

TASK ORDER 1
ATTACHMENT TO
PROFESSIONAL SERVICES AGREEMENT
BETWEEN SPONSOR AND ENGINEER,
DATED _____, 2026

FURTHER DESCRIPTION OF SERVICES OF ENGINEER

1. This Attachment is made a part of and incorporated by reference into the Professional Services Agreement made on May 22nd, 2026, between **CITY OF VERNAL, UTAH (Sponsor)** and **LOCHNER, (Engineer)** providing for professional engineering services. The Services of Engineer as described in Section 1 of the Agreement are amended or supplemented as indicated below and the time periods for the performance of certain services are stipulated as indicated below.

2. **LOCATION** – Vernal Regional Airport | Vernal, Utah

3. **WORK PROGRAM** – Attached

Element 1 – Terminal Expansion Design

4. **FEES** - The fees will be as noted below. (All lump sums)

Element 1 – Project Development & Administration \$45,010.00

Element 1– Design

Preliminary Design \$74,280.00
Final Design \$50,420.00

Element 1– Bidding Services \$8,220.00

Element 1 – Project Closeout \$4,310.00

Element 1 – Special Services

Categorical Exclusion Form \$8,650.00
Topographical/Land Survey \$10,000.00
Geotechnical Investigation \$25,000.00
Architectural Design \$275,672.00

- a. Architectural
- b. Mechanical
- c. AV/IT (Audio Visual)
- d. Electrical and Lighting
- e. Structural and Foundation

Engineering/Architectural Total **\$501,562.00**

5. **ATTACHMENTS** - Required Contract Provisions for A/E Contracts Under Airport Improvement Program

SPONSOR:
Vernal City, UT

ENGINEER:
LOCHNER

Corey Foley, Mayor

Erik Vliek, Business Manager

I. PROJECT DEVELOPMENT AND ADMINISTRATION

The project development and administration phase is intended to complete the necessary preliminary actions required to initiate and manage the project in accordance with established Federal, State and Local policies and procedures.

Activities include:

1. Conduct a pre-design meeting/scoping conference with the Sponsor and FAA to establish parameters for the project definition and work areas, budget, schedule, and needs for topographic survey and geotechnical investigations.
2. Develop preliminary cost estimates and conceptual layout exhibits required for preliminary project actions such as scoping, grant applications, and other preliminary documents.
3. Develop and submit a detailed Scope of Work for review and approval. Upon submittal, the Engineer will solicit feedback from the Sponsor and FAA and refine the detailed Scope of Work based on feedback received. This task assumes one round of edits based on Sponsor input and a separate round of edits based on FAA input.
4. Following approval of the detailed Scope of Work, the Engineer will prepare a detailed fee estimate showing an hourly breakdown of staff resources required for each task, including incidental expenses related to travel, printing, and/or shipping.
5. Coordinate fee proposals from any required subconsultants needed to perform services defined in the detailed Scope of Work. Work includes developing a request for proposal packet for each subconsultant service that clearly defines the activities required. For this project, it is assumed subconsultants will be employed for: topographical survey, geotechnical investigation, cultural/biological assessments, electrical engineering, structural engineering, and architectural design.
6. Prepare appropriate documents and assist the Sponsor with obtaining an Independent Fee Review based on the approved detailed Scope of Work.
7. Conduct fee negotiations with the Sponsor and assist in preparing a Record of Negotiations to document the independent fee review, if required, and any subsequent fee negotiations.
8. Incorporate final detailed Scope of Work and negotiated fees into a final Agreement for Professional Services and coordinate final approval and signature with the Sponsor.
9. Prepare Preliminary FAA Grant Application and submit to Sponsor for signature and submittal. Application packet will include the following:
 - a. Form 424, Application for Federal Assistance
 - b. Form 5100-100
 - c. Program Narrative
 - d. Project Cost Estimate
 - e. Airport Sponsor Assurances
 - f. Project Sketch clearly identifying major work items

- g. Exhibit "A" Property Map
 - h. Standard DOT Title VI Assurance
 - i. Sponsor Certification for Project Plans and Specifications
 - j. Sponsor Certification for Selection of Consultants
 - k. Sponsor Certification for Disclosure of Potential Conflicts of Interest
 - l. Sponsor Certification for Equipment and Construction Contracts
 - m. Current listing of FAA Advisory Circulars for AIP/PFC Projects
 - n. Sponsor Certification for Drug-Free Workplace
 - o. Title VI Pre-award Sponsor Checklist
10. Prepare monthly invoicing and FAA grant drawdown packets. In addition to the Engineer's invoices, the Engineer will incorporate other eligible projects expense invoices provided by the Sponsor in the packet. The Sponsor will be required to complete the payment reimbursement through the FAA e-invoicing system.
11. Project Management and Administration. Project management and administration includes coordination between Engineer staff, Sponsor, and FAA that isn't related to a specific task but is essential to the project process. This work includes:
- a. Bi-weekly internal progress meetings with the design team.
 - b. Conduct regular coordination meetings with Sponsor, and FAA. It is anticipated that these meetings will be held biweekly last approximately 1 hour and be conducted via videoconference.
 - c. Drafting project correspondence for Sponsor's use in coordination with FAA.
 - d. Perform the business aspects of the project.
 - e. Perform the grant administration for the project.
12. Prepare and Coordinate Subconsultant Agreements. Work includes coordinating on-site subconsultant tasks with the appropriate Sponsor representative.
13. Prepare Project Management and Quality Control Plan. The plan will include the set of project related actions and processes required to be performed by the Engineer to enable the project to be successfully completed. The plan will outline project coordination, communication, project management, and quality control processes specific to the execution of the tasks included in this Scope of Work.
14. Participate in Airport Users Group meetings to provide project updates, solicit user feedback, and discuss project scheduling. It is anticipated that two (2) meetings will be conducted in person or via videoconference.
15. Review terminal expansion eligibility requirements and coordinate with FAA regarding AIP participation for proposed terminal improvements.

II. PRELIMINARY DESIGN

The preliminary design phase is intended to identify and evaluate cost effective and practical solutions for the work items identified. The designer will complete its evaluation of alternatives through contacts with local authorities, field investigations, and a practical design approach. The design will take advantage of local knowledge and experience and utilize expertise from recent construction projects to design a cost-effective project. Cost efficiencies will be realized in a lower initial cost and in lower long-term maintenance costs.

Activities include:

1. Prepare requirements for the design topographical survey. Work includes establishing the limits of the work area and developing survey criteria in accordance with FAA design guidance. A surveyor subconsultant will be employed to conduct the topographical survey in accordance with the requirements developed. Coordinate the subconsultant's work schedule with Sponsor staff.
2. Prepare requirements for the design geotechnical investigation. Work includes developing a subsurface boring layout and soil testing regimen to address foundation requirements, bearing capacity, settlement analysis, frost depth, slab recommendations and expansive soils.
3. Evaluate construction phasing and determine whether a CSPP, Construction Management Plan (CMP), or other operational coordination documents are required.
4. Architectural and engineering design shall include life-safety systems, fire alarm, fire suppression, and emergency egress requirements as required by applicable codes.
5. Analyze and process topographical survey data. Input raw survey data into computer aided drafting program, develop TIN surface model of existing ground contours, pavement edges, electrical system components, utilities, and any other miscellaneous items. Generate 3D contour model and prepare and process data for spot elevations, grading, drainage and pavement cross sections.
6. Analyze geotechnical investigation data and develop foundation design recommendations including allowable bearing pressures, settlement estimates, slab-on-grade recommendations, frost protection requirements, pavement recommendations for adjacent sidewalks and service vehicle access areas, and site grading recommendations.
7. Review and evaluate project layout.
 - a. Verify existing ALP dimensions and data
 - b. Review available record drawings of the project site.
8. Review existing terminal capacity, passenger forecasts, and operational requirements to verify the proposed terminal expansion program and establish design criteria.
9. Evaluate local conditions:
 - a. Inventory local material suppliers, sources and capabilities.
 - b. Evaluate surface and subsurface drainage conditions/requirements.

- c. Review existing electrical system condition and determine elements require replacement.
 - d. Conduct one (1) design site visit by the Project Manager for familiarity with the site.
 - e. Evaluate existing utility capacities including water, sewer, gas, electric, telecommunications and storm drainage.
10. Prepare preliminary construction plans. Construction plans will be prepared depicting all of the work involved. The following list of drawings will be used as a guideline, but drawings may be added or deleted as needed.

DESCRIPTION		SHEET COUNT
A	Cover Sheet	1
B	General Notes, Legend and Survey Control	2
C	Removals/Demolition Plan	2
D	Architectural Site Plan	1
E	Floor Plans	3
F	Elevations	2
G	Building Sections	2
H	Mechanical Plans	4
I	Electrical Plans	4
J	Structural Plans	4
K	Details	23
L	Site Civil Plans	8
M	Construction Safety and Phasing Plan	2
TOTAL SHEET COUNT		58

11. Prepare preliminary contract documents. The Engineer will prepare the contract documents including invitation for bids, instructions to bidders, proposal, equal employment opportunity clauses and applicable wage rates, construction contract agreement, performance bond, payment bond, general and special provisions. Preparation will include establishing the location for the bid opening and description of the work schedule. Contract documents will be prepared early during the design phase and submitted to the FAA and Sponsor for review. Sponsor is ultimately responsible for reviewing and ensuring construction contract terms comply with local law and requirements.
12. Prepare preliminary technical specifications. The Engineer will assemble the technical specifications necessary for the intended work. Standard FAA specifications will be utilized where possible. Additional specifications will be prepared to address work items or material that is not covered by the FAA specifications.

The standard specifications to be utilized may include the following items:

Item C-100	Contractor Quality Control Program
Item C-102	Temporary Air and Water Pollution, Soil Erosion and Siltation Control
Item C-105	Mobilization
Item P-101	Preparation/Removal of Existing Pavements
Item P-151	Clearing and Grubbing

Item P-152	Excavation and Embankment
Item P-154	Subbase Course
Item P-156	Cement Treated Subgrade
Item P-209	Crushed Aggregate Base Course
Item P-610	Concrete for Miscellaneous Structures
Item F-162	Chain Link Fence
Item D-701	Pipe for Storm Drains and Culverts
Item D-751	Manholes, Catch Basins, Inlets and Inspection Holes
Item D-754	Concrete Gutter, Ditches, and Flumes
Item L-108	Underground Power Cable for Airports
Item L-109	Airport Transformer Vault and Vault Equipment
Item L-110	Underground Electrical Duct Banks and Conduits
Item L-115	Electrical Manholes and Junction Structures

Additional special technical specifications, that cover items not included in the standard FAA specifications, may include but not be limited to the following items:

Item S-2	Removals
Item S-6	Watering
Item S-11	Waterlines
Item S-21	Area Lighting
Item S-18	Septic Sewage System

13. Prepare preliminary special provisions to address conditions that require additional clarification and/or definition beyond what is described in the standard general provisions or technical specifications. Items may include:
 - a. Project Location Information
 - b. Insurance Requirements
 - c. Contract Period and Work Schedule and Phasing
 - d. Pre-Construction Conference
 - e. Utilities
 - f. Permits, Taxes and Compliance with Laws
 - g. Field Office Requirements
 - h. Haul Roads
 - i. Testing and Staking
 - j. Airport Security, Closure of Air Operations Areas
 - k. Accident Prevention
 - l. Warranty

14. Coordinate any required FAA design reviews and approvals associated with the terminal expansion project.

15. Conduct preliminary review of the construction plans, technical specifications, contract documents and special provisions by submitting copies of the preliminary documents to the FAA and Sponsor and solicit preliminary design review comments.

III. FINAL DESIGN

In the final design phase, the designer will provide well-defined construction requirements, with selected bid alternatives as appropriate to solicit competitive construction bids. Construction schedules will be coordinated around good weather conditions and as little as practical interference with Airport operations.

Activities include:

1. Incorporate preliminary design comments and respond as necessary to requests for additional information.
2. Ensure final design complies with ADA Accessibility Guidelines (ADAAG) and applicable accessibility requirements.
3. Calculate Estimated Quantities. The Engineer will calculate all necessary quantities for the various work items in each Element.
4. Prepare Estimate of Probable Construction Cost for each Element. Using the final quantities calculated following the completion of the plans and specifications, the Engineer will prepare the construction cost estimate. The estimate will be based on information obtained from previous projects, contractors, material suppliers and other databases available.
5. Prepare Engineer/Architectural Design Report. During the preparation of the construction plans and specifications, an engineer design report will be prepared. The report will include the summary of the project, architectural basis of design, schedule and cost estimate for the completion of the project. The design report will follow the current FAA Airports guidance where applicable. The design report will be submitted for Sponsor and FAA review. Review comments will be incorporated in the final revised report.
6. Develop work schedules for construction. This task involves dividing the construction work into schedules to allow for maximum contract award flexibility in cases of limited available funds, and allow the project to be executed in a manner that minimizes the disruption of the Airport aircraft operations.
7. If required submit final CSPP by uploading it to the OE/AAA website. Alternatively, at the request of the FAA PM, the CSPP may be submitted directly to the FAA PM.
8. Design shall comply with current International Building Code, International Fire Code, and applicable State of Utah building requirements.
9. Prepare 95% design construction plans, technical specifications, contract documents and special provisions.
10. Submit 95% design review package to the FAA, and Sponsor and solicit design review comments.
11. Incorporate 95% design review comments and respond as necessary to requests for additional information.
12. Conduct final internal review of all design documents and incorporate any necessary changes. Final review will include two (2) site visits by the Project Manager and/or Project Engineer to field verify project plans and specifications.
13. Prepare and submit final plans and specifications. Copies will be submitted to the FAA and Sponsor. A final set of plans, specifications and contract documents will be prepared which incorporates revisions, modifications and corrections determined during the FAA, and Sponsor's review. After final plan acceptance, plan sets will be provided to the FAA and Sponsor.

IV. BIDDING SERVICES

During the bidding phase of the project, the Engineer will assist the Sponsor in advertising and letting the project for bid. Engineer will assist in dialogue with potential bidders to quantify bidder questions assist Sponsor in attaining economic bids. Activities outlined below and the fees listed on pages 1-2 cover one iteration of the bidding process. Preparing multiple bid processes, packages, or re-bidding may incur additional or repeated services.

Activities include:

1. Assist the Sponsor with advertising and interpretation of the project requirements. Plans and specifications will be available via the web site of Lochner. The Sponsor, State, and FAA will be given a digital copy of the final plans, specifications and contract documents.
2. Provide technical assistance and recommendations to the Sponsor during construction bidding.
3. Attend and assist with pre-bid conference. Answer Contractor questions and issue necessary clarifications and addenda. The pre-bid conference will be held via online video conference run by the Project Manager.
4. Provide an on-line bidding platform and read the bids aloud via online video conference at the date, and time agreed by the Sponsor.
5. Prepare an abstract of bids, perform necessary review of the bids to determine responsiveness, and prepare award recommendation letter.
6. Update preliminary Federal Grant Application prepared during Project Development phase based on bids. The Engineer will submit the application to the Sponsor for approval and signatures.
7. Assist in award notification to successful bidder and assist in notification to unsuccessful bidders. All bidding requirements will be reviewed for responsiveness. Any issues or concerns that arise from the bidding documents will be brought to the attention of the Sponsor for clarification.

V. PROJECT CLOSEOUT

During the project closeout phase of the project, the Engineer will assist the Sponsor with compiling all of the reports, documents, and other items necessary to successfully close out the associated grant and provide an accurate historical record for the project.

Activities include:

1. Assist the Sponsor with completing all necessary grant closeout certifications and forms, including final SF425, SF271, draft grant closeout request letter.
2. Prepare Final Engineers Report. The final report will follow the current FAA AIP Final Report guidance.

VI. SPECIAL SERVICES

Special Services are those services that aren't considered "basic" services such as those listed above. When a Special Service is needed that we do not provide in-house, we will contract with other firms that provide those services. The following are activities that are included in this project that fall under Special Service tasks.

Activities include:

In-House Services

1. Prepare and submit a Categorical Exclusion (CatEx) package. Work includes soliciting proposals for cultural and biological surveys and incorporating the findings into the CatEx package.

Subconsultant Services

2. Topographical/Land survey
3. Prepare requirements for the design geotechnical investigation. Work includes developing a subsurface boring layout and soil testing regimen. A geotechnical engineering subconsultant will be employed to conduct geotechnical investigations in accordance with the requirements developed. The Engineer will coordinate the subconsultant's work schedule with airport staff. Based on preliminary information available for this project, the following is an estimate of the effort required to complete the investigation and associated testing:
 - a. Subsurface Investigation: Obtain subsurface borings at appropriate depths for geotechnical analysis for vertical and horizontal construction. Cores will be used to establish existing structural information, photographed and preserved for reference during construction.
 - b. Laboratory Soil Testing: Perform the following tests on the samples collected from the subsurface borings:

Test	Test Standard
Soil Gradation (Dry)	ASTM C117/C136
Soil Gradation (Hydrometer)	ASTM D 422
Atterburg Limits	ASTM D 4318
Moisture-Density Relationship	ASTM D 698/D 1557
In-Place Density/Moisture	AASHTO T204/ AASHTO T265
CBR Testing	ASTM D 1883
Modulus of Soil Reaction	AASHTO T222
Permeability Test	ASTM D 2434/ ASTM D 5856
Consolidation Testing	ASTM D 2435
Soluble Sulfate Content	ASTM C 1580

4. Architectural design for the Terminal Building

- a. Architectural Design
- b. Mechanical
- c. AV/IT (Audio Visual)
- d. Electrical and Lighting
- e. Structural and Foundation