



Division of Finance & Management
 Office of Air, Rail & Transit
 700 East Broadway Avenue
 Pierre, SD 57501
 O: 605.773-3574 | dot.sd.gov

TO: South Dakota Aeronautics Commission
FROM: Jack Dokken, Office of Aeronautics
DATE: October 16, 2025
SUBJECT: Airport Improvement Program (AIP), Infrastructure Investment and Jobs Act (IIJA), and Voluntary Airport Low Emissions Program (VALE) Grant Applications

Airport sponsors are requesting funding from the State Aeronautics Fund for the following AIP/IIJA/VALE projects below.

Aberdeen 3-46-0001-057-2025

VALE/AIP: Install pre-conditioned air unit on existing passenger boarding bridge.

Federal Share	\$ 251,750.00
State Share	\$
Local Share	\$ 13,250.00
Total	\$ 265,000.00

Rapid City 3-46-0048-067-2025

IIJA: Phase 2 TSA checkpoint, install mechanical and electrical equipment, Including architectural construction services.

Federal Share	\$ 5,557,859.00
State Share	\$ 0
Local Share	\$ 292,519.00
Total	\$ 5,850,378.00

Rapid City 3-46-0048-069-2025

AIP/ATP: Terminal renovation and expansion – construct ticketing and baggage area including architectural construction services. State participation is SB144 funds.

Federal Share	\$ 20,000,000.00
State Share	\$ 3,460,644.00
Local Share	\$ 1,052,632.00
Total	\$ 24,513,276.00

Pine Ridge 3-46-0045-019-2025

IIJA: Procure self-powered blower attachment and power broom.

Federal Share	\$ 184,300.00
State Share	\$ 4,850.00
Local Share	\$ 4,850.00
Total	\$ 194,000.00

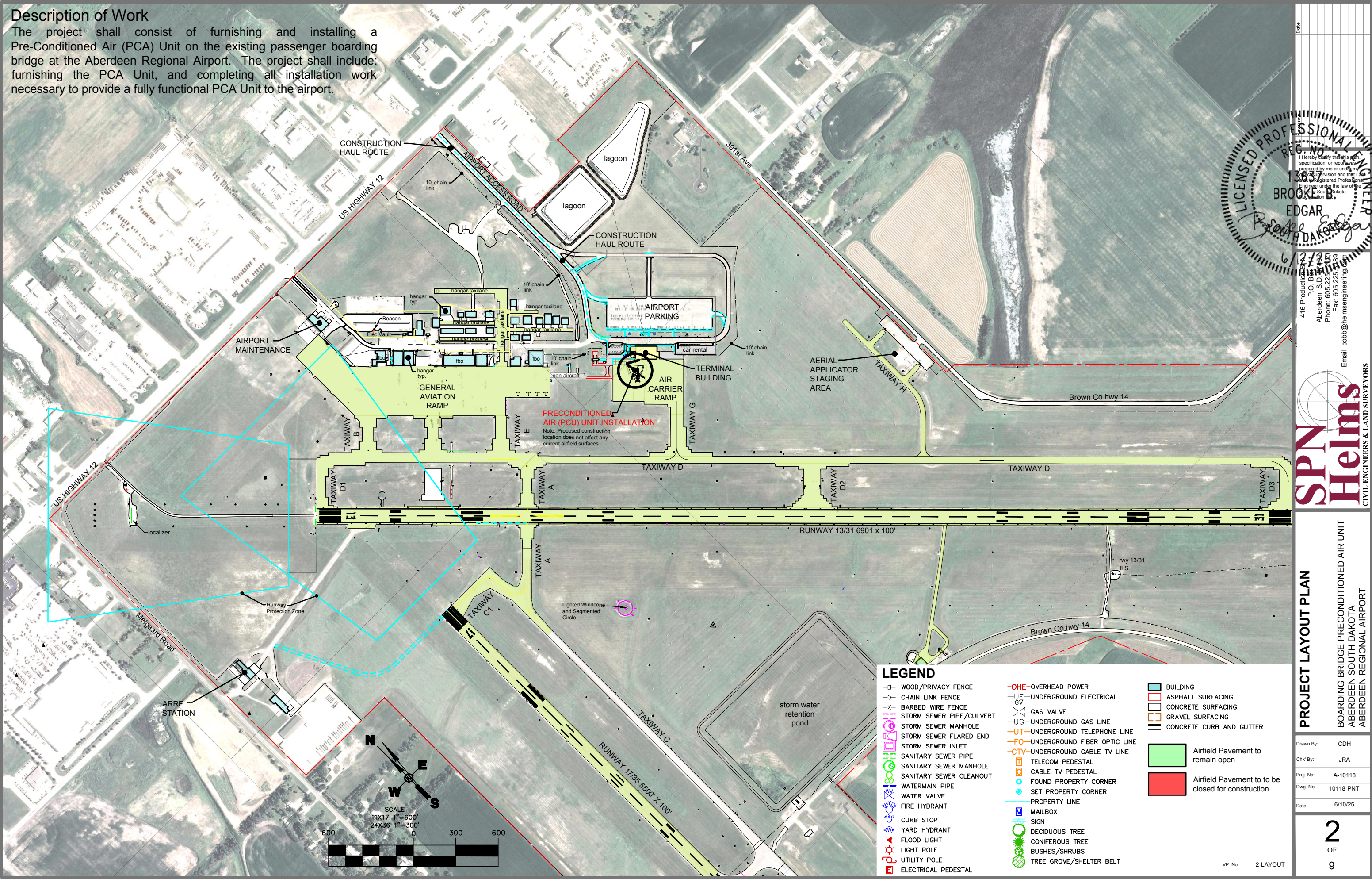
Sturgis 3-46-0054-024-2025

AIP: Construct parallel taxiway – 3,169 LF taxiway.

Federal Share	\$ 3,082,139.00
State Share	\$ 81,110.00
Local Share	\$ 81,109.00
Total	\$ 3,244,358.00

Description of Work

The project shall consist of furnishing and installing a Pre-Conditioned Air (PCA) Unit on the existing passenger boarding bridge at the Aberdeen Regional Airport. The project shall include: furnishing the PCA Unit, and completing all installation work necessary to provide a fully functional PCA Unit to the airport.



PROFESSIONAL ENGINEER
REG. NO. 1380
BROOK B. EDGAR
SOUTH DAKOTA
6/10/25

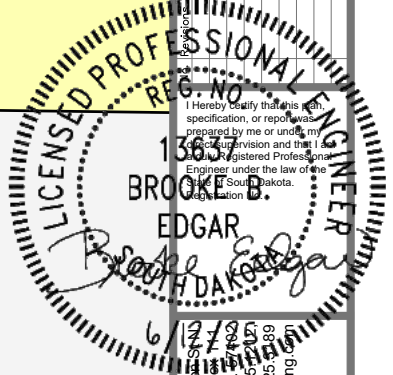
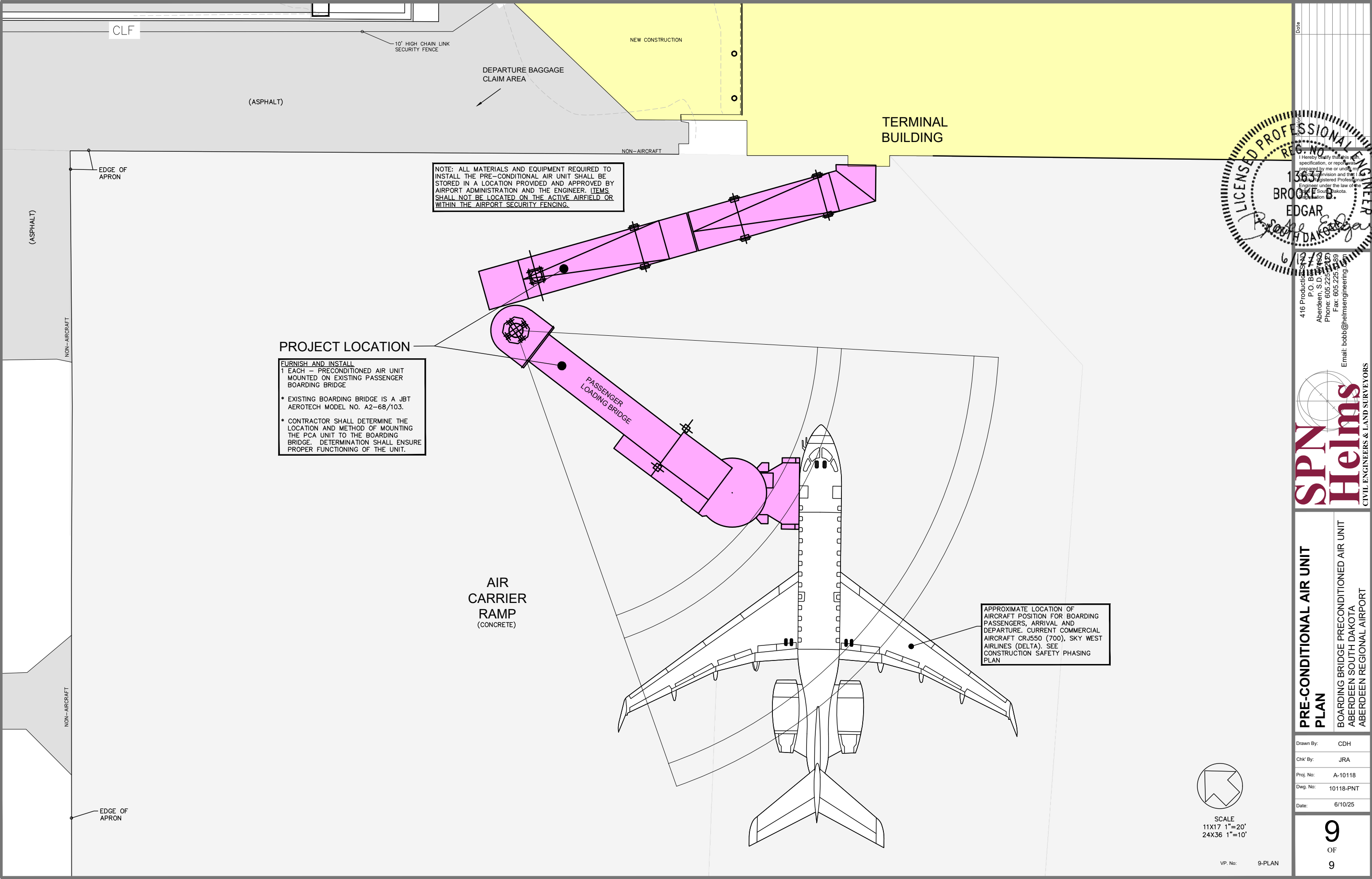
416 Productions
P.O. Box 483
Aberdeen, S.D. 58107
Phone: 605.225.5707
Fax: 605.225.5709
Email: bob@helmsengineering.com

SPN Helms
CIVIL ENGINEERS & LAND SURVEYORS

PROJECT LAYOUT PLAN
BOARDING BRIDGE PRECONDITIONED AIR UNIT
ABERDEEN SOUTH DAKOTA
ABERDEEN REGIONAL AIRPORT

Drawn By: CDH
Chk' By: JRA
Proj. No: A-10118
Dwg. No: 10118-PNT
Date: 6/10/25

VP. No: 2-LAYOUT



PRE-CONDITIONAL AIR UNIT PLAN
BOARDING BRIDGE PRECONDITIONED AIR UNIT
ABERDEEN SOUTH DAKOTA
ABERDEEN REGIONAL AIRPORT

Drawn By: CDH
Chk' By: JRA
Proj. No: A-10118
Dwg. No: 10118-PNT
Date: 6/10/25

9
OF
9

SCALE
11X17 1"=20'
24X36 1"=10'

VP. No: 9-PLAN

2025 Voluntary Airport Low Emissions (VALE) Program Grant Application

Aberdeen Regional Airport

Aberdeen, SD

Section 1 - Project Information:

Project Title:	Boarding Bridge Preconditioned Air (PCA) Unit		
Airport:	Aberdeen Regional Airport	Airport Identifier	ABR
Project Sponsor:	City of Aberdeen		
Airport Contacts:			
Rich Krokell	Transportation Director	4740 6 th Ave SE Aberdeen SD 57401 (605) 626-7020 rich.krokell@aberndeen.sd.us	
Marvin Black	Airport Operations and Maintenance	4740 6 th Ave SE Aberdeen SD 57401 (605) 626-7020 marvin.black@aberndeen.sd.us	

Section 2 - Project Description:

The proposed project includes the installation of one (1) new Pre-conditioned Air (PCA) Unit on the existing commercial operations passenger boarding bridge at the Aberdeen Regional Airport. The PCA unit would be owned by the sponsor (City of Aberdeen) and leased to the commercial airline (Sky West) utilizing the boarding bridge. The PCA unit would be used to eliminate the need to operate the aircrafts auxiliary power unit (APU) to provide heat and air conditioning while the aircraft is parked at the gate. The new electric, point of use PCA unit will significantly reduce emissions generated from burning jet fuel during APU operation.

The project will be financed through a combination of FAA Airport Improvement Program (AIP) funding, SD DOT funds, as well as a local match. The breakdown of the funding sources will be as follows:

<u>Funding Source</u>	<u>FAA (AIP)</u>	<u>SD DOT</u>	<u>Local Share</u>
Funding Percentage	95%	2.5%	2.5%

The PCA unit was publicly advertised and bid in June, 2025. Full tabulated bidding results are provided in Appendix D. The following table presented the project cost breakdown for the project.

Brief Item Description		Construction or Land Cost	Engr./Land Incidental	Admin. Cost	Total Cost	Federal Share	Non- Federal
						95%	5%
Precondition Air (PCA) Unit	AIP	\$231,714.00	\$30,000.00	\$3,286.00	\$265,000.00	251,750.00	\$13,250.00
Totals		\$231,714.00	\$30,000.00	\$3,286.00	\$265,000.00	\$251,750.00	\$13,250.00



Figure 1: Example of PCA Unit to be Installed

** Project Layout Sheets are included in the Grant Application Packet*

Section 3 - Emission Reduction Estimates

In order to complete the emission reduction calculations for the six criteria pollutants (8-Hour Ozone, Particulate Matter, Sulfur Dioxide, Lead, Carbon Monoxide, Nitrogen Dioxide) for the proposed project, data from a number of sources was gathered. Below is a summary and description of the information used in determining the criteria pollutant reductions for the PCA unit installation project.

Commercial service to ABR is provided by Skywest Airlines, which operates a fleet of CRJ 550/700 regional jets providing essential air service to many smaller regional airports. Skywest provides two daily flights between ABR and Minneapolis St Paul (MSP). Traditionally, the airline will schedule a departing flight to MSP in the early morning ($\approx 7:00$ a.m.), an additional round trip flight from ABR to MSP in the afternoon ($\approx 2:30$ p.m.), followed by a return trip back to ABR in the late evening ($\approx 10:00$ p.m.). After the arrival of the evening flight, the aircraft is parked at the commercial gate overnight. Due to the relatively harsh climate of Aberdeen, the aircraft's APU is used to heat and cool the cabin in each respective season in order to maintain a comfortable climate in the aircraft cabin. To determine the baseline emission amounts, it was estimated that the APU is operated for 3 hours per day for 189 days from mid April to late October, and 11 hours (including overnight) per day during the winter. Resulting in 2,503 hours of total run time per year.

In order to determine the emission factors for the criteria pollutant's, information on the APU's used by CRJ 550/700 aircraft was needed. According to the *Handbook for Evaluating Emissions and Costs of APU's and Alternative Systems* by the Airport Cooperative Research Program, the representative APU's for Regional Jets like the CRJ 550/700 include the GTCP 36-100, GTCP 36-150, and the GTCP 85. Using these representative APU's, emission factors provide for each in the FAA's AEDT software were compared and averaged to determine an estimated emission factor for the design APU. Excerpts from the handbook and AEDT software are provided in Appendix B.

Emission factors for Lead and Ozone were not attainable for these calculations. APU's are generally run off of the same Jet A fuel the aircraft engines use, and because Jet A fuel does not contain any lead, its burning does not result in lead emissions. Determining an emission factor for Ozone was also not able to be completed because ozone is not emitted but rather formed when VOCs react with sunlight and oxygen. These different variable factors make determining an accurate ozone generating factor very difficult. The geographic location of ABR in a rural midwestern community removes it from the possibility of being located in an ozone non-attainment or maintenance area. Therefore, it is not expected that the current ozone generated by the APU is adversely affecting local air quality.

The following page includes a summary of the emission reduction calculations completed for this project. It is estimated that that implementing the proposed project will help to eliminate 5.2 metric tons of criteria pollutant emissions per year, and 104 metric tons over the 20 year design life of the PCA unit.

EPA Criteria Pollutant Emission Factors

Criteria Pollutant	GTCP 36-100 Emission Factor (kg/hr)	GTCP 36-150 Emission Factor (kg/hr)	GTCP 85 Emission Factor (kg/hr)	Avg. Emission Factor (kg/hr)
Carbon Monoxide (CO)	2.0596	0.43592	1.9201	1.4719
Lead (Pb)			* Not applicable	
Nitrogen Dioxide (NO2)	0.35298	0.30998	0.50697	0.3900
Ozone (O3)			* Not Available	
Particle Matter (PM)	0.062	0.062	0.115	0.0797
Sulfur Dioxide (SO2)	0.06622	0.06758	0.10673	0.0802
Total HydroCarbons (THC)	0.03774	0.04122	0.10993	0.0630

* Emission Factors Source: FAA AEDT Software

* Lead Emissions for Jet A fuel are not applicable as the fuel does not contain any lead

* Ozone Emission Factor was not available as Ozone is not emitted by created by reactions between Oxygen and VOCs.

Current APU Hours of Operation

APU Run Time	Days	Hours per Day	Run Hours	
Summer	189	3	567	
Winter	176	11	1,936	
			2,503	Total Run Hours per Year

* Summer includes 10 days in April, May, June, July, August, September, 25 days in October

* Winter includes 5 days in October, November, December, January, February, March, and 20 days in April

* Winter Run time assumes overnight APU operation to heat aircraft.

Estimated Criteria Pollutant Yearly/Life Emission Reduction

Criteria Pollutant	Emission Factor (kg/hr)	Yearly Emissions (metric tons)	Total Life* Emission Reduction (metric tons)	
Carbon Monoxide (CO)	1.4719	3.68	73.68	
Lead (Pb)		* Not applicable	0.00	
Nitrogen Dioxide (NO2)	0.3900	0.98	19.52	
Ozone (O3)		* Not applicable	0.00	
Particle Matter (PM)	0.0797	0.20	3.99	
Sulfur Dioxide (SO2)	0.0802	0.20	4.01	
Total HydroCarbons (THC)	0.0630	0.16	3.15	
		5.2	104.4	Metric Tons

* Estimated life span of PCA Unit is 20 years.

Overall Emission Reduction (20 Year PCA Unit Design Life)	104.4	Metric Tons
--	--------------	--------------------

Section 4 – CAA Criteria Confirmation

The Aberdeen Regional Airport is located in Brown County in north eastern South Dakota. According to the EPA green book, there are not currently any counties in South Dakota that have been classified as “non-attainment” by the EPA, because of this an airport emission reduction credit (AERC) is not attainable for the airport. However, the emission reductions generated by the project will continue to allow the airport, and surrounding area to meet the EPA’s Clean Air Act (CAA) requirements.

Section 5 – Relationship to State Implementation Plans

South Dakota is not home to any “non-attainment” or “maintenance” areas. Therefore, the state does not currently have a State Implementation Plan (SIP) developed for air emission levels. The proposed project will not result in any adverse air quality effects. The estimated reduction of 5.2 metric tons of criteria pollutants per year will help to increase the air quality for the area.

Section 6 – Funding Sources

Requested VALE Funds	State Share ⁽¹⁾ (2.5%)	Sponsor Share ⁽²⁾ (2.5%)	Total Estimated Cost
\$251,750.00	\$6,625.00	\$6,625.00	\$265,00.000

(1) State Share is provided through the SD Department of Transportation’s Aeronautical Trust Fund

(2) Sponsor share will be obtained from the airport’s general operating fund.

Section 7 – Cost Effectiveness

** Cost effectiveness for each criterial pollutant is provided on Page 6 of Appendix A*

Section 8 – Vehicle and Equipment Commitments

By submitting this application, the sponsor (City of Aberdeen) commits to honoring the following commitments in accordance with the VALE program and other AIP.PFC requirements:

- The PCA unit will remain airport dedicated throughout its life and will only be utilized for airport related operations
- The PCA unit will be operated and maintained by the airport throughout its useful life and will not be prevented in any way from achieving the long-term emission reduction benefits for which is was intended.
- The PCA will be supported by enforceable agreement when leased to commercial airlines for use on their aircraft.
- If needed, the replacement of the PCA during its useful life will be with equivalent equipment of equal or lower levels of emissions.

- The equipment will have the VALE logo prominently displayed for public notice.
- The sponsor will track the actual usage rates of the PCA and determine accurate emission reduction rates throughout its useful life.

Section 9 – Project Schedule

July 2025 – Submit VALE Application Packet (complete with Bid Prices)

September 2025 – FAA VALE grant awarded and contractor contract process begun

October/November 2025 – Construction of PCA Unit begins (weather permitting)

March 2026 – PCA Unit Construction Complete (weather permitting)

July 2026 – Project Closeout Submitted.

Appendices:

Appendix A – Project Application Worksheets

Appendix B – Emission Reduction Calculations and Information

Appendix C – PCA Technical and Pricing Information

Signed:

By:  _____

Title: CITY MANAGER

Date: 7/1/25

Oglala Sioux Tribe – Pine Ridge Airport, Pine Ridge, South Dakota

Project Narrative / Justification

IIJA (BIL) Grant 3-46-0045-019-2025

1. Procure Self-Powered Snow Blower Attachment and Power Broom
 - a. The airport procured new snow removal equipment with AIP 3-46-0045-018-2024. These are additional attachments that were bid as part of that project, but not included in the grant. This grant will fund these attachments as bid.
 - b. The airport is heavily used by air ambulance and having quick access to snow removal equipment that is in good running order to keep the airport open is critical to the community. This would be a dedicated snow blower attachment to work in conjunction with the new snow removal equipment that will be housed on the airport.
 - c. The airport already has a building to store the snow removal equipment in and this equipment will be stored there.



SRE Storage Building on Airport

PART IV – PROGRAM NARRATIVE
(Suggested Format)

PROJECT: Terminal Renovation and Expansion Project 1 Phase 2 (TSA Checkpoint) & Phase 3 (Ticketing / Baggage)

AIRPORT: Rapid City Regional Airport

1. Objective:

The existing terminal and utility system is over 30 years old and in need of upgrades to be compliant with current building codes and provide utilities that are more energy efficient. The terminal was built prior to TSA so configuration changes are required to address increase passengers and TSA needs. The baggage system does not include an outbound baggage carousel, requiring hand movement of baggage carts to get luggage from bag belt to a luggage cart to be transported to the aircraft. Project provides a baggage makeup area to accommodate baggage carousels, straightening and relocating the ticketing counters (Phase 3) and creates and expands the TSA checkpoint. (Phase 2).

2. Benefits Anticipated:

The existing terminal utilizes an antiquated baggage system requiring ground handlers to manually push and pull heavy baggage carts and carry luggage of all shapes and sizes. The proposed terminal project will resolve these issues, increasing safety and efficiency. Added baggage carousels (Phase 3) will allow the airport to greatly improve passenger processing capacity. The relocating of the ticketing counters (Phase 3) will expand the passenger queuing area. Checkpoint expansion (Phase 2) will provide additional passenger lanes as requested by the TSA.

3. Approach: (See approved Scope of Work in Final Application)

This project will utilize a standard design, bid and build process. The overall project is in 2 main projects to include TSA Checkpoint / Baggage Handling Facility / Ticketing - ATO (Project 1) and Concourse Expansion and Renovation (Project 2). Each project will be further broken down into Phases to allow for flexibility in completion based on available funding. Project 1 Phase 1 (estimated completion July 2025) included the construction of the core and shell of the ticketing expansion, checked baggage area, and new checkpoint to include site preparation, site utility installation, foundations, building structure, building enclosure, electrical primary equipment and some electrical system distribution, and minor mechanical system installation. Project 1 Phase 2 will include the fit out of the TSA checkpoint including the scanning equipment and services needed to support the equipment, interior finishes, mechanical air handling equipment and distribution system, lighting and power, and technology equipment. Project 1 Phase 3 will include the fit out of the checked baggage facility, ticketing area, and ATO space. Phase 3 includes the baggage handling equipment and services needed to support the equipment, interior finishes, mechanical air handling equipment and distribution system, lighting and power, and technology equipment. Ultimately Project 2 will include the Concourse Expansion and Renovation and will be contingent upon future local, state and FAA funding.

4. Geographic Location:

Rapid City Regional Airport; City of Rapid City; County of Pennington; State of South Dakota

5. If Applicable, Provide Additional Information:

This is not a Letter of Intent project.

6. Sponsor's Representative: (include address & telephone number)

Mr. Patrick Dame - Rapid City Regional Airport Executive Director
4550 Terminal Road - Suite 102
Rapid City, SD 57703-8706 Telephone 605.394.4195

SCOPE OF SERVICES – Exhibit A
RAPID CITY REGIONAL AIRPORT BOARD
RAPID CITY REGIONAL AIRPORT
RAPID CITY, SOUTH DAKOTA
TERMINAL EXPANSION AND RENOVATION
PROJECT 1, PHASE 2 – TSA CHECKPOINT – CONSTRUCTION ADMINISTRATION
July 9, 2025

This document includes a general description of the scope of Construction Administration (CA) services to be completed by Mead & Hunt, Inc. (Consultant) for the RAPID CITY REGIONAL AIRPORT TERMINAL EXPANSION AND RENOVATION, PROJECT 1, PHASE 2 – TSA CHECKPOINT (the Project), as well as a detailed scope of services for related construction administration work to be performed under the agreement between Mead & Hunt, Inc. (Consultant) and Rapid City Regional Airport (Owner).

Project Understanding

The proposed scope of construction is based upon Consultant's "Issued for Bid" set of construction documents dated May 29, 2025.

The project consists of construction of Phase 2: TSA Checkpoint area on the second floor, installation of early equipment procured, complete fire alarm system, complete PA system, and minor work to bring services to the Phase 2 areas, together comprising the "Base Bid". Construction of TSA Offices (leased space) are an Alternate Bid Item (ABI) and will be included pending acceptance of bid.

This proposal includes work to construct the Base Bid and the Alternate Bid Item for TSA offices.

Construction Costs

Award of a construction contract via public, negotiated low bid, occurred June 30, 2025. Scull Construction (Contractor) is apparent low bidder with a bid sum of \$13,400,000 for the Base Bid and ABI1.

Project Schedule

The CA services shall begin upon the Owner's award of Project's construction contract to the Contractor. CA services shall be provided in consecutive uninterrupted construction phases, identified by the Contractor; exact schedule for construction will be based on the contractor-provided schedule. Substantial completion for all project construction, including building and site/civil work, is estimated to be complete on September 30, 2026, at 449 days (15 months) from the award of construction contract. Final Completion is expected to occur 30 days (1 month) after Substantial Completion.

Scope of Services

Consultant shall provide construction administration services for the architecture, interiors, civil, structural, plumbing, fire protection, mechanical, electrical, technology, sustainability and commissioning portions of the work.

The scope of services listed below represents the Construction Administration services to be provided by Mead & Hunt. A breakdown of tasks, expenses and costs can be found in the fee proposal worksheet *RAP Terminal Expansion Project 1 Phase 2 – TSA Checkpoint CA Fee Proposal* (Exhibit B).

Basic Services

The tasks that comprise the scope of basic architectural and engineering services are the following:

1. Project Management and Coordination
2. Pre-Construction Activities
3. Construction Administration and Site Visits
4. Post-Construction Activities

PROJECT MANAGEMENT AND COORDINATION

- Set up and monitor project files, payments, accounting, and Mead & Hunt invoicing.
- Perform internal correspondence, documentation, and coordination.
- Plan and manage internal CA tasks, schedule, and deliverables.
- Communicate with Owner, Subconsultants and Contractor.
- Provide Project quality control.
- Coordinate, review, and distribute sub-consultant work, testing reports, project schedules, deliverables.

PRE-CONSTRUCTION ACTIVITIES

- Update the construction documents to include addenda items issued during bidding plus revisions to drawings and specifications resulting from bid award. Re-issue the revised documents as "Issued for Construction".
- Deliverables include one set of digital PDFs of the complete document set and one (1) full-size printed set of drawings and (1) Project Manual (all volumes), each to the FAA and Owner.
- Prepare agenda and attend one (1) pre-construction conference at the Airport to review the terminal construction process and phasing plan(s) submitted by the Contractor.
 - o Construction processes and construction progress phasing to be discussed in-depth, including revisions proposed by the Contractor.
 - o *Attendees in person: Project Manager, Project Architect, Construction Administrator, Civil Engineer*
 - o *Attendees online: Structural Engineer, Mechanical Engineer, Electrical Engineer, Plumbing Engineer, and Technology Designer.*
- Review construction schedule from the Contractor.

CONSTRUCTION ADMINISTRATION AND SITE VISITS

The Consultant shall provide a qualified construction administrator to be the primary coordinator and point of contact for the project. They shall attend the weekly progress meeting in person or via conference call, coordinate construction documentation and communication and shall perform the design team's administrative tasks.

The scope includes periodic site visits to observe the work and attend progress meetings as described herein during the primary construction activity.

The Consultant shall advise and consult with the Owner during the Construction Phase Services. The Consultant shall have authority to act on behalf of the Owner only to the extent provided in the Owner-Consultant Agreement. The Consultant shall not have control over, charge of, or responsibility for the construction means, methods, techniques, sequences, or procedures, or for safety precautions and programs in connection with the Work, nor shall the Consultant be responsible for the Contractor's failure to perform the Work in accordance with the requirements of the Contract Documents. The Consultant shall not be responsible for acts or omissions of the Contractor or of any other persons or entities performing portions of the Work.

The Owner agrees that the general contractor shall be solely responsible for jobsite safety and warrants that this intent shall be carried out in the Owner's contract with the General Contractor.

The following tasks represent the scope of Construction Administration Services:

Contractor Submittal and Shop Drawing Processing

- Review Contractor's submittal schedule.
- Review submittals, samples and shop drawings required by construction documents (allow for 240 submittals, average of two (2) reviews for 50% of submittals/shop drawings).
- Distribute reviewed submittals per project protocols, utilizing Newforma.
- Utilizing Newforma, monitor log of submittals.

Requests for Information (RFIs)

- Communicate/coordinate with Owner, Subconsultants, and local agencies
- Coordinate with Contractor.
- Review and process RFIs (allow for 150 RFIs).
- Issue responses to RFIs including clarifications/interpretations regarding the contract documents.
- Monitor RFI log.

Coordinate Changes in Work

- Issue Proposal Requests (PRs) for potential changes in work (allow for twenty (20) PRs).
- Review change order proposals, address Airport Improvement Program (AIP) eligibility (allowability, justification and reasonableness of cost), and make recommendations to Owner for submittal to FAA.
- Prepare up to four (4) Construction Change Directives (CCDs) if needed to maintain progress of construction activities.
- Prepare up to ten (10) Change Orders (COs) to incorporate changes into the contract.
- Monitor log of PRs, CCDs, and COs.

Pay Application Review

- Review Contractor's Schedule of Values.

- Review up to sixteen (16) partial pay applications and lien waivers regarding completed construction.
- Forward recommendations to Owner.

Periodic Site Visits, Meetings, & Site Activity Coordination

Construction observation of work by the Consultant's project team of architects, engineers, and subconsultants is based on periodic site visits throughout the duration of construction, as identified within the Project Schedule. Periodic construction observation site visits (prior to Punchlist and final inspection) to observe work, preparation of field reports and attendance at contractor scheduled progress meetings will be limited to the following basic services:

- The Construction Administrators shall visit the site throughout the course of work as indicated below every third week, to become familiar with the progress and quality of the portion of the Work completed, and to determine, in general, if the Work observed is being performed in a manner indicating that the Work, when fully completed, will be in accordance with the Contract Documents. The Construction Administrators shall not have control over, charge of, or responsibility for, the construction means, methods, techniques, sequences, or procedures, or for the safety precautions and programs in connection with the Work, since these are solely the Contractor's rights and responsibilities under the Contract Documents.
- The Project Manager shall visit the site as indicated below to become familiar with the progress and quality of the portion of the Work completed.
- A Field Report shall be completed corresponding to each site visit conducted by the Construction Administrator, Architect or Engineer of Record, or Subconsultant. A monthly construction progress and inspection report will be submitted to the FAA (FAA Form 5370-1).
- The Construction Administrators shall keep the Owner and Architecture/Engineering (A/E) team reasonably informed about the progress and quality of the portion of the Work completed, and report known deviations from the Contract Documents and from the most recent construction schedule submitted by the Contractor, and defects and deficiencies observed in the Work. The Construction Administrators shall not be responsible for the Contractor's failure to perform the Work in accordance with the requirements of the Contract Documents. The Construction Administrators shall not have control over or charge of and shall not be responsible for acts or omissions of the Contractor, Subcontractors, or their agents or employees, or any other persons or entities performing portions of the Work.
- Construction Administrators shall assist the Owner with preparation of monthly written project status reports for the Airport Board of Directors documenting construction progress to date. Site visits shall be coordinated approximately every three weeks or as required to coincide with Authority meetings.
- Consultant's staff and subconsultants shall make site visits at appropriate periods during construction when work in their related discipline is underway. Site visits shall be made in order to attend construction progress meetings and observe construction progress in preparation for certification of Contractor's monthly pay application. These site visits shall be concurrent with, not in addition to, site visits described previously.

- Conference call participation in weekly construction progress meetings by members of the Construction Administration team as required, assuming one 1-hour per meeting per person.
TOTAL: 64 conference calls

- Conduct one (1) walk-through coordination meeting with energy utility, concurrent with a site visit during construction by the Construction Administrator.

- Periodic site visits to observe Project's construction progress as follows:
 - o Project Manager
TOTAL: 4 Site Visits
 - o Local Client Manager
TOTAL: 30 Site Visits
 - o Construction Administrators: Architecture
TOTAL: 20 Site Visits
 - o Interior Design
TOTAL: 4 Site Visits
 - o Civil Engineering/Site
TOTAL: 2 Site visits
 - o Structural Engineer
TOTAL: 2 site visits
 - o Plumbing Engineer
TOTAL: 4 site visits
 - o Mechanical Engineer
TOTAL: 4 site visits
 - o Fire Protection
TOTAL: 4 site visits
 - o Electrical Engineer
TOTAL: 4 site visits
 - o Technology
TOTAL: 4 site visits
 - o Sustainability and Commissioning
TOTAL: 10 site visits
 - o Local Materials Testing Technicians and Engineers (FMG Engineering)
TOTAL: as required

Punch-Lists and Final Inspections

Punchlists and Final Inspections shall be conducted in two phases based on the Contractor's submitted phasing plans.

After the Contractor has conducted their punchlist and given notice to the A/E team that the current phase is substantially complete, the A/E team shall make substantial completion Punchlist site visit to confirm completion of construction and/or identify deficiencies to be corrected. Because the Project will require multiple phases of construction to maintain the airport's continuous operations, a punch-list review and corresponding final inspection visit will be provided for each construction phase. Project is expected to have two construction phases identified above and therefore two punch-lists. Punch-list site visits and

final inspection for first phase shall be completed in conjunction with periodic project site visits when possible.

- Schedule and conduct substantial completion Punchlist site visit to determine whether the project has reached substantial completion with the Owner, Subconsultants, and Contractor.
- Anticipated Punchlist site visits by discipline to verify that the work is substantially complete and in accordance with the plans and specifications:
 - o Project Manager
TOTAL: 1 Site Visit
 - o Construction Administrators: Architecture
TOTAL: 2 Site Visits
 - o Interior Design
TOTAL: 1 Site Visit
 - o Civil Engineering/Site
TOTAL: 1 Site Visits
 - o Structural Engineer
TOTAL: 1 Site Visits
 - o Plumbing Engineer
TOTAL: 1 Site Visits
 - o Mechanical Engineer
TOTAL: 1 Site Visits
 - o Fire Protection
TOTAL: 1 Site Visits
 - o Electrical Engineer
TOTAL: 1 Site Visits
 - o Technology
TOTAL: 1 Site Visits
- Schedule and conduct Final Inspection site visit to determine whether the project has reached final completion with the Owner, Subconsultants, and Contractor.
- Anticipated Final Inspection site visits by discipline to verify that the incomplete and/or deficient work has been corrected and is in accordance with the plans and specifications:
 - o Project Manager
TOTAL: 1 Site Visits
 - o Construction Administrators: Architecture
TOTAL: 2 Site Visits
 - o Interior Design
TOTAL: 1 Site Visits
 - o Civil Engineering/Site
TOTAL: 1 Site Visits
 - o Structural Engineer
TOTAL: 1 Site Visits
 - o Plumbing Engineer
TOTAL: 1 Site Visits
 - o Mechanical Engineer
TOTAL: 1 Site Visits

- Fire Protection
TOTAL: 1 Site Visits
 - Electrical Engineer
TOTAL: 1 Site Visits
 - Technology
TOTAL: 1 Site Visits
- Contractor shall prepare the initial punchlist at Substantial Completion. Consultant shall prepare and distribute supplemental punch-lists to include the deficient items following each punch-list site visit.
 - Prepare and issue Certificates of Substantial Completion to Owner.
 - Prepare and issue Certificates of Final Completion to Owner.

POST-CONSTRUCTION ACTIVITIES

Record Documents

- Update Revit files to reflect addenda, approved changes in work and information recorded by contractor in field and submitted to Consultant.
- Provide updated CAD files, PDFs and one (1) half-size hard-copy set of record drawings to Owner.

Review of Federal Requirements

- Assist Owner with FAA Grant Closeout.
- Prepare and deliver Final Construction Report.

Project Closeout

- Assemble the Contractor's data and closeout submittals:
 - Review and forward digital Operations and Maintenance Manuals provided by Contractor. Provide up to two (2) reviews.
 - Collect, review, and forward final waivers of lien.
- Process final payment application and release of retainage.

Responsibilities of Owner

Consultant's Scope of Services and Compensation are based on the Owner performing or providing the following:

- A designated representative with complete authority to transmit instructions and information, receive information, interpret policy, and define decisions (Owner)
- Access to the project site and airport campus
- Protection of Mead & Hunt-supplied digital information or data, if any, from contamination, misuse, or changes
- Timely reviews and comments

CONSULTANT FEES

The Owner shall pay the Consultant \$ _____
for services rendered under this agreement on an Actual Cost Basis.

Work NOT Included in this proposal

The following items are excluded from this agreement and shall be provided by others or provided by the Consultant as an Additional Service only as authorized by the Owner:

- Additional Construction Administration team site visits and overnight stays, above and beyond those specified herein and additional site visits beyond the 15-month construction period
- Additional meetings, reviews, site visits or coordination, beyond those listed above, for CA time beyond the 15-month construction period or beyond the number of Submittals, RFIs, Changes, and Pay Applications noted above.
- Additional Punchlist and Final Inspection site visits beyond those noted above
- Resident Engineering Services
- Revisions to design or construction documents resulting from Owner changes and Owner directives
- Design services (Design contracted separately)
- Assistance with re-bidding the projects or contractor negotiations
- Preparation of Construction Contract and related bonds and insurance
- Printing expenses beyond those indicated
- Agency coordination or submittals (other than those specifically noted as included)
- Public meetings, hearings or presentations, beyond those specifically noted
- Review or evaluation of unsolicited product/material substitution proposals or submittals
- Warranty Phase services
- Assist Owner in submitting documentation for identified commercial construction energy efficiency rebate programs.
- Marketing, open-house, informational or promotional materials
- Fees required by reviewing agencies unless specifically noted
- US Green Building Council/GBCI LEED Documentation and Certification
- Certified Payrolls (Davis Bacon) – On-site interviews of Contractor and weekly payroll report reviews
- Buy American/BABA compliance reviews

Subconsultants:

Mead & Hunt, Inc. will self-perform the Architectural, Interior Design, Civil, Structural, Mechanical, Plumbing, Fire Protection, Electrical, and Technology work. The services of the following subconsultants will be retained:

- Construction Testing Consultant: FMG, Inc.
Rapid City, SD 57702
- Wayfinding and Signage Consultant: Eidahl Environmental
St. Paul, MN

END OF SCOPE OF SERVICES

PART IV – PROGRAM NARRATIVE
(Suggested Format)

PROJECT: Terminal Renovation and Expansion Project 1 Phases 1, 2 & Phase 3

AIRPORT: Rapid City Regional Airport

1. Objective:

The existing terminal and utility system is over 30 years old and in need of upgrades to be compliant with current building codes and provide utilities that are more energy efficient. The terminal was built prior to TSA so configuration changes are required to address increase passengers and TSA needs. The baggage system does not include an outbound baggage carousel, requiring hand movement of baggage carts to get luggage from bag belt to a luggage cart to be transported to the aircraft. Project provides a baggage makeup area to accommodate baggage carousels, straightening and relocating the ticketing counters (Phase 3) and creates and expands the TSA checkpoint. (Phase 2). Phase 1 consists of the building expansion to houses Phases 2 and 3.

2. Benefits Anticipated:

The existing terminal utilizes an antiquated baggage system requiring ground handlers to manually push and pull heavy baggage carts and carry luggage of all shapes and sizes. The proposed terminal project will resolve these issues, increasing safety and efficiency. Added baggage carousels (Phase 3) will allow the airport to greatly improve passenger processing capacity. The relocating of the ticketing counters (Phase 3) will expand the passenger queuing area. Checkpoint expansion (Phase 2) will provide additional passenger lanes as requested by the TSA.

3. Approach: (See approved Scope of Work in Final Application)

This project will utilize a standard design, bid and build process. The overall project is in 2 main projects to include TSA Checkpoint / Baggage Handling Facility / Ticketing - ATO (Project 1) and Concourse Expansion and Renovation (Project 2). Each project will be further broken down into Phases to allow for flexibility in completion based on available funding. Project 1 Phase 1 (estimated completion July 2025) included the construction of the core and shell of the ticketing expansion, checked baggage area, and new checkpoint to include site preparation, site utility installation, foundations, building structure, building enclosure, electrical primary equipment and some electrical system distribution, and minor mechanical system installation. Project 1 Phase 2 will include the fit out of the TSA checkpoint including the scanning equipment and services needed to support the equipment, interior finishes, mechanical air handling equipment and distribution system, lighting and power, and technology equipment. Project 1 Phase 3 will include the fit out of the checked baggage facility, ticketing area, and ATO space. Phase 3 includes the baggage handling equipment and services needed to support the equipment, interior finishes, mechanical air handling equipment and distribution system, lighting and power, and technology equipment. Ultimately Project 2 will include the Concourse Expansion and Renovation and will be contingent upon future local, state and FAA funding.

4. Geographic Location:

Rapid City Regional Airport; City of Rapid City; County of Pennington; State of South Dakota

5. If Applicable, Provide Additional Information:

This is not a Letter of Intent project.

6. Sponsor's Representative: (include address & telephone number)

Mr. Patrick Dame - Rapid City Regional Airport Executive Director
4550 Terminal Road - Suite 102
Rapid City, SD 57703-8706 Telephone 605.394.4195

PART IV – PROGRAM NARRATIVE
(Suggested Format)

PROJECT:
AIRPORT:
1. Objective:
2. Benefits Anticipated:
3. Approach: (See approved Scope of Work in Final Application)
4. Geographic Location:
5. If Applicable, Provide Additional Information:
6. Sponsor's Representative: (include address & telephone number)