

**MID-CAROLINA REGIONAL AIRPORT
SALISBURY, NORTH CAROLINA
WORK AUTHORIZATION 19-01
DATED: December 19, 2022
PROJECT NO.: TBE NO. 3708-1901
AMENDMENT 1**

It is agreed to undertake the following work in accordance with the provisions of our Contract for Professional Services.

ORIGINAL DESCRIPTION OF WORK: Preliminary schematic design of landscape architecture services for a commercial landscape project located at the Mid-Carolina Regional Airport in Rowan County, NC.

PROJECT DESCRIPTION: The project site is approximately 375 acres and is further described as parcel numbers 470-001000001 and 461077 in Rowan County, NC. The project site is located just north of the intersection of Airport Road and Airport Loop. TBE is in possession of a base map illustrating parcel lines, existing roadways, buildings, structures and impervious areas within the project area, which shall act as the base plan for the conceptual design work of the project. The project includes conceptual landscape architectural services associated with the development program presented to TBE by representatives of Rowan County government and Mid-Carolina Regional Airport officials. This work authorization includes services as described within the site planning and the landscape architecture design development phases listed below. Prior to the commencement of work, TBE requests details describing the Rowan County's development criteria and budgetary constraints. For clarity, we have delineated our proposed services more specifically as outlined in the following sections:

SCOPE OF SERVICES:

- I. PRELIMINARY SITE PLANNING – Design team shall assist Rowan County with initial site due diligence and conceptual site landscape design. Research will include discussions with property managers and stake holders associated with the proposed improvements within the project area. Once a comprehensive understanding of proposed improvements has been established, the team shall provide design consultation service addressing Rowan County's development program. Preliminary site base plans will be utilized as the basis of design for creating conceptual landscape design. Tasks to be performed during this phase include the following:
 - a. Meet with Rowan County and stakeholders (as applicable) to discuss and review project program.

- b. Create a usable functional base map to be utilized for site design including identified improvement areas.
- c. Review local jurisdictional land use policies and FAA policies that may affect planning and design of the project.
- d. Prepare a critical path schedule for the design process and provide anticipated dates of critical milestones during the project timeline.

II. LANDSCAPE ARCHITECTURE: DESIGN DEVELOPMENT – Design team shall provide conceptual landscape design services for identified areas within the project boundaries. The areas of study include, but are not limited to, monumentation foundation plantings at the corner of Airport Road and Airport Loop, streetscape along the West side of Airport Loop including a study of masonry walls and materials to be incorporated along the roadway. Additional areas of study include streetscape design along the arrival terminal driveway, proposed landscape improvements in the area of the existing modular wall adjacent Airport Loop, foundation plantings adjacent existing arrival and departure terminal and other identified potential areas of improvement including foundation plantings, stormwater drainage improvements and hardscape patio areas. UDP shall provide one (1) conceptual design of each area, plans shall be hand drawn and schematic in nature; they will include general information regarding construction materials and plantings in order to convey design intent. Conceptual designs shall be accompanied by color precedent image boards including landscape material selection images and materials boards. The Client shall review, comment and provide direction towards refinement of final amenity site construction documents, not included within this scope of services. Client requested revisions to conceptual design development drawing set shall be provided on an hourly basis.

III. MEETINGS – Relating to ongoing project coordination, the team shall attend meetings with the development team including Rowan County, sub-consultants, vendors, jurisdictional representatives, and other project specific stakeholders as necessary. This project phase will also include the ongoing exchange of information via email, telephone calls, and conference calls with the multiple project stakeholders, review agencies, and service providers. For budgetary purposes, three (3) different meetings have been accounted for. The fee for this item is budgetary and will be billed on a time and materials basis with a not to exceed amount.

PROJECT EXCLUSIONS

- a. Changes in Scope of Services or Services not specifically listed under the Scope of Services presented herein
- b. Design modifications requested by Rowan County after Rowan County's site plan approval or regulatory permit submittal
- c. Revisions resulting from modifications to County ordinances
- d. Structural Engineering
- e. Geotechnical services

- f. Construction administration and/or documentation
- g. Irrigation design
- h. Site lighting (photometric plan) this will be provided by Duke Energy or others and will be coordinated and included in the plan set for permitting
- i. Cost estimating, bidding, and negotiation services
- j. Traffic studies and offsite road improvements not specifically included above.
- k. Permit application fees
- l. Wetland or stream studies

AMENDMENT 1 - LANDSCAPING IMPROVEMENTS CONSTRUCTION ADMINISTRATION:

- I. AMENITY AND LANDSCAPE CONSTRUCTION DOCUMENTS – Design team shall prepare final construction documents for landscape site improvements. Services included within this document include construction documentation of project landscape features and enhanced planting design for the site. Client approved amenity features including hardscape and landscape areas shall be developed into a final site construction document set for permitting, pricing and construction. Site features included within the project area are as follows: Landscape design above and beyond code minimum required plantings, enhanced hardscape areas and open space areas. Construction Documents shall consist of drawings setting forth in detail the requirements for bidding, negotiation and construction by others associated with the project. Construction Documents referred to include:
 - a. Prepare final site layout/staking and materials plan. Plans will include staking of all proposed site features as well as material callouts and/or detail referencing.
 - b. Prepare hardscape and dry creek bed details as required.
 - c. Prepare final planting plan including planting design for improved common areas within the project (exclusive of required plantings), foundation plantings around buildings, and other site plantings requested by Client. Plans will include planting details, schedules, and general planting notes.
- II. CONSTRUCTION ADMINISTRATION – Design team will provide the following construction administration services only as requested by the Client/Owner. Services which may be provided include, but are not limited to, the following:
 - a. Provide construction observation services to observe construction in progress and determine in general whether it is progressing in accordance with the contract documents.
 - b. Respond to questions from contractor clarifying Construction Documents.
 - c. Shop Drawings - Review shop drawings, samples, and other submissions for conformance with plans, details, and specifications
 - d. Meetings - Attend construction meetings during site construction/installation. and prepare written Field Reports to confirm, in general, work is progressing in

- accordance with the contract documents. This phase assumes up-to four (4) project related meetings including production of a field report. UDP assumes approximately (16 hours).
- e. Installation Observation - Provide observations of landscape material installation when notified at appropriate times of construction. This phase assumes four (4) installation meetings on site including production of field report. This phase assumes up to three (3) project related installation meetings. UDP assumes approximately (12 hours).

Design team shall not be responsible for construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with the work, and it shall not be responsible for contractor's failure to carry out the work in accordance with the Contract Documents. UDP shall make the Client aware of any discrepancies between the Contractor's work and the appropriate Contract Documents.

PROJECT EXCLUSIONS

- a. Changes in Scope of Services or Services not specifically listed under the Scope of Services presented herein
- b. Design modifications requested by Client after Owner's site plan approval or regulatory permit submittal
- c. Revisions resulting from modifications to city ordinances during land development permit production or during the permitting process.
- d. Revisions to plans due to architectural building pad and/or egress point modifications resulting in changes to plans after the commencement of the Permit Documents phase referenced above.
- e. Irrigation design
- f. Site lighting (photometric plan) this will be provided by Duke Energy or others and will be coordinated and included in the plan set for permitting
- g. Cost estimating, bidding, and negotiation services
- h. Site plan revisions resulting from the Client's request after the start of construction documents shall be considered Additional Services

Estimated Time Schedule: Work shall be completed in accordance with the schedule established and agreed upon by the Owner and Engineer.

Cost of Services: The method of payment shall be on a lump sum basis in accordance with Section V, Paragraph A1 and B will apply; specifically, basic services of the Work Authorization will be a lump sum of **\$56,251.00** (including reimbursable expenses and special services).

Agreed as to Scope of Services, Time Schedule, and Budget:

OWNER:
ROWAN COUNTY

ENGINEER:
**TALBERT, BRIGHT &
ELLINGTON, INC.**

BY:

BY:

TITLE:

TITLE:

DATE:

DATE:

WITNESS:

WITNESS:

Talbert, Bright & Ellington, Inc.

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SUMMARY OF FEES

**LANDSCAPING IMPROVEMENTS (CONSTRUCTION DRAWINGS, BIDDING,
CONSTRUCTION ADMINISTRATION)**

MID-CAROLINA REGIONAL AIRPORT

SALISBURY, NORTH CAROLINA

AIP PROJECT NO:

TBE PROJECT NO: 3708-2202

December 19, 2022

DESCRIPTION	ESTIMATED
BASIC SERVICES	COST
PROJECT FORMULATION/DEVELOPMENT PHASE (01)	\$ -
DESIGN PHASE (04) - UPDATE PLANS & SPECIFICATIONS FROM DESIGN DEVELOPMENT	\$ 10,312.00
BIDDING PHASE (05)	\$ 4,774.00
CONSTRUCTION ADMINISTRATION PHASE (06)	\$ 21,730.00
SUBTOTAL	<u>\$ 36,816.00</u>
EXPENSES	\$ 1,725.00
SUBTOTAL	<u>\$ 1,725.00</u>
SUBCONSULTANTS	\$ 17,710.00
INSPECTION - RESIDENT PROJECT REPRESENTATIVE	\$ -
SUBTOTAL	<u>\$ 17,710.00</u>
TOTAL	\$ 56,251.00

MANHOOR ESTIMATE

LANDSCAPING IMPROVEMENTS (CONSTRUCTION DRAWINGS, BIDDING, CONSTRUCTION ADMINISTRATION)

MID-CAROLINA REGIONAL AIRPORT

SALISBURY, NORTH CAROLINA

AIP PROJECT NO:

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December 19, 2022

DESIGN PHASE (04) - UPDATE PLANS & SPECIFICATIONS FROM DESIGN DEVELOPMENT TO CONSTRUCTION DRAWINGS

DESCRIPTION	PRIN \$ 250	PM \$ 205	SP \$ 151	E5 \$ 172	E4 \$ 139	E2 \$ 105	E1 \$ 80	T5 \$ 127	T2 \$ 80	AD5 \$ 66	AD3 \$ 66
PLANS											
Cover Sheet					Urban Design Partners						
Construction Sequencing and Phasing Plan (1)	0	0	0	0	8	0	0	0	0	0	0
Overall Landscaping Plan					Urban Design Partners						
Enlargements (2)					Urban Design Partners						
Landscape Details					Urban Design Partners						
DESIGN											
Coordination/Meetings with Client	0	8	0	0	0	0	0	0	0	0	0
Coordination with Landscape Architect	0	8	0	8	0	0	0	0	0	0	0
Specifications	0	8	0	0	0	0	0	0	0	4	0
Quantities	0	4	0	0	0	0	0	0	0	0	0
Quality assurance	4	0	0	0	0	0	0	0	0	0	0
Revisions	0	4	0	0	0	0	0	0	0	0	0
MANHOUR TOTAL	4	32	0	8	8	0	0	0	0	4	0

MANHOOR ESTIMATE**LANDSCAPING IMPROVEMENTS (CONSTRUCTION DRAWINGS, BIDDING, CONSTRUCTION ADMINISTRATION)**

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SALISBURY, NORTH CAROLINA

AIP PROJECT NO:

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DESIGN PHASE (04) - UPDATE PLANS & SPECIFICATIONS FROM DESIGN DEVELOPMENT TO CONSTRUCTION DRAWINGS

DIRECT LABOR EXPENSES:

CLASSIFICATION		BILL RATE	EST. MHRS	EST. COST
Principal	PRIN	\$ 250	4	\$ 1,000
Project Manager	PM	\$ 205	32	\$ 6,560
Senior Planner	SP	\$ 151	-	\$ -
Engineer V	E5	\$ 172	8	\$ 1,376
Engineer IV	E4	\$ 139	8	\$ 1,112
Engineer II	E2	\$ 105	-	\$ -
Engineer I	E1	\$ 80	-	\$ -
Technician V	T5	\$ 127	-	\$ -
Technician II	T2	\$ 80	-	\$ -
Admin. Assistant IV	AD5	\$ 66	4	\$ 264
Admin. Assistant III	AD3	\$ 66	-	\$ -
	Total		56	
<i>SUBTOTAL</i>				<i>\$ 10,312.00</i>

DIRECT EXPENSES:

EXPENSE DESCRIPTION	UNIT	UNIT RATE	EST. UNITS	EST. COST
Telephone	LS	\$ -	1	\$ -
Postage	LS	\$ -	1	\$ -
Miscellaneous expenses (review fees, prints, faxes, copies)	LS	\$ 150	1	\$ 150.00
Travel	LS	\$ 100	1	\$ 100.00
<i>SUBTOTAL</i>				<i>\$ 250.00</i>

SCOPE OF SUCONTRACTED SERVICES:

EXPENSE DESCRIPTION	UNIT	UNIT RATE	EST. UNITS	EST. COST
Landscape Architect - Urban Design Partners	LS	\$11,270.00	1	\$ 11,270.00
<i>SUBTOTAL</i>				<i>\$ 11,270.00</i>

TOTAL DESIGN AIP ELIGIBLE COST: \$ 21,832.00

MANHOUR ESTIMATE

LANDSCAPING IMPROVEMENTS (CONSTRUCTION DRAWINGS, BIDDING, CONSTRUCTION ADMINISTRATION)
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BIDDING PHASE (05)

DESCRIPTION	PRIN \$ 250	PM \$ 205	SP \$ 151	E5 \$ 172	E4 \$ 139	E2 \$ 105	E1 \$ 80	T5 \$ 127	T2 \$ 80	AD5 \$ 66	AD3 \$ 66
Coordinate advertisement	0	0	0	0	0	0	0	0	0	4	0
Distribute bid documents	0	0	0	0	0	0	0	0	0	0	0
Prebid meeting	0	0	0	0	0	0	0	0	0	0	0
Bidder question & answers	0	4	0	0	0	0	0	0	0	0	0
Prepare addenda	0	4	0	0	0	0	0	0	0	0	0
2 Bid openings, tabulation	0	12	0	0	0	0	0	0	0	0	0
Recommendation of Award	0	2	0	0	0	0	0	0	0	0	0
MANHOUR TOTAL	0	22	0	0	0	0	0	0	0	4	0

DIRECT LABOR EXPENSES:

CLASSIFICATION		BILL RATE	EST. MHRS	EST. COST
Principal	PRIN	\$ 250	0	\$ -
Project Manager	PM	\$ 205	22	\$ 4,510
Senior Planner	SP	\$ 151	0	\$ -
Engineer V	E5	\$ 172	0	\$ -
Engineer IV	E4	\$ 139	0	\$ -
Engineer II	E2	\$ 105	0	\$ -
Engineer I	E1	\$ 80	0	\$ -
Technician V	T5	\$ 127	0	\$ -
Technician II	T2	\$ 80	0	\$ -
Admin. Assistant IV	AD5	\$ 66	4	\$ 264
Admin. Assistant III	AD3	\$ 66	0	\$ -
	Total		26	
SUBTOTAL				\$ 4,774.00

DIRECT EXPENSES:

EXPENSE DESCRIPTION	UNIT	UNIT RATE	EST. UNITS	EST. COST
Telephone	LS	\$ -	1	\$ -
Postage	LS	\$ -	1	\$ -
Copying	LS	\$ -	1	\$ -
Reproduction	LS	\$ 300	1	\$ 300.00
Advertisement	LS	\$ -	1	\$ -
Miscellaneous expenses (prints, faxes, copies)	LS	\$ 100	1	\$ 100.00
Travel	LS	\$ 40	1	\$ 40.00
EXPENSE DESCRIPTION				\$ 440.00

SCOPE OF SUCONTRACTED SERVICES:

EXPENSE DESCRIPTION	UNIT	UNIT RATE	EST. UNITS	EST. COST
-	-	-	-	-
SUBTOTAL				\$ -
TOTAL BIDDING AIP ELIGIBLE COST:				\$ 5,214.00

MANHOUR ESTIMATE

LANDSCAPING IMPROVEMENTS (CONSTRUCTION DRAWINGS, BIDDING, CONSTRUCTION ADMINISTRATION)
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CONSTRUCTION ADMINISTRATION PHASE (06)

DESCRIPTION	PRIN \$ 250	PM \$ 205	SP \$ 151	E5 \$ 172	E4 \$ 139	E2 \$ 105	E1 \$ 80	T5 \$ 127	T2 \$ 80	AD5 \$ 66	AD3 \$ 66
Coordinate award of contract	0	4	0	0	0	0	0	0	0	0	0
Coordinate/conduct preconstruction	0	6	0	0	0	0	0	0	0	0	0
Preconstruction minutes	0	2	0	0	0	0	0	0	0	0	0
Coordinate/review project schedule	0	2	0	0	0	0	0	0	0	0	0
Coordinate submittals	0	8	0	0	0	0	0	0	0	0	0
Construction visits	0	16	0	0	0	0	0	0	0	0	0
Construction observation reports	0	2	0	0	0	0	0	0	0	0	0
Calls/Coordination with Contractor	0	20	0	0	0	0	0	0	0	0	0
Review/coordinate field changes	0	16	0	0	0	0	0	0	0	0	0
Construction correspondence	0	12	0	0	0	0	0	0	0	0	0
Review test results	0	0	0	0	0	0	0	0	0	0	0
Process requests for partial payment	0	8	0	0	0	0	0	0	0	0	0
Final inspection and punch list	0	6	0	0	0	0	0	0	0	0	0
Develop record drawings	0	4	0	0	0	0	0	0	0	0	0
MANHOUR TOTAL	0	106	0	0	0	0	0	0	0	0	0

DIRECT LABOR EXPENSES:

CLASSIFICATION		BILL RATE	EST. MHRS	EST. COST
Principal	PRIN	\$ 250	0	\$ -
Project Manager	PM	\$ 205	106	\$ 21,730
Senior Planner	SP	\$ 151	0	\$ -
Engineer V	E5	\$ 172	0	\$ -
Engineer IV	E4	\$ 139	0	\$ -
Engineer II	E2	\$ 105	0	\$ -
Engineer I	E1	\$ 80	0	\$ -
Technician V	T5	\$ 127	0	\$ -
Technician II	T2	\$ 80	0	\$ -
Admin. Assistant IV	AD5	\$ 66	0	\$ -
Admin. Assistant III	AD3	\$ 66	0	\$ -
	Total		106	
SUBTOTAL				\$ 21,730.00

DIRECT EXPENSES:

EXPENSE DESCRIPTION	UNIT	UNIT RATE	EST. UNITS	EST. COST
Telephone	LS	\$ -	1	\$ -
Postage	LS	\$ 60	1	\$ 60.00
Copying	LS	\$ 75	1	\$ 75.00
Reproduction-Rel. for Const.	LS	\$ 125	1	\$ 125.00
Miscellaneous expenses (prints, faxes, copies)	LS	\$ 425	1	\$ 425.00
Travel	LS	\$ 350	1	\$ 350.00
SUBTOTAL				\$ 1,035.00

MANHOOR ESTIMATE

LANDSCAPING IMPROVEMENTS (CONSTRUCTION DRAWINGS, BIDDING, CONSTRUCTION ADMINISTRATION)
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SCOPE OF SUCONTRACTED SERVICES:

EXPENSE DESCRIPTION	UNIT	UNIT RATE	EST. UNITS	EST. COST
Landscape Architect CA services	LS	\$6,440	1	\$ 6,440.00
		\$ -	1	\$ -
<i>SUBTOTAL</i>				<i>\$ 6,440.00</i>
TOTAL CONSTRUCTION ADMIN. COST:				\$ 29,205.00