



May 4, 2026

Ms. Elizabeth Giles
Sr. Construction Project Manager
Augusta Regional Airport
1501 Aviation Way
Augusta, GA 30906-9620

Subject: Proposal for Aircraft Rescue and Firefighting Facility Replacement Feasibility Study

Dear Elizabeth,

Mead & Hunt, Inc. (CONSULTANT) is pleased to offer professional design support to the Augusta Regional Airport and the Augusta-Richmond County Aviation Commission (AIRPORT) for the development of a new Aircraft Rescue and Firefighting (ARFF) facility at Augusta Regional Airport (AGS).

Project Understanding

The AIRPORT has identified the need to replace the existing ARFF facility to better support ongoing operational, safety, and maintenance requirements and to reduce ARFF response times. The existing facility requires significant ongoing maintenance, is operationally inefficient, and has exceeded its useful life.

CONSULTANT understands the AIRPORT's objective is to complete a preliminary Feasibility Study to confirm the viability of the proposed ARFF replacement and relocation project. The study will define space needs, assess site constraints, develop footprint and floor plan concepts, and establish a clearly defined concept design, preliminary construction budget, and high-level project schedule to support future project advancement.

Mead & Hunt's Scope of Services

CONSULTANT shall provide limited professional services to prepare a Feasibility Study for the proposed PROJECT. Services will be performed in accordance with the tasks outlined below.

Task 1 – Project Management

CONSULTANT shall provide project management services, including:

- Project initiation, file setup, and general administration.
- Set up and monitor project cost accounting and invoicing.
- Coordination and communication with the AIRPORT and identified stakeholders.
- Internal correspondence and documentation.

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- Perform project Quality Control reviews.
- Internal design team meetings.

Task 2 – Feasibility Study Design

CONSULTANT shall perform the following planning and feasibility tasks:

- Conduct a site visit, photography, and basic documentation of existing conditions.
- Facilitate a half-day project kickoff meeting with AIRPORT staff to confirm program needs, project goals, aesthetic expectations, and construction budget parameters.
- Assess functional needs and space requirements.
- Develop a space program and room size summary.
- Prepare three alternative floor plan concepts.
- Develop unit-based (square-foot) rough order of magnitude construction cost opinions for each alternative.
- Facilitate half-day alternatives review meeting with AIRPORT staff to review concepts and select a preferred option.
- Advance the preferred concept to a 15% conceptual design level, including:
 - Preliminary plans identifying walls, doors, windows, room functions, and square footage.
 - Conceptual furniture and fixture layouts to support functional planning.
- Develop primary exterior elevations illustrating principal materials and major dimensions.
- Update the unit-based construction cost opinion for the preferred concept.
- Complete initial air space review - 7460 and Part 77 evaluation of impacts of the preferred option. (7460 evaluation for concept consideration only – will not be submitted to FAA at this time).
- Perform an initial floor plan and space eligibility review in accordance with FAA Airport Improvement Program (AIP) Handbook requirements to assess funding eligibility.
- Review applicable local building codes and establish a preliminary life safety approach.
- Prepare a rough order of magnitude design and construction schedule.
- Prepare a written Concept Feasibility Study report summarizing findings and recommendations (electronic PDF).
- Facilitate a half-day preferred concept review meeting with AIRPORT staff to present the study results.
- Participate in one Construction Committee / Aviation Commission meeting to present the feasibility study findings.

Services under this agreement include only a cursory review of existing architectural, structural, civil, mechanical, electrical, and operational conditions based on available information and solely for feasibility determination purposes. Detailed analysis, design development, and engineering services will be provided under a separate future agreement.

CONSULTANT will prepare conceptual floor plans and preliminary site planning as necessary to demonstrate project feasibility.

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Responsibilities of AGS

The AIRPORT shall be responsible for providing:

- Access to the project site and existing facilities.
- Access to available existing documentation and records.
- A current water flow test.
- Information regarding specialized equipment, systems, and vehicles requiring accommodation.

Work Not Included in the Scope of Services

The following services are expressly excluded and may be provided under a separate amendment or agreement:

- Development of design beyond 15% Design.
- 3D renderings
- Procurement services
- Construction administration or resident inspection
- Surveying and geotechnical investigations
- Any other system design or analysis
- Interior design and material selections
- Detailed opinions of probable construction cost
- Sustainability certification services (LEED, Green Globes, etc.)
- Value engineering, redesign, or rebidding efforts
- Permitting, plan review, and associated fees
- Public meetings
- Energy modeling
- Hazardous materials investigation or mitigation
- Special inspections required by code
- Flood plain investigation, mapping, analysis, permitting, or other associated task.
- Analysis and permitting for designated wetland areas.

Compensation

The work described in under Scope of Services for preparation of the Feasibility Study will be performed on a lump-sum basis in accordance with the Architect-Engineer Services Fee Proposal, which is attached to and made part of this proposal.

Project Schedule

Consultant proposes to complete this work in eight weeks from issuance of notice to proceed direction from the airport and execution of the kick-off meeting.

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Signatures of authorized representatives of Augusta Richmond County Aviation Commission and Mead & Hunt shall convert this proposal to an Agreement between the two parties, and receipt of one signed copy shall be considered authorization to proceed with the work described in the Scope of Services.

We appreciate the opportunity to submit this proposal to Augusta Richmond County Aviation Commission.

Respectfully submitted,

MEAD AND HUNT, INC.

Approved by: MEAD AND HUNT, INC.

By: 

Author/Submitter
Debbie Dent, AIA, LEED AP BD+C,
Name: GPCP

Title: Project Manager

Date: May 5, 2026

By: **Terry Helms** 

Authorized Signer Review
Terry L. Helms, AIA
Name: _____
Vice President
Title: _____
May 5, 2026
Date: _____

Attachment(s) A: A/E Fee Proposal

Accepted by: [Client Company Name]

By: _____
*The above person is authorized to sign for Client and bind the
Client to the terms hereof.*
Name: _____
Title: _____
Date: _____

A/E FEE PROPOSAL
Attachment A

AIRPORT:
PROJECT DESCRIPTION:
MEAD & HUNT PROJECT NUMBER:

Augusta Regional Airport
ARFF Feasibility Study
0119700-210377.03

DATE: 5/1/2026
BY: Debbie Dent
DURATION: 8 weeks

MEAD & HUNT	PROJECT MANAGEMENT, ARCHITECTURE AND ENGINEERING
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LABOR CLASSIFICATION	RATE
TASK	

PRINCIPAL IN CHARGE	PROJECT MANAGER	PROJECT ARCHITECT	ARCH DESIGNER	STRUCT ENGINEER	CIVIL ENGINEER	MECH ENGINEER	TECHNOLGY ENGINEER	ELECT ENGINEER	CADD TECH	CLERICAL	TASK TOTAL
\$366.00	\$334.00	\$284.00	\$213.00	\$284.00	\$284.00	\$284.00	\$284.00	\$284.00	\$165.00	\$99.00	

Task 01. PROJECT MANAGEMENT

Project Set-up and Administration
Monitor Project Cost Accounting and Invoicing
Internal Correspondence and Coordination
Communicate with Airport and Stakeholders
Task Plans and Updates
Quality Control

	1									1	2
	2									2	4
	2	1									3
1	6										7
	1										1
1	2	1		1	1	1	1	1		1	10
											0
	2	14	2		1	1	1	1	1	0	4
											27

Task 02. FEASIBILITY STUDY DESIGN

Site Visit and Inventory
Develop Base CAD/Revit File
1/2-day KO Meeting
Review functional needs and space needs
Develop space program and room listing
Develop Alternative Plans (4)
Initial ROM Cost Opinion for alternatives
Complete Initial Air Space Review
1/2-day Alternatives Review Meeting
Develop Preferred Plan
Develop Concept Exterior Elevations
ROM Opinion of Construction Costs
Update Air Space Review
Eligibility Floor Plan
Review Building Codes
Initial Schedule Development
Written Narrative Report
1/2-day Preferred Concept Review Meeting
1/2-day Commission Meeting

	4		4								8
			4						16		20
	4	4									8
		2	2								4
		2							2	2	6
		4	12	2	8	2	2	2	32		64
	1	4		1	1	1	1	1			10
		1			1						2
	4	4			4						12
		2	6	2	8	2	2	2	12		36
		2	6						12		20
	2	2									4
		1			1						2
		1							2		3
		1									1
	1									1	2
	2	4	4							4	14
	4	4									8
	4	4									8
	0	26	42		5	23	5	5	5	76	7
											232

TOTAL LABOR HOURS:	2	40	44	0	6	24	6	6	6	76	11	221
DIRECT LABOR COSTS:	\$ 732.00	\$ 13,360.00	\$ 12,496.00	\$ -	\$ 1,704.00	\$ 6,816.00	\$ 1,704.00	\$ 1,704.00	\$ 1,704.00	\$ 12,540.00	\$ 1,089.00	\$ 53,849.00
Total labor hours	221											

EXPENSES

6 Staff Trips			
TRAVEL	250 Miles	\$0.725	\$ 1,087.50
PER DIEM	\$40.00	1	\$ 240.00
HOTEL	0	0	\$ -
TOTAL EXPENSES:			\$ 1,327.50

SUMMARY		TOTAL
LABOR	EXPENSES	FEE
COST		
\$ 53,849.00	\$ 1,327.50	\$ 55,176.50