

**AUBURN-LEWISTON AIRPORT
BOARD OF DIRECTORS MEETING
Thursday, 5 March 2015**

Workshop

1. Call to Order (Chair) 5:00 pm
2. Airport Requirements to support Air Taxi Service (20 Minutes - Presentation)

Meeting

1. Call the Meeting to Order (Chair) 5:30 p.m.
2. Approval of Minutes for 5 February 2015 (Motion/Approval)
3. Financial Report for February 2015 (Motion/Approval)
4. Airport Manager's Report
 - a. Automated Weather Observing Station Update
 - b. Instrument Landing System vs. Snow
 - c. National Weather Service Weather Spotter Training at Airport
5. Old Business –
 - a. Hoyle Tanner and Associates Engineering Contract (Motion/Ratify)
 - b. Power and Construction Group Lease (Motion/Ratify)
 - c. FY 16 Airport Operations Budget – (Motion/Approval)
6. New Business
7. Public Comments
8. Executive Session – for discussion of Real Estate Proposal
9. Adjournment – Next Regular Meeting will be 2 April 2014

AUBURN-LEWISTON AIRPORT
Airport Board of Directors Meeting
80 Airport Drive, Auburn, Maine 04210

February 5, 2015

The Auburn-Lewiston Airport Board of Directors Meeting scheduled at 5:30 p.m.

Present: Chairman Plourde

Board Members Present: Dycio, Sheats, Hunter, Cayer, Robinson, Thompson, Hayes and Kroll.

Also Present: Rick Lanman, Airport Manager; Evan McDougal, Hoyle Tanner & Associates; Councilor Walker.

Chairman Plourde called the meeting to order at 5:33 p.m.

All future meetings will be starting at 5:00 p.m. exceptions may apply for meetings during budget season.

APPROVAL OF MINUTES

The minutes to be revised as requested.

ON MOTION BY MR. KROLL SECOND BY MR. CAYER VOTE (1) TO APPROVE THE MINUTES OF JANUARY 8, 2015 AND PLACE ON FILE.

VOTE: 9:0

FINANCE REPORT

PROGRESS REPORT

Treasurer Hunter reviewed the treasurer's report with the board. A few formula errors are not reflecting the actual numbers. Expenditures need to be reviewed before year end. Revenues are trending lower than last year. It is recommended to defer any maintenance items until the end of the fiscal year, holding the balance of approximately (\$50,000).

ON MOTION BY MR. CAYER SECOND BY MR. KROLL VOTE (2) TO ACCEPT THE FINANCIAL REPORTS AS PRESENTED.

VOTE: 9:0

AIRPORT MANAGER REPORT

LIVE CONCERT AT AIRPORT

A promoter is looking to have a live concert in the Lewiston/Auburn area and it was suggested to check the airport area due to the large gathering of 7,500 in August 2015. Manager Lanman met with Michael Shea and discussed the area where this could happen. The east side, off the Hotel Road, is not near the aeronautical facilities and the best place with the crowd, band, vendors, vehicles that would need to be in the area. City Council is looking to modify the mass gathering permit and there is a long list of items in the city ordinance to be completed before approval. Manager Lanman will contact the FAA

and find out exactly what is needed to comply to have a concert of this magnitude at the airport. There will be no overnight, residing inside the fence. The Airport Board of Directors need to approve this event also after due diligence is completed. This is only the first step in numerous discussions to occur. The concert opens doors for this area for tourists and revenues. Mr. Hayes feels further down on Lewiston Junction Road after the railroad tracks in the field by the Poland line would be a better fit and not on airport property. Traffic would be off the Kittyhawk Road and take it off Hotel Road. If this does happen on the airport, the lease with CAVU needs to be checked especially since there will be numerous food vendors.

TERMINAL RAMP PROJECT UPDATE

The ramp project was submitted to the cities for capital improvement request at \$620,000. The FAA, State and our consultants suggest combining 2 projects to save on the engineering design and permitting costs. The cheapest way to get the old pavement replaced and the extension of the ramp in place making a safe ramp for a total of \$857,000. The sponsor share is 5 percent, for an additional \$12,000, for a total of \$43,000 sponsor share. There would be a savings of over \$100,000 in engineering costs. Terminal aircraft ramp and aircraft parking apron are the same project and will reflect the same name of Aircraft Ramp.

ON MOTION BY MS. SHEATS SECOND BY MS. HUNTER VOTE (3) TO AMEND THE CAPITAL REQUEST IN THE SPONSOR SHARE FOR THE AIRCRAFT RAMP PROJECT FOR EXPANSION AND RECONSTRUCTION BY AN ADDITIONAL \$12,000 TO BE ALLOCATED FROM THE LAND FUND.

VOTE: 9:0

Mr. Dycio was excused from the meeting.

RESTAURANT UPDATE

The restaurant will open next Wednesday, February 11, by invitation only, open to the general public after February 14, and officially with ribbon cutting the last week of February.

CONFERENCE ROOM UPDATE

Manager Lanman was requested to request quotes for conference room furniture. A couple of companies have responded with a couple of different options. A tabulation sheet will be emailed out to board members for review.

ON MOTION BY MS. HUNTER SECOND BY MR. THOMPSON VOTE (4) TO APPROVE MANAGER LANMAN TO OUTFIT THE CONFERENCE ROOM NOT TO EXCEED \$10,000 FROM THE LAND FUND AND DRAFT A POLICY FOR RENTAL RATES FOR THE CONFERENCE ROOM.

VOTE: 8:0

The Civil Air Patrol has arranged to use the conference room and terminal building to present a Gold Service Award to a couple of local citizens on February 21, 2014 by Senator Collins and Governor LePage.

FEMA/DISASTER RELIEF

When monies are available from the blizzard a few weeks ago, Manager Lanman has submitted his reimbursement request with FEMA.

OLD BUSINESS

FY 2016 AIRPORT OPERATIONS BUDGET

Manager Lanman reviewed the draft budget with the board members to provide a better understanding of each line item. The board will come back with a recommended list of changes. Detail was excellent on this draft budget.

The airport is slowly converting to LED lighting. Not all airfield lighting can be converted. Insurance item has been lowered due to experience rating has dropped and training provided to employees. All insurances are being reviewed for lower price quotes. Detail of job descriptions. Detail of FBO operations. Overtime is up due to wages, on call and stand by for after hours to service pilots. Capital summary revise numbers.

On future agendas, corporate hangar construction and SCASD Grant will be added for status reports.

ON MOTION BY MR. THOMPSON SECOND BY MR. CAYER VOTE (5) MOVE THE CURRENT SLATE OF OFFICERS.

VOTE: 8:0

The next meeting is tentatively scheduled for March 5, 2015, subject to change.

No Executive Session required.

ON MOTION BY MR. THOMPSON SECOND BY MS. HUNTER VOTE (6) TO ADJOURN THE MEETING AT 7:55 P.M.

VOTE: 8:0

Respectfully Submitted,

Rick Lanman, AAE ACE
Airport Manager

**Auburn-Lewiston Municipal Airport
Monthly Financial Statement**

Summary

		Monthly	FY 15			FY 14		
		30 January 2015	YTD Actual	Approved Budget	Percent +/-	Previous YTD Actual	Approved Budget	Percent +/-
Revenues								
	Airport Operations	28,782.63	311,419.86	478,270.00	65.11%	338,476.52	435,714.80	77.68%
	Services (FBO Operations)	21,917.89	453,694.12	745,623.53	60.85%	441,920.19	678,000.00	65.18%
	Other Income	91.45	158,139.09	230,350.00	68.65%	247,388.77	228,500.00	108.27%
	Total	50,791.97	923,253.07	1,454,243.53	63.49%	1,027,785.48	1,342,214.80	76.57%
Expenses								
	Airport Personnel	-23,320.21	-204,710.51	-286,637.83	71.4%	-176,858.12	-288,217.50	61.36%
	Airport Operations	-8,817.92	-62,493.53	-69,485.00	89.9%	-46,116.61	-92,025.57	50.11%
	Airport Maintenance	-3,038.09	-30,331.68	-80,763.55	37.6%	-37,993.30	-38,275.93	99.26%
	Airport Administration	-10,175.38	-266,330.93	-287,747.00	92.6%	-290,397.15	-282,750.00	102.70%
	Services (FBO Operations)	-40,291.68	-524,373.03	-728,644.69	72.0%	-374,684.13	-631,162.61	59.36%
	Total	-85,643.28	-1,088,239.68	-1,453,278.07	74.88%	-926,049.31	-1,332,431.61	69.50%
	Net Total	-34,851.31	-164,986.61	965.46		101,736.17	9,783.19	
	0.67							

Auburn-Lewiston Municipal Airport Monthly Financial Statement

Summary of Revenues

	30 January 2015			FY 15			FY 14		
	Monthly Actual	Monthly Budget	Percent +/-	YTD Actual	Approved Budget	Percent +/-	Previous YTD Actual	Approved Budget	Percent +/-
Airport Operations									
Based Aircraft Tiedown Fees Collected	405.00	1,500.00	27.00%	6,019.29	18,000.00	33.44%	9,807.89	12,000.00	81.73%
Landing Fees Collected	1,173.38	1,833.33	64.00%	14,199.83	22,000.00	64.54%	14,189.30	15,000.00	94.60%
Fuel Flowage Fees Collected	-	750.00	0.00%	5,626.12	9,000.00	62.51%	5,423.60	7,000.00	77.48%
Rental Fees Collected	23,743.01	28,414.17	83.56%	229,180.77	340,970.00	67.21%	251,802.15	348,214.80	72.31%
Christian Hill Materials	3,461.24	7,083.33	48.86%	55,682.76	85,000.00	65.51%	55,378.58	50,000.00	110.76%
Service Fees Collected	-	275.00	0.00%	711.09	3,300.00	21.55%	1,875.00	3,500.00	53.57%
SUBTOTAL OPERATIONS	28,782.63	39,855.83	72.22%	311,419.86	478,270.00	65.11%	338,476.52	435,714.80	77.68%
	-								
Services (FBO Operations)	-								
Fuel and Oil Sales	16,887.94	55,760.29	30.29%	399,847.95	669,123.53	59.76%	406,260.61	610,500.00	66.55%
Transient Tie-Down/Hangaring	3,665.25	2,500.00	146.61%	21,042.99	30,000.00	70.14%	17,837.60	20,000.00	89.19%
Professional/Catering	110.00	541.67	20.31%	3,628.02	6,500.00	55.82%	5,204.27	5,000.00	104.09%
Rental Car	100.40	291.67		2,325.44	3,500.00	66.44%	0.00		
After Hour Call-out	-	62.50	0.00%	1,152.75	750.00	153.70%	440.00	10,000.00	4.40%
Aircraft Maintenance	1,154.30	2,979.17	38.75%	25,696.97	35,750.00	71.88%	12,177.71	32,500.00	37.47%
SUBTOTAL SERVICES	21,917.89	62,135.29	35.27%	453,694.12	745,623.53	60.85%	441,920.19	678,000.00	65.18%
	-			0.00					
Other Income	-			0.00					
Excise Tax Revenues	-			0.00	20,000.00	0.00%	0.00	18,000.00	0.00%
Surplus (fund balance)	-			0.00	0.00		0.00	0.00	
Interest (land fund and general account)	91.45	41.67		639.09	350.00	182.60%	344.02	500.00	68.80%
Sale of Assets	-	0.00		0.00	0.00		37,044.75	0.00	
TOTAL OTHER INCOME	91.45	41.67		639.09	20,350.00	3.14%	37,388.77	18,500.00	202.10%
	-			0.00					
Sponsor Contribution	-	17,500.00		157,500.00	210,000.00	75.00%	210,000.00	210,000.00	100.00%
TOTAL INCOME	50,791.97	119,532.79		923,253.07	1,454,243.53	63.49%	1,027,785.48	1,342,214.80	76.57%

**Auburn-Lewiston Municipal Airport
Monthly Financial Statement
Summary of Expenses**

	30 January 2015			FY 15			FY 14		
	Monthly Actual	Monthly Budget	Percent +/-	YTD Actual	Approved Budget	Percent +/-	Previous YTD Actual	Approved Budget	Percent +/-
Airport Personnel									
Salaries	15,444.43	16,420.06	94.06%	125,511.94	197,040.74	63.70%	116,382.48	202,110.00	57.58%
Fringe Benefits	6,459.33	6,268.56	103.04%	72,377.75	75,222.69	96.22%	54,331.08	80,844.00	67.20%
Overtime	1,316.45	237.50	554.29%	3,597.82	2,850.00	126.24%	1,550.00	2,500.00	62.00%
Professional Development	100.00	960.37	10.41%	3,223.00	11,524.40	27.97%	4,594.56	2,763.50	166.26%
TOTAL PERSONNEL	23,320.21	23,886.49	97.63%	204,710.51	286,637.83	71.42%	176,858.12	288,217.50	61.36%
Airport Operations									
Professional Fees/Contract Services	0.00	416.67	0.00%	10,598.20	5,000.00	211.96%	10,674.70	30,000.00	35.58%
Lights and Power	2,763.66	1,500.00	184.24%	13,928.77	18,000.00	77.38%	10,425.29	18,000.00	57.92%
Heating Fuel Oil / Propane	1,932.83	405.00	477.24%	5,174.54	4,860.00	106.47%	6,501.36	15,000.00	43.34%
Gas and Oil for Vehicles	1,380.79	2,052.08	67.29%	12,761.91	24,625.00	51.83%	17,525.57	17,525.57	100.00%
Snow and Ice Control Supplies	2,634.83	1,250.00	210.79%	19,203.45	15,000.00	128.02%	189.14	10,000.00	1.89%
Sewer /Water	105.81	166.67	63.49%	826.66	2,000.00	41.33%	800.55	1,500.00	53.37%
SUBTOTAL OPERATIONS	8,817.92	5,790.42	152.28%	62,493.53	69,485.00	89.94%	46,116.61	92,025.57	50.11%
Airport Maintenance									
Building Maintenance	2,219.01	2,164.58	102.51%	11,760.73	25,975.00	45.28%	14,822.18	10,000.00	148.22%
Electrical Maintenance	0.00	416.67	0.00%	0.00	5,000.00	0.00%	1,163.50	5,000.00	23.27%
Radio Maintenance	0.00	375.00	0.00%	0.00	4,500.00	0.00%	107.92	500.00	21.58%
Vehicle Maintenance	155.83	1,352.08	11.53%	6,604.17	16,225.00	40.70%	15,604.51	7,778.77	200.60%
Airfield Maintenance	663.25	2,421.96	27.38%	11,966.78	29,063.55	41.17%	6,295.19	10,000.00	62.95%
Pavement Maintenance	0.00	0.00		0.00	0		-	4,997.16	0.00%
SUBTOTAL MAINTENANCE	3,038.09	6,730.30	45.14%	30,331.68	80,763.55	37.56%	37,993.30	38,275.93	99.26%
Airport Administration									
Computer/Office Machine Maintenance Support	659.27	166.67	395.56%	989.20	2,000.00	49.46%	1,149.17	2,500.00	45.97%
Advertising and Promotion	50.00	208.33	24.00%	1,322.50	2,500.00	52.90%	-	-	
Hangar Loan	(27.00)	17,083.33	-0.16%	201,348.00	205,000.00	98.22%	249,750.00	249,750.00	100.00%
Insurance	8,654.75	5,520.58	156.77%	49,397.40	66,247.00	74.57%	34,907.85	25,000.00	139.63%
Legal Fees	0.00	208.33	0.00%	6,946.69	2,500.00	277.87%	577.84	1,000.00	57.78%
Office Supplies	431.23	416.67	103.50%	3,654.44	5,000.00	73.13%	2,342.47	2,500.00	93.70%
Telephone	407.13	375.00	108.57%	2,670.70	4,500.00	59.35%	1,669.82	2,000.00	83.49%
SUBTOTAL ADMINISTRATION	10,175.38	23,978.92	42.43%	266,330.93	287,747.00	92.56%	290,397.15	282,750.00	102.70%
TOTAL OPERATIONAL EXPENSES	45,351.60	60,386.11	75.10%	563,866.65	724,633.38	77.81%	551,365.18	701,269.00	78.62%
Services (FBO Operations)									
Salaries	11,258.03	14,138.80	79.63%	112,327.22	169,665.60	66.21%	104,880.74	158,470.00	66.18%
Fringe Benefits	4,386.87	5,723.01	76.65%	30,245.97	68,676.15	44.04%	10,075.76	63,388.00	15.90%
Overtime	388.76	312.50	124.41%	1,885.73	3,750.00	50.29%	-	-	
Professional	24.50	416.67	5.88%	2,074.07	5,000.00	41.48%	2,160.44	5,000.00	0.00%
Advertising	443.46	416.67	106.43%	2,810.32	5,000.00	56.21%	4,984.76	5,000.00	99.70%
Fuels and Oils Merchandise	18,956.21	35,883.58	52.83%	339,099.42	430,602.94	78.75%	287,827.35	386,304.61	74.51%
Utilities	3,068.14	1,000.00	306.81%	10,644.76	12,000.00	88.71%	8,818.70	5,000.00	176.37%
Plant Equipment	0.00	291.67	0.00%	679.14	3,500.00	19.40%	1,929.84	1,000.00	192.98%
Ground Support Equipment (GSE)	1,515.63	1,666.67	90.94%	10,250.53	20,000.00	51.25%	12,966.83	1,000.00	1296.68%
Information systems Equipment	0.00	0.00		0.00	-		-	-	
Materials and Supplies (Aircraft Maintenance)	250.08	870.83	28.72%	14,355.87	10,450.00	137.38%	4,745.95	6,000.00	79.10%
SUBTOTAL SERVICE (FBO OPERATIONS)	40,291.68	60,720.39	66.36%	524,373.03	728,644.69	71.97%	438,390.37	631,162.61	69.46%
TOTAL EXPENSES	85,643.28	121,106.51	70.72%	1,088,239.68	1,453,278.07	74.88%	989,755.55	1,332,431.61	74.28%

PROJECT CONTRACT

***Terminal Apron Expansion (Approx. 2,200 SY)
And Rehabilitation (Approx. 3,900 SY)***

AIRPORT Contact Person: Rick Lanman, AAE, ACE, Manager
Type of Services: Planning, Design, and/or Construction Inspection

Project Location:	<u>Auburn-Lewiston Municipal Airport</u>	Contract Negotiated Price:	<u>\$210,900</u>
Federal AIP #:	<u>3-23-0002-xxx-2015</u>	Contract Begin Date:	<u>When Last Signed</u>
Federal Tax I.D. #:	<u>01-0365409</u>	Contract Expiration Date:	<u>July 31, 2018</u>
		GCA Agreement Number:	<u>030737</u>
		GCA Ordering Period Dates:	<u>08/09/13 to 07/31/2017</u>

This Project Contract (hereinafter referred to as "Contract") is entered into by and between the **Auburn-Lewiston Municipal Airport, 80 Airport Drive, Auburn, ME 04210** (hereinafter referred to as "Sponsor"), and **Hoyle, Tanner & Associates, Inc.**, a corporation or other legal entity (hereinafter referred to as "Consultant") organized under the laws of the State of New Hampshire, with its principal place of business located at 150 Dow Street, Manchester, NH 03101 (hereinafter referred to as the "Parties").

The following attachments are hereby incorporated into this agreement by reference:

- Appendix A – Method of Payment and Price, Overhead Rate**
- Appendix A-1 – Employee Names/Classifications/Rates**
- Appendix B – Consultant’s Proposal / Detailed Scope of Work**
- Appendix C - DBE/WBE Utilization Plan**
- Appendix D – Cost Estimate**

The Consultant agrees to be bound by the Airport Consultant General Conditions, dated **May 3, 2012** and by the Airport General Consultant Agreement dated **July 14, 2014**, Contract Number **030737**, which are hereby incorporated by reference.

This Contract is subject to compliance with the Disadvantaged Business Enterprise (DBE) Program requirements as set forth by the Sponsor.

The Parties, in consideration of the mutual promises set forth in this Contract, hereby agree as follows:

- 1. The Scope of Work.** The Consultant agrees to complete all work as detailed in Appendix B which is made a part of this Contract and;

The Consultant shall be responsible for furnishing all supervision, labor, equipment, tools supplies, permanent and temporary materials required to perform the work detailed in Appendix B and;

The Sponsor shall have the right to alter the nature and extent of the work as provided in this Contract, through a written modification signed by both Parties.

2. **Reimbursement.** Upon full execution of the FAA grant agreement and related individual project contract, the Sponsor will reimburse the Consultant for approved expenditures incurred on the project prior to the execution of the FAA grant agreement, and the receipt of the MaineDOT Assignment Letter.
3. **Funding.** The Parties agree that in the event that funds are not made available by the Federal Government, and/or State Government in support of this project, the Sponsor will assume full responsibility for costs incurred. The Sponsor will make every effort to notify the Consultant should such an event occur.
4. **Team Members.** Listed below are the names of the Consultant’s Project Manager, Chief Designer, other key personnel, and primary Subconsultants for this Contract. No substitutions of the key Consultant Team Members are allowed without prior notification and approval by the Sponsor.

Project Manager:	<u>Matthew T. O’Brien, PE</u>
Engineering Manager:	<u>Nils Gonzalez, PE</u>
Other Key Personnel:	<u>Evan McDougal, CM</u>
Subconsultant 1:	<u>Shyka, Sheppard & Garster, Land Surveyors</u>
Subconsultant 2:	<u>Lee Carroll, PE, Electrical Engineer</u>
Subconsultant 3:	<u>RW Gillespie & Associates, Inc., Geotechnical</u>

5. **Representations.** By signing below, the Consultant hereby represents that to the best of the Consultant’s knowledge and belief:
 - a. All of the statements, representations, covenants, and/or certifications required or set forth in the Contract documents are complete and accurate as of the date of this Contract.
 - b. The Consultant knows of no legal, contractual, or financial impediment to entering into this Contract.
 - c. The person signing below is legally authorized by the Consultant to sign this Contract on its behalf and to legally bind the Consultant to the terms of this Contract.
7. **Offer.** The Consultant, having carefully examined the site of work, scope of work, the Airport Consultant General Conditions (including insurance requirements), Airport General Consultant Agreement (when applicable) hereby propose and offer to enter into this Contract to supply all the labor and materials needed to complete the whole of the work in strict accordance with the terms and conditions of this Contract at the prices agreed upon in Appendix A & A-1.

The Consultant also agrees:

First: To do any extra work, not covered by the “Appendix B”, which may be required by the Sponsor, and to accept as full compensation the rates noted in Appendix A-1 or approved revision to same and related contract modifications.

Second: The Consultant will deliver to the Sponsor a signed, valid certificate of insurance proving the coverage required by this Contract and/or the Airport Consultant General Conditions before any work commences under this Contract. If the level of insurance is specified in this Contract, that amount will supersede the requirements outlined in the Airport Consultant General Conditions. The Sponsor shall be included as an additional insured on Commercial General Liability insurance policy carried by the Consultant.

Third: To begin and complete the work within the dates specified herein.

The Parties acknowledge that the Airport Consultant General Conditions, dated **May 3, 2012**, may only be amended thru a written modification approved in writing by the Maine Department of Transportation. If any provision in the Airport Consultant General Conditions is altered without approval from the Maine Department of Transportation, then funding from the State of Maine may be withdrawn.

IN WITNESS WHEREOF, the Consultant, for itself, its successors and assigns, hereby execute five (5) originals of this Contract and thereby binds itself to all covenants, terms, and obligations contained in the Contract Documents.

**HOYLE, TANNER & ASSOCIATES, INC.
CONSULTANT**

Date

Robert M. Furey, Senior Vice President
Director, Aviation Services Group

**AUBURN-LEWISTON MUNICIPAL AIRPORT
SPONSOR**

Date

Rick Lanman, AAE, ACE, Manager

**APPENDIX A
AIRPORT CONSULTANT CONTRACT
METHOD OF PAYMENT**

ADJUSTABLE PAYROLL – FIXED OVERHEAD RATE & PROFIT

For all services rendered under the terms of this Contract/Modification, compensation shall be made based on an Adjustable Payroll, and a Fixed Overhead Rate and Profit method of payment. These rates include direct labor, and overhead that must be supportable at the time of Contract/Modification execution pursuant to the Federal Acquisition Regulations (FAR). Sponsor shall pay the Consultant on a monthly basis for acceptable services rendered under this Contract/Modification. Direct expenses shall be reimbursed at cost, and travel expenses shall be reimbursed in accordance with Airport Consultant General Conditions.

In the event that this Contract is terminated without completion of the services specified in this Contract/Modification, the total cost of the work completed plus a percentage of the fixed fee proportional to the amount of work completed shall constitute payment in full for this Contract.

For a breakdown of the Adjustable Burdened Hourly Rates see **ARTICLE IIA** on the attached Appendix D.

Breakdown of Maximum Amount:	Direct Labor:	\$1,340.00
	Overhead:	\$2,421.92
	SUBTOTAL	\$3,761.92
	Fixed Profit: 13.00% =	\$500.00
	Direct Expenses:	\$100.00
Mutually agreed upon Maximum Amount:	Total:	\$4,400.00

The Maximum Amount indicated in this Contract/Modification for this Article does not constitute an obligation by the Sponsor to pay the Consultant this amount in its entirety; however, it does constitute the maximum amount that can be paid to a consultant under this Contract/Modification.

FIXED OVERHEAD RATE

The overhead rate of **180.74** percent was used to establish the maximum amount of this Contract/Modification. This rate is based on a review of the Consultant's Compiled Overhead Report and/or Audited Overhead. This Overhead Rate shall remain fixed for the duration of this Contract/Modification for this Article.

**APPENDIX A
AIRPORT CONSULTANT CONTRACT
METHOD OF PAYMENT**

ADJUSTABLE PAYROLL – FIXED OVERHEAD RATE & PROFIT

For all services rendered under the terms of this Contract/Modification, compensation shall be made based on an Adjustable Payroll, and a Fixed Overhead Rate and Profit method of payment. These rates include direct labor, and overhead that must be supportable at the time of Contract/Modification execution pursuant to the Federal Acquisition Regulations (FAR). Sponsor shall pay the Consultant on a monthly basis for acceptable services rendered under this Contract/Modification. Direct expenses shall be reimbursed at cost, and travel expenses shall be reimbursed in accordance with Airport Consultant General Conditions.

In the event that this Contract is terminated without completion of the services specified in this Contract/Modification, the total cost of the work completed plus a percentage of the fixed fee proportional to the amount of work completed shall constitute payment in full for this Contract.

For a breakdown of the Adjustable Burdened Hourly Rates see **ARTICLE IIB** on the attached Appendix D.

Breakdown of Maximum Amount:	Direct Labor:	\$174.00
	Overhead:	\$314.49
	SUBTOTAL	\$488.49
	Fixed Profit: 13.00% =	\$100.00
	Direct Expenses:	\$100.00
Mutually agreed upon Maximum Amount:	Total:	\$700.00

The Maximum Amount indicated in this Contract/Modification for this Article does not constitute an obligation by the Sponsor to pay the Consultant this amount in its entirety; however, it does constitute the maximum amount that can be paid to a consultant under this Contract/Modification.

FIXED OVERHEAD RATE

The overhead rate of **180.74** percent was used to establish the maximum amount of this Contract/Modification. This rate is based on a review of the Consultant's Compiled Overhead Report and/or Audited Overhead. This Overhead Rate shall remain fixed for the duration of this Contract/Modification for this Article.

**APPENDIX A
AIRPORT CONSULTANT CONTRACT
METHOD OF PAYMENT**

ADJUSTABLE PAYROLL – FIXED OVERHEAD RATE & PROFIT

For all services rendered under the terms of this Contract/Modification, compensation shall be made based on an Adjustable Payroll, and a Fixed Overhead Rate and Profit method of payment. These rates include direct labor, and overhead that must be supportable at the time of Contract/Modification execution pursuant to the Federal Acquisition Regulations (FAR). Sponsor shall pay the Consultant on a monthly basis for acceptable services rendered under this Contract/Modification. Direct expenses shall be reimbursed at cost, and travel expenses shall be reimbursed in accordance with Airport Consultant General Conditions.

In the event that this Contract is terminated without completion of the services specified in this Contract/Modification, the total cost of the work completed plus a percentage of the fixed fee proportional to the amount of work completed shall constitute payment in full for this Contract.

For a breakdown of the Adjustable Burdened Hourly Rates see **ARTICLE IIIA** on the attached Appendix D.

Breakdown of Maximum Amount:	Direct Labor:	\$4,475.00
	Overhead:	\$8,088.12
	SUBTOTAL	\$12,563.12
	Fixed Profit: 13.00% =	\$1,600.00
	Direct Expenses:	\$5,500.00
Mutually agreed upon Maximum Amount:	Total:	\$19,700.00

The Maximum Amount indicated in this Contract/Modification for this Article does not constitute an obligation by the Sponsor to pay the Consultant this amount in its entirety; however, it does constitute the maximum amount that can be paid to a consultant under this Contract/Modification.

FIXED OVERHEAD RATE

The overhead rate of **180.74** percent was used to establish the maximum amount of this Contract/Modification. This rate is based on a review of the Consultant's Compiled Overhead Report and/or Audited Overhead. This Overhead Rate shall remain fixed for the duration of this Contract/Modification for this Article.

**APPENDIX A
AIRPORT CONSULTANT CONTRACT
METHOD OF PAYMENT**

ADJUSTABLE PAYROLL – FIXED OVERHEAD RATE & PROFIT

For all services rendered under the terms of this Contract/Modification, compensation shall be made based on an Adjustable Payroll, and a Fixed Overhead Rate and Profit method of payment. These rates include direct labor, and overhead that must be supportable at the time of Contract/Modification execution pursuant to the Federal Acquisition Regulations (FAR). Sponsor shall pay the Consultant on a monthly basis for acceptable services rendered under this Contract/Modification. Direct expenses shall be reimbursed at cost, and travel expenses shall be reimbursed in accordance with Airport Consultant General Conditions.

In the event that this Contract is terminated without completion of the services specified in this Contract/Modification, the total cost of the work completed plus a percentage of the fixed fee proportional to the amount of work completed shall constitute payment in full for this Contract.

For a breakdown of the Adjustable Burdened Hourly Rates see **ARTICLE IVA** on the attached Appendix D.

Breakdown of Maximum Amount:	Direct Labor:	\$1,326.00
	Overhead:	\$2,396.61
	SUBTOTAL	\$3,722.61
	Fixed Profit: 13.00% =	\$500.00
	Direct Expenses:	\$13,300.00
Mutually agreed upon Maximum Amount:	Total:	\$17,500.00

The Maximum Amount indicated in this Contract/Modification for this Article does not constitute an obligation by the Sponsor to pay the Consultant this amount in its entirety; however, it does constitute the maximum amount that can be paid to a consultant under this Contract/Modification.

FIXED OVERHEAD RATE

The overhead rate of **180.74** percent was used to establish the maximum amount of this Contract/Modification. This rate is based on a review of the Consultant's Compiled Overhead Report and/or Audited Overhead. This Overhead Rate shall remain fixed for the duration of this Contract/Modification for this Article.

**APPENDIX A
AIRPORT CONSULTANT CONTRACT
METHOD OF PAYMENT**

ADJUSTABLE PAYROLL – FIXED OVERHEAD RATE & PROFIT

For all services rendered under the terms of this Contract/Modification, compensation shall be made based on an Adjustable Payroll, and a Fixed Overhead Rate and Profit method of payment. These rates include direct labor, and overhead that must be supportable at the time of Contract/Modification execution pursuant to the Federal Acquisition Regulations (FAR). Sponsor shall pay the Consultant on a monthly basis for acceptable services rendered under this Contract/Modification. Direct expenses shall be reimbursed at cost, and travel expenses shall be reimbursed in accordance with Airport Consultant General Conditions.

In the event that this Contract is terminated without completion of the services specified in this Contract/Modification, the total cost of the work completed plus a percentage of the fixed fee proportional to the amount of work completed shall constitute payment in full for this Contract.

For a breakdown of the Adjustable Burdened Hourly Rates see **ARTICLE VA** on the attached Appendix D.

Breakdown of Maximum Amount:	Direct Labor:		\$13,447.00
	Overhead:		\$24,304.11
		SUBTOTAL	\$37,751.11
	Fixed Profit: 15.00%	=	\$5,700.00
	Direct Expenses:		\$2,900.00
Mutually agreed upon Maximum Amount:	Total:		\$46,400.00

The Maximum Amount indicated in this Contract/Modification for this Article does not constitute an obligation by the Sponsor to pay the Consultant this amount in its entirety; however, it does constitute the maximum amount that can be paid to a consultant under this Contract/Modification.

FIXED OVERHEAD RATE

The overhead rate of **180.74** percent was used to establish the maximum amount of this Contract/Modification. This rate is based on a review of the Consultant's Compiled Overhead Report and/or Audited Overhead. This Overhead Rate shall remain fixed for the duration of this Contract/Modification for this Article.

**APPENDIX A
AIRPORT CONSULTANT CONTRACT
METHOD OF PAYMENT**

ADJUSTABLE PAYROLL – FIXED OVERHEAD RATE & PROFIT

For all services rendered under the terms of this Contract/Modification, compensation shall be made based on an Adjustable Payroll, and a Fixed Overhead Rate and Profit method of payment. These rates include direct labor, and overhead that must be supportable at the time of Contract/Modification execution pursuant to the Federal Acquisition Regulations (FAR). Sponsor shall pay the Consultant on a monthly basis for acceptable services rendered under this Contract/Modification. Direct expenses shall be reimbursed at cost, and travel expenses shall be reimbursed in accordance with Airport Consultant General Conditions.

In the event that this Contract is terminated without completion of the services specified in this Contract/Modification, the total cost of the work completed plus a percentage of the fixed fee proportional to the amount of work completed shall constitute payment in full for this Contract.

For a breakdown of the Adjustable Burdened Hourly Rates see **ARTICLE VB** on the attached Appendix D.

Breakdown of Maximum Amount:	Direct Labor:	\$664.00
	Overhead:	\$1,200.11
	SUBTOTAL	\$1,864.11
	Fixed Profit: 15.00% =	\$300.00
	Direct Expenses:	\$50.00
Mutually agreed upon Maximum Amount:	Total:	\$2,200.00

The Maximum Amount indicated in this Contract/Modification for this Article does not constitute an obligation by the Sponsor to pay the Consultant this amount in its entirety; however, it does constitute the maximum amount that can be paid to a consultant under this Contract/Modification.

FIXED OVERHEAD RATE

The overhead rate of **180.74** percent was used to establish the maximum amount of this Contract/Modification. This rate is based on a review of the Consultant's Compiled Overhead Report and/or Audited Overhead. This Overhead Rate shall remain fixed for the duration of this Contract/Modification for this Article.

**APPENDIX A
AIRPORT CONSULTANT CONTRACT
METHOD OF PAYMENT**

ADJUSTABLE PAYROLL – FIXED OVERHEAD RATE & PROFIT

For all services rendered under the terms of this Contract/Modification, compensation shall be made based on an Adjustable Payroll, and a Fixed Overhead Rate and Profit method of payment. These rates include direct labor, and overhead that must be supportable at the time of Contract/Modification execution pursuant to the Federal Acquisition Regulations (FAR). Sponsor shall pay the Consultant on a monthly basis for acceptable services rendered under this Contract/Modification. Direct expenses shall be reimbursed at cost, and travel expenses shall be reimbursed in accordance with Airport Consultant General Conditions.

In the event that this Contract is terminated without completion of the services specified in this Contract/Modification, the total cost of the work completed plus a percentage of the fixed fee proportional to the amount of work completed shall constitute payment in full for this Contract.

For a breakdown of the Adjustable Burdened Hourly Rates see **ARTICLE VIA** on the attached Appendix D.

Breakdown of Maximum Amount:	Direct Labor:	\$2,376.00
	Overhead:	\$4,294.38
	SUBTOTAL	\$6,670.38
	Fixed Profit: 13.00% =	\$900.00
	Direct Expenses:	\$800.00
Mutually agreed upon Maximum Amount:	Total:	\$8,400.00

The Maximum Amount indicated in this Contract/Modification for this Article does not constitute an obligation by the Sponsor to pay the Consultant this amount in its entirety; however, it does constitute the maximum amount that can be paid to a consultant under this Contract/Modification.

FIXED OVERHEAD RATE

The overhead rate of **180.74** percent was used to establish the maximum amount of this Contract/Modification. This rate is based on a review of the Consultant's Compiled Overhead Report and/or Audited Overhead. This Overhead Rate shall remain fixed for the duration of this Contract/Modification for this Article.

**APPENDIX A
AIRPORT CONSULTANT CONTRACT
METHOD OF PAYMENT**

ADJUSTABLE PAYROLL – FIXED OVERHEAD RATE & PROFIT

For all services rendered under the terms of this Contract/Modification, compensation shall be made based on an Adjustable Payroll, and a Fixed Overhead Rate and Profit method of payment. These rates include direct labor, and overhead that must be supportable at the time of Contract/Modification execution pursuant to the Federal Acquisition Regulations (FAR). Sponsor shall pay the Consultant on a monthly basis for acceptable services rendered under this Contract/Modification. Direct expenses shall be reimbursed at cost, and travel expenses shall be reimbursed in accordance with Airport Consultant General Conditions.

In the event that this Contract is terminated without completion of the services specified in this Contract/Modification, the total cost of the work completed plus a percentage of the fixed fee proportional to the amount of work completed shall constitute payment in full for this Contract.

For a breakdown of the Adjustable Burdened Hourly Rates see **ARTICLE VIB** on the attached Appendix D.

Breakdown of Maximum Amount:	Direct Labor:		\$318.00
	Overhead:		\$574.75
		SUBTOTAL	\$892.75
	Fixed Profit: 13.00%	=	\$100.00
	Direct Expenses:		\$.00
Mutually agreed upon Maximum Amount:	Total:		\$1,000.00

The Maximum Amount indicated in this Contract/Modification for this Article does not constitute an obligation by the Sponsor to pay the Consultant this amount in its entirety; however, it does constitute the maximum amount that can be paid to a consultant under this Contract/Modification.

FIXED OVERHEAD RATE

The overhead rate of **180.74** percent was used to establish the maximum amount of this Contract/Modification. This rate is based on a review of the Consultant's Compiled Overhead Report and/or Audited Overhead. This Overhead Rate shall remain fixed for the duration of this Contract/Modification for this Article.

**APPENDIX A
AIRPORT CONSULTANT CONTRACT
METHOD OF PAYMENT**

ADJUSTABLE PAYROLL – FIXED OVERHEAD RATE & PROFIT

For all services rendered under the terms of this Contract/Modification, compensation shall be made based on an Adjustable Payroll, and a Fixed Overhead Rate and Profit method of payment. These rates include direct labor, and overhead that must be supportable at the time of Contract/Modification execution pursuant to the Federal Acquisition Regulations (FAR). Sponsor shall pay the Consultant on a monthly basis for acceptable services rendered under this Contract/Modification. Direct expenses shall be reimbursed at cost, and travel expenses shall be reimbursed in accordance with Airport Consultant General Conditions.

In the event that this Contract is terminated without completion of the services specified in this Contract/Modification, the total cost of the work completed plus a percentage of the fixed fee proportional to the amount of work completed shall constitute payment in full for this Contract.

For a breakdown of the Adjustable Burdened Hourly Rates see **ARTICLE VIIA** on the attached Appendix D.

Breakdown of Maximum Amount:	Direct Labor:	\$5,632.00
	Overhead:	\$10,179.28
	SUBTOTAL	\$15,811.28
	Fixed Profit: 15.00% =	\$2,400.00
	Direct Expenses:	\$900.00
Mutually agreed upon Maximum Amount:	Total:	\$19,100.00

The Maximum Amount indicated in this Contract/Modification for this Article does not constitute an obligation by the Sponsor to pay the Consultant this amount in its entirety; however, it does constitute the maximum amount that can be paid to a consultant under this Contract/Modification.

FIXED OVERHEAD RATE

The overhead rate of **180.74** percent was used to establish the maximum amount of this Contract/Modification. This rate is based on a review of the Consultant's Compiled Overhead Report and/or Audited Overhead. This Overhead Rate shall remain fixed for the duration of this Contract/Modification for this Article.

**APPENDIX A
AIRPORT CONSULTANT CONTRACT
METHOD OF PAYMENT**

ADJUSTABLE PAYROLL – FIXED OVERHEAD RATE & PROFIT

For all services rendered under the terms of this Contract/Modification, compensation shall be made based on an Adjustable Payroll, and a Fixed Overhead Rate and Profit method of payment. These rates include direct labor, and overhead that must be supportable at the time of Contract/Modification execution pursuant to the Federal Acquisition Regulations (FAR). Sponsor shall pay the Consultant on a monthly basis for acceptable services rendered under this Contract/Modification. Direct expenses shall be reimbursed at cost, and travel expenses shall be reimbursed in accordance with Airport Consultant General Conditions.

In the event that this Contract is terminated without completion of the services specified in this Contract/Modification, the total cost of the work completed plus a percentage of the fixed fee proportional to the amount of work completed shall constitute payment in full for this Contract.

For a breakdown of the Adjustable Burdened Hourly Rates see **ARTICLE VIIB** on the attached Appendix D.

Breakdown of Maximum Amount:	Direct Labor:		\$2,296.00
	Overhead:		\$4,149.79
		SUBTOTAL	\$6,445.79
	Fixed Profit: 15.00%	=	\$1,000.00
	Direct Expenses:		\$500.00
Mutually agreed upon Maximum Amount:	Total:		\$7,900.00

The Maximum Amount indicated in this Contract/Modification for this Article does not constitute an obligation by the Sponsor to pay the Consultant this amount in its entirety; however, it does constitute the maximum amount that can be paid to a consultant under this Contract/Modification.

FIXED OVERHEAD RATE

The overhead rate of **180.74** percent was used to establish the maximum amount of this Contract/Modification. This rate is based on a review of the Consultant's Compiled Overhead Report and/or Audited Overhead. This Overhead Rate shall remain fixed for the duration of this Contract/Modification for this Article.

**APPENDIX A
AIRPORT CONSULTANT CONTRACT
METHOD OF PAYMENT**

ADJUSTABLE PAYROLL – FIXED OVERHEAD RATE & PROFIT

For all services rendered under the terms of this Contract/Modification, compensation shall be made based on an Adjustable Payroll, and a Fixed Overhead Rate and Profit method of payment. These rates include direct labor, and overhead that must be supportable at the time of Contract/Modification execution pursuant to the Federal Acquisition Regulations (FAR). Sponsor shall pay the Consultant on a monthly basis for acceptable services rendered under this Contract/Modification. Direct expenses shall be reimbursed at cost, and travel expenses shall be reimbursed in accordance with Airport Consultant General Conditions.

In the event that this Contract is terminated without completion of the services specified in this Contract/Modification, the total cost of the work completed plus a percentage of the fixed fee proportional to the amount of work completed shall constitute payment in full for this Contract.

For a breakdown of the Adjustable Burdened Hourly Rates see **ARTICLE VIIIA** on the attached Appendix D.

Breakdown of Maximum Amount:	Direct Labor:		\$11,232.00
	Overhead:		\$16,442.52
		SUBTOTAL	\$27,674.52
	Fixed Profit: <u>15.00%</u>	=	\$4,200.00
	Direct Expenses:		\$3,700.00
Mutually agreed upon Maximum Amount:	Total:		\$35,600.00

The Maximum Amount indicated in this Contract/Modification for this Article does not constitute an obligation by the Sponsor to pay the Consultant this amount in its entirety; however, it does constitute the maximum amount that can be paid to a consultant under this Contract/Modification.

FIXED OVERHEAD RATE

The overhead rate of 146.39 percent was used to establish the maximum amount of this Contract/Modification. This rate is based on a review of the Consultant's Compiled Overhead Report and/or Audited Overhead. This Overhead Rate shall remain fixed for the duration of this Contract/Modification for this Article.

**APPENDIX A
AIRPORT CONSULTANT CONTRACT
METHOD OF PAYMENT**

ADJUSTABLE PAYROLL – FIXED OVERHEAD RATE & PROFIT

For all services rendered under the terms of this Contract/Modification, compensation shall be made based on an Adjustable Payroll, and a Fixed Overhead Rate and Profit method of payment. These rates include direct labor, and overhead that must be supportable at the time of Contract/Modification execution pursuant to the Federal Acquisition Regulations (FAR). Sponsor shall pay the Consultant on a monthly basis for acceptable services rendered under this Contract/Modification. Direct expenses shall be reimbursed at cost, and travel expenses shall be reimbursed in accordance with Airport Consultant General Conditions.

In the event that this Contract is terminated without completion of the services specified in this Contract/Modification, the total cost of the work completed plus a percentage of the fixed fee proportional to the amount of work completed shall constitute payment in full for this Contract.

For a breakdown of the Adjustable Burdened Hourly Rates see **ARTICLE VIII B** on the attached Appendix D.

Breakdown of Maximum Amount:	Direct Labor:		\$5,040.00
	Overhead:		\$7,378.06
		SUBTOTAL	\$12,418.06
	Fixed Profit: 15.00%	=	\$1,900.00
	Direct Expenses:		\$1,900.00
Mutually agreed upon Maximum Amount:	Total:		\$16,100.00

The Maximum Amount indicated in this Contract/Modification for this Article does not constitute an obligation by the Sponsor to pay the Consultant this amount in its entirety; however, it does constitute the maximum amount that can be paid to a consultant under this Contract/Modification.

FIXED OVERHEAD RATE

The overhead rate of **146.39** percent was used to establish the maximum amount of this Contract/Modification. This rate is based on a review of the Consultant's Compiled Overhead Report and/or Audited Overhead. This Overhead Rate shall remain fixed for the duration of this Contract/Modification for this Article.

**APPENDIX A
AIRPORT CONSULTANT CONTRACT
METHOD OF PAYMENT**

ADJUSTABLE PAYROLL – FIXED OVERHEAD RATE & PROFIT

For all services rendered under the terms of this Contract/Modification, compensation shall be made based on an Adjustable Payroll, and a Fixed Overhead Rate and Profit method of payment. These rates include direct labor, and overhead that must be supportable at the time of Contract/Modification execution pursuant to the Federal Acquisition Regulations (FAR). Sponsor shall pay the Consultant on a monthly basis for acceptable services rendered under this Contract/Modification. Direct expenses shall be reimbursed at cost, and travel expenses shall be reimbursed in accordance with Airport Consultant General Conditions.

In the event that this Contract is terminated without completion of the services specified in this Contract/Modification, the total cost of the work completed plus a percentage of the fixed fee proportional to the amount of work completed shall constitute payment in full for this Contract.

For a breakdown of the Adjustable Burdened Hourly Rates see **ARTICLE IX** on the attached Appendix D.

Breakdown of Maximum Amount:	Direct Labor:	\$.00
	Overhead:	\$.00
	SUBTOTAL	\$.00
	Fixed Profit: <u>.00</u> % =	\$.00
	Direct Expenses:	\$12,700.00
Mutually agreed upon Maximum Amount:	Total:	\$12,700.00

The Maximum Amount indicated in this Contract/Modification for this Article does not constitute an obligation by the Sponsor to pay the Consultant this amount in its entirety; however, it does constitute the maximum amount that can be paid to a consultant under this Contract/Modification.

FIXED OVERHEAD RATE

The overhead rate of N/A percent was used to establish the maximum amount of this Contract/Modification. This rate is based on a review of the Consultant's Compiled Overhead Report and/or Audited Overhead. This Overhead Rate shall remain fixed for the duration of this Contract/Modification for this Article.

**APPENDIX A
AIRPORT CONSULTANT CONTRACT
METHOD OF PAYMENT**

LUMP SUM PLUS DIRECT EXPENSE

For all services rendered under the terms of this Contract/Modification, compensation shall be made based on a Lump Sum method of payment. This method of payment includes Direct Labor, Overhead, Profit, and Direct Expenses. The Direct Labor and Overhead must be supportable at the time of Contract/Modification execution pursuant to the Federal Acquisition Regulations (FAR). Sponsor shall pay the Consultant for acceptable services rendered. Direct Expenses shall be reimbursed at cost, and travel expenses shall be reimbursed in accordance with the current per diem/mileage rates that can be found under "Links for Mileage and Per Diem Rates" at <http://www.maine.gov/mdot/cpo/>.

For all services rendered under the terms of this Contract/Modification, compensation shall be made based on a Negotiated Lump Sum Amount that cannot be changed once the Contract is executed, unless there is a change in the scope of work whereby a modification to the Contract shall be executed. The Sponsor shall pay the Consultant for work satisfactorily completed/delivered under this Contract/Modification. Invoices must be broken down by task.

In the event that this Contract is terminated without completion of the services to be performed under the Lump Sum method of payment, the Sponsor will pay a percentage of the Lump Sum proportional to the amount of work satisfactorily completed and that will constitute payment in full.

For a breakdown of the Lump Sum Plus Expenses see **ARTICLE IA** on the attached Appendix D.

Breakdown of Maximum Amount:	Direct Labor:		\$3,654.00
	Overhead:		\$6,604.24
		SUBTOTAL	\$10,258.24
	Profit:	13.00% =	\$1,300.00
	Direct Expenses:		\$200.00
Negotiated Lump Sum Amount:	Total:		\$11,800.00

The total amount indicated above does not constitute an obligation by Sponsor to pay the Consultant this amount in its entirety; however, it does constitute the maximum amount that can be paid to a consultant under this contract.

**APPENDIX A
AIRPORT CONSULTANT CONTRACT
METHOD OF PAYMENT**

LUMP SUM PLUS DIRECT EXPENSE

For all services rendered under the terms of this Contract/Modification, compensation shall be made based on a Lump Sum method of payment. This method of payment includes Direct Labor, Overhead, Profit, and Direct Expenses. The Direct Labor and Overhead must be supportable at the time of Contract/Modification execution pursuant to the Federal Acquisition Regulations (FAR). Sponsor shall pay the Consultant for acceptable services rendered. Direct Expenses shall be reimbursed at cost, and travel expenses shall be reimbursed in accordance with the current per diem/mileage rates that can be found under "Links for Mileage and Per Diem Rates" at <http://www.maine.gov/mdot/cpo/>.

For all services rendered under the terms of this Contract/Modification, compensation shall be made based on a Negotiated Lump Sum Amount that cannot be changed once the Contract is executed, unless there is a change in the scope of work whereby a modification to the Contract shall be executed. The Sponsor shall pay the Consultant for work satisfactorily completed/delivered under this Contract/Modification. Invoices must be broken down by task.

In the event that this Contract is terminated without completion of the services to be performed under the Lump Sum method of payment, the Sponsor will pay a percentage of the Lump Sum proportional to the amount of work satisfactorily completed and that will constitute payment in full.

For a breakdown of the Lump Sum Plus Expenses see **ARTICLE IB** on the attached Appendix D.

Breakdown of Maximum Amount:	Direct Labor:		\$378.00
	Overhead:		\$683.20
		SUBTOTAL	\$1,061.20
	Profit:	<u>13.00%</u> =	\$100.00
	Direct Expenses:		\$.00
Negotiated Lump Sum Amount:	Total:		\$1,200.00

The total amount indicated above does not constitute an obligation by Sponsor to pay the Consultant this amount in its entirety; however, it does constitute the maximum amount that can be paid to a consultant under this contract.

**APPENDIX A
AIRPORT CONSULTANT CONTRACT
METHOD OF PAYMENT**

LUMP SUM PLUS DIRECT EXPENSE

For all services rendered under the terms of this Contract/Modification, compensation shall be made based on a Lump Sum method of payment. This method of payment includes Direct Labor, Overhead, Profit, and Direct Expenses. The Direct Labor and Overhead must be supportable at the time of Contract/Modification execution pursuant to the Federal Acquisition Regulations (FAR). Sponsor shall pay the Consultant for acceptable services rendered. Direct Expenses shall be reimbursed at cost, and travel expenses shall be reimbursed in accordance with the current per diem/mileage rates that can be found under "Links for Mileage and Per Diem Rates" at <http://www.maine.gov/mdot/cpo/>.

For all services rendered under the terms of this Contract/Modification, compensation shall be made based on a Negotiated Lump Sum Amount that cannot be changed once the Contract is executed, unless there is a change in the scope of work whereby a modification to the Contract shall be executed. The Sponsor shall pay the Consultant for work satisfactorily completed/delivered under this Contract/Modification. Invoices must be broken down by task.

In the event that this Contract is terminated without completion of the services to be performed under the Lump Sum method of payment, the Sponsor will pay a percentage of the Lump Sum proportional to the amount of work satisfactorily completed and that will constitute payment in full.

For a breakdown of the Lump Sum Plus Expenses see **ARTICLE X** on the attached Appendix D.

Breakdown of Maximum Amount:	Direct Labor:		\$1,934.00
	Overhead:		\$3,495.51
		SUBTOTAL	\$5,429.51
	Profit:	13.00% =	\$700.00
	Direct Expenses:		\$100.00
Negotiated Lump Sum Amount:	Total:		\$6,200.00

The total amount indicated above does not constitute an obligation by Sponsor to pay the Consultant this amount in its entirety; however, it does constitute the maximum amount that can be paid to a consultant under this contract.

**APPENDIX A-1
AIRPORT CONSULTANT CONTRACT**

Employee Names/Classifications & Rates

Consultant Name: Hoyle, Tanner & Associates, Inc.

Date: Updated as of November 2014

Task: Articles IA, IB, IIA, IIB, IIIA, IVA, VIA, VIB, X
are all at 13% Profit and 180.74% Overhead

Please indicate the Employee Names/Classifications and rates that will be used to fulfill the requirements of this contract.

Employee Name	Classification	Actual Rate Paid *	Allowable Direct Labor Hourly Rate	Overhead %	Profit/Fixed Fee %	Burdened Hourly Rate
				180.74%	13.00%	
Karen J. Frink P.E.	Senior Engineer	\$ 55.78	\$ 50.00	\$ 90.37	\$ 18.25	\$ 158.62
Barbara G. Trainque	Administration	\$ 17.82	\$ 17.82	\$ 32.21	\$ 6.50	\$ 56.53
Paula M. Boyle E.I.T.	Engineer I	\$ 39.23	\$ 39.23	\$ 57.67	\$ 12.60	\$ 109.49
Michael A. Trainque P.E.	Project Manager	\$ 57.76	\$ 50.00	\$ 90.37	\$ 18.25	\$ 158.62
Jean E. Mongillo P.E.	Engineer I	\$ 43.10	\$ 43.10	\$ 77.90	\$ 15.73	\$ 136.73
Donna E. Akerley	Administration	\$ 25.50	\$ 25.50	\$ 46.09	\$ 9.31	\$ 80.90
John L. Coon	Senior CADD	\$ 38.68	\$ 38.68	\$ 69.91	\$ 14.12	\$ 122.71
Michael C. Rogerson P.E., LEED AP	Project Manager	\$ 45.88	\$ 45.88	\$ 82.92	\$ 16.74	\$ 145.55
Howard E. Miller	CADD Tech I	\$ 27.80	\$ 27.80	\$ 50.25	\$ 10.15	\$ 88.19
Kirstin A. DiPietro-Worden P.E.	Engineer I	\$ 34.05	\$ 34.05	\$ 61.54	\$ 12.43	\$ 108.02
Sean T. James P.E.	Project Manager	\$ 47.48	\$ 47.48	\$ 85.82	\$ 17.33	\$ 150.62
Suzanne L. Sheppard P.E.	Engineer I	\$ 40.14	\$ 40.14	\$ 72.55	\$ 14.65	\$ 127.34
Fran H. Weaver	Administration	\$ 25.17	\$ 25.17	\$ 37.00	\$ 8.08	\$ 70.25
Deborah L. Coon	Administration	\$ 24.23	\$ 24.23	\$ 43.79	\$ 8.84	\$ 76.87
Benjamin B. Horner L.L.S.	Senior CADD	\$ 38.19	\$ 38.19	\$ 69.02	\$ 13.94	\$ 121.15
Matthew J. Low P.E.	Project Manager	\$ 56.18	\$ 50.00	\$ 90.37	\$ 18.25	\$ 158.62
Robert M. Furey P.E.	Senior Engineer	\$ 54.43	\$ 50.00	\$ 90.37	\$ 18.25	\$ 158.62
Woodrow S. Wilson P.E.	Resident Engineer I	\$ 36.00	\$ 36.00	\$ 65.07	\$ 13.14	\$ 114.21
Jason M. Ayotte P.E.	Engineer I	\$ 43.99	\$ 43.99	\$ 79.51	\$ 16.05	\$ 139.55
Shawn P. Reynolds	Resident Engineer I	\$ 34.88	\$ 34.88	\$ 63.04	\$ 12.73	\$ 110.65
Thomas A. French P.E.	Senior Engineer	\$ 50.00	\$ 50.00	\$ 90.37	\$ 18.25	\$ 158.62
Jeffrey C. Collins E.I.T.	Engineer I	\$ 37.27	\$ 37.27	\$ 67.36	\$ 13.60	\$ 118.23
Robert P. Marchesseault P.E.	Resident Engineer I	\$ 36.89	\$ 36.89	\$ 66.67	\$ 13.46	\$ 117.03
Travis A. Gelinas	Administration	\$ 19.28	\$ 19.28	\$ 34.85	\$ 7.04	\$ 61.16
Todd M. Clark P.E.	Project Manager	\$ 55.42	\$ 55.42	\$ 100.17	\$ 20.23	\$ 175.81
Timothy J. Audet P.E.	Engineer I	\$ 37.72	\$ 37.72	\$ 68.18	\$ 13.77	\$ 119.66
Michael V. Schramm P.E., LEED AP	Engineer I	\$ 43.98	\$ 43.98	\$ 79.49	\$ 16.05	\$ 139.52
Josif Bicja P.E.	Senior Engineer	\$ 39.91	\$ 39.91	\$ 72.13	\$ 14.57	\$ 126.61
David M. Langlais P.E.	Resident Engineer I	\$ 34.22	\$ 34.22	\$ 61.85	\$ 12.49	\$ 108.56
Audrey G. Beaulac P.E., CPSWQ	Engineer I	\$ 33.93	\$ 33.93	\$ 61.33	\$ 12.38	\$ 107.64
Allyson A. Saunders	Engineer I	\$ 25.44	\$ 25.44	\$ 45.98	\$ 9.28	\$ 80.70
Stephen B. Haas P.E.	Engineer I	\$ 39.00	\$ 39.00	\$ 70.49	\$ 14.23	\$ 123.72
Janet J. Bishop	Administration	\$ 20.23	\$ 20.23	\$ 36.56	\$ 7.38	\$ 64.18
Edward G. Weingartner P.E.	Senior Engineer	\$ 47.38	\$ 47.38	\$ 85.63	\$ 17.29	\$ 150.31
Iryna S Afong E.I.	Engineer I	\$ 24.08	\$ 24.08	\$ 43.52	\$ 8.79	\$ 76.39
Glen J. Altimari	Resident Engineer I	\$ 35.29	\$ 35.29	\$ 63.78	\$ 12.88	\$ 111.95
Nils E. Gonzalez P.E.	Project Manager	\$ 49.20	\$ 49.20	\$ 88.92	\$ 17.96	\$ 156.08
Evan R. McDougal C.M.	Planner	\$ 47.73	\$ 47.73	\$ 86.27	\$ 17.42	\$ 151.42
John D. Reilly P.E.	Senior Engineer	\$ 40.75	\$ 40.75	\$ 73.65	\$ 14.87	\$ 129.27
Matthew T. O'Brien P.E.	Engineer I	\$ 31.86	\$ 31.86	\$ 57.58	\$ 11.63	\$ 101.07

Employee Name	Classification	Actual Rate Paid *	Allowable Direct Labor Hourly Rate	Overhead %	Profit/Fixed Fee %	Burdened Hourly Rate
				180.74%	13.00%	
Robert C. Corson	Resident Engineer I	\$ 32.77	\$ 32.77	\$ 59.23	\$ 11.96	\$ 103.96
Daniel B. Marks P.E.	Engineer I	\$ 31.03	\$ 31.03	\$ 56.08	\$ 11.32	\$ 98.44
George R. Urbanneck P.E.	Resident Engineer I	\$ 30.00	\$ 30.00	\$ 54.22	\$ 10.95	\$ 95.17
Elizabeth E. Ziegler	Resident Engineer I	\$ 30.00	\$ 30.00	\$ 54.22	\$ 10.95	\$ 95.17
John J. Jackman P.E.	Resident Engineer I	\$ 36.24	\$ 36.24	\$ 65.50	\$ 13.23	\$ 114.97
Byron A. Race P.E.	Resident Engineer I	\$ 35.00	\$ 35.00	\$ 63.26	\$ 12.77	\$ 111.03
Jon A. Olin P.E.	Senior Engineer	\$ 44.61	\$ 44.61	\$ 80.63	\$ 16.28	\$ 141.52
Charles W. Lawrence	Resident Engineer I	\$ 30.87	\$ 30.87	\$ 55.79	\$ 11.27	\$ 97.93
Joseph C. Ripley E.I.T.	Engineer I	\$ 26.16	\$ 26.16	\$ 47.28	\$ 9.55	\$ 82.99
Sean C. Serra E.I.T.	Engineer I	\$ 24.06	\$ 24.06	\$ 43.49	\$ 8.78	\$ 76.33
David P. Wheeler E.I.T.	Engineer I	\$ 23.28	\$ 23.28	\$ 42.08	\$ 8.50	\$ 73.85
Richard A. Colby	Resident Engineer I	\$ 31.29	\$ 31.29	\$ 56.55	\$ 11.42	\$ 99.26
Nicole M. Nazzaro E.I.T.	Engineer I	\$ 24.50	\$ 24.50	\$ 44.28	\$ 8.94	\$ 77.72
Jillian A. Semprini P.E.	Engineer I	\$ 30.94	\$ 30.94	\$ 55.92	\$ 11.29	\$ 98.15
Brian J. Ordway	Resident Engineer I	\$ 33.66	\$ 33.66	\$ 60.84	\$ 12.28	\$ 106.78
Norton G. True	Administration	\$ 36.54	\$ 36.54	\$ 66.04	\$ 13.34	\$ 115.92
Kimberly R. Peace	Other	\$ 36.96	\$ 36.96	\$ 66.80	\$ 13.49	\$ 117.25
Walter L. Durack V, E.I.T.	Engineer I	\$ 27.66	\$ 27.66	\$ 49.99	\$ 10.09	\$ 87.75
Richard A. Green P.E.	Senior Engineer	\$ 30.51	\$ 30.51	\$ 55.14	\$ 11.13	\$ 96.79
Christopher E. Dunlap P.E.	Senior Engineer	\$ 45.50	\$ 45.50	\$ 82.24	\$ 16.61	\$ 144.34
Savas Mutlu	Resident Engineer I	\$ 30.75	\$ 30.75	\$ 55.58	\$ 11.22	\$ 97.55
Jacob F. Sparkowich E.I.T.	Engineer I	\$ 24.17	\$ 24.17	\$ 43.68	\$ 8.82	\$ 76.68
Gregory P. Clauson	Other	\$ 15.75	\$ 15.75	\$ 28.47	\$ 5.75	\$ 49.96
Heidi W. Lemay	Engineer I	\$ 26.65	\$ 26.65	\$ 48.17	\$ 9.73	\$ 84.54
Craig A Forrest	Resident Engineer I	\$ 38.00	\$ 38.00	\$ 68.68	\$ 13.87	\$ 120.55
Aaron M. Lachance P.E.	Project Manager	\$ 40.85	\$ 40.85	\$ 73.83	\$ 14.91	\$ 129.59
Paul B Dustin	Senior CADD	\$ 31.00	\$ 31.00	\$ 56.03	\$ 11.31	\$ 98.34
Stephen C Perry	Resident Engineer I	\$ 35.00	\$ 35.00	\$ 63.26	\$ 12.77	\$ 111.03
Nicole E Crawford	Engineer I	\$ 24.00	\$ 24.00	\$ 43.38	\$ 8.76	\$ 76.14
Shawna L. Fournier	Administration	\$ 21.13	\$ 21.13	\$ 38.19	\$ 7.71	\$ 67.03
William R. Davidson P.E.	Project Manager	\$ 52.62	\$ 50.00	\$ 90.37	\$ 18.25	\$ 158.62
Shawn M. Tobey P.E.	Engineer I	\$ 30.90	\$ 30.90	\$ 55.85	\$ 11.28	\$ 98.03
Marisa A. DiBiasco P.E.	Project Manager	\$ 36.57	\$ 36.57	\$ 66.10	\$ 13.35	\$ 116.01
Linda K. McNair-Perry P.E., SECB	Project Manager	\$ 45.90	\$ 45.90	\$ 82.96	\$ 16.75	\$ 145.61
Joel H Vendt	CADD Tech I	\$ 24.56	\$ 24.56	\$ 44.39	\$ 8.96	\$ 77.91
Anabelle L Allen E.I.T.	Engineer I	\$ 25.50	\$ 25.50	\$ 46.09	\$ 9.31	\$ 80.90
Albert J. DiPietro	Resident Engineer I	\$ 40.00	\$ 40.00	\$ 72.30	\$ 14.60	\$ 126.89

*I certify that this rate is the actual rate paid to this employee under this firm's payroll.

By: _____

Date: _____

Robert M. Furey, PE / Senior Vice President, Director Aviation Services Group
{Name/Title Printed}

I certify that the foregoing signature is true and accurate, and if electronic, I further certify that it (a) is intended to have the same force as a manual signature, (b) is unique to myself, (c) is capable of verification, and (d) is under the sole control of myself.

**APPENDIX A-1
AIRPORT CONSULTANT CONTRACT**

Employee Names/Classifications & Rates

Consultant Name: Hoyle, Tanner & Associates, Inc.

Date: Updated as of November 2014

Task: Articles VA, VB, VIIA, VIIB, VIIIA, VIIIB 15% Profit
All Articles, Overhead 180.74, EXCEPT Resident

Engineer is at 146.39 as indicated below

Please indicate the Employee Names/Classifications and rates that will be used to fulfill the requirements of this contract.

Employee Name	Classification	Actual Rate Paid *	Allowable Direct Labor Hourly Rate	Overhead % 180.74%	Profit/Fixed Fee % 15.00%	Burdened Hourly Rate
Karen J. Frink P.E.	Senior Engineer	\$ 55.78	\$ 50.00	\$ 90.37	\$ 21.06	\$ 161.43
Barbara G. Trainque	Administration	\$ 17.82	\$ 17.82	\$ 32.21	\$ 7.50	\$ 57.53
Paula M. Boyle E.I.T.	Engineer I	\$ 39.23	\$ 39.23	\$ 57.67	\$ 14.53	\$ 111.43
Michael A. Trainque P.E.	Project Manager	\$ 57.76	\$ 50.00	\$ 90.37	\$ 21.06	\$ 161.43
Jean E. Mongillo P.E.	Engineer I	\$ 43.10	\$ 43.10	\$ 77.90	\$ 18.15	\$ 139.15
Donna E. Akerley	Administration	\$ 25.50	\$ 25.50	\$ 46.09	\$ 10.74	\$ 82.33
John L. Coon	Senior CADD	\$ 38.68	\$ 38.68	\$ 69.91	\$ 16.29	\$ 124.88
Michael C. Rogerson P.E., LEED AP	Project Manager	\$ 45.88	\$ 45.88	\$ 82.92	\$ 19.32	\$ 148.12
Howard E. Miller	CADD Tech I	\$ 27.80	\$ 27.80	\$ 50.25	\$ 11.71	\$ 89.75
Kirstin A. DiPietro-Worden P.E.	Engineer I	\$ 34.05	\$ 34.05	\$ 61.54	\$ 14.34	\$ 109.93
Sean T. James P.E.	Project Manager	\$ 47.48	\$ 47.48	\$ 85.82	\$ 19.99	\$ 153.29
Suzanne L. Sheppard P.E.	Engineer I	\$ 40.14	\$ 40.14	\$ 72.55	\$ 16.90	\$ 129.59
Fran H. Weaver	Administration	\$ 25.17	\$ 25.17	\$ 37.00	\$ 9.33	\$ 71.50
Deborah L. Coon	Administration	\$ 24.23	\$ 24.23	\$ 43.79	\$ 10.20	\$ 78.23
Benjamin B. Horner L.L.S.	Senior CADD	\$ 38.19	\$ 38.19	\$ 69.02	\$ 16.08	\$ 123.30
Matthew J. Low P.E.	Project Manager	\$ 56.18	\$ 50.00	\$ 90.37	\$ 21.06	\$ 161.43
Robert M. Furey P.E.	Senior Engineer	\$ 54.43	\$ 50.00	\$ 73.50	\$ 18.53	\$ 142.03
Woodrow S. Wilson P.E.	Resident Engineer I - OVERHEAD @ 146.39	\$ 36.00	\$ 36.00	\$ 52.70	\$ 13.31	\$ 102.01
Jason M. Ayotte P.E.	Engineer I	\$ 43.99	\$ 43.99	\$ 79.51	\$ 18.52	\$ 142.02
Shawn P. Reynolds	Resident Engineer I - OVERHEAD @ 146.39	\$ 34.88	\$ 34.88	\$ 51.06	\$ 12.89	\$ 98.83
Thomas A. French P.E.	Senior Engineer	\$ 50.00	\$ 50.00	\$ 90.37	\$ 21.06	\$ 161.43
Jeffrey C. Collins E.I.T.	Engineer I	\$ 37.27	\$ 37.27	\$ 67.36	\$ 15.69	\$ 120.33
Robert P. Marchesseault P.E.	Resident Engineer I - OVERHEAD @ 146.39	\$ 36.89	\$ 36.89	\$ 54.00	\$ 13.63	\$ 104.53
Travis A. Gelinac	Administration	\$ 19.28	\$ 19.28	\$ 28.34	\$ 7.14	\$ 54.76
Todd M. Clark P.E.	Project Manager	\$ 55.42	\$ 55.42	\$ 100.17	\$ 23.34	\$ 178.92
Timothy J. Audet P.E.	Engineer I	\$ 37.72	\$ 37.72	\$ 68.18	\$ 15.88	\$ 121.78
Michael V. Schramm P.E., LEED AP	Engineer I	\$ 43.98	\$ 43.98	\$ 79.49	\$ 18.52	\$ 141.99
Josif Bicja P.E.	Senior Engineer	\$ 39.91	\$ 39.91	\$ 72.13	\$ 16.81	\$ 128.85
David M. Langlais P.E.	Resident Engineer I - OVERHEAD @ 146.39	\$ 34.22	\$ 34.22	\$ 50.09	\$ 12.65	\$ 96.96
Audrey G. Beaulac P.E., CPSWQ	Engineer I	\$ 33.93	\$ 33.93	\$ 61.33	\$ 14.29	\$ 109.54
Allyson A. Saunders	Engineer I	\$ 25.44	\$ 25.44	\$ 45.98	\$ 10.71	\$ 82.13
Stephen B. Haas P.E.	Engineer I	\$ 39.00	\$ 39.00	\$ 70.49	\$ 16.42	\$ 125.91
Janet J. Bishop	Administration	\$ 20.23	\$ 20.23	\$ 29.74	\$ 7.50	\$ 57.46
Edward G. Weingartner P.E.	Senior Engineer	\$ 47.38	\$ 47.38	\$ 85.63	\$ 19.95	\$ 152.97
Iryna S Afong E.I.	Engineer I	\$ 24.08	\$ 24.08	\$ 43.52	\$ 10.14	\$ 77.74
Glen J. Altamari	Resident Engineer I - OVERHEAD @ 146.39	\$ 35.29	\$ 35.29	\$ 51.66	\$ 13.04	\$ 99.99
Nils E. Gonzalez P.E.	Project Manager	\$ 49.20	\$ 49.20	\$ 72.32	\$ 18.23	\$ 139.75
Evan R. McDougal C.M.	Planner	\$ 47.73	\$ 47.73	\$ 70.16	\$ 17.68	\$ 135.58
John D. Reilly P.E.	Senior Engineer	\$ 40.75	\$ 40.75	\$ 73.65	\$ 17.16	\$ 131.56
Matthew T. O'Brien P.E.	Engineer I	\$ 31.86	\$ 31.86	\$ 46.83	\$ 11.80	\$ 90.50

Employee Name	Classification	Actual Rate Paid *	Allowable Direct Labor Hourly Rate	Overhead % 180.74%	Profit/Fixed Fee % 15.00%	Burdened Hourly Rate
Robert C. Corson	Resident Engineer I - OVERHEAD @ 146.39	\$ 32.77	\$ 32.77	\$ 47.97	\$ 12.11	\$ 92.85
Daniel B. Marks P.E.	Engineer I	\$ 31.03	\$ 31.03	\$ 56.08	\$ 13.07	\$ 100.18
George R. Urbanneck P.E.	Resident Engineer I - OVERHEAD @ 146.39	\$ 30.00	\$ 30.00	\$ 43.92	\$ 11.09	\$ 85.00
Elizabeth E. Ziegler	Resident Engineer I - OVERHEAD @ 146.39	\$ 30.00	\$ 30.00	\$ 43.92	\$ 11.09	\$ 85.00
John J. Jackman P.E.	Resident Engineer I - OVERHEAD @ 146.39	\$ 36.24	\$ 36.24	\$ 53.05	\$ 13.39	\$ 102.69
Byron A. Race P.E.	Resident Engineer I - OVERHEAD @ 146.39	\$ 35.00	\$ 35.00	\$ 51.24	\$ 12.94	\$ 99.17
Jon A. Olin P.E.	Senior Engineer	\$ 44.61	\$ 44.61	\$ 80.63	\$ 18.79	\$ 144.02
Charles W. Lawrence	Resident Engineer I - OVERHEAD @ 146.39	\$ 30.87	\$ 30.87	\$ 45.19	\$ 11.41	\$ 87.47
Joseph C. Ripley E.I.T.	Engineer I	\$ 26.16	\$ 26.16	\$ 47.28	\$ 11.02	\$ 84.46
Sean C. Serra E.I.T.	Engineer I	\$ 24.06	\$ 24.06	\$ 35.37	\$ 8.91	\$ 68.34
David P. Wheeler E.I.T.	Engineer I	\$ 23.28	\$ 23.28	\$ 42.08	\$ 9.80	\$ 75.16
Richard A. Colby	Resident Engineer I - OVERHEAD @ 146.39	\$ 31.29	\$ 31.29	\$ 45.81	\$ 11.56	\$ 88.66
Nicole M. Nazzaro E.I.T.	Engineer I	\$ 24.50	\$ 24.50	\$ 44.28	\$ 10.32	\$ 79.10
Jillian A. Semprini P.E.	Engineer I	\$ 30.94	\$ 30.94	\$ 55.92	\$ 13.03	\$ 99.89
Brian J. Ordway	Resident Engineer I - OVERHEAD @ 146.39	\$ 33.66	\$ 33.66	\$ 49.27	\$ 12.44	\$ 95.38
Norton G. True	Administration	\$ 36.54	\$ 36.54	\$ 66.04	\$ 15.39	\$ 117.97
Kimberly R. Peace	Other	\$ 36.96	\$ 36.96	\$ 66.80	\$ 15.56	\$ 119.33
Walter L. Durack V, E.I.T.	Engineer I	\$ 27.66	\$ 27.66	\$ 49.99	\$ 11.65	\$ 89.30
Richard A. Green P.E.	Senior Engineer	\$ 30.51	\$ 30.51	\$ 55.14	\$ 12.85	\$ 98.50
Christopher E. Dunlap P.E.	Senior Engineer	\$ 45.50	\$ 45.50	\$ 82.24	\$ 19.16	\$ 146.90
Savas Mutlu	Resident Engineer I - OVERHEAD @ 146.39	\$ 30.75	\$ 30.75	\$ 45.01	\$ 11.36	\$ 87.13
Jacob F. Sparkowich E.I.T.	Engineer I	\$ 24.17	\$ 24.17	\$ 43.68	\$ 10.18	\$ 78.03
Gregory P. Clauson	Other	\$ 15.75	\$ 15.75	\$ 28.47	\$ 6.63	\$ 50.85
Heidi W. Lemay	Engineer I	\$ 26.65	\$ 26.65	\$ 48.17	\$ 11.22	\$ 86.04
Craig A Forrest	Resident Engineer I - OVERHEAD @ 146.39	\$ 38.00	\$ 38.00	\$ 55.63	\$ 14.04	\$ 107.67
Aaron M. Lachance P.E.	Project Manager	\$ 40.85	\$ 40.85	\$ 73.83	\$ 17.20	\$ 131.88
Paul B Dustin	Senior CADD	\$ 31.00	\$ 31.00	\$ 56.03	\$ 13.05	\$ 100.08
Stephen C Perry	Resident Engineer I - OVERHEAD @ 146.39	\$ 35.00	\$ 35.00	\$ 51.24	\$ 12.94	\$ 99.17
Nicole E Crawford	Engineer I	\$ 24.00	\$ 24.00	\$ 43.38	\$ 10.11	\$ 77.48
Shawna L. Fournier	Administration	\$ 21.13	\$ 21.13	\$ 38.19	\$ 8.90	\$ 68.22
William R. Davidson P.E.	Project Manager	\$ 52.62	\$ 50.00	\$ 90.37	\$ 21.06	\$ 161.43
Shawn M. Tobey P.E.	Engineer I	\$ 30.90	\$ 30.90	\$ 55.85	\$ 13.01	\$ 99.76
Marisa A. DiBiasco P.E.	Project Manager	\$ 36.57	\$ 36.57	\$ 66.10	\$ 15.40	\$ 118.07
Linda K. McNair-Perry P.E., SECB	Project Manager	\$ 45.90	\$ 45.90	\$ 82.96	\$ 19.33	\$ 148.19
Joel H Vendt	CADD Tech I	\$ 24.56	\$ 24.56	\$ 44.39	\$ 10.34	\$ 79.29
Anabelle L Allen E.I.T.	Engineer I	\$ 25.50	\$ 25.50	\$ 37.49	\$ 9.45	\$ 72.43
Albert J. DiPietro	Resident Engineer I - OVERHEAD @ 146.39	\$ 40.00	\$ 40.00	\$ 58.56	\$ 14.78	\$ 113.34

*I certify that this rate is the actual rate paid to this employee under this firm's payroll.

By: _____

Date: _____

Robert M. Furey, PE / Senior Vice President, Director Aviation Services Group
{Name/Title Printed}

I certify that the foregoing signature is true and accurate, and if electronic, I further certify that it (a) is intended to have the same force as a manual signature, (b) is unique to myself, (c) is capable of verification, and (d) is under the sole control of myself.

APPENDIX A-1
AIRPORT CONSULTANT CONTRACT

Employee Names/Classifications & Rates

Consultant Name: Hoyle, Tanner & Associates, Inc.

Date: Updated as of November 2014

Task: All Project Phases/Tasks EXCEPT Phase 72 & 74

Resident Engineer, as noted below

Please indicate the Employee Names/Classifications and rates that will be used to fulfill the requirements of this contract.

Employee Name	Classification	Actual Rate Paid *	Allowable Direct Labor Hourly Rate	Overhead %	Profit/Fixed Fee %	Burdened Hourly Rate
Karen J. Frink P.E.	Senior Engineer	\$ 55.78	\$ 50.00	\$ 90.37	\$ 18.25	\$ 158.62
Barbara G. Trainque	Administration	\$ 17.82	\$ 17.82	\$ 32.21	\$ 6.50	\$ 56.53
Paula M. Boyle E.I.T.	Engineer I	\$ 39.23	\$ 39.23	\$ 57.67	\$ 12.60	\$ 109.49
Michael A. Trainque P.E.	Project Manager	\$ 57.76	\$ 50.00	\$ 90.37	\$ 18.25	\$ 158.62
Jean E. Mongillo P.E.	Engineer I	\$ 43.10	\$ 43.10	\$ 77.90	\$ 15.73	\$ 136.73
Donna E. Akerley	Administration	\$ 25.50	\$ 25.50	\$ 46.09	\$ 9.31	\$ 80.90
John L. Coon	Senior CADD	\$ 38.68	\$ 38.68	\$ 69.91	\$ 14.12	\$ 122.71
Michael C. Rogerson P.E., LEED AP	Project Manager	\$ 45.88	\$ 45.88	\$ 82.92	\$ 16.74	\$ 145.55
Howard E. Miller	CADD Tech I	\$ 27.80	\$ 27.80	\$ 50.25	\$ 10.15	\$ 88.19
Kirstin A. DiPietro-Worden P.E.	Engineer I	\$ 34.05	\$ 34.05	\$ 61.54	\$ 12.43	\$ 108.02
Sean T. James P.E.	Project Manager	\$ 47.48	\$ 47.48	\$ 85.82	\$ 17.33	\$ 150.62
Suzanne L. Sheppard P.E.	Engineer I	\$ 40.14	\$ 40.14	\$ 72.55	\$ 14.65	\$ 127.34
Fran H. Weaver	Administration	\$ 25.17	\$ 25.17	\$ 37.00	\$ 8.08	\$ 70.25
Deborah L. Coon	Administration	\$ 24.23	\$ 24.23	\$ 43.79	\$ 8.84	\$ 76.87
Benjamin B. Horner L.L.S.	Senior CADD	\$ 38.19	\$ 38.19	\$ 69.02	\$ 13.94	\$ 121.15
Matthew J. Low P.E.	Project Manager	\$ 56.18	\$ 50.00	\$ 90.37	\$ 18.25	\$ 158.62
Robert M. Furey P.E.	Senior Engineer	\$ 54.43	\$ 50.00	\$ 73.50	\$ 16.06	\$ 139.56
Woodrow S. Wilson P.E.	Resident Engineer I - OVERHEAD @ 146.39/Profit @ 15%	\$ 36.00	\$ 36.00	\$ 52.70	\$ 13.31	\$ 102.01
Jason M. Ayotte P.E.	Engineer I	\$ 43.99	\$ 43.99	\$ 79.51	\$ 16.05	\$ 139.55
Shawn P. Reynolds	Resident Engineer I - OVERHEAD @ 146.39/Profit @ 15%	\$ 34.88	\$ 34.88	\$ 51.06	\$ 12.89	\$ 98.83
Thomas A. French P.E.	Senior Engineer	\$ 50.00	\$ 50.00	\$ 90.37	\$ 18.25	\$ 158.62
Jeffrey C. Collins E.I.T.	Engineer I	\$ 37.27	\$ 37.27	\$ 67.36	\$ 13.60	\$ 118.23
Robert P. Marchesseault P.E.	Resident Engineer I - OVERHEAD @ 146.39/Profit @ 15%	\$ 36.89	\$ 36.89	\$ 54.00	\$ 13.63	\$ 104.53
Travis A. Gelinac	Administration	\$ 19.28	\$ 19.28	\$ 28.34	\$ 6.19	\$ 53.81
Todd M. Clark P.E.	Project Manager	\$ 55.42	\$ 55.42	\$ 100.17	\$ 20.23	\$ 175.81
Timothy J. Audet P.E.	Engineer I	\$ 37.72	\$ 37.72	\$ 68.18	\$ 13.77	\$ 119.66
Michael V. Schramm P.E., LEED AP	Engineer I	\$ 43.98	\$ 43.98	\$ 79.49	\$ 16.05	\$ 139.52
Josif Bicja P.E.	Senior Engineer	\$ 39.91	\$ 39.91	\$ 72.13	\$ 14.57	\$ 126.61
David M. Langlais P.E.	Resident Engineer I - OVERHEAD @ 146.39/Profit @ 15%	\$ 34.22	\$ 34.22	\$ 50.09	\$ 12.65	\$ 96.96
Audrey G. Beaulac P.E., CPSWQ	Engineer I	\$ 33.93	\$ 33.93	\$ 61.33	\$ 12.38	\$ 107.64
Allyson A. Saunders	Engineer I	\$ 25.44	\$ 25.44	\$ 45.98	\$ 9.28	\$ 80.70
Stephen B. Haas P.E.	Engineer I	\$ 39.00	\$ 39.00	\$ 70.49	\$ 14.23	\$ 123.72
Janet J. Bishop	Administration	\$ 20.23	\$ 20.23	\$ 29.74	\$ 6.50	\$ 56.46
Edward G. Weingartner P.E.	Senior Engineer	\$ 47.38	\$ 47.38	\$ 85.63	\$ 17.29	\$ 150.31
Iryna S Afong E.I.	Engineer I	\$ 24.08	\$ 24.08	\$ 43.52	\$ 8.79	\$ 76.39
Glen J. Altimari	Resident Engineer I - OVERHEAD @ 146.39/Profit @ 15%	\$ 35.29	\$ 35.29	\$ 51.66	\$ 13.04	\$ 99.99
Nils E. Gonzalez P.E.	Project Manager	\$ 49.20	\$ 49.20	\$ 72.32	\$ 15.80	\$ 137.32
Evan R. McDougal C.M.	Planner	\$ 47.73	\$ 47.73	\$ 70.16	\$ 15.33	\$ 133.22
John D. Reilly P.E.	Senior Engineer	\$ 40.75	\$ 40.75	\$ 73.65	\$ 14.87	\$ 129.27
Matthew T. O'Brien P.E.	Engineer I	\$ 31.86	\$ 31.86	\$ 46.83	\$ 10.23	\$ 88.92
Robert C. Corson	Resident Engineer I - OVERHEAD @ 146.39/Profit @ 15%	\$ 32.77	\$ 32.77	\$ 47.97	\$ 12.11	\$ 92.85
Daniel B. Marks P.E.	Engineer I	\$ 31.03	\$ 31.03	\$ 56.08	\$ 11.32	\$ 98.44
George R. Urbanneck P.E.	Resident Engineer I - OVERHEAD @ 146.39/Profit @ 15%	\$ 30.00	\$ 30.00	\$ 43.92	\$ 11.09	\$ 85.00
Elizabeth E. Ziegler	Resident Engineer I - OVERHEAD @ 146.39/Profit @ 15%	\$ 30.00	\$ 30.00	\$ 43.92	\$ 11.09	\$ 85.00

APPENDIX A-1
AIRPORT CONSULTANT CONTRACT

Employee Names/Classifications & Rates

Consultant Name: Hoyle, Tanner & Associates, Inc.
 Date: Updated as of November 2014
 Task: All Project Phases/Tasks EXCEPT Phase 72 & 74
 Resident Engineer, as noted below

Please indicate the Employee Names/Classifications and rates that will be used to fulfill the requirements of this contract.

Employee Name	Classification	Actual Rate Paid *	Allowable Direct Labor Hourly Rate	Overhead %	Profit/Fixed Fee %	Burdened Hourly Rate
John J. Jackman P.E.	Resident Engineer I - OVERHEAD @ 146.39/Profit @ 15%	\$ 36.24	\$ 36.24	\$ 53.05	\$ 13.39	\$ 102.69
Byron A. Race P.E.	Resident Engineer I - OVERHEAD @ 146.39/Profit @ 15%	\$ 35.00	\$ 35.00	\$ 51.24	\$ 12.94	\$ 99.17
Jon A. Olin P.E.	Senior Engineer	\$ 44.61	\$ 44.61	\$ 80.63	\$ 16.28	\$ 141.52
Charles W. Lawrence	Resident Engineer I - OVERHEAD @ 146.39/Profit @ 15%	\$ 30.87	\$ 30.87	\$ 45.19	\$ 11.41	\$ 87.47
Joseph C. Ripley E.I.T.	Engineer I	\$ 26.16	\$ 26.16	\$ 47.28	\$ 9.55	\$ 82.99
Sean C. Serra E.I.T.	Engineer I	\$ 24.06	\$ 24.06	\$ 35.37	\$ 7.73	\$ 67.15
David P. Wheeler E.I.T.	Engineer I	\$ 23.28	\$ 23.28	\$ 42.08	\$ 8.50	\$ 73.85
Richard A. Colby	Resident Engineer I - OVERHEAD @ 146.39/Profit @ 15%	\$ 31.29	\$ 31.29	\$ 45.81	\$ 11.56	\$ 88.66
Nicole M. Nazzaro E.I.T.	Engineer I	\$ 24.50	\$ 24.50	\$ 44.28	\$ 8.94	\$ 77.72
Jillian A. Semprini P.E.	Engineer I	\$ 30.94	\$ 30.94	\$ 55.92	\$ 11.29	\$ 98.15
Brian J. Ordway	Resident Engineer I - OVERHEAD @ 146.39/Profit @ 15%	\$ 33.66	\$ 33.66	\$ 49.27	\$ 12.44	\$ 95.38
Norton G. True	Administration	\$ 36.54	\$ 36.54	\$ 66.04	\$ 13.34	\$ 115.92
Kimberly R. Peace	Other	\$ 36.96	\$ 36.96	\$ 66.80	\$ 13.49	\$ 117.25
Walter L. Durack V, E.I.T.	Engineer I	\$ 27.66	\$ 27.66	\$ 49.99	\$ 10.09	\$ 87.75
Richard A. Green P.E.	Senior Engineer	\$ 30.51	\$ 30.51	\$ 55.14	\$ 11.13	\$ 96.79
Christopher E. Dunlap P.E.	Senior Engineer	\$ 45.50	\$ 45.50	\$ 82.24	\$ 16.61	\$ 144.34
Savas Mutlu	Resident Engineer I - OVERHEAD @ 146.39/Profit @ 15%	\$ 30.75	\$ 30.75	\$ 45.01	\$ 11.36	\$ 87.13
Jacob F. Sparkowich E.I.T.	Engineer I	\$ 24.17	\$ 24.17	\$ 43.68	\$ 8.82	\$ 76.68
Gregory P. Clauson	Other	\$ 15.75	\$ 15.75	\$ 28.47	\$ 5.75	\$ 49.96
Heidi W. Lemay	Engineer I	\$ 26.65	\$ 26.65	\$ 48.17	\$ 9.73	\$ 84.54
Craig A Forrest	Resident Engineer I - OVERHEAD @ 146.39/Profit @ 15%	\$ 38.00	\$ 38.00	\$ 55.63	\$ 14.04	\$ 107.67
Aaron M. Lachance P.E.	Project Manager	\$ 40.85	\$ 40.85	\$ 73.83	\$ 14.91	\$ 129.59
Paul B Dustin	Senior CADD	\$ 31.00	\$ 31.00	\$ 56.03	\$ 11.31	\$ 98.34
Stephen C Perry	Resident Engineer I - OVERHEAD @ 146.39/Profit @ 15%	\$ 35.00	\$ 35.00	\$ 51.24	\$ 12.94	\$ 99.17
Nicole E Crawford	Engineer I	\$ 24.00	\$ 24.00	\$ 43.38	\$ 8.76	\$ 76.14
Shawna L. Fournier	Administration	\$ 21.13	\$ 21.13	\$ 38.19	\$ 7.71	\$ 67.03
William R. Davidson P.E.	Project Manager	\$ 52.62	\$ 50.00	\$ 90.37	\$ 18.25	\$ 158.62
Shawn M. Tobey P.E.	Engineer I	\$ 30.90	\$ 30.90	\$ 55.85	\$ 11.28	\$ 98.03
Marisa A. DiBiao P.E.	Project Manager	\$ 36.57	\$ 36.57	\$ 66.10	\$ 13.35	\$ 116.01
Linda K. McNair-Perry P.E., SECB	Project Manager	\$ 45.90	\$ 45.90	\$ 82.96	\$ 16.75	\$ 145.61
Joel H Vendt	CADD Tech I	\$ 24.56	\$ 24.56	\$ 44.39	\$ 8.96	\$ 77.91
Anabelle L Allen E.I.T.	Engineer I	\$ 25.50	\$ 25.50	\$ 37.49	\$ 8.19	\$ 71.17
Albert J. DiPietro	Resident Engineer I - OVERHEAD @ 146.39/Profit @ 15%	\$ 40.00	\$ 40.00	\$ 58.56	\$ 14.78	\$ 113.34

*I certify that this rate is the actual rate paid to this employee under this firm's payroll.

By: _____

Date: _____

Robert M. Furey, PE / Senior Vice President, Director Aviation Services Group
 {Name/Title Printed}

I certify that the foregoing signature is true and accurate, and if electronic, I further certify that it (a) is intended to have the same force as a manual signature, (b) is unique to myself, (c) is capable of verification, and (d) is under the sole control of myself.

APPENDIX B

SCOPE OF WORK

TERMINAL APRON EXPANSION (APPROX. 2,200 SY) AND REHABILITATION (APPROX. 3,900 SY)

AUBURN-LEWISTON MUNICIPAL AIRPORT AUBURN, MAINE

I. PROJECT DESCRIPTION

The project includes the partial rehabilitation of the existing terminal apron and the expansion of the existing terminal apron to connect to the west itinerant apron. Stub taxiways from the aprons to the parallel taxiway will be reconfigured to improve aircraft flow.

Due to funding limitations, the project will be bid as Base Bid plus Additive Alternate #1. The expansion of the existing terminal apron to complete the connection, referred to as Apron Expansion, will be bid as Base Bid. The partial rehabilitation of the terminal apron, referred to as Terminal Apron Rehab, will be bid as Additive Alternate #1 and has been itemized in the fee to separate the associated consultant efforts.

This scope is written as though both Apron Expansion and Terminal Apron Rehab will be permitted, designed and bid concurrently as a single project. Therefore there is one scope and fee associated with the entire project.

However, the fee schedule is set up to itemize the additional effort to incorporate the Terminal Apron Rehab to the process required for the Apron Expansion. The fee was determined by listing all the items required for the Apron Expansion and the level of effort to complete these tasks; then figuring any additional effort required to incorporate the Terminal Apron Rehab. For example, contacting the agencies for permitting: There is insignificant effort required to mention both Apron Expansion and Terminal Apron Rehab in the letter when contacting these agencies. The letter will have to be completed for the Apron Expansion whether or not the Terminal Apron Rehab is awarded.

Construction Administration/Resident Engineer services is also itemized to provide an immediate understanding of the consultant services associated with the award of Add Alt#1. Testing is not itemized, nor is Closeout.

The Fee has been set up to indicate the anticipated level of effort associated with Terminal Apron Rehab. After each item, an indication is present as represented in the key below:

- (N) – Insignificant Level of Additional Effort
- (L) – Limited Level of Additional Effort
- (M) – Moderate Level of Additional Effort
- (S) – Significant Level of Additional Effort

All of the above will hereinafter be referred to as the PROJECT. Auburn-Lewiston Municipal Airport is hereinafter referred to as the SPONSOR. Hoyle, Tanner and Associates, Inc. is hereinafter

referred to as the CONSULTANT.

II. SCOPE OF SERVICES

ARTICLE I - PROJECT ADMINISTRATION

The Consultant shall provide project administration services as required and as requested by the Owner during the design and construction periods. The Consultant's services under this paragraph shall include:

- 1) Prepare for an attend Pre-design Conference with the Sponsor, MaineDOT and FAA at Auburn-Lewiston Municipal Airport.
- 2) Preparation of Contract documents and supporting back-up documentation required in connection with the Project, including General Consultant Agreement, and Individual Project Contract.
- 3) Review fee with Sponsor and Negotiate IFE process. Revise scope and as necessary to reflect the changes.
- 4) Request Survey and geotechnical services; provide sketch of work limits; negotiate prices; draft and execute subconsultant agreements.
- 5) Prepare DBE plan for submission to the FAA utilizing MaineDOT methodology for determining DBE goals.
- 6) Preparation of forms and supporting backup material required in connection with obtaining the Federal grants.
- 7) Preparation and provide assistance with forms and supporting documentation required by the Owner to obtain partial grant payments from the FAA and MaineDOT under each grant.
- 8) As reasonably requested, provide assistance with any other administrative-type work required by the Owner in connection with the Project.

ARTICLE II – PLANNING

Prior to beginning the following articles of work, the Consultant shall provide planning services to acquire project approval from FAA. The Consultant's services under this paragraph shall include:

- 1) Produce project sketch in AutoCAD Civil 3D 2013.
- 2) Provide Itemized Planning-level cost estimate for each: Apron Expansion and Terminal Apron Rehab
- 3) Develop Notice of Proposed Construction narrative. Coordinate with Sponsor, and submit 7460 via FAA OE/AAA website.
- 4) Review and Coordinate with Sponsor and FAA for apron expansion and taxiway layout to acquire an approved "Pen and Ink" change of the ALP. Update Ultimate ALP showing new configuration. Draft detailed exhibit identifying proposed change for ALP for review by FAA.

ARTICLE III – ENVIRONMENTAL PERMITS

According to the National Environmental Policy Act (NEPA), NEPA review must be completed prior to implementation of a project. It is anticipated that the Project will qualify as a Categorical Exclusion (CatEx). The Consultant's services under this paragraph shall include:

- 1) Review existing agency letters for known extraordinary circumstances.

- 2) Review FAA Order 1050.1E and draft a Documented CatEx in accordance with the FAA Standard Operating Procedure, ARP SOP 5.00.
- 3) Address FAA comments. Provide additional information and sketches.
- 4) Whereas this site is known for protected bird species and is archaeologically significant, a Cat Ex may not be applicable depending on the agency's comments. In that event, an Environmental Assessment will be required, but is not included under this scope of work because it is not anticipated at this time.

Maine DEP Site Location of Development Permit Amendment is expected as part of this project due to the addition of impervious surfaces that are not exempt. A Natural Resource Protection Act Permit is NOT anticipated as this project is not adjacent to and does not impact any wetlands. For project schedule purposes, the MaineDEP's goal is to provide a decision within 90 days of application acceptance, but maintains review period of 120 days if need be. The Consultant's services under this paragraph shall include:

- 1) Coordinate with and review previous stormwater applications submitted by Sebago Technics to determine available stormwater treatment capacity.
- 2) Environmental Coordinator and Project Manager to prepare for and attend meeting (1) at Maine DEP in Augusta, Maine.
- 3) Coordinate with Maine Inland Fisheries and Wildlife, Maine Natural Areas Program, and Maine Historic Preservation Commission. Address Agency concerns for historic significance and state-listed species habitat. Provide additional information as requested.
- 4) Acquire Class D soil survey by Natural Resources Conservation Service of the USDA.
- 5) Develop a Pre-Development Drainage Plan.
- 6) Develop new closed drainage layout and design meeting the standards of 150/5320-5D, *Surface Drainage Design*.
- 7) Develop a Post-Development Drainage Plan.
- 8) Model Pre and Post Development Drainage in HydroCAD.
- 9) Analyze and size stormwater treatment devices in accordance with Maine State Chapter 500 Stormwater law. Revise grading to reflect BMP size. Revise HydroCAD Model to reflect changes to grading surface drainage. Reiterative process. Update Post-Development Drainage plan.
- 10) Model and Analyze existing and proposed capacity in StormCAD.
- 11) Draft a Stormwater Management written report addressing project description, means and methodology, predevelopment conditions, post development conditions, General Standards BMP requirements with supporting hand calculations demonstrating compliance, and develop maintenance plan and sample log.
- 12) Draft an Erosion and Sedimentation Control written report addressing soil types procedural measures; structural measures; temporary non-structure measures; permanent non-structure measures; winter construction measures; seed mixture and application; and bmp maintenance requirements.
- 13) Develop List of Abutters from City of Auburn GIS webpage. Draft and send abutter notifications with certified mail. The Maine DEP requires the notification of abutters within 1 mile of the project. It is expected that this project triggers an Amendment to the existing SLODA due to the stormwater requirements and the additional review required by the agency. The DEP won't waive the notification requirement for an Amendment. Notifications are required to be sent certified mail to the abutters and advertised in the local newspaper. Below is a detailed description of how each item is administered. Requires HTA to navigate through the GIS viewer and individually

select each parcel. Copy and Paste each line of text for the name & Address. create a spreadsheet to eliminate multiple parcels owned by the same abutter. create mailing labels, fill out USPS certification mailing form, hand deliver to post office to obtain certification receipt. track abutters who do not accept mailed notification.

- 14) Coordinate Notice in local newspaper. Track down personnel in charge of advertisement. Coordinate notification format, date run, and cost. Review and approve invoice.
- 15) Prepare the Site Location of Development Act (SLODA) permit application for DEP.
- 16) Address DEP Comments. Demonstrate that previous permit conditions have been met.

Any local permits and review boards are not included in this scope of work.

ARTICLE IV - DATA COLLECTION

The Consultant shall review existing data available and contract with subconsultants to acquire additional information as necessary. The Consultant and its Subconsultants (Electrical, Surveying and Geotechnical) will provide technical expertise in the following areas:

A. Existing Data:

The Consultant's services under this paragraph shall include:

- 1) Research digital asbuilt drawings, LIDAR data, coordinate with Hebert Construction and Sebago Technics for their digital as built data; and other readily available information to determine the quality and accuracy of the topography and drainage in the vicinity of the project. Non-digital information will require digitization and is not included in this scope.
- 2) Research historical boring logs in the vicinity to determine level in investigation required for this project.

B. Topographic Survey:

The Consultant shall contract with, oversee in the field and assist the Subconsultant with topographic survey and incorporate data. Note, for this design survey, the Consultant will NOT conduct the survey in accordance with FAA Advisory Circulars 150/5300-16, 150/5300-17, 150/5300-18 latest edition; as agreed to by FAA and MaineDOT.

- | | |
|--------|---|
| Task 1 | Determine topographic elevations as shown in Figure 1.1 for the terminal apron. Maximum distance between shots will be 25 feet. |
| Task 2 | Survey drainage, telephone and electrical structures, centerline and edges of taxiways, access roads, benchmarks, soil borings, taxiway edge lights, airfield signs, treeline, buildings, etc., within the areas listed in the above tasks. Determine inverts of drainage and sewer structures as well as type of pipe, pipe sizes, and direction of flow (total structures unknown). |
| Task 3 | Establish horizontal and vertical control within the project area for use during construction. |

C. Geotechnical Services:

The Consultant shall contract with, oversee in the field and assist the Subconsultant with subsurface investigation and incorporate data.

The Subconsultant shall:

- Task 1 Obtain soil borings at locations as determined necessary after review of the historical boring logs to a depth of 10 ft. or bedrock, for a total of 6 soil borings. Provide boring logs.
- Task 2 Recover split spoon samples at 5-foot intervals or change in strata and record depth of asphalt or topsoil and include results in boring logs.
- Task 3 Perform the following tests on the soil samples, and classify soils per the Unified Soil Classification (USC) system:
- Sieve/hydrometer Analysis: Up to Six (6) total
 - Atterberg Limits: Only if fine graded soils are encountered.
- Task 4 Perform Two (2) Laboratory California Bearing Ratio (CBR) tests to determine subgrade strength.

Consultant shall be onsite while geotech is performing work, and will provide boring layout.

D. Electrical Services:

The electrical Subconsultant shall perform the following tasks:

- Task 1 Provide electrical sketches, wiring diagrams and specifications for modifications to the existing airfield lighting necessitated by closure of stub taxiways associated with the project.

ARTICLE V - DESIGN

The Consultant shall undertake designs of the various improvements included in the Project. Design Submissions will be made at the Permitting (60%) and Final Design (100%) stages.

- Task 1 This task shall include the Permitting (60%) of the rehabilitation and expansion of the terminal apron:
- 1) Develop Digital Terrain Models of existing conditions.
 - 2) Develop existing condition xrefs based on new survey data and electronic submittals from Sponsor. Xrefs will include base plan, drainage, marking, electrical, contours, survey control, property line, tree line, and wetlands.
 - 3) Develop pavement loading conditions and model them in FAARfield Software.
 - 4) Develop typical sections for the new pavement and rehabilitation area using Limited Frost Protection Method. Alternative analysis is not included in the scope of work.
 - 5) Develop new pavement geometry to meet the FAA Airport Design Manual, AC 150/5300-13A Change 1 for design aircraft currently utilizing the aircraft operation area (AOA) and incorporating aircraft that are reasonably foreseeable to use the

- AOA in the future.
- 6) Analyze grades and existing drainage associated with terminal building to determine cause of flooding in spring. Develop design solution to terminal building to prevent further flooding.
 - 7) Develop new electrical layout to meet the standards and requirements of 150/5340-30H, Design and Installation Details for Airport Visual Aids. QC on existing circuits by electrical engineering subconsultant.
 - 8) Develop the extent of demolition.
 - 9) Design proposed elevations that meet 150/5300-13A Change 1 for longitudinal grade limitations and Develop digital terrain model for proposed grade elevations.
 - 10) Design erosion control measures meeting the 2003 Maine Erosion and Sedimentation Control BMP Manual.
 - 11) Develop new marking layout in accordance with standard dimensions clearances and fillets specified in AC 150/5340-1L, Standards for Airport Markings.
 - 12) Conduct conflict analysis with crossing infrastructure (electrical conduit, underdrain, etc.). Develop conflict resolution and update drainage and electrical design.
 - 13) Meet NFPA Requirements. Track down personnel in charge of advertisement. Coordinate notification format, date run, and cost. Review and approve invoice. The project will need to meet NFPA requirements due to the operational need of filling aircraft with fuel adjacent to the terminal building.
 - 14) Draft a preliminary construction safety and phasing plan and written narrative.
 - 15) Preparation of all necessary, design drawings, sketches, computations, etc. Plans include:
 - Title Sheet
 - General Plan and Airfield Survey Control
 - Construction Safety and Phasing Plan
 - Erosion and Sediment Control Plan
 - Demolition Plan
 - Geometry Plan
 - Typical Section and Pavement Details
 - Grading and Drainage Plan and Details
 - Electrical Plan and Details
 - Marking Plan and Details
 - Boring Logs
 - 16) Develop a Table of Contents for the project specifications.
 - 17) Develop engineer's preliminary estimate of probable construction costs to the extent practicable at this level of design.
 - 18) PDF submission of design drawings to the Sponsor, the FAA, and MaineDOT for review and comments.
 - 19) Quality Assurance and Quality Control will be implemented on each task by the review of the Engineering Manager.

- Task 2 This task shall include the Final Design (100%) of the rehabilitation and expansion of the terminal apron:
- 1) Coordination of all work with the Sponsor, the FAA, and MaineDOT, including attendance of one (1) design meetings
 - 2) Update pavement geometry to reflect client review comments.
 - 3) Update electrical layout to reflect client review and subconsultant review comments.
 - 4) Update the extent of demolition.

- 5) Update proposed grading.
- 6) Update digital terrain model for proposed grade elevations.
- 7) Update new drainage layout and design.
- 8) Update erosion control measures to account for grading and drainage revisions.
- 9) Update marking layout to account for geometry revisions.
- 10) Conduct conflict analysis with crossing infrastructure (electrical conduit, underdrain, etc.). Develop conflict resolution.
- 11) Finalize the construction safety and phasing plan
- 12) Submit 7460 Notifications on to the OE/AAA website for the following items:
 - i. Construction notice for Safety Plan
 - ii. Construction notice for Equipment
- 13) Preparation as necessary of, design drawings, sketches, computations, etc. Plans include:
 - Title Sheet
 - General Notes, Drawing Index and Legend
 - General Plan and Airfield Survey Control
 - Construction Safety and Phasing Plan
 - Erosion and Sediment Control Plan and Details
 - Demolition Plan
 - Geometry Plan
 - Typical Section and Pavement Details
 - Grading and Drainage Plan and Details
 - Drainage Profiles
 - Spot Grading Plan
 - Electrical Plan and Details
 - Marking Plan and Details
 - Boring Logs
- 14) Prepare General and Technical specifications in accordance with 150/5370-10G *Standards for Specifying Construction of Airport*.
- 15) Develop engineer's final estimate of probable construction costs.
- 16) PDF submission of design drawings to the Sponsor, the FAA, and MaineDOT for review and comments.
- 17) Quality Assurance and Quality Control will be implemented on each task by the review of the Engineering Manager.

ARTICLE VI - ADVERTISING, BIDDING, & ARRANGEMENT FOR CONSTRUCTION

The CONSULTANT's work under this paragraph will include:

- 1) Assist with public advertising.
- 2) Print and distribute bid documents and collect document fees. It is assumed that the document fees cover the cost of reproduction and mailing for the sold sets and are not included in the reimbursable costs.
- 3) Prepare for and Attend Pre-bid Conference. Both Construction Manager and Project Engineer attend. Acts as a project hand-off meeting.
- 4) Review bidder questions and issue addenda to bid documents, if necessary.
- 5) Attend Bid Opening.
- 6) Analyze and Tabulate Bids.
- 7) Check Contractor References.
- 8) Recommend to the SPONSOR the award or rejection of bids.

ARTICLE VII - CONSTRUCTION ADMINISTRATION

At this point, Hoyle, Tanner estimates the construction performance period will be 6 weeks. This is subject to change and an updated scope and fee will be provided to reflect the changes in the future. The CONSULTANT's work under this paragraph will include:

- 1) Prepare contract documents, obtain approvals, Issue Notice of Award and Notice to Proceed. Print and distribute.
- 2) Conform sets of drawings and specifications to incorporate addenda, print and distribute.
- 3) Prepare for and direct a pre-construction conference.
- 4) Consult and advise with the SPONSOR during construction.
- 5) Provide consultation and advice to the RESIDENT ENGINEER (assume 4 hours per week for CM and 1 hour per week for Project Manager).
- 6) Review and analyze laboratory, shop drawings, submittals, and test reports and certificates for materials and equipment.
- 7) Attend bi-weekly job meetings, make observations of work in progress, and provide appropriate reports to the SPONSOR (does not include resident engineering).
- 8) Review and approve periodic estimates submitted by the RESIDENT ENGINEER for partial and final payments to the CONTRACTOR.
- 9) Prepare and negotiate change-orders and Supplemental Agreements.
- 10) Organize and direct pre-paving conference.
- 11) Review and coordinate acceptance tests required by specifications.
- 12) Attend the final construction inspection and prepare a report on any deficiencies, corrective actions required, etc. as determined at said review.

ARTICLE VIII - RESIDENT ENGINEERING

The CONSULTANT's Resident Engineer shall perform the following tasks:

- 1) Undertake a pre-field review of the plans and specifications in order to familiarize him with the PROJECT documents and PROJECT work site.
- 2) Administer and/or assist with the layout of the construction by the CONTRACTOR.
- 3) Review and approve requests for monthly and final payments to CONTRACTORS.
- 4) Prepare daily reports covering the work in progress, delays to construction, unusual events, visitors to the work site, and record daily contract quantities.
- 5) Coordinate the construction activity with the SPONSOR.
- 6) Provide "as built" information for preparation of "as built" drawings of the completed PROJECT.
- 7) Arrange for, conduct, or witness field, laboratory, or shop tests for construction materials as required by the plans and specifications.
- 8) Determine the suitability of materials brought to the site to be used in the construction.
- 9) Interpret the contract plans and specifications and monitor the construction activities to assure compliance with the intent of the design.
- 10) Measure, compute, or monitor quantities of work performed and quantities of materials in-place for partial and final payments to the contractors; and maintain diaries and other project records to document the work.
- 11) Attend Final Inspection.

- 12) Undertake post-field work as necessary in order to close out the PROJECT.

ARTICLE IX - CONTROL AND TESTING OF MATERIALS

The CONSULTANT will arrange for, observe, and/or undertake all necessary work to provide for the proper control and testing of construction materials. The CONSULTANT's work under this paragraph shall include contracting with and coordinating the work of the testing firm. This work will include as necessary:

- 1) Review of the contractor's job mix formula for Hot Mix Airport Pavement (P-401) shall be part of the FAA's portion of the project.
- 2) Attendance of the FAA required pre-paving meeting.
- 3) Provide on-site observation of P-401 plant laboratory testing, depth testing and cores for laboratory test during paving days.
- 4) Provide on-site compaction testing of earthwork and pavement base and sub-base during these operations.
- 5) Provide testing for samples of the base, sub-base and embankment materials for test as required by the specifications.

ARTICLE X – PROJECT CLOSEOUT

Upon completion of the project, the Consultant shall prepare and submit the final reimbursement report to the Owner, and the final project report for distribution to the FAA and MaineDOT.

- 1) Coordination with Airport and FAA.
- 2) Prepare, Print, & Distribute FAA final project reports to the Airport and FAA including electronic and hard copy deliverables of the project graphics (plans), design report, geotechnical report and other data/reports as needed.
- 3) Coordinate with Printroom for final closeout documents.
- 4) Retain project records file.
- 5) Provide assistance with other project closeout requirements, as necessary

III. SCHEDULE

The Consultant shall complete the services outlined in Articles I through VI as follows:

→	Receive Notice to Proceed	February 20, 2015
→	Preliminary Design Submission (60%)	March 20, 2015
→	Environmental Permit Submission	March 27, 2015
→	Data Collection (snow melt)	April 1, 2015
→	Final Design Submission (100%)	April 24, 2015
→	Advertise for Bids	May 1, 2015
→	Open Bids	May 22, 2015
→	AIP Grant Application	June 1, 2015
→	Environmental Permits (90 days)	June 26, 2015
→	Start Construction	September 2015
→	End Construction	October 2015
→	Closeout Project	June 2016

**APPENDIX C
AIRPORT CONSULTANT'S DBE/SUBCONSULTANT
PROPOSED UTILIZATION FORM**

Must be provided by the Consultant as an attachment to New Technical Proposals

Consultant Firm: Hoyle, Tanner & Associates, Inc.
 Contact Person: Matthew T. O'Brien, PE
 E-mail: mobrien@hoyletanner.com
 Contract Amount: \$ 210,900.00

Is Your Firm a DBE: Yes No
 Tele: 603-669-5555 Fax: 603-669-4168

Date of Execution: _____
 (For Airport Use Only)

Federal Project PIN # AIP 3-23-0056-xxx-2014

Project Location: Auburn-Lewiston Municipal Airport

TOTAL ANTICIPATED DBE 0 % PARTICIPATION FOR THIS CONTRACT

LIST ALL CONTRACT SUBCONSULTANTS BELOW

W B E	D B E	Non DBE	Firm Name	Description of Work	Anticipated \$ Value
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Shyka, Sheppard & Garster	Land Surveyors	\$3,500
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	RW Gillespie & Associates, Inc.	Geotechnical	\$9,500
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Lee Carroll, PE	Electrical Engineer	\$2,500
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	RW Gillespie & Associates, Inc.	Testing Company	\$12,700
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Subconsultant Total >					\$28,200
DBE Total >					\$0

**Note: this information is used to track and report anticipated db e participation in all federally funded contracts.*

(AIRPORT'S INTERNAL USE ONLY)

Form received: ___/___/___ Verified by: _____
 Airport Representative

For a complete list of certified firms and company designation (WBE/DBE) go to <http://www.state.me.us/mdot/disadvantaged-business-enterprises/dbe-home.php>

APPENDIX D - ESTIMATE OF ENGINEERING COSTS

**TERMINAL APRON EXPANSION (APPROX. 2,200 SY)
AND REHABILITATION (APPROX. 3,900 SY)**

at
**Auburn-Lewiston Municipal Airport
Auburn, Maine**

	Base Bid	Add Alt #1	
ARTICLE IA - Project Administration	\$11,800.00		Lump Sum + Reimbursable
ARTICLE IB - Project Administration		\$1,200.00	Lump Sum + Reimbursable
ARTICLE IIA - Planning	\$4,400.00		Actual Cost + Fixed Fee
ARTICLE IIB - Planning		\$700.00	Actual Cost + Fixed Fee
ARTICLE IIIA - Environmental Permits	\$19,700.00		Actual Cost + Fixed Fee
ARTICLE IIIB- Environmental Permits		\$0.00	Actual Cost + Fixed Fee
ARTICLE IVA - Data Collection	\$17,500.00		Actual Cost + Fixed Fee
ARTICLE IVB - Data Collection		\$0.00	Actual Cost + Fixed Fee
ARTICLE VA - Design Apron Expansion	\$46,400.00		Actual Cost + Fixed Fee
ARTICLE VB - Design Terminal Apron Rehab		\$2,200.00	Actual Cost + Fixed Fee
ARTICLE VIA - Advertising and Bidding	\$8,400.00		Actual Cost + Fixed Fee
ARTICLE VIB - Advertising and Bidding		\$1,000.00	Actual Cost + Fixed Fee
Article VIIA - Construction Administration	\$19,100.00		Actual Cost + Fixed Fee
Article VIIB - Construction Administration		\$7,900.00	Actual Cost + Fixed Fee
Article VIIIA - Resident Engineering Apron Expansion	\$35,600.00		Actual Cost + Fixed Fee
Article VIIIB - Resident Engineering Terminal Apron Rehab		\$16,100.00	Actual Cost + Fixed Fee
Article IX - Testing	\$12,700.00		Actual Cost + Fixed Fee
Article X Project Closeout	\$6,200.00		Lump Sum + Reimbursable

\$181,800.00	\$29,100.00
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LABOR ESTIMATE		Article I - Project Administration					
CLIENT: Auburn-Lewiston Municipal Airport							
PROJECT: Rehabilitate Terminal Apron							
Hoyle, Tanner Project # 030737							
Phase 01							
TASK DESCRIPTIONS	HOURS BY LABOR CLASSIFICATION					TOTAL HOURS	TOTAL LABOR COST
	ENGINEER MANAGER \$50.00 /HR	PROJECT MANAGER \$38.00 /HR	STAFF ENGINEER \$25.00 /HR	CADD TECH. \$39.00 /HR	ADMIN. SUPPORT \$26.00 /HR		
Prepare for and attend FAA Scoping Meeting at LEW	8	10	0	1	0	19	\$819.00
Prepare Consultant/Owner agreements	2	17	0	0	4	23	\$850.00
Review and Negotiate IFE Process	1	4	0	0	0	5	\$202.00
Request Subconsultant Services, Negotiate, Draft agreements	0	2	0	2	2	6	\$206.00
Prepare DBE Plan	0	1	0	0	16	17	\$454.00
Prepare Federal Grant Application	0	1	0	0	8	9	\$246.00
Prepare FAA Payment Reimbursement Requests	0	1	0	0	16	17	\$454.00
Assist Owner with other administrative work	2	2	0	1	8	13	\$423.00
TOTAL HOURS	13	38	0	4	54	109	
TOTAL DIRECT LABOR	\$650.00	\$1,444.00	\$0.00	\$156.00	\$1,404.00		\$3,654.00
REIMBURSABLE EXPENSES:		DIRECT LABOR					\$3,654.00
Travel (one trip at 250 miles @ \$0.44/mi plus tolls)	\$120.00	OVERHEAD		180.74%			\$6,604.24
Postage & Communication	\$50.00	SUBTOTAL LABOR & OVERHEAD					\$10,258.24
Printing	\$30.00	REIMBURSABLE EXPENSES					\$200.00
Expenses Total	<u>\$200.00</u>	SUBCONSULTANTS					\$0.00
SUBCONSULTANTS:	\$0.00	PROFIT		13%			\$1,300.00
	\$0.00	ESTIMATED TOTAL COST					\$11,758.24
	\$0.00	USE: LUMP SUM AMOUNT					\$11,600.00
Subconsultants Total	<u>\$0.00</u>	PLUS REIMBURSEABLES					\$200.00
		TOTAL LUMP SUM PLUS REIMBURSABLES					\$11,800
Hoyle, Tanner & Associates, Inc.				150 Dow Street, Manchester, New Hampshire 03101-1227			

LABOR ESTIMATE		Article I - Project Administration					
CLIENT: Auburn-Lewiston Municipal Airport							
PROJECT: Rehabilitate Terminal Apron							
Hoyle, Tanner Project # 030737							
Phase 02							
TASK DESCRIPTIONS	HOURS BY LABOR CLASSIFICATION					TOTAL HOURS	TOTAL LABOR COST
	ENGINEER MANAGER \$50.00 /HR	PROJECT MANAGER \$38.00 /HR	STAFF ENGINEER \$25.00 /HR	CADD TECH. \$39.00 /HR	ADMIN. SUPPORT \$26.00 /HR		
Prepare for and attend FAA Scoping Meeting at LEW						0	\$0.00
Prepare Consultant/Owner agreements	3	6				9	\$378.00
Review and Negotiate IFE Process						0	\$0.00
Request Subconsultant Services, Negotiate, Draft agreements						0	\$0.00
Prepare DBE Plan						0	\$0.00
Prepare Federal Grant Application						0	\$0.00
Prepare FAA Payment Reimbursement Requests						0	\$0.00
Assist Owner with other administrative work						0	\$0.00
TOTAL HOURS	3	6	0	0	0	9	
TOTAL DIRECT LABOR	\$150.00	\$228.00	\$0.00	\$0.00	\$0.00		\$378.00
REIMBURSABLE EXPENSES:				DIRECT LABOR			\$378.00
Travel (one trip at 250 miles @ \$0.44/mi plus tolls)	\$0.00			OVERHEAD		180.74%	\$683.20
Postage & Communication	\$0.00			SUBTOTAL LABOR & OVERHEAD			\$1,061.20
Printing	\$0.00			REIMBURSABLE EXPENSES			\$0.00
Expenses Total	\$0.00			SUBCONSULTANTS			\$0.00
SUBCONSULTANTS:				PROFIT		13%	\$100.00
	\$0.00			ESTIMATED TOTAL COST			\$1,161.20
	\$0.00			USE: LUMP SUM AMOUNT			\$1,200.00
	\$0.00			PLUS REIMBURSEABLES			\$0.00
Subconsultants Total	\$0.00			TOTAL LUMP SUM PLUS REIMBURSABLES			\$1,200

Hoyle, Tanner & Associates, Inc.

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LABOR ESTIMATE		Article II - Planning						
CLIENT: Auburn-Lewiston Municipal Airport								
PROJECT: Rehabilitate Terminal Apron								
Hoyle, Tanner Project # 030737								
Phase 20								
TASK DESCRIPTIONS	HOURS BY LABOR CLASSIFICATION					TOTAL HOURS	TOTAL LABOR COST	
	SENIOR PLANNER \$48.00 /HR	PROJECT MANAGER \$38.00 /HR	STAFF ENGINEER \$25.00 /HR	CADD TECH. \$39.00 /HR	ADMIN. SUPPORT \$26.00 /HR			
Produce project sketch	2	2	0	4	0	8	\$328.00	
Provide Itemize Planning level Cost Estimate	1	4	4	0	0	9	\$300.00	
Develop and Submit 7460 Notice	5	1	0	0	0	6	\$278.00	
Coordinate for Pen and Ink Change to the ALP	5	1	0	4	0	10	\$434.00	
TOTAL HOURS	13	8	4	8	0	33		
TOTAL DIRECT LABOR	\$624.00	\$304.00	\$100.00	\$312.00	\$0.00		\$1,340.00	
REIMBURSABLE EXPENSES:								
Travel	\$0.00	DIRECT LABOR						\$1,340.00
Postage & Communication	\$50.00	OVERHEAD					180.74%	\$2,421.92
Printing	\$50.00	SUBTOTAL LABOR & OVERHEAD						\$3,761.92
Expenses Total	\$100.00	REIMBURSABLE EXPENSES						\$100.00
SUBCONSULTANTS:		SUBCONSULTANTS						\$0.00
		ESTIMATED TOTAL COST						\$3,861.92
		FIXED FEE ON LABOR & OVERHEAD					13%	\$500.00
Subconsultants Total	\$0.00	TOTAL ACTUAL COST NOT TO EXCEED PLUS FIXED FEE						\$4,400

Hoyle, Tanner & Associates, Inc.

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LABOR ESTIMATE		Article II - Planning						
CLIENT: Auburn-Lewiston Municipal Airport PROJECT: Rehabilitate Terminal Apron Hoyle, Tanner Project # 030737 Phase 21								
TASK DESCRIPTIONS	HOURS BY LABOR CLASSIFICATION					TOTAL HOURS	TOTAL LABOR COST	
	SENIOR PLANNER \$48.00 /HR	PROJECT MANAGER \$38.00 /HR	STAFF ENGINEER \$25.00 /HR	CADD TECH. \$39.00 /HR	ADMIN. SUPPORT \$26.00 /HR			
Produce project sketch					0	0	\$0.00	
Provide Itemize Planning level Cost Estimate	1	2	2	0	0	5	\$174.00	
Develop and Submit 7460 Notice						0	\$0.00	
Coordinate for Pen and Ink Change to the ALP						0	\$0.00	
Reestablish Easement Boundaries						0	\$0.00	
TOTAL HOURS	1	2	2	0	0	5		
TOTAL DIRECT LABOR	\$48.00	\$76.00	\$50.00	\$0.00	\$0.00		\$174.00	
REIMBURSABLE EXPENSES:		DIRECT LABOR						\$174.00
Travel	\$0.00	OVERHEAD					180.74%	\$314.49
Postage & Communication	\$50.00	SUBTOTAL LABOR & OVERHEAD						\$488.49
Printing	\$50.00	REIMBURSABLE EXPENSES						\$100.00
Expenses Total	\$100.00	SUBCONSULTANTS						\$0.00
SUBCONSULTANTS:		ESTIMATED TOTAL COST						\$588.49
		FIXED FEE ON LABOR & OVERHEAD					13%	\$100.00
Subconsultants Total	\$0.00	TOTAL ACTUAL COST NOT TO EXCEED PLUS FIXED FEE						\$700

Hoyle, Tanner & Associates, Inc.

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LABOR ESTIMATE		Article III - Environmental Permits					
CLIENT: Auburn-Lewiston Municipal Airport							
PROJECT: Rehabilitate Terminal Apron							
Hoyle, Tanner Project # 030737							
Phase 50							
TASK DESCRIPTIONS	HOURS BY LABOR CLASSIFICATION					TOTAL HOURS	TOTAL LABOR COST
	ENV. COORD. \$37.00 /HR	PROJECT MANAGER \$38.00 /HR	STAFF ENGINEER \$25.00 /HR	CADD TECH. \$39.00 /HR	ADMIN. SUPPORT \$26.00 /HR		
Review existing agency letters	2	2	0	0	0	4	\$150.00
Draft a Request for CatEx Determination Letter	2	0	0	0	0	2	\$74.00
Address FAA Comments. Provide additional information	2	1	0	0	0	3	\$112.00
Coordinate with & review Sebago Tech.'s permit application	0	4	0	0	0	4	\$152.00
Prepare and Attend MaineDEP - Augusta (1 mtg, 2 people)	8	8	0	1	0	17	\$639.00
Coordinate with Agencies, address comments	6	4	0	1	0	11	\$413.00
Class D Soil Survey NRCS (USDA)	0	1	1	0	0	2	\$63.00
Develop a Pre-Development Drainage Plan	0	1	2	6	0	9	\$322.00
Develop and Post-Development Drainage Plan	0	1	4	6	0	11	\$372.00
Model Pre and Post Development Drainage in HydroCAD	0	1	8	0	0	9	\$238.00
Analyze and Size Stormwater Treatment Devices	0	2	8	0	0	10	\$276.00
Model and Analyze existing drainage capacity in StormCAD	0	2	4	0	0	6	\$176.00
Draft a Stormwater Management Report	0	1	8	0	0	9	\$238.00
Draft a Erosion and Sedimentation Control Report	0	1	4	0	0	5	\$138.00
Develop, Draft and Send Abutter Notifications	0	1	3	0	2	6	\$165.00
Coordinate with local newspaper	0	2	0	0	1	3	\$102.00
Prepare SITE Permit application for DEP.	2	1	8	1	2	14	\$403.00
Address DEP Comments.	4	1	4	4	0	13	\$442.00
TOTAL HOURS	26	34	54	19	5	138	
TOTAL DIRECT LABOR	\$962.00	\$1,292.00	\$1,350.00	\$741.00	\$130.00		\$4,475.00
REIMBURSABLE EXPENSES:							
Travel (300 mi X 1 trips X \$0.44/mi + tolls)	\$152.00						
Postage & Communication	\$100.00						
Printing	\$117.00						
Permit Fee - SITE Amendment	\$4,631.00						
Newspaper Ad	\$500.00						
Expenses Total	\$5,500.00						
SUBCONSULTANTS:							
	\$0.00						
	\$0.00						
	\$0.00						
Subconsultants Total	\$0.00						
DIRECT LABOR							\$4,475.00
OVERHEAD						180.74%	\$8,088.12
SUBTOTAL LABOR & OVERHEAD							\$12,563.12
REIMBURSABLE EXPENSES							\$5,500.00
SUBCONSULTANTS							\$0.00
ESTIMATED TOTAL COST							\$18,063.12
FIXED FEE ON LABOR & OVERHEAD						13%	\$ 1,600.00
TOTAL ACTUAL COST NOT TO EXCEED PLUS FIXED FEE							\$19,700

Hoyle, Tanner & Associates, Inc.

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LABOR ESTIMATE		Article III - Environmental Permits					
CLIENT: Auburn-Lewiston Municipal Airport							
PROJECT: Rehabilitate Terminal Apron							
Hoyle, Tanner Project # 030737							
Phase 51							
TASK DESCRIPTIONS	HOURS BY LABOR CLASSIFICATION					TOTAL HOURS	TOTAL LABOR COST
	ENV. COORD. \$37.00 /HR	PROJECT MANAGER \$38.00 /HR	STAFF ENGINEER \$25.00 /HR	CADD TECH. \$39.00 /HR	ADMIN. SUPPORT \$26.00 /HR		
Review existing agency letters						0	\$0.00
Draft a Request for CatEx Determination Letter						0	\$0.00
Address FAA Comments. Provide additional information						0	\$0.00
Coordinate with & review Sebago Tech.'s permit application						0	\$0.00
Prepare and Attend MaineDEP - Augusta (1 mtg, 2 people)						0	\$0.00
Coordinate with Agencies, address comments						0	\$0.00
Class D Soil Survey NRCS (USDA)						0	\$0.00
Develop a Pre-Development Drainage Plan						0	\$0.00
Develop and Post-Development Drainage Plan						0	\$0.00
Model Pre and Post Development Drainage in HydroCAD						0	\$0.00
Analyze and Size Stormwater Treatment Devices						0	\$0.00
Model and Analyze existing drainage capacity in StormCAD						0	\$0.00
Draft a Stormwater Management Report						0	\$0.00
Draft a Erosion and Sedimentation Control Report						0	\$0.00
Develop, Draft and Send Abutter Notifications						0	\$0.00
Coordinate with local newspaper						0	\$0.00
Prepare SITE Permit application for DEP.						0	\$0.00
Address DEP Comments.						0	\$0.00
TOTAL HOURS	0	0	0	0	0	0	
TOTAL DIRECT LABOR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00
REIMBURSABLE EXPENSES:							
Travel (300 mi X 1 trips X \$0.44/mi + tolls)	\$0.00						
Postage & Communication	\$0.00						
Printing	\$0.00						
Permit Fee - SITE Amendment	\$0.00						
Newspaper Ad	\$0.00						
Expenses Total	\$0.00						
SUBCONSULTANTS:							
	\$0.00						
	\$0.00						
	\$0.00						
Subconsultants Total	\$0.00						
DIRECT LABOR							
OVERHEAD							
180.74%							
SUBTOTAL LABOR & OVERHEAD							
\$0.00							
REIMBURSABLE EXPENSES							
\$0.00							
SUBCONSULTANTS							
\$0.00							
ESTIMATED TOTAL COST							
\$0.00							
FIXED FEE ON LABOR & OVERHEAD							
13%							
TOTAL ACTUAL COST NOT TO EXCEED PLUS FIXED FEE							
\$0							

Hoyle, Tanner & Associates, Inc.

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LABOR ESTIMATE		Article IV - Data Collection					
CLIENT: Auburn-Lewiston Municipal Airport							
PROJECT: Rehabilitate Terminal Apron							
Hoyle, Tanner Project # 030737							
Phase 10							
TASK DESCRIPTIONS	HOURS BY LABOR CLASSIFICATION					TOTAL HOURS	TOTAL LABOR COST
	ENGINEER MANAGER \$50.00 /HR	PROJECT MANAGER \$38.00 /HR	STAFF ENGINEER \$25.00 /HR	CADD TECH. \$39.00 /HR	ADMIN. SUPPORT \$26.00 /HR		
Research Digital Asbuilts and LIDAR	2	2	0	8	0	12	\$488.00
Research historic geotechnical information	0	2	0	0	0	2	\$76.00
Coordinate, oversee and review Survey	0	8	0	1	0	9	\$343.00
Coordinate, oversee and review Geotechnical	0	8	0	1	0	9	\$343.00
Coordinate with Electrical	0	2	0	0	0	2	\$76.00
TOTAL HOURS	2	22	0	10	0	34	
TOTAL DIRECT LABOR	\$100.00	\$836.00	\$0.00	\$390.00	\$0.00		\$1,326.00
REIMBURSABLE EXPENSES:		DIRECT LABOR					\$1,326.00
Travel (250 mi X 2 trips X \$0.44/mi) + Tolls	\$240.00	OVERHEAD				180.74%	\$2,396.61
Postage & Communication	\$25.00	SUBTOTAL LABOR & OVERHEAD					\$3,722.61
Printing	\$35.00	REIMBURSABLE EXPENSES					\$300.00
Expenses Total	\$300.00	SUBCONSULTANTS					\$13,000.00
SUBCONSULTANTS:		ESTIMATED TOTAL COST					\$17,022.61
Shyka, Sheppard & Garster Land Surveyors	\$3,500.00	FIXED FEE ON LABOR & OVERHEAD				13%	\$500.00
Geotech - R.W. Gillespie and Assocites, Inc	\$9,500.00	TOTAL ACTUAL COST NOT TO EXCEED PLUS FIXED FEE					\$17,500
Subconsultants Total	\$13,000.00						

Hoyle, Tanner & Associates, Inc.

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LABOR ESTIMATE		Article IV - Data Collection						
CLIENT: Auburn-Lewiston Municipal Airport PROJECT: Rehabilitate Terminal Apron Hoyle, Tanner Project # 030737 Phase 11								
TASK DESCRIPTIONS	HOURS BY LABOR CLASSIFICATION					TOTAL HOURS	TOTAL LABOR COST	
	ENGINEER MANAGER \$50.00 /HR	PROJECT MANAGER \$38.00 /HR	STAFF ENGINEER \$25.00 /HR	CADD TECH. \$39.00 /HR	ADMIN. SUPPORT \$26.00 /HR			
Research Digital Asbuilts and LIDAR						0	\$0.00	
Research historic geotechnical information						0	\$0.00	
Coordinate, oversee and review Survey						0	\$0.00	
Coordinate, oversee and review Geotechnical						0	\$0.00	
Coordinate with Electrical						0	\$0.00	
TOTAL HOURS	0	0	0	0	0	0		
TOTAL DIRECT LABOR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	
REIMBURSABLE EXPENSES:		DIRECT LABOR						\$0.00
Travel (250 mi X 2 trips X \$0.44/mi) + Tolls		OVERHEAD					180.74%	\$0.00
Postage & Communication		SUBTOTAL LABOR & OVERHEAD						\$0.00
Printing		REIMBURSABLE EXPENSES						\$0.00
Expenses Total	<u>\$0.00</u>	SUBCONSULTANTS						\$0.00
SUBCONSULTANTS:		ESTIMATED TOTAL COST						\$0.00
Shyka, Sheppard & Garster Land Surveyors		FIXED FEE ON LABOR & OVERHEAD					13%	\$0.00
Geotech - R.W. Gillespie and Assocites, Inc		TOTAL ACTUAL COST NOT TO EXCEED PLUS FIXED FEE						\$0
Subconsultants Total	<u>\$0.00</u>							

Hoyle, Tanner & Associates, Inc.

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LABOR ESTIMATE		Article VA - Final Design - Apron Expansion					
CLIENT: Auburn-Lewiston Municipal Airport							
PROJECT: Rehabilitate Terminal Apron							
Hoyle, Tanner Project # 030737							
Phase 40							
TASK DESCRIPTIONS	HOURS BY LABOR CLASSIFICATION					TOTAL HOURS	TOTAL LABOR COST
	ENGINEER MANAGER \$50.00 /HR	PROJECT MANAGER \$38.00 /HR	STAFF ENGINEER \$25.00 /HR	CADD TECH. \$39.00 /HR	ADMIN. SUPPORT \$26.00 /HR		
TASK 1 - Permitting (60% Design)							
Develop Digital Terrain Models of existing conditions.		1		3		4	\$155.00
Develop existing condition xrefs		1		14		15	\$584.00
Develop Loading Conditions and Model in FAAfield	1	4	8			13	\$402.00
Develop Typical Sections	1	1	2	2		6	\$216.00
Develop Geometry Layout	1	1	3	1		6	\$202.00
Develop New Drainage Layout	1	1	4			6	\$188.00
Analyze Terminal Building Flooding, develop solution	1	4	4	1		10	\$341.00
Develop Electrical Layout	1	1	3	2		7	\$241.00
Develop Limits of Demolition	1	1	2	1		5	\$177.00
Design Proposed Grading & DTM	1	3	10	1		15	\$453.00
Design Erosion Control Measures		1	2	1		4	\$127.00
Develop New Marking Layout	1	1	2	1		5	\$177.00
Conduct Conflict Analysis	1	2	3	2		8	\$279.00
Meet NFPA Requirements		8		1		9	\$343.00
Draft Preliminary CSPP and Written Narrative		2	2			4	\$126.00
Develop Table of Contents for Project Specifications		1	2			3	\$88.00
Engineer's Estimate (60%)	1	4	3			8	\$277.00
Plans Preparation (60% Design)							
Title Sheet		1		1		2	\$77.00
General Plan--Airfield Survey Control		1		2		3	\$116.00
Construction Phasing and Safety Plan	1	2	3	3		9	\$318.00
Erosion Control Plans and Details		1	2	2		5	\$166.00
Demolition Plans		1	2	2		5	\$166.00
Geometry Plans		1	2	3		6	\$205.00
Typical Sections and Pavement Details	1	1	2	4		8	\$294.00
Grading and Drainage Plans and Details	1	2	4	5		12	\$421.00
Electrical Plans and Details	1	1	2	4		8	\$294.00
Marking Plans and Details	1	1	2	2		6	\$216.00
Boring Logs			1	1		2	\$64.00
TASK 2 - Final Design (100% Design)							
Design Coordination (1 meetings, 2 persons)	8	8				16	\$704.00
Update Digital Terrain Models of existing conditions.		1		1		2	\$77.00
Update Geometry Layout	1	1	3			5	\$163.00
Update Drainage Design	1	1	4			6	\$188.00
Update Electrical Layout	1	1	1	2		5	\$191.00
Update Proposed Grading & DTM per revised geom	1	2	10			13	\$376.00
Update Limits of Demolition	1	1		2		4	\$166.00
Update Erosion Control Measures		1		1		2	\$77.00
Update Marking Layout		1	1	2		4	\$141.00
Conduct Conflict Analysis	1	1	2			4	\$138.00
Finalize CSPP and Written Narrative	2	1	2			5	\$188.00
Submit CSPP and Construction Notices to OE/AAA			2	1		3	\$89.00
Prepare Project Specifications	8	24			8	40	\$1,520.00
Engineer's Estimate (100%)	1	2	7			10	\$301.00
Plans Preparation (100% Design)							
Title Sheet				1		1	\$39.00
General Notes, Drawing Index and Legend		1		1		2	\$77.00
General Plan and Airfield Survey Control		1		1		2	\$77.00
Construction Safety and Phasing Plan	1	2	2	3		8	\$293.00
Erosion and Sediment Control Plan and Details		1		2		3	\$116.00
Demolition Plan	1	1		2		4	\$166.00
Geometry Plan	1	1		2		4	\$166.00
Typical Section and Pavement Details	1	1		2		4	\$166.00
Grading and Drainage Plan and Details	1	2	1	4		8	\$307.00
Drainage Profiles	1	1	2	4		8	\$294.00
Spot Grading Plan	1	1	2	3		7	\$255.00
Marking Plan and Details	1	1	2	3		7	\$255.00
Electrical Plan and Details	1	1		2		4	\$166.00
Boring Logs		1				1	\$38.00
TOTAL HOURS	50	109	111	98	8	376	
TOTAL DIRECT LABOR	\$2,500.00	\$4,142.00	\$2,775.00	\$3,822.00	\$208.00		\$13,447.00
REIMBURSABLE EXPENSES:			DIRECT LABOR OVERHEAD				\$13,447.00
Travel (250 mi X 2 trip X \$0.44/mi) + Tolls	\$240.00				180.74%		\$24,304.11
Postage & Communication	\$50.00						
Printing	\$110.00						
Expenses Total	\$400.00						\$37,751.11
SUBCONSULTANTS:			REIMBURSABLE EXPENSES				\$400.00
Lee Carroll Engineers (Electrical)	\$2,500.00						\$2,500.00
Subconsultants Total	\$2,500.00						\$40,651.11
			ESTIMATED TOTAL COST				\$40,651.11
			FIXED FEE ON LABOR & OVERHEAD		15%		\$ 5,700.00
			TOTAL ACTUAL COST NOT TO EXCEED PLUS FIXED FEE				\$46,400

Hoyle, Tanner & Associates, Inc.

150 Dow Street, Manchester, New Hampshire 03101-1227

LABOR ESTIMATE		Article VB - Final Design - Apron Rehabilitation						
CLIENT: Auburn-Lewiston Municipal Airport								
PROJECT: Rehabilitate Terminal Apron								
Hoyle, Tanner Project # 030737								
Phase 41								
TASK DESCRIPTIONS	HOURS BY LABOR CLASSIFICATION					TOTAL HOURS	TOTAL LABOR COST	
	ENGINEER MANAGER \$50.00 /HR	PROJECT MANAGER \$38.00 /HR	STAFF ENGINEER \$25.00 /HR	CADD TECH. \$39.00 /HR	ADMIN. SUPPORT \$26.00 /HR			
TASK 1 - Permitting (60% Design)								
Develop Digital Terrain Models of existing conditions.				1		1	\$39.00	
Develop existing condition xrefs				2		2	\$78.00	
Develop Loading Conditions and Model in FAAfield						0	\$0.00	
Develop Typical Sections						0	\$0.00	
Develop Geometry Layout			1			1	\$25.00	
Develop New Drainage Layout						0	\$0.00	
Analyze Terminal Building Flooding, develop solution						0	\$0.00	
Develop Electrical Layout			1			1	\$25.00	
Develop Limits of Demolition						0	\$0.00	
Design Proposed Grading & DTM		1	2			3	\$88.00	
Design Erosion Control Measures						0	\$0.00	
Develop New Marking Layout						0	\$0.00	
Conduct Conflict Analysis			1			1	\$25.00	
Meet NFPA Requirements						0	\$0.00	
Draft Preliminary CSPP and Written Narrative						0	\$0.00	
Develop Table of Contents for Project Specifications						0	\$0.00	
Engineer's Estimate (60%)			1			1	\$25.00	
Planset Preparation (60% Design)								
Title Sheet						0	\$0.00	
General Plan--Airfield Survey Control						0	\$0.00	
Construction Phasing and Safety Plan			1	1		2	\$64.00	
Erosion Control Plans and Details						0	\$0.00	
Demolition Plans						0	\$0.00	
Geometry Plans				1		1	\$39.00	
Typical Sections and Pavement Details						0	\$0.00	
Grading and Drainage Plans and Details				1		1	\$39.00	
Electrical Plans and Details						0	\$0.00	
Marking Plans and Details						0	\$0.00	
Boring Logs						0	\$0.00	
TASK 2 - Final Design (100% Design)								
Design Coordination (1 meetings, 2 persons)						0	\$0.00	
Update Digital Terrain Models of existing conditions.						0	\$0.00	
Update Geometry Layout			1			1	\$25.00	
Update Drainage Design						0	\$0.00	
Update Electrical Layout						0	\$0.00	
Update Proposed Grading & DTM per revised geom			2			2	\$50.00	
Update Limits of Demolition						0	\$0.00	
Update Erosion Control Measures						0	\$0.00	
Update Marking Layout						0	\$0.00	
Conduct Conflict Analysis						0	\$0.00	
Finalize CSPP and Written Narrative						0	\$0.00	
Submit CSPP and Construction Notices to OE/AAA						0	\$0.00	
Prepare Project Specifications						0	\$0.00	
Engineer's Estimate (100%)			1			1	\$25.00	
Planset Preparation (100% Design)								
Title Sheet						0	\$0.00	
General Notes, Drawing Index and Legend						0	\$0.00	
General Plan and Airfield Survey Control						0	\$0.00	
Construction Safety and Phasing Plan				1		1	\$39.00	
Erosion and Sediment Control Plan and Details						0	\$0.00	
Demolition Plan						0	\$0.00	
Geometry Plan						0	\$0.00	
Typical Section and Pavement Details						0	\$0.00	
Grading and Drainage Plan and Details						0	\$0.00	
Drainage Profiles						0	\$0.00	
Spot Grading Plan				1		1	\$39.00	
Electrical Plan and Details				1		1	\$39.00	
Marking Plan and Details						0	\$0.00	
Boring Logs						0	\$0.00	
TOTAL HOURS	0	1	11	9	0	21		
TOTAL DIRECT LABOR	\$0.00	\$38.00	\$275.00	\$351.00	\$0.00		\$664.00	
REIMBURSABLE EXPENSES:				DIRECT LABOR OVERHEAD			\$664.00	
Travel (250 mi X 2 trip X \$0.44/mi) + Tolls						180.74%	\$1,200.11	
Postage & Communication	\$25.00							
Printing	\$25.00							
Expenses Total	\$50.00			SUBTOTAL LABOR & OVERHEAD			\$1,864.11	
SUBCONSULTANTS:				REIMBURSABLE EXPENSES			\$50.00	
				SUBCONSULTANTS			\$0.00	
				ESTIMATED TOTAL COST			\$1,914.11	
Subconsultants Total		\$0.00			FIXED FEE ON LABOR & OVERHEAD		15%	\$ 300.00
				TOTAL ACTUAL COST NOT TO EXCEED PLUS FIXED FEE			\$2,200	

Hoyle, Tanner & Associates, Inc.

150 Dow Street, Manchester, New Hampshire 03101-1227

LABOR ESTIMATE		Article VI - Advertising, Bidding & Arrangements for Construction							
CLIENT: Auburn-Lewiston Municipal Airport									
PROJECT: Rehabilitate Terminal Apron									
Hoyle, Tanner Project # 030737									
Phase 61									
TASK DESCRIPTIONS	HOURS BY LABOR CLASSIFICATION					TOTAL HOURS	TOTAL LABOR COST		
	CONSTRUCT MANAGER \$38.00 /HR	PROJECT MANAGER \$38.00 /HR	STAFF ENGINEER \$25.00 /HR	CADD TECH. \$39.00 /HR	ADMIN. SUPPORT \$26.00 /HR				
Assist with Public Advertising						0	\$0.00		
Print and Distribute Bid Documents, collect document fees						0	\$0.00		
Attend Pre-Bid conference (1 meeting, 2 people)						0	\$0.00		
Review Bidder Questions and Issue Addenda	1	1	2	2	1	7	\$230.00		
Attend Bid Opening (1 Person)						0	\$0.00		
Analyze and tabulate bids	1		2			3	\$88.00		
Check contractors references						0	\$0.00		
Make recomendation of award						0	\$0.00		
TOTAL HOURS	2	1	4	2	1	10			
TOTAL DIRECT LABOR	\$76.00	\$38.00	\$100.00	\$78.00	\$26.00		\$318.00		
REIMBURSABLE EXPENSES:									
Travel (250 mi X 2 trips X \$0.44/mi) + Tolls								DIRECT LABOR \$318.00	
Postage & Communication								OVERHEAD 180.74% \$574.75	
Printing								SUBTOTAL LABOR & OVERHEAD \$892.75	
Expenses Total	\$0.00								REIMBURSABLE EXPENSES \$0.00
SUBCONSULTANTS:								SUBCONSULTANTS \$0.00	
Subconsultants Total	\$0.00								ESTIMATED TOTAL COST \$892.75
							FIXED FEE ON LABOR & OVERHEAD 13% \$ 100.00		
							TOTAL ACTUAL COST NOT TO EXCEED PLUS FIXED FEE \$1,000		
Hoyle, Tanner & Associates, Inc.									
150 Dow Street, Manchester, New Hampshire 03101-1227									

LABOR ESTIMATE **Article VII - Construction Administration**

CLIENT: Auburn-Lewiston Municipal Airport
PROJECT: Rehabilitate Terminal Apron
 Hoyle, Tanner Project # 030737
 Phase 70

4 week construction period

TASK DESCRIPTIONS	HOURS BY LABOR CLASSIFICATION						TOTAL LABOR COST
	CONSTRUCT MANAGER \$38.00 /HR	PROJECT MANAGER \$38.00 /HR	STAFF ENGINEER \$25.00 /HR	CADD TECH. \$39.00 /HR	ADMIN. SUPPORT \$26.00 /HR	TOTAL HOURS	
Prepare & Coordinate contractor's contract	1	0	0	0	4	5	\$142.00
Conform Sets of Drawings and Specs	1	2	0	4	0	7	\$270.00
Pre-Construction (1 trip - 2 persons)	8	8	0	0	2	18	\$660.00
Consultation & Advice to Owner	4	4	0	0	2	10	\$356.00
Consultation & Advice to Resident Engineer	16	4	0	0	2	22	\$812.00
Shop Drawing & Submittal Review	4	4	16	0	8	32	\$912.00
Job Meetings (2 trips - 1 person)	16	0	0	0	2	18	\$660.00
Review & Approve Payment Requests	8	0	8	0	4	20	\$608.00
Prepare & Negotiate Change Orders	8	0	4	0	2	14	\$456.00
Pre-Paving Conference (1 trip 1 person)	8	0	0	0	2	10	\$356.00
Review and Coordinate Testing	4	0	0	0	0	4	\$152.00
Final Inspection & Prepare Punch List (1 trip 2 persons)	8	8			2	18	\$ 660.00
TOTAL HOURS	84	28	28	0	26	166	
TOTAL DIRECT LABOR	\$3,192.00	\$1,064.00	\$700.00	\$0.00	\$676.00		\$5,632.00

REIMBURSABLE EXPENSES:

Travel (5 trips X 250 mi x \$0.44+tolls)	\$640.00
Postage & Communication	\$70.00
Printing	\$190.00
Expenses Total	\$900.00

DIRECT LABOR		\$5,632.00
OVERHEAD	180.74%	\$10,179.28
SUBTOTAL LABOR & OVERHEAD		\$15,811.28

REIMBURSABLE EXPENSES \$900.00

SUBCONSULTANTS \$0.00

SUBCONSULTANTS:

ESTIMATED TOTAL COST \$16,711.28

FIXED FEE ON LABOR & OVERHEAD 15% \$2,400.00

Subconsultants Total \$0.00

TOTAL ACTUAL COST NOT TO EXCEED PLUS FIXED FEE **\$19,100**

Hoyle, Tanner & Associates, Inc.

150 Dow Street, Manchester, New Hampshire 03101-1227

LABOR ESTIMATE **Article VII - Construction Administration**

CLIENT: Auburn-Lewiston Municipal Airport
PROJECT: Rehabilitate Terminal Apron
 Hoyle, Tanner Project # 030737
 Phase 71

TASK DESCRIPTIONS	HOURS BY LABOR CLASSIFICATION					TOTAL HOURS	TOTAL LABOR COST
	CONSTRUCT MANAGER \$38.00 /HR	PROJECT MANAGER \$38.00 /HR	STAFF ENGINEER \$25.00 /HR	CADD TECH. \$39.00 /HR	ADMIN. SUPPORT \$26.00 /HR		
Prepare & Coordinate contractor's contract						0	\$0.00
Conform Sets of Drawings and Specs						0	\$0.00
Pre-Construction (1 trip - 2 persons)						0	\$0.00
Consultation & Advice to Owner	2	2			2	6	\$204.00
Consultation & Advice to Resident Engineer	8	2			2	12	\$432.00
Shop Drawing & Submittal Review	1	1	4		2	8	\$228.00
Job Meetings (1 trips - 1 person)	8				1	9	\$330.00
Review & Approve Payment Requests	8		8		4	20	\$608.00
Prepare & Negotiate Change Orders	8		4		2	14	\$456.00
Pre-Paving Conference (1 trip 1 person)						0	\$0.00
Review and Coordinate Testing	1					1	\$38.00
Final Inspection & Prepare Punch List (1 trip 2 persons)						0	\$ -
TOTAL HOURS	36	5	16	0	13	70	
TOTAL DIRECT LABOR	\$1,368.00	\$190.00	\$400.00	\$0.00	\$338.00		\$2,296.00

REIMBURSABLE EXPENSES:		DIRECT LABOR		\$2,296.00
Travel (1 trips X 250 mi x \$0.44+tolls)	\$200.00	OVERHEAD	180.74%	\$4,149.79
Postage & Communication	\$80.00	SUBTOTAL LABOR & OVERHEAD		\$6,445.79
Printing	\$220.00			
Expenses Total	<u>\$500.00</u>	REIMBURSABLE EXPENSES		\$500.00
		SUBCONSULTANTS		\$0.00
SUBCONSULTANTS:		ESTIMATED TOTAL COST		\$6,945.79
		FIXED FEE ON LABOR & OVERHEAD	15%	\$1,000.00
Subconsultants Total	<u>\$0.00</u>	TOTAL ACTUAL COST NOT TO EXCEED PLUS FIXED FEE		\$7,900

Hoyle, Tanner & Associates, Inc. 150 Dow Street, Manchester, New Hampshire 03101-1227

LABOR ESTIMATE		Article VIII A - Resident Engineering - Apron Expansion			
CLIENT: Auburn-Lewiston Municipal Airport					
PROJECT: Rehabilitate Terminal Apron					
Hoyle, Tanner Project # 030737					
Phase 72					
Construction Duration - Weeks	4				
Construction Duration - Calendar Days	28				
TASK DESCRIPTIONS	HOURS BY LABOR CLASSIFICATION			TOTAL HOURS	TOTAL LABOR COST
	RESIDENT ENGINEER \$36.00 /HR	RES. ENG. OVERTIME \$54.00 /HR			
Weekday - Straight Time (8 hours per day, 5 days per week)	160			160	\$ 5,760.00
Weekday - Overtime (2 hrs per day, 5 days per week)		40		40	\$ 2,160.00
Weekend - Overtime (10 hours, 1 days per week)		40		40	\$ 2,160.00
Pre-Field Preparation	8			8	\$ 288.00
Attend Pre-Construction Conference	8			8	\$ 288.00
Attend Final Inspection	8			8	\$ 288.00
Post-Field Closeout	8			8	\$ 288.00
TOTAL HOURS	192	80	0	272	
TOTAL DIRECT LABOR	\$6,912.00	\$4,320.00	\$0.00		\$11,232.00
REIMBURSABLE EXPENSES:					
Travel: 250 miles/trip x 4 Trips x \$.44/mile +tolls	\$ 490.00	DIRECT LABOR			\$11,232.00
Per Diem: \$129/day, 6 days per week	\$ 3,096.00	OVERHEAD		146.39%	\$16,442.52
Construction supplies, paint, keel, etc.	\$ 114.00	SUBTOTAL LABOR & OVERHEAD			\$27,674.52
Expenses Total	\$3,700.00	REIMBURSABLE EXPENSES			\$3,700.00
		SUBCONSULTANTS			\$0.00
SUBCONSULTANTS:		ESTIMATED TOTAL COST			\$31,374.52
		FIXED FEE ON LABOR & OVERHEAD		15%	\$4,200.00
Subconsultants Total	\$0.00	ACTUAL COST NOT TO EXCEED PLUS			\$35,600
		FIXED FEE			
Hoyle, Tanner & Associates, Inc.		150 Dow Street, Manchester, New Hampshire 03101-1227			

LABOR ESTIMATE		Article VIII B - Resident Engineering - Apron Rehabilitation			
CLIENT: Auburn-Lewiston Municipal Airport					
PROJECT: Rehabilitate Terminal Apron					
Hoyle, Tanner Project # 030737					
Phase 73					
Construction Duration - Weeks	2				
Construction Duration - Calendar Days	14				
TASK DESCRIPTIONS	HOURS BY LABOR CLASSIFICATION			TOTAL HOURS	TOTAL LABOR COST
	RESIDENT ENGINEER \$36.00 /HR	RES. ENG. OVERTIME \$54.00 /HR			
Weekday - Straight Time (8 hours per day, 5 days per week)	80			80	\$ 2,880.00
Weekday - Overtime (2 hrs per day, 5 days per week)		20		20	\$ 1,080.00
Weekend - Overtime (10 hours, 1 days per week)		20		20	\$ 1,080.00
Pre-Field Preparation	0			0	\$ -
Attend Pre-Construction Conference	0			0	\$ -
Attend Final Inspection	0			0	\$ -
Post-Field Closeout	0			0	\$ -
TOTAL HOURS	80	40	0	120	
TOTAL DIRECT LABOR	\$2,880.00	\$2,160.00	\$0.00		\$5,040.00
REIMBURSABLE EXPENSES:					
Travel: 250 miles/trip x 2 Trips x \$.44/mile +tolls	\$ 270.00	DIRECT LABOR			\$5,040.00
Per Diem: \$129/day, 6 days per week	\$ 1,548.00	OVERHEAD		146.39%	\$7,378.06
Construction supplies, paint, keel, etc.	\$ 82.00	SUBTOTAL LABOR & OVERHEAD			\$12,418.06
Expenses Total	\$1,900.00	REIMBURSABLE EXPENSES			\$1,900.00
		SUBCONSULTANTS			\$0.00
SUBCONSULTANTS:		ESTIMATED TOTAL COST			\$14,318.06
		FIXED FEE ON LABOR & OVERHEAD		15%	\$1,900.00
Subconsultants Total	\$0.00	ACTUAL COST NOT TO EXCEED PLUS FIXED FEE			\$16,100
Hoyle, Tanner & Associates, Inc.		150 Dow Street, Manchester, New Hampshire 03101-1227			

LABOR ESTIMATE

Article IX - Control and Testing of Materials

CLIENT: Auburn-Lewiston Municipal Airport

PROJECT: Rehabilitate Terminal Apron

Hoyle, Tanner Project # 030737

A. Review job mix formula for Bituminous Concrete (P-401)

Acceptance testing of aggregate.

1 Job Mix Review	@	\$360.00	=	\$360.00
1 Gradation Tests	@	\$90.00	=	\$90.00
1 Wear Tests	@	\$200.00	=	\$200.00
1 Sodium Soundness	@	\$225.00	=	\$225.00
1 Unit Weight Tests	@	\$125.00	=	\$125.00
1 Fractured Faces	@	\$85.00	=	\$85.00
1 Flat and Elongation tests	@	\$85.00	=	\$85.00
1 Specific Gravity Tests	@	\$150.00	=	\$150.00
1 Sand Equivalency Tests	@	\$125.00	=	\$125.00

Subtotal \$1,445.00

B. Asphalt Plant tech. For control and testing during placement.

5 Days field inspection	@	\$650.00	=	\$3,250.00
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C. Sampling and laboratory testing of excavation materials, aggregate subbase, and crushed aggregate base course.

5 Proctor Tests	@	\$120.00	=	\$600.00
5 Gradation Tests	@	\$90.00	=	\$450.00
2 Abrasion Resistance	@	\$200.00	=	\$400.00
2 Aggregate Soundness	@	\$200.00	=	\$400.00
2 Plasticity Index&Liquid Limit	@	\$90.00	=	\$180.00
2 Fractured Faces	@	\$85.00	=	\$170.00
2 Sand Equivalency Tests	@	\$125.00	=	\$250.00

Subtotal \$2,450.00

D. Field density tests on embankments, subgrades, and base courses.

8 Days Field Density Testing	@	\$500.00	=	\$4,000.00
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E. Attend Pre-Paving Meeting (P-401)

8 hours	@	\$75.00	=	\$600.00
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F. Site Visit for Geotechnical Engineer to determine possible unforeseen or unsuitable soil conditions

8 hours	@	\$125.00	=	\$1,000.00
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ESTIMATED ACTUAL COST \$12,745.00

TOTAL ACTUAL COST NOT-TO-EXCEED **\$12,700**

LABOR ESTIMATE		Article X - Project Closeout					
CLIENT: Auburn-Lewiston Municipal Airport							
PROJECT: Rehabilitate Terminal Apron							
Hoyle, Tanner Project # 030737							
Phase 80							
TASK DESCRIPTIONS	HOURS BY LABOR CLASSIFICATION					TOTAL HOURS	TOTAL LABOR COST
	CONSTRUCT MANAGER \$38.00 /HR	PROJECT MANAGER \$38.00 /HR	STAFF ENGINEER \$25.00 /HR	CADD TECH. \$39.00 /HR	ADMIN. SUPPORT \$26.00 /HR		
Compile Asbuilt drawings	4			24		28	\$1,088.00
Coordinate with Airport and FAA	1				4	5	\$142.00
Prepare FAA/MaineDOT final project report	8				4	12	\$408.00
Coordination with Printroom for closeout documents	1				3	4	\$116.00
Retain projects records file					2	2	\$52.00
Provide other admin assistance	2				2	4	\$128.00
TOTAL HOURS	16	0	0	24	15	55	
TOTAL DIRECT LABOR	\$608.00	\$0.00	\$0.00	\$936.00	\$390.00		\$1,934.00
REIMBURSABLE EXPENSES:				DIRECT LABOR			\$1,934.00
Travel	\$0.00			OVERHEAD		180.74%	\$3,495.51
Postage & Communication	\$50.00			SUBTOTAL LABOR & OVERHEAD			\$5,429.51
Printing	\$50.00			REIMBURSABLE EXPENSES			\$100.00
Expenses Total	\$100.00			SUBCONSULTANTS			\$0.00
				PROFIT		13%	\$700.00
SUBCONSULTANTS:				ESTIMATED TOTAL COST			\$6,229.51
	\$0.00			USE: LUMP SUM AMOUNT			\$6,100.00
	\$0.00			PLUS REIMBURSEABLES			\$100.00
Subconsultants Total	\$0.00			TOTAL LUMP SUM PLUS REIMBURSABLES			\$6,200

Hoyle, Tanner & Associates, Inc.

150 Dow Street, Manchester, New Hampshire 03101-1227

LEASE AGREEMENT

THIS LEASE made effective as of 1 March 2015, by and between **AUBURN-LEWISTON MUNICIPAL AIRPORT**, a Maine non-profit corporation with a mailing address of 80 Airport Drive, Auburn, Maine 04210 ("Landlord"), and **POWER AND CONSTRUCTION GROUP, INC**, a corporation, with a mailing address of 90 River Road, PO Box 30, Scottsville, NY 14546 ("Tenant").

WITNESSETH:

In consideration of the mutual covenants and agreements contained herein and intending to be legally bound hereby, Landlord and Tenant hereby agree with each other as follows:

1. Premises: Landlord hereby leases unto Tenant, and Tenant hereby leases from Landlord, upon and subject to the terms, conditions, covenants and provisions hereof approximately 4.53 acres more or less of undeveloped land located on the Airport, north and adjacent to Lewiston Junction Road and West Hardscrabble Road as shown on the map attached hereto as **Exhibit A**. Tenant acknowledges that this Lease provides no parking rights located inside the perimeter fence at the Airport.

2. Term: (a) The Term of this Lease shall commence on the date set forth above (the "Commencement Date") and shall continue, unless sooner terminated, for a period of three (3) years expiring on 28 February 2018 (the "Term").

(b) Continuation of the lease is subject to temporary non-aeronautical use approval by Federal Aviation Administration.

3. Rent: Tenant covenants and agrees to pay to Landlord for the Premises, without offset or deduction, and without previous demand therefore, the rent ("Rent") of \$657 per month in advance on the first (1st) day of each month of this agreement during the Term.

All Rent and other payments due hereunder shall be paid at the address of Landlord set forth in Section 21 below with regard to notices, or at such other place of which Landlord shall have given Tenant written notice. If Tenant does not pay Rent, additional rent, or any other fees and charges hereunder when due pursuant to the term of this Lease, then Landlord, in its sole discretion, may charge, in addition to any other remedies it may have, a late charge for each month or part thereof that Tenant fails to pay the amount due after the due date. The late charge shall be equal to five percent (5%) of the amount due Landlord each month in addition to the rent then due

4. Use of Premises: The Premises may only be used for the unloading, storage and unloading of utility poles of various lengths between 35 and 150 feet subject to the Airport's Rules and Regulations and the Airport's Minimum Standards. Tenant shall not perform any act or carry on any practice which may damage the Premises or constitute a nuisance or disorderly conduct or which would have a tendency to disturb other tenants or occupants, nor commit or suffer any waste or damage, disfigurement or injury to the Premises, nor permit or suffer any overloading of the structural components, electrical or other systems or otherwise use the Premises in a manner that would place an undue stress on the same beyond safe or design limits, nor conduct or allow "commercial activities" (as such terms are defined in the Airport's Minimum Standards) at the Premises. Tenant's use of the Premises shall comply in all respects with

applicable local, State and Federal rules, regulations, ordinances and laws, as well as with the Airport's Rules and Regulations, the Airport's Minimum Standards and all applicable FAA regulations, whether any of the foregoing are in force as of the Commencement Date or may in the future be passed, enacted or directed, and Tenant shall pay all costs, expenses, liabilities, losses, damages, fines, penalties, claims and demands, including reasonable attorneys' fees and costs, that may in any manner arise out of or be imposed on or incurred by Landlord because of failure of Tenant to comply with the covenants of this Section. A current copy of the Airport's Rules and Regulations is attached hereto as **Exhibit B**, and a copy of the Airport's Minimum Standards is available for review at the Airport Manager's office.

5. Maintenance, Repairs and Alterations: Tenant acknowledges by entry thereupon that the Premises are in good and satisfactory order, repair and condition, and covenants during the Term and any such further time as Tenant holds any part of the Premises as they are in as of the Commencement Date, or may be put in thereafter, damage by fire or unavoidable casualty and reasonable use and wear only excepted. Tenant shall also keep the Premises neat and clean and periodically remove all trash from the Premises. All maintenance, repairs and replacements made by Tenant shall be at least equal in quality to the original work and shall be made by Tenant in accordance with all governmental laws, ordinances, statutes, codes, and regulations, including the Airport's Rules and Regulations (where applicable) whether heretofore or hereafter enacted. Notwithstanding the foregoing, Tenant shall not make any structural or non-structural improvement, addition or alteration without the prior written consent of Landlord. If Tenant refuses or neglects to maintain or repair the Premises as required hereunder and to the satisfaction of the Landlord, Landlord may make such repairs for the account of Tenant, and shall not be liable to Tenant for any loss or damage to Tenant's business by reason thereof, and upon completion, Tenant shall pay all of Landlord's costs and expenses for making such repairs to the Premises.

6. Covenant against Liens: Tenant shall not do any act which shall in any way encumber Landlord's interest in and to the Premises, nor shall the interest or estate of Landlord in the Premises in any way become subject to any claim by way of lien or encumbrance, whether by operation of law or by virtue of any express or implied contract by Tenant, and in the case of any such lien attaching by reason of the conduct of Tenant to immediately pay and remove the same; this provision shall not be interpreted as meaning that Tenant has any authority or power to permit any lien of any nature or description to attach or to be placed upon Landlord's title or interest in the Airport Air Center, the hangar, the Premises, or any portion thereof.

7. Access to Premises: Landlord and its agents and designees shall have the right to enter upon the Premises at all reasonable times for the purpose of examining the same, showing the same to potential mortgagees, tenants, or subtenants and to make any repairs or perform any construction deemed necessary by Landlord. In addition, Landlord may enter the Premises immediately at any time in the event of an emergency. Landlord may retain pass keys and enter upon the Premises in accordance with the provisions of this Section and may exercise any and all of the foregoing rights hereby reserved, and the mere entry upon the Premises, without more, shall not cause Landlord to be deemed guilty of any eviction or disturbance of Tenant's use or possession of the Premises and without being liable in any manner to Tenant.

8. Landlord's Reservations. Landlord reserves the right at any time to perform maintenance operations and to make repairs, alterations or additions to the property. Landlord also reserves the right to construct other buildings or improvements at the Airport from time to time and to make alterations or additions. Tenant agrees to cooperate (at no cost to Tenant)

with the Landlord to accomplish any such maintenance, repairs, alterations, additions or construction. Landlord also reserves the right to designate and/or change the layout of the Airport or any other portion of the Airport, including, but not by way of limitation, the parking areas, trash containers, approaches, exits, entrances, roadways, walkways, runways, taxiways, aprons and all other common and public facilities.

9. Assignment and Subletting: Tenant shall not have the right to assign or sublease the whole or any part of the Premises without in each instance having first received the express prior written consent of Landlord, which Landlord will not unreasonably withhold. Tenant shall be responsible for and upon request pay to Landlord as additional rent hereunder, Landlord's costs incurred to review any request for assignment, or sublease including reasonable attorney's fees. In any case where Landlord shall consent to such transfer, assignment or subletting, Tenant named herein shall remain fully liable for the obligations of Tenant hereunder, including, without limitation, the obligation to pay the Rent and other amounts provided under this Lease. Any attempt by Tenant to transfer, assign or sublet an interest in this Lease or the Premises, by document or other agreement or by operation of law in violation of the terms of this Lease, shall be void and confer no rights on any third party and shall, at Landlord's option, constitute a default under this Lease. The consent by Landlord to any transfer, assignment or sublease shall not constitute a waiver of the necessity of such consent to any subsequent transfer, assignment or sublease.

10. Signage: All signage will be installed and maintained in good order and condition at Tenant's sole cost and expense, and shall be subject to Landlord's prior written approval as to size, type, design and location. All signage shall comply with the requirements of the Airport and all applicable Federal, State and local laws, codes, regulations and ordinances (including applicable local zoning and land use ordinances). All installed signage shall be removed by Tenant immediately upon the expiration or earlier termination of this Lease and Tenant shall repair any damage to the Premises caused by such removal.

11. Indemnity: Except to the extent caused solely by the gross negligence or intentional misconduct of Landlord, Tenant will defend and indemnify Landlord and its employees, owners, agents and management company, and save them harmless from any and all injury, loss, claim, damage, liability and expense (including reasonable attorneys' fees) in connection with the loss of life, personal injury or damage to property or business, arising from, related to, or in connection with the occupancy or use by Tenant of the Premises, or occasioned wholly or in part by any act or omission of Tenant, its contractors, subcontractors, subtenants, licensees or concessionaires, or its or their respective agents, servants or employees while on or about the Premises. Tenant shall also pay Landlord's reasonable expenses, including reasonable attorneys' fees and costs, incurred by Landlord in enforcing any obligation, covenant or agreement of this Lease or resulting from Tenant's breach of any provisions of this Lease (including without limitation any attorneys' fees and costs incurred to monitor or intervene in any bankruptcy proceeding involving Tenant), or any document, settlement or other agreements related to this Lease. The provisions of this paragraph shall survive the expiration or earlier termination of the Term of this Lease and any renewals thereof. Without limitation of any other provision herein, neither Landlord nor its employees, agents, owners, managers or officers shall be liable for, and Tenant hereby releases them from all claims for, any injuries to any person or damages to property or business sustained by Tenant or any person claiming through Tenant at the Premises, except to the extent caused solely by the gross negligence or intentional misconduct of Landlord.

12. Waiver of Subrogation: To the extent the parties' respective insurers shall permit, all insurance policies carried by either party covering the Premises, including but not limited to contents, fire, casualty and liability insurance, shall expressly waive any right on the part of the insurer against the other party. The parties hereto agree that their policies will include such waiver clause or endorsement so long as the same shall be obtainable without extra cost, or if extra cost shall be charged therefor, so long as the other party pays such extra cost. If extra cost shall be chargeable therefor, each party shall advise the other thereof and of the amount of the extra cost, and the other party, at its election, may pay the same, but shall not be obligated to do so.

13. Damage, Destruction and Eminent Domain: Should a substantial portion of the Premises or the property of which they are a part, be damaged by fire or other casualty, or be taken by eminent domain, Landlord may elect to terminate this Lease. When such fire, casualty, or taking renders the Premises unfit for use and occupation and Landlord does not so elect to terminate this Lease, a just and proportionate abatement of Rent shall be made until the Premises, or in the case of a partial taking what may remain thereof, shall have been put in proper condition for use and occupation. Landlord reserves and excepts all rights to damages to the Premises, the Airport Air center and the Hangar and the leasehold hereby created, accrued or subsequently accruing by reason of anything lawfully done in pursuance of any public, or other, authority; and by way of confirmation, Tenant grants to Landlord all Tenant's rights to such damages and covenants to execute and deliver such further instruments of assignment thereof as Landlord may from time to time request. Landlord shall give Tenant notice of its decision to terminate this Lease or restore the Premises within ninety (90) days after any occurrence giving rise to Landlord's right to so terminate or restore. Notwithstanding anything to the contrary, Landlord's obligation to put the Premises, the Airport Air Center or Hangar in proper condition for use and occupation shall be limited to the amount of the proceeds from any insurance policy or policies or of damages which accrue by reason of any taking by a public or other authority, which are available to Landlord for such use.

14. Environmental: Tenant covenants and agrees that, with respect to any hazardous, toxic or special wastes, materials or substances including asbestos, waste oil and petroleum products (the "Hazardous Materials") which Tenant, its agents or employees, may use, handle, store or generate in the conduct of its business at the Premises Tenant will: (i) comply with all applicable laws, ordinances and regulations which relate to the treatment, storage, transportation and handling of the Hazardous Materials (ii) that Tenant will in no event permit or cause any disposal of Hazardous Materials in, on or about the Premises and in particular will not deposit any Hazardous Materials in, on or about the floor or in any drainage system or in the trash containers which are customarily used for the disposal of solid waste; (iii) that Tenant will at all reasonable times permit Landlord or its agents or employees to enter the Premises to inspect the same for compliance with the terms of this paragraph and will further provide upon five (5) days' notice from Landlord copies of all records which Tenant may be obligated by Federal, State and/or local law to obtain and keep; (iv) that upon the expiration or earlier termination of this Lease, Tenant will at its sole expense, remove all Hazardous Materials which came to exist on, in, or under the Premises during the Term of this Lease or any extensions thereof, from the Premises and comply with applicable local, State and Federal laws as the same may be amended from time to time; and (v) Tenant further agrees to deliver the Premises to Landlord at the expiration or earlier termination of this Lease free of all Hazardous Materials which came to exist on, in, or under the Premises during the Term of this Lease or any extensions thereof. The terms used in this paragraph shall include, without limitation, all substances, materials, etc., designated by such terms under any laws, ordinances or regulations, whether Federal State or local.

15. Subordination and Quiet Enjoyment; Landlord's Warranties: This Lease shall be subject and subordinate to any and all mortgages, deeds of trust and other instruments in the nature of a mortgage, that is/are now or at any time hereafter a lien or liens on the property of which the Premises are a part and Tenant shall, within ten (10) days after they are requested, promptly execute and deliver such written instruments as shall be necessary to show the subordination of this Lease to said mortgages, deeds of trust or other such instruments in the nature of a mortgage. Provided Tenant performs all of its obligations under this Lease, Tenant shall be entitled to the quiet enjoyment of the leased premises; provided tenant covenants that it holds the Premises subject to all easements, covenants and other matters of record, and agrees to abide by same to the extent the same affect the leased premises. Tenant agrees to sign within ten (10) days after they are requested, such estoppel certificates as are requested by Landlord or Landlord's lender.

16. Force Majeure: In the event that Landlord or Tenant shall be delayed, hindered in or prevented from the performance of any act (except for the payment of Rent or other amounts due to be paid by Tenant hereunder) required hereunder by reason of strikes, lock-outs, labor troubles, inability to procure materials, failure of power, restrictive governmental laws of regulations, riots, insurrection, the act, failure to act or regulations, riots, insurrection, the act, failure to act or default of the other party, war or other reason beyond their control, then performance of such act shall be excused for the period of the delay and the period for the performance of any such act shall be extended for a period equivalent to the period of such delay. Nothing in this Section 32 shall be construed to require the enlargement of the Preliminary Period.

17. Notices: Every notice, approval, consent or other communication authorized or required by this Lease shall not be effective unless the same shall be in writing and either delivered in person or sent postage prepaid by United States registered or certified mail, return receipt requested, or sent by FedEx or other nationally recognized overnight carrier for next day delivery, directed to the other party at its address set forth hereinbelow or such other address as either party may designate by notice from time to time in accordance with this Section. Each such notice shall be deemed to have been given when delivered in person or, if mailed, the date of delivery as shown on the return receipt or if by FedEx or other nationally recognized overnight carrier the day after the notice is sent. All such notices and other communications initially shall be addressed as follows:

to Landlord: Auburn-Lewiston Municipal Airport
80 Airport Drive
Auburn, ME 04210
Attn: Airport Manager

with a copy to: William M. Welch, Esquire
Bernstein, Shur, Sawyer & Nelson
100 Middle Street
P.O. Box 9729
Portland, ME 04104-5029

to Tenant: Power And Construction Group, Inc
90 River Road, PO Box 30,
Scottsville, NY 14546

18. Surrender: Tenant shall at the expiration or earlier termination of this Lease peaceably yield up the Premises and all additions, alterations and improvements thereto in good order, repair and condition, damage by fire, unavoidable casualty, and reasonable wear and tear only excepted, first moving all goods and effects not attached to the Premises, repairing all damage caused by such removal, and leaving the Premises clean and tenantable. If Landlord in writing permits tenant to leave any such goods and chattels at the Premises, and Tenant does so, Tenant shall have no further claims and rights in such goods and chattels as against Landlord or those claiming by, through or under Landlord.

19. Holdover: If Tenant fails to vacate the Premises at the expiration or earlier termination of this Lease, then Tenant shall be deemed a tenant at sufferance, with no right to occupy the Premises, but shall otherwise be subject to the terms of this Lease, except for Rent, which shall be increased to 150% of the then current Rent for the period just preceding such termination. Acceptance of said rent shall not constitute a waiver by Landlord or any re-entry or other rights of Landlord provided for under this Lease or by law nor shall it be deemed an extension or renewal of the Lease Term without a written election thereof by Landlord. This provision shall not be interpreted as consent or permission by the Landlord for Tenant to holdover at the termination of this Lease and terms of this holdover provision shall not preclude Landlord from recovering any other damages which it incurs as a result of Tenant's failure to vacate the Premises at the termination of this Lease.

20. Tenant's Default: In the event that:

(a) Tenant shall default in the payment of any installment of rent or other sum herein specified when due which default is not corrected within seven (7) days after written notice thereof; or

(b) Tenant shall default in the observance or performance of any other of the Tenant's covenants, agreements, or obligations hereunder and such default shall not be corrected within thirty (30) days after written notice thereof; or

(c) The leasehold hereby created shall be taken on execution, or by other process of law; or

(d) Any assignment shall be made of Tenant's property for the benefit of creditors, or a receiver, guardian, conservator trustee in bankruptcy or similar officer shall be appointed by a court of competent jurisdiction to take charge of all or any part of Tenant's property, or a petition is filed by Tenant under any bankruptcy, insolvency or other debtor relief law, then and in any of said cases (notwithstanding any license of any former breach of covenant or waiver of the benefit hereof or consent in a former instance), Landlord shall be entitled to all remedies available to Landlord at law and equity including without limitation, the remedy of forcible entry and detainer, and Landlord lawfully may, immediately or at any time thereafter, and without demand or notice, mail or deliver a notice of termination to Tenant, or, if permitted by law, enter into and upon the leased premises or any part thereof in the name of the whole and repossess the same as of its former estate, and expel Tenant and those claiming through or under it and remove its or their effects without being deemed guilty of any manner of trespass, and without prejudice to any remedies which might otherwise be used for arrears of rent or preceding breach of covenant, and upon such mailing, delivery or entry as aforesaid, this Lease shall terminate; and Tenant covenants and agrees, notwithstanding any entry or re-entry by Landlord, whether by summary proceedings, termination, or otherwise, that Tenant shall, as of the date of such termination, immediately be liable for and pay to Landlord the entire unpaid rental and all

other balances due under this Lease for the remainder of the term. In addition, Tenant agrees to pay to Landlord, as damages for any above described breach, all costs and expenses, including reasonable attorneys' fees and costs incurred by Landlord in recovering sums due hereunder, recovering possession of the Premises, or otherwise enforcing this Lease or pursuing Landlord's rights and remedies against Tenant or any assignee, sublessee or other transferee, and in connection with the reletting the Premises including real estate commissions and costs of renovating the Premises to suit any new tenant.

21. Landlord's Default: (a) Landlord shall in no event be in default in the performance of any of its obligations, warranties or representations hereunder unless and until Landlord shall have failed to perform such obligations, warranties or representations within thirty (30) days or such additional time as is reasonably required to correct any such default after written notice by Tenant to Landlord properly specifying wherein Landlord has failed to perform and such obligation.

(b) Notwithstanding anything in this Lease to the contrary, the Tenant, and any mortgagee, assignee, subtenant, licensee or concessionaire of Tenant shall look solely to the estate and property of the Landlord or any successor in ownership to Landlord in the Premises for the satisfaction of any claim for the payment of money against the Landlord arising out of or related to this Lease, and no other property or assets of the Landlord shall be subject to levy, execution or other enforcement procedure for the satisfaction of any claims by such persons arising out of or related to this Lease. In no event shall Landlord ever be liable for indirect, punitive or consequential damages.

22. Waiver of Jury Trial: NOTWITHSTANDING ANYTHING IN THIS LEASE TO THE CONTRARY, LANDLORD AND TENANT, FOR THEMSELVES, AND THEIR SUCCESSORS AND ASSIGNS HEREBY KNOWINGLY, WILLINGLY AND VOLUNTARILY WAIVE ANY AND ALL RIGHTS SUCH PARTY MAY HAVE TO A TRIAL BY JURY IN ANY FORCIBLE ENTRY AND DETAINER ("FED") ACTION OR PROCEEDING BROUGHT BY THE OTHER, OR THE OTHER'S SUCCESSORS AND/OR ASSIGNS BASED UPON OR RELATED TO THE PROVISIONS OF THIS LEASE. LANDLORD AND TENANT HEREBY AGREE THAT ANY SUCH FED ACTION OR PROCEEDING SHALL BE HEARD BEFORE A SINGLE JUDGE OF THE APPROPRIATE DISTRICT COURT OR A SINGLE JUDGE OF THE APPROPRIATE SUPERIOR COURT, OR A FEDERAL DISTRICT COURT JUDGE SITTING IN THE DISTRICT OF MAINE.

23. Miscellaneous: If Tenant is more than one person or party, Tenant's obligations shall be joint and several. Unless repugnant to the context, "Landlord" and "Tenant" mean the person or persons, natural or corporate, named above as Landlord and Tenant respectively, and their respective heirs, executors, administrators, successors and assigns. Landlord and Tenant agree that this Lease shall not be recordable but each party hereto agrees, on request of the other, to execute a Memorandum of Lease in recordable form and mutually satisfactory to the parties. If any provision of this Lease or its application to any person or circumstances shall to any extent be invalid or unenforceable, the remainder of this Lease and the application of such provision to persons or circumstances other than those as to which it is invalid or unenforceable, shall not be affected thereby and each provision of this Lease shall be valid and enforceable to the fullest extent permitted by law. The submission of this Lease or a summary of some or all of its provisions for examination by Tenant does not constitute a reservation of or option for the premises or an offer to lease said premises, and this document shall become effective and binding only upon the execution and delivery hereof by both Landlord and Tenant.

Employees or agents of Landlord have no authority to make or agree to make a lease or any other agreement or undertaking in connection herewith. All negotiations, considerations, representations and understandings between Landlord and Tenant are incorporated herein and no prior agreements or understandings, written or oral, shall be effective for any purpose. No provision of this Lease may be modified or altered except by agreement in writing between Landlord and Tenant, and no act or omission of any employee or agent of Landlord shall alter, change, or modify any of the provisions hereof. Time is of the essence of this agreement. This Lease shall be governed exclusively by the provisions hereof and by the laws of the State of Maine. The headings herein contained are for convenience only, and shall not be considered a part of this Lease. This Lease may be executed in multiple counterparts, each of which shall constitute an original, but all of which taken together shall constitute one and the same agreement.

24. No Presumption Against Drafter: Landlord and Tenant understand, agree and acknowledge that this Lease has been freely negotiated by both parties, and that in any controversy, dispute, or contest over the meaning, interruption, validity, or enforceability of this Lease or any of its terms or conditions, there shall be no inference presumption, or conclusion drawn whatsoever against either party having drafted this Lease or any portion thereof.

25. Non-Discrimination Covenants: The Tenant for itself, its successors in interest and assigns, as part of the consideration for this Lease, does hereby covenant and agree, as a covenant running with the land that (a) no person on the grounds of race, color, or national origin shall be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination in the use of the Premises, (b) that in the construction of any improvements on, or over, or under the Premises and conduct of any business on the Premises, no person on the grounds of race, color, or national origin shall be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination, and (c) that Tenant shall use the Premises in compliance with all other requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Subtitle A, Part 21, Nondiscrimination in Federally-assisted programs of the Department of Transportation Effectuation of Title VI of the Civil Rights Act of 1964, and as such Regulations may be amended. In the event of a breach of any of the above nondiscrimination covenants, Landlord shall have the right to terminate this Lease, and to re-enter and repossess the Premises and hold the same as if this Lease had never been made or issued.

26. Additional Conditions: Notwithstanding any language to the contrary contained herein, this Lease is subject to final approval by the Auburn-Lewiston Municipal Airport Board of Directors and the terms hereof are subject to the Airport's *Minimum Standards and Procedures for Commercial Aeronautical Activities*, dated November 4, 1993 and amended March 1, 1995 as the same may be further amended from time to time (the "Airport's Minimum Standards"), and *Rules and Regulations*, dated September 28, 1993 as the same may be further amended from time to time (the "Airport's Rules and Regulations"), both of which are incorporated herein by reference, as well as to the following federal grant assurances provisions:

(a) Landlord reserves unto itself, its successors and assigns, for the use and benefit of the public a right of flight for the passage of aircraft in the airspace above the surface of the Premises together with the right to cause in said airspace such sound as may be inherent in the operation of aircraft, now known or hereafter used for the navigation of or flight in said airspace, together with the emission of fumes or particles incidental to aircraft navigation, and for the use of said airspace for the landing on, taking off from or operating at the Airport.

(b) Tenant expressly agrees for itself, its successors and assigns to prevent the use of the Premises for purposes which will create or result in hazards to flight such as, but not limited to, purposes which will (i) produce electrical interference with radio communications, (ii) make it difficult for pilots to distinguish between airport lights and others, (iii) project glare in the eyes of pilots, (iv) impair visibility in the vicinity of the airport, or (v) otherwise endanger the landing, take-off or maneuvering of aircraft.

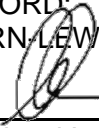
(c) Landlord retains the continuing right in the Premises to prevent the erection or growth of any buildings, structure, tree, or other object extending into the airspace penetrating a part 77 slope requirement and to remove from said airspace, at Tenant's expense or at the sole option of Landlord, as an alternative to mark and light as obstructions to air navigation, any such building, structure, tree, or other object now upon, or which in the future may be upon the Premises together with the right of ingress to, passage over, and egress from the Premises for the above purposes.

IN WITNESS WHEREOF, the parties hereto have caused this Lease to be executed under seal by their respective duly authorized representatives as of the day and year first above written.

WITNESS:

Name:

LANDLORD:
AUBURN-LEWISTON MUNICIPAL AIRPORT

By:  _____
Richard Lanman
Airport Manager

TENANT:
Power and Construction Group, Inc.

Name:

EXHIBIT A

Premises



EXHIBIT B

Copy of Airport's Rules and Regulations

[See attached – 13 pages]



U.S. Department
of Transportation
**Federal Aviation
Administration**

Federal Aviation Administration
New England Region

12 New England Executive Park
Burlington, MA 01803

January 22, 2015

Mr. Rick Lanman, AAE, ACE
Director
Auburn-Lewiston Municipal Airport
80 Airport Drive
Auburn, ME 04210

RE: Request for Interim Non-Aeronautical Use of Airport Obligated Land

Dear Mr. Lanman,

This responds to your letter dated 3 January 2015 for approval to use a small portion of currently vacant land for compatible non-aeronautical revenue generation for a three to five year period in accordance with Chapter 22.6 of FAA Order 5190.6B.

The FAA New England Region Airports Division has reviewed the proposal. The request for interim use is appropriate for three (3) years with the terms specifically stated in your letter. The lease agreement also should stipulate that the interim use will not create any obstructions or penetrations to airport airspace, as defined by 14 CFR Part 77.

If you have any questions, please contact me.

Sincerely,

Bryon H. Rakoff
Deputy Manager, Airports Division
New England Region



U.S. Department
of Transportation
**Federal Aviation
Administration**

Federal Aviation Administration
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12 New England Executive Park
Burlington, MA 01803

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If you have any questions, please contact me.

Sincerely,

A handwritten signature in blue ink, appearing to read "Bryon H. Rakoff".

Bryon H. Rakoff
Deputy Manager, Airports Division
New England Region

Auburn-Lewiston Municipal Airport FY-16 Annual Budget Proposal

Summary

		FY 14	FY 15 Final Revision	FY 15 Projected Year End Actual	FY-16
Revenues					
	Operations	466,909.03	478,270.76	478,870.00	504,054.76
	FBO Services	685,341.35	745,623.53	740,050.00	698,750.00
	Other Income	55,096.00	20,350.00	19,400.00	19,150.00
	Total	1,207,346.38	1,244,244.29	1,238,320.00	1,221,954.76
Expenses					
	Personnel	(304,341.51)	(286,637.09)	(302,100.00)	(304,433.47)
	Operations	(76,510.98)	(69,485.00)	(74,000.00)	(99,060.00)
	Maintenance	(58,241.38)	(80,763.55)	(66,000.00)	(127,408.55)
	Administration	(337,575.59)	(287,747.00)	(269,875.00)	(261,096.00)
	FBO Services	(708,360.48)	(728,644.69)	(735,100.00)	(662,719.53)
	Total	(1,485,029.94)	(1,453,277.33)	(1,447,075.00)	(1,454,717.55)
Net Earnings		(277,683.56)	(209,033.04)	(208,755.00)	(232,762.79)
Sponsor Contribution		210,000.00	210,000.00	210,000.00	233,000.00
	<i>Amount per City</i>	105,000.00	105,000.00	105,000.00	116,500.00
Net		(67,683.56)	966.96	1,245.00	237.21
Capital Improvement Plan					
	Total	86,500.00	3,505,000.00	3,505,000.00	2,570,000.00
	<i>Amount funded by City Participation</i>	0.00	0.00	0.00	31,000.00
	<i>Amount funded by Each City</i>	0.00	0.00	0.00	15,500.00
Airport Total Cost per City		105,000.00	105,000.00	105,000.00	132,000.00

Auburn-Lewiston Municipal Airport FY-16 Annual Budget Proposal

Summary of Revenues

	FY 14	FY 15 Final Revision	FY 15 Projected Year End Actual	FY-16
Operations				
Based Aircraft Tiedown Fees Collected	14,186.74	18,000.00	8,900.00	18,000.00
Landing Fees Collected	21,358.44	22,000.00	25,000.00	20,000.00
Fuel Flowage Fees Collected	7,958.32	9,000.00	9,500.00	10,000.00
Rental Fees Collected	343,889.83	340,970.76	345,970.00	368,054.76
Christian Hill Materials	77,116.20	85,000.00	87,000.00	85,000.00
Service Fees Collected	2,399.50	3,300.00	2,500.00	3,000.00
SUBTOTAL OPERATIONS	466,909.03	478,270.76	478,870.00	504,054.76
Services Revenues				
Fuel and Oil Sales (Footnote #1)	614,125.32	669,123.53	660,000.00	630,000.00
Transient Tie-Down/Hangaring	29,238.16	30,000.00	29,500.00	25,000.00
Professional/Catering (Footnote #2)	6,229.79	6,500.00	4,000.00	3,000.00
Rental Car		3,500.00	3,750.00	3,500.00
After Hour Call-out	1,140.00	750.00	1,800.00	1,500.00
Aircraft Maintenance	34,608.08	35,750.00	41,000.00	35,750.00
SUBTOTAL SERVICES	685,341.35	745,623.53	740,050.00	698,750.00
Other Income				
Excise Tax Revenues	18,025.00	20,000.00	18,200.00	18,500.00
Interest (land fund and general account)	1,312.00	350.00	1,200.00	650.00
Sale of Asset	35,759.00	0.00		
Transfers				
TOTAL OTHER INCOME	55,096.00	20,350.00	19,400.00	19,150.00
Sponsor Contribution	210,000.00	210,000.00	210,000.00	233,000.00
TOTAL INCOME	1,417,346.38	1,454,244.29	1,448,320.00	1,454,954.76

Footnote #1 - Projected Year End and Forecast amounts lower due to falling fuel cost and pricing. Does not reflect any increase in gallons sold.

Footnote #2 - Contract with CAVU Restaurant curtails catering activities and the revenues. Shown are other smaller ancillary activities (ie: mowing in airpark, Start Cart Service, Aircraft Deice, etc)

Auburn-Lewiston Municipal Airport FY-16 Annual Budget Proposal

Schedule of Rents Due

Lessee	Leasehold	Lease Date	Term	Number of options	Adjustment term	Beginning Rent	Next Adjustment Date	Current monthly Rent	Current Annual Rent
Geneva Aviation	White Hangar	8/1/04	20 years					1,360.83	16,329.96
Life- Flight Air Ambulance	Life flight Hangar	4/1/00	5 years	2	5 years			3,320.00	39,840.00
Bel Air Service	T Hangars Land	10/6/99	20 years	2	5 years		10/06/2014	217.17	2,606.04
Platz TIM Corp	T Hangars Land	1/1/87	20 years	5	5 years			93.96	1,127.52
Auburn Hangar Condo Assoc.	T Hangars Land	6/7/01	20 years		5 years*			1,933.85	23,206.20
Skyward Aviation	Activity fee	no lease			Activity fee			41.67	500.04
Northeast Aeronautics Flight School	Main Terminal/Airline Office	1/2/13	2 years	0	none	\$ 450.00	none	450.00	5,400.00
Lufthansa Technic, Inc.	Hangar 5	8/1/08	UNSPEC	0	UNSPEC	01/06/2012	05/15/2015	20,250.00	243,000.00
Twin Cities Air Service		no lease			Activity fee				0.00
Duke Energy	Gas Upload	10/22/97	25 years	0	5 years		10/22/2017	746.75	8,961.00
City of Auburn	Intermodal Park	9/1/94	20 years	8 - 10 year	5 years	\$1	07/01/2014	650.00	7,800.00
CAVU, LLC	Restaurant Concession Space	01/01/2015	3 yr	1 - 2yr opt	5 years	\$500 + 1% Gross	12/31/2020	950.00	11,400.00
Power Construction Group	Land	03/06/2015	3 years	-	-	657.00	12/31/2018	657.00	7,884.00
						Total		30,671.23	368,054.76

Auburn-Lewiston Municipal Airport
FY-16 Annual Budget Proposal

Summary of Expenses

	FY 14	FY 15 Final Revision	FY 15 Projected Year	FY-16
Personnel				
Salaries	200,363.96	197,040.00	195,000.00	198,702.40
Fringe Benefits	93,010.12	75,222.69	92,000.00	86,277.47
Overtime	2,802.07	2,850.00	4,100.00	3,000.00
Professional Development	8,165.36	11,524.40	11,000.00	16,453.60
TOTAL PERSONNEL	304,341.51	286,637.09	302,100.00	304,433.47
Operations				
Professional Fees/Contract Services	10,809.70	5,000.00	13,000.00	15,000.00
Lights and Power	21,930.42	18,000.00	17,500.00	18,000.00
Heating Fuel Oil / Propane (Justification on Vehicles and Fuels)	13,751.52	4,860.00	7,500.00	15,325.00
Gas and Oil for Vehicles (Justification on Vehicles and Fuels)	19,051.96	24,625.00	15,000.00	24,625.00
Snow and Ice Control Supplies (Justification on Air Field Maintenance page)	9,360.14	15,000.00	19,000.00	23,610.00
Sewer /Water	1,607.24	2,000.00	2,000.00	2,500.00
SUBTOTAL OPERATIONS	76,510.98	69,485.00	74,000.00	99,060.00
Maintenance				
Building Maintenance (Justification on Building Maintenance)	20,983.21	25,975.00	16,500.00	45,420.00
Electrical Maintenance	1,163.50	5,000.00	2,000.00	5,000.00
Radio Maintenance	107.92	4,500.00	4,500.00	6,000.00
Vehicle Maintenance (Justification on Vehicles and Fuels)	26,510.00	16,225.00	15,000.00	19,225.00
Airfield Maintenance (Footnote 1)	9,476.75	29,063.55	28,000.00	36,213.55
Pavement Maintenance (Footnote 2)	0.00	0.00	-	15,550.00
SUBTOTAL MAINTENANCE	58,241.38	80,763.55	66,000.00	127,408.55
Administration				
Computer/Office Machine Maintenance Support	1,886.65	2,000.00	3,000.00	2,000.00
Advertising and Promotion	0.00	2,500.00	3,000.00	2,500.00
Hangar Lease	249,750.00	205,000.00	201,375.00	201,375.00
Insurance (Justification on Insurance page)	75,104.95	66,247.00	45,000.00	43,221.00
Legal Fees	3,889.84	2,500.00	8,000.00	2,500.00
Office Supplies	4,033.76	5,000.00	5,000.00	5,000.00
Telephone and Internet	2,910.39	4,500.00	4,500.00	4,500.00
SUBTOTAL ADMINISTRATION	337,575.59	287,747.00	269,875.00	261,096.00
TOTAL OPERATIONAL EXPENSES	776,669.46	724,632.64	711,975.00	791,998.02
Services (Fixed Base Operation) Expenses				
Salaries	189,426.82	169,665.60	169,000.00	155,188.80
Fringe Benefits	15,968.95	68,676.15	45,000.00	56,730.73
Overtime	2,337.22	3,750.00	2,800.00	3,800.00
Professional Services (Footnote 3)	6,918.22	5,000.00	4,200.00	2,500.00
Advertising	430,362.38	5,000.00	5,500.00	5,000.00
Fuels and Oils Merchandise (Footnote 4)	20,824.14	430,602.94	450,000.00	380,000.00
Utilities	2,014.24	12,000.00	11,900.00	21,000.00
Plant Equipment	24,224.34	3,500.00	1,800.00	3,500.00
Ground Support Equipment (GSE) (Footnote 5)	0.00	20,000.00	19,900.00	20,000.00
Information systems Equipment	14,819.17	-	-	-
Materials and Supplies (Aircraft Maintenance)	1,465.00	10,450.00	25,000.00	15,000.00
SUBTOTAL SERVICE (FBO OPERATIONS)	708,360.48	728,644.69	735,100.00	662,719.53
TOTAL EXPENSES	1,485,029.94	1,453,277.33	1,447,075.00	1,454,717.55

Footnote #1 Includes Fuel Farm Maintenance, Fencing Maintenance, Airfield Lighting Maintenance and Grounds Maintenance. Justifications are found on Air Field Maintenance page.

Footnote #2 Includes all pavement maintenance activities such as crack sealing, pot hole filling, paint renewal, etc. Justification are found on Air Field Maintenance page.

Footnote #3 - Contract with CAVU Restaurant curtains catering activities and the revenues. Shown are other smaller ancillary activities (ie: mowing in airpark, Start Cart Service, Aircraft Deice, etc)

Footnote #4 - Projected Year End and Forecast amounts lower due to falling fuel cost and pricing. Does not reflect any increase in gallons sold.

Footnote 5 - includes monthly lease payment for Jet refueler to Avfuel Corp. Lease includes preventive maintenance costs.

Auburn-Lewiston Municipal Airport FY-16 Annual Budget Proposal

Airport Staffing And Salary Proposals

	Current Hourly Rate	Proposed Position	Proposed Hourly Rate	Hours Per Pay Period	Weekly Gross Paycheck	Annual Total Salaries	FICA		Medicare		Healthcare		retirement		HRA	FSA	Clothing	Annual Employer Share and Fringe
							Individual	Airport	Individual	Airport	Individual	Airport	individual	airport				
Airport Manager	35.90	Airport Director		37.50	1,346.25	70,005.00	4,340.31	4,340.31	1,015.07	1,015.07	-	5,528.12	5,250.38	6,230.45	-	200.00		17,313.95
Airport Secretary	20.90			37.50	783.75	40,755.00	2,526.81	2,526.81	590.95	590.95	3,043.80	17,248.00	3,056.63	3,627.20	300.00	200.00	200.00	24,692.95
Operations Supervisor	Open			40.00	-	-	0.00	0.00	0.00	0.00								-
Operations Specialist																		
Ops Spec I I	15.50		15.50	40.00	620.00	32,240.00	1,998.88	1,998.88	467.48	467.48	3,043.80	17,248.00	1,612.00	1,934.40	300.00	200.00	200.00	22,348.76
Ops Spec I	13.39		13.39	40.00	535.60	27,851.20	1,726.77	1,726.77	403.84	403.84	-	5,528.12	1,392.56	1,671.07	200.00	200.00	200.00	9,729.81
Ops Spec I	13.00	Ops Spec I	13.39	40.00	535.60	27,851.20	1,726.77	1,726.77	403.84	403.84	1,357.13	7,690.31	1,392.56	1,671.07	300.00	200.00	200.00	12,192.00
FBO Supervisor	19.05			40.00	762.00	39,624.00	2,456.69	2,456.69	574.55	574.55	1,357.13	7,690.37	2,971.80	3,526.54	300.00	200.00	200.00	14,948.14
											3,063.71	Footnote 1						3,063.71
Aircraft Mechanic	Open			40.00	-	-	0.00	0.00	0.00	0.00								-
Line Service Agent																		
Line I I	13.50		13.50	40.00	540.00	28,080.00	1,740.96	1,740.96	407.16	407.16		5,528.12	1,404.00	1,684.80	300.00	200.00	200.00	10,061.04
Line I	12.10		12.10	40.00	484.00	25,168.00	1,560.42	1,560.42	364.94	364.94		2,464.28	1,887.60	2,239.95	300.00	200.00	200.00	7,329.58
Line I	11.75	Line I	12.10	40.00	484.00	25,168.00	1,560.42	1,560.42	364.94	364.94		5,528.12	-	-	300.00	200.00	200.00	8,153.47
Line I	Open			40.00	-	-	0.00	0.00	0.00	0.00								-
Customer Service																		
Customer Service Rep	12.36		12.36	40.00	494.40	25,708.80	1,593.95	1,593.95	372.78	372.78	1,357.13	7,690.37	1,285.44	1,542.53	300.00	200.00	200.00	11,899.62
Customer Service Rep	Open			40.00	-	-	0.00	0.00	0.00	0.00			-	-				-
P/T & On call staff																		
	Open	Cust Svc Rep	11.00	20.00	220.00	5,720.00	354.64	354.64	82.94	82.94							200.00	637.58
	Open	Cust Svc Rep	11.00	20.00	220.00	5,720.00	354.64	354.64	82.94	82.94							200.00	637.58
Totals						353,891.20	21,941.25	21,941.25	5,131.42	5,131.42	10,158.99	85,207.52	20,252.96	24,128.00	2,400.00	2,000.00		143,008.20
Airport and Ops						198,702.40	12,319.55	12,319.55	2,881.18	2,881.18	7,444.73	53,242.55	12,704.12	15,134.18	900.00	1,000.00		86,277.47
FBO						155,188.80	9,621.71	9,621.71	2,250.24	2,250.24	2,714.26	28,901.26	7,548.84	8,993.82	1,500.00	1,000.00		56,730.73

Footnote 1 - FBO Supervisor takes health ins at single rate but eligible for family rate. The additional amount is a wavier payment on the difference.

Auburn-Lewiston Municipal Airport FY-16 Annual Budget Proposal

Professional Development Activity

Summary	
Memberships	1,925.00
Employee Training	7,729.60
Industry Conference	6,799.00
Total	16,453.60

Memberships	Individual	Group	
Androscoggin Chamber of Commerce		305.00	www.androscoggincounty.com/
American Association of Airport Executives	275.00		www.aaae.org
Northeastern Chapter of AAAE	250.00		www.necaaae.org
National Air Transport Association		260.00	www.nata.aero
Aircraft Pilots and Owners Association	70.00		www.aopa.org
National Fire Protection Association		165.00	Discounts for multi-year
Maine Municipal Association		600.00	
TOTAL	595.00	1,330.00	

Training Events (Footnote 1)

Date	Location	Title of Training	Sponsor Org	Registration	Hotel	Travel	Number of Attendees	Total	Comments
On-Going	LEW	Safety First Certification for Line Service	NATA	310.00			0	0.00	Desired by Charter Operators
On-Going	LEW	Customer Service, Safety & Security	NATA	110.00			10	1,100.00	Part of Employee Indoctrination Training
On-Going	LEW	Safety and Health Training for Aviation Facilities (OSHA)	NATA	240.00			10	2,400.00	Meets State Law Training Requirements
18-19 April 2015	BUF	Airport Safety and Operations School	AAAE	500.00	390.00	324.80	2	2,429.60	Teaches Certificated Airport Standards
26 - 28 July 2015	DAL	Winter Operations and De-ice Conference	AAAE/NEC	500.00	650.00	650.00	1	1,800.00	Skills Training
TOTAL								7,729.60	

Footnote 1 - Employee Training program provides industry accreditation to the employee and provides insurance premium reductions for the airport. For FY-15 reductions see "Insurance" page of this budget.

Industry Conferences (Footnote 2)

Date	Location	Title of Training	Sponsor Org	Registration	Hotel	Travel	Number of Attendees	Total	Comments
26 - 28 July 2015	DAL	Winter Operations and De-ice Conference	AAAE	500.00	650.00	650.00	1	1,800.00	Skills Training
15-19 August 2015	BWI	Northeast Chapter AAAE Annual Conference and Exposition	AAAE/NEC	250.00	650.00	450.00	1	1,350.00	
20 - 22 September 2015	SAV	National Airports Conference	AAAE	450.00	650.00	550.00	1	1,650.00	Accreditation
25-29 April 2016	BUF	International Aviation Snow Symposium	AAAE/NEC	500.00	650.00	324.80		-	Skills Training
15-18 May 2016	HOU	American Association of Airport Exec Annual Conference	AAAE	749.00	650.00	600.00	1	1,999.00	Accreditation
TOTAL								6,799.00	

Footnote 2 - Attendance at two of the listed conferences will be necessary for Airport Manager to retain his professional accreditation.

Auburn-Lewiston Municipal Airport FY-16 Annual Budget Proposal

Vehicles and Fuels

	Priority	Materials	Tools	Contractor	
Heating Fuel (See Footnote 1)					
Natural Gas		9,000.00			Natural Gas 4500 ccf @ \$2.00
Heating Oil		6,325.00			Maintenance Bldg. 800 gal @ 2.75 and FBO 1500 gal @ 2.75
	Total	15,325.00	-	-	
Gas and Oil (Footnote 1)					
Auto Gas		5,250.00			1500 Gal @ 3.50
Motor oil & Lubricants		2,500.00			Includes oil filters for regular change
Diesel Fuel for equipment/vehicles		16,875.00			4500 Gal @ 3.50
	Total	24,625.00	-	-	
Vehicles					
Engine Repairs and Parts		1,500.00	500.00		Done in House
Tires		1,000.00			
Inspections				175.00	Annual Vehicle for On-Road Vehicles
Touchup Paint		250.00			Includes labor
Repair/ mower decks		2,000.00			15ft mowing deck is due for replacement in FY 17
Repair/plow units		3,500.00			new blades and retaining pins
Repair/ snow blower units		3,500.00			filters and other preventive maintenance
Golf Cart (electric)		-		4,800.00	to reduce fuel consumption
Hand Tool Replacement			1,000.00		
Parts Cleaner Service				500.00	Quarterly service contract
Oil Water Separator Maintenance				500.00	Quarterly service contract
	Total	11,750.00	1,500.00	5,975.00	
Services (FBO) Expenses					
Rent for Mobile Fueler	1			17,091.00	Lease for Avfuel Refueler Truck
	Total			17,091.00	

Footnote 1 Fuel cost likely lower given the current price decrease with gas and oil.

Auburn-Lewiston Municipal Airport FY-16 Annual Budget Proposal

Building Maintenance

	Priority	Materials	Tools	Contractor	
Repairs and improvements					
Install LED exterior lighting	medium	4,000.00	-		Includes Terminal Ramp Lighting. Potential Energy savings
Install LED interior lighting	medium	2,000.00			Potential Energy savings
Repair Roof on FBO Building	High			6,800.00	to repair and seal roof after natural gas install
Repair Roof on Building #4 Equip. Storage Shed	High			5,000.00	15 year since last roof work, leaks in several places
Restaurant					
Kitchen Hood Cleaning	high			3,600.00	Semi-annual degreasing
Fire Extinguisher Inspections (Kitchen Hood System)	High			1,000.00	Alarm and Sprinklers for all buildings and hand-held bottles.
Cleaning and Janitorial					
Janitor Service	High			4,500.00	Once a week and semi annual floor stripping
Trash Pickup Service	High			4,420.00	Weekly service @ \$85
Cleaning Supplies	High	1,500.00	500.00		
Inspections					
Fire Extinguisher Inspections	High			2,500.00	Alarm and Sprinklers for all buildings and hand-held bottles.
Foam Supression System Inspection	High			2,500.00	
Fire Extinguisher Replacement	High			1,000.00	To replace outdated extinguishers
Recurring Maintenance					
Spring Clean up	Medium	2,500.00	200.00		Includes grass seed and perennials for flower boxes
Light Bulbs	High	900.00	-		For non LED converted
Air and water filters	High	1,000.00			
HVAC Annual Preventive Maintenance Service	High			1,500.00	Includes boiler inspections
Subtotal		11,900.00	700.00	32,820.00	
		Grand total		45,420.00	

Auburn-Lewiston Municipal Airport FY-16 Annual Budget Proposal

Airfield and Pavement Maintenance

	Priority	Materials	Tools	Contractor	
Fuel Farm					
Underground Tank Registration - MDEP				350.00	
Tank Inspections - Petroleum Maintenance Systems		5,000.00		2,500.00	
Meter Inspections , fuel farm- State of Maine				1,150.00	
Fuel Pump.Tank Repairs/Parts		3,000.00			
	Total	8,000.00	-	4,000.00	
Fencing and Gates					
Fence Repairs		2,500.00			
Gate Repairs				2,000.00	Matenance and upgrading
Wildlife Deterrents		1,000.00			
Gate Cards		1,000.00			
Lighting					
SMGCS Sign Repairs		8,000.00			Circuit boards and replacement panels
Light bulbs used in field lighting scheme as required by FAA Standards					
M-16 Reflectors		2,100.00			75 ea @ 28.00
Quartz Bulb EVV		798.75			45 ea @ 17.75
Quartz Bulb EXL		612.00			48 ea @ 12.75
Quartz Bulb EXM		312.00			24 ea @ 13.00
Quartz Bulb EZL		340.80			16 ea @ 21.30
Transformers		2,300.00			10 ea @ 230.00
Grounds Maintenance					
Paint for segmented circle, tower, etc		500.00			
Windssocks		750.00			
Grass Seed/mulch/topsoil/plants		500.00			
Vegetation removal/Wood Chipper			500.00		
Weed Trimmers			1,000.00		Purchase of 3 replacements
Airfield Line	Total	28,713.55	1,500.00	6,000.00	
Pavement					
Vibratory Roller Rent for RSAs		1,000.00			Required to prevent aircraft damage on runway excursion
Runway Edge Repair		800.00			
Paint for Runway and Taxiways		3,750.00	500.00		225 Gallons @ \$12.50
Glass Bead		9,500.00			2000 pounds @ \$4.75
Pavement Line	Total	15,050.00	500.00	-	
Snow and Ice Control					
Solid De-ice compound		9,310.00			10 tons @ 931.00
Liquid Anti-ice Compound		14,300.00			1375 gal @ 10.4
Snow and Ice Control Line	Total	23,610.00			

Auburn-Lewiston Municipal Airport FY-16 Annual Budget Proposal

Electrical Repair and Radio Maintenance

	Priority	Materials	Tools	Contractor	
Electrical Repair					
Electrical Repair Contingency		2,500.00		2,500.00	Small items needed while performing maintenance
	Total	2,500.00	-	2,500.00	

Radio Maintenance					
Handheld Batteries		2,000.00			
Handheld Radio Replacement		2,000.00			
Aviation Base Station		1,500.00			
Automatic dependent surveillance – broadcast (ADS-B) Receiver		500.00			
	Total	6,000.00	-	-	

Auburn-Lewiston Municipal Airport FY-16 Annual Budget Proposal

Insurance Summary

Type Insurance	Provider/Underwriter	Renewal Date	2014	2015	2016
Worker's Comprehensive Coverage	Maine Municipal Association/ MEMIC	Jan	31,531.00	31,531.00	13,427.00
Property Casualty	Maine Municipal Association	July	8,749.00	8,749.00	8,749.00
CR-Forgery or Alteration	Maine Municipal Association	July	115.00	115.00	115.00
CR-Employee Dishonesty/Faithful Perform	Maine Municipal Association	July	115.00	115.00	115.00
CR-Theft/Disappearance/Destruction	Maine Municipal Association	July	115.00	115.00	115.00
Electronic Data Processing	Maine Municipal Association	July	23.00	23.00	23.00
PR Equipment/Boiler	Maine Municipal Association	July	1,165.00	1,165.00	1,165.00
Public Officials	Maine Municipal Association	July	4,712.00	4,712.00	4,712.00
Auto Liability	Maine Municipal Association	July	2,911.00	2,911.00	2,911.00
Auto Physical Damage	Maine Municipal Association	July	1,851.00	1,851.00	1,851.00
Contractors/Mobile Equip	Maine Municipal Association	July	2,198.00	2,198.00	2,198.00
Airport General Liability	Aviation Insurance Resources/Berkley Aviation	February/October	2,016.00	2,016.00	1,238.72
Products and Completed Operations Liability	Aviation Insurance Resources/Berkley Aviation	February/October	7,791.00	7,350.00	4,515.84
Hangar keepers Liability	Aviation Insurance Resources/Berkley Aviation	February/October	3,396.00	3,396.00	2,085.44
Total			66,688.00	66,247.00	43,221.00

Auburn-Lewiston Municipal Airport FY-16 Annual Budget Proposal

Capital Improvement Budget Plan FY 2016 to FY 2020

Priority	Total of Project	Local Funding					Federal and/or State Portion		
		Funded Through Prior Year Fund Surplus	Estimated Funding Through Public Debt (Bond)	Estimated Funding Through Private Debt (Mortgage)	Estimated Funding Through Fund Balance	Estimated Funding Through Sponsor Operation			
Proposed for FY 16									
1	Aircraft Parking Apron	Construct New and Reconstruct Terminal Aircraft Parking Apron (with storm water drainage)	620,000.00				31,000.00	589,000.00	
2	Airport Parking Lot	Build, Rebuild, Enlarge and Delineate, Correct deficiencies, install meters in short term parking	700,000.00	700,000.00					
4	Aircraft Hangar (Nested T)	Construct Nested Hangar, 8 to 10 NFPA 409 Design Group III (wing span <50ft tail depth <35 tail height <18ft)	500,000.00		500,000.00				
3	Aircraft Hangar (Corporate)	Construct Corporate Hangar, NFPA 409 Design Group II (wing span <100ft tail depth <100 tail height <30ft)	750,000.00		750,000.00				
		Total	2,570,000.00	-	700,000.00	1,250,000.00	-	31,000.00	589,000.00
Proposed for FY 17									
2	Taxiway B Reconstruction	"Grind and Re-use" Overlay of Taxiway B, chg. to LED MITLS	760,000.00				40,000.00	720,000.00	
1	Wildlife Control Equipment	Purchase 150hp tractor with pavement and mowing attachments	300,000.00	300,000.00					
3	Aircraft Hangar (Corporate)	Construct Corporate Hangar, NFPA 409 Design Group II (wing span <100ft tail depth <100 tail height <30ft)	750,000.00		750,000.00				
4	Service Vehicle #1	Replace Highest Mileage Pickup	35,000.00			35,000.00			
		Total	1,845,000.00	-	300,000.00	750,000.00	35,000.00	40,000.00	720,000.00
Proposed for FY 18									
2	Runway Maintenance	Reimbursable Agreement for Instrument Landing System Relocation and Runway Safety Area Reconstruction	300,000.00	15,000.00				285,000.00	
1	Runway Maintenance	Reconstruction of Runway 4-22 for RDC B-II with ILS Cat I Precision standards (APV lower than 3/4 mile) Clear all TERPS obstructions (Including Trees and Poles)	5,250,000.00	250,000.00				5,000,000.00	
3	Service Vehicle #2	Replace Highest Mileage Pickup	35,000.00			35,000.00			
4	Aircraft Hangar (Nested T)	Construct Nested Hangar, 8 to 10 NFPA 409 Design Group III (wing span <50ft tail depth <35 tail height <18ft)	600,000.00		600,000.00				
		Total	6,185,000.00	-	265,000.00	600,000.00	35,000.00	-	5,285,000.00
Proposed for FY 19									
1	Aircraft Hangar/Cargo Hangar	Construct Nested Hangar, 8 to 10 NFPA 409 Design Group II (wing span <110ft tail depth <100 tail height <30ft)	750,000.00		750,000.00				
		Total	750,000.00	-	-	750,000.00	-	-	-
Proposed for FY 20									
1	Reconstruct Fuel Farm	Fuel Tank replacement required by Law for Underground Storage Tanks (Relocating fuel farm highly desired)	750,000.00				37,500.00	712,500.00	
2	Reconstruct Aircraft Parking Apron	FBO Ramp Area (after fuel tank replacement)	600,000.00	600,000.00					
3	Service Vehicle	Replace Airport Managers Vehicle	30,000.00			30,000.00			
		Total	1,380,000.00	-	600,000.00	-	30,000.00	37,500.00	712,500.00

COLA Raises

	Number Given	Amount or Percentage	Merit	Promotion
FY 14	0	0	1	0
FY 15	0	0	2	2
Proposed	0	0	2	0

Airport Staff was restructured in FY 13 and the turnover was 81% of the staff.

Fund Balance as of	22-Jan-15	01-Jul-14
Total	8,053,224.04	8,387,799.00
Assigned or Restricted Cash	379,163.90	539,316.00
Unassigned or Encumbered Funds	64,078.35	50,066.00

Airport Fund Balance is variable due to the "Retail" portion of the operation.