



Laramie Regional Airport
555 General Brees Road
Laramie, Wyoming 82070

aterrell@flylaramie.com

O: 307-742-4161 | M: 03.725.5737

Laramie Regional Airport Board Meeting Agenda

City Council Chambers

Wednesday, March 11, 2026 – 8:00 AM

REGULAR MEETING:

1. Call to Order and Roll Call
2. Amendments to Agenda
3. Public Comment
4. Approval of Consent Agenda

CONSENT AGENDA

- 4a. Minutes approval for Laramie Regional Airport Board Meeting on February 11, 2026
- 4b. Vendor Payment approval for February 2026 Vendor Payments

REGULAR AGENDA

5. Financial Report- Presented by Tamie Wick
6. Operations Report by Jake Haffey
7. Director's Report – Presented by Amy Terrell
8. Presentation Ardurra Task Order 26-01 for Apron Reconstruction – Phase 3
ACTION: Approve or deny Ardurra Task Order 26-01 for Apron Reconstruction – Phase 3
CONTINGENT upon FAA Approval
9. Next Meeting: April 8, 2026
10. Adjourn to Executive Session per Wyoming State Statute 16-4-405(ii) and (iii)

CONSENT AGENDA



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Laramie Regional Airport Board Meeting
City Council Chambers
February 11, 2026

Regular Meeting: 8:00 a.m.

1. Call to order and Roll Call.

Laramie Regional Airport Board Meeting, was called to order at 8:07 AM, on February 11, 2026, by Chairperson Malea Brown.

Present: Dan Johnson, Robert Southard, Jackie Gonzales, Tracy Fletcher, and Malea Brown.

Absent:

County Liaison - Pete Gosar, Present.

City of Laramie Liaison – Sharon Cumbie, Absent.

2. Amendments to Agenda:

No Amendments.

3. Public Comment:

No Public Comment.

4. Approval of Consent Agenda:

Motion by Dan Johnson, second by Tracy Fletcher to approve the Consent Agenda as presented.

4a. Minutes' approval for Laramie Regional Airport Board Meeting on January 14, 2026.

4b. Vendor Payment approval for January 2026 Vendor Payments.

MOTION CARRIED unanimously by voice vote.



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5. **Financial Report, Tamie Wick.**

- Enplanement update.
- Charter update.
- Budget update.

6. **Operations/Maintenance Report by Aramiz Ramirez.**

- FBO bathroom floor update.
- FBO countertop bathroom update.
- New Snow Blower update.
- Upcoming FAA inspection update.

7. **Director's Report, Amy Terrell.**

- Flight operation update.
- SkyWest fueling update.
- New snow blower update.
- FAA inspection February 23, 2026, through February 25, 2026.
- Starting FY27 Budget.
- Operations Manager interview update.
- ARFF expansion update.
- Airport incident report.
- Hangar Build Plan update.
- New investors update.
- March flight schedule changes.
- ACARS (Aircraft Communications Addressing and Reporting System) update.
- Soroptimist hangar rental update.
- Old ARFF truck cleaning update.

8. **Next Meeting: March 11, 2026.**

9. **Adjourn:**

Motion by Jackie Gonzales, second by Robert Southard to adjourn into Executive Session per Wyoming State Statute 16-4-405(iii).



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MOTION CARRIED unanimously by voice vote.

8:44 AM

Expenses by Vendor Summary

Laramie Regional Airport -KLAR

February 2026

Vendor	Total
8 x 8	173.58
Absolute Solutions	110.00
Ace Hardware	51.89
Airport Lighting Company	196.70
Albany County Treasurer	107.06
AlSCO	320.60
Amazon	996.19
American Asso. of Airport Executives	325.00
ANB Bank	2,360.17
APG West Payment Processing	14.97
AVFuel Corporation	70,609.50
AVJobs	149.00
Bamboo HR	295.00
BestMed	45.00
Black Hills Energy	3,013.40
Boiler Freak	860.00
BulbAmerica	104.95
CHATGPT	20.00
CHP Paint Co	6,967.50
Corrosion Technologies	64.68
Dollar General	8.48
Domino's Pizza	78.56
Dooley Oil, Inc.	2,170.28
ForeFlight	260.00
HomeBase	8.99
Honeywagon Sanitation Pumping	150.00
Hunter-Ed	49.90
ICC	4,858.71
Intuit	313.00

Expenses by Vendor Summary

Laramie Regional Airport -KLAR

February 2026

Vendor	Total
Jimmy John's	87.66
Laramie Girls Softball	1,250.00
Laramie Screen Printing	4,892.54
Maria's Mexican Grill	75.75
MASA	152.00
NAPA Auto Parts of Laramie	45.58
NWAAAE	1,180.00
O'Reilly Automotive Stores, Inc.	78.58
Parlevel Systems	80.00
Pence and MacMillan	1,500.00
Player-Coach HR, LLC	1,757.00
QuickBooks Payments	76.63
Ridley's	29.39
Rocky Mountain Power	5,063.75
Sampson Construction	77,459.79
Skyline Plumbing	253.22
Southeastern Wyoming Garage Door	445.00
SSG	81,758.90
T Mobile	16.13
United Airlines	1,025.28
Visionary Communications	342.12
Voltech Electric, Inc	329.50
VSP of Wyoming	170.66
Walmart	250.92
Wolf Creek Radio Broadcasting, LLC	500.00
Wyoming Dept. of Agriculture	41.00
XESI	167.37
TOTAL	\$273,711.88

FINANCIALS

Laramie Regional Airport -KLAR

Budget vs. Actuals: Budget_FY26_P&L - FY26 P&L

July 2025 - June 2026

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
Income			
4200 Capital Grants & Contributions			
4201 ALA003A Master Plan		99,817.00	
4202 ALA011A Expand ARFF		40,015.00	
4203 ALA011B Expand ARFF	1,306,875.68	2,052,632.00	63.67 %
4213 ALA012A ARFF Truck		69,700.00	
4215 ALA023A Runway & Taxi Lights/NAVAIDS		122,831.00	
4216 ALA025 Acquire Rotary Plow		875,117.00	
4221 ALA016A Seal Coat & Mark pavement		688,500.00	
4222 ALA038 Backup AWOS		175,000.00	
4224 Airport Enhancement Grant	1,992.00		
Total 4200 Capital Grants & Contributions	1,308,867.68	4,123,612.00	31.74 %
4210 Aviation Fuel Tax			
4211 Gasoline Tax Refund	7,642.84	13,500.00	56.61 %
Total 4210 Aviation Fuel Tax	7,642.84	13,500.00	56.61 %
4300 Fixed Based Operator			
4301 Jet Fuel	965,411.76	1,671,165.00	57.77 %
4302 Line Services	38,681.25	39,030.00	99.11 %
4303 Oil Sales	788.00	984.00	80.08 %
4304 Aviation Gas Sales	104,699.35	146,389.00	71.52 %
4305 Aircraft De-Icing Service	3,850.00	8,600.00	44.77 %
4306 De-Ice Type I	10,380.08	24,608.00	42.18 %
4307 De-Ice Type IV		1,161.00	
4309 Conference Room Rental	400.00	1,000.00	40.00 %
Total 4300 Fixed Based Operator	1,124,210.44	1,892,937.00	59.39 %
4320 Concessions			
4321 Merchandise Sales	14,510.27	15,458.00	93.87 %
4322 Advertising Space		11,000.00	
4323 Food & Drink Sales	1,855.03	2,148.00	86.36 %
Total 4320 Concessions	16,365.30	28,606.00	57.21 %
4500 Facility Rentals			
4501 Hangar Rent	117,515.23	157,849.00	74.45 %
4502 Hangar - Cold Overnight	743.00	2,700.00	27.52 %
4503 Hangar - Heated Overnight	12,293.00	10,356.00	118.70 %
4503-1 ALLSOP Hangar	2,700.00		
Total 4503 Hangar - Heated Overnight	14,993.00	10,356.00	144.78 %
4504 Ground Leases	43,602.21	57,514.00	75.81 %
4505 PARQ Building Lease	95,481.00	127,308.00	75.00 %
4506 Terminal Space Rent	96,161.62	128,152.00	75.04 %
Total 4500 Facility Rentals	368,496.06	483,879.00	76.15 %
4600 Facility Fees			
4601 Airline Revenue	31,672.99	36,000.00	87.98 %

Laramie Regional Airport -KLAR

Budget vs. Actuals: Budget_FY26_P&L - FY26 P&L

July 2025 - June 2026

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
4603 Charters	98,694.59	121,000.00	81.57 %
4604 Facility Fees	55,829.87	88,993.00	62.74 %
4605 Overnight Parking Fees	6,990.24	7,040.00	99.29 %
4606 Car Rental Agencies	5,401.32	16,200.00	33.34 %
Total 4600 Facility Fees	198,589.01	269,233.00	73.76 %
4700 Nonoperating Revenue	152.00		
4212 Advertising Grant	39,727.80	50,000.00	79.46 %
4701 Credit Card Processing Fee	14,339.90	17,236.00	83.20 %
4702 Interest Earnings	10,816.14	9,000.00	120.18 %
4703 Dividends Earned	73,929.11	22,000.00	336.04 %
4704 Albany County Special Purpose Tax	791,858.06	949,821.00	83.37 %
4706 Miscellaneous Income	1,975.79	200.00	987.90 %
4706-1 Vendor Compensation	22.58	50.00	45.16 %
4706-2 Late Fees	600.05	500.00	120.01 %
4706-3 NSF Fee		50.00	
Total 4706 Miscellaneous Income	2,598.42	800.00	324.60 %
4707 PFC Revenue	55,896.94	82,000.00	68.17 %
4708 Asset Sales		20,000.00	
4709 City Funds	119,583.31	205,000.00	58.33 %
4710 County Funds	205,000.00	205,000.00	100.00 %
4711 Debt Proceeds		0.00	
Total 4700 Nonoperating Revenue	1,313,991.68	1,568,857.00	84.18 %
Total Income	\$4,338,673.61	\$8,372,624.00	51.81 %
GROSS PROFIT	\$4,338,673.61	\$8,372,624.00	51.81 %
Expenses			
6000 Capital Grants Expenditures			
6001 ALA003A Master Plan		99,817.00	
6002 ALA011A Expand ARFF		40,833.00	
6003 ALA011B Expand ARFF	1,338,585.32	2,105,264.00	63.58 %
6004 ALA012A ARFF Truck		71,198.00	
6006 ALA023A Runway & Taxi Lights/NAVAIDS		125,338.00	
6007 ALA025 Acquire Rotary Plow		892,976.00	
6010 Jet Bridge Expenses	117,686.32	120,583.00	97.60 %
6012 ALA016A Seal Coat & Mark Pavement	1,850.00	765,000.00	0.24 %
6013 ALA038 Backup AWOS		190,000.00	
Total 6000 Capital Grants Expenditures	1,458,121.64	4,411,999.00	33.06 %
7000 Personnel Costs			
7002 Salary & Wages	408,799.83	721,370.00	56.67 %
7003 Salaries & Wages - PTO	30,660.49	6,500.00	471.70 %
7004 Salaries & Wages - Overtime	10,129.18	15,000.00	67.53 %
7005 Salaries & Wages - Charters	6,930.84	9,000.00	77.01 %
7007 Salaries & Wages - Holidays	28,837.70	28,578.00	100.91 %

Laramie Regional Airport -KLAR

Budget vs. Actuals: Budget_FY26_P&L - FY26 P&L

July 2025 - June 2026

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
7008 On Call	0.00	3,000.00	0.00 %
7511 Social Security	29,815.40	48,574.00	61.38 %
7512 Worker's Compensation	12,158.99	27,656.00	43.97 %
7513 Unemployment		14,751.00	
7514 Pension	65,212.59	105,031.00	62.09 %
7515 Insurance	97,950.29	166,430.00	58.85 %
7515-2 Vision Insurance	4,157.79		
Total 7515 Insurance	102,108.08	166,430.00	61.35 %
7516 Medicare	6,972.93	10,969.00	63.57 %
Total 7000 Personnel Costs	701,626.03	1,156,859.00	60.65 %
7020 Contractual			
7021 Legal Fees	21,550.00	83,000.00	25.96 %
7022 Accounting/Audit	48,911.41	60,000.00	81.52 %
7023 Professional & Consulting	7,259.50	23,300.00	31.16 %
7025 Dues/Memberships	2,521.00	3,031.00	83.17 %
7026 Equipment	9,526.85	18,400.00	51.78 %
7027 ARFF Equipment		2,400.00	
7028 Fuel Truck Rental	19,720.25	25,800.00	76.44 %
7029 IT Services	32,099.20	42,000.00	76.43 %
7030 Copier	2,107.18	2,400.00	87.80 %
7032 Postage	395.13	700.00	56.45 %
7033 Advertising	82,669.72	100,500.00	82.26 %
7034 Licensing & Permits	150.00	225.00	66.67 %
7040 ARFF Training	1,275.00	4,924.00	25.89 %
7042 Registrations/Education	4,114.90	5,000.00	82.30 %
7043 Travel	8,564.50	13,000.00	65.88 %
7044 Vehicle License	236.41	721.00	32.79 %
7055 Telephone	1,516.56	2,088.00	72.63 %
7056 Disposal	1,740.00	2,860.00	60.84 %
7400 ALLSOP Rent	14,328.00	14,328.00	100.00 %
7401 ALLSOP Expenses	1,226.40	1,300.00	94.34 %
7502 Liability Insurance	4,468.00	6,281.00	71.14 %
7503 Property Insurance	60,465.76	60,633.00	99.72 %
Total 7020 Contractual	324,845.77	472,891.00	68.69 %
7050 Utilities			
7051 Electric	35,431.19	65,811.00	53.84 %
7052 Gas	23,116.06	34,450.00	67.10 %
7053 Water/Sewer/Trash	9,890.71	21,800.00	45.37 %
7054 Internet	3,079.08	4,140.00	74.37 %
Total 7050 Utilities	71,517.04	126,201.00	56.67 %
7200 Materials & Supplies			
7035 Aviation Encouragement Grant	1,992.54		
7201 Airplane De-Ice	6,658.96	7,078.00	94.08 %

Laramie Regional Airport -KLAR

Budget vs. Actuals: Budget_FY26_P&L - FY26 P&L

July 2025 - June 2026

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
7202 Ammenities	2,961.61	5,500.00	53.85 %
7203 Aviation Gas Resale	70,392.72	120,000.00	58.66 %
7205 Food & Drink Resale	3,040.89	4,000.00	76.02 %
7206 Fuel Farm Supplies	2,529.73	5,100.00	49.60 %
7207 Furniture & Decor	148.99	1,800.00	8.28 %
7208 Software Licenses	10,103.99	12,484.00	80.94 %
7209 Janitorial Supplies	11.97	4,500.00	0.27 %
7209-1 Janitorial Terminal	1,903.99		
7209-2 Janitorial - FBO	737.22		
Total 7209 Janitorial Supplies	2,653.18	4,500.00	58.96 %
7210 Jet Fuel Resale	613,835.97	1,100,000.00	55.80 %
7211 Landscaping	1,502.67	1,000.00	150.27 %
7212 Line Service Supplies	413.93	900.00	45.99 %
7213 Merchandise Resale	12,005.34	7,500.00	160.07 %
7214 Office Supplies	2,055.78	2,500.00	82.23 %
7215 Oil Resale	145.66	500.00	29.13 %
7217 Supplies	889.11	2,000.00	44.46 %
7218 Uniforms	1,878.66	2,000.00	93.93 %
7219 Unleaded Gas/Diesel	10,235.28	25,000.00	40.94 %
7220 Wildlife Mitigation		1,000.00	
Total 7200 Materials & Supplies	743,445.01	1,302,862.00	57.06 %
7230 Repair & Maintenance			
7231 Building Repairs	15,679.44	53,446.00	29.34 %
7231-1 Terminal	3,418.13		
7231-11 Gates	2,979.92		
7231-2 FBO	13,743.89		
7231-3 AirLoom	5,506.83		
7231-4 ARFF	1,710.00		
7231-5 Shop	285.74		
7231-6 Hangar 6	203.96		
7231-7 Hangar 7	1,800.00		
Total 7231 Building Repairs	45,327.91	53,446.00	84.81 %
7232 Communications Equipment & Repair	880.00	3,320.00	26.51 %
7234 Runway Marking & Lighting	2,593.82	2,800.00	92.64 %
7235 Vehicle & Equipment Repairs	1,878.33	16,700.00	11.25 %
7235-1 Ford F250 - Ops 2	307.79		
7235-10 Snowblower	914.91		
7235-12 Massey	565.77		
7235-13 Kubota	25.98		
7235-16 Broom Truck	837.22		
7235-17 De-Ice Truck	1,482.60		
7235-2 Ram 1500 - Ops I	1,233.75		
7235-20 Avgas Truck	438.60		

Laramie Regional Airport -KLAR

Budget vs. Actuals: Budget_FY26_P&L - FY26 P&L

July 2025 - June 2026

		TOTAL	
	ACTUAL	BUDGET	% OF BUDGET
7235-21 Ford Explorer Courtesy Car	207.98		
7235-22 Toyota Courtesy Car	41.15		
7235-27 Runway Delce Truck	34.99		
7235-28 Chevy 3500	41.99		
7235-29 Jet 3	100.19		
7235-3 Chev 1500 -FM1	522.32		
7235-30 Jet Bridge	21.99		
7235-5 Overaasen	301.64		
Total 7235 Vehicle & Equipment Repairs	8,957.20	16,700.00	53.64 %
Total 7230 Repair & Maintenance	57,758.93	76,266.00	75.73 %
7450 Fees			
7451 Av Trip Fees	395.74	1,100.00	35.98 %
7452 Bank Fees	118.70	200.00	59.35 %
7453 Credit Card Fees	13,641.35	17,236.00	79.14 %
7454 Payroll Fees	6,223.86	6,500.00	95.75 %
7455 Fiduciary Fees	12,992.09	2,200.00	590.55 %
7456 QuickBooks Payment Fees	624.47	2,000.00	31.22 %
7458 Interest Expense	7,431.53	12,050.00	61.67 %
Total 7450 Fees	41,427.74	41,206.00	100.34 %
8000 Nonoperating Expenses	234.00		
8010 Loan Payments	89,231.21	96,769.00	92.21 %
8020 Debt Service Go Bonds	3,269,831.25	3,270,000.00	99.99 %
8021 SPET Expenditures	19,134.54	819,821.00	2.33 %
8030 PARQ Building Taxes	6,256.69	6,257.00	100.00 %
Total 8000 Nonoperating Expenses	3,384,687.69	4,192,847.00	80.73 %
Total Expenses	\$6,783,429.85	\$11,780,221.00	57.58 %
NET OPERATING INCOME	\$-2,445,356.84	\$-3,407,597.00	71.76 %
Other Expenses			
Other Miscellaneous Expense	17.04		
Total Other Expenses	\$17.04	\$0.00	0.00%
NET OTHER INCOME	\$-17.04	\$0.00	0.00%
NET INCOME	\$-2,445,373.88	\$-3,407,597.00	71.76 %

A/R Aging Summary Report

Laramie Regional Airport -KLAR

As of March 3, 2026

Customer	CURRENT	1 - 30	31 - 60	61 - 90	91 AND OVER	Total
AirLoom Energy		10,609.00				10,609.00
Alan Vazqueztell		206.50				206.50
AVFUEL	6,788.70					6,788.70
Bob Shine		13.78			-13.78	0.00
Denver Air Connection	5,588.27					5,588.27
Farm Bureau		1,852.68				1,852.68
Ian Adams		495.43				495.43
Laramie Flying Club, Inc.		695.24				695.24
Osea Nelson		410.96				410.96
SkyWest	4,247.04		495.00			4,742.04
SkyWest Charters	1,413.00					1,413.00
TOTAL	18,037.01	14,283.59	495.00		-13.78	\$32,801.82

Balance Sheet

Laramie Regional Airport -KLAR
As of March 3, 2026

Distribution account	Total
Long-term Liabilities	
2500 Hangar Note	39,878.68
2505 Building Note	99,902.62
2510 2019 Series GO Bond	3,235,000.00
2515 NP - ANB Bank - Fuel Truck	190,755.00
2600 Net Pension Liability	562,135.00
2605 Deferred Inflows - Experience	677.00
2610 Deferred Inflows - Investments	71,172.00
2615 Deferred Inflow - Proportionate Share	83,623.00
2700 Deferred Inflows - GASB87 Leases	515,121.00
2900 SBITA Liability	4,153.00
Total for Long-term Liabilities	\$4,802,417.30
Total for Liabilities	\$4,987,422.70
Equity	
Opening balance equity	0.00
Retained Earnings	38,154,042.55
Net Income	-2,445,373.88
Total for Equity	\$35,708,668.67
Total for Liabilities and Equity	\$40,696,091.37

Statement of Cash Flows

Laramie Regional Airport -KLAR

July 1, 2025-March 3, 2026

Full name	Total
OPERATING ACTIVITIES	
Net Income	-2,445,373.88
Adjustments to reconcile Net Income to Net Cash provided by operations:	
1200 Accounts Receivable (A/R)	267,629.63
2000 Accounts Payable	-301,347.52
2160 Payroll Benefit Liabilities	-5,431.77
2200 Wyoming Department of Revenue Payable	927.74
2201 Fuel Tax Payable	13.69
Out Of Scope Agency Payable	0.00
Total for Adjustments to reconcile Net Income to Net Cash provided by operations:	-\$38,208.23
Net cash provided by operating activities	-\$2,483,582.11
INVESTING ACTIVITIES	
FINANCING ACTIVITIES	
NET CASH INCREASE FOR PERIOD	-\$2,483,582.11
Cash at beginning of period	\$3,830,881.48
CASH AT END OF PERIOD	\$1,347,299.37

Balance Sheet

Laramie Regional Airport -KLAR
As of March 3, 2026

Distribution account	Total
Assets	
Current Assets	
Bank Accounts	
1110-1 ANB - Operating 3189	132,282.33
1110-2 ANB - PFC 3193	11,924.28
1110-3 ANB - Savings 3195	64,089.84
1110-4 ANB- Wick 3213	1,320.48
1110-5 ANB - Terrell 3227	1,439.42
1110-6 ANB-Hawkins/Unassigned 3221	0.00
1110-7 ANB-Jenkins 3215	477.98
1110-8 ANB - ACH 4121	0.00
1111-1 Wyoming Bank & Trust - Escrow 7503	0.00
1111-2 Wyoming Bank & Trust -Debt Service 7000	0.00
1112-1 1112-1 WY CLASS-Contingency Funds	20,786.63
1112-2 1112-2 WY CLASS Match Money	391,298.03
1112-3 1112-3 WY CLASS -Damage Deposits	5,293.34
1115 Cash held by Albany County	718,338.81
Total for Bank Accounts	\$1,347,251.14
Accounts Receivable	
1200 Accounts Receivable (A/R)	32,801.82
Total for Accounts Receivable	\$32,801.82
Other Current Assets	
1499 Undeposited Funds	48.23
1501 Inventory - AvGas Fuel	29,033.00
1502 Inventory - Jet Fuel	34,534.00
1503 Inventory - Merchandise	5,022.00
1504 Inventory - Diesel	4,069.00
1505 Inventory - Unleaded	1,125.00
Total for Other Current Assets	\$73,831.23

Balance Sheet

Laramie Regional Airport -KLAR
As of March 3, 2026

Distribution account	Total
Total for Current Assets	\$1,453,884.19
Fixed Assets	
1600 Land	347,851.43
1601 Buildings & Improvements	59,924,896.09
1602 Equipment	5,254,204.73
1603 Construction in Progress	1,894,945.99

Balance Sheet

Laramie Regional Airport -KLAR
As of March 3, 2026

Distribution account	Total
1604 Intangible right to use software (SBITA)	12,473.00
1611 Accumulated Depreciation - Bldg & Improv	-26,661,911.53
1612 Accumulated Depreciation - Equip	-2,235,992.88
1613 Accum. Amortization - SBITA	-6,583.00
Total for Fixed Assets	\$38,529,883.83
Other Assets	
1300 Lease Receivable - GASB87	567,112.00
1700 Deferred Outflow - Contributions	61,283.00
1701 Deferred Outflow - Assumptions	0.00
1702 Deferred Outflow - Experience	36,450.00
1703 Deferred Outflow - Pension	47,478.35
1704 Deferred Outflow - Investment	0.00
Total for Other Assets	\$712,323.35
Total for Assets	\$40,696,091.37
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 Accounts Payable	25,741.69
Total for Accounts Payable	\$25,741.69
Other Current Liabilities	
2160 Payroll Benefit Liabilities	-5,432.89
2200 Wyoming Department of Revenue Payable	\$1,081.14
2200-1 Use Tax	5.93
Total for 2200 Wyoming Department of Revenue Payable	\$1,087.07
2201 Fuel Tax Payable	-0.17
2205 Compensated Absences	39,739.00
2210 Bid Bond Payable	0.00

Balance Sheet

Laramie Regional Airport -KLAR
As of March 3, 2026

Distribution account	Total
2215 Due to Donor	117,687.00
2400 Retainage Payable	0.00
2550 Accrued Interest	6,183.70
Out Of Scope Agency Payable	0.00
Total for Other Current Liabilities	\$159,263.71
Total for Current Liabilities	\$185,005.40

Profit and Loss by Class

Laramie Regional Airport -KLAR

July 1, 2025-March 3, 2026

Distribution account	Business Park	FBO	Laramie Regional Airport	Terminal	Not specified	Total
Income						
4200 Capital Grants & Contributions						
4203 ALA011B Expand ARFF			1,306,875.68			1,306,875.68
4224 Airport Enhancement Grant			1,992.00			1,992.00
Total for 4200 Capital Grants & Contributions			1,308,867.68			\$1,308,867.68
4210 Aviation Fuel Tax						
4211 Gasoline Tax Refund		7,642.84				7,642.84
Total for 4210 Aviation Fuel Tax		7,642.84				\$7,642.84
4300 Fixed Based Operator						
4301 Jet Fuel		965,411.76				965,411.76
4302 Line Services		38,681.25				38,681.25
4303 Oil Sales		788.00				788.00
4304 Aviation Gas Sales		104,699.35				104,699.35
4305 Aircraft De-icing Service		3,850.00				3,850.00
4306 De-Ice Type I		10,380.08				10,380.08
4309 Conference Room Rental		400.00				400.00
Total for 4300 Fixed Based Operator		1,124,210.44				\$1,124,210.44
4320 Concessions						
4321 Merchandise Sales		14,510.27				14,510.27
4323 Food & Drink Sales				1,855.03		1,855.03
Total for 4320 Concessions		14,510.27		1,855.03		\$16,365.30

Profit and Loss by Class

Laramie Regional Airport -KLAR

July 1, 2025-March 3, 2026

Distribution account	Business Park	FBO	Laramie Regional Airport	Terminal	Not specified	Total
4500 Facility Rentals						
4501 Hangar Rent			117,515.23			117,515.23
4502 Hangar - Cold Overnight			743.00			743.00
4503 Hangar - Heated Overnight			12,293.00			\$12,293.00
4503-1 ALLSOP Hangar			2,700.00			2,700.00
Total for 4503 Hangar - Heated Overnight			14,993.00			\$14,993.00
4504 Ground Leases			43,122.37			43,122.37
4505 PARQ Building Lease	95,481.00					95,481.00
4506 Terminal Space Rent				96,161.62		96,161.62
Total for 4500 Facility Rentals	95,481.00		176,373.60	96,161.62		\$368,016.22
4600 Facility Fees						
4601 Airline Revenue			31,672.99			31,672.99
4603 Charters		98,694.59				98,694.59
4604 Facility Fees			55,829.87			55,829.87
4605 Overnight Parking Fees			6,990.24			6,990.24
4606 Car Rental Agencies		3,601.32	1,800.00			5,401.32
Total for 4600 Facility Fees		102,295.91	96,293.10			\$198,589.01
4700 Nonoperating Revenue			152.00			\$152.00
4212 Advertising Grant			39,727.80			39,727.80
4701 Credit Card Processing Fee		12,000.01	2,339.89			14,339.90
4702 Interest Earnings			9,635.25		1,180.89	10,816.14
4703 Dividends Earned			73,929.11			73,929.11
4704 Albany County			791,858.06			791,858.06

Profit and Loss by Class

Laramie Regional Airport -KLAR

July 1, 2025-March 3, 2026

Distribution account	Business Park	FBO	Laramie Regional Airport	Terminal	Not specified	Total
Special Purpose Tax						
4706 Miscellaneous Income		337.18	1,285.04	353.57		\$1,975.79
4706-1 Vendor Compensation					22.58	22.58
4706-2 Late Fees			600.05			600.05
Total for 4706 Miscellaneous Income		337.18	1,885.09	353.57	22.58	\$2,598.42
4707 PFC Revenue			55,896.94			55,896.94
4709 City Funds			119,583.31			119,583.31
4710 County Funds			205,000.00			205,000.00
Total for 4700 Nonoperating Revenue		12,337.19	1,300,007.45	353.57	1,203.47	\$1,313,901.68
Total for Income	95,481.00	1,260,996.65	2,881,541.83	98,370.22	1,203.47	\$4,337,593.17
Cost of Goods Sold						
Gross Profit	95,481.00	1,260,996.65	2,881,541.83	98,370.22	1,203.47	\$4,337,593.17
Expenses						
6000 Capital Grants Expenditures						
6003 ALA011B Expand ARFF			1,338,585.32			1,338,585.32
6010 Jet Bridge Expenses			117,686.32			117,686.32
6012 ALA016A Seal Coat & Mark Pavement			1,850.00			1,850.00
Total for 6000 Capital Grants Expenditures			1,458,121.64			\$1,458,121.64
7000 Personnel Costs						
7002 Salary & Wages		197,071.42	208,065.07	3,663.34		408,799.83
7003 Salaries & Wages - PTO		16,242.86	14,417.63			30,660.49
7004 Salaries & Wages - Overtime		7,258.00	2,871.18			10,129.18
7005 Salaries & Wages - Charters		3,485.56	3,445.28			6,930.84

Profit and Loss by Class

Laramie Regional Airport -KLAR

July 1, 2025-March 3, 2026

Distribution account	Business Park	FBO	Laramie Regional Airport	Terminal	Not specified	Total
7007 Salaries & Wages - Holidays		13,966.61	14,871.09			28,837.70
7008 On Call		0.00	0.00			0.00
7511 Social Security		14,639.65	14,948.62	227.13		29,815.40
7512 Worker's Compensation		6,029.50	6,029.49	100.00		12,158.99
7514 Pension		32,184.73	33,027.86			65,212.59
7515 Insurance		40,349.43	57,600.86			\$97,950.29
7515-2 Vision Insurance		1,676.49	2,481.30			4,157.79
Total for 7515 Insurance		42,025.92	60,082.16			\$102,108.08
7516 Medicare		3,423.79	3,496.02	53.12		6,972.93
Total for 7000 Personnel Costs		336,328.04	361,254.40	4,043.59		\$701,626.03
7020 Contractual						
7021 Legal Fees			21,550.00			21,550.00
7022 Accounting/Audit			48,911.41			48,911.41
7023 Professional & Consulting		3,340.38	3,919.12			7,259.50
7025 Dues/Memberships		681.00	1,840.00			2,521.00
7026 Equipment		3,501.78	5,676.67	348.40		9,526.85
7028 Fuel Truck Rental		19,720.25				19,720.25
7029 IT Services		14,626.10	17,473.10			32,099.20
7030 Copier		984.60	1,122.58			2,107.18
7032 Postage		263.52	131.61			395.13
7033 Advertising		137.96	82,531.76			82,669.72
7034 Licensing & Permits		50.00		100.00		150.00
7040 ARFF Training			1,275.00			1,275.00
7042 Registrations/Education		250.00	3,864.90			4,114.90
7043 Travel		275.12	8,289.38			8,564.50

Profit and Loss by Class

Laramie Regional Airport -KLAR

July 1, 2025-March 3, 2026

Distribution account	Business Park	FBO	Laramie Regional Airport	Terminal	Not specified	Total
7044 Vehicle License		236.41				236.41
7055 Telephone			1,516.56			1,516.56
7056 Disposal			1,740.00			1,740.00
7400 ALLSOP Rent			14,328.00			14,328.00
7401 ALLSOP Expenses			1,226.40			1,226.40
7502 Liability Insurance		2,140.00	2,328.00			4,468.00
7503 Property Insurance		7,367.48	41,481.32	11,616.96		60,465.76
Total for 7020 Contractual		53,574.60	259,205.81	12,065.36		\$324,845.77
7050 Utilities						
7051 Electric		2,935.56	15,960.51	16,535.12		35,431.19
7052 Gas		1,403.40	13,914.96	7,797.70		23,116.06
7053 Water/Sewer/Trash		1,997.26	2,772.87	5,120.58		9,890.71
7054 Internet		1,228.05	1,851.03			3,079.08
Total for 7050 Utilities		7,564.27	34,499.37	29,453.40		\$71,517.04
7200 Materials & Supplies						
7035 Aviation Encouragement Grant		37.99	1,954.55			1,992.54
7201 Airplane De-Ice		6,658.96				6,658.96
7202 Ammenities		2,925.26	36.35			2,961.61
7203 Aviation Gas Resale		70,392.72				70,392.72
7205 Food & Drink Resale		62.80	119.62	2,858.47		3,040.89
7206 Fuel Farm Supplies		2,510.75	18.98			2,529.73
7207 Furniture & Decor		140.00	8.99			148.99
7208 Software Licenses		861.18	9,188.17	54.64		10,103.99
7209 Janitorial Supplies		11.97				\$11.97
7209-1 Janitorial		49.52		1,854.47		1,903.99

Profit and Loss by Class

Laramie Regional Airport -KLAR

July 1, 2025-March 3, 2026

Distribution account	Business Park	FBO	Laramie Regional Airport	Terminal	Not specified	Total
Terminal						
7209-2 Janitorial - FBO		737.22				737.22
Total for 7209 Janitorial Supplies		798.71		1,854.47		\$2,653.18
7210 Jet Fuel Resale		613,835.97				613,835.97
7211 Landscaping		47.58		1,455.09		1,502.67
7212 Line Service Supplies		253.48		160.45		413.93
7213 Merchandise Resale		11,988.30			17.04	12,005.34
7214 Office Supplies		229.84		1,600.69	225.25	2,055.78
7215 Oil Resale		145.66				145.66
7217 Supplies		200.64		668.49	19.98	889.11
7218 Uniforms		788.83		1,089.83		1,878.66
7219 Unleaded Gas/Diesel		5,117.65		5,117.63		10,235.28
Total for 7200 Materials & Supplies		716,996.32		21,418.84	5,012.81	17.04
\$743,445.01						
7230 Repair & Maintenance						
7231 Building Repairs				6,257.16	9,422.28	\$15,679.44
7231-11 Gates				2,979.92		2,979.92
7231-1 Terminal		18.67		148.53	3,250.93	3,418.13
7231-2 FBO		13,490.67		253.22		13,743.89
7231-3 AirLoom	5,506.83					5,506.83
7231-4 ARFF				1,710.00		1,710.00
7231-5 Shop		135.74		150.00		285.74
7231-6 Hangar 6				203.96		203.96
7231-7 Hangar 7				1,800.00		1,800.00
Total for 7231 Building Repairs	5,506.83	13,645.88		13,562.79	12,673.21	\$45,327.91
7232 Communications Equipment & Repair		440.00		440.00		880.00
7234 Runway Marking				2,593.82		2,593.82

Profit and Loss by Class

Laramie Regional Airport -KLAR

July 1, 2025-March 3, 2026

Distribution account	Business Park	FBO	Laramie Regional Airport	Terminal	Not specified	Total
& Lighting						
7235 Vehicle & Equipment Repairs		16.89	1,861.44			\$1,878.33
7235-10 Snowblower			914.91			914.91
7235-12 Massey			565.77			565.77
7235-13 Kubota			25.98			25.98
7235-16 Broom Truck			837.22			837.22
7235-17 De-Ice Truck		573.84	908.76			1,482.60
7235-1 Ford F250 - Ops 2		229.95	77.84			307.79
7235-20 Avgas Truck		403.61	34.99			438.60
7235-21 Ford Explorer Courtesy Car		199.99	7.99			207.98
7235-22 Toyota Courtesy Car		41.15				41.15
7235-27 Runway Delce Truck			34.99			34.99
7235-28 Chevy 3500			41.99			41.99
7235-29 Jet 3		100.19				100.19
7235-2 Ram 1500 - Ops I		-2.05	1,235.80			1,233.75
7235-30 Jet Bridge			21.99			21.99
7235-3 Chevy 1500 - FM1			522.32			522.32
7235-5 Overaasen			301.64			301.64
Total for 7235 Vehicle & Equipment Repairs		1,563.57	7,393.63			\$8,957.20
Total for 7230 Repair & Maintenance	-5,506.83	15,648.65	23,930.24	12,673.21		\$57,758.93
7450 Fees						
7451 Av Trip Fees		395.74				395.74
7452 Bank Fees			5.23	113.47		118.70
7453 Credit Card Fees		12,862.70	778.65			13,641.35
7454 Payroll Fees		3,083.26	3,083.27	57.33		6,223.86

Profit and Loss by Class

Laramie Regional Airport -KLAR
July 1, 2025-March 3, 2026

Distribution account	Business Park	FBO	Laramie Regional Airport	Terminal	Not specified	Total
7455 Fiduciary Fees			12,992.09			12,992.09
7456 QuickBooks Payment Fees			624.47			624.47
7458 Interest Expense	7,431.53					7,431.53
Total for 7450 Fees	23,773.23		17,483.71	170.80		\$41,427.74
8000 Nonoperating Expenses			234.00			\$234.00
8010 Loan Payments	11,449.83		77,781.38			89,231.21
8020 Debt Service Go Bonds			3,269,831.25			3,269,831.25
8021 SPET Expenditures			9,850.00	9,284.54		19,134.54
8030 PARQ Building Taxes	6,256.69					6,256.69
Total for 8000 Nonoperating Expenses	17,706.52		3,357,696.63	9,284.54		\$3,384,687.69
Total for Expenses	5,506.83	1,171,591.63	5,533,610.64	72,703.71	17.04	\$6,783,429.85
Net Operating Income	89,974.17	89,405.82	-2,652,068.81	25,666.51	1,186.43	\$2,445,836.68
Other Income						
Other Expenses						
Other Miscellaneous Expense		17.04				17.04
Total for Other Expenses		17.04				\$17.04
Net Other Income		-17.04				-\$17.04
Net Income	89,974.17	89,387.98	-2,652,068.81	25,666.51	1,186.43	\$2,445,853.72

**LARAMIE REGIONAL AIRPORT
RECONCILIATION REPORT**

Month: February 2026

Account Balances as of Reconciliation:

ANB Savings: \$64,089.84

ANB Operating: \$118,389.30

ANB Debit Terrell: \$1,439.42

ANB Debit Wick: \$1,489.41

ANB Debit Jenkins: \$599.75

ANB Debit Hawkins/Unassigned: \$0

ANB PFC: \$11,924.28

ANB ACH: \$0

WY Bank & Trust Escrow: \$0

WY Bank & Trust Debt Service: \$0

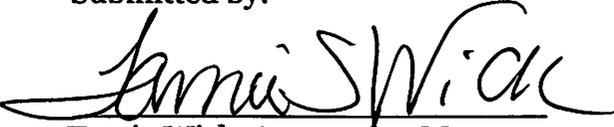
WY Class – Contingency Fund: \$20,786.63

WY Class – Match Money: \$391,298.03

WY Class – Damage Deposits: \$5,293.34

ALBANY COUNTY SPET Cash Acct: \$718,338.81

Submitted by:



Tamie Wick, Accounting Manager

3/3/2026

Date

Approved by:



Amy Terrell, Manager

3/4/2026

Date

Laramie Regional Airport -KLAR

1110-3 ANB - Savings 3195, Period Ending 02/27/2026

RECONCILIATION REPORT

Reconciled on: 03/02/2026

Reconciled by: Tamie Wick

Any changes made to transactions after this date aren't included in this report.

Summary	USD
Statement beginning balance	21,612.27
Checks and payments cleared (0)	0.00
Deposits and other credits cleared (2)	42,477.57
Statement ending balance	64,089.84
Register balance as of 02/27/2026	64,089.84

Details

Deposits and other credits cleared (2)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
02/26/2026	Transfer			42,475.14
02/27/2026	Deposit			2.43
Total				42,477.57

Laramie Regional Airport - K-LAR
 1110-1 ANB - Operating 3189, Period Ending 02/27/2028

RECONCILIATION REPORT
 Reconciled on: 03/02/2028
 Reconciled by: Tammie Wick

Any changes made to transactions after this date aren't included in this report.

Summary

Statement beginning balance	250,443.84
Checks and payments cleared (65)	-475,461.84
Deposits and other credits cleared (40)	34,902.94
Statement ending balance	119,885.94

Uncleared transactions as of 02/27/2028	-1,970.21
Register balance as of 02/27/2028	116,096.71
Cleared transactions after 02/27/2028	12,572.58
Uncleared transactions after 02/27/2028	128,575.38
Register balance as of 03/02/2028	126,794.47

Details

Checks and payments cleared (65)

DATE	TYPE	REF. NO.	PAVEE	AMOUNT (USD)
01/28/2028	Bill Payment	11573	Aaa Hardware	-8.29
01/28/2028	Bill Payment	11576	WV Brand Industries	-337.00
01/28/2028	Bill Payment	11581	Sampson Construction	-118,891.55
01/28/2028	Bill Payment	11574	PEAC Solutions	-95.00
01/28/2028	Bill Payment	11577	XESI	-214.97
01/28/2028	Bill Payment	11578	Boler Frack	-1,405.00
01/28/2028	Bill Payment	11582	Melton, A Woodpeck Company	-24,853.34
01/28/2028	Bill Payment	11585	Cowboy Glass	-978.38
01/27/2028	Bill Payment	11589	CHP Paint Co	-1,741.88
01/28/2028	Bill Payment	11580	City of Laramie - Water Fund	-1,342.59
01/28/2028	Bill Payment	11591	Little Guy's Truck & Trailer Repair	-229.95
01/28/2028	Bill Payment	11592	Wyoming Secretary of State	-60.00
01/29/2028	Bill Payment	11593	Garbagekeeper Systems	-4,400.00
02/01/2028	Expense		QuickBooks Payments	-10.50
02/02/2028	Bill Payment		Wyoming Workers Compensation	-5,375.02
02/02/2028	Transfer			-1,000.00
02/02/2028	Expense	02862795	Bamboo HR	-295.00
02/02/2028	Transfer			-1,000.00
02/03/2028	Bill Payment			-21,706.70
02/03/2028	Bill Payment	ACH	AVFuel Corporation	-45.58
02/03/2028	Bill Payment	11595	NAPA Auto Parts of Laramie	-860.00
02/03/2028	Bill Payment	11596	Boler Frack	-33.98
02/03/2028	Bill Payment	11597	Ordealy Automotive Stores, Inc.	-4,858.71
02/03/2028	Bill Payment	11598	ICC	-110.00
02/03/2028	Bill Payment	11599	Absolute Solutions	-110.29
02/03/2028	Bill Payment	ACH	Duncan Aviation Inc	-342.12
02/05/2028	Bill Payment	11594	Visitorly Communications	-180.30
02/05/2028	Expense		Also	-8.17
02/05/2028	Bill Payment	11605	QuickBooks Payments	-2,491.44
02/05/2028	Bill Payment	11604	Laramie Screen Printing	-6,987.50
02/05/2028	Bill Payment	ACH	CHP Paint Co	-5,063.75
02/05/2028	Bill Payment	11601	Roady Mountain Power	-500.00
02/07/2028	Bill Payment	11603	Wolf Creek Radio Broadcasting, LLC	-44.60
02/09/2028	Expense	10001465491374	Ordealy Automotive Stores, Inc	-275.00
02/09/2028	Bill Payment	11609	Intl	-1,500.00
02/09/2028	Bill Payment	ACH	Penca and Madkilian	-14,552.46
02/09/2028	Bill Payment	11606	Wyoming Retirement System	-9.90
02/09/2028	Bill Payment	11607	Aaa Hardware	-14.08
02/09/2028	Bill Payment	11608	WYDOT - fuel tax administration	-823.20
02/09/2028	Bill Payment	ACH	SSG	-14.56
02/09/2028	Transfer		AVFuel Corporation	-2,000.00
02/11/2028	Bill Payment	ACH	AVFuel Corporation	-25,098.66
02/11/2028	Expense		QuickBooks Payments	-49.46
02/11/2028	Bill Payment	ach	SSG	-32,203.44
02/11/2028	Bill Payment	11610	Dodley Oil, Inc.	-2,170.28
02/11/2028	Bill Payment	11616	BestMed	-45.00
02/11/2028	Bill Payment	11615	APG West Payment Processing	-14.97
02/11/2028	Bill Payment	11614	HomeWagon Sanitation Pumping	-150.00
02/11/2028	Bill Payment	11613	HomeWagon Sanitation Pumping	-162.00
02/11/2028	Bill Payment	11611	MASA	-187.37
02/18/2028	Bill Payment	11618	XESI	-107.06
02/18/2028	Bill Payment	ACH	Albany County Treasurer	-170.66
02/18/2028	Bill Payment	11617	VSP of Wyoming	-77,459.79
02/18/2028	Transfer		Sampson Construction	-1,000.00
02/18/2028	Transfer			-1,000.00
02/18/2028	Bill Payment	ACH	Blue Cross Blue Shield of Wyoming	-14,072.00
02/18/2028	Bill Payment	ACH	AVFuel Corporation	-21,819.58
02/20/2028	Bill Payment	11619	Also	-180.30
02/23/2028	Bill Payment	11619	Also	-38.00
02/23/2028	Expense		Initil	-2,380.17
02/23/2028	Expense		ANB Bank	-28,568.97
02/25/2028	Bill Payment	ACH	AVFuel Corporation	-2,170.00
02/25/2028	Bill Payment	ACH	AVFuel Corporation	-80.00
02/26/2028	Expense		Parvel Systems	-42,475.14
02/26/2028	Transfer			
Total				-475,461.84

Deposits and other credits cleared (40)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
02/01/2026	Deposit		Jay Lippincott	351.05
02/02/2026	Deposit		TSA-GSA	3,731.72
02/02/2026	Deposit		LeTechnol	43.26
02/03/2026	Deposit			6,872.10
02/03/2026	Deposit			1,012.82
02/03/2026	Deposit			21,873.22
02/04/2026	Receive Payment	661881	SkyWest	4,125.69
02/04/2026	Receive Payment	1635	Laramie Flying Club, Inc.	3,348.80
02/05/2026	Receive Payment		AVFUEL	2,350.81
02/05/2026	Transfer			11,019.96
02/05/2026	Deposit		Alan Vazquezteil	206.50
02/05/2026	Receive Payment	000001032911	Farm Bureau	1,852.68
02/07/2026	Deposit		WYDOT - Financial Services	24,840.00
02/07/2026	Receive Payment		AVFUEL	4,223.47
02/09/2026	Deposit			25,007.48
02/10/2026	Receive Payment		AVFUEL	13,718.63
02/11/2026	Deposit		Advanced Air LLC	1,654.06
02/11/2026	Deposit		WYDOT - fuel tax administration	1,174.16
02/11/2026	Deposit		AVFUEL	5,255.54
02/12/2026	Deposit			5,725.75
02/13/2026	Deposit			5,489.60
02/17/2026	Receive Payment		AVFUEL	1,191.46
02/17/2026	Deposit			2,248.93
02/17/2026	Receive Payment	202602127606372	WYDOT	77,278.29
02/17/2026	Receive Payment		AVFUEL	2,075.54
02/17/2026	Receive Payment		AVFUEL	19,813.60
02/18/2026	Receive Payment	63891	SkyWest	7,019.89
02/18/2026	Sales Receipt	SKC021827		51.73
02/18/2026	Receive Payment	663673	SkyWest Charters	4,573.50
02/18/2026	Receive Payment		AVFUEL	9,000.99
02/23/2026	Deposit		Cash Sale	157.20
02/23/2026	Receive Payment		AVFUEL	2,290.90
02/23/2026	Deposit		LeTechnol	42.32
02/24/2026	Receive Payment		AVFUEL	16,997.20
02/24/2026	Receive Payment	109355	Key Lime Air	4,264.15
02/25/2026	Deposit			7,843.26
02/26/2026	Receive Payment		AVFUEL	1,853.40
02/26/2026	Transfer			42,475.14
02/27/2026	Deposit			24.92
03/02/2026	Receive Payment		AVFUEL	322.38
Total				343,402.10

Additional information.

Uncleared checks and payments as of 02/27/2026

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
02/04/2026	Check	11800	Bob Shine	-13.78
02/04/2026	Refund	11600	Bob Shine	-13.78
02/17/2026	Bill Payment	11612	Voltech Electric, Inc	-329.50
02/20/2026	Bill Payment	11620	Airport Lighting Company	-196.70
02/25/2026	Bill Payment	11621	Player-Coach HR, LLC	-1,757.00
02/27/2026	Expense		QuickBooks Payments	-10.50
Total				-2,321.26

Uncleared deposits and other credits as of 02/27/2026

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
02/27/2026	Deposit		Jay Lippincott	351.05
Total				351.05

Uncleared deposits and other credits after 02/27/2026

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
03/02/2026	Deposit			12,375.38
Total				12,375.38

Laramie Regional Airport -KLAR

1110-5 ANB - Terrell 3227, Period Ending 02/27/2026

RECONCILIATION REPORT

Reconciled on: 03/02/2026

Reconciled by: Tamie Wick

Any changes made to transactions after this date aren't included in this report.

Summary	USD
Statement beginning balance	113.47
Checks and payments cleared (3)	-125.14
Deposits and other credits cleared (2)	1,451.09
Statement ending balance	1,439.42
Register balance as of 02/27/2026	1,439.42

Details

Checks and payments cleared (3)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
02/19/2026	Expense		CHATGPT	-20.00
02/25/2026	Expense	2602240106	Maria's Mexican Grill	-75.75
02/26/2026	Expense		Ridley's	-29.39
Total				-125.14

Deposits and other credits cleared (2)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
02/02/2026	Transfer			451.09
02/02/2026	Transfer			1,000.00
Total				1,451.09

Laramie Regional Airport -KLAR

1110-4 ANB- Wick 3213, Period Ending 02/27/2026

RECONCILIATION REPORT

Reconciled on: 03/02/2026

Reconciled by: Tamie Wick

Any changes made to transactions after this date aren't included in this report.

Summary		USD
Statement beginning balance		247.25
Checks and payments cleared (16)		-3,053.83
Deposits and other credits cleared (4)		4,295.99
Statement ending balance		1,489.41
Register balance as of 02/27/2026		1,489.41
Cleared transactions after 02/27/2026		0.00
Uncleared transactions after 02/27/2026		-33.93
Register balance as of 03/02/2026		1,455.48

Details

Checks and payments cleared (16)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
02/02/2026	Expense	Wick Dues	American Asso. of Airport Executives	-325.00
02/03/2026	Expense	4838625	Amazon	-19.99
02/03/2026	Expense		NWAAAE	-95.00
02/03/2026	Expense		8 x 8	-173.58
02/06/2026	Expense		Wyoming Dept. of Agriculture	-41.00
02/09/2026	Expense	200003988	NWAAAE	-495.00
02/09/2026	Expense	300004953	NWAAAE	-95.00
02/11/2026	Expense	200004000	NWAAAE	-495.00
02/17/2026	Expense		AVJobs	-149.00
02/19/2026	Expense		United Airlines	-77.40
02/19/2026	Expense		United Airlines	-77.40
02/19/2026	Expense		United Airlines	-357.84
02/19/2026	Expense		United Airlines	-77.40
02/19/2026	Expense		United Airlines	-77.40
02/19/2026	Expense		United Airlines	-357.84
02/25/2026	Expense	2514645	Amazon	-139.88
Total				-3,053.83

Deposits and other credits cleared (4)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
02/02/2026	Transfer			1,000.00
02/09/2026	Transfer			2,000.00
02/17/2026	Deposit		Amazon	295.99
02/18/2026	Transfer			1,000.00
Total				4,295.99

Additional Information

Uncleared checks and payments after 02/27/2026

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
03/02/2026	Expense	3761850	Amazon	-8.99
03/02/2026	Expense	03427	Walmart	-24.94
Total				-33.93

Laramie Regional Airport -KLAR

1110-7 ANB-Jenkins 3215, Period Ending 02/27/2026

RECONCILIATION REPORT

Reconciled on: 03/02/2026

Reconciled by: Tamie Wick

Any changes made to transactions after this date aren't included in this report.

Summary		USD
Statement beginning balance		341.12
Checks and payments cleared (26)		-1,741.37
Deposits and other credits cleared (2)		2,000.00
Statement ending balance		599.75
Uncleared transactions as of 02/27/2026		-64.88
Register balance as of 02/27/2026		534.87
Cleared transactions after 02/27/2026		0.00
Uncleared transactions after 02/27/2026		-56.89
Register balance as of 03/02/2026		477.98

Details

Checks and payments cleared (26)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
02/02/2026	Expense		BulbAmerica	-104.95
02/04/2026	Expense		ForeFlight	-260.00
02/05/2026	Expense	6745837	Amazon	-44.60
02/05/2026	Expense	5361866	Amazon	-47.87
02/07/2026	Expense		Amazon	-128.90
02/07/2026	Expense	4391430	Amazon	-79.66
02/07/2026	Expense	89453871	Walmart	-63.91
02/09/2026	Expense	0539463		-51.75
02/09/2026	Expense	1245824	Amazon	-146.87
02/11/2026	Expense	0213857	Amazon	-54.14
02/13/2026	Expense	5724217	Amazon	-29.98
02/17/2026	Expense	9838628	Amazon	-43.17
02/17/2026	Expense	8298617	Amazon	-13.48
02/17/2026	Expense	41809	Dollar General	-8.48
02/17/2026	Expense	03013	Walmart	-44.49
02/17/2026	Expense	9982219	Amazon	-9.99
02/18/2026	Expense	15233	Corrosion Technologies	-64.68
02/18/2026	Expense	41717519501049869	Jimmy John's	-87.66
02/19/2026	Expense	3883464	Amazon	-8.99
02/25/2026	Expense	0870647	Amazon	-110.45
02/25/2026	Expense	8424225	Amazon	-23.97
02/25/2026	Expense	07998944	Walmart	-100.77
02/25/2026	Expense	6407469	Amazon	-93.95
02/25/2026	Expense	1548968	Domino's Pizza	-78.56
02/26/2026	Expense	ASJUFKBO-0001	Hunter-Ed	-24.95
02/26/2026	Expense	XXJBAHZK-0001	Hunter-Ed	-24.95
Total				-1,741.37

Deposits and other credits cleared (2)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
02/02/2026	Transfer			1,000.00
02/18/2026	Transfer			1,000.00
Total				2,000.00

Additional Information

Uncleared checks and payments as of 02/27/2026

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
01/26/2026	Expense	3229857	Amazon	-48.75
02/27/2026	Expense	40514592696	T Mobile	-16.13
Total				-64.88

Uncleared checks and payments after 02/27/2026

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
03/02/2026	Expense		Walmart	-56.89
Total				-56.89

Laramie Regional Airport -KLAR

1110-6 ANB-Hawkins/Unassigned 3221, Period Ending 02/27/2026

RECONCILIATION REPORT

Reconciled on: 03/02/2026

Reconciled by: Tamie Wick

Any changes made to transactions after this date aren't included in this report.

Summary	USD
Statement beginning balance	451.09
Checks and payments cleared (1)	-451.09
Deposits and other credits cleared (0)	0.00
Statement ending balance	0.00
Register balance as of 02/27/2026	0.00

Details

Checks and payments cleared (1)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
02/02/2026	Transfer			-451.09
Total				-451.09

Laramie Regional Airport -KLAR

1110-2 ANB - PFC 3193, Period Ending 02/27/2026

RECONCILIATION REPORT

Reconciled on: 03/02/2026

Reconciled by: Tamie Wick

Any changes made to transactions after this date aren't included in this report.

Summary	USD
Statement beginning balance	6,542.97
Checks and payments cleared (0)	0.00
Deposits and other credits cleared (3)	5,381.31
Statement ending balance	11,924.28
Register balance as of 02/27/2026	11,924.28

Details

Deposits and other credits cleared (3)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
02/03/2026	Deposit		Airlines Clearing House	5,376.06
02/27/2026	Deposit		Lufthansa	4.39
02/27/2026	Deposit			0.86
Total				5,381.31

Laramie Regional Airport -KLAR

1110-8 ANB - ACH 4121, Period Ending 02/27/2026

RECONCILIATION REPORT

Reconciled on: 03/02/2026

Reconciled by: Tamie Wick

Any changes made to transactions after this date aren't included in this report.

Summary	USD
Statement beginning balance	0.00
Checks and payments cleared (1)	-11,019.96
Deposits and other credits cleared (2)	11,019.96
Statement ending balance	0.00
Register balance as of 02/27/2026	0.00

Details

Checks and payments cleared (1)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
02/05/2026	Transfer			-11,019.96
Total				-11,019.96

Deposits and other credits cleared (2)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
02/03/2026	Receive Payment		AirLoom Energy	10,609.00
02/05/2026	Receive Payment		Osoa Netson	410.96
Total				11,019.96

Laramie Regional Airport -KLAR

1111-1 Wyoming Bank & Trust - Escrow 7503, Period Ending 02/28/2026

RECONCILIATION REPORT

Reconciled on: 03/03/2026

Reconciled by: Tamie Wick

Any changes made to transactions after this date aren't included in this report.

Summary	USD
Statement beginning balance	0.00
Checks and payments cleared (0)	0.00
Deposits and other credits cleared (0)	0.00
Statement ending balance	0.00
Register balance as of 02/28/2026	0.00

Laramie Regional Airport -KLAR

1112-1 1112-1 WY CLASS-Contingency Funds, Period Ending 02/28/2026

RECONCILIATION REPORT

Reconciled on: 03/02/2026

Reconciled by: Tamie Wick

Any changes made to transactions after this date aren't included in this report.

Summary	USD
Statement beginning balance	20,727.83
Interest earned	58.80
Checks and payments cleared (0)	0.00
Deposits and other credits cleared (0)	0.00
Statement ending balance	<u>20,786.63</u>
Register balance as of 02/28/2026	20,786.63

Laramie Regional Airport -KLAR

1112-2 1112-2 WY CLASS Match Money, Period Ending 02/28/2026

RECONCILIATION REPORT

Reconciled on: 03/02/2026

Reconciled by: Tamie Wick

Any changes made to transactions after this date aren't included in this report.

Summary	USD
Statement beginning balance	390,190.90
Interest earned	1,107.13
Checks and payments cleared (0)	0.00
Deposits and other credits cleared (0)	0.00
Statement ending balance	391,298.03
Register balance as of 02/28/2026	391,298.03

Laramie Regional Airport -KLAR

1112-3 1112-3 WY CLASS -Damage Deposits, Period Ending 02/28/2026

RECONCILIATION REPORT

Reconciled on: 03/02/2026

Reconciled by: Tamie Wick

Any changes made to transactions after this date aren't included in this report.

Summary	USD
Statement beginning balance	5,278.38
Interest earned	14.96
Checks and payments cleared (0)	0.00
Deposits and other credits cleared (0)	0.00
Statement ending balance	<u>5,293.34</u>
Register balance as of 02/28/2026	5,293.34

Laramie Regional Airport -KLAR

1115 Cash held by Albany County, Period Ending 02/28/2026

RECONCILIATION REPORT

Reconciled on: 03/03/2026

Reconciled by: Terrie Wick

Any changes made to transactions after this date aren't included in this report.

Summary	USD
Statement beginning balance	394,221.28
Checks and payments cleared (1)	-42,475.14
Deposits and other credits cleared (2)	366,592.69
Statement ending balance	718,338.81
Register balance as of 02/28/2026	718,338.81

Details

Checks and payments cleared (1)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
02/26/2026	Transfer			-42,475.14
Total				-42,475.14

Deposits and other credits cleared (2)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
01/09/2026	Transfer			272,898.45
02/09/2026	Deposit		Albany County Treasurer	93,694.24
Total				366,592.69

Grants

GRANT MATCH MONEY CURRENTLY IN MONEY MARKET SAVINGS ACCOUNT AT ANB

CURRENT ACTIVE GRANTS

<u>Grant Number</u>	<u>Grant Name</u>	<u>Local Match</u>
ALA011B	Expand ARFF	\$ 7,886.36
ALA016A	Seal Coat and Mark Pavement	\$ 76,500.00
ALA025A	Acquire Plow	\$ 17,825.33
ALA038	Backup AWOS	\$ 15,000.00
TOTAL MATCH		\$ 117,211.69

CLASS Match Money	\$	390,190.90
Savings Available	\$	21,612.27
Match money needed	\$	117,211.69
Remaining Match Money		\$294,591.48

Grant Projects for the next ten years that will need match money based on current WACIP

2026	Crack Seal Project	\$ 55,985.00
ALA015 (2027)	Reconstruct Comm Apron phase 3	\$ 285,094.00
ALA024 (2029)	Rehab Taxiway A & B	\$ 392,406.00
2029	Mark Pavements	\$ 31,300.00
2031	Rehab Runway 12/30	\$ 170,375.00
2032	Seal Coat and Mark Pavements	\$ 124,300.00
2030	Crack Seal	\$ 50,000.00
2032	New SRE Building	\$ 296,844.00
2033	Reconstruct Comm Apron Phase 4	\$ 187,875.00
2034	Delcing Pad	\$ 213,816.00
2034	Crack Seal	\$ 53,000.00
2035	Reconstruct Runway 03/21	\$ 731,906.00
2035	Mark Pavement	\$ 37,300.00

Revised: 2/5/2026

GRANT SUMMARY

Active Grants

Grant Number	Grant Name	Federal Award	State Match	Local Match	Total Expenditures	Remaining Fed	Remaining State	Remaining Local
ALA011A(2022)	Expand ARFF	\$242,880.00	\$7,670.00	\$5,113.00	\$180,986.67	\$70,943.00	\$2,241.00	\$1,085.54
ALA011(2023)	Expand ARFF	\$1,573,058.00	\$41,396.00	\$41,396.00	\$1,340,385.32	\$232,672.68	\$7,886.36	\$7,886.36
ALA016A	Seal Coat & Mark Pavement	\$0.00	\$688,500.00	\$76,500.00	\$0.00	\$0.00	\$688,500.00	\$76,500.00
ALA025A	Acquire Snow Blower	\$910,575.00	\$28,775.00	\$19,170.00	\$67,233.57	\$846,703.11	\$26,737.99	\$17,825.33
ALA038	Backup AWOS	\$0.00	\$175,000.00	\$15,000.00	\$0.00	\$0.00	\$175,000.00	\$15,000.00
ALA039X	2025 Marketing Grant	\$0.00	\$50,000.00	\$50,000.00	\$68,476.40	\$0.00	\$15,761.80	\$15,761.80

CLOSED GRANTS

Grant Number	Grant Name	Federal Award	State Match	Local Match	Total Expenditures	Remaining Fed	Remaining State	Remaining Local
ALA003A	Master Plan	\$638,444.00	\$0.00	\$0.00	\$638,444.00	\$0.00	\$0.00	\$0.00
ALA002A	Acquire Snow Plow	\$0.00	\$643,878.00	\$71,542.00	\$713,233.09	\$0.00	\$1,968.21	\$218.70
ALA005A	Acquire Front End Loader	\$0.00	\$522,000.00	\$58,000.00	\$472,577.50	\$0.00	\$96,680.24	\$10,742.26
ALA006A	Seal Coat & Mark Pavement	\$0.00	\$510,750.00	\$56,750.00	\$537,960.00	\$0.00	\$26,586.00	\$2,954.00
ALA010X	Acquire Marking Equipment	\$0.00	\$27,000.00	\$3,000.00	\$26,858.18	\$26,858.18	\$2,828.00	\$313.82
ALA012A	ARFF Truck	\$971,369.00	\$30,675.00	\$20,450.00	\$1,020,461.90	\$0.00	\$1.10	-\$1.90
ALA014A	Reconfigure Taxiway C	\$301,830.00	\$0.00	\$0.00	\$269,516.91	\$32,314.00	\$0.00	\$0.00
ALA017A	CRRSA	\$1,006,480.00	\$0.00	\$0.00	\$1,006,480.00	\$0.00	\$0.00	\$0.00
ALA019A	ARPA Operations	\$1,093,620.00	\$0.00	\$0.00	\$1,093,620.00	\$0.00	\$0.00	\$0.00
ALA026X	2022 Marketing Grant	\$0.00	\$50,000.00	\$50,000.00	\$85,000.00	\$0.00	\$0.00	\$7,500.00
ALAR27A	Terminal Expansion	\$0.00	\$66,000.00	\$44,000.00	\$109,917.00	\$0.00	\$49.92	\$33.21
ALAR27B	Terminal Expansion	\$311,826.00	\$12,473.00	\$8,315.00	\$288,826.77	\$41,051.00	\$1,642.00	\$1,094.33
ALAR27C	Terminal Expansion	\$0.00	\$270,000.00	\$180,000.00	\$450.00	\$0.00	\$0.00	\$0.00
AALAR27D	Terminal Expansion	\$2,000,036.00	\$63,159.00	\$42,106.00	\$2,105,258.54	\$41.00	\$2.00	-\$0.54
ALAR27E	Terminal Expansion	\$0.00	\$2,500,000.00	\$1,666,667.00	\$4,166,418.46	\$0.00	\$149.00	\$99.54
ALAR27G	Terminal Expansion	\$0.00	\$500,000.00	\$333,333.00	\$8,333,333.00	\$0.00	\$0.00	\$0.00
ALA030X	2023 Marketing Grant	\$0.00	\$50,000.00	\$50,000.00	\$100,000.00	\$0.00	\$0.00	\$0.00
ALA035X	2024 Marketing Grant	\$0.00	\$50,000.00	\$50,000.00	\$100,000.00	\$0.00	\$0.00	\$0.00
ALA023A	Replace Runway and Taxiway Lights	\$1,580,401.00	\$49,908.00	\$33,271.00	\$1,645,324.33	\$17,343.00	\$549.00	\$363.67

Revised: 2/18/2026

**ARDURRA TASK ORDER
26-01
APRON REHABILITATION – PHASE 3**



TASK ORDER

In accordance with of the PROFESSIONAL SERVICES MASTER TASK ORDER AGREEMENT by and between **Ardurra Group, Inc.** and Laramie Regional Airport Board, a Wyoming joint powers board ("Client") dated July 9, 2025 ("Agreement"), the parties agree as follows:

Specific Project Data

- A. Contract Number: 250439
- B. Task Order Number: 26-01
- C. Project Name: Apron Reconstruction – Phase 3
- D. Description: Design for the reconstruction of a portion of the commercial apron's concrete pavement
- E. Owner (if applicable): Laramie Regional Airport Board

Date of Task Order: March 3, 2026

1. Services
See attached Exhibit A.
2. Times for Rendering Services
See attached Exhibit A.
3. Basis for Payment

Lump Sum with Progress or Milestone Payments

- A. Owner will pay Ardurra for Services as follows:

A Lump Sum amount of \$656,550.00.

In addition to the Lump Sum amount, reimbursement for the following expenses: None.

The portion of the compensation amount billed monthly for Ardurra's Services will be based upon Ardurra's estimate of the percentage of the total Services completed during the billing period.

4. Special Terms and Conditions (if any)

Approval and Acceptance: Approval and Acceptance of this Task Order, including the attachments listed above, shall incorporate this Task Order as part of the Agreement. The clauses contained in the Agreement are incorporated by reference and remain in full force and are applicable with this Task Order.



IN WITNESS WHEREOF, the parties voluntarily and knowingly execute and agree to bind the parties to the terms of this Task Order.

Consultant: Ardurra Group, Inc.

CLIENT: Laramie Regional Airport Board, a Wyoming joint powers board

Signature

Name

Title

Signature

Name

Title



APPENDIX A – SCOPE OF WORK

Exhibit A
Laramie Regional Airport (LAR)
Laramie, Wyoming

Apron Reconstruction – Phase 3
AIP 3-56-0017-53-2026/54-2027/55-2027
WYDOT Aeronautics Project No. ALA015B,C,D

INTRODUCTION:

Laramie Regional Airport (LAR) is in Laramie, Wyoming, and is owned and operated by the Laramie Regional Airport Joint Powers Board. The airport is situated approximately 4 miles west of downtown Laramie and sits at an elevation of approximately 7,273 feet above sea level.

This project consists of the development of the design for the reconstruction of a portion of the commercial apron's concrete pavement. This scope of work is limited to design only with a plan for bidding and construction in a future scope. The commercial apron was originally constructed in 1970 with the reconstruction of Phases 1 & 2 being completed in 2008 and 2016, respectively. The design will cover both areas highlighted below. Each area represents a bid schedule. It is anticipated that the project will have two bid schedules to maximize the available funds and provide flexibility to ensure an awardable project.



Figure 1 Project Location

Apron Reconstruction – Phase 3: The Pavement reconstruction is anticipated to be completed by demolition of the existing 10 inch concrete pavement, excavating the existing subbase down to subgrade, replacing subbase and aggregate base course and placing 12 inch of P-501 concrete pavement. This project will include grading and drainage of the apron to determine if there are areas that need adjusting.

The total funding for this project is summarized in Table 1.

Table 1. Project Funding

AIP # 3-56-0017-		Allocated Amount	Percentage Split
FY 2026 - Design			
53-2026	Federal Entitlements	\$1,000,000	95.00%
	State Transportation Fund	\$26,316	2.50%
	Local Funds	\$26,316	2.50%
FY 2027 - Bidding and Construction			
54-2027	Federal Discretionary	\$7,000,000	93.75%
	Federal Entitlement	\$3,300,000	
	State Transportation Fund	\$343,333	3.125%
	Local Funds	\$343,333	3.125%
55-2027	Federal IJJA Funds	\$3,166,729	93.75%
	State Transportation Fund	\$105,558	3.125%
	Local Funds	\$105,558	3.125%
Total Funding Allocated:		\$15,417,143	

The project budget is \$15,417,143.00 and will be funded using funding sources described above with design granted in fiscal year 2026 and bidding and construction granted in fiscal year 2027.

The professional services outlined in this scope of work include all tasks necessary to complete the project and will be billed as summarized below :

- Phase 1: Contract Administration (Lump Sum)
- Phase 2: Planning and Formulation (Lump Sum)
- Phase 3: Preliminary Design (30%) (Lump Sum)
- Phase 4: Intermediate Design (60%) (Lump Sum)
- Phase 5: Final Design (90%) (Lump Sum)
- Phase 6: Additional Services (Lump Sum)

Services and associated expenses for design (Phases 1-6) will be provided on a Lump Sum (LS) basis.

It is anticipated that one set of design documents will be prepared to complete the improvements described above.

CONTRACTS AND BIDDING:

This Scope of Work assumes that an additional scope of work will be developed for bidding and construction in 2027. Since the project is planned for bidding and construction in 2027 the plans will be completed to a 90% level. The project manual will include technical specifications, federal provisions, FAA general provisions, and special provisions. Front-end documents, such as the bid form, notice to bidders, agreement, etc. will not be included. When the project is bid in 2027 these documents will be incorporated into the bid set. This scope of work assumes that an additional scope of work will be developed for bidding and construction in 2027.

PROJECT TEAM:

Ardurra is the prime consultant for this project and will provide overall project management, grant administration AND design coordination. Ardurra will contract with the following subconsultants.

- Surveyor: The services of a surveyor will be required to complete a topographic survey of the apron and project limits.
- Geotechnical Engineer: The services for geotechnical investigation will be required for the project area to determine the existing conditions of the apron and appropriate new pavement section.

AVAILABLE INFORMATION:

- AIP 3-56-0017-24 Record Drawings/Construction Report – Commercial Apron Reconstruction and Apron Rehabilitation Project prepared by Carter-Burgess, 2010
- AIP 3-56-0017-32/33 Record Drawings/Construction Report – Reconstruct North and South Concrete Apron Project prepared by Jviation, 2017

PROJECT SCHEDULE:

The following dates summarize the target completion of significant project tasks.

ACTIVITY	COMPLETION
Submit Draft Scope to Sponsor and FAA	01/23/26
Complete Fee Analysis	02/27/26
Contract Negotiation Complete	03/04/26
Contract Approval	03/11/26
Complete Geotech and Survey	03/31/26
Complete Planning and Formulation	04/10/26
Complete Preliminary Design	06/03/26
Complete Intermediate Design	08/05/26
Complete Final Design	09/30/26
Complete Grant Closeout	12/31/26
Prepare Bidding and Construction Administration Scope of Work	10/30/26

- Dates are subject to change, based on grant timing, weather and the needs of the Sponsor.

SCOPE OF PROFESSIONAL SERVICES:

PHASE 1 - CONTRACT ADMINISTRATION

During the Project the following general administrative services shall be provided.

- 1.1 **Project Formulation:** Coordinate with the Sponsor to evaluate scope, budget and approach to project. Coordinate with subconsultants to assist with evaluating scope and approach to project.
- 1.2 **Scope of Work:** Prepare a detailed Scope of Professional Services narrative. Review the Scope with Sponsor, FAA and WYDOT and modify as necessary, based upon comments received.
- 1.3 **Task Order:** Prepare a Task Order specifically addressing this project. The Task Order shall also include a detailed cost proposal based on estimates of professional service man hours and hourly rates.
- 1.4 **IFE Coordination:** Provide the scope of work and a blank cost proposal spreadsheet to the Sponsor. This information will be used in obtaining an Independent Fee Estimate from a third-party engineering consultant. One teleconference is anticipated to describe and discuss the project scope.
- 1.5 **Sponsor/FAA/WYDOT Coordination:** Advise and coordinate with Sponsor, WYDOT and FAA on administrative and management tasks.
- 1.6 **Subconsultant Management:** Coordinate with subconsultants regarding contracting procedures, contract execution with the subconsultants, and invoice subconsultants' work during the project. The Consultant will coordinate with subconsultants to ensure compliance with the project schedule, budget, and deliverables.
- 1.7 **Project Schedule:** Prepare and submit a project schedule for the Sponsor's approval. The schedule will include review and approval times required by the Sponsor, State and FAA. If required, the schedule will be adjusted as the project progresses, allowing for changes in scope, character, size, or delays. Assume two revisions to the project schedule will be submitted.
- 1.8 **Project Management and Administration:** Project management and administration includes monthly cost accounting and budget analysis, invoicing, and monitoring of project progress.
- 1.9 **Update Meetings:** The Project Manager and Senior Project Manager is anticipated to attend 12 board meetings virtually to coordinate work items, update Sponsor, present to the airport board and discuss upcoming events.
- 1.10 **Travel Time:** No travel is anticipated for Phase 1.

PHASE 2 – PLANNING AND FORMULATION

The following Consultant tasks shall be considered planning and formulation related to this project and include collecting the field data necessary to design the project including surveying, geotechnical investigation, and coordination:

- 2.1 Prepare for and participate in a pre-design conference with the FAA and Sponsor. The conference will take place via conference call. The pre-design meeting will be attended by the Project Manager. After the meeting, prepare notes to document what was discussed.
- 2.2 **Geotechnical Investigation:** A subconsultant will complete a geotechnical survey of the proposed project site and will prepare recommendations for the project based on results. The Consultant will have a qualified project engineer on-site for all geotechnical field testing, which is estimated to require 3 days.
- 2.3 **Review Geotechnical Data:** Review and summarize geotechnical information gathered in this project and available historic data. Analyze the available data related to pavement, grading, and drainage design.
- 2.4 **Survey Info:** Determine survey information required to design the project and prepare a scope of survey services. The Consultant will arrange with One Call services to field identify existing utilities and coordinate with in-house Survey Department. Update existing base maps based on the field survey completed by subconsultant. Base drawings shall include all topographic information plus known underground utilities, structures, NAVAIDs, etc.
- 2.5 **Field Survey:** A subconsultant will complete a topographic survey of the project limits. A Project Engineer will be present on the first day of the field survey.
- 2.6 **Survey Data/Base Drawings:** The Engineer will develop a base map file and terrain models for use in the analysis and design based on the field survey completed in Task 2.5 and by referencing record drawings. Base drawings shall include all topographic and existing features information (including available storm drain data) plus known underground utilities, structures, NAVAIDs, etc.
- 2.7 **Utility Coordination:** Coordinate with the Sponsor and Utility companies to obtain applicable as-built information. Develop a list of potential utility conflicts. Resolve any conflicts with the Sponsor and Utility Companies. It is assumed the Consultant will coordinate with the appropriate utility companies for water and sewer, an electric utility, gas utility, and up to two telecom utilities. It is not anticipated that any potholing or other efforts to verify line depths will be necessary for this project.
- 2.8 **Environmental/CATEX:** It is assumed that the project will not require a full CatEx checklist. The Consultant will prepare a memo requesting the project is covered with an undocumented CatEx.

2.9 Travel Time: See the table below for a summary of trips in this phase.

Task	Project Engineer Round Trips
2.2 - Geotechnical Investigation	3
2.5 - Field Survey	1

PHASE 3 – PRELIMINARY DESIGN (30%)

Services to begin the design to progress to the 30% submittal shall commence upon completion of the project planning and formulation phase and shall include:

- 3.1 Preliminary Drainage Design: Identify the need for drainage basins and the potential for underdrain systems within the project site. It is anticipated that reconstruction of the existing storm drainage system will be required along with updating and modifications as needed to handle any additional capacity requirements. New proposed underdrain systems are also anticipated with this project.
- 3.2 Preliminary Pavement Design: Develop a fleet mix of aircraft using the apron and design a recommended pavement section for a new concrete pavement. Design analysis for aircraft pavements shall be based on the current version of FAA AC 150/5320-6. Prepare a report for inclusion in the Engineer’s Design Report. The pavement design shall include utilization of the FAA’s pavement design programs, FAARFIELD. Prepare asphalt and concrete pavement designs and perform a life cycle cost analysis to select the preferred pavement section. Additionally, the pavement design will include preparation and reporting of the PCR in accordance with FAA AC 150/5335-5.
- 3.3 Preliminary CSPP: Develop preliminary Construction Safety and Phasing Plan (CSPP). This CSPP shall clearly describe the different construction phases, construction access, and aircraft operations during each phase. The preliminary CSPP shall be submitted to the Sponsor for comment and one teleconference is anticipated to review the preliminary phasing elements.
- 3.4 Preliminary Engineer’s Estimates (30%): Prepare preliminary opinions of construction cost and construction time required to complete construction of the various elements.
- 3.5 Preliminary Drawings: Prepare preliminary drawings (30%) for the project, which will be limited to the sheets listed below.

Sheet Title	No. of Sheets
Cover Sheet	1
General Notes and Legend	1
Survey Control Plan	1
General Layout Plan	1

Construction Safety and Phasing Plan	4
Geotechnical Boring Layout	1
Demolition Plan	1
Geometric Layout Plan	1
Marking Plan	2
TOTAL	13

- 3.6 **Develop Geometry:** Develop the apron geometry for the project. This consists of checking the proposed horizontal geometry, profiles, and connections to the existing taxiways. Geometry will follow guidance for taxiway design group (TDG) from AC 150/5300-13B.
- 3.7 **Preliminary Pavement Marking Layout:** Develop the preliminary apron marking layout for the project. This consists of developing the proposed layout and geometry following guidance from AC 150/5340-1M.
- 3.8 **30% QC Review:** Conduct a Quality Control (QC) review of the 30% design submittal.
- 3.9 **30% QC Revisions:** Revise design documents to reflect comments from the 30% QC Review phase.
- 3.10 **30% Design Submittal:** Prepare and submit the 30% design documents for Sponsor and FAA review.
- 3.11 **30% Design Review Meeting:** Meet with Sponsor, FAA, and WYDOT to review the plans and obtain direction for continuation of the design and construction plans. The Project Manager will attend the meeting at the airport. The Senior Project Manager and Project Coordinator will attend the meeting virtually. Develop meeting minutes to summarize the meeting. Submit the meeting minutes to the Sponsor, FAA, and WYDOT for their records.
- 3.12 **Project Site Visit:** The Project Manager and Project Engineer will conduct a site visit during this phase.
- 3.13 **Sponsor/FAA/WYDOT Coordination:** Coordinate with the Sponsor, FAA, and WYDOT during this phase of the project.
- 3.14 **Internal Coordination:** Coordinate internally with design team during this phase of the project to discuss key aspects of the design.
- 3.15 **Travel Time:** See the table below for a summary of trips in this phase.

Task	Project Manager Round Trips	Project Engineer Round Trips
3.11 - 30% Design Review Meeting	1	NA
3.12 - Project Site Visit	1	1

PHASE 4 – INTERMEDIATE DESIGN (60%)

Services to progress the design to 60% shall commence upon completion of the project preliminary design and will include:

- 4.1 **Materials Availability:** Contact local contractors and materials suppliers to determine local availability of construction materials. Specifically, contact local concrete paving companies to verify availability of PCCP, hot mix asphalt, base course, and sub-base course.
- 4.2 **Geometry and Grading Design:** Further develop geometry and grading design for the apron. Develop pavement removal and overall grading design.
- 4.3 **Drainage Design:** Perform a drainage design in accordance with FAA Advisory Circular 150/5320-5D and local and State drainage manuals. Evaluate the flow capacity of the existing storm drainage system to accommodate existing impervious areas. Based on the proposed grading plans, evaluate the flow capacity of the existing storm drainage system to accommodate new impervious areas. Develop proposed storm system upgrades for the chosen alternative, assuming that stormwater will sheet flow overland, collect in catch basins and/or trench drains, and be piped to treatment and disposal areas on property, such as swales or vegetated buffer strips. Prepare a Drainage Report, documenting the 60% design analysis, including basin maps and drainage computations, to be included with the Engineer's Design Report.
- 4.4 **Groundwater Drainage Design:** The Consultant shall evaluate subsurface moisture and groundwater conditions contributing to pavement heaving within the Project area and develop a constructible groundwater drainage design to mitigate future movement and distress. Services shall include review of available geotechnical data and as-built records, coordination with the Geotechnical Engineer, and development of subsurface drainage alternatives in accordance with FAA Advisory Circular 150/5320-5D.
- 4.5 **Erosion and Sediment Control Plan:** Develop an erosion and sediment control plan for the project. The Consultant will implement the elements from this task into the design drawings and specifications.
- 4.6 **Pavement Marking Plan:** Further develop a pavement marking plan and details. Submit the plans to the Sponsor and FAA for review. This task will include the formation and submittal of the Part 139 Sign & Marking Plan for review by the airport Part 139 Certification inspector. The marking plan will include plan sheets, details, schedules, and applicable pavement marking removal areas.
- 4.7 **Prepare FAA Form 7460:** Prepare and submit FAA Form 7460 – Notice of Proposed Construction or Alteration for construction activities on the airport and submit to the FAA.
- 4.8 **60% Project Manual:** Prepare 60% construction specifications and bid documents based on the current version of FAA AC 150/5370-10 "Standards for Specifying Construction on Airports", including regional Notices published by the FAA Northwest Mountain Region. Develop technical specifications in accordance with FAA standards. Any deviations from the FAA standards will require a modification to standards request. Contract documents, such as the Advertisement for Bids, Information for Bidders, Bid Proposal, Bid Bond, Agreement Between Owner and Contractor,

Notice of Award, Notice to Proceed, Performance Bond, Payment Bond, and Certificate of Substantial Completion will not be included in the Project Manual. These will be incorporated in the Project Manual when the project is bid.

- 4.9 60% Plans: Prepare a design and construction plan set to a 60% design level. The anticipated sheets are listed below:

Sheet Title	No. of Sheets
Cover Sheet	1
General Notes and Legend	1
Survey Control Plan	1
General Layout Plan	1
Construction Safety and Phasing Plan	4
Geotechnical Boring Layout	1
Erosion and Sediment Control Plan	1
Erosion and Sediment Control Details	1
Demolition Plan	1
Geometric Layout Plan	1
Apron Profiles	4
Grading Plan	2
Drainage Plan and Profile	4
Drainage Details	2
Typical Sections	2
Concrete Joint Plan	4
Concrete Joint Elevations	4
Paving and Joint Details	2
Marking Plan	2
Marking Details	1
TOTAL	40

- 4.10 60% CSPP: Further develop the Construction Safety and Phasing Plan (CSPP). This CSPP shall clearly describe the different construction phases and aircraft operations during each phase. The CSPP shall be submitted to FAA for review and comment as early in the project development process as possible. Coordination with the airport and users is anticipated in the formulation of the CSPP.

- 4.11 60% Engineers Estimate: Develop an engineer’s opinion of probable construction cost to a 60% completion level. This task will incorporate a schedule of estimated quantities, projected unit prices, and total cost for the project.
- 4.12 Design Report: Develop a draft Engineer’s Design Report in conformance with The FAA’s standard guidance, 620-04: Standard Handout for the Engineer’s Design Report
- 4.13 60% QC Review: Conduct a Quality Control (QC) review of the 60% design submittal.
- 4.14 60% QC Revisions: Revise design documents to reflect comments from the 60% QC Review phase.
- 4.15 60% Design Submittal: Prepare and submit the 60% design documents for Sponsor and FAA review.
- 4.16 60% Design Review Meeting: Meet with Sponsor, FAA, and WYDOT to review the plans and obtain additional directions for completion of the design and construction plans. The Senior Project Manager and Project Manager will attend the meeting at the airport. The Project Coordinator will attend the meeting virtually. Develop meeting minutes to summarize the meeting. Submit the meeting minutes to the Sponsor, FAA, and WYDOT for their records.
- 4.17 Sponsor/FAA/WYDOT Coordination: Coordinate with the Sponsor, FAA, and WYDOT during this phase of the project.
- 4.18 Internal Coordination: Coordinate internally with Ardurra staff during this phase of the project to discuss key aspects of the design.
- 4.19 Travel Time: See the table below for a summary of trips in this phase.

Task	Senior Project Manager Round Trips	Project Manager Round Trips
4.15 60% Design Review Meeting	1	1

PHASE 5 – FINAL DESIGN (90%)

The Final Design task shall include the preparation of detailed construction plans and specifications, required design report and cost estimates suitable for obtaining competitive bids for construction of improvements. Final bid documents are not included in this scope. Final Design Services shall include the following work tasks:

- 5.1 90% Project Manual: Prepare 90% construction specifications and bid documents based on the current version of FAA AC 150/5370-10 “Standards for Specifying Construction on Airports.” The manual will compile the Airport and FAA Division 00 and 01 (General and Special Provisions) documents. Develop technical specifications in accordance with FAA standards. Any deviations from the FAA standards will require a modification to standards request. A modification to standards request, contract documents, such as the Advertisement for Bids, Information for Bidders, Bid Proposal, Bid Bond, Agreement Between Sponsor and Contractor, Notice of Award,

Notice to Proceed, Performance Bond, Payment Bond, and Certificate of Substantial Completion will not be included in the project manual. These will be incorporated in the project manual when the project is bid.

- 5.2 90% Plans: Prepare 90% design and construction plans to reconstruct the commercial apron. Total number of sheets is anticipated to be 40 sheets.
- 5.3 90% Engineers Estimate: Prepare an engineer's opinion of probable construction cost, based on the 90% design. This includes general site work, grading, drainage upgrades, pavement removal and replacement, striping, etc.
- 5.4 Final CSPP: Develop the final Construction Safety and Phasing Plan and report. This includes coordination with the Sponsor and FAA, refining the safety and phasing plans, and preparing the final CSPP report document. The final CSPP document will be uploaded to the OEAAA website to be reviewed by all FAA lines of business.
- 5.5 Final Engineer's Design Report: Prepare the Final Engineer's Design Report incorporating comments from 60% meeting including plan review checklists in conformance with FAA guidelines.
- 5.6 90% QC Review: Conduct a QC review of the 90% design submittal. QC will be performed by a Senior Project Manager with equivalent experience or more.
- 5.7 90% QC Revisions: Revise design documents to reflect comments from the 90% QC Review phase.
- 5.8 90% QA Review: A senior engineer not on the design team but familiar with similar projects will conduct an independent review of the design and plans after the QC review is completed and before the 90% design submittal.
- 5.9 90% QA Revisions: Revise and Complete 90% Level Deliverables for submittal to Sponsor.
- 5.10 90% Design Submittal: Prepare and submit the 90% design documents for the Sponsor, WYDOT and FAA review.
- 5.11 Project Site Visit: The Project Manager and Project Engineer will conduct a site visit during this phase.
- 5.12 90% Design Review Meeting: Meet with Sponsor, FAA, and WYDOT to review the plans and obtain additional direction for completion of the design and construction plans. The Senior Project Manager and Project Manager will attend the meeting at the airport. The Project Coordinator will attend the meeting virtually. Develop meeting minutes to summarize the meeting. Submit the meeting minutes to the Sponsor, FAA, and WYDOT for their records.
- 5.13 Final Design Submittal: Address any comments from the 90% Review Meeting, and Complete 90% Level Deliverables for submittal to Sponsor and for FAA review.
- 5.14 Internal Coordination: Coordinate internally with the Consultant's staff during this phase of the project to discuss key aspects of the design. This includes project deliverables, staffing requirements, design criteria review, and general project coordination.

5.15 FAA/Sponsor Coordination: Coordinate with the Sponsor, WYDOT and FAA during this phase of the project.

5.16 Travel Time: See the table below for a summary of trips in this phase.

Task	Senior Project Manager Round Trips	Project Manager Round Trips	Project Engineer Round Trips
5.11 - Project Site Visit	NA	1	1
5.12 - 90% Design Review Meeting	1	1	NA

PHASE 6 – ADDITIONAL SERVICES

Consultant shall provide the following services as “Additional Services”:

Assist the FAA/Sponsor with Grant Administration tasks.

- 6.1 Prepare a Grant Application for submittal to FAA for design and construction of the project. Assist the Sponsor in the coordination of grant application submittal and process.
 - 6.1.1 Assist the Sponsor to prepare and process required certifications for submittal to the FAA.
 - 6.1.2 Certifications: Assist the Sponsor in preparing and process required certifications for submittal to the FAA.
 - 6.1.3 Annual SF 271 and SF 425: Assist the Sponsor with preparation of annual SF 271 and SF 425.
 - 6.1.4 Quarterly Performance Reports: Assist the Sponsor with quarterly performance reports in accordance with Table 5-16 of FAA Order 5100.38D.
 - 6.1.5 WYDOT Aeronautics Grant Administration: activities to assist the Sponsor in conducting grant administration in accordance with current WYDOT Aeronautics Commission Policy, including grant assurances, procedures, and established processes.
 - 6.1.6 Prepare Request for Reimbursement: Assist the Sponsor with the preparation of Requests for Reimbursement (RFR). Assume 10 RFRs.
- 6.2 Provide periodic project budget updates to the Sponsor during the progression of the design work.
- 6.3 Design Grant Closeout Report: Complete and submit a design only grant closeout report to the FAA.
- 6.4 Disadvantaged Business Enterprise (DBE): DBE requirements are unknown at this time. Additional DBE related services may be added via an Additional Service Authorization (ASA) to account for the associated engineering time and effort.

- 6.5 Coordinate with Independent Auditors: Assist and coordinate with independent auditors in locating appropriate documents for performing A-133 annual audit. In addition to finding appropriate project files, answer questions concerning Contractor’s wage rates and interview forms as required.
- 6.6 Obtain WDEQ Authorization to Discharge from Industrial Activities
 - 6.6.1 Site Visit: The Consultant will complete a site visit to investigate the storm water system, pollutant sources, and pollution prevention controls currently in place. Discussions with operations staff during or after the site visit is anticipated to understand history of chemical spills, pollution prevention training, and presence of Spill Prevention, Control, and Countermeasures (SPCC) plan. The site visit will be completed by a Project Engineer and Staff Engineer.
 - 6.6.2 SWPPP Permit: Develop Storm Water Pollution Prevention Plan (SWPPP) in accordance with Part 7.2 of the Wyoming Department of Environmental Quality (WDEQ) Industrial General Discharge Permit.
 - 6.6.3 SWPPP Submittal: Submit the draft SWPPP to Sponsor for feedback. Consultant will address feedback prior to final submittal to Sponsor. Sponsor is responsible for submitting SWPPP to the WDEQ using the WYIMS system and paying all fees at the time of submittal. Consultant will provide information to complete the upload form.
 - 6.6.4 SWPPP Revisions: Consultant will address one set of WDEQ revisions, if required.
 - 6.6.5 Annual reporting to WDEQ, compliance inspections, staff training, future updates, and SPCC plan development are excluded from this scope of work.
- 6.7 Travel Time: See the table below for a summary of trips in this phase.

Task	Project Engineer Round Trips	Staff Engineer Round Trips
6.6.1 – Site Visit	1	1

Phases 1-6 (Lump Sum) (2026)

1. Labor Costs

Classification	Title	Hours	Rate/Hour	Cost
Sr. PM	Senior Project Manager	306	\$325.00	\$99,450.00
PM	Project Manager	482	\$245.00	\$118,090.00
Eng. V	Engineer V	332	\$240.00	\$79,680.00
Eng. IV	Engineer IV	99	\$185.00	\$18,315.00
Eng. III	Engineer III	759	\$170.00	\$129,030.00
Eng. II	Engineer II	540	\$140.00	\$75,600.00
CAD Mgr.	CAD Manager	170	\$160.00	\$27,200.00
CAD Tech	CAD technician	258	\$130.00	\$33,540.00
Env. PM	Environmental Project Manager	8	\$300.00	\$2,400.00
PC	Project Coordinator	249	\$130.00	\$32,370.00
Adm.	Administrative Assistant	12	\$115.00	\$1,380.00
Subtotal, Labor Costs:		3215		\$617,055.00
			Total Labor	\$617,055.00

2. Subconsultant Fees

Survey		\$15,500.00
Geotechnical Engineer		\$20,950.00
Subtotal, Subconsultant Fees:		\$36,450.00

3. Reimbursable Expenses

Description			
Vehicle travel (Per Mile)	2740	\$0.725	\$1,986.50
Lodging (Per Night)	2	\$121.00	\$242.00
Per Diem (Per Day)	12	\$68.00	\$816.00
Subtotal, Reimbursable Expenses			\$3,045.00

PHASES 1-6 TOTAL FEE:

\$656,550.00

Labor Worksheet

Phase	Description	Personnel Hourly											Rate Schedule Standard Billing Rate	Fee
		Sr. PM	PM	Eng. V	Eng. IV	Eng. III	Eng. II	CAD Mgr.	CAD Tech	Env. PM	PC	Adm.		
		\$325.00	\$245.00	\$240.00	\$185.00	\$170.00	\$140.00	\$160.00	\$130.00	\$300.00	\$130.00	\$115.00		
Phase 1 - Contract Administration														
1.1	Project Formulation	4	12		4								20	\$ 4,980.00
1.2	Scope of Work	12	24		8	8				2	2		56	\$ 13,480.00
1.3	Task Order	2	4								2		8	\$ 1,890.00
1.4	IFF Coordination		2								1		3	\$ 620.00
1.5	Sponsor/FAA/WYDOT Coordination	24	12								6		42	\$ 11,520.00
1.6	Subconsultant Management	4	20			8					4		36	\$ 8,080.00
1.7	Project Schedule	2	6	2									10	\$ 2,600.00
1.8	Project Management and Administration	50	52									12	114	\$ 30,370.00
1.9	Update Meetings	18	18										36	\$ 10,260.00
1.10	Travel Time													\$ -
Subtotal, Phase 1		116	150	2	12	16	0	0	0	2	15	12	325	\$ 83,800.00
Phase 2 - Planning and Formulation														
2.1	Pre-design Conference	4	6				2				4		16	\$ 3,570.00
2.2	Geotechnical Investigation	2	4				24						30	\$ 4,990.00
2.3	Review Geotechnical Data	2	2	4		4	8						20	\$ 3,900.00
2.4	Survey Info	1	2	2		4	4	4					17	\$ 3,175.00
2.5	Field Survey	1	1				8						10	\$ 1,690.00
2.6	Survey Data/Base Drawings	1	1	3		8		8	24				45	\$ 7,050.00
2.7	Utility Coordination	1	2	2		8			6				19	\$ 3,435.00
2.8	Environmental/CATEX	1	1							6	1		9	\$ 2,500.00
2.9	Travel Time						12						12	\$ 1,680.00
Subtotal, Phase 2		13	19	11	0	24	58	12	30	6	5	0	178	\$ 31,990.00
Phase 3 - Preliminary Design (30%)														
3.1	Preliminary Drainage Design	2	4	8		20							34	\$ 6,950.00
3.2	Preliminary Pavement Design	2	4		4	16	4						30	\$ 5,650.00
3.3	Preliminary CSPP	4	4	6			24				2		40	\$ 7,340.00
3.4	Preliminary Engineer's Estimates (30%)	2	4	6		12	20	4					48	\$ 8,550.00
3.5	Preliminary Drawings	4	11	19	0	42	20	5	36	0	0	0	137	\$ 23,975.00
3.5.1	Cover Sheet		1	1			4	1	4				11	
3.5.2	General Notes and Legend		1				6	1	4				13	
3.5.3	Survey Control Plan		1	2		4	2	1	2				12	
3.5.4	General Layout Plan		1	2			8	2	4				18	
3.5.5	Construction Safety and Phasing Plan		1	6		8			4				21	
3.5.6	Geotechnical Boring Layout		1	1		8			4				14	
3.5.7	Demolition Plan		1	1		8			4				14	
3.5.8	Geometric layout Plan		1	4		10			4				21	
3.5.9	Marking Plan		1	2		4			6				13	
3.6	Develop Geometry	2	4	8		24							38	\$ 7,630.00
3.7	Preliminary Pavement Marking Layout	4	8	8		32			9				61	\$ 11,790.00
3.8	30% QC Review	8	8										16	\$ 4,560.00
3.9	30% QC Revisions	4	4	8		16	16	8	16		4		72	\$ 11,740.00
3.10	30% Design Submittal		2			2			2		4		10	\$ 1,610.00
3.11	30% Design Review Meeting	4	6	2		2					4		18	\$ 4,110.00
3.12	Project Site Visit		6			6							12	\$ 2,490.00
3.13	Sponsor/FAA/WYDOT Coordination	8	8								8		24	\$ 5,600.00
3.14	Internal Coordination	8	8	12		12	16				8		64	\$ 12,760.00
3.15	Travel Time		6				3						9	\$ 1,890.00
Subtotal, Phase 3		48	87	77	4	184	103	17	63	0	30	0	613	\$ 116,645.00

Labor Worksheet

Phase	Description	Personnel Hourly											Rate Schedule	Fee
		Sr. PM	PM	Eng. V	Eng. IV	Eng. III	Eng. II	CAD Mgr.	CAD Tech	Env. PM	PC	Adm.		
		\$325.00	\$245.00	\$240.00	\$185.00	\$170.00	\$140.00	\$160.00	\$130.00	\$300.00	\$130.00	\$115.00		
Phase 4 - Intermediate Design (60%)														
4.1	Materials Availability		1	2		6							9	\$ 1,745.00
4.2	Geometry and Grading Design		4	6		20							30	\$ 5,820.00
4.3	Drainage Design		2	4	8	12							26	\$ 4,970.00
4.4	Groundwater Drainage Design		2	4	4	12							22	\$ 4,230.00
4.5	Erosion and Sediment Control Plan			2		8	4						14	\$ 2,400.00
4.6	Pavement Marking Plan	1	2	2		12	6						23	\$ 4,175.00
4.7	Prepare FAA Form 7460			2			8		4		2		16	\$ 2,380.00
4.8	60% Project Manual	2	4	8		8	16				4		42	\$ 7,670.00
4.9	60% Plans	16	11	53	10	182	62	61	65	0	0	0	460	\$ 80,295.00
4.9.1	Cover Sheet			1		4		4	2				11	
4.9.2	General Notes and Legend	1	4	4		12	8	2	2				33	
4.9.3	Survey Control Plan			1					2				3	
4.9.4	General Layout Plan	1		2		6	4	1	2				16	
4.9.5	Construction Safety and Phasing Plan	1	4	4		16		4	4				33	
4.9.6	Geotechnical Boring Layout			1	2				1				4	
4.9.7	Erosion and Sediment Control Plan			1			4	2	2				9	
4.9.8	Erosion and Sediment Control Details			1			8		2				11	
4.9.9	Demolition Plan			2		12	8	2	2				26	
4.9.10	Geometric layout Plan	1		4		20		6	4				35	
4.9.11	Apron Profiles	1		4		16		12	4				37	
4.9.12	Grading Plan	2	2	6		20		8	4				42	
4.9.13	Drainage Plan and Profile	1		4		20		8	4				37	
4.9.14	Drainage Details	1		4	2		4		6				17	
4.9.15	Typical Sections	1	1	4	6	16		4	4				36	
4.9.16	Concrete Joint Plan	2		2		14		2	4				24	
4.9.17	Concrete Joint Elevations	1		2		14		2	4				23	
4.9.18	Paving and Joint Details	2		2		10		2	4				20	
4.9.19	Marking Plan	1		2			18	2	6				29	
4.9.20	Marking Details			2		2	8		2				14	
4.10	60% CSPP	2	4	4	6	16							32	\$ 6,420.00
4.11	60% Engineer's Estimate	2	2	8		8	16	4					40	\$ 7,300.00
4.12	Design Report	1	2	4		5	15				4		31	\$ 5,245.00
4.13	60% QC Review	8	8										16	\$ 4,560.00
4.14	60% QC Revisions		8	8		16	24	8	16		4		84	\$ 13,840.00
4.15	60% Design Submittal		2								2		4	\$ 750.00
4.16	60% Design Review Meeting	4	6	4							4		18	\$ 4,250.00
4.17	Sponsor/FAA/WYDOT Coordination	8	8								12		28	\$ 6,120.00
4.18	Internal Coordination	8	12	16		16	24				12		88	\$ 17,020.00
4.19	Travel Time	12	3										15	\$ 4,635.00
Subtotal, Phase 4		64	81	127	28	321	175	73	85	0	44	0	998	\$ 183,825.00

Labor Worksheet

Phase	Description	Personnel Hourly											Rate Schedule Standard Billing Rate	Fee	
		Sr. PM \$325.00	PM \$245.00	Eng. V \$240.00	Eng. IV \$185.00	Eng. III \$170.00	Eng. II \$140.00	CAD Mgr. \$160.00	CAD Tech \$130.00	Env. PM \$300.00	PC \$130.00	Adm. \$115.00			
Phase 5 - Final Design (90%)															
5.1	90% Project Manual	2	4	8		8	12					4		38	\$ 7,110.00
5.2	90% Plans	0	27	69	8	124	50	42	60	0	0	0		380	\$ 67,255.00
5.2.1	Cover Sheet			1		4		4	2					11	
5.2.2	General Notes and Legend		1	2		6	4	1	2					16	
5.2.3	Survey Control Plan			1					1					2	
5.2.4	General Layout Plan			2		8		1	4					15	
5.2.5	Construction Safety and Phasing Plan		2	4		12		4	2					24	
5.2.6	Geotechnical Boring Layout			1					1					4	
5.2.7	Erosion and Sediment Control Plan			1				4	2					7	
5.2.8	Erosion and Sediment Control Details			1				6	2					9	
5.2.9	Demolition Plan			2		10	8	2	4					26	
5.2.10	Geometric Layout Plan			4		8		2	4					18	
5.2.11	Apron Profiles		4	6		24		6	4					44	
5.2.12	Grading Plan		3	3		12		6	2					31	
5.2.13	Drainage Plan and Profile		2	8			12	4	4					30	
5.2.14	Drainage Details		2	4	4		4		4					18	
5.2.15	Typical Sections		1	4	4			4	6					35	
5.2.16	Concrete Joint Plan		4	6		8		2	4					24	
5.2.17	Concrete Joint Elevations		4	6		8		2	4					24	
5.2.18	Paving and Joint Details		2	4		8		2	2					18	
5.2.19	Marking Plan			2			6	2	4					14	
5.2.20	Marking Details		2	2			4		2					10	
5.3	90% Engineers Estimate	2	2	4		8	8	4						28	\$ 5,220.00
5.4	Final CSPP		2	4	6	16					4			28	\$ 5,280.00
5.5	Final Engineer's Design Report	2	2	4		6	12							30	\$ 5,320.00
5.6	90% QC Review	8	8											16	\$ 4,560.00
5.7	90% QC Revisions		6	8		16	16	8	4		4			62	\$ 10,670.00
5.8	90% QA Review	8												8	\$ 2,600.00
5.9	90% QA Revisions		2	4		8	12	8	4		4			42	\$ 6,810.00
5.10	90% Design Submittal		2								2			4	\$ 750.00
5.11	Project Site Visit		4				4							8	\$ 1,540.00
5.12	90% Design Review Meeting	3	4	2							3			12	\$ 2,825.00
5.13	Final Design Submittal	2	4	4		8	8				6			32	\$ 5,850.00
5.14	Internal Coordination	4	8	8		8	8				8			44	\$ 8,700.00
5.15	FAA/Sponsor Coordination	4	8								4			16	\$ 3,780.00
5.16	Travel Time	12	6				3							21	\$ 5,790.00
Subtotal, Phase 5		47	89	115	14	202	133	62	68	0	39	0	769	\$ 144,060.00	

Labor Worksheet

Phase	Description	Personnel Hourly												Fee
		Sr. PM	PM	Eng. V	Eng. IV	Eng. III	Eng. II	CAD Mgr.	CAD Tech	Env. PM	PC	Adm.	Rate Schedule	
		\$325.00	\$245.00	\$240.00	\$185.00	\$170.00	\$140.00	\$160.00	\$130.00	\$300.00	\$130.00	\$115.00	Standard Billing Rate	
Phase 6 - Additional Services														
6.1	Prepare a Grant Application	15	30	0	0	0	0	0	0	0	80	0	125	\$ 22,625.00
6.1.1	Assist the Sponsor to prepare and process certifications	2	4								12		18	
6.1.2	Certifications	2	4								8		14	
6.1.3	Annual SF 271 and SF 425	2	4								6		12	
6.1.4	Quarterly Performance Reports	2	4								16		22	
6.1.5	WYDOT Aeronautics Grant Administration	1	2								8		11	
6.1.6	Prepare Request for Reimbursement	6	12								30		48	
6.2	Provide Periodic Project Budget Updates		12								6		18	\$ 3,720.00
6.3	Design Grant Closeout Report		2					4			12		18	\$ 2,610.00
6.4	Disadvantaged Business Enterprise (DBE)												0	\$ -
6.5	Coordinate with Independent Auditors	3	6								12		21	\$ 4,005.00
6.6	Obtain WDEQ Authorization to Discharge	0	6	0	38	12	64	6	12	0	6	0	144	\$ 22,800.00
6.6.1	Site Visit				4		4						8	
6.6.2	SWPPP Permit		4		24	12	48	6	12		4		110	
6.6.3	SWPPP Submittal				6		4				2		12	
6.6.4	SWPPP Revisions		2		4		8						14	
6.6.5	Annual Reporting to WDEQ												0	
6.7	Travel Time				3		3						6	\$ 975.00
Subtotal, Phase 6		18	56	0	41	12	71	6	12	0	116	0	332	\$ 56,735.00
Total, Phases 1-6		306	482	332	99	759	540	170	258	8	249	12	3215	\$ 617,055.00



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APPENDIX B – FEDERAL CONTRACT PROVISIONS (UPDATED DECEMBER 19, 2025)

Attached are the updated FAA Federal Contract Provisions. These provisions will serve as the governing FAA Federal Contract Provisions for this task order and for all future task orders completed under the Master Service Agreement.

APPENDIX B – FEDERAL CONTRACT PROVISIONS

The following are federally mandated contract provisions provided and required by the Federal Aviation Administration (FAA). Provisions available here; Procurement and Contracting Under AIP – Federal Contract Provisions (faa.gov), are dated December 19, 2025. These provisions are included, as it is anticipated federal funds will be used for Project(s) covered by this agreement.

A1 ACCESS TO RECORDS AND REPORTS

The Consultant must maintain an acceptable cost accounting system. The Consultant agrees to provide the Owner, the Federal Aviation Administration, and the Comptroller General of the United States or any of their duly authorized representatives access to any books, documents, papers, and records of the Consultant which are directly pertinent to the specific contract for the purpose of making audit, examination, excerpts, and transcriptions. The Consultant agrees to maintain all books, records and reports required under this contract for a period of not less than three years after final payment is made and all pending matters are closed

A2 BREACH OF CONTRACT

Any violation or breach of terms of this contract on the part of the Consultant or its subconsultants may result in the suspension or termination of this contract or such other action that may be necessary to enforce the rights of the parties of this agreement.

Owner will provide Consultant written notice that describes the nature of the breach and corrective actions the Consultant must undertake in order to avoid termination of the contract. Owner reserves the right to withhold payments to Consultant until such time the Consultant corrects the breach or the Owner elects to terminate the contract. The Owner's notice will identify a specific date by which the Consultant must correct the breach. Owner may proceed with termination of the contract if the Consultant fails to correct the breach by the deadline indicated in the Owner's notice.

The duties and obligations imposed by the Contract Documents and the rights and remedies available thereunder are in addition to, and not a limitation of, any duties, obligations, rights, and remedies otherwise imposed or available by law.

A3 NOT REQUIRED

A4 CIVIL RIGHTS – GENERAL

GENERAL CIVIL RIGHTS PROVISIONS

In all its activities within the scope of its airport program, the Contractor agrees to comply with pertinent statutes, Executive Orders, and such rules as identified in Title VI List of Pertinent Nondiscrimination Acts and Authorities to ensure that no person shall, on the grounds of race, color, national origin, creed, sex, age, or disability be excluded from participating in any activity conducted with or benefiting from Federal assistance.

This provision is in addition to that required by Title VI of the Civil Rights Act of 1964.

The above provision binds the Contractor and subcontractors from the bid solicitation period through the completion of the contract.

A5 CIVIL RIGHTS – TITLE VI ASSURANCE

Title VI List of Pertinent Nondiscrimination Acts and Authorities

During the performance of this contract, the Contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "Contractor") agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252) (prohibits discrimination on the basis of race, color, national origin);
- 49 CFR Part 21 (Non-discrimination in Federally-Assisted programs of the Department of Transportation—Effectuation of Title VI of the Civil Rights Act of 1964) including amendments thereto;

- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601) (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794 et seq.), as amended (prohibits discrimination on the basis of disability); and 49 CFR part 27 (Nondiscrimination on the Basis of Disability in Programs or Activities Receiving Federal Financial Assistance);
- The Age Discrimination Act of 1975, as amended (42 U.S.C. § 6101 et seq.) (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982 (49 U.S.C. § 47123), as amended (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987 (PL 100-259) (broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, the Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms “programs or activities” to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act of 1990 (42 U.S.C. § 12101, et seq) (prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities) as implemented by U.S. Department of Transportation regulations at 49 CFR parts 37 and 38;
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. § 1681, et seq).

Compliance with Nondiscrimination Requirements:

During the performance of this contract, the Contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the “Contractor”), agrees as follows:

1. **Compliance with Regulations:** The Contractor (hereinafter includes consultants) will comply with the Title VI List of Pertinent Nondiscrimination Acts and Authorities, as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.
2. **Nondiscrimination:** The Contractor, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, or national origin, creed, sex, age, or disability in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The Contractor will not participate directly or indirectly in the discrimination prohibited by the Nondiscrimination Acts and Authorities, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR part 21 including amendments thereto.
3. **Solicitations for Subcontracts, including Procurements of Materials and Equipment:** In all solicitations, either by competitive bidding or negotiation made by the Contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by the Contractor of the contractor’s obligations under this contract and the Nondiscrimination Acts and Authorities on the grounds of race, color, or national origin.
4. **Information and Reports:** The Contractor will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the sponsor or the Federal Aviation Administration to be pertinent to ascertain compliance with such Nondiscrimination Acts and Authorities and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish the information, the Contractor will so certify to the sponsor or the Federal Aviation Administration, as appropriate, and will set forth what efforts it has made to obtain the information.
5. **Sanctions for Noncompliance:** In the event of a Contractor’s noncompliance with the non-discrimination provisions of this contract, the sponsor will impose such contract sanctions as it or the Federal Aviation Administration may determine to be appropriate, including, but not limited to:
 - a. Withholding payments to the Contractor under the contract until the Contractor complies; and/or

b. Cancelling, terminating, or suspending a contract, in whole or in part.

6. **Incorporation of Provisions:** The Contractor will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations, and directives issued pursuant thereto. The Contractor will take action with respect to any subcontract or procurement as the sponsor or the Federal Aviation Administration may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the Contractor becomes involved in, or is threatened with litigation by a subcontractor, or supplier because of such direction, the Contractor may request the sponsor to enter into any litigation to protect the interests of the sponsor. In addition, the Contractor may request the United States to enter into the litigation to protect the interests of the United States.

A6 CLEAN AIR AND WATER POLLUTION CONTROL

Consultant agrees to comply with all applicable standards, orders, and regulations issued pursuant to the Clean Air Act (42 U.S.C. §§ 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. §§ 1251-1387). The Consultant agrees to report any violation to the Owner immediately upon discovery. The Owner assumes responsibility for notifying the Environmental Protection Agency (EPA) and the Federal Aviation Administration.

Consultant must include this requirement in all subcontracts that exceed \$150,000.

A7 NOT REQUIRED

A8 NOT REQUIRED

A9 NOT REQUIRED

A10 DEBARMENT AND SUSPENSION

By submitting a bid/proposal under this solicitation, the offeror certifies that neither it nor its principals are presently debarred or suspended by any Federal department or agency from participation in this transaction.

The Consultant, by administering each lower tier subcontract that exceeds \$25,000 as a "covered transaction", must verify each lower tier participant of a "covered transaction" under the project is not presently debarred or otherwise disqualified from participation in this federally assisted project. The Consultant will accomplish this by:

1. Checking the System for Award Management at website: <http://www.sam.gov>.
2. Collecting a certification statement similar to the certification statement above.
3. Inserting a clause or condition in the covered transaction with the lower tier contract.

If the Federal Aviation Administration later determines that a lower tier participant failed to disclose to a higher tier participant that it was excluded or disqualified at the time it entered the covered transaction, the FAA may pursue any available remedies, including suspension and debarment of the non-compliant participant.

A11 DISADVANTAGED BUSINESS ENTERPRISE

The requirements of 49 CFR Part 26 apply to this contract. It is the policy of the Owner to practice nondiscrimination based on race, color, sex, or national origin in the award or performance of this contract. The Owner encourages participation by all firms qualifying under this solicitation regardless of business size or ownership.

Contract Assurance (49 CFR § 26.13)

The Consultant, subrecipient or subconsultant shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The Consultant shall carry out applicable requirements of 49 CFR Part 26, including any amendments thereto, in the award and administration of DOT-assisted contracts. Failure by the Consultant to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as the recipient deems appropriate, which may include, but is not limited to:

- 1) Withholding monthly progress payments;
- 2) Assessing sanctions;
- 3) Liquidated damages; and/or
- 4) Disqualifying the Consultant from future bidding as non-responsible.

Prompt Payment (49 CFR § 26.29)

The prime consultant agrees to pay each subconsultant under this prime contract for satisfactory performance of its contract no later than 30 days from the receipt of each payment the prime consultant receives from the Owner. The prime consultant agrees further to return retainage payments to each subconsultant within 30 days after the subconsultant's work is satisfactorily completed. Any delay or postponement of payment from the above referenced time frame may occur only for good cause following written approval of the Owner. This clause applies to both DBE and non-DBE subcontractors.

Termination of DBE Subcontracts (49 CFR § 26.53(f))

The prime consultant must not terminate a DBE subconsultant listed in response to this solicitation without prior written consent of the Owner. This includes, but is not limited to, instances in which the prime consultant seeks to perform work originally designated for a DBE subconsultant with its own forces or those of an affiliate, a non-DBE firm, or with another DBE firm.

The prime consultant shall utilize the specific DBEs listed to perform the work and supply the materials for which each is listed unless the consultant obtains written consent from the Owner. Unless the Owner's consent is provided, the prime consultant shall not be entitled to any payment for work or material unless it is performed or supplied by the listed DBE.

The Owner may provide such written consent only if the Owner agrees, for reasons stated in the concurrence document, that the prime consultant has good cause to terminate the DBE firm. For purposes of this paragraph, good cause includes the circumstances listed in 49 CFR §26.53.

Before transmitting to the Owner its request to terminate and/or substitute a DBE subconsultant, the prime consultant must give notice in writing to the DBE subconsultant, with a copy to the Owner, of its intent to request to terminate and/or substitute, and the reason for the request.

The prime consultant must give the DBE five days to respond to the prime consultant's notice and advise the Owner and the consultant of the reasons, if any, why it objects to the proposed termination of its subconsultant why the Owner should not approve the prime consultant's action. If required in a particular case as a matter of public necessity (e.g., safety), the Owner may provide a response period shorter than five days.

In addition to post-award terminations, the provisions of this section apply to pre-award deletions of or substitutions for DBE firms put forward by offerors in negotiated procurements.

A12 DISTRACTED DRIVING

In accordance with Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving", (10/1/2009) and DOT Order 3902.10, "Text Messaging While Driving", (12/30/2009), the Federal Aviation Administration encourages recipients of Federal grant funds to adopt and enforce safety policies that decrease crashes by distracted drivers, including policies to ban text messaging while driving when performing work related to a grant or subgrant.

In support of this initiative, the Owner encourages the Consultant to promote policies and initiatives for its employees and other work personnel that decrease crashes by distracted drivers, including policies that ban text messaging while driving motor vehicles while performing work activities associated with the project. The Consultant must include the substance of this clause in all sub-tier contracts exceeding \$10,000 that involve driving a motor vehicle in performance of work activities associated with the project.

A13 PROHIBITION ON CERTAIN TELECOMMUNICATIONS AND VIDEO SURVEILLANCE SERVICES OR EQUIPMENT

Consultant and Subconsultant agree to comply with mandatory standards and policies relating to use and procurement of certain telecommunications and video surveillance services or equipment in compliance with the National Defense Authorization Act [P.L. 115-232 § 889(f)(1)].

A14 NOT REQUIRED

A15 FEDERAL FAIR LABOR STANDARDS ACT (FEDERAL MINIMUM WAGE)

All contracts and subcontracts that result from this solicitation incorporate by reference the provisions of 29 CFR Part 201, the Federal Fair Labor Standards Act (FLSA), with the same force and effect as if given in full text. The FLSA sets minimum wage, overtime pay, recordkeeping, and child labor standards for full and part-time workers.

The Consultant has full responsibility to monitor compliance to the referenced statute or regulation. The Consultant must address any claims or disputes that arise from this requirement directly with the U.S. Department of Labor – Wage and Hour Division.

A16 LOBBYING AND INFLUENCING FEDERAL EMPLOYEES

The Bidder or Offeror certifies by signing and submitting this bid or proposal, to the best of his or her knowledge and belief, that:

- (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the Bidder or Offeror, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31, U.S.C. § 1352. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

A17 OCCUPATIONAL SAFETY AND HEALTH ACT OF 1970

All contracts and subcontracts that result from this solicitation incorporate by reference the requirements of 29 CFR Part 1910 with the same force and effect as if given in full text. The employer must provide a work environment that is free from recognized hazards that may cause death or serious physical harm to the employee. The employer retains full responsibility to monitor its compliance and their subcontractor's compliance with the applicable requirements of the Occupational Safety and Health Act of 1970 (20 CFR Part 1910). The employer must address any claims or disputes that pertain to a referenced requirement directly with the U.S. Department of Labor – Occupational Safety and Health Administration.

A18 NOT REQUIRED

A19 RIGHTS TO INVENTIONS

Contracts or agreements that include the performance of experimental, developmental, or research work must provide for the rights of the Federal Government and the Owner in any resulting invention as established by 37 CFR part 401, Rights to Inventions Made by Non-profit Organizations and Small Business Firms under Government Grants, Contracts, and Cooperative Agreements. This contract incorporates by reference the patent and inventions rights as specified within 37 CFR § 401.14. Contractor must include this requirement in

all sub-tier contracts involving experimental, developmental, or research work.

A20 NOT REQUIRED

A21 TAX DELINQUENCY AND FELONY CONVICTIONS

CERTIFICATION OF OFFEROR/BIDDER REGARDING TAX DELINQUENCY AND FELONY CONVICTIONS

The applicant agrees that, if awarded a contract resulting from this solicitation, it will incorporate this provision for certification in all lower tier subcontracts.

Certifications

- 1) The applicant represents that it is not a corporation that has any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability.
- 2) The applicant represents that it is not a corporation that was convicted of a criminal violation under any Federal law within the preceding 24 months.

A22 TERMINATION OF CONTRACT

TERMINATION FOR CONVENIENCE (PROFESSIONAL SERVICES)

The Owner may, by written notice to the Consultant, terminate this Agreement for its convenience and without cause or default on the part of Consultant. Upon receipt of the notice of termination, except as explicitly directed by the Owner, the Consultant must immediately discontinue all services affected.

Upon termination of the Agreement, the Consultant must deliver to the Owner all data, surveys, models, drawings, specifications, reports, maps, photographs, estimates, summaries, and other documents and materials prepared by the Engineer under this contract, whether complete or partially complete.

Owner agrees to make just and equitable compensation to the Consultant for satisfactory work completed up through the date the Consultant receives the termination notice. Compensation will not include anticipated profit on non-performed services.

Owner further agrees to hold Consultant harmless for errors or omissions in documents that are incomplete as a result of the termination action under this clause.

TERMINATION FOR CAUSE (PROFESSIONAL SERVICES)

Either party may terminate this Agreement for cause if the other party fails to fulfill its obligations that are essential to the completion of the work per the terms and conditions of the Agreement. The party initiating the termination action must allow the breaching party an opportunity to dispute or cure the breach.

The terminating party must provide the breaching party [7] days advance written notice of its intent to terminate the Agreement. The notice must specify the nature and extent of the breach, the conditions necessary to cure the breach, and the effective date of the termination action. The rights and remedies in this clause are in addition to any other rights and remedies provided by law or under this agreement.

a) **Termination by Owner:** The Owner may terminate this Agreement in whole or in part, for the failure of the Consultant to:

1. Perform the services within the time specified in this contract or by Owner approved extension;
2. Make adequate progress so as to endanger satisfactory performance of the Project; or
3. Fulfill the obligations of the Agreement that are essential to the completion of the Project.

Upon receipt of the notice of termination, the Consultant must immediately discontinue all services affected unless the notice directs otherwise. Upon termination of the Agreement, the Consultant must deliver to the Owner all data, surveys, models, drawings, specifications, reports, maps, photographs, estimates, summaries, and other documents and materials prepared by the Engineer under this contract, whether complete or partially complete.

Owner agrees to make just and equitable compensation to the Consultant for satisfactory work completed

up through the date the Consultant receives the termination notice. Compensation will not include anticipated profit on non-performed services.

Owner further agrees to hold Consultant harmless for errors or omissions in documents that are incomplete as a result of the termination action under this clause.

If, after finalization of the termination action, the Owner determines the Consultant was not in default of the Agreement, the rights and obligations of the parties shall be the same as if the Owner issued the termination for the convenience of the Owner.

b) **Termination by Consultant:** The Consultant may terminate this Agreement in whole or in part, if the Owner:

1. Defaults on its obligations under this Agreement;
2. Fails to make payment to the Consultant in accordance with the terms of this Agreement;
3. Suspends the Project for more than [180] days due to reasons beyond the control of the Consultant.

Upon receipt of a notice of termination from the Consultant, Owner agrees to cooperate with Consultant for the purpose of terminating the agreement or portion thereof, by mutual consent. If Owner and Consultant cannot reach mutual agreement on the termination settlement, the Consultant may, without prejudice to any rights and remedies it may have, proceed with terminating all or parts of this Agreement based upon the Owner's breach of the contract.

In the event of termination due to Owner breach, the Engineer is entitled to invoice Owner and to receive full payment for all services performed or furnished in accordance with this Agreement and all justified reimbursable expenses incurred by the Consultant through the effective date of termination action. Owner agrees to hold Consultant harmless for errors or omissions in documents that are incomplete as a result of the termination action under this clause.

A23 TRADE RESTRICTION CERTIFICATION

By submission of an offer, the Offeror certifies that with respect to this solicitation and any resultant contract, the Offeror –

- 1) is not owned or controlled by one or more citizens of a foreign country included in the list of countries that discriminate against U.S. firms as published by the Office of the United States Trade Representative (USTR);
- 2) has not knowingly entered into any contract or subcontract for this project with a person that is a citizen or national of a foreign country included on the list of countries that discriminate against U.S. firms as published by the USTR; and
- 3) has not entered into any subcontract for any product to be used on the Federal project that is produced in a foreign country included on the list of countries that discriminate against U.S. firms published by the USTR.

This certification concerns a matter within the jurisdiction of an agency of the United States of America and the making of a false, fictitious, or fraudulent certification may render the maker subject to prosecution under Title 18 U.S.C. § 1001.

The Offeror/Contractor must provide immediate written notice to the Owner if the Offeror/Contractor learns that its certification or that of a subcontractor was erroneous when submitted or has become erroneous by reason of changed circumstances. The Contractor must require subcontractors provide immediate written notice to the Contractor if at any time it learns that its certification was erroneous by reason of changed circumstances.

Unless the restrictions of this clause are waived by the Secretary of Transportation in accordance with 49 CFR § 30.17, no contract shall be awarded to an Offeror or subcontractor:

- 1) who is owned or controlled by one or more citizens or nationals of a foreign country included on the list of countries that discriminate against U.S. firms published by the USTR; or
- 2) whose subcontractors are owned or controlled by one or more citizens or nationals of a foreign country on such USTR list; or
- 3) who incorporates in the public works project any product of a foreign country on such USTR list.

Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render, in good faith, the certification required by this provision. The knowledge and information of a contractor is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

The Offeror agrees that, if awarded a contract resulting from this solicitation, it will incorporate this provision for certification without modification in all lower tier subcontracts. The Contractor may rely on the certification of a prospective subcontractor that it is not a firm from a foreign country included on the list of countries that discriminate against U.S. firms as published by USTR, unless the Offeror has knowledge that the certification is erroneous.

This certification is a material representation of fact upon which reliance was placed when making an award. If it is later determined that the Contractor or subcontractor knowingly rendered an erroneous certification, the Federal Aviation Administration (FAA) may direct through the Owner cancellation of the contract or subcontract for default at no cost to the Owner or the FAA.

A24 VETERAN'S PREFERENCE

In the employment of labor (excluding executive, administrative, and supervisory positions), the Consultant and all sub-tier consultants must give preference to covered veterans as defined within 49 U.S.C § 47112. Covered veterans include Vietnam-era veterans, Persian Gulf veterans, Afghanistan- Iraq war veterans, disabled veterans, and small business concerns (as defined by 15 U.S.C. 632) owned and controlled by disabled veterans. This preference only applies when there are covered veterans readily available and qualified to perform the work to which the employment relates.

A25 DOMESTIC PREFERENCES FOR PROCUREMENTS

CERTIFICATION REGARDING DOMESTIC PREFERENCES FOR PROCUREMENTS

The Consultant certifies by signing and submitting this proposal that, to the greatest extent practicable, the Consultant has provided a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including, but not limited to, iron, aluminum, steel, cement, and other manufactured products) in compliance with 2 CFR § 200.322.

A26 PROHIBITION OF COVERED UNMANNED AIRCRAFT SYSTEMS (UAS)

The Consultant certifies that they are aware of and comply with relevant Federal statutes and regulations, including those from the Federal Aviation Administration (FAA), for operating unmanned aircraft systems (UAS) in accordance, and in compliance with all related requirements in the FAA Reauthorization Act of 2024 (Public Law 118-63), section 936 (49 U.S.C. § 44801 note).

Consultant warrants that all UAS operations will be conducted in full compliance with all applicable Federal Aviation Administration (FAA) regulations, including but not limited to 14 CFR Part 107, and any other applicable local, state, or Federal laws and regulations.

Sponsors and subgrant recipients cannot use AIP grant funds to enter into, extend, or renew a contract related to covered unmanned aircraft systems (UAS). This includes both procurement and operational contracts, as well as contracts with entities that operate such systems.