM

TO: Airport Board  
FROM: Patrick Dame, C.M., Executive Director  
DATE: August 10, 2021  
RE: Approval Mead & Hunt Amendment 1 to Task Order No. 2021—2 
   Construction Administration/Construction Observation Services 
   2020 Pavement Maintenance Project #20-5296

Mead & Hunt Task Order No. 2021-2 provided construction administration (CA) and construction observation (CO) services for the 2020 Pavement Maintenance Project in the amount of $$72,516.77. Due to additional work from the contractor requested by the airport, an increase in the amount of hours for these services is needed. Additional information on the services can be found in the Amendment.

This project is funded 100% from our 2021 CRRSAA Grant for operational expenses due to the COVID-19 pandemic. The increase in cost is eligible under the grant and funding is available.

**STAFF’S RECOMMENDATION:** Approve Amendment 1 to Mead & Hunt Task Order 2021-2 in the amount of $24,000.00 for a total Task Order of $96,516.77.
AMENDMENT TO TASK ORDER 2021-2
2020 PAVEMENT MAINTENANCE
CONSTRUCTION ADMINISTRATION AND CONSTRUCTION OBSERVATION SERVICES
AIRPORT PROJECT NO. 20-5296
Amendment No. 1

Owner: Rapid City Regional Airport
Engineer: Mead & Hunt, Inc.

Effective Date of Main Agreement: January 1, 2021
Effective Date of Task Order 2021-2: January 26, 2021

Nature of Amendment: (Check those that apply)
☐ Modifications to responsibilities of Owner
☒ Modifications of payment to Engineer
☒ Modifications to other terms and conditions of the Task Order

Description of Modifications:

Modifications to Task Order include revisions to the Scope of Work and Fee related to the Construction Administration and Observation task due to the following actual Project conditions:

• Original Task Order was developed during the time period when the COVId19 pandemic was negatively impacting Airports and the thought process was that the Airport Staff would be able coordinate Contractors, manage access and monitor activities and thus the Task Order only allowed for part-time participation by our staff. During the execution of the Project, the Airport staff was operating at maximum capacity and the original assumptions were not a reality at the time the work was being accomplished. Project details are as follows:
  o Task Order provided for 65 days of on-site part-time inspection at 4 hours per day or 260 hours
    ▪ Actual days on site as of July 19, 2021 for Construction Observation is 89
    ▪ 56 of the 89 days exceeded 4 hours per day
  o Task Order provided for a total of 324 hours of Construction Observation
    ▪ As of July 19, 2021, a total of 536.5 hours of Construction Observation have been provided on this project
    ▪ Average actual hours on site per day was 6.0 hours
  o Remaining items of work include the issuance of the final Change Order and Pay Estimate

• Extra work by the Contractor has been requested by the Airport to include:
  o Additional work – General Aviation taxilane drain pan
  o Additional work - Parking Lot revisions for new access equipment
  o Increased airfield crack sealing
  o Increased airfield joint sealing
  o Increased sidewalk removal and replacement
• Contractor has been granted an additional 28 days which corresponds to a completion date of June 29, 2021

Initial Task Order Amount: $ 72,516.77
Modifications to Compensation:
  Basic Services $ 0.00
  Resident Project Representative Services $ 24,000.00
  FAA Closeout Documents $ 0.00

Revised Task Order Amount: $ 96,516.77

Owner and Engineer hereby agree to modify the above-referenced Task Order as set forth in this Amendment. The Effective Date of the Amendment is August 10, 2021.

Owner
Rapid City Regional Airport
(Typed or printed name of organization)

Engineer
Mead and Hunt, Inc.
(Typed or printed name of organization)

By: Rod Pettigrew – Airport Board President
By: Jon Scraper – Vice President

Date: _________________________
Date: _________________________