

ATTACHMENT A – AMENDMENT #1
SCOPE OF SERVICES
CONSTRUCTION ADMINISTRATION/CLOSEOUT (CA/CO) SERVICES
FOR
TERMINAL CHECKPOINT MODERNIZATION
AUGUSTA REGIONAL AIRPORT (AGS)
AUGUSTA, GA

This document includes the additional scope of services to be completed by Mead & Hunt, Inc. ('CONSULTANT') for the proposed Terminal Checkpoint Modernization Project ('PROJECT') at the Augusta Regional Airport ('OWNER/AIRPORT'). This Amendment No. 1 supplements the original Work Authorization for Construction Administration and Closeout (CA/CO) Services dated May 30, 2025, and extends the services to align with the anticipated construction completion and close-out by January 31, 2027.

Project Description:

The Project is to expand the existing terminal passenger screening area and provide for the future installation of an expanded three-lane passenger security screening checkpoint (SSCP) in accordance with Transportation Security Administration (TSA) standards. The Project is intended to bring the checkpoint into compliance with TSA standards for space and equipment. The contract documents serving as the basis of this proposal are:

1. Contract between Augusta, Georgia (Owner) and Contract Management, Inc. (Contractor) based upon Contractor bid submitted December 6, 2024, with a total contract price of \$5,706,278.00.
2. Checkpoint Modernization Issued for Construction set dated 01/10/2025, as prepared by Mead & Hunt, Inc.

Basis of Amendment:

Due to extensive delays, the volume and complexity of required site visits, meeting attendance, change order requests, and RFI responses, many of which extended beyond typical document clarification as a result of actions by the General Contractor, CMI, Inc., the original contract performance period, scope, and associated fees under this Work Authorization have greatly exceeded the anticipated effort and have been fully expended as of May 31, 2026. These impacts are outside the control of, and not attributable to, the Consultant.

In addition, the Contractor is currently projecting a eight (8) month delay to the construction contract. Accordingly, this Amendment seeks to align the Consultant's services with the revised construction contract duration and requests approval for additional services to provide an equitable adjustment.

This Amendment is organized into two (2) parts:

- Part 1 – Additional Services: Additional services for excessive effort expended through the original contract end date of May 31, 2026.
- Part 2 – Contract Extension:
 - Extension of the Consultant's contract performance period from June 1, 2026 through January 31, 2027 to align with the revised construction schedule and anticipated close-out.

PART 1 – ADDITIONAL SERVICES THROUGH MAY 31, 2026

Task 1. Project Management

Additional Project Management effort expended through May 31, 2026, in support of extended construction administration activities, including:

1. Monthly review and accounting in excess of original agreement.
2. Review of project time, labor, and expense costs against progress of the Project.
3. Organization of Project information and management of staff assignments.

Task 2. Construction Administration Phase Services

The original Work Authorization contemplated a defined level of effort for Construction Administration. The actual level of effort required substantially exceeded the original assumptions as documented by examples below. The Consultant requests an equitable adjustment for the following additional services rendered through May 31, 2026:

1. Construction Schedule Reviews: Review of the Contractor's construction schedule on a weekly basis, representing a significant increase in frequency and level of effort compared to the original scope.
2. Submittal Reviews: The original scope anticipated one (1) initial review and one (1) re-submittal for each submittal across approximately 120 technical specification sections. Through May 31, 2026, the Consultant has completed one hundred fifty-three (153) total reviews, including initial submittals and second and third resubmissions with additional submittals still being processed by Contractor significantly behind schedule.
3. Requests for Information (RFI's): The original agreement assumed twenty-five (25) RFI's. Through May 31, 2026, the Consultant has responded to one hundred twenty-five (125) RFI's, plus an additional ten (10) revised RFI's.
4. Change Order Requests (COR's): The original agreement assumed five (5) COR's. Through May 31, 2026, the Consultant reviewed twenty-eight (28) COR's.
5. Change Orders Proposals (COP's): The original scope assumed five (5) COP's. Through May 31, 2026, the Consultant has reviewed twenty-two (22) COP requests, representing a significant increase in volume and associated level of effort beyond the original scope.
6. Log Maintenance: Additional time expended to maintain logs of submittals, RFIs, COPs, CORs, and COs beyond the original scope.
7. OAC Meetings: Attendance at Contractor-led on-site and teleconference construction progress (OAC) meetings. The original scope assumed ten (10) once-monthly meetings; however, the Consultant has been required to attend weekly OAC meetings since August 2025 to monitor the Contractor's progress. At least one of either the Project Manager or Project Architect has been present on-site, with the civil and architectural team, RPR, and other team members attending by teleconference. This increased meeting frequency represents a significant increase in level of effort beyond that contemplated in the original scope.
8. Contractor Progress Meetings: Additional time expended to facilitate a Construction Stop Work Order meeting following several non-compliance issues and nineteen (19) construction incidents, as well as meetings with compliance representatives, the Contractor's bonding company, and TSA.
9. Additional Site Observations: Observation of construction progress and preparation of field reports for additional weekly site visits through May 31, 2026, in excess of the original scope.

PART 2 – CONTRACT EXTENSION (JUNE 1, 2026 – January 31, 2027)

The following scope of services aligns the Consultant's continued CA/CO services with the revised construction schedule and extends the Consultant's contract performance period from June 1, 2026, through January 31, 2027.

Task 1. Project Management

1. Monthly review and accounting for subconsultant invoicing.
2. Review of project time, labor, and expense costs against Project progress.
3. Monthly Project invoicing and accounting to Owner.
4. Organize Project information.
5. Manage and coordinate staff assignments.

Task 2. Construction Administration Phase Services:

1. General communication with the Owner, Contractor, and other stakeholders, during construction of the Project.
2. Contractor communication Owner/TSA communication TSA communication Review of the Contractor's updated construction schedule and weekly schedule updates.
3. Review of the Contractor's submittal schedule and weekly updates to submittal status, including maintenance of an internal tracking log.
4. Review submittals and shop drawings for conformance with the intent of the construction documents. Consultant will limit reviews to 1 initial review and 1 re-submittal for each remaining submittal. Consultant reserves the right to request additional time and/or fee in the event of additional or excessive submittals by Contractor.
5. Review and respond to Contractor questions and coordination of the work of the Project. Review, process, and respond to Requests for Information (RFI's). Assume fifteen (15) additional RFIs.
6. Review, process, and respond to Substitution Requests. Issue Supplemental Information and Requests for Change Proposals.
7. Review, processing, and response to Contractor-provided Change Order Proposals and Change Order Requests (COP's and COR's). Assume fifteen (15) additional COP's and COR's. Consultant reserves the right to request additional time and/or fee in the event of additional or excessive submittals by Contractor.
8. Review, processing, and response to Change Orders (CO's) for incorporation into the Contract for Construction. Additional time expended to maintain a log of these items.
9. Review contractor monthly applications for payment and make recommendations to Owner on payment. Assume an additional eight (8) monthly pay applications to align with the revised construction schedule. Attendance at Contractor-led on-site construction progress (OAC) meetings in conjunction with review of the Contractor's Applications for Payment.
10. Observe progress of construction and prepare field reports documenting observations. Assume a total of twenty-eight (28) additional weekly site visits to align with the current construction schedule. Building engineering discipline leads will make periodic site visits at intervals appropriate to the progress of the work of their systems and components. Schedule for visits will be determined as appropriate to installation of systems.
11. Participation in Contractor-led one-hour teleconference progress (OAC) meetings, expected to occur weekly for the duration of the Project. Assume an additional twenty-eight (28) calls. Attendance by Project Manager, Project Architect, Civil Engineer, and RPR as required.

Task 3. Project Closeout/Post Construction Phase Services:

Scope included in original Work Authorization for Construction Administration and Closeout (CA/CO)
Services dated May 30, 2025.

Meetings/Travel (as noted herein): Site visits as indicated in the scope herein. Expenses include travel costs, per diem, food, and lodging as appropriate.

Owner Responsibilities:

The Owner shall continue to be responsible to provide the following information and activities:

- Provide access to the Project site and assist with locating any known utilities.
- Provide a single point of contact to review all documents and make decisions.
- Provide coordination regarding construction safety and phasing plan reviews and Project scheduling with airport tenants and FAA.
- Perform any wage rate interviews and receive certified payroll.

Services Excluded from the Scope of this Project:

The following items and tasks are excluded from this agreement. These services may be provided, if requested by the Owner, under an amendment or other contract and additional compensation may be requested.

1. Design phases services.
2. Re-Design services, in the event of lack of funding, contractor pricing, bids and change costs exceeding Project budget, changes in Owner or Tenant direction, or proposed changes by the contractor or other issues.
3. Value Engineering, and Contractor negotiations after bidding.
4. Design of terminal building areas and systems beyond the identified area of work.
5. Re-design, seismic, or major modifications to existing structural system outside of the area of work. It is assumed that the existing structural systems will be verified to be compliant with current building codes. Any structural deficiencies that may be discovered are NOT included.
6. Furniture procurement and installation services.
7. Printing and distribution of documents for bidding or for construction use by the Contractor, other than as noted in the scope. Work product provided will be electronic, typically PDF or Revit.
8. Fees and services related to AHJ review, planning department, other agency, or utility review beyond those completed during prior phases.
9. Permitting services or fees other than those specifically noted.
10. Submittals or presentations to local groups, agencies, stakeholders.
11. Utility company fees for service(s), impact fees, use fees, etc.
12. Review and coordination of tenant or Owner provided fixtures, furnishings, or equipment.
13. Tenant-owned or operated technology systems beyond data connectivity using Airport-owned infrastructure.
14. Design of new head-end security, fire alarm, or other Technology systems equipment.
15. Design of new head-end fire protection equipment.
16. Services for LEED certification, Green Globes, other similar programs, commissioning, detailed energy modeling or detailed life-cycle cost analysis.
17. Wetland mitigation.
18. NPDES and stormwater reporting.

19. Hazardous materials investigation or mitigation efforts. If hazardous materials are found in the work, the Owner shall contract separately to mitigate and/or have them removed.
20. Part 77 Analysis, ALP/AGIS updates, ATCT line-of-sight studies, or other similar updates and submittals.
21. Attendance for a one-year post-construction inspection, following completion of the work.
22. Agreement to assignment of rights and duties to a third party without consent. For example, M&H will not agree to sign a document from the Owner's lender that could assign the rights and duties of M&H to the Owner's lender.

Project Schedule

Services in this Amendment are based upon a continuation of construction administration and closeout services from June 1, 2026, through January 31, 2027, to align with the revised construction schedule. Services shall extend no more than 30 days following final construction completion to complete closeout. Additional services requested outside of this proposal may require additional time and/or compensation.

Compensation The work described in this Amendment will be performed on a lump-sum basis, including Consultants. Additional services requested outside of this proposal may require additional time and/or compensation. Consultant will be compensated as follows:

Part 1 – Additional Services: Additional effort expended through May 31, 2026, in excess of the original scope:

\$130,879.00 including subconsultants and expenses.

Part 2 – Contract Extension: Lump sum cost to provide construction administration and close-out phase services from June 1, 2026, through January 31, 2027:

- Lump sum cost to provide construction administration and close-out phase services is **\$299,071.00** including subconsultants and expenses.

Mead & Hunt will continue to utilize the following team for the work of this Project:

- Mead & Hunt (Project Management, Civil, Interior Design, Electrical, Technology)
- MBJ (Structural)
- PFA Engineering (Mechanical, Plumbing/Fire Protection)
- CSRA (Special Inspections)
- Aulick Engineering (RPR) – certified DBE firm

END OF ATTACHMENT A

ATTACHMENT B
FEE DETAIL
CONSTRUCTION ADMINISTRATION/CLOSEOUT (CA/CO) SERVICES
FOR
TERMINAL CHECKPOINT MODERNIZATION
AUGUSTA REGIONAL AIRPORT (AGS)
AUGUSTA, GA

DATE: 7/6/2026
BY: Debbie Dent
DURATION: 52 weeks

MEAD & HUNT

ADDITIONAL CACO SERVICES

LABOR CLASSIFICATION		PRINCIPAL IN CHARGE	PROJECT MANAGER	PROJECT ARCHITECT	STRUCT ENGINEER	CIVIL ENGINEER	MECH / FP ENGINEER	INTERIOR DESIGNER	TECHNOLOGY ENGINEER	ELECT ENGINEER	CADD TECHS	PROJECT ASSISTANT	TASK TOTAL
TASK		\$265.00	\$225.00	\$189.00	\$189.00	\$189.00	\$189.00	\$189.00	\$189.00	\$189.00	\$126.00	\$105.00	
Project Management													0
Setup project and IFE response													0
Monthly Subconsultant Invoicing and Accounting													0
Monthly Owner Invoicing and Accounting													0
Monthly Project Review			12										12
Organize Project Information			2	2								2	6
Develop Work Plan													0
Manage and Coordinate Staff Assignments													0
													0
			14	2								2	18
Construction Administration Phase Services (52 weeks)													
Contractor Communication (4 hrs/wk contracted; 2 hrs/wk additional as of 8/18/25)			60	60									120
Owner Communication (4 hrs/wk contracted; 0.5 hrs/wk additional as of 8/18/25)			15										15
TSA Communication				8									8
Prepare Issued For Construction Documents													0
Attend (1) Pre-Construction Conference													0
Prepare and Attend Status Meetings		4	6	4								2	16
Review Construction Schedule Updates			8	12									20
Review Submittal Schedule/Monthly Updates													0
Review Initial Schedule of Values													0
Maintain Logs			4									6	10
Review Submittals and Shop Drawings (120 sections)													0
Respond to Contractor RFIs (assume 25 contracted; additional 100 to date)				50		2			1	1		12	66
Respond to Contractor Substitution Requests (2)													0
Issue Supplemental Information/RFCP's (assume 5)													0
Respond to Contractor COP and CORs			46	60								6	112
Prepare Change Orders (3)												2	2
Review and Recommendation Monthly Pay Apps (12)													0
Attend Weekly OAC Meetings (start 8/18/2025)			80	80		24							184
Prepare additional field observation reports			12	18								8	38
Engineering Site Observations Visits/Field Reports													0
Structural (4 visits)													0
Interiors (1 visit)													0
Technology (2 visits)													0
Mechanical (3 visits)													0
Plumbing/Fire Protection (1 visit)													0
Electrical (3 visits)													0
Participate in (40) Weekly 1 hr. OAC Teleconference Mtgs													0
Attend (1) Substantial Completion Inspection													0
Review and Annotate Punchlist													0
Prepare Certificate of Substantial Completion													0
													0
			4	231	292		26			1	1		36
													591
Closeout Phase (4 weeks)													
Attend Final Completion Inspection													0
Finalize Punchlist													0
Provide PDF As-Built Files Record Document													0
Provide Closeout Documentation													0
Prepare Final Closeout Paperwork													0
Prepare Engineers Closeout Report													0
													0
													0

TOTAL LABOR HOURS:		4	245	294	0	26	0	0	1	1	0	38	609
DIRECT LABOR COSTS:		1,060	55,125	55,566	0	4,914	0	0	189	189	0	3,990	121,033
Total labor hours	609												
Average hours per week/classification	40	0.10	6.13	7.35	0.00	0.65	0.00	0.00	0.03	0.03	0.00	0.95	
Average hours per week total team	15												

IN HOUSE EXPENSES		
TRAVEL		4,046
PER DIEM		800
AIR TRAVEL		0
HOTEL		0
Printing Allowance		0
	Sub-total	4,846
SUBCONSULTANT SERVICES/EXPENSES		
CONSULTANT (MBJ) STRUCTURAL		5,000
CONSULTANT (PFA) MECHANICAL, PLUMBING, FIRE PROT		0
	Sub-total	5,000
ADDITIONAL SERVICES/EXPENSES		
CONSULTANT (AULICK) RPR		0
CONSULTANT (CSRA) TESTING		0
	Sub-total	0
TOTAL EXPENSES/CONSULTANTS		9,846

		amount	multiplier	total
Car Travel	31	180.00	\$0.725	4,046
Per Diem	16	50.00	1.00	800
Air Travel		800.00	1.00	0
Hotel		200.00	1.00	0

SUMMARY				TOTAL LABOR	SUBS SERVICES	ADDITIONAL SERVICES	MH EXPENSES	TOTAL FEE
				121.033	5.000	0	4.846	130.879

\$ 5,706,000	Construction Budget
2.12%	Base Fee Percentage
0.09%	Addtl Services Fee Percentage
0.08%	Expenses
2.29%	

AIRPORT:	Augusta Regional Airport	DATE:	7/6/2026
PROJECT DESCRIPTION:	Checkpoint Modernization - Extended CA/CO Services	BY:	Debbie Dent
MEAD & HUNT PROJECT NUMBER:	0119700-231215.03	DURATION:	35 weeks

MEAD & HUNT EXTENDED CACO SERVICES

LABOR CLASSIFICATION	PRINCIPAL IN CHARGE \$265.00	PROJECT MANAGER \$225.00	PROJECT ARCHITECT \$189.00	STRUCT ENGINEER \$189.00	CIVIL ENGINEER \$189.00	MECH / FP ENGINEER \$189.00	INTERIOR DESIGNER \$189.00	TECHNOLGY ENGINEER \$189.00	ELECT ENGINEER \$189.00	CADD TECHS \$126.00	PROJECT ASSISTANT \$105.00	TASK TOTAL
Project Management												
Setup project and IFE response												0
Monthly Subconsultant Invoicing and Accounting		5									2	7
Monthly Owner Invoicing and Accounting		8									2	10
Monthly Project Review		8										8
Organize Project Information		8	3								2	13
Develop Work Plan												0
Manage and Coordinate Staff Assignments		8										8
												0
	0	37	3	0	0	0	0	0	0	0	6	46
Construction Administration Phase Services (30 weeks)												
Contractor Communication		160	80								30	270
Owner Communication		90	40									130
TSA Communication			30									30
Prepare Issued For Construction Documents												0
Attend (1) Pre-Construction Conference												0
Prepare and Attend Status Meetings		14	14		10						2	40
Review Construction Schedule Updates		28	44		14						6	92
Review Submittal Schedule/Monthly Updates		1										1
Review Initial Schedule of Values												0
Maintain Logs											7	7
Review Submittals and Shop Drawings			22								2	24
Respond to Contractor RFIs		7	32		2						10	51
Respond to Contractor Substitution Requests (0)												0
Issue Supplemental Information/RFCP's (assume 0)												0
Respond to Contractor COP and CORs		48	64		16						6	134
Prepare Change Orders		14	14								4	32
Review and Recommendation Monthly Pay Apps (7)		12	7									19
Weekly Site Observations		92	84									176
Prepare additional field observation reports		12	12								6	30
Engineering Site Observations Visits/Field Reports												0
Structural (0 additional visits)												0
Interiors (0 additional visits)												0
Technology (0 additional visits)												0
Mechanical (0 additional visits)												0
Plumbing/Fire Protection (0 additional visits)												0
Electrical (0 additional visits)												0
Participate in Weekly 1 hr. OAC Teleconference Mtgs		23	80		30			4	4			141
Attend (1) Substantial Completion Inspection												0
Review and Annotate Punchlist												0
Prepare Certificate of Substantial Completion												0
												0
	0	501	523	0	72	0	0	4	4	0	73	1,177
Closeout Phase (4 weeks)												
Attend Final Completion Inspection												0
Finalize Punchlist												0
Provide PDF As-Built Files Record Document												0
Provide Closeout Documentation												0
Prepare Final Closeout Paperwork												0
Prepare Engineers Closeout Report												0
												0
	0	0	0	0	0	0	0	0	0	0	0	0

TOTAL LABOR HOURS:		0	538	526	0	72	0	0	4	4	0	79	1,223
DIRECT LABOR COSTS:		0	121,050	99,414	0	13,608	0	0	756	756	0	8,295	243,879
Total labor hours	1223												
Average hours per week/classification	40	0.00	13.45	13.15	0.00	1.80	0.00	0.00	0.10	0.10	0.00	1.98	
Average hours per week total team	31												

IN HOUSE EXPENSES		
TRAVEL		5,742
PER DIEM		2,200
AIR TRAVEL		800
HOTEL		800
Printing Allowance		0
Sub-total		9,542
SUBCONSULTANT SERVICES/EXPENSES		
CONSULTANT (MBJ) STRUCTURAL		38,450
CONSULTANT (PFA) MECHANINCAL, PLUMBING, FIRE PROT		7,200
Sub-total		45,650
ADDITIONAL SERVICES/EXPENSES		
CONSULTANT (AULICK) RPR		0
CONSULTANT (CSRA) TESTING		0
Sub-total		0
TOTAL EXPENSES/CONSULTANTS		55,192

		amount	multiplier	total
Car Travel	44	180.00	\$0.725	5,742
Per Diem	44	50.00	1.00	2,200
Air Travel	1	800.00	1.00	800
Hotel	4	200.00	1.00	800

SUMMARY				TOTAL	SUBS	ADDITIONAL	MH	TOTAL
				LABOR	SERVICES	SERVICES	EXPENSES	FEE
				243,879	45,650	0	9,542	299,071

\$ 5,706,000	Construction Budget
4.27%	Base Fee Percentage
0.80%	Addtl Services Fee Percentage
0.17%	Expenses
5.24%	